

**Agenda**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**Waco Housing Authority**  
**Board Room**  
**4400 Cobbs Dr.**  
**Waco, Texas**  
**May 11, 2023**  
**12:00 Noon**

- I. Call to Order
- II. Establishment of Quorum
- III. Hearing from Visitors
  - Recognition of Officials
- IV. Approval of Minutes
- V. Presentation from the Auditor – David Boring
- VI. Updates
  - RAD (South Terrace)
  - RAD (Melody Grove)
  - Trendwood
  - Sandstone Apartments
  - Avila Apartments
- VII. Departmental Reports
- VIII. Consideration of Future Agenda Items
- IX. Executive Session
  - Section 551.072
    - Deliberation regarding real property/real estate
- X. Adjournment

**Synopsis of the Minutes**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**4400 Cobbs Drive**  
**HYBRID MEETING**  
**April 13, 2023**  
**12:00 Noon**

- I. Chair Melli Wickliff called the meeting to order at 12:02 p.m.
- II. Establishment of Quorum  
Commissioner's present: Melli Wickliff, Jon Ramos, John Bible, LaTonya Lewis, Brad Kinkeade  
  
Commissioners absent:
- III. Hearing from Visitors  
• Recognition of Officials
- IV. Approval of Minutes  
Board Chair Melli Wickliff asked for a motion to approve the minutes of the March 2023 Board Meeting. Commissioner Brad Kinkeade made the motion and Commissioner Latonya Lewis seconded the motion. Board Chair Melli Wickliff called for a vote and the motion passed unanimously.
- V. Updates  
President/CEO provided an update to the South Terrace RAD project and advised they we have an anticipated completion date of June 2023.  
President/CEO and Art Schultz updated the board on the progress for Melody Grove (Estella Maxey) RAD Development and we are still on track.  
President CEO provided an update to the board regarding Trendwood and they are still on track with renovations.  
President/CEO provided an update to the board on Sandstone Apartments.  
President/CEO provided an update to the board on the Avila project.  
President/CEO presented a video of a Section 8 Homeowner success story to the Board.
- VI. New Business

**RESOLUTION 3865 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO ENTER INTO A CONTRACT WITH WACO EMERGENCY PLUMBING OF WACO, TEXAS IN THE AMOUNT OF \$239,000.00 FOR EMERGENCY SEWER LINE REPLACEMENT AT KATE ROSS.**

The President/CEO explained to the board the resolution will authorize WHA to enter into a contract for sewer line replacement at Kate Ross. Chair Melli Wickliff asked for a motion to approve Resolution No. 3865. Vice Chair Jon Ramos made the motion to approve, and Commissioner John Bible seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3865

A copy of this resolution may be found in the resolution file.

**RESOLUTION 3866 RESOLUTION APPROVING WACO PUBLIC FACILITY CORPORATION II'S ISSUANCE, SALE, AND DELIVERY OF MULTIFAMILY HOUSING GOVERNMENTAL NOTE (SOUTH TERRACE APARTMENTS) SERIES 2023; APPROVING THE FORM AND SUBSTANCE OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS AND INSTRUMENTS NECESSARY TO CARRY OUT THE FINANCING OF SUCH MULTIFAMILY RENTAL RESIDENTIAL DEVELOPMENT; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.**

The President/CEO explained to the board the resolution will authorize WHA to approve WPFC II to issue bonds for South Terrace. Chair Melli Wickliff asked for a motion to approve Resolution No. 3866. Vice Chair Jon Ramos made the motion to approve, and Commissioner John Bible seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3866

A copy of this resolution may be found in the resolution file.

RESOLUTION 3867 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES (THE "AUTHORITY") AUTHORIZING THE PRESIDENT/CEO OR DESIGNEE TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE ACQUISITION OF, AND PLACEMENT OF "AFFORDABLE" UNITS WITHIN, AVILA APARTMENTS LOCATED AT 5000 SANGER AVE., WACO, TEXAS 76710 (THE "PROJECT").

The President/CEO explained to the board the resolution will authorize WHA to facilitate the acquisition of affordable units at Avila. Chair Melli Wickliff asked for a motion to approve Resolution No. 3867. Commissioner John Bible made the motion to approve, and Commissioner Brad Kinkeade seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3867

A copy of this resolution may be found in the resolution file.

I. Reports

**Administrative Services**

Everything for Admin was usual business.

**Information Technology**

Every for I.T. was usual business.

**OPERATIONS –Vice President Gloria Dancer**

Rising Images

The nonprofit properties continue to do well with rent collection and leasing. All properties are in compliance.

**MOD**

Everything for MOD was usual business.

**PUBLIC HOUSING**

There are 1639 applicants on the WHA Public Housing Waiting list.

**MAINTENANCE**

The Maintenance Department continues to work on make readies.

**SECTION 8 - Milet Hopping**

The Section 8 department currently is leasing 2509 vouchers and has 1430 total applicants on the combined waiting lists. There are 55 veterans in the VASH program.

**COMMUNITY SERVICES - Milet Hopping**

Our Community Services Department continues to work with the residents and community.

**FINANCE – Vice President Edwina Viera**

A summary of the financial statements and Consolidated Financial Report was provided.

II. Consideration of Future Agenda Items

III. Adjournment

Chair, Melli Wickliff, adjourned the meeting at 2:19 p.m.

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Secretary

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Chair of the Board

Seal

**South Terrace Progress Report  
Brinshore Development, L.L.C.  
Waco Housing Authority Board Meeting  
May 11, 2023**

**Issues Addressed this Month:**

- **Supplemental Bond Closing and Funding**
- **Short Term Funding Deficit**
- **Construction/Relocation Progress**
- **Unit Delivery Schedule**

**Supplemental Bond Closing and Funding**

Brinshore, WHA, Citibank and Enterprise continue to meet on a weekly basis to discuss the required documents and timing to close on the supplemental tax exempt bonds. Documents have been prepared and circulated for comments. We have been preparing the HUD submission package for approval should have gone out after I drafted these notes on 5/3 and the board meeting on May 11. It may take 30-60 days for HUD approval. The bond closing is scheduled to take place on April 27<sup>th</sup> or soon thereafter, whenever HUD approves. Brinshore, Citibank, and Enterprise have agreed on the budget numbers, including the amount of equity and when it will come into the project. Enterprise has agreed to allow some of its equity to come in during the construction process prior to TDHCA issuing an allocation of credits to cover costs that Bond proceeds cannot pay for.

**Short Term Funding Deficit**

Citibank has agreed to use the original Tax Exempt Bond loan funds to fund additional work to be performed including the sewer later replacement, the flat work, as well as approved change orders above the original contingency. This will cover a portion of the draws prior to closing on the supplemental funding. We anticipate that there will be a need for additional funds. We plan on using the funds approved by the WHA Board to fund this funding deficit. These short term funds from the WHA will be repaid from proceeds from the Tax Exempt Bonds at closing. The amount needed will not exceed the approved \$1.5MM.

**Construction/Relocation Progress**

TOTAL UNIT DELIVERY COUNT TO DATE 4-28-23 – 192.

- Units under J4 Possession that can be completed – 52.
- Partial Units under J4 Possession that cannot be completed – 4.
- Units yet to be received by J4 - 2

**INSURANCE UNITS**

- Total units remaining to be completed – 22.
- Total units under J4 Possession – 22.
- Units under J4 Possession that can be completed – 18.
- Partial Units under J4 Possession that cannot be completed – 4.

- Units yet to be received by J4 – 2.

#### UNITS RECEIVED BY J4 EVERY MONTH (2023)

- 8 Units in January - 5 units Can be completed to finish.
- 2 Units in February - 2 Units can be completed to finish.
- 13 Units in March - 9 units can be completed to finish.
- 10 Unit in April – 10 unit can be completed to finish. (As of today)

#### SCHEDULE UPDATE

1. Sanitary sewer replacement % completion- 38%
2. Sidewalks % completion-45%
3. Warranty work- No pending tickets
4. HQS & Architect Walk -  
Architect walk for 2715/2717 S 14th& 1417/1419 Benton was completed last week.

#### CHALLENGES

1. Delay in Inspections due to City short staff.
2. Weather Delay's for Sanitary sewer & Sidewalks.

The final completion will likely be pushed to July depending on resolving issues with payment delays and providing remaining occupied units to J4.

#### **Unit Delivery Schedule**

The management and WHA teams made great progress in April, completing the relocation of all the remaining eligible residents into rehabbed units. J4 currently has all but 2 buildings available to their construction queue; and should have all buildings by mid-May.

All efforts are now being placed on leasing up the existing 15 rehabbed-but-vacant units, and the 58 remaining vacancies to fill that will be rehabbed between now and August. Management and WHA continue to collaborate on plans to increase the volume of applicant files referred to the project, as well as combining their efforts to streamline data collection to expedite file processing.

- 192 units have been rehabbed to date. 173 rehabbed units are currently occupied. Two (2) residents remain in their un-rehabbed units and both are scheduled for eviction due to non-payment/non-compliance.
- There are 4 applicants referred from the WHA pending site approval for move in.
- J4 has in their possession 56 units within 24 fully vacant buildings. Per J4's most recent schedule, 16 units will be turned over in the next 30 days.
- As of today, there are a total of 6 un-rehabbed units (2 buildings) left.

## Unit Delivery Summary Nov 1, 2022 – Apr 26, 2023

Address	Bldg Status	Actual Start	J4 Completion Date
2600 S 14	Complete	12/1/2022	4/20/2023
2602 S 14	Complete	12/1/2022	4/20/2023
2704 S 14	Complete	11/16/2022	4/18/2023
2708 S 14	Complete	11/16/2022	4/18/2023
2709 S 14	Complete	11/29/2022	4/14/2023
2500 S 15	Complete	10/20/2022	4/8/2023
218 Kennedy	Complete	11/10/2022	4/8/2023
220 Kennedy	Complete	11/10/2022	4/8/2023
2732 S 14	Complete	11/10/2022	4/8/2023
2734 S 14	Complete	11/10/2022	4/8/2023
2622 S 14	Complete	11/1/2022	3/8/2023
2624 S 14	Complete	11/1/2022	3/8/2023
1402 Benton	Complete	11/8/2022	3/8/2023
2730 S 14	Complete	11/1/2022	3/8/2023
1404 Benton	Complete	10/20/2022	3/8/2023
1406 Benton	Complete	10/20/2022	3/8/2023
2630 S 14	Complete	7/27/2022	3/7/2023
2632 S 14	Complete	7/27/2022	3/7/2023
2609 S 14	Complete	10/14/2022	2/20/2023
2611 S 14	Complete	10/14/2022	2/20/2023
2616 S 14	Complete	10/14/2022	2/20/2023
2608 S 14	Complete	10/20/2022	2/20/2023
2610 S 14	Complete	10/20/2022	2/20/2023
2714 S 14	Complete	8/26/2022	1/20/2023

2716 S 14	Complete	8/26/2022	1/20/2023
1330 Carter	Complete	10/14/2022	1/20/2023
2702 S 12	Complete	10/14/2022	1/20/2023
2704 S 12	Complete	10/14/2022	1/20/2023
2711 S 14	Complete	10/14/2022	1/20/2023
2713 S 14	Complete	10/14/2022	1/20/2023
2605 S 14	Complete	9/2/2022	12/15/2022
2607 S 14	Complete	9/2/2022	12/15/2022
312 Kennedy	Complete	8/26/2022	12/13/2022
2726 S 14	Complete	7/25/2022	12/12/2022
2728 S 14	Complete	7/25/2022	12/12/2022
2648 S 14	Complete	7/25/2022	12/12/2022
2650 S 14	Complete	7/25/2022	12/12/2022
1023 Gurley	Complete	7/21/2022	12/8/2022
113 Kennedy	Complete	8/9/2022	12/8/2022
115 Kennedy	Complete	8/9/2022	12/8/2022
2701 S 12	Complete	8/22/2022	12/8/2022
2703 S 12	Complete	8/22/2022	12/8/2022
1225 Carter	Complete	8/9/2022	12/2/2022
1227 Carter	Complete	8/9/2022	12/2/2022
214 Kennedy	Complete	7/5/2022	11/16/2022
216 Kennedy	Complete	7/5/2022	11/16/2022
209 Lyndon	Complete	7/27/2022	11/14/2022
211 Lyndon	Complete	7/27/2022	11/14/2022
1021 Gurley	Complete	7/21/2022	11/9/2022
1401 Benton	Complete	8/5/2022	11/9/2022

## Construction Outlook as of 4.26.2023 Schedule

Address	Actual Start	Projected Completion	% Complete (as of 4/26)
2717 S 14	12/15/2022	4/28/2023	99%
2715 S 14	12/15/2022	4/28/2023	99%
1410 Carter	8/16/2021	5/5/2023	99%
1417 Benton	12/15/2022	5/22/2023	99%
1419 Benton	12/15/2022	5/22/2023	99%
125 Lyndon	12/15/2022	5/8/2023	97%
127 Lyndon	12/15/2022	5/8/2023	97%
201 Kennedy	12/15/2022	5/22/2023	88%
203 Kennedy	12/15/2022	5/22/2023	88%
205 Kennedy	12/15/2022	5/22/2023	88%
207 Kennedy	12/15/2022	5/22/2023	88%
1216 Carter	12/15/2022	5/25/2023	83%
1218 Carter	12/15/2022	5/25/2023	83%
1415 Carter	1/13/2023	5/26/2023	79%
1417 Carter	1/13/2023	5/26/2023	79%
314 Kennedy	1/23/2023	6/1/2023	72%
316 Kennedy	1/23/2023	6/1/2023	72%
318 Kennedy	1/23/2023	6/1/2023	72%
320 Kennedy	1/23/2023	6/1/2023	72%
2724 S 14	1/13/2023	5/30/2023	67%
2638 S 14	2/14/2023	6/19/2023	61%
2640 S 14	2/14/2023	6/19/2023	61%
2604 S 14	2/14/2023	6/14/2023	54%
2606 S 14	2/14/2023	6/14/2023	54%
1423 Carter	3/1/2023	6/16/2023	54%



1425 Carter	3/1/2023	6/16/2023	54%
2618 S 14	3/1/2023	6/16/2023	54%
2620 S 14	3/1/2023	6/16/2023	54%
1400 Carter	3/8/2023	6/16/2023	52%
2601 S 14	3/17/2023	6/27/2023	48%
2603 S 14	3/17/2023	6/27/2023	48%
1117 Gurley	3/20/2023	6/28/2023	38%
1119 Gurley	3/20/2023	6/28/2023	38%
1121 Gurley	3/20/2023	6/28/2023	38%
1123 Gurley	3/20/2023	6/28/2023	38%
1204 Carter	3/24/2023	7/21/2023	38%
1206 Carter	3/24/2023	7/21/2023	38%
1402 Carter	4/3/2023	7/26/2023	30%
1404 Carter	4/3/2023	7/26/2023	30%
209 Kennedy	3/27/2023	7/21/2023	30%
2701 S 14	4/18/2023	7/31/2023	15%
2703 S 14	4/18/2023	7/31/2023	15%
2705 S 14	4/18/2023	8/4/2023	15%
2707 S 14	4/18/2023	8/4/2023	15%
122 Kennedy	4/20/2023	8/8/2023	3%
124 Kennedy	4/20/2023	8/8/2023	3%
126 Kennedy	4/20/2023	8/8/2023	3%
128 Kennedy	4/20/2023	8/8/2023	3%
1405 Benton	4/20/2023	8/8/2023	3%
1407 Benton	4/20/2023	8/8/2023	3%



# INTEGRAND DEVELOPMENT, LLC

*Solutions, Experience & Integrity*

## **Board Report**

**May 2023**

### **2023 LIHTC Round**

An updated application list was released from TDHCA on April 25<sup>th</sup>. According to the list, Melody Grove has scored well within the approved funding limits. This is excellent news!

### **FHLB Dallas AHP Application**

The FHLB of Dallas has announced their next round of Affordable Housing Program Grants. Applications are due May 11<sup>th</sup> with grants up to \$850,000. The FHLB is now conducting workshops on the grant. Art Schuldt and Colton Kyle have attended workshops held in New Orleans and Houston. Based on scoring criteria presented, Melody Grove should score very well. Colton Kyle is preparing the application now for Melody Grove.

### **Next Steps**

With hopefully a pending approval from TDHCA at their July 27<sup>th</sup> Board meeting, Integrand will prepare an agenda of next steps. Items for consideration include:

- RAD Financing Plan/Section 18 Blend disposition application
- Meet with City for a discussion on reducing water-sewer rates as part of the TIFF 4 plan area
- Conduct additional resident and community meetings
- Develop more detailed architectural plans and finalize amenities
- Begin cost estimating and any value engineering with Pavilion Construction

Finally, Integrand is suggesting and will coordinate a meeting this spring with Urban Strategies, Waco Board of Commissioners and staff as well as key City staff to present a possible 2024 Choice Neighborhoods Initiative application to HUD for the Kate Ross sites. The typical award is \$40 million to be leveraged with other private and public resources. More information to follow.

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**A Housing Solutions Alliance, LLC/National Development of America, Inc. Company**

# Trendwood Update

## Operations

- The laundry room has been re-opened and is available for resident use.
- Buildings 1712 and 1714 have been delayed from the planned delivery on 4/28/23 due to electrical inspection delays. We should have an update early next week after construction hears back from the inspector. Tenants have been notified and we are working with the building department to schedule the inspections as soon as possible. Building 1718 and Building 1720 are due to return to us on Friday , May 19, 2023.
- Site compliance is continuing to work on file approval with our third-party compliance review. The site's goal is to have all occupied Tax Credit files submitted, acknowledged and completed by May 31<sup>st</sup> .
- As I discussed with Milet, we are planning to rename the property once the renovations are complete. We believe there are negative feelings in the community about "Trendwood" and we'd like the name to represent the positive community we are trying to build. We are awaiting HUD approval but if approved, the new name will be Riverside Apartments.
- The staff is pleased with the security company, they provide regular reports including videos and pictures of any issues. They work well with the police department, who also seem pleased with the progress we are making at Trendwood. There was an incident this month where police were called after a shot was fired from behind one of the buildings. There were no injuries, the police took statements and left thereafter.

## Construction

- Window production has begun, currently complete in 64 units
- ADA paths are 80% complete and site concrete repairs are in progress
- Playground complete
- Community building complete
- Current production in 24 units. With 36 units complete.
- As mentioned above, we are experiencing delays with the electrical inspections because the Building Department is short 5 inspectors. This is delaying the sign off on the two buildings mentioned above, as well as the house meters that were installed for the security camera system.

## **Sandstone Apartments Update**

- Post paid to WHA the April monthly management fee of \$2123.29. This recurring monthly management fee is due on the 15<sup>th</sup> of the month.
- 1st Call Services, Post's affiliated General Contractor, is well underway on exterior renovations. We have replaced siding on several buildings and are finalizing the exterior paint job. Tree pruning and landscaping has been completed. We expect the pool remodel to be completed by early June.
- April ending occupancy was 86%. Lower occupancy due to us taking units offline to complete renovations. We expect occupancy to increase in the low/mid 90s by the end of May.
- LEASING SPECIAL: We are offering \$500 off 1<sup>st</sup> month's rent and no application or administrative fee on new leases.
- Work has started on the clubroom/office area. This will be completed this month.
- We will hold a larger open house on June 15<sup>th</sup>. At this time the community will have completed the repainting, the pool area will be expanded as we want this to be a focal point for our Sandstone community. We want the community to see how much we have invested in the property not only on the exterior but also unit interior upgrades.
- Staff are fully trained on the structure are actively auditing and reviewing our existing residents' incomes to determine who qualifies for an affordable unit.
- On-site staff are working with Christina Miller to identify voucher tenant holders and place them at Sandstone.

Here are pictures of the newly painted exterior.





## Administrative Services Department April 2023 Report

### Routine Work Projects

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks – **215** checks (all other checks were direct deposited and check stubs can be accessed by landlords through the landlord portal.)
- Travel and Training: *(See attached training sheet for all training offered to staff).*
- Partnership Meetings: Attend Housing Coalition Board Meeting.
- Applications
  - **177** Public Housing / **0** Mart
  - **0** VASH
- Processed **783** pieces of incoming mail
- Processed **4,949** pieces of outgoing mail
- Proofed all department monthly reports
- Made **344,471** copies for departments
- Sent out **91** Late Notices for Public Housing
- Sent out **121** Notices of Concern
- Sent out **502** Utility Notices

### Clients and Visitors

There was a total of **172 persons** that checked in to the receptionist in the lobby.

There was a total of **9,518 incoming calls** handled by the receptionist for the month.

### Rising Images Compliance Audit

#### Raintree

Raintree Apartments are required to have 55 total units in the Affordable Housing Program. Out of the 55 units, 32 units must qualify as very low income. Raintree had a total of 80 units in the program, 40 very low income and 40 low incomes based on the compliance audit completed, 12 files were reviewed, and no corrections were required. Raintree was in compliance.

#### Picadilly

Picadilly Apartments are required to have 5 qualifying units in the Affordable Housing Program. Out of the 5 units, 2 must qualify as very low income. Picadilly had 6 qualifying units in the program, 4 very low income and 2 vacancies. Based on the compliance audit completed, no files were reviewed and Picadilly was in compliance. We can count the vacant units as qualified until they are filled.

#### Cimmaron

Cimmaron Apartments are required to have 35 total units in the Affordable Housing Program. Out of the 35 units, 20 units must qualify as very low income. Cimmaron had a total of 62 units in the program, 28 very low income and 34 low incomes. Based on the compliance audit completed, 10 files were reviewed, no corrections were required and Cimmaron was in compliance.

#### Hunnington

Hunnington Apartments are required to have 45 total units in the Affordable Housing Program. Out of the 45 units, 12 units must qualify as very low income. Hunnington had a total of 47 units in the program, 18 very low income and 29 low income. Based on the compliance audit completed, 10 files were reviewed, no corrections were required and Hunnington was in compliance.

Employee	Training Class	Dates	Location
Rebecca Ellis	Groundwater Presentation-Race Equity Training	1/11/2023	webinar
Melissa Johnson	Groundwater Presentation-Race Equity Training	1/11/2023	Webinar
MyLinda Browder	Groundwater Presentation-Race Equity Training	1/11/2023	Webinar
Milet Hopping	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Gloria Dancer	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Rebecca Ellis	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Janie Lovell	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Vicki Horn	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Shameka Whittington	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Corina Mendoza	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Rebecca Ellis	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Edward Cotton	How to Effectively Manage Your Maintenance Program	02/06-02/09	webinar
Rebecca Suarez	Effective Internal Controls	2/9/2023	webinar
Milet Hopping	Advocacy Day	02/20-02/21	Austin
Rebecca Ellis	Advocacy Day	02/20-02/21	Austin
Briotony Porter	Sorting and Decision Making: Two Key Skills for Effective Decluttering	3/20/2023	webinar
Victor DeWitt	Certified Pool Operator Course	03/16-03/17	Hewitt
Crystal Anthony	Family Self-Sufficiency & Exam	03/21-23/2023	webinar
CaSaundra Foreman	Family Self-Sufficiency & Exam	03/21-23/2023	webinar
Milet Hopping	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Rebecca Ellis	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Gloria Dancer	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Jon Ramos	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
John Bible	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Milet Hopping	Multifamily Direct Loan Training	03/0/2023	webinar
Janie Lovell	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Vincent Pearson	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Edward Cotton	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Crystal Anthony	Peer Support for FSS Case Managers	4/6/2023	webinar
CaSaundra Foreman	Peer Support for FSS Case Managers	4/6/2023	webinar
Milet Hopping	Texas NAHRO Conference	04/10-13/2023	Corpus Christi
Gloria Dancer	Texas NAHRO Conference	04/10-13/2023	Corpus Christi



Rebecca Ellis	Texas NAHRO Conference	04/10-13/2023	Corpus Christi
Mylynda Browder	Texas NAHRO Conference	04/11-13/2023	Corpus Christi
Corina Mendoza	Texas NAHRO Conference & HCV/PH Rent Calculation Course and Exam	04/11-13/2023	Corpus Christi
LaTasha Love	Texas NAHRO Conference & HCV/PH Rent Calculation Course and Exam	04/11-13/2023	Corpus Christi
Maria Lozano	Texas NAHRO Conference	04/11-13/2023	Corpus Christi
Crystal Anthony	FSS: A Holistic Approach to Client Engagement	4/12-13/2023	webinar
CaSaundra Foreman	FSS: A Holistic Approach to Client Engagement	4/12-13/2023	webinar
Briotony Porter	Master of Social Work Colloquium	4/21/2023	webinar
Gloria Dancer	Documenting Resident Violations in 2022-23	4/20/2023	webinar
Janie Lovell	NAHRO-How to adapt from UCPS to Nspire	5/1/2023	webinar
Charles Cervantez	NAHRO-How to adapt from UCPS to Nspire	5/1/2023	webinar
Ryan Tomlinson	DIR Navigating DIR's Contracts	5/4/2023	Temple
Briotony Porter	Master of Social Work Colloquium	5/9/2023	webinar
Gloria Dancer	RAD Project Based Voucher	05/15-18/2023	Houston
Janie Lovell	RAD Project Based Voucher	05/15-18/2023	Houston
Denicka Simmons	RAD Project Based Voucher	05/15-18/2023	Houston
Christina Miller	RAD Project Based Voucher	05/15-18/2023	Houston
Crystal Anthony	Peer Support for FSS Case Managers	6/8/2023	webinar
CaSaundra Foreman	Peer Support for FSS Case Managers	6/8/2023	webinar
Milet Hopping	Meeting-Succession Planning		Webinar

# Information Technology (IT)

April 2023

- **HMS Windows Software, Software Applications, & IT Support Calls**

- All support calls were closed within 24 hours.
- As WHA & Affiliates' personnel continue using the software and as the software is refined to our needs; there are some support calls that are sent directly to MRI (the software vendor) that require re-writing of computer programming and are placed on a priority status according to HUD rules and regulations. Once rewritten, MRI sends an update to be installed to correct or enhance these support requests.

- **Web Page**

- Waco Housing Authority web page address is [www.wacopha.org](http://www.wacopha.org)

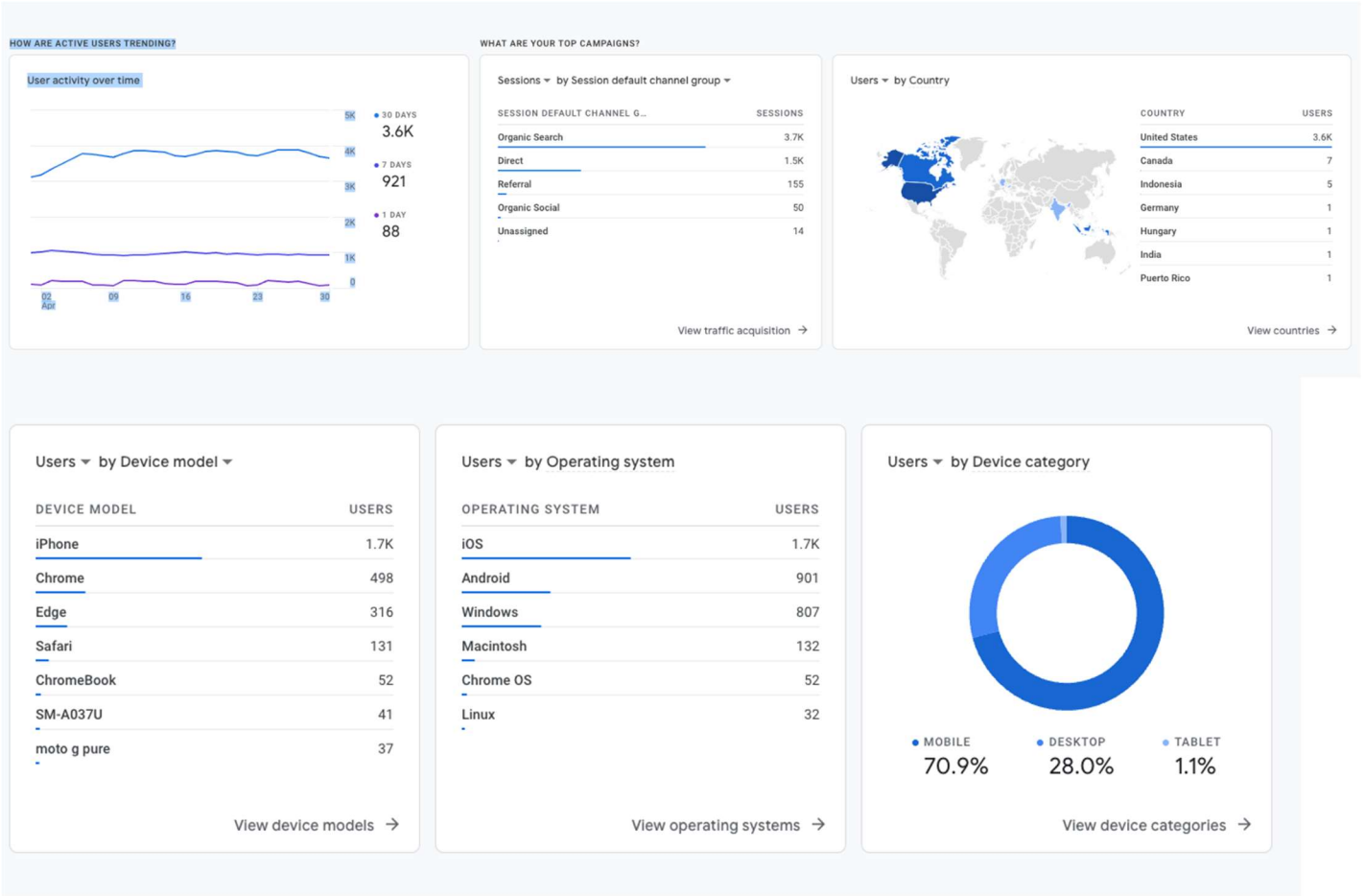
- **Server, Computer, and Phone System Uptimes**

WHA Network systems had no substantial downtime for the month

- **Miscellaneous**

- Continue access control/intercom security cams at Community Services
- Additional support for FSS streamlining new contract of participation.
- Demo paperless solutions for Accounts Payable
- Working on revamp of resident Computer labs (Community Services)
- Procured multi factor authentication devices and continued security escalation administration.
- Certified WHA users for EIV/PIC (HUD systems)
- Issued Security Awareness training video to staff
- Continue work on file vision paperless solutions, setup 5 temporary staff workstations for scanning
- Setup collaboration with Community Services on social media posts

# April Analytics [Wacopha.org](http://Wacopha.org)



## Facebook posts

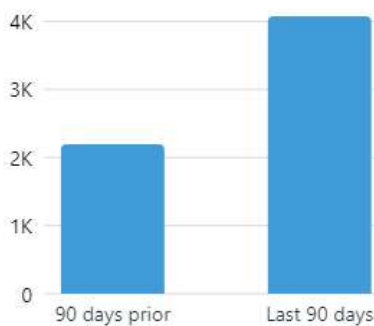
Facebook stories

### Reach

Post reach ⓘ

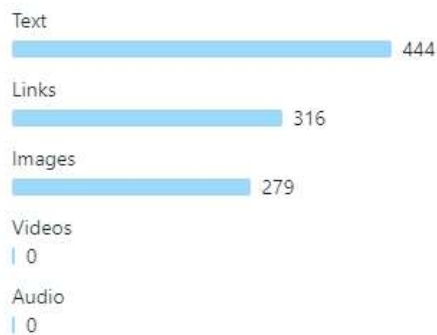
4.1K ↑ 85.6%

Total from last 90 days vs 90 days prior



Median post reach per media type ⓘ

For posts created in the last 90 days



## Rising Images, Inc. Board Report for April 2023

### Occupancy

	Total Units	Vacant Units	Percentage Occupied
Cimmaron	100	0	100%
Hunnington	60	0	100%
Misty Square	16	0	100%
	Total Units	Vacant Units	Percentage Occupied
Picadilly	6	0	100%
Raintree	156	2	98%

### Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Cimmaron	\$50,847.00	\$52,090.00	\$52,090.00	100%
Hunnington	\$34,629.00	\$35,440.00	\$35,440.00	100%
Misty Square	\$8,380.00	\$8,550.00	\$8,550.00	100%

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Picadilly	\$4,562.88	\$ 3,982.00	\$3,982.00	100%
Raintree	95,928.15	\$96,960.00	\$97,410.00	100%

### **Delinquent Rent:**

None

### **Contracts (MOD)**

Aragon is finishing up the siding on Hunnington Bldgs. E-I.

### **Administration**

Cimmaron is in compliance with the requirements for the Affordable Housing Program.  
Hunnington is in compliance with the requirements for the Affordable Housing Program.  
Picadilly is in compliance with the requirements for the Affordable Housing Program  
Raintree is in compliance with the requirements for the Affordable Housing Program

# South Terrace Monthly Report

Reporting Month: Apr-23

FINANCIAL	
Rent Collected Amount	\$ 138,260.37
Amount of Delinquent Rent-Resident	\$ 70,989.00
OCCUPANCY	
193 Completed Units	
174 Occupied Units	
90%	
LEASING INFORMATION	
Total Applicant Files Received	5
Total Applicant Files Approved	3
Total Briefings for Month	
Total Applicant Files Denied	4
Total Applicant Files Requested	
Total Tenancy Addendum	
Total Leases	3
COMPLIANCE	
Number Files submitted to Compliance	12
Total Number of Recerts Completed	
Recerts 30 days past due (upcoming)?	
Recerts 60 days past due (upcoming)?	
Recerts 90 days past due (upcoming)?	
Recerts 120 past due (upcoming)?	

EVICTIONS	
Number of Eviction Files	2
Evictions/Set Outs Completed	2
WHA REFERRALS RECEIVED	
Total Referrals Received	5
Status: 4 pending compliance approval	
INSPECTIONS	
Total HQS Inspections Completed	14
Total HQS Inspections Passed	14
STAFF TRAINING	
Date	Description of Activity

INCIDENT REPORTS			
Date of Incident	Unit Address	Brief Description of Incident	Police Activity (Y/N)
4/24/2023	Benton Dr	Shooting, No victim	Y

RELOCATION
218 Kennedy Circle Ashaley Tipps
220 Kennedy Circle- Travis Benson
2734 S 14th Sandra Cheema
2708 S 14th Laura Barksdale
118 Kennedy Roderick Hicks
2704 S 14th Edward Redrick
2713 S 14th Gerald Davis
2600 S 14th Lynwood Vrba
2602 S 14th Nathaniel Wiseman
2732 S 14th Shirley Degrade

MARKETING ACTIVITY		
Date	Agency/Locations	Comment
	Apartments.com	Live
	Zillow	Pending Floor Plans
	wacohousingsearch.org	Live

RESIDENT ACTIVITY/SUPPORTIVE SERVICES <span style="float: right;">(attach sign in sheets &amp; photos)</span>				
Description of Activity	Date	No. of Residents Attended	Service Provider	Comment

## Modernization Department April 2023 Report

<b>Grant Year</b>	<b>Grant Amt.</b>	<b>Amt. Expended</b>	<b>% Expended</b>	<b>% Obligated</b>	<b>Deadline to Expend</b>
2018/518	\$1,820,616.00	\$1,803,805.86	99%	100%	May 28,2026
2019/519	\$1,904,253.00	\$654,546.18	34%	35%	April 15, 2027
2020/520	\$2,037,987.00	\$543,819.79	26%	26%	March 25, 2026
2021/521	\$1,692,421.00	\$338,484.20	20%	20%	February 22, 2025
2022/522	\$2,098,065.00	\$139,871.04	5%	6%	May 11, 2026

### Public Housing Current Projects

- Emergency Sewer Line Replacement at Kate Ross
  - Awarded to Waco Emergency Plumbing for \$239,000.00
  - Start April 5, 2023
  - Estimated completion May 2023

### Rising Images Current Projects

- Replacement of siding at Hunnington buildings E, F, G, H & I and Raintree buildings 3,4,7 & 8.
  - Awarded to Aragon Builders for \$330,305.75
  - Started mid October 2022
  - Estimated completion May 2023
- Real Estate Developer
  - RFP emailed 74 companies
  - Proposals due June 7, 2023

# Housing Operations Monthly Report

April 2023

## Public Housing Report

### Staff

Total Employees – 09      Temporary Staff – 1

### Waiting List Information

Total number of applicants on the waiting list – 1331

Processing phase which includes process unassigned, denial/appeal, verification required, and currently on list.

Notification for assistance mailed	7
No response to notification letters	0
Pending Notification letter/expiration date	0
Move-in letters issued	7
Units rejected by applicant	0
Total applicants not qualified	6

The orientation informs all applicants of eligibility and suitability and amenities offered by the Authority. It also informs the applicants of their responsibilities as a resident of our communities.

There was a total of (101) orientation letters emailed, (18) packets were mailed out from letter responses (15) received and in process of verifications, (83) no response, (6) completed.

### Annual Re-Certifications

Community	Certifications	Completed	Remaining
Kate Ross	18	18	0
Estella Maxey	19	19	0
<b>Total</b>	<b>37</b>	<b>37</b>	<b>0</b>

We have completed 100% of certifications for this month. According to PIC submission we have reported 99.80 % certifications for dates through March 31, 2023.

### Evictions

Community	Non-Payment	Lease Violation	One Strike
Kate Ross	1	1	0
Estella Maxey	2	0	0
<b>Total</b>	<b>3</b>	<b>1</b>	<b>0</b>

### Percentage of Rent Collected

93% of the rent for April was collected, we did not meet our goal of 100%.

Last Quarterly Average was: 96% for Jan-Feb-March

### Occupancy Percentage

The occupancy percentage for April was 85%; we did not meet our goal of 97%.

Last Quarterly Average was 88% for Jan-Feb-March

## Maintenance Report

### Staff

Total Employees – 8 regular employees, 3 Temporary Staff, 3 Vacant positions Aide B /Utility Laborer /Tech 1

### Work Orders

#### Routine Work Orders

<b>Community</b>	<b>Total</b>	<b>%Completed</b>	<b>Remaining</b>
Kate Ross	111	88%	13
Estella Maxey	87	85%	13
<b>Total</b>	<b>198</b>	<b>87%</b>	<b>26</b>

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 2.51 days which is well within our goal.

#### Emergency Work Orders

	<b>Amount Received</b>	<b>Amount Closed</b>	<b>Amount Remaining</b>
Closed within 24 hours	27	27	0
Over 24 hours	0	0	0
<b>Total</b>	<b>27</b>	<b>27</b>	<b>0</b>

Completing all emergency work orders within twenty-four (24) hours is our established goal. We presently have completed all emergency work orders within the established goal.

### **April Unit Turn Around Time**

<b>Down Time</b>	<b>Make Ready Time</b>	<b>Lease-Up Time</b>	<b>Total Turnaround Time</b>
134.58	61.29	30.29	226.15

### **Cumulative Average Unit Turn Around Time**

<b>Down Time</b>	<b>Make Ready Time</b>	<b>Lease-Up Time</b>	<b>Total Turnaround Time</b>
152.49	92.80	42.64	287.93

Our annual cumulative goal is turning units in 20 days or less. Presently we have a cumulative turn-around time of 287.93, this puts us over by 267.93 days.

### **April Vacant Apartment Information**

<b>Vacancies</b>	<b>Leased</b>	<b>Total</b>	<b>Occupancy %</b>
Kate Ross	260	286	91%
Estella Maxey	308	362	85%
<b>Overall Occupancy</b>	<b>568</b>	<b>648</b>	<b>88%</b>

Public Housing consists of 652 dwelling units, four are offline non-dwelling units used for administrative purposes.

### **Annual Inspections FY 22 - 23**

<b>Community</b>	<b>Total apts.</b>	<b>Units Inspected</b>	<b>Annual Inspection Work Orders Y.T.D.</b>
Kate Ross	288	0	
Estella Maxey	362	0	
<b>Overall</b>	<b>650</b>	<b>650</b>	



**Fleet Vehicle Inspection**

Total Vehicles Inspected (11)– Truck 51 front passenger side alignment and new tire.

**Planned/Preventative Maintenance**

Annual Inspections/HVAC Filter Changes Gas Meter Repair/Service/Pest Control (all sites)  
New work order strategy- (RAP) Rapid Action Planning to help structure skillsets to tasks.

**Accident-free days by staff FY 2022/2023**

The maintenance staff has accumulated 103 accidents free days with (0) loss time days for the month of March and (113) loss time days from Previous 2022 - year injury. We strive for safety in the workplace to be a priority. A morning safety briefing is conducted daily at the Maintenance including hands on training and video programs.

**Expenditures**

Monthly Budget	\$30,730.00
April 2023	\$32,734.11

Expenditures: Monthly Make Ready Supplies, Hot water heaters, 1 HVAC change out and water main repair.

## Section 8 Board Report – April 2023

The Section 8 Department has leased a total of 2585 vouchers for income eligible families. The following is an account of vouchers leased by McLennan County, Hill County and Somervell County:

### Waiting Lists and Vouchers Utilized

	Number of Applicants on the Waiting List	Number of Tenants
Waco	854	2395
Hill County	0	171
Somervell County	0	19
<b>Totals</b>	<b>854</b>	<b>2585</b>

The Waiting List is closed for McLennan County, Hill County and Somervell County.

There are **212 applicant families searching** for a place to live at this time.

Waco	139
Hill County	1
Somervell County	0
<b>Total</b>	<b>140</b>

### Re-Certifications

Waco, Hill County, and Somervell County Offices are re-certifying annuals through April 2023.

### Homeownership

The Homeownership Program is now assisting 12 families with mortgages.

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

Number Pending (VA Referral/Orientation)	1
Number Searching in Waco	6
Number Passed/Pending Inspection	4
Number housed in Waco	65
Ineligible	213
<b>Total</b>	<b>93%</b>

### **Mainstream**

Number Pending (Referral/Orientation)	0
Number Searching in Waco	3
Number Passed/Pending Inspection	0
Number Housed in Waco	76
Ineligible	71
<b>Total</b>	<b>95%</b>

**EHV (Emergency Housing Vouchers)**

Number Pending (Referral/Orientation)	0
Number Searching in Waco	6
Number Passed/Pending Inspection	4
Number housed in Waco	30
Ineligible	11
Total	45%

**FYI (Foster Youth Initiative)**

Number Pending (Referral/Orientation)	0
Number Searching in Waco	2
Number Passed/Pending Inspection	0
Number Housed in Waco	2
Ineligible	13
Total	8%

**HUD Reports**

There are no reports due at this time.

**Staff**

There are five vacancies at the McLennan County Office. There are no vacancies at Hill or Somervell County Offices.

## Community Services April 2023 Report

### April Activity Highlights

❖ Collaborations (New)

Waco Family Medicine – Beginning the process to do perinatal classes at sites

Transformation Waco – WHA has entered agreement to collaborate on Early Childhood Initiative specific to Estella Maxey children

Family Abuse Center – will begin education at sites geared toward early intervention with domestic violence

Free Little Libraries (partnership with Waco McLennan County Library) installed at all WHA/ST offices. Spanish language books and books that are inclusive have been stocked in the bookshelves.



Hip Hop Hope - They want to collaborate again at South Terrace for youth.

Advocacy Center for Crime Victims and Children - Planning on parent/child sessions on grief/trauma

### Regular April Activities:

*Estella Maxey Activities*  
*Afternoon Computer Lab for kids*  
*Senior Activities on Wednesdays*  
*Mosaic Tutoring Daily*  
*Mosaic Church/Warrior Way Soccer*

“What Home Means to Me”

contest going on right now at kids computer labs and Voice.

Winners will be chosen by the

*Kate Ross Activities:*  
*Afternoon Computer Lab for kids*  
*Senior Activities on Thursdays*  
*Senior Field Trip to Tour Waco*  
*Mission Waco Street Camp for Kids*

end of the first week in May.

*South Terrace Activities*  
*Voice After School Program*  
*Senior Activities on Tuesday*

- ❖ Voice is working with South Terrace residents and staff to have a Community Garden set up soon!

Outreach for April

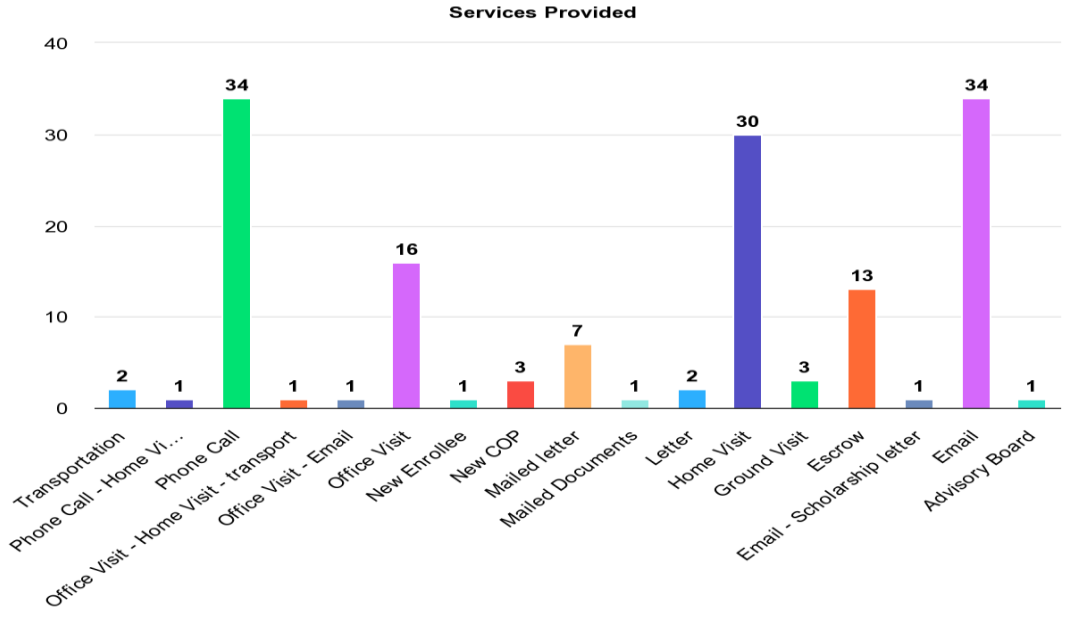
Community Services participated with Coalition for Safe Children Family Movie Night Event to commemorate Child Abuse Prevention Month

Staff attended Waco Race Relations Coalition of “Good Hair/Bad Hair.”

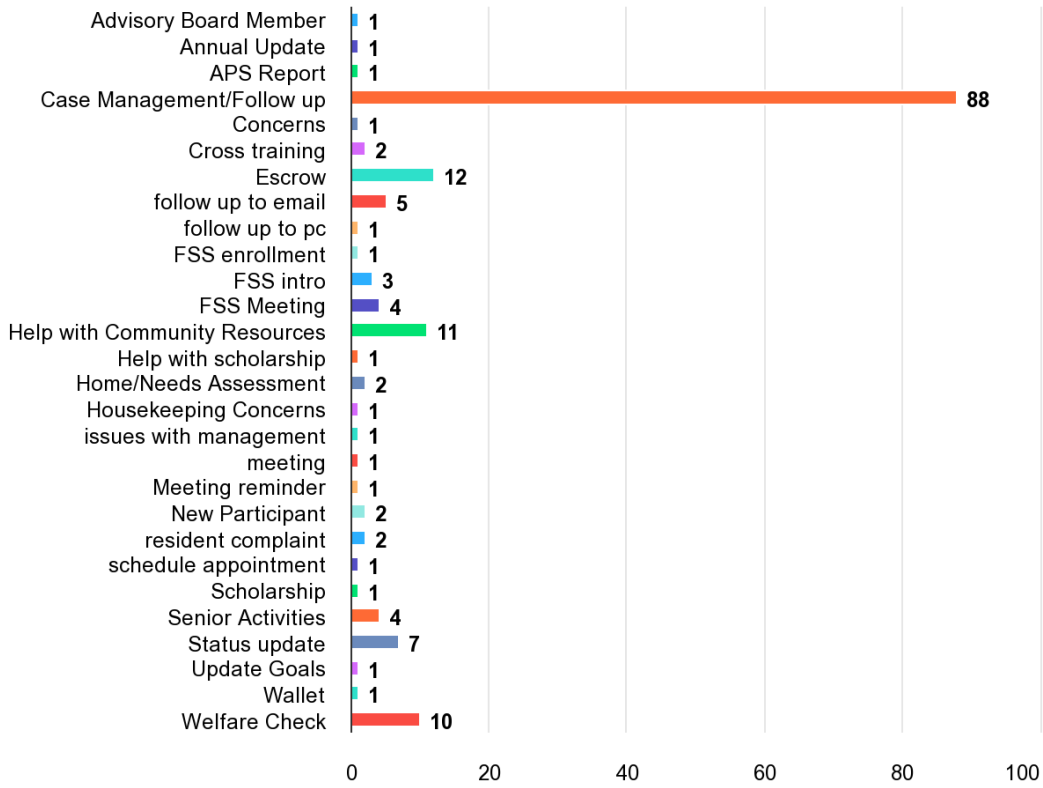
Waco Police came to talk with CS, maintenance and managerial staff about safety on the grounds.



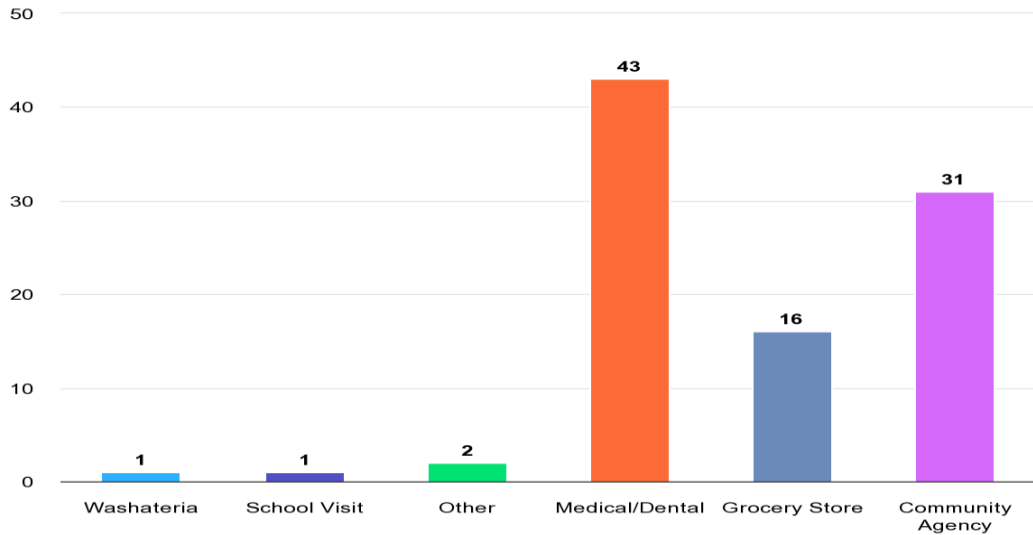
Coalition for Safe Children Movie Night



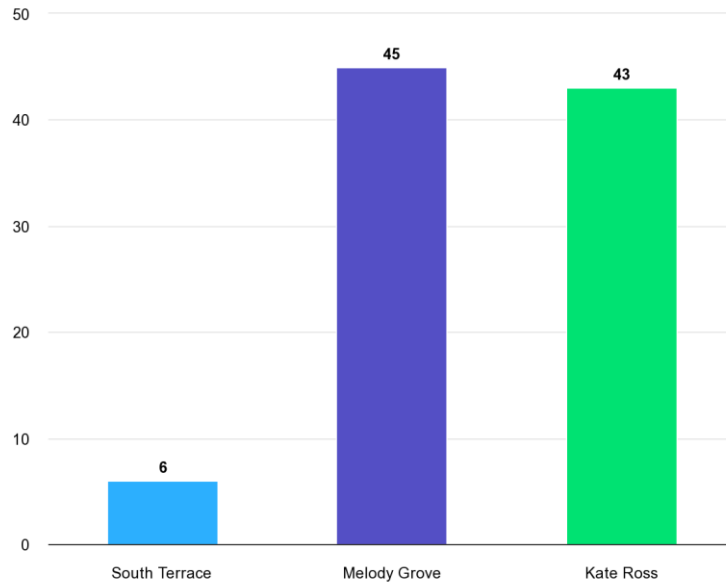
### Reason for Visit



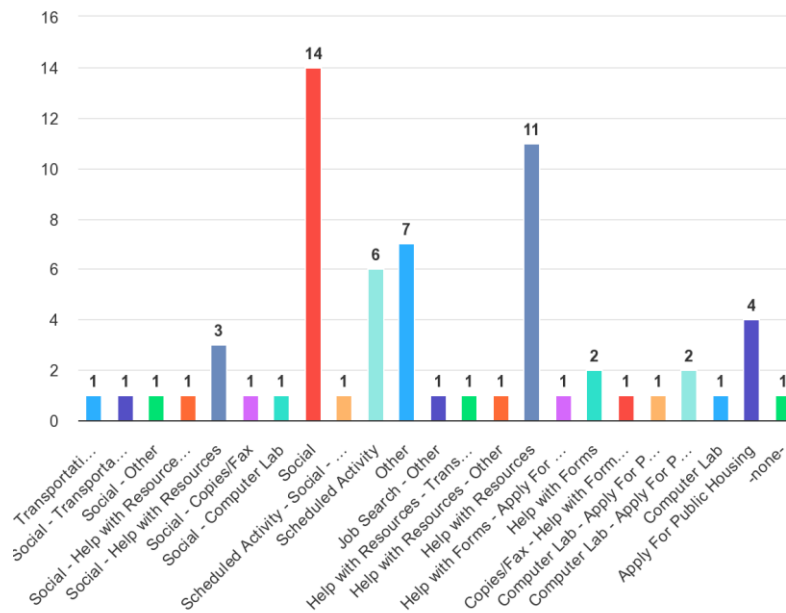
### Transportation Destinations



Transportation by Development



Walk Ins





## April 2023 Family Self Sufficiency Program

**Coordinator: CaSaundra Foreman and Coordinator: Crystal Anthony, MSEd**

### April 2023 Family Self Sufficiency Program

**Coordinator: CaSaundra Foreman and Coordinator: Crystal Anthony, MSEd**

FSS Participants	
Total: Public Housing <b>Current-7/Grant 2022-9</b>	Total: S8/RAD <b>Current-47/Grant 2022-52</b>
<b>TOTAL CURRENT PARTICIPANTS- 57</b>	
<b>TOTAL GRANT 2022 PARTICIPANTS- 61</b>	

Monthly ESCROW	
Total: Public Housing <b>\$3465.00</b>	Total: S8/RAD <b>\$3858.00</b>
<b>TOTAL ESCROW DEPOSIT: \$7323.00</b>	
INTEREST NOT INCLUDED	

\*Note: Due to HUD's New FSS Rules, FSS could not enroll any clients until new Action Plan was approved by HUD November 2022. HAB/MRI software wasn't updated until January 2023, causing additional enrollment delays.

### Activities for the Month of April

- Certified FSS Coordinators after passing Nan McKay exam
- Attended NAHRO FSS Peer Support Training
- Attended NAHRO FSS Client Engagement Training
- Continued preparing Current Participants for new Contract of Participation
- Continued to work with IT to move toward streamlining and moving to electronic processing
- Participants Meetings: April 11th – Guest Speaker – Karen Coleman w/TFNB Bank
- Advisory Board Mtg
- United Way Community Investment Council
- Electronic Pre-enrollment form completed placed on Updated website
- Cross Trained with Community Service Staff
- Attended Police Dept Meeting
- Attended GLR Family Engagement Initiative Web meeting
- Visited Neighbor works office
- Worked with IT/JY to complete COP electronic form
- Created Forfeiture account log
- Balanced Forfeiture account
- 4 returned welcome packets
- Mailed out 5 welcome packets to potential participants
- 3 participants changed to New COP
- Enrolled 3 new participants

### Activities Planned for May

- Participants Meetings: May 9th
- United Way Community Investment Council
- WHA Employee Day
- GAPS Meeting
- Housing Choice Voucher Orientation

### Community Collaborations

- NeighborWorks Homebuyer Education
- Grassroots
- STARRY
- Texas Rent Relief
- Section 8 Homeownership Program
- Waco Housing Stabilization Program
- Texas Workforce Commission
- UpSkill & Ester's Closet
- Waco PD
- TFNB
- Scholarship information
- Community Movie
- What Home Means to Me Contest information

### April Outreach Activities

- Mass Emails sent to FSS Participants
- Assisted 1 with scholarship essay and college admissions letter
- Updated WHAA's FSS information on website
- Maintain recruiting efforts using FSS brochures during WHAA Community Service outreach/events, ground visits, Section 8 Orientation, and mail outs to potential clients.



FSS Monthly Meeting



FSS Graduate

## Youth Services: Al Davis, Coordinator – April, 2023

### Activities for the Month of April

- ❖ Meetings – Mentor Waco (Recruiting Melody Grove students for Spring & Summer program)
- ❖ Attended Truancy update meetings with PCL officials from Waco High, J.H. Hines Elementary, Cesar Chavez and Indian Springs Middle Schools, University High School
- ❖ Transport Tutoring students from West Ave. Elementary
- ❖ Meetings – (Dr. Pepper Museum) – Spring & Summer Youth presentations
- ❖ Meeting – Hiz House Ministries (Hip Hop Hope) – Collaboration of Youth activities in (ST)
- ❖ Community Race Relation Coalition (Facilitating workshop) – Good Hair/Bad Hair (Discrimination against Hair styles)
- ❖ Cross Training with Co – Workers (Learning how to have Departmental flexibility & job duties)
- ❖ Zoom Training (REI Groundwater – Racial Discrimination)
- ❖ Meetings – Voice Inc. – (revamped and continue activities in South Terrace, - grant money for community garden)
- ❖ Team Building activities (Community Service Staff)
- ❖ Meeting – (College trip – RB - planning stages and details)
- ❖ Meeting – (Waco Police Department) – Discussion on Safety Training & Danger Awareness
- ❖ Set – Up Youth activity (Poster Board Contest – What Home Means to Me)
- ❖ Meeting – Mosaic Ministry Tutoring program for Estella Maxey (Melody Grove)
- ❖ Meeting – Youth Summit Program (Summer plans and activities)

### Activities planned for May

- ❖ Gang Awareness Prevention & Safety (GAPS) – Community Facilitating Workshop on Gang Relations (Carver Park Baptist Church) (H.O.T. Behavioral Network)
- ❖ Cross Training (Community Service Staff – Overview on other Job positions and duties)
- ❖ Employee Day Training/Company Activities (Hewitt Park)

### Community Collaborations:

- ❖ Mosaic Church
- ❖ Starry Counseling Service
- ❖ (H.O.T.) Behavioral Health Network
- ❖ Dr. Pepper Museum
- ❖ Mentor Waco
- ❖ Voice Inc.
- ❖ Acts Church (Kidz Jam)
- ❖ Youth Summit Program
- ❖ Baylor University
- ❖ WISD

### April Outreach Activities:

- ❖ Circulate Scholarship Information

## Elderly & Disabled Services April Report – Briotony Porter

### Activities for the Month of April:

- ❖ May Activity Planning
- ❖ Employee Day Planning Meeting
- ❖ Staff Meeting
- ❖ Cross Training w/ A.D – HV w/ S.D (EM)
- ❖ CRCG Meeting
- ❖ Safety Meeting w/ B. Johnson
- ❖ New Intern Meeting
- ❖ Senior Activities Shopping
- ❖ Preparation for Senior Field Trip
- ❖ Preparation for Intern Last Day
- ❖ Resident Council Meeting at Estella Maxey/Melody Grove

### Community Collaborations:

- ❖ April Strickland w/ Texas A&M AgriLife Extension
- ❖ Caritas Veterans Program
- ❖ Endeavors
- ❖ Community Resource Coordination Group
- ❖ Friends for Life
- ❖ United Healthcare
- ❖ Waco Family Medicine
- ❖ Salvation Army
- ❖ Waco Housing Authority Housing Stability Services
- ❖ Adult Protective Services
- ❖ Waco Transit



### Movie and Popcorn

The residents enjoyed a Tyler Perry movie and popcorn



### Self-Care w/ Autumn

The residents went over self-care techniques with our Intern, Autumn and were provided activities that they can complete at home to practice better self-care.



### BINGO & Autumn's Graduation Celebration

The residents enjoyed Bingo and winning prizes while also celebrating our Intern, Autumn's last day.





## April 2023 Monthly Report – Resident Services, Earnest Ward

### South Terrace Resident Council

- Meeting was scheduled with two residents attending
- Discussed we are planning to have a block party during the month of June for Juneteenth.

### Kate Ross Resident Council

- Meeting was held at 6pm with six residents present.
- I mentioned we are trying to participate in the Juneteenth parade and if anyone wanted to ride in the parade to let me know.

### Melody Grove Resident Council






- Meeting was held with 6 residents present.
- Update on RAD project given. Residents stated they are going to work on using the name Melody Grove during the meetings. Management was present and discussed RAD.

### Planned Meetings For April:





- South Terrace 10<sup>th</sup> @ 4pm
- Kate Ross 17<sup>th</sup> @ 6pm
- Melody Groove 31<sup>th</sup> @ 12 & 6pm



# May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
All residents are welcome on Senior Field Trips. Please call the Resident Services Coordinator for more information at (254)752-0324, Ext. 315		Vision Boards (ST) —10AM Exercise (ST) —11AM VOICE (ST) - 4:30PM		VOICE Afterschool Breakout (ST) 4:30pm — 6pm		\$2.00 Admission at the Dr. Pepper Museum
	7	8	9	10	11	12
		City of Waco (ST) —10AM Exercise (ST) —11AM VOICE (ST) - 4:30PM	Resident Council (ST) - 4PM 	Senior Field Trip (KR) — 10:30AM VOICE Afterschool Breakout (ST) 4:30pm — 6pm		13
14	15	16	17	18	18	20
		Board Games (ST) —10AM Exercise (ST) —11AM VOICE (ST) - 4:30PM		VOICE Afterschool Breakout (ST) 4:30pm — 6pm		
21	22	23	24	25	26	27
		Coffee & Social Hour (ST) —10AM Exercise (ST) —11AM VOICE (ST) - 4:30PM		VOICE Afterschool Breakout (ST) 4:30pm — 6pm		
28	29	30	31			
	Offices Closed 	City of Waco (ST) —10AM Exercise (ST) —11AM VOICE (ST) - 4:30PM				

# May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30PM Mentor Waco (EM) - 7PM	2 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	3 BINGO (EM) - 10AM Exercise (EM) - 11AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	4 Coffee & Coloring (KR) - 10AM Exercise (KR) - 11AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	5 	6 Warrior Way (EM) - 10AM to Noon
7	8 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm Mentor Waco (EM) - 7pm	9 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	10 City of Waco—10AM (EM) Exercise—11AM (EM) Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	11 Senior Field Trip (KR) —10:30AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	12	13 Warrior Way (EM) - 10AM to Noon
14 	15 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm Mentor Waco (EM) - 7pm	16 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	17 <b>Resident Council (KR) - 4PM</b> Medicare (EM) - 10AM Exercise (EM) - 11AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	18 Crafting (KR) —10 AM Exercise (KR) - 11AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	18	20 Warrior Way (EM) - 10AM to Noon
21	22 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm Mentor Waco (EM) - 7pm	23 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	24 <b>Resident Council (EM) - 4PM</b> Computer Lab (EM) - 10AM Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	25 <b>No Senior Activities</b> Employee Appreciation Day	26 	27 Warrior Way (EM) - 10AM to Noon
28	29 Offices Closed 	30 Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm	31 City of Waco—10AM (EM) Exercise—11AM (EM) Tutoring (EM) - 3:00PM Kids Lab (EM/KR) - 3:30pm			

# Summary of Financial Statements

## March 31, 2023

### Public Housing

#### All Sites Expenses

- HUD Contribution – HUD’s subsidy calculation is 95% of estimated eligibility.
- Administrative Salaries – Expense is under budget since the new salary scale will not be in effect until employee’s yearly evaluation from hired date. The same for Maintenance Labor.

#### Central Office Cost Center (COCC)

- Staff Training – Mrs. Lovell and Ms. Dancer will attend a RAD seminar scheduled for May and the registration expense was \$1,416.
- Sundry – Contract employee expenses were over budget \$6,400 for the Maintenance Director vacant position.

#### Kate Ross (KR)

- Dwelling Rental – Occupancy is 85% for the month of March 2023.
- Labor – The expense remains low, as there are vacancies in the Maintenance department.
- Materials – Plumbing, electrical, and building supplies are over budget \$4,800 for the replenishment of inventory.
- Contract Cost – Expense was over budget \$5,657 for plumbing repairs, and \$4,500 for temporary maintenance labor.

#### Estella Maxey (EM)

- Dwelling Rental – Occupancy is 69%; therefore, rental income is under budget \$16,000.
- Materials – Although the expense is over budget \$3,600 to restock plumbing, a/c and building supplies inventory, new appliances was under budget \$1,600.
- Contract Cost – A/c repair contract was under budget \$4,300, while pest control contract was over budget \$1,252 for bedbug treatment of two units. Also, the Janitorial contract was over \$3,270 for the cleaning and sanitation of one apartment.

#### Section 8 - Admin

- Administrative Salaries – The expense is under budget \$13,600 due to several vacant positions in the Section 8 Department.
- Sundry – Contract employee expenses were under budget \$2,700, as well as software maintenance by \$3,700.
- Employee Benefit Payment – The expense is under budget \$17,300 due to department vacancies.

#### Section 8 – HAP Reserves

- The Housing Choice Voucher Program total HAP reserve is \$3,137,921.
- Grandview Demolition total HAP reserve is \$149,387.
- Foster Youth Initiative total HAP reserve is \$36,277.
- Mainstream Voucher Program total HAP reserve is \$259,108.
- Emergency Housing Voucher total HAP reserves is \$59,012.

## **Non-Profits**

### **Raintree**

- Proceeds from Insurance Claims- This amount was for the stolen golf cart at Raintree.
- Staff Training & Convention- This was for an Assistant Maintenance person to attend a Certified Pool Operator course. This was a split cost with Picadilly.
- Sundry- This is a negative amount for the month due to a reclass of the earnest moneys for the Ritchie Road property.
- Material- Several new appliances were replaced totaling \$3,936 and pool and plumbing supplies were replenished for \$2,057 causing this to be over budget for the month.

### **Cimmaron**

- Material- Several new appliances were replaced costing \$1,930. Electrical supplies were restocked, which is a split expense with Hunnington and Misty. Cimmaron's portion of the electrical supplies expense was \$485.
- Collection Loss- This was to record the allowance for outstanding balances left for two move-outs in the first quarter of the calendar year.
- Extraordinary Maintenance- This was for building repairs that were needed because of the December 2022 freeze for which an insurance claim was made.

### **Hunnington**

- There were no other out of the routine income or expense amounts for Hunnington.

### **Misty**

- There were no other out of the routine income or expense amounts for Misty.

### **Picadilly**

- Material- Several new appliances were purchased as replacements for the month in the amount of \$1,335.
- Collection Loss- This was to record the allowance for an outstanding balance left for one move-out in the first quarter of the calendar year.

### **WPFC II**

- Interest Income- Funds are earning a smaller amount of interest on the checking account after most of the funds were used to purchase the Richie Road property.

Waco Housing Authority & Affiliates Consolidated Financial Report March 2023

	Central Cost Center	Estella Maxey	Kate Ross	HCV	Raintree	Cimmaron	Hunnington	Picadilly	Misty Square	Total
<b>Income</b>										
Dwelling rental		63,320.68	68,146.83		97,930.17	51,918.60	35,400.00	4,852.00	8,550.00	330,118.28
Excess Utilities		9,087.92	7,348.93							16,436.85
<b>Total Rental Income</b>	-	<b>72,408.60</b>	<b>75,495.76</b>	-	<b>97,930.17</b>	<b>51,918.60</b>	<b>35,400.00</b>	<b>4,852.00</b>	<b>8,550.00</b>	<b>346,555.13</b>
Mgmt. & Admin. Fees Rev.	140,867.23	9,790.97	7,692.91	150,519.00						308,870.11
Donations to Scholarship Fd.					0.55					0.55
CFP Tranf In-site Expenses			29.70							29.70
Proceeds Insurance Claims		37.80			2,192.00					2,229.80
Interest on Investments	592.20	5,071.13	4,486.22	2,441.00	823.70	944.10	153.27	207.54	153.96	14,873.12
Other Income	13.07	6,479.65	10,666.62	572.87	2,403.31	1,986.30	394.00	824.19		23,340.01
Operating Transfer In		9,790.97	7,692.91							17,483.88
HUD Contributions		80,102.75	50,022.00							130,124.75
<b>Total Operating Income</b>	<b>141,472.50</b>	<b>111,273.27</b>	<b>80,590.36</b>	<b>153,532.87</b>	<b>5,419.56</b>	<b>2,930.40</b>	<b>547.27</b>	<b>1,031.73</b>	<b>153.96</b>	<b>496,951.92</b>
<b>Total Income</b>	<b>141,472.50</b>	<b>183,681.87</b>	<b>156,086.12</b>	<b>153,532.87</b>	<b>103,349.73</b>	<b>54,849.00</b>	<b>35,947.27</b>	<b>5,883.73</b>	<b>8,703.96</b>	<b>843,507.05</b>
<b>Expenses</b>										
Administrative Salaries	100,490.73	21,194.80	19,137.12	59,740.41	8,558.69	4,773.98	3,168.85	321.39	837.54	218,223.51
Legal	1,255.45	193.20	151.80	732.55						2,333.00
Staff Training & Travel	4,626.66	629.22	602.29	929.22	336.00			14.00		7,137.39
Audit Fees		451.52		44.80						496.32
Sundry	11,393.75	8,165.02	7,288.38	9,740.99	(18,191.56)	1,315.97	844.71	276.22	185.61	21,019.09
Mgmt. & Bkpg. Fees Exp.		30,360.33	27,367.91	30,103.80	25,461.84	13,498.84	9,204.00	533.72	940.50	137,470.94
<b>Total Admin. Expenses</b>	<b>117,766.59</b>	<b>60,994.09</b>	<b>54,547.50</b>	<b>101,291.77</b>	<b>16,164.97</b>	<b>19,588.79</b>	<b>13,217.56</b>	<b>1,145.33</b>	<b>1,963.65</b>	<b>386,680.25</b>
<b>Total Tenant Serv. Expenses</b>		<b>15,323.41</b>	<b>12,259.88</b>							<b>27,583.29</b>
<b>Total Utility Expenses</b>	<b>2,053.27</b>	<b>43,600.45</b>	<b>42,276.81</b>	<b>664.75</b>	<b>12,987.78</b>	<b>4,644.42</b>	<b>3,889.54</b>	<b>167.27</b>	<b>843.18</b>	<b>111,127.47</b>
Labor		23,014.51	10,325.16		8,631.15	5,836.75	3,481.56	359.66	921.57	52,570.36
Materials	363.59	9,084.80	11,701.93	352.97	7,906.62	3,538.43	1,132.44	1,344.52	251.74	35,677.04
Contract Costs	3,808.84	28,872.89	37,362.58	1,695.92	10,920.84	4,006.62	2,248.58	259.14	669.76	89,845.17
<b>Total Maint &amp; Operations</b>	<b>4,172.43</b>	<b>60,972.20</b>	<b>59,389.67</b>	<b>2,048.89</b>	<b>27,458.61</b>	<b>13,381.80</b>	<b>6,862.58</b>	<b>1,963.32</b>	<b>1,843.07</b>	<b>178,092.57</b>
Employee Benefits	22,638.82	15,413.80	11,586.85	14,313.85	4,800.68	3,295.31	1,163.65	195.42	524.82	73,933.20
Insurance	471.53	7,019.61	10,221.42	419.18	4,740.07	2,561.70	1,971.28	165.54	275.84	27,846.17
Administrative Fees				2,245.66						2,245.66
Collection Losses		2,489.08	10,517.22		38.18	2,058.34		1,037.99		16,140.81
Non-Routine Exp (non apt exp)					89.34	12,263.11				12,352.45
Depreciation Expense					14,135.57	7,696.32	5,187.01	272.62	2,789.42	30,080.94
<b>Total General Expenses</b>	<b>23,110.35</b>	<b>24,922.49</b>	<b>32,325.49</b>	<b>16,978.69</b>	<b>23,803.84</b>	<b>27,874.78</b>	<b>8,321.94</b>	<b>1,671.57</b>	<b>3,590.08</b>	<b>162,599.23</b>
<b>Total Expenses</b>	<b>147,102.64</b>	<b>205,812.64</b>	<b>200,799.35</b>	<b>120,984.10</b>	<b>80,415.20</b>	<b>65,489.79</b>	<b>32,291.62</b>	<b>4,947.49</b>	<b>8,239.98</b>	<b>866,082.81</b>
<b>Profit/Loss</b>	<b>(5,630.14)</b>	<b>(22,130.77)</b>	<b>(44,713.23)</b>	<b>32,548.77</b>	<b>22,934.53</b>	<b>(10,640.79)</b>	<b>3,655.65</b>	<b>936.24</b>	<b>463.98</b>	<b>(22,575.76)</b>

<u>Account Description</u>	<u>Account #</u>	<u>Bank Name</u>	<u>Interest R</u>	<u>Purchased</u>	<u>Maturity</u>	<u>3/31/2023</u>	<u>Total by Site</u>
<b>Waco Housing Authority</b>							
<u>Central Cost</u>							
Public Fund Checking							
Revolving	20470357	Extraco	1.51%			\$ 1,638,354.42	
FSS Junior League Grant	20470381	Extraco	1.51%			\$ 8,805.00	
Employee Committee	20470258	Extraco	1.51%			411.71	
Payroll	20470340	Extraco	1.51%			3,506.89	
Central Cost Center	20470381	Extraco	1.51%			117,527.14	
Texas Housing Stability Fund		Extraco	1.51%			123.05	
<b>Central Cost sub-total</b>						<b>\$ 1,768,728.21</b>	
<u>Kate Ross</u>							
Public Fund Checking							
Kate Ross-Operating	20470399	Extraco	1.51%			\$ 1,531,968.93	
Public Housing FSS Escrow-KR	20573010	Extraco	1.51%			7,167.29	
1 Certificate of Deposit - 24 months	58210	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	266,724.59	
2 Certificate of Deposit - 12 months	403335	Alliance Bank	4.25%	2/26/2023	2/26/2024	218,245.51	
3 Certificate of Deposit - 12 months	403336	Alliance Bank	4.25%	2/26/2023	2/26/2024	161,230.54	
4 Certificate of Deposit - 24 months	59906	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	263,831.16	
5 Certificate of Deposit - 24 months	53962	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	81,120.46	
6 Certificate of Deposit - 24 months	54633	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	79,288.85	
Certificate of Deposit - 30 months	54575	The First National Bank of McGr	0.80%	3/10/2022	9/10/2024	277,781.96	
Certificate of Deposit - 24 months	54362	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	406,020.99	
						<b>\$ 3,293,380.28</b>	<b>KR</b>
<u>Estella Maxey</u>							
Public Fund Checking							
Estella Maxey-Operating	20470407	Extraco	1.51%			\$ 1,462,505.33	
Public Housing FSS Escrow-EM	20573119	Extraco	1.51%			3,342.29	
Public Housing FSS Escrow-EM Forfeitures	20470407	Extraco	1.51%			120.74	
1 Certificate of Deposit - 24 months	50389	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	216,743.45	
2 Certificate of Deposit - 12 months	403196	Alliance Bank	3.50%	12/20/2022	12/20/2023	111,169.50	
3 Certificate of Deposit - 12 months	403291	Alliance Bank	3.00%	11/18/2022	11/18/2023	110,404.63	
6 Certificate of Deposit - 12 months	403315	Alliance Bank	4.25%	1/25/2023	1/25/2024	468,813.24	
7 Certificate of Deposit - 12 months	403064	Alliance Bank	3.50%	12/12/2022	12/12/2023	516,555.55	
8 Certificate of Deposit - 24 months	58996	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	108,160.64	
9 Certificate of Deposit - 24 months	57238	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	52,859.23	
Certificate of Deposit - 24 months	51342	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	507,526.23	
						<b>\$ 3,558,200.83</b>	<b>EM</b>
<u>South Terrace</u>							
Public Fund Checking							
South Terrace-Operating	20470415	Extraco	1.51%			\$ 949,507.18	
Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			20,919.83	
Public Housing FSS Escrow-ST Forfeitures	20470415	Extraco	1.51%			349.41	
						<b>\$ 970,776.42</b>	
<b>Public Housing sub-total</b>						<b>\$ 7,822,357.53</b>	
<u>Section 8</u>							
Public Fund Checking							
Section 8 - HAP	20470142	Extraco	1.51%			\$ 1,641,310.75	
Section 8-Cash Restricted-Ike	20470142	Extraco	1.51%			\$ 3,725.97	
Section 8 FSS Escrow	20470308	Extraco	1.51%			181,196.14	
Section 8 FSS Escrow-Forfeitures	20470142	Extraco	1.51%			3,972.27	
Emergency Housing Voucher	21084223	Extraco	1.51%			\$ 10,501.54	
Emergency Housing Voucher-Restricted	21084223	Extraco	1.51%			\$ 40,198.20	
Section 8- Mainstream	20969713	Extraco	1.51%			\$ 70,638.70	
IKE -Certificate of Deposit - 12 months	403578	Alliance Bank	2.75%	7/26/2022	7/26/2023	\$ 20,278.22	
<b>Section 8 sub-total</b>						<b>\$ 1,971,821.79</b>	
<b>Non-Profit Corporations</b>							
<u>Waco Housing Opportunities Corporation</u>							
WHOC Public Fund Checking	20470423	Extraco	1.52%			245,255.76	
<b>WHOC sub-total</b>						<b>\$ 245,255.76</b>	
<u>Waco Public Facilities Corporation</u>							
Misty Public Fund Checking	20470126	Extraco	1.52%			112,021.21	<b>\$ 112,021.21 Misty</b>
Cimmaron Public Fund Checking	20469920	Extraco	1.52%			664,455.24	<b>\$ 664,455.24 Cimm</b>
South Terrace-WPFC	21026158	Extraco	1.51%			588,897.75	<b>\$ 588,897.75 STWPFC</b>
Raintree Public Funds Checking							
Raintree Operating	20469987	Extraco	1.51%			323,574.97	
Raintree Scholarship Fund	20470100	Extraco	1.51%			402.42	<b>\$ 323,977.39 RT</b>
Trendwood Operating	20469987	Extraco	1.51%			151,111.02	<b>\$ 151,111.02 Trendwood</b>
Sandstone Revenue Fund	20469987	Extraco	1.51%			5,059.58	<b>\$ 5,059.58 Sandstone</b>
<u>Waco Public Facilities Corporation II</u>							
WPFC II Public Fund Checking	20868733	Extraco	1.51%			4,146.03	<b>\$ 4,146.03 WPFC II</b>
<b>Non-profits sub-total</b>						<b>\$ 2,094,923.98</b>	
<b>Total WHA &amp; Affiliates</b>						<b>\$ 13,657,831.51</b>	



Edwina Viera 3/31/2023  
Vice President, Financial Services Date

Bank	Balance @ 3/31/22	
1 Extraco	9,791,076.76	71.69%
2 FNBCT	-	0.00%
3 Alliance Bank	1,606,697.19	11.76%
4 First National Bk.	-	0.00%
5 The First National Bank of McGr	2,260,057.56	16.55%
	<b>13,657,831.51</b>	<b>1.00</b>

Central Cost

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3190 Non-Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ -	\$ -	\$ -	\$ -	\$ -
3430 Mart Management Fees	\$ 24,600.00	\$ 12,300.00	\$ 1,618.49	\$ 12,976.82	\$ 676.82
3440 Mgmt./Adm.Fees fr.Non-Profits	\$ 582,500.00	\$ 291,250.02	\$ 49,638.90	\$ 297,303.67	\$ 6,053.65
3450 Asset Management Fee fr.Sites	\$ 570,200.00	\$ 285,099.96	\$ 40,244.36	\$ 245,994.82	\$ (39,105.14)
3460 Mgmt./Adm.Fees fr.Sect.8	\$ 399,300.00	\$ 199,650.00	\$ 31,881.60	\$ 194,000.20	\$ (5,649.80)
3470 Mgmt./Adm.Fees fr.CFP	\$ 199,700.00	\$ 99,850.02	\$ 17,483.88	\$ 94,762.15	\$ (5,087.87)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on Investments	\$ 3,800.00	\$ 1,900.02	\$ 592.20	\$ 4,111.54	\$ 2,211.52
3650 Interest Inc.-Mortgages	\$ -	\$ -	\$ -	\$ -	\$ -
3690 Other Income	\$ 1,000.00	\$ 499.98	\$ 13.07	\$ 122.07	\$ (377.91)
9110.010 Oth.Inc.-Transfer from CFP	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 1,781,100.00	\$ 890,550.00	\$ 141,472.50	\$ 849,271.27	\$ (41,278.73)
EXPENSES					
4110 Administrative Salaries	\$ 1,204,900.00	\$ 602,449.98	\$ 100,490.73	\$ 578,227.78	\$ (24,222.20)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 200.00	\$ 100.02	\$ 1,255.45	\$ 1,255.45	\$ 1,155.43
4140 Staff Training	\$ 10,200.00	\$ 5,099.94	\$ 2,383.95	\$ 6,996.60	\$ 1,896.66
4150 Travel Convention & Meetings	\$ 19,400.00	\$ 9,700.02	\$ 2,242.71	\$ 7,327.25	\$ (2,372.77)
4171 Auditing Fees	\$ 1,200.00	\$ 600.00	\$ -	\$ 1,088.89	\$ 488.89
4190 Sundry	\$ 111,300.00	\$ 55,649.94	\$ 11,393.75	\$ 66,258.12	\$ 10,608.18
Total Admin Expense	\$ 1,347,200.00	\$ 673,599.90	\$ 117,766.59	\$ 661,154.09	\$ (12,445.81)
4310 Water	\$ 9,000.00	\$ 4,500.00	\$ 250.21	\$ 2,869.17	\$ (1,630.83)
4320 Electricity	\$ 13,000.00	\$ 6,499.98	\$ 1,408.03	\$ 7,421.29	\$ 921.31
4330 Gas	\$ 2,000.00	\$ 1,000.02	\$ 130.54	\$ 1,578.44	\$ 578.42
4390 Sewer	\$ 2,000.00	\$ 1,000.02	\$ 264.49	\$ 1,548.71	\$ 548.69
Total Utility Expense	\$ 26,000.00	\$ 13,000.02	\$ 2,053.27	\$ 13,417.61	\$ 417.59
4420 Material	\$ 4,100.00	\$ 2,050.02	\$ 363.59	\$ 2,530.08	\$ 480.06
4430 Contract Cost	\$ 40,300.00	\$ 20,149.92	\$ 3,808.84	\$ 26,746.10	\$ 6,596.18
Total Ordinary Maint. & Operation	\$ 44,400.00	\$ 22,199.94	\$ 4,172.43	\$ 29,276.18	\$ 7,076.24
4510.010 Workers Compensation	\$ 4,400.00	\$ 2,200.02	\$ 234.93	\$ 1,409.59	\$ (790.43)
4510.040 Auto Insurance	\$ 1,800.00	\$ 900.00	\$ 217.15	\$ 1,302.90	\$ 402.90
4510.070 Crime / Dishonesty	\$ 100.00	\$ 49.98	\$ 5.38	\$ 32.27	\$ (17.71)
4510.090 Fire & Extend Coverage	\$ 200.00	\$ 100.02	\$ 14.07	\$ 84.41	\$ (15.61)
4540 Employee Benefit Payments	\$ 344,300.00	\$ 172,150.08	\$ 22,638.82	\$ 133,521.00	\$ (38,629.08)





Raintree

Misty

Cimmaron

Financial statement table for Raintree with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3400 Donations to Scholarship Fd., etc.), EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, etc.), Total Routine Expenses, and Residual Receipts (Profit/Loss).

Financial statement table for Misty with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3400 Donations to Scholarship Fund, etc.), EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, etc.), Total Routine Expenses, and Residual Receipts (Profit/Loss).

Financial statement table for Cimmaron with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3400 Donations to Scholarship Fund, etc.), EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, etc.), Total Routine Expenses, and Residual Receipts (Profit/Loss).

WHOC & WPFC II Income Statement

Table with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3400 Youth Literacy Grant, 3480 Insurance Claims, 3610 Interest Income, 3690 Other Income, 3999 Transfer In, Total Operating Income, Total Income) and EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, 4140 Staff Training, 4150 Travel, 4171 Auditing Fees, 4180 Office Rent, 4190 Sundry, 4195 Property Management Fee, 4196 Mgmt./Bkpg./Adm. Fee, Total Admin Expense, 4310 Water, 4320 Electricity, 4390 Sewer, Total Utility Expense, 4410 Maint. & Operation Labor, 4420 Material, 4430 Contract Cost, Total Ordinary Maint. & Operation, 4480 Contract Cost, Total Protective Services, 4510.010 Workers Compensation, 4510.020 General Liab Insurance, 4510.040 Auto Insurance, 4510.050 Public Officials Insurance, 4510.090 Fire & Extend Coverage, 4540 Employee Benefit Payments, 4570 Collection Losses, 4580 Interest Expense, Total General Expenses, Total Routine Expenses, EXPENSES, 4191.500 Dollar General Grant-Books, Total Non-Apartment Expenses, 4610.000 Extraordinary Maintenance, 4620.040 Casualty Losses-non capitalized, 5999.000 Transfer Out, Total Non Routine Expenses, 4800 Depreciation Expense, 6120 G/L Disposition of Nonexp. Equip., Total Capital Expenses, 6010 Prior Year Adjustment - ARR, Total Prior Year Receipts, Total Expenses, Residual Receipts (Profit/Loss).

Table with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3400 Youth Literacy Grant, 3480 Insurance Claims, 3610 Interest Income, 3690 Other Income, 3999 Transfer In, Total Operating Income, Total Income) and EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, 4140 Staff Training, 4150 Travel, 4171 Auditing Fees, 4180 Office Rent, 4190 Sundry, 4195 Property Management Fee, 4196 Mgmt./Bkpg./Adm. Fee, Total Admin Expense, 4310 Water, 4320 Electricity, 4390 Sewer, Total Utility Expense, 4410 Labor, 4420 Material, 4430 Contract Cost, Total Ordinary Maint. & Operation, 4480 Contract Cost, Total Protective Services, 4510.010 Workers Compensation, 4510.020 General Liab Insurance, 4510.040 Auto Insurance, 4510.050 Public Officials Insurance, 4510.090 Fire & Extend Coverage, 4540 Employee Benefit Payments, 4570 Collection Losses, 4580 Interest Expense, Total General Expenses, Total Routine Expenses, EXPENSES, 4191.500 Dollar General Grant- Books, Total Non-Apartment Expenses, 4610.000 Extraordinary Maintenance, 4620.040 Casualty Losses-non capitalized, 5999.000 Transfer Out, Total Non Routine Expenses, 4800 Depreciation Expense, 6120 G/L Disposition of Nonexp. Equip., Total Capital Expenses, 6010 Prior Year Adjustment - ARR, Total Prior Year Receipts, Total Expenses, Residual Receipts (Profit/Loss).

Table with columns: Year Budget, YTD Budget, Current Period, Current Year, Over & Under. Rows include INCOME (3110 Dwelling Rental, Total Rental Income, 3490 Proceeds fr. Insurance Claims, 3610 Interest Income, 3690 Other Income, Total Operating Income, Total Income) and EXPENSES (4110 Administrative Salaries, 4120 Compensated Absences, 4130 Legal Expense, 4140 Staff Training & Convention, 4150 Travel, 4171 Auditing Fees, 4180 Office Rent, 4190 Sundry, 4195 Property Management Fee, Total Admin Expense, 4310 Water, 4320 Electricity, 4390 Sewer, Total Utility Expense, 4410 Labor, 4420 Material, 4430 Contract Cost, Total Ordinary Maint. & Operation, 4480 Contract Cost, Total Protective Services, 4510.010 Workers Comp. Insurance, 4510.020 General Liab Insurance, 4510.040 Auto Insurance, 4510.050 Public Officials Insurance, 4510.090 Fire & Extend Coverage, 4540 Employee Benefit Payments, 4570 Collection Losses, 4580 Interest Expense, Total Routine Expenses, EXPENSES, 4620.040 Casualty Losses-non capitalized, Total Non Routine Expenses, 4800 Depreciation Expense, 6110 G/L Disposition of Real Property, 6120 G/L Disposition of Nonexp. Equip., 6130 Special Items, Net Gain/Loss, Total Capital Expenses, Prior Year Adjustment - ARR, Total Prior Year Receipts, Total Expenses, Residual Receipts (Profit/Loss).

Section 8 HAP		
	Current Period	Current Year
INCOME		
3610.000 Interest on HAP Reserve	0	0
3610.030 Interest on VASH Reserve	0	0
3690.000 Oth.Inc.-Fraud Recov.-HAP Resr.	420	3,376.00
3690.020 Other Income FSS Forfeitures	0	0
3690.080 Oth Inc fr Adm for Overleasing	0	0
8026.000 Contributions Earned- HAP	1,443,475.00	8,981,741.00
8026.240 Contr. Earned HAP - Katrina	0	0
8026.245 DVP Contributions Earned	0	0
8026.400 Contrib Earned HAP Liberty-RAD	0	0
8026.450 Contrib Earned HAP ST-RAD	0	0
8026.455 Contrib Earned HAP-ST Demolition	0	2,775.00
8026.456 Contb.S8HAP-Grandview Demo/Dis	68,462.00	34,231.00
8026.457 Contb. Earned S8 Foster Youth	0	0
8026.500 Contrib.-Vet.Affs.Supp.Hous.	0	0
8026.800 Contributions Earned- Mainstrea	0	0
TOTAL HAP INCOME	1,512,357.00	9,022,123.00
EXPENSES		
4715.010 HAP Occupied Units	1,235,199.00	7,109,147.00
4715.020 HAP Parkside Occ. Units	23,692.00	110,353.00
4715.030 HAP Damages	0	0
4715.040 HAP Tanglewood Occ. Units	300	1,728.00
4715.070 HAP Portability - In	0	0
4715.090 HAP - Portability - Out	62,299.80	410,604.80
4715.100 HAP Parkside-Portability-Out	1,777.00	10,662.00
4715.230 HAP Homeownership	5,030.00	30,540.00
4715.240 HAP Katrina	0	0
4715.245 HAP Disaster Vchr. Prog.	0	0
4715.400 HAP Liberty-RAD	29,865.00	161,008.00
4715.450 HAP ST-RAD	67,272.00	316,623.00
4715.451 HAP Grandview-RAD	6,060.00	37,098.00
4715.455 HAP ST Demolition/Disposition	41,774.00	210,842.00
4715.500 HAP Vet.Affs.Support.Hous.	31,751.00	172,940.00
4715.501 HAP - VASH - Portability - Out	0	0
4715.800 HAP Mainstream	0	0
4715.801 HAP Mainstream Port-Out	0	0
4715.910 HAP Hill Co. Occ. Units	88,954.00	456,986.31
4715.911 HAP Hillsboro Housing	0	0
4715.925 HAP Somervell Co.	11,120.00	62,274.00
4715.926 HAP Somervell Co. Port Out	0	0
4715.990 HAP Hill Co. Portability	7,388.00	95,689.00
4715.991 HAP Hillsboro Housing Port-Out	0	0
4716.000 UAP Occupied Units	15,403.00	88,543.00
4716.100 UAP Parkside Occ. Units	88	192
4716.130 UAP Tanglewood Occ. Units	0	54
4716.230 UAP Homeownership	0	0
4716.240 UAP Katrina	0	0
4716.245 UAP Disaster Vchr. Prog.	0	0
4716.400 UAP Liberty-RAD	303	2,037.00
4716.450 UAP ST RAD	0	0
4716.455 UAP-ST Demolition/Disposition	596	2,719.00
4716.500 UAP Vet.Affairs Support Hous.	186	1,214.00
4716.800 UAP Mainstream	0	0
4716.910 UAP Hill Co. Occ. Units	1,181.00	2,718.00
4716.911 UAP Hillsboro Housing	0	0
4716.925 UAP Somervell Co.	89	1,145.00
4717.000 UAP - Portability - Out	291	5,667.35
4717.100 UAP - Portability - In	0	0
TOTAL HAP/UAP EXPENSE	1,630,618.80	9,290,784.46
RESIDUAL RECEIPTS (Profit/Loss)	-118,261.80	-268,661.46

Mainstream HAP		
	Current Period	YTD Budget
INCOME		
8026.800 Contr. Earned- Mainstream	\$ 36,278.00	\$ 219,945.00
TOTAL HAP INCOME	\$ 36,278.00	\$ 219,945.00
EXPENSES		
4715.090 HAP Mainstream Port-Out	\$ 1,247.00	\$ 6,745.00
4715.800 HAP Mainstream	\$ 38,442.00	\$ 213,696.00
4716.800 UAP Mainstream	\$ 4.00	\$ 30.00
4716.801 UAP Mainstream Port-Out	\$ -	\$ -
TOTAL HAP/UAP EXPENSE	\$ 39,693.00	\$ 220,471.00
RESIDUAL RECEIPTS (Profit/Loss)	\$ (3,415.00)	\$ (526.00)

Emergency Housing Voucher					
	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410.100 EHV- Admin Fees	\$ 25,340.00	\$ 12,670.02	\$ 2,268.00	\$ 16,137.00	\$ 3,466.98
3410.300 EHV-Placement/Issuance Fees	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00
3410.500 EHV- Service Fees	\$ -	\$ -	\$ 7,403.09	\$ 11,803.09	\$ 11,803.09
3410.800 EHV Interest on EHV Admin Fees	\$ 1,360.00	\$ 679.98	\$ 73.10	\$ 569.68	\$ (110.30)
Total Income	\$ 26,700.00	\$ 13,350.00	\$ 9,844.19	\$ 28,609.77	\$ 15,259.77
EXPENSES					
4110 Administrative Salaries	\$ 8,840.00	\$ 4,420.02	\$ 1,961.55	\$ 11,708.43	\$ 7,288.41
4150 Travel & Conventions Meetings	\$ -	\$ -	\$ -	\$ 39.75	\$ 39.75
4171 Audit Fees	\$ 100.00	\$ 49.98	\$ -	\$ 91.87	\$ 41.89
4190 Sundry	\$ 1,430.00	\$ 714.96	\$ 8.82	\$ 228.64	\$ (486.32)
4196 Management Fee	\$ 5,000.00	\$ 2,500.02	\$ 453.60	\$ 3,227.40	\$ 727.38
Total Admin Expense	\$ 15,370.00	\$ 7,684.98	\$ 2,423.97	\$ 15,296.09	\$ 7,611.11
					\$ -
4540 Employee Benefits	\$ 7,480.00	\$ 3,739.98	\$ 440.06	\$ 2,946.52	\$ (793.46)
4590.901 EHV Port Admin Fee	\$ -	\$ -	\$ 41.38	\$ 124.14	\$ 124.14
Total General Expenses	\$ 7,480.00	\$ 3,739.98	\$ 481.44	\$ 3,070.66	\$ (669.32)
Residual Receipts (Profit/Loss)	\$ 3,850.00	\$ 1,925.04	\$ 6,938.78	\$ 10,243.02	\$ 8,317.98

Section 8 Admin

Mainstream Admin

Emergency Housing Voucher

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
<b>INCOME</b>					
3410 Section 8 Admin Fees	\$ 1,915,200.00	\$ 957,600.00	\$ 150,519.00	\$ 926,672.00	\$ (30,928.00)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on Admin Reserve	\$ 34,200.00	\$ 17,100.00	\$ 2,441.00	\$ 13,149.00	\$ (3,951.00)
3690 Other Income	\$ 14,000.00	\$ 7,000.02	\$ 572.87	\$ 3,528.87	\$ (3,471.15)
<b>Total Admin Income</b>	<b>\$ 1,963,400.00</b>	<b>\$ 981,700.02</b>	<b>\$ 153,532.87</b>	<b>\$ 943,349.87</b>	<b>\$ (38,350.15)</b>
<b>EXPENSES</b>					
4110 Administrative Salaries	\$ 880,800.00	\$ 440,400.00	\$ 59,740.41	\$ 319,015.58	\$ (121,384.42)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 500.00	\$ 250.02	\$ 732.55	\$ 4,946.55	\$ 4,696.53
4140 Staff Training	\$ 10,000.00	\$ 4,999.98	\$ 929.22	\$ 1,558.87	\$ (3,441.11)
4150 Travel Convention & Meetings	\$ 2,500.00	\$ 1,249.98	\$ 44.80	\$ 678.28	\$ (571.70)
4171 Auditing Fees	\$ 8,100.00	\$ 4,050.00	\$ -	\$ 7,326.20	\$ 3,276.20
4190 Sundry	\$ 217,150.00	\$ 108,575.04	\$ 9,740.99	\$ 91,160.01	\$ (17,415.03)
4196 Management Fee	\$ 383,030.00	\$ 191,515.02	\$ 30,103.80	\$ 185,334.40	\$ (6,180.62)
4220 Tenant Services Recreation	\$ 250.00	\$ 124.98	\$ -	\$ -	\$ (124.98)
4250 Reichenbach Program Assistance	\$ -	\$ -	\$ -	\$ -	\$ -
4260 FSS Donations Expense	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Admin Expense</b>	<b>\$ 1,502,330.00</b>	<b>\$ 751,165.02</b>	<b>\$ 101,291.77</b>	<b>\$ 610,019.89</b>	<b>\$ (141,145.13)</b>
4310 Water	\$ 2,900.00	\$ 1,450.02	\$ 97.51	\$ 844.07	\$ (605.95)
4320 Electricity	\$ 4,300.00	\$ 2,149.98	\$ 364.92	\$ 2,008.81	\$ (141.17)
4330 Gas	\$ 1,560.00	\$ 780.00	\$ 126.94	\$ 1,083.68	\$ 303.68
4390 Sewer	\$ 880.00	\$ 439.98	\$ 75.38	\$ 399.84	\$ (40.14)
<b>Total Utility Expense</b>	<b>\$ 9,640.00</b>	<b>\$ 4,819.98</b>	<b>\$ 664.75</b>	<b>\$ 4,336.40</b>	<b>\$ (483.58)</b>
4420 Material	\$ 2,700.00	\$ 1,350.00	\$ 352.97	\$ 2,139.77	\$ 789.77
4430 Contract Cost	\$ 25,550.00	\$ 12,774.96	\$ 1,695.92	\$ 10,227.68	\$ (2,547.28)
<b>Total Ordinary Maint. &amp; Operation</b>	<b>\$ 28,250.00</b>	<b>\$ 14,124.96</b>	<b>\$ 2,048.89</b>	<b>\$ 12,367.45</b>	<b>\$ (1,757.51)</b>
					\$ -
4510.010 Workers Compensation	\$ 3,430.00	\$ 1,714.98	\$ 181.21	\$ 1,087.25	\$ (627.73)
4510.020 General Liability Insurance	\$ 30.00	\$ 15.00	\$ 2.53	\$ 15.19	\$ 0.19
4510.040 Auto Insurance	\$ 2,270.00	\$ 1,135.02	\$ 175.58	\$ 1,053.49	\$ (81.53)
4510.050 Public Officials Liability -E&O	\$ 50.00	\$ 25.02	\$ 4.74	\$ 28.43	\$ 3.41
4510.070 Crime / Dishonesty	\$ 60.00	\$ 30.00	\$ 5.38	\$ 32.27	\$ 2.27
4510.090 Fire & Extend Coverage	\$ 280.00	\$ 139.98	\$ 23.64	\$ 141.83	\$ 1.85
4540 Employee Benefit Payments	\$ 379,660.00	\$ 189,829.98	\$ 14,313.85	\$ 83,082.79	\$ (106,747.19)
4560 Postage Mach Lease Amortization	\$ -	\$ -	\$ -	\$ 147.06	\$ 147.06
4585.020 Interest on Lease Payable	\$ -	\$ -	\$ 26.10	\$ 53.94	\$ 53.94
4590 Admin Fee	\$ 32,200.00	\$ 16,099.98	\$ 2,245.66	\$ 15,747.21	\$ (352.77)
<b>Total General Expenses</b>	<b>\$ 417,980.00</b>	<b>\$ 208,989.96</b>	<b>\$ 16,978.69</b>	<b>\$ 101,389.46</b>	<b>\$ (107,600.50)</b>
<b>Total Routine Expenses</b>	<b>\$ 1,958,200.00</b>	<b>\$ 979,099.92</b>	<b>\$ 120,984.10</b>	<b>\$ 728,113.20</b>	<b>\$ (250,986.72)</b>
<b>EXPENSES</b>					
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Non Routine Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
4800 Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Prior Year Receipts</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Residual Receipts (Profit/Loss)</b>	<b>\$ 5,200.00</b>	<b>\$ 2,600.10</b>	<b>\$ 32,548.77</b>	<b>\$ 215,236.67</b>	<b>\$ 212,636.57</b>

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
<b>INCOME</b>					
3410 Mainstream Admin Fees	\$ 56,300.00	\$ 28,150.02	\$ 6,721.60	\$ 29,101.86	\$ 951.84
3610 Interest on Admin Reserve	\$ 800.00	\$ 400.02	\$ -	\$ -	\$ (400.02)
3690.070 Misc. Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Admin Income</b>	<b>\$ 57,100.00</b>	<b>\$ 28,550.04</b>	<b>\$ 6,721.60</b>	<b>\$ 29,101.86</b>	<b>\$ 551.82</b>
<b>EXPENSES</b>					
4110 Administrative Salaries	\$ 8,840.00	\$ 4,420.02	\$ 1,219.50	\$ 7,258.57	\$ 2,838.55
4171.000 Audit Fees	\$ 230.00	\$ 115.02	\$ -	\$ 204.15	\$ 89.13
4196 Admin Fees	\$ 11,300.00	\$ 5,650.02	\$ 1,324.20	\$ 5,438.40	\$ (211.62)
4189/4190 Sundry	\$ 2,200.00	\$ 1,100.04	\$ 29.06	\$ 461.66	\$ (638.38)
<b>Total Admin Expenses</b>	<b>\$ 22,570.00</b>	<b>\$ 11,285.10</b>	<b>\$ 2,572.76</b>	<b>\$ 13,362.78</b>	<b>\$ 2,077.68</b>
4510.010 Workers Comp Insurance	\$ 50.00	\$ 25.02	\$ -	\$ -	\$ (25.02)
4540 Employee Benefit Payments	\$ 7,480.00	\$ 3,739.98	\$ 316.60	\$ 1,847.10	\$ (1,892.88)
4590 Admin Fee	\$ -	\$ -	\$ 80.96	\$ 485.76	\$ 485.76
4431 Building Repair Contract	\$ -	\$ -	\$ -	\$ -	\$ -
4430 Clean/Desinf Contr. Svcs	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total General Expenses</b>	<b>\$ 7,530.00</b>	<b>\$ 3,765.00</b>	<b>\$ 397.56</b>	<b>\$ 2,332.86</b>	<b>\$ (1,432.14)</b>
<b>Total Expenses</b>	<b>\$ 30,100.00</b>	<b>\$ 15,050.10</b>	<b>\$ 2,970.32</b>	<b>\$ 15,695.64</b>	<b>\$ 645.54</b>
					\$ -
<b>Residual Receipts (Profit/Loss)</b>	<b>\$ 27,000.00</b>	<b>\$ 13,499.94</b>	<b>\$ 3,751.28</b>	<b>\$ 13,406.22</b>	<b>\$ (93.72)</b>

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
<b>INCOME</b>					
3410.100 EHV- Admin Fees	\$ 25,340.00	\$ 12,670.02	\$ 2,268.00	\$ 16,137.00	\$ 3,466.98
3410.300 EHV-Placement/Issuance Fees	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00
3410.500 EHV- Service Fees	\$ -	\$ -	\$ 7,403.09	\$ 11,803.09	\$ 11,803.09
3410.800 EHV Interest on EHV Admin Fees	\$ 1,360.00	\$ 679.98	\$ 73.10	\$ 569.68	\$ (110.30)
<b>Total Income</b>	<b>\$ 26,700.00</b>	<b>\$ 13,350.00</b>	<b>\$ 9,844.19</b>	<b>\$ 28,609.77</b>	<b>\$ 15,259.77</b>
<b>EXPENSES</b>					
4110 Administrative Salaries	\$ 8,840.00	\$ 4,420.02	\$ 1,961.55	\$ 11,708.43	\$ 7,288.41
4150 Travel & Conventions Meetings	\$ -	\$ -	\$ -	\$ 39.75	\$ 39.75
4171 Audit Fees	\$ 100.00	\$ 49.98	\$ -	\$ 91.87	\$ 41.89
4190 Sundry	\$ 1,430.00	\$ 714.96	\$ 8.82	\$ 228.64	\$ (486.32)
4196 Management Fee	\$ 5,000.00	\$ 2,500.02	\$ 453.60	\$ 3,227.40	\$ 727.38
<b>Total Admin Expense</b>	<b>\$ 15,370.00</b>	<b>\$ 7,684.98</b>	<b>\$ 2,423.97</b>	<b>\$ 15,296.09</b>	<b>\$ 7,611.11</b>
					\$ -
4540 Employee Benefits	\$ 7,480.00	\$ 3,739.98	\$ 440.06	\$ 2,946.52	\$ (793.46)
4590.901 EHV Port Admin Fee	\$ -	\$ -	\$ 41.38	\$ 124.14	\$ 124.14
<b>Total General Expenses</b>	<b>\$ 7,480.00</b>	<b>\$ 3,739.98</b>	<b>\$ 481.44</b>	<b>\$ 3,070.66</b>	<b>\$ (669.32)</b>
<b>Residual Receipts (Profit/Loss)</b>	<b>\$ 3,850.00</b>	<b>\$ 1,925.04</b>	<b>\$ 6,938.78</b>	<b>\$ 10,243.02</b>	<b>\$ 8,317.98</b>

Account Description	Account #	Bank Name	Interest R	Purchased	Maturity	3/31/2023	Total by Site
<b>Waco Housing Authority</b>							
<u>Central Cost</u>							
Public Fund Checking							
Revolving	20470357	Extraco	1.51%			\$ 1,638,354.42	
FSS Junior League Grant	20470381	Extraco	1.51%			\$ 8,805.00	
Employee Committee	20470258	Extraco	1.51%			411.71	
Payroll	20470340	Extraco	1.51%			3,506.89	
Central Cost Center	20470381	Extraco	1.51%			117,527.14	
Texas Housing Stability Fund		Extraco	1.51%			123.05	
						<b>Central Cost sub-total</b>	<b>\$ 1,768,728.21</b>
<u>Kate Ross</u>							
Public Fund Checking							
Kate Ross-Operating	20470399	Extraco	1.51%			\$ 1,531,968.93	
Public Housing FSS Escrow-KR	20573010	Extraco	1.51%			7,167.29	
1 Certificate of Deposit - 24 months	58210	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	266,724.59	
2 Certificate of Deposit - 12 months	403335	Alliance Bank	4.25%	2/26/2023	2/26/2024	218,245.51	
3 Certificate of Deposit - 12 months	403336	Alliance Bank	4.25%	2/26/2023	2/26/2024	161,230.54	
4 Certificate of Deposit - 24 months	59906	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	263,831.16	
5 Certificate of Deposit - 24 months	53962	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	181,120.46	
6 Certificate of Deposit - 24 months	54633	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	79,288.85	
7 Certificate of Deposit - 30 months	54575	The First National Bank of McGr	0.80%	3/10/2022	9/10/2024	277,781.96	
8 Certificate of Deposit - 24 months	54362	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	406,020.99	
						<b>Central Cost sub-total</b>	<b>\$ 3,293,380.28 KR</b>
<u>Estrella Maxey</u>							
Public Fund Checking							
Estrella Maxey-Operating	20470407	Extraco	1.51%			\$ 1,462,505.33	
Public Housing FSS Escrow-EM	20573119	Extraco	1.51%			3,342.29	
Public Housing FSS Escrow-EM Forfeitures	20470407	Extraco	1.51%			120.74	
1 Certificate of Deposit - 24 months	50389	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	216,743.45	
2 Certificate of Deposit - 12 months	403196	Alliance Bank	3.50%	12/20/2022	12/20/2023	111,169.50	
3 Certificate of Deposit - 12 months	403291	Alliance Bank	3.00%	11/18/2022	11/18/2023	110,404.63	
4 Certificate of Deposit - 12 months	403315	Alliance Bank	4.25%	1/25/2023	1/25/2024	468,813.24	
5 Certificate of Deposit - 12 months	403064	Alliance Bank	3.50%	12/12/2022	12/12/2023	516,555.55	
6 Certificate of Deposit - 24 months	58996	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	108,160.64	
7 Certificate of Deposit - 24 months	57238	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	52,859.23	
8 Certificate of Deposit - 24 months	51342	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	507,526.23	
						<b>Central Cost sub-total</b>	<b>\$ 3,558,200.83 EM</b>
<u>South Terrace</u>							
Public Fund Checking							
South Terrace-Operating	20470415	Extraco	1.51%			\$ 949,507.18	
Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			20,919.83	
Public Housing FSS Escrow-ST Forfeitures	20470415	Extraco	1.51%			349.41	
						<b>South Terrace sub-total</b>	<b>\$ 970,776.42</b>
						<b>Public Housing sub-total</b>	<b>\$ 7,822,357.53</b>
<u>Section 8</u>							
Public Fund Checking							
Section 8 - HAP	20470142	Extraco	1.51%			\$ 1,641,310.75	
Section 8-Cash Restricted-Ike	20470142	Extraco	1.51%			\$ 3,725.97	
Section 8 FSS Escrow	20470308	Extraco	1.51%			181,196.14	
Section 8 FSS Escrow-Forfeitures	20470142	Extraco	1.51%			3,972.27	
Emergency Housing Voucher	21084223	Extraco	1.51%			\$ 10,501.54	
Emergency Housing Voucher-Restricted	21084223	Extraco	1.51%			\$ 40,198.20	
Section 8- Mainstream	20969713	Extraco	1.51%			\$ 70,638.70	
IKE -Certificate of Deposit - 12 months	403578	Alliance Bank	2.75%	7/26/2022	7/26/2023	\$ 20,278.22	
						<b>Section 8 sub-total</b>	<b>\$ 1,971,821.79</b>
<b>Non-Profit Corporations</b>							
<u>Waco Housing Opportunities Corporation</u>							
WHOC Public Fund Checking	20470423	Extraco	1.52%			245,255.76	
						<b>WHOC sub-total</b>	<b>\$ 245,255.76</b>
<u>Waco Public Facilities Corporation</u>							
Misty Public Fund Checking	20470126	Extraco	1.52%			112,021.21	\$ 112,021.21 Misty
Cimmarron Public Fund Checking	20469920	Extraco	1.52%			664,455.24	\$ 664,455.24 Cimm
South Terrace-WPFC	21026158	Extraco	1.51%			588,897.75	\$ 588,897.75 STWPFC
Raintree Public Funds Checking							
Raintree Operating	20469987	Extraco	1.51%			323,574.97	
Raintree Scholarship Fund	20470100	Extraco	1.51%			402.42	\$ 323,977.39 RT
Trendwood Operating	20469987	Extraco	1.51%			151,111.02	\$ 151,111.02 Trendwood
Sandstone Revenue Fund	20469987	Extraco	1.51%			5,059.58	\$ 5,059.58 Sandstone
<u>Waco Public Facilities Corporation II</u>							
WPFC II Public Fund Checking	20868733	Extraco	1.51%			4,146.03	\$ 4,146.03 WPFC II
						<b>Non-profits sub-total</b>	<b>\$ 2,094,923.98</b>
						<b>Total WHA &amp; Affiliates</b>	<b>\$ 13,657,831.51</b>



Edwina Viera 3/31/2023  
 Vice President, Financial Services Date

Bank	Balance @ 3/31/22	
1 Extraco	9,791,076.76	71.69%
2 FNBCT	-	0.00%
3 Alliance Bank	1,606,697.19	11.76%
4 First National Bk.	-	0.00%
5 The First National Bank of McGr	2,260,057.56	16.55%
	<b>13,657,831.51</b>	<b>1.00%</b>

**AGENDA**  
**WACO PUBLIC FACILITY CORPORATION**  
**Waco Housing Authority**  
**Board Room**  
**4400 Cobbs Dr.**  
**Waco, Texas**  
**May 11, 2023**  
**12:00 Noon**

- I. Call to Order
- II. Establishment of Quorum
- III. Approval of Minutes
- IV. New Business
  - RESOLUTION NO. 118 RESOLUTION AUTHORIZING THE WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION") TO (A) WORK COOPERATIVELY WITH VERSATILE DEVELOPMENTS, LLC, OR ITS AFFILIATE TO DEVELOP STUDIOS AT 19TH (THE "PROJECT") BY NEGOTIATING AND EXECUTING A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.
- V. Adjournment

**Synopsis of the Minutes**  
**WACO PUBLIC FACILITY CORPORATION**  
**4400 Cobbs Dr.**  
**April 13, 2023**  
**12:00 Noon**

- I. Call to Order  
President Melli Wickliff called the meeting to order at 12:38 pm.
- II. Establishment of Quorum  
Directors Present: Melli Wickliff, Jon Ramos, LaTonya Lewis, John Bible, Brad Kinkeade  
Directors Absent:
- III. Approval of Minutes  
President Melli Wickliff asked for approval of the minutes of the March 2023 meeting. Director John Bible made the motion and Director LaTonya Lewis seconded the motion. President Melli Wickliff called for a vote and the motion passed unanimously.
- IV. New Business
- RESOLUTION NO. 116 A RESOLUTION BY THE WACO PUBLIC FACILITY CORPORATION (“WPFC”) BOARD OF DIRECTORS AUTHORIZING WPFC TO EXECUTE ANY AND ALL DOCUMENTS, OR TAKE ANY OTHER ACTION  
Resolution No. 116  
A copy of this resolution may be found in the resolution file.
  - RESOLUTION NO. 117 A RESOLUTION OF THE BOARD OF DIRECTORS OF WACO PUBLIC FACILITY CORPORATION (“WPFC”) AUTHORIZING WPFC TO EXECUTE ANY AND ALL DOCUMENTS, OR TAKE ANY OTHER ACTION, THAT IS NECESSARY  
Resolution No. 117  
A copy of this resolution may be found in the resolution file.
- V. Adjournment  
President Melli Wickliff adjourned the meeting at 12:41pm.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President of the Board

Seal

**WACO PUBLIC FACILITY CORPORATION**

**RESOLUTION # 118**

**RESOLUTION AUTHORIZING THE WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION ") TO (A) WORK COOPERATIVELY WITH VERSATILE DEVELOPMENTS, LLC OR ITS AFFILIATE TO DEVELOP STUDIOS AT 19TH (THE "PROJECT") BY NEGOTIATING AND EXECUTING A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.**

WHEREAS, the Corporation and Versatile Developments, LLC, a Texas limited liability company ("Developer") desire to enter into a Memorandum of Understanding (the "MOU"), pursuant to which the Corporation and Developer will agree to work cooperatively to develop a multifamily apartment development approximately 18 residential units for low-income persons located 2810 N 19th Street, Waco, TX 76708, McLennan County, Texas known as Studios at 19th (the "Project");

WHEREAS, the Corporation has determined that the actions herein authorized are in furtherance of the purposes of the Corporation;

Now, therefore, the Board hereby adopts the following resolutions:

BE IT FURTHER RESOLVED, that the Secretary of the Corporation and/or his/her designee is hereby authorized to do the following:

Negotiate, review, approve and execute the MOU and any and all documents the Secretary of the Corporation shall deem appropriate or necessary, and the approval of the MOU and any and all other documents herein described by the Secretary of the Corporation shall be conclusively evidenced by his/her execution and delivery thereof; and

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Secretary of the Corporation or his/her designee, in connection with the foregoing matters, are hereby ratified and confirmed as the valid actions of the Corporation, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the designee of the Secretary of the Corporation, is hereby authorized and directed for and on behalf of, and as the act and deed of the Corporation, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the designee of the Secretary of the Corporation shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Secretary of the Corporation to such end are hereby expressly ratified and confirmed as the acts and deeds of the Corporation.

This resolution shall be in full force and effect from and upon its adoption.



PASSED this 11<sup>th</sup> day of May, 2023.

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CHAIR

ATTEST:

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Milet Hopping, Secretary