

Agenda
WACO HOUSING AUTHORITY & AFFILIATES
Waco Housing Authority
Board Room
4400 Cobbs Dr.
Waco, Texas
January 11, 2024
12:00 Noon

- I. Call to Order
- II. Establishment of Quorum
- III. Hearing from Visitors
 - Recognition of Officials
- IV. Approval of Minutes
- V. Updates
 - Recognition of Public Housing Graduate
 - South Terrace
 - Melody Grove
 - Gurley Lane
 - Yardi Software
- VI. New Business
 - RESOLUTION NO. 3881 CONSIDER AND ADOPT RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND ITS AFFILIATES (THE "AUTHORITY") TO (A) WORK COOPERATIVELY WITH CONTINENTAL REAL ESTATE HOLDING LLC OR ITS AFFILIATE FOR THE PURPOSES OF ACQUIRING AND OPERATING A DEVELOPMENT LOCATED AT APPROXIMATELY 2221 CREEKVIEW DR. WACO, TX 76633 (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.
- VII. Departmental Report Questions
- 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
Waco, Texas
November 9, 2023
12:00 Noon

- I. Chair John Bible called the meeting to order at 12:05 p.m.
- II. Establishment of Quorum
Commissioner's present: Melli Wickliff, Jon Ramos, John Bible, Brad Kinkeade

Commissioners absent: Latonya Lewis
- 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 October 2023 Board Meeting. Vice Chair Jon Ramos made the motion and Commissioner John Bible 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 March 2024.
President/CEO and Art Schultz updated the board on the progress for Melody Grove (Estella Maxey) RAD Development.
President CEO provided an update to the board regarding Trendwood and they are still on track with renovations.
- VI. New Business
 - RESOLUTION NO. 3880 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO CERTIFY THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) TO HUD.
The President/CEO explained to the board that this resolution is to authorize WHA to submit the SEMAP to HUD. This is done every year. Chair Melli Wickliff asked for a motion to approve Resolution No. 3880. 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. 3880
Resolution was not voted on or approved.
- VII. Reports
 - Administrative Services**
Everything for the Admin Dept. was usual business.
 - Information Technology**
Everything for the 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 1237 applicants on the WHA Public Housing Waiting list.
 - MAINTENANCE**
The Maintenance Department continues to work on making readies.

SECTION 8 - Milet Hopping

The Section 8 department currently is leasing 2588 vouchers and has 1321 total applicants on the combined waiting lists. There are 66 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.

VIII. Consideration of Future Agenda Items

IX. Adjournment

Chair, Melli Wickliff, adjourned the meeting at 1:15 p.m.

Secretary

Chair of the Board

Seal

**South Terrace Progress Report
Brinshore Development, L.L.C.
Waco Housing Authority Board Meeting
January 11, 2024**

Issues Addressed this Month:

- **Construction Progress**
- **Unit Delivery Schedule**

Construction Progress/Gas Line Issues

Nicholson Management (Liberty Mutual's construction manager) continues work on the remaining 54 units to be completed. They are currently occupied with site concrete work, sanitary replacement work, and interior finish work.

At the end of the year there was a setback as an old gas line repair failed that was uncovered while making a repair to the sewer lateral. After a repair was made to this failed gas pipe, the gas company came out to the site and tested the gas line. It was discovered that the line was leaking in an unknown location, and they shut off gas to 60 units, 52 of which were occupied. The WHA and Allied Orion worked tirelessly to make sure that the impact on the tenants was minimized distributing space heaters and creating a warming shelter for those in need. Fortunately, the gas service was restored a couple of days later. The impact of this setback is the delay in the delivery of units, only one of which was turned over in December.

While Nicholson is moving again, there is another potential delay on the horizon, the City of Waco still has not approved all electrical permits. WHA is following up with the City to assist in moving this forward. Currently, it is projected that the completion has been pushed back by a month, so that the substantial completion date is now projected for April 30, 2024.

Unit Delivery Schedule

The management team has been slow but steady with processing applications. They are nearing their goal of filling all available units and focusing on pre-leasing all that remain.

- Nicholson completed one unit in December, bringing our total rehab count to 196 as of the year end. The current occupancy is 184 out of 250 units, or 74%.
- The site has four units that are HQS-passed and ready for move ins. Three of these have applications pending.
- The site has 12 units that are pending unit turn and HQS, with one application pending.
- There are nine additional applicants not yet assigned to a unit. As Nicholson provides the schedule for turnover, those applicants will be assigned to newly rehabbed units.

Administrative Services Department December 2023 Report

All WHA Offices were closed beginning December 21 – January 1st.

Routine Work Projects

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks – **221** 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
 - **143** Public Housing / **0** Mart
 - **0** VASH
- Processed **410** pieces of incoming mail
- Processed **2,201** pieces of outgoing mail
- Proofed all department monthly reports
- Made **213,116** copies for departments
- Sent out **90** Late Notices for Public Housing
- Sent out **125** Notices of Concern
- Sent out **505** Utility Notices

Clients and Visitors

There was a total of **82 persons** that checked in to the receptionist in the lobby.

There was a total of **4,117 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 |
| Mylinda 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 |
| Zoila Acevedo | AH Forward: Financial Reporting for the FSS Program | 4/13/2023 | Webinar |
| Briotony Porter | Master of Social Work Colloquium | 4/21/2023 | Webinar |
| Gloria Dancer | Documenting Resident Violations in 2022-23 | 4/20/2023 | Webinar |
| Craig Bottenfield | Payroll Law 2023 - Avoid Costly Mistakes and Legal Blunders | 4/26/2023 | Online Seminar |
| Rebecca Suarez | VMS, RNP Reconciliation & Updates | 4/26/2023 | Webinar |
| Rebecca Suarez | Understanding HUD's Two-Year Tool | 4/27/2023 | 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 |
| Rebecca Ellis | Develop the leader Within You: Transform from Average Manager to Respected | 5/4/2023 | Webinar |
| Briotony Porter | Master of Social Work Colloquium | 5/9/2023 | Webinar |
| 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 |
| Rebecca Suarez | GASB 96 Implementatin & Gasb 87 Trends & Updates | 5/24/2023 | Webinar |
| 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 |
| Edwina Viera | 24th Annual Public Housing Conference for Financial Professionals | 6/6 - 7/23 | Las Vegas, NV |
| Melissa Johnson | Preparing HUD-Assisted Residents for Workforce Opportunities | 6/14/2023 | Webinar |
| Milet Hopping | Southwest NAHRO 83rd Annual Conference | 6/26 - 29/2023 | Albuquerque, NM |
| Gloria Dancer | Southwest NAHRO 83rd Annual Conference | 6/26 - 29/2023 | Albuquerque, NM |
| Rebecca Ellis | Southwest NAHRO 83rd Annual Conference | 6/26 - 29/2023 | Albuquerque, NM |
| S8 & PH Employees | HUD's New Ruling on Criminal Behavior in 2023 | Various | Digital Download |
| Gloria Dancer | In-depth HUD Training | 7/6/2023 | Waco, TX |
| LaTanya Rector | In-depth HUD Training | 7/6/2023 | Waco, TX |

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|-------------------|--|-----------------|----------------|
| Janie Lovell | In-depth HUD Training | 7/6/2023 | Waco, TX |
| Milet Hopping | NAHRO 2023 Summer Symposium | 7/12 - 16/2023 | Washington DC |
| Melissa Johnson | NAHRO 2023 Summer Symposium | 7/12 - 16/2023 | Washington DC |
| Ferlisa Raglin | TAA Board Meeting | 7/27-28/23 | Ft. Worth, TX |
| Gloria Dancer | Ethics for Housing Professionals | 8/1/2023 | Webinar |
| Gloria Dancer | Ethics for Management | 8/2/2023 | Webinar |
| Craig Bottenfield | Issuing Final Paychecks: Requirements for Terminated Employees | 8/2/2023 | Webinar |
| Charles Cervantez | NAHRO: How to Effectively Manage Your Maintenance Program | 8/7 - 10/23 | Webinar |
| Briotony Porter | Climate Change and Mental Health | 8/8/2023 | Webinar |
| Gloria Dancer | NAHRO: The Definitive Guide for Executive Directors | 8/8-9/23 | Webinar |
| Milet Hopping | NAHRO DEI & Community Readiness Training | 8/22 - 24/2023 | Webinar |
| Ferlisa Raglin | How to Communicate with Tact and Professionalism | 9/12-13/2023 | Webinar |
| Mylynda Browder | HR Specialist Summit | 9/13-14/23 | Webinar |
| Janie Lovell | Question and Answer Forum with Judge James Lee, Jp Precinct 2 | 9/20/2023 | Waco, TX |
| Ferlisa Raglin | Question and Answer Forum with Judge James Lee, Jp Precinct 2 | 9/20/2023 | Waco, TX |
| Melody Gober | Question and Answer Forum with Judge James Lee, Jp Precinct 2 | 9/20/2023 | Waco, TX |
| Heather Burns | Question and Answer Forum with Judge James Lee, Jp Precinct 2 | 9/20/2023 | Waco, TX |
| Gloria Dancer | Texas NAHRO: Fair Housing Webinar | 9-26-27-23 | Webinar |
| Rebecca Ellis | Texas NAHRO: Fair Housing Webinar | 9-26-27-23 | Webinar |
| Melissa Johnson | Texas NAHRO: Fair Housing Webinar | 9-26-27-23 | Webinar |
| Janie Lovell | Texas NAHRO: Fair Housing Webinar | 9-26-27-23 | Webinar |
| LaTanya Rector | Texas NAHRO: Fair Housing Webinar | 9-26-27-23 | Webinar |
| Milet Hopping | 2023 National Conference & Exhibition | 10/3-8/2023 | New Orleans |
| Gloria Dancer | 2023 National Conference & Exhibition | 10/4-8/2023 | New Orleans |
| Rebecca Ellis | 2023 National Conference & Exhibition | 10/4-8/2023 | New Orleans |
| Janie Lovell | 2023 National Conference & Exhibition | 10/4-8/2023 | New Orleans |
| Melli Wickliff | 2023 National Conference & Exhibition | 10/4-7/2023 | New Orleans |
| Melissa Johnson | 2023 National Conference & Exhibition | 10/5-8/2023 | New Orleans |
| LaTanya Rector | 2023 National Conference & Exhibition | 10/5-8/2023 | New Orleans |
| Jon Ramos | 2024 National Conference & Exhibition | 10/5-8/2023 | New Orleans |
| Charles Cervantez | 2024 National Conference & Exhibition | 10/5-8/2023 | New Orleans |
| Melody Gober | The Best of Apartmentalize 2023 | Good for 1 year | Online Seminar |
| Janie Lovell | Ethics for Management | 11/1/2023 | Webinar |
| Melissa Johnson | Plug Into Equity Conference | 11/8/2023 | Waco TX |
| Milet Hopping | Plug Into Equity Conference (CANCELLED) | 11/8/2023 | Waco TX |

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|-------------------|--|--------------------|---------------|
| CaSaundra Foreman | Plug Into Equity Conference | 11/8/2023 | Waco TX |
| Milet Hopping | TX NAHRO Transitional Meetings-Georgetown | 11/12-11/13/2023 | Georgetown TX |
| Gloria Dancer | TX NAHRO Transitional Meetings-Georgetown | 11/12-11/13/2023 | Georgetown TX |
| Rebecca Ellis | TX NAHRO Transitional Meetings-Georgetown | 11/12-11/13/2023 | Georgetown TX |
| Bridgett Ellis | NSPIRE for HCV | 11/28-30/2023 | Grapevine TX |
| Andre Haywood | NSPIRE for HCV | 11/28-30/2023 | Grapevine TX |
| Kaitlin Dragoo | Texas Public Purchasing Association Conference | 11/6-9/23 | Denton, TX |
| Rebecca Ellis | NAHRO: The Definitive Guide for Executive Directors | 11/7-8/2023 | Webinar |
| Gloria Dancer | Big Country Housing Association Annual Meeting | 11/15-16/2023 | Waco TX |
| Janie Lovell | Big Country Housing Association Annual Meeting | 11/15-16/2023 | Waco TX |
| Corina Mendoza | Leadership, Team-Building and Coaching Skilla for Managers and Supervisors | 11/28/2023 | Webinar |
| Heather Burns | Leadership, Team-Building and Coaching Skilla for Managers and Supervisors | 11/28/2023 | Webinar |
| Gloria Dancer | SEMAP Success Training | 12/5/2023 | Webinar |
| Janie Lovell | SEMAP Success Training | 12/5/2023 | Webinar |
| Alastair Whitman | Procurement & Section 3 Training | December 5-7, 2023 | Webinar |
| Kaitlin Dragoo | Procurement & Section 3 Training | December 5-7, 2023 | Webinar |
| Milet Hopping | NAHRO WORKS-Strategic Plan Journey | 12/06-09/2023 | Atlanta GA |
| Christina Miller | HUD-VASH In-Person ProcessImprovement Workshops | 12/12-13/2023 | San Antonio |

| Employee | Training Class | Dates | Location | Registration |
|------------------|--|---------------|----------------|--------------|
| Milet Hopping | TX NAHRO Winter Meetings | 01/23-24/2024 | Grapevine | \$150.00 |
| Gloria Dancer | TX NAHRO Winter Meetings | 01/23-24/2024 | Grapevine | \$150.00 |
| Rebecca Ellis | TX NAHRO Winter Meetings | 01/23-24/2024 | Grapevine | \$150.00 |
| LaTasha Johnson | Nuts and Bolts of Service coordination | 02/06-08/2024 | Webinar | \$382.00 |
| Gloria Dancer | HOTMA: Change in Focus | 02/13-16/2024 | Webinar | \$652.00 |
| Milet Hopping | 2024 SWNAHRO Maintenance Conference | 02/13-15/2024 | Little Rock AR | \$350.00 |
| Christina Miller | Excellence in Customer Service | 02/28-29/2024 | Webinar | \$262.00 |

Information Technology

Dec 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

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

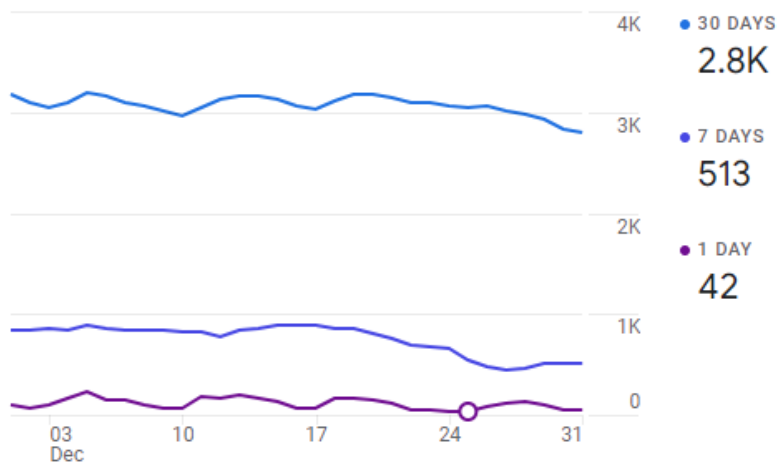
WHA Network systems had no substantial downtime for the month.

- **Miscellaneous**

- Continuing revamp of resident Computer labs (Community Services).
- Continue Implement new Phone system software cut over complete 100% (cloud PBX) working on adjustments and corrections to the software. Cut over complete, currently enhancing and streamlining.
- Completed cut over on network, moving sites to a conventional local internet connection, with web-based software transitions coming soon, we no longer need dedicated connections to the sites, moving from an on-site (HQ) data center to a cloud-based software solution.
- Procured equipment to streamline a company wide re-image of PC's to a thin operating system that will serve to extend the viability of the devices and implement our stratodesk deployment, that will provide users with a performant computer that works well with our virtual PC transition.
- Completed access control at Community Services, and repairs to various doors at HQ

Wacopha.org December web statistical

User activity over time



Sessions by

Session default ch...

| SESSION DEFAULT ... | SESSIONS |
|---------------------|----------|
| Organic Search | 3K |
| Direct | 1K |
| Referral | 85 |
| Organic Social | 32 |
| Unassigned | 14 |

[View traffic acquisition](#) →

Users by Device category



MOBILE 73.1%
 DESKTOP 25.3%
 TABLET 1.6%

Users by

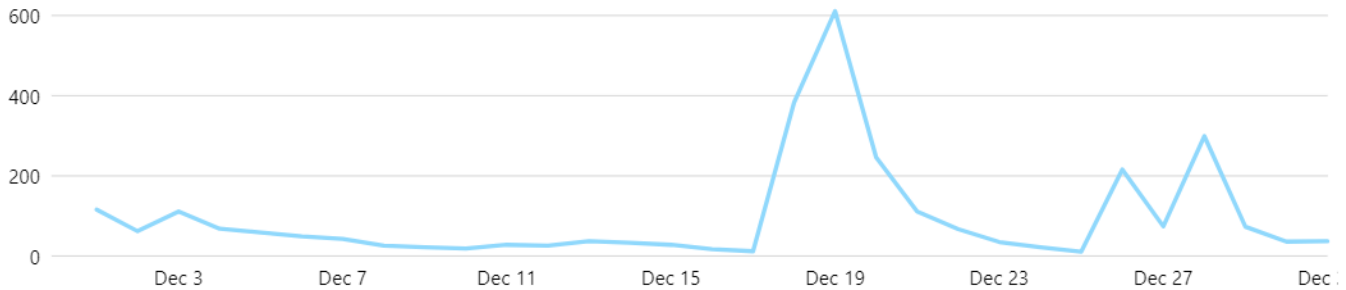
Operating system

| OPERATING SYSTEM | USERS |
|------------------|-------|
| iOS | 1.3K |
| Android | 805 |
| Windows | 545 |
| Macintosh | 105 |
| Linux | 41 |
| Chrome OS | 36 |
| Playstation 4 | 1 |

Social Media Statistical

Facebook reach ⓘ

2,199 ↑ 5.3%

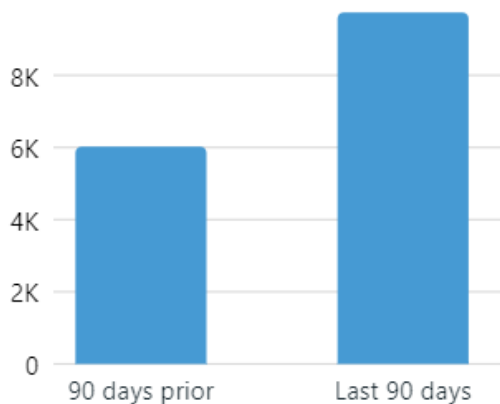


Reach

Post reach ⓘ

9.7K ↑ 61.7%

Total from last 90 days vs 90 days prior

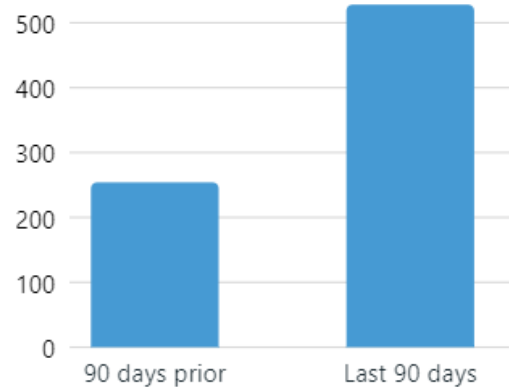


Engagement

Post reactions, comments and shares ⓘ

528 ↑ 107.9%

Total from last 90 days vs 90 days prior



Top post for the Month of December was the flyer for the MLK March

Facebook continues to be our most effective platform for engagement and overall audience reach.

Note: December is a short month with WHA being closed as of Dec 21 and returning Jan 2nd. Our post engagement remains strong, but our activity is notably lower due to the Holidays.

Rising Images, Inc.
Board Report for December 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 | \$53,393.00 | \$52,795.00 | \$52,795.00 | 100% |
| Hunnington | \$36,346.00 | \$36,027.00 | \$36,027.00 | 100% |
| Misty Square | \$8,800.00 | \$8,743.00 | \$8,743.00 | 100% |

| | Monthly Budget Rent | Rent Due | Rent Collected | Percentage Collected |
|-----------|---------------------|-------------|----------------|----------------------|
| Picadilly | \$4,562.88 | \$ 4,033.00 | \$4,802.00 | 100% |
| Raintree | 95,928.15 | \$99,116.00 | \$99,116.00 | 100% |

Contracts (MOD)

Wilson Construction has repaired the parking lot at Misty Sq. 2308

Zamco has replaced the fire extinguisher boxes and building lights at Hunnington Bldgs. E-I

Flores Construction is replacing the roofs on Cimmaron Bldgs. 8, 9 & 10.

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

Modernization Department November 2023 Report

| Grant Year | Grant Amt. | Amt. Expended | % Expended | % Obligated | Deadline to Expend |
|-------------------|-------------------|----------------------|-------------------|--------------------|---------------------------|
| 2018/518 | \$1,820,616.00 | \$1,819,741.00 | 99% | 100% | May 28,2026 |
| 2019/519 | \$1,904,253.00 | \$1,63,841.72 | 61% | 58% | April 15, 2027 |
| 2020/520 | \$2,037,987.00 | \$543,819.79 | 27% | 27% | March 25, 2026 |
| 2021/521 | \$1,692,421.00 | \$338,484.20 | 20% | 20% | February 22, 2025 |
| 2022/522 | \$2,098,065.00 | \$419,613.00 | 19% | 18% | May 11, 2026 |

Public Housing Current Projects None

Rising Images Current Projects

- Roof Replacement at various buildings at Raintree & Cimmaron
 - Awarded to Flores Construction for \$137,152.00
 - Start date December 4, 2023
 - Estimated completion February 2024

Hill County Current Projects

- Office remodel
 - Sealed Bids due July 11, 2023
 - Awarded to Zamco Services for \$57,438.43
 - Start Date September 5, 2023
 - Estimated completion December 2023

Housing Operations Monthly Report December 2023

Public Housing Report

Staff

Total Employees – 10 Temporary Staff – 1

Waiting List Information

Total number of applicants on the waiting list – 1215

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

| | |
|---|---|
| Notification for assistance mailed | 3 |
| No response to notification letters | 0 |
| Pending Notification letter/expiration date | 0 |
| Move-in letters issued | 3 |
| Units rejected by applicant | 0 |
| Total applicants not qualified | 3 |

The orientation informs all applicants of eligibility and suitability and amenities offered by the Authority. It also informs the applicants of their responsibilities as residents of our communities. There was a total of (14) orientation letters emailed, (14) packets were mailed out from letter responses (14) received and in process of verifications, (0) no response, (3) completed.

Annual Re-Certifications

| Community | Certifications | Completed | Remaining |
|---------------|----------------|-----------|-----------|
| Kate Ross | 17 | 17 | 0 |
| Estella Maxey | 10 | 10 | 0 |
| Total | 27 | 27 | 0 |

We have completed 100% of certifications for this month. According to PIC submission we have reported. 94.87 % certifications for dates through November 30, 2023.

Evictions

| Community | Non-Payment | Lease Violation | One Strike |
|---------------|-------------|-----------------|------------|
| Kate Ross | 0 | 0 | 0 |
| Estella Maxey | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

Percentage of Rent Collected

95% of the rent for December was collected, we did meet our goal of 97%.

Last Quarterly Average was: 94% for Oct-Nov-Dec

Occupancy Percentage

The occupancy percentage for December was 89%; we did not meet our goal of 97%.

Last Quarterly Average was 86% for Oct-Nov-Dec

Maintenance Report

Staff

Total Employees – 8 regular employees

4 Vacant positions - Utility Laborer KR / Tech2 KR / AideA EM / AideB KR

1 Temp to Hire is assisting with heat calls. Interviews in progress.

Work Orders

Routine Work Orders

| Community | Total | %Completed | Remaining |
|------------------|--------------|-------------------|------------------|
| Kate Ross | 67 | 82% | 12 |
| Estella Maxey | 69 | 74% | 18 |
| Total | 136 | 88% | 30 |

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 2 days which is well within our goal. We are closing work orders in a timelier manner with Rapid Action Planning, a system of color-coding work orders and matching skills to tasks to complete work orders sooner and with more efficiency.

Emergency Work Orders

| | Amount Received | Amount Closed | Amount Remaining |
|------------------------|------------------------|----------------------|-------------------------|
| Closed within 24 hours | 44 | 44 | 0 |
| Over 24 hours | 0 | 0 | 0 |
| Total | 44 | 44 | 0 |

Completing all emergency work orders within twenty-four (24) hours is our established goal.

December Unit Turn Around Time

| Down Time | Make Ready Time | Lease-Up Time | Total Turnaround Time |
|------------------|------------------------|----------------------|------------------------------|
| 93 | 328.33 | 13 | 434.33 |

Cumulative Average Unit Turn Around Time

| Down Time | Make Ready Time | Lease-Up Time | Total Turnaround Time |
|------------------|------------------------|----------------------|------------------------------|
| 106.91 | 99.08 | 13.33 | 219.33 |

Our annual cumulative goal is turning units in 20 days or less. Presently we have a cumulative turn-around time of 219.33, this puts us over by 199.33 days.

December Vacant Apartment Information

| | Leased | Total | Occupancy % |
|--------------------------|------------|------------|--------------|
| Kate Ross | 243 | 286 | 84.9% |
| Estella Maxey | 339 | 362 | 93.6% |
| Overall Occupancy | 582 | 648 | 89.8% |

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

Annual Inspections FY 22 - 23

| Community | Total apts. | Units Inspected | 21 -22 Annual Inspection Work Orders Y.T.D. |
|----------------|-------------|-----------------|---|
| Kate Ross | 288 | 288 | 18 |
| Estella Maxey | 362 | 362 | 71 |
| Overall | 650 | 650 | 89 |

Fleet Vehicle Inspection

Total Vehicles Inspected (2) – Tire repairs, vehicles winterized/topped off with fluids and serviced.

Planned/Preventative Maintenance

Heat calls are being addressed with urgency. While completing work orders, the system filter and heat is checked for preventative maintenance. (RAP) Rapid Action Planning system to help structure skillsets to tasks. Work orders are being completed more rapidly with more competence, allowing more time to work on and turnover units.

Accident-free days by staff FY 2023/2024

The maintenance staff has accumulated 92 accident-free days with (0) loss time days for the month of December. 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 |
| December 2023 | \$17,310.26 |

Expenditures: Appliances, Maintenance Supplies and parts, Make ready materials, Window glass replacement, space heaters, Vehicle inspection parts, Drain line unclogging, HVAC repair beyond routine maintenance

Section 8 Board Report – December 2023

The Section 8 Department has leased a total of 2616 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 | 885 | 2430 |
| Hill County | 350 | 168 |
| Somervell County | 100 | 18 |
| Totals | 1335 | 2616 |

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

There are 22 applicant families searching for a place to live currently.

| | |
|------------------|-----------|
| Waco | 9 |
| Hill County | 9 |
| Somervell County | 4 |
| Total | 22 |

Re-Certifications

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

Homeownership

The Homeownership Program is now assisting 13 families with mortgages.

VASH (Veteran Affairs Supportive Housing)

| | |
|---------------------------------------|----|
| Number Pending (Referral/Orientation) | 0 |
| Number Searching in Waco | 4 |
| Number Passed/Pending Inspection | 1 |
| Number housed in Waco | 64 |

| | |
|--------------|------------|
| Ineligible | 231 |
| Total | 91% |

Mainstream

| | |
|---------------------------------------|----|
| Number Pending (Referral/Orientation) | 2 |
| Number Searching in Waco | 3 |
| Number Passed/Pending Inspection | 0 |
| Number Housed in Waco | 73 |

| | |
|--------------|-------------|
| Ineligible | 85 |
| Total | 91 % |

EHV (Emergency Housing Vouchers)

| | |
|---------------------------------------|---|
| Number Pending (Referral/Orientation) | 0 |
| Number Searching in Waco | 0 |
| Number Passed/Pending Inspection | 0 |

FYI (Foster Youth Initiative)

| | |
|---------------------------------------|---|
| Number Pending (Referral/Orientation) | 1 |
| Number Searching in Waco | 4 |
| Number Passed/Pending Inspection | 0 |

| | |
|-----------------------|----|
| Number housed in Waco | 36 |
|-----------------------|----|

| | |
|-----------------------|---|
| Number Housed in Waco | 3 |
|-----------------------|---|

| | |
|------------|------|
| Ineligible | 16 |
| Total | 100% |

| | |
|------------|------|
| Ineligible | 18 |
| Total | 12 % |

HUD Reports

SEMAP reported submitted.

Staff

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

Fraud

Total number of cases from 2023:

Total amount owed: \$ 23,852.00.

Total amount paid: \$ 1,100.00.

Total amount outstanding: \$\$22,752.00

Community Services Report December 2023

December

- ❖ Toy Registration and Giveaway with KM Ministries
- ❖ FSS End of the Year Celebration
- ❖ Holiday Door Decorating Contest at all 3 properties
- ❖ Senior Christmas Luncheon
- ❖ Basketball during Christmas Break – South Terrace
- ❖ Family Game Night at Estella Maxey

January Planning

- ❖ Resident Meeting at Estella Maxey re: RAD
- ❖ Resident Survey South Terrace
- ❖ Team will be planning for this year's activities & Services
 - ❖ GAPS (Gang Awareness and Prevention
 - ❖ Meeting with HOTBH about partnering with their gang prevention program with basketball at S. Terrace

Ongoing Activities

| Kate Ross | Estella Maxey | South Terrace |
|--------------------------------------|--|--|
| o | | |
| Kids Computer Lab M-Th. 3:30-5:30 | Kids Computer Lab M-Th. 3:30-5:30 | Basketball Skills & Cheerleading T, TH 6pm |
| i | Tutoring M, W 3:30-5:30pm | Senior Activities Tuesdays 10am |
| Morning Coffee Club M-Th | Senior Activities Wednesdays 10am | |
| Senior Activities, Th. 10 | Mentor Waco Th. 6pm | |
| | (Sat.) Mosaic Church Warrior Way Soccer | |

Meals now being served M-Th. to kids at Kate Ross & Estella Maxey Computer Labs, Basketball at South Terrace and to Mentor Waco on Thursdays. Meals are provided by Trinity Sports via USDA grant

December 2023 Family Self Sufficiency Program

Coordinator: CaSaundra Foreman and Coordinator: Crystal Anthony, MEd

| FSS Participants | |
|---|---|
| Total: Public Housing Current-10/Grant 2022-11 | Total: S8/RAD Current-60/Grant 2022-61 |
| TOTAL CURRENT PARTICIPANTS- 70 | |
| TOTAL GRANT 2022 PARTICIPANTS- 83 | |

| Monthly ESCROW | |
|-------------------------------------|--------------------------|
| Total: Public Housing \$1,301.00 | Total: S8/RAD \$5,390.00 |
| TOTAL ESCROW DEPOSIT: \$6,691.00 | |

Activities for the Month of December

- 2 - Pre-enrollment applications received
- 2 - Participants changed to New COP
- 2 – New participant COP
- FSS Participant Meeting – End of Year “Celebrating You!”
- Planned, prepared, and presented the End of Year “Celebrating You!”
- Researched community resources and services for participants
- Attended HOT Goodwill Grand Opening – Community Connect
- Attended NeighborWorks, Inc Holiday Celebration
- Visited with Seniors and Homeless during coffee time and throughout the day
- Attended HUD Office Hours and Coffee Hour Training
- Ran Reports – Participants and financial
- Updated meeting calendar for 2024
- Mailed Participants escrow statement for 2023
- Ran Report for City of Waco
- Began working on Advisory Board Members for 2024
- Assisted with Toy Drive and Holiday Decoration Contest
- Visited w/ Habitat for Humanity Staff

Activities Planned for January

- Participants Meeting: January 9th
- Resident Meeting @ Estella Maxey: January 17th
- Office visits with current and potential participants

Community Collaborations

- NeighborWorks Homebuyer Education
- Grassroots
- Section 8 Homeownership Program
- Texas Workforce Commission
- UpSkill & Ester’s Closet
- Waco PD
- Habitat for Humanity

- Communities in Schools
- Workforce Childcare
- HOT Goodwill

December Outreach Activities

- Mass Emails sent to FSS Participants
- WHAA Website
- Assisted participants w/job search and available housing units
- Engage with Potential New Participants
- Maintain recruiting efforts using FSS brochures during WHAA Community Service outreach/events, ground visits, Section 8 Orientation, and mail outs to potential clients.
- Family Game nights

Accomplishments

- PS – Credit Score increased 60 points
- KW – children are doing well with their education and extra curricular activities – 1. Taking AP courses as a freshman and made varsity volleyball. 2. Won 8th grade A volleyball championship and taking high school classes. 3. Son has improved on his classroom behaviors. 4. Their candle and wax business is going.
- PS, KW, CSG, and AC all have been appointed to the FSS Advisory Board
- XC – Started new job

NeighborWorks, Inc Christmas Party and Grand opening of Goodwill Community Connect.



Photos from 2023 End of Year – “Celebrating You!” Photos of Participants, Advisory Board Members and Staff



Youth Services: Al Davis, Coordinator – December, 2023

Activities for the Month of December

- ❖ Meetings – Mentor Waco (Recruiting Melody Grove students for Fall & Spring program)
- ❖ Attended Truancy update meetings with PCL officials from Waco High, J.H. Hines Elementary, Cesar Chavez and Carver Middle Schools, University High School
- ❖ Track student progress and grade reports (student behavioral incidents and suspensions)
- ❖ Meetings – (AB) (Dr. Pepper Museum) – Fall & Spring Youth presentations
- ❖ Meeting – Starry Counseling Services (Resources & Services offered to PH Clients and Community)
- ❖ Kate Ross Community (December Christmas Toy Drive (giveaway))
- ❖ Cross Training with Co – Workers (Learning how to have Departmental flexibility & job duties)
- ❖ Staff Meetings for Community Events and Monthly planning
- ❖ Meeting – (Steve Norwood – Update on (ST) Basketball Gym activities and Coordination.
- ❖ Meeting – (Milet Hopping – Townhall meeting on Agency updates and future plans)
- ❖ SIMS Training Workshop (Juvenile Probation Facilitating Session) – Lee Lockwood Library
- ❖ Team Building Staff Meeting (Community Service)
- ❖ Cross training activities (Working with FSS Quarterly meeting and luncheon)
- ❖ Meeting – Mosaic Ministry (MG) – Tutoring program for Estella Maxey (Melody Grove)
- ❖ Meeting – (DB) – Youth Summit Program
- ❖ FSS (End of the Year Celebration & Awards Banquet)
- ❖ Senior Activities Dinner (South Terrace)

Activities planned for January

- ❖ Facilitating Discussion for HUD Section 18 Regulation (Residential Meeting – Estella Maxey)
- ❖ Community Service staff meeting & Team Building Activities
- ❖ WISD Family Fun Night (Community Service, CIS, & J.H. Hines Elementary (Estella Maxey)
- ❖ January Board Meeting (Central Office)(Feature Person – Jazmyne Betters)
- ❖ Youth Basketball Camps & Tournaments (Kenneth Alexander) & (Steve Norwood) – ST Youth Center
- ❖ HOT Behavioral Health (GAPS Meeting)
- ❖ Collaborative Meeting (HOT Behavioral Health & Klaras Family Counseling Center for Children
- ❖

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

- ❖ Hiz House Ministries (Juan Carreon)
- ❖ Transformation Waco

Outreach Activities:

- ❖ Circulate Scholarship Information
- ❖ Oceans Behavioral Hospital Waco (Referrals)
- ❖ Waco Advocacy Center (Counseling)

Elderly & Disabled Services December Report
Tasha Johnson

Activities for the Month of December:

- ❖ January Activity Planning
- ❖ Weekly Health and Hygiene discussion with fact sheets
- ❖ Community Service' Staff Meeting
- ❖ Senior Luncheon / Potluck South Terrace
- ❖ Estella Maxey / Arts and crafts with lunch
- ❖ Outreach Event Kate Ross / Holiday movie and lunch
- ❖ FSS End of year celebration.
- ❖ Toy Drive
- ❖ Town Hall Meeting

Activities planned for Dec:

- ❖ Please see the attachment for the Dec calendar of events.

Community Collaborations:

- ❖ Primerica
- ❖ Interim Healthcare
- ❖ Woodland Springs

Resident Services: Earnest Ward – December, 2023

South Terrace:

- Meeting was held with 1 resident present.
- Mrs. Powell wanted this month meeting to be more of resident fellowship. Food was provided (spaghetti & salad and garlic Bread) with drinks. WPD was present to update residents on recent activities surrounding the South Terrace area.
- Mrs. Powell suggested the remaining food be served for senior activities the following day.

Kate Ross:

- No meeting was held due to Holiday
- I met with Tonya and we suggested the meeting time be changed to 4pm due to getting dark early.

Estella Maxey:

- Meeting was not held due to Holiday

- Met with Mr. Mack and Joey and they also suggested the changing of the time to 4pm.
- Mr. Mack mentioned his wife is home and doing well

Community Collaborations:

- Met with Salvation Army to assist with getting a family furniture.
- Met with Goodwill to assist a family with furniture..

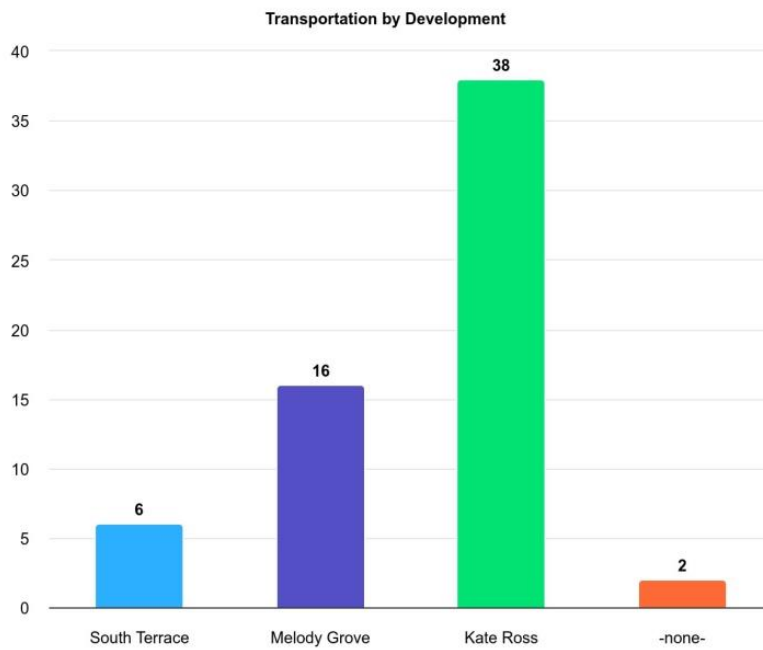
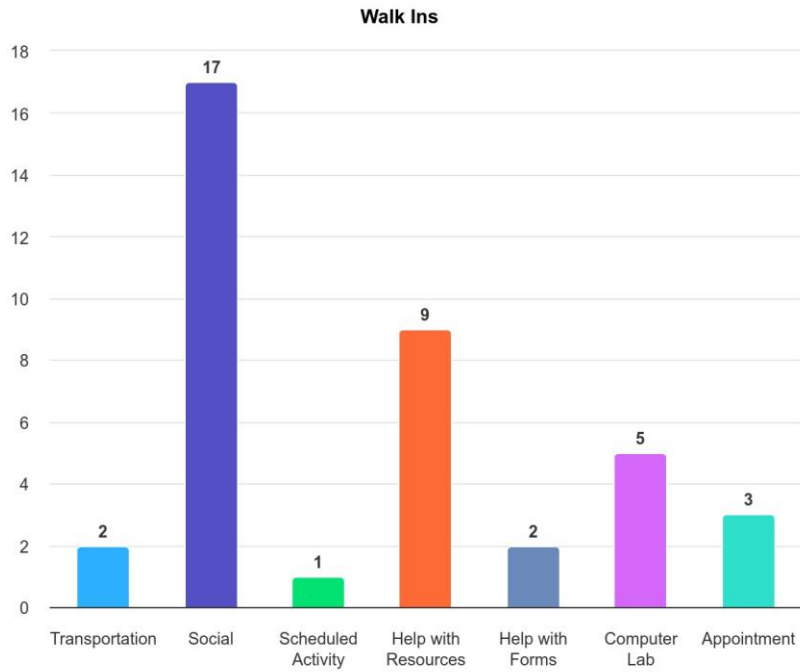
Planned Meetings For January:

- South Terrace 10thth @ 4pm
- Kate Ross 17th @ 4pm
- Melody Grove 31th @ 4pm

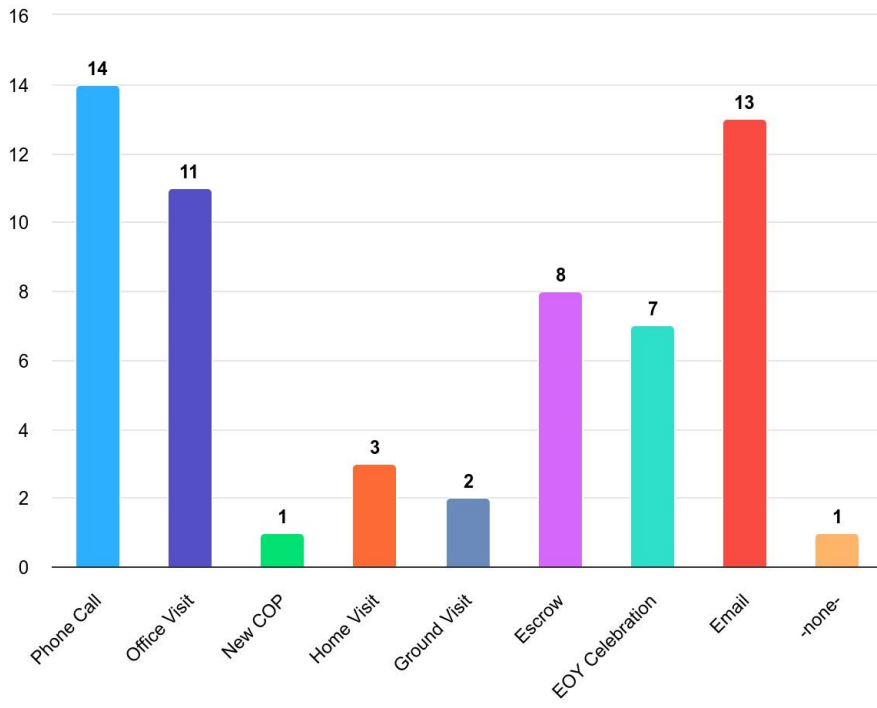
Christmas Toy Giveaway with KM Ministries – Kate Ross



Departmental Statistics



Services Provided



January 2024

South Terrace

Estella Maxey

Kate Ross

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

1

2

Arts And Crafts
Move and groove

3

Arts And Crafts
Move and groove

4

Board Games
w/ prizes
Move and groove

5

**All activities
start at 10
a.m.**

9

Arts And Crafts
Move and groove

10

Self Care w/
Ms. Tasha
Move and groove

11

Jewelry Making
Move and groove

16

MLK
Day
Celebration

17

Helpful Info w/
Ms. Tasha
Move and groove

18

Creative Painting
Move and groove

22

23

Woodland Springs
Bingo
Move and Groove

24

Helpful info w/
Ms. Tasha
Move and groove

25

Board Games
w/ prizes
Move and groove

29

30

HEART of Texas
Independent Living
Move and groove

31

Helpful info w/
Ms. Tasha
Move and groove

**Residents from all properties are welcome to
attend every activity.
Call 752-0324 Ext. 279 for transportation.**

**Resident Council
Meetings: @ 4p.m.
South Terrace
1/10/2024
Kate Ross
1/17/2024
Estella Maxey
1/31/2024**

Summary of Financial Statements

November 30, 2023

Public Housing

Central Office Cost Center (COCC)

- Asset Management Fees from PH Sites – Revenue was under budget \$11,100 for the month of November.

Kate Ross (KR)

- Dwelling Rental – Occupancy is 84% for the month of November.
- HUD Contribution – HUD’s subsidy proration funding was at 93.03% of estimated eligibility.
- Labor & Employee Benefit Payments– The cost was under budget due to three vacant maintenance positions.
- Contract Cost – The expense was over budget \$4,750 for gas leak repairs.

Estella Maxey (EM)

- Dwelling Rental – Occupancy is 57% for the month of November.
- HUD Contribution – HUD’s subsidy proration funding was at 93.03% of estimated eligibility.
- Labor & Employee Benefit Payments– The cost was under budget for two vacant maintenance positions.
- Contract Cost – The expense was over budget \$4,100 for two temporary maintenance employees and \$6,200 for gas leak repairs, while a/c repairs were under budget \$3,600.

Section 8 – Admin

- Administrative Salaries & Employee Benefit Payments- This is under budget due to four vacancies.
- Sundry – Cost was over budget for four temporary employees by \$9,800.

Section 8 – HAP Reserves

- The Housing Choice Voucher Program total HAP reserve is \$2,199,870.
- The Mainstream Voucher Program total HAP reserve is (\$4,618).
- Emergency Housing Voucher total HAP reserves is \$37,850.

Non-Profits

Raintree

- Staff Training & Convention- This was for the Manager and Assistant Manager to attend a Fair Housing Training given by the Heart of Texas Apartment Association and was a split cost with Picadilly.
- Sundry- Two-way radios were replaced at a total cost of \$2,805.
- Labor & Employee Benefit Payments- These are under budget for Raintree and Picadilly due to a vacancy in one of the Assistant Maintenance positions.

Cimmaron

- Staff Training & Convention- This also includes costs associated with the Manager and Assistant Manager attending a Fair Housing Training given by the Heart of Texas Apartment Association. The Manager's Certified Apartment Manager credential was renewed, and a continuing education credit course was paid for. All these expenses were also distributed to Hunnington and Misty.

Hunnington

- There were no other out of the routine income or expense amounts for Hunnington for the month of November other than the one mentioned above.

Misty

- There were no other out of the routine income or expense amounts for Misty for the month of November other than the one mentioned above.

Picadilly

- There were no other out of the routine income or expense amounts for Picadilly for November other than the ones mentioned above.

WPFC II

- There were no out of the routine income or expense amounts for WPFC II.

Waco Housing Authority & Affiliates Consolidated Financial Report November 2023

| | Central Cost Center | Estella Maxey | Kate Ross | HCV | Raintree | Cimmaron | Hunnington | Picadilly | Misty Square | | Total |
|-------------------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|-----------------|-----------------|-------------------|
| Income | | | | | | | | | | | |
| Dwelling rental | | 57,554.41 | 67,022.29 | | 99,213.00 | 53,120.00 | 36,050.00 | 4,853.00 | 8,690.00 | | 326,502.70 |
| Excess Utilities | | 7,397.18 | 8,621.63 | | | | | | | | 16,018.81 |
| Total Rental Income | | - | 64,951.59 | 75,643.92 | - | 99,213.00 | 53,120.00 | 36,050.00 | 4,853.00 | 8,690.00 | 342,521.51 |
| Mgmt. & Admin. Fees Rev. | 124,623.72 | 9,790.97 | 7,692.91 | 169,943.00 | | | | | | | 312,050.60 |
| Donations to Scholarship Fd. | | | | | 10.41 | | | | | | 10.41 |
| Proceeds Insurance Claims | 17,483.88 | | | | | | | | | | 17,483.88 |
| Interest on Investments | 483.23 | 13,567.31 | 11,226.94 | 1,766.05 | 443.37 | 697.50 | 122.91 | 215.78 | 140.35 | | 28,663.44 |
| Other Income | | 6,033.60 | 10,410.06 | 386.00 | 1,220.00 | 1,000.92 | 160.00 | 40.00 | | | 19,250.58 |
| Operating Transfer In | | 9,790.97 | 7,692.91 | | | | | | | | 17,483.88 |
| HUD Contributions | | 132,698.73 | 104,421.13 | | | | | | | | 237,119.86 |
| Total Operating Income | 142,590.83 | 171,881.58 | 141,443.95 | 172,095.05 | 1,673.78 | 1,698.42 | 282.91 | 255.78 | 140.35 | | 632,062.65 |
| Total Income | 142,590.83 | 236,833.17 | 217,087.87 | 172,095.05 | 100,886.78 | 54,818.42 | 36,332.91 | 5,108.78 | 8,830.35 | | 974,584.16 |
| Expenses | | | | | | | | | | | |
| Administrative Salaries | 109,107.81 | 27,761.76 | 21,103.17 | 59,620.32 | 7,679.13 | 5,184.66 | 3,380.10 | 297.44 | 866.05 | | 235,000.44 |
| Legal | 4,525.47 | 127.50 | | 1,555.00 | | | | | | | 6,207.97 |
| Staff Training & Travel | 1,598.28 | 40.00 | 32.00 | 384.00 | 48.00 | 253.65 | 185.30 | 2.00 | 49.05 | | 2,592.28 |
| Audit Fees | 97.78 | 410.67 | 322.67 | 658.09 | 317.58 | 202.60 | 124.57 | 12.32 | 27.38 | | 2,173.66 |
| Sundry | 9,149.90 | 10,654.96 | 11,406.79 | 20,499.17 | 5,874.66 | 1,734.50 | 746.80 | 70.72 | 194.09 | | 60,331.59 |
| Mgmt. & Bkpg. Fees Exp. | | 27,471.59 | 26,763.29 | 33,988.60 | 25,795.38 | 13,811.20 | 9,373.00 | 533.83 | 955.90 | | 138,692.79 |
| Total Admin. Expenses | 124,479.24 | 66,466.48 | 59,627.92 | 116,705.18 | 39,714.75 | 21,186.61 | 13,809.77 | 916.31 | 2,092.47 | | 444,998.73 |
| Total Tenant Serv. Expenses | - | 17,043.73 | 12,895.02 | | | | | | | | 29,938.75 |
| Total Utility Expenses | 2,046.22 | 56,659.85 | 39,848.93 | 1,798.47 | 15,024.35 | 7,877.32 | 4,264.62 | 168.18 | 864.67 | | 128,552.61 |
| Labor | | 17,559.41 | 8,346.02 | | 6,355.20 | 6,292.35 | 3,753.33 | 264.82 | 993.53 | | 43,564.66 |
| Materials | 466.80 | 6,040.34 | 4,708.58 | 274.22 | 4,506.59 | 502.88 | 31.37 | 2.99 | 8.19 | | 16,541.96 |
| Contract Costs | 5,794.48 | 37,746.13 | 29,703.29 | 2,003.44 | 17,539.46 | 3,543.29 | 2,927.26 | 301.86 | 701.32 | | 100,260.53 |
| Total Maint & Operations | 6,261.28 | 61,345.88 | 42,757.89 | 2,277.66 | 28,401.25 | 10,338.52 | 6,711.96 | 569.67 | 1,703.04 | | 160,367.15 |
| Employee Benefits | 20,445.59 | 12,781.56 | 9,069.27 | 12,036.49 | 3,097.96 | 2,728.81 | 1,649.60 | 127.32 | 434.48 | | 62,371.08 |
| Insurance | 471.53 | 6,562.04 | 10,124.29 | 393.08 | 4,786.49 | 2,593.24 | 1,163.65 | 165.54 | 278.99 | | 26,538.85 |
| Administrative Fees | | | | 3,524.48 | | | | | | | 3,524.48 |
| Collection Losses | | 5,655.54 | 7,719.36 | | | | | | | | 13,374.90 |
| Non-Routine Exp (non apt exp) | | | | | | 599.45 | | | | | 599.45 |
| Depreciation Expense | | | | | 15,204.72 | 7,458.44 | 6,076.08 | 260.65 | 2,662.68 | | 31,662.57 |
| Total General Expenses | 20,917.12 | 24,999.14 | 26,912.92 | 15,954.05 | 23,089.17 | 13,379.94 | 8,889.33 | 553.51 | 3,376.15 | # | 138,071.33 |
| Total Expenses | 153,703.86 | 226,515.08 | 182,042.68 | 136,735.36 | 106,229.52 | 52,782.39 | 33,675.68 | 2,207.67 | 8,036.33 | | 901,928.57 |
| Profit/Loss | (11,113.03) | 10,318.09 | 35,045.19 | 35,359.69 | (5,342.74) | 2,036.03 | 2,657.23 | 2,901.11 | 794.02 | # | 72,655.59 |

Central Cost

| | Year Budget | YTD Budget | Current Period | Current Year | Over & Under |
|--|-----------------|---------------|----------------|----------------|----------------|
| INCOME | | | | | |
| 3190 Non-Dwelling Rental | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Rental Income | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3430 Mart Management Fees | \$ 24,900.00 | \$ 4,150.00 | \$ 1,819.01 | \$ 2,561.04 | \$ (1,588.96) |
| 3440 Mgmt./Adm.Fees fr.Non-Profits | \$ 611,000.00 | \$ 101,833.34 | \$ 50,469.31 | \$ 100,463.22 | \$ (1,370.12) |
| 3450 Asset Management Fee fr.Sites | \$ 574,500.00 | \$ 95,750.00 | \$ 36,751.00 | \$ 73,569.18 | \$ (22,180.82) |
| 3460 Mgmt./Adm.Fees fr.Sect.8 | \$ 434,900.00 | \$ 72,483.34 | \$ 35,584.40 | \$ 67,455.60 | \$ (5,027.74) |
| 3470 Mgmt./Adm.Fees fr.CFP | \$ 209,600.00 | \$ 34,933.34 | \$ 17,483.88 | \$ 34,967.76 | \$ 34.42 |
| 3480 Proceeds fr. Insurance Claims | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3610 Interest on Investments | \$ 33,400.00 | \$ 5,566.66 | \$ 483.23 | \$ 1,134.02 | \$ (4,432.64) |
| 3650 Interest Inc.-Mortgages | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3690 Other Income | \$ 1,000.00 | \$ 166.66 | \$ - | \$ - | \$ (166.66) |
| 9110.010 Oth.Inc.-Transfer from CFP | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Operating Income | \$ 1,889,300.00 | \$ 314,883.34 | \$ 142,590.83 | \$ 280,150.82 | \$ (34,732.52) |
| EXPENSES | | | | | |
| 4110 Administrative Salaries | \$ 1,260,000.00 | \$ 210,000.00 | \$ 109,107.81 | \$ 216,360.78 | \$ 6,360.78 |
| 4120 Compensated Absences | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4130 Legal Expense | \$ 2,000.00 | \$ 333.34 | \$ 4,525.47 | \$ 4,525.47 | \$ 4,192.13 |
| 4140 Staff Training | \$ 16,720.00 | \$ 2,786.66 | \$ 488.47 | \$ 488.47 | \$ (2,298.19) |
| 4150 Travel Convention & Meetings | \$ 23,970.00 | \$ 3,994.98 | \$ 1,109.81 | \$ 7,347.07 | \$ 3,352.09 |
| 4171 Auditing Fees | \$ 1,200.00 | \$ 200.00 | \$ 97.78 | \$ 97.78 | \$ (102.22) |
| 4190 Sundry | \$ 104,865.00 | \$ 17,477.46 | \$ 9,149.90 | \$ 17,835.37 | \$ 357.91 |
| Total Admin Expense | \$ 1,408,755.00 | \$ 234,792.44 | \$ 124,479.24 | \$ 246,654.94 | \$ 11,862.50 |
| 4310 Water | \$ 4,400.00 | \$ 733.34 | \$ 246.41 | \$ 495.93 | \$ (237.41) |
| 4320 Electricity | \$ 16,200.00 | \$ 2,700.00 | \$ 1,261.91 | \$ 2,544.21 | \$ (155.79) |
| 4330 Gas | \$ 2,030.00 | \$ 338.34 | \$ 255.17 | \$ 392.92 | \$ 54.58 |
| 4390 Sewer | \$ 3,070.00 | \$ 511.66 | \$ 282.73 | \$ 569.28 | \$ 57.62 |
| Total Utility Expense | \$ 25,700.00 | \$ 4,283.34 | \$ 2,046.22 | \$ 4,002.34 | \$ (281.00) |
| 4420 Material | \$ 8,500.00 | \$ 1,416.66 | \$ 466.80 | \$ 852.63 | \$ (564.03) |
| 4430 Contract Cost | \$ 49,800.00 | \$ 8,299.98 | \$ 5,794.48 | \$ 9,266.39 | \$ 966.41 |
| Total Ordinary Maint. & Operation | \$ 58,300.00 | \$ 9,716.64 | \$ 6,261.28 | \$ 10,119.02 | \$ 402.38 |
| 4510.010 Workers Compensation | \$ 4,550.00 | \$ 758.32 | \$ 234.93 | \$ 469.86 | \$ (288.46) |
| 4510.040 Auto Insurance | \$ 2,600.00 | \$ 433.32 | \$ 217.15 | \$ 434.30 | \$ 0.98 |
| 4510.070 Crime / Dishonesty | \$ 65.00 | \$ 10.84 | \$ 5.38 | \$ 10.76 | \$ (0.08) |
| 4510.090 Fire & Extend Coverage | \$ 250.00 | \$ 41.66 | \$ 14.07 | \$ 28.14 | \$ (13.52) |
| 4540 Employee Benefit Payments | \$ 286,180.00 | \$ 47,696.68 | \$ 20,445.59 | \$ 45,045.66 | \$ (2,651.02) |
| 4560 Postage Mach Lease Amortization | \$ 4,100.00 | \$ - | \$ - | \$ - | \$ - |
| 4570 FSS Jr League Loan Write-Off | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4585.020 Interest on Lease Payable | \$ 500.00 | \$ - | \$ - | \$ - | \$ - |
| Total General Expenses | \$ 298,245.00 | \$ 48,940.82 | \$ 20,917.12 | \$ 45,988.72 | \$ (2,952.10) |
| Total Routine Expenses | \$ 1,791,000.00 | \$ 297,733.24 | \$ 153,703.86 | \$ 306,765.02 | \$ 9,031.78 |
| | | | | | \$ - |
| 4620.040 Casualty Losses-non capitalized | \$ - | \$ - | \$ - | \$ - | \$ - |
| 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 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Residual Receipts (Profit/Loss) | \$ 98,300.00 | \$ 17,150.10 | \$ (11,113.03) | \$ (26,614.20) | \$ (43,764.30) |

Kate Ross

Estella Maxey

| | Year Budget | YTD Budget | Current Period | Current Year | Over & Under | Year Budget | YTD Budget | Current Period | Current Year | Over & Under |
|--|-----------------|----------------|----------------|---------------|----------------|-----------------|---------------|----------------|---------------|----------------|
| INCOME | | | | | | | | | | |
| Dwelling Rental | \$ 776,300.00 | \$ 129,383.34 | \$ 67,022.29 | \$ 134,533.50 | \$ 5,150.16 | \$ 705,700.00 | \$ 117,616.66 | \$ 57,554.41 | \$ 116,049.21 | \$ (1,567.45) |
| Excess Utilities | \$ 87,600.00 | \$ 14,600.00 | \$ 8,621.63 | \$ 22,781.66 | \$ 8,181.66 | \$ 102,100.00 | \$ 17,016.66 | \$ 7,397.18 | \$ 20,269.09 | \$ 3,252.43 |
| Non-Dwelling Rental | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Rental Income | \$ 863,900.00 | \$ 143,983.34 | \$ 75,643.92 | \$ 157,315.16 | \$ 13,331.82 | \$ 807,800.00 | \$ 134,633.32 | \$ 64,951.59 | \$ 136,318.30 | \$ 1,684.98 |
| Management Fee from CFP | \$ 92,240.00 | \$ 15,373.34 | \$ 7,692.91 | \$ 15,385.82 | \$ 12.48 | \$ 117,400.00 | \$ 19,566.66 | \$ 9,790.97 | \$ 19,581.94 | \$ 15.28 |
| CFP Trnsf. In-Site Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Proceeds fr. Insurance Claims | \$ - | \$ - | \$ - | \$ 3,546.61 | \$ 3,546.61 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest on Investments | \$ 107,700.00 | \$ 17,950.00 | \$ 11,226.94 | \$ 21,558.82 | \$ 3,608.82 | \$ 123,900.00 | \$ 20,650.00 | \$ 13,567.31 | \$ 26,421.87 | \$ 5,771.87 |
| Jr. League Grant | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Income | \$ 60,200.00 | \$ 10,033.34 | \$ 10,410.06 | \$ 14,957.57 | \$ 4,924.23 | \$ 65,600.00 | \$ 10,933.34 | \$ 6,033.60 | \$ 11,841.34 | \$ 908.00 |
| Other Income-FSS Forfeitures | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Income-Time Warner Cable | \$ 6,900.00 | \$ 1,725.00 | \$ - | \$ 1,636.21 | \$ (88.79) | \$ 7,400.00 | \$ 1,850.00 | \$ - | \$ 1,617.53 | \$ (232.47) |
| Operating Transfer In (1406) | \$ 92,200.00 | \$ 15,366.66 | \$ 7,692.91 | \$ 15,385.82 | \$ 19.16 | \$ 117,400.00 | \$ 19,566.66 | \$ 9,790.97 | \$ 19,581.94 | \$ 15.28 |
| Total Operating Income | \$ 359,240.00 | \$ 60,448.34 | \$ 37,022.82 | \$ 72,470.85 | \$ 12,022.51 | \$ 431,700.00 | \$ 72,566.66 | \$ 39,182.85 | \$ 79,044.62 | \$ 6,477.96 |
| Total HUD Contributions | \$ 1,304,500.00 | \$ 217,416.66 | \$ 104,421.13 | \$ 209,082.83 | \$ (8,333.83) | \$ 1,723,700.00 | \$ 287,283.34 | \$ 132,698.73 | \$ 265,703.24 | \$ (21,580.10) |
| Total Income | \$ 2,527,640.00 | \$ 421,848.34 | \$ 217,087.87 | \$ 438,868.84 | \$ 17,020.50 | \$ 2,963,200.00 | \$ 494,483.32 | \$ 236,833.17 | \$ 481,066.16 | \$ (13,417.16) |
| EXPENSES | | | | | \$ - | | | | | \$ - |
| Administrative Salaries | \$ 288,800.00 | \$ 48,133.32 | \$ 21,103.17 | \$ 40,965.41 | \$ (7,167.91) | \$ 356,000.00 | \$ 59,333.34 | \$ 27,761.76 | \$ 53,595.60 | \$ (5,737.74) |
| Compensated Absences | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Legal Expense | \$ 2,000.00 | \$ 333.34 | \$ - | \$ - | \$ (333.34) | \$ 6,000.00 | \$ 1,000.00 | \$ 127.50 | \$ 250.00 | \$ (750.00) |
| Staff Training | \$ 6,600.00 | \$ 1,100.00 | \$ 32.00 | \$ 32.00 | \$ (1,068.00) | \$ 7,100.00 | \$ 1,183.34 | \$ 40.00 | \$ 40.00 | \$ (1,143.34) |
| Travel & Conventions | \$ 8,120.00 | \$ 1,353.34 | \$ - | \$ 1,589.08 | \$ 235.74 | \$ 9,780.00 | \$ 1,630.00 | \$ - | \$ 1,996.62 | \$ 366.62 |
| Audit Fees | \$ 3,960.00 | \$ 660.00 | \$ 322.67 | \$ 322.67 | \$ (337.33) | \$ 5,040.00 | \$ 840.00 | \$ 410.67 | \$ 410.67 | \$ (429.33) |
| Sundry | \$ 138,120.00 | \$ 23,019.96 | \$ 11,406.79 | \$ 20,417.39 | \$ (2,602.57) | \$ 149,700.00 | \$ 24,949.98 | \$ 10,654.96 | \$ 20,606.38 | \$ (4,343.60) |
| Management Fees | \$ 345,830.00 | \$ 57,638.34 | \$ 26,763.29 | \$ 53,325.04 | \$ (4,313.30) | \$ 438,320.00 | \$ 73,053.34 | \$ 27,471.59 | \$ 55,211.90 | \$ (17,841.44) |
| Total Admin Expense | \$ 793,430.00 | \$ 132,238.30 | \$ 59,627.92 | \$ 116,651.59 | \$ (15,586.71) | \$ 971,940.00 | \$ 161,990.00 | \$ 66,466.48 | \$ 132,111.17 | \$ (29,878.83) |
| Tenant Services Salaries | \$ 188,200.00 | \$ 31,366.66 | \$ 11,788.06 | \$ 22,042.17 | \$ (9,324.49) | \$ 239,500.00 | \$ 39,916.66 | \$ 16,167.57 | \$ - | \$ (39,916.66) |
| Tenant Services-Recr., Etc. | \$ 9,000.00 | \$ 1,500.00 | \$ 41.96 | \$ 383.82 | \$ (1,116.18) | \$ 10,000.00 | \$ 1,666.66 | \$ 138.16 | \$ 224.44 | \$ (1,442.22) |
| Resident Council | \$ 3,000.00 | \$ 500.00 | \$ - | \$ - | \$ (500.00) | \$ 3,000.00 | \$ 500.00 | \$ - | \$ - | \$ (500.00) |
| Ten. Serv. Contr., Train., Spec. Needs | \$ 11,000.00 | \$ 1,833.34 | \$ 1,065.00 | \$ 1,920.00 | \$ 86.66 | \$ 10,000.00 | \$ 1,666.66 | \$ 738.00 | \$ 1,285.50 | \$ (381.16) |
| Total Tenant Expense | \$ 211,200.00 | \$ 35,200.00 | \$ 12,895.02 | \$ 24,345.99 | \$ (10,854.01) | \$ 262,500.00 | \$ 43,749.98 | \$ 17,043.73 | \$ 30,728.25 | \$ (13,021.73) |
| EXPENSES | | | | | \$ - | | | | | \$ - |
| Water | \$ 93,000.00 | \$ 15,500.00 | \$ 6,999.79 | \$ 13,876.72 | \$ (1,623.28) | \$ 115,000.00 | \$ 19,166.66 | \$ 10,817.63 | \$ 21,268.17 | \$ 2,101.51 |
| Electricity | \$ 160,000.00 | \$ 26,666.66 | \$ 11,016.58 | \$ 23,857.61 | \$ (2,809.05) | \$ 190,000.00 | \$ 31,666.66 | \$ 24,437.93 | \$ 40,877.27 | \$ 9,210.61 |
| Gas | \$ 110,000.00 | \$ 18,333.34 | \$ 11,894.27 | \$ 18,294.16 | \$ (39.18) | \$ 140,000.00 | \$ 23,333.34 | \$ 5,385.29 | \$ 14,294.20 | \$ (9,039.14) |
| Other Utility Expense | \$ 128,000.00 | \$ 21,333.34 | \$ 9,938.29 | \$ 19,549.18 | \$ (1,784.16) | \$ 170,000.00 | \$ 28,333.34 | \$ 16,019.00 | \$ 31,483.57 | \$ 3,150.23 |
| Total Utility Expense | \$ 491,000.00 | \$ 81,833.34 | \$ 39,848.93 | \$ 75,577.67 | \$ (6,255.67) | \$ 615,000.00 | \$ 102,500.00 | \$ 56,659.85 | \$ 107,923.21 | \$ 5,423.21 |
| Labor | \$ 242,000.00 | \$ 40,333.34 | \$ 8,346.02 | \$ 15,572.03 | \$ (24,761.31) | \$ 275,700.00 | \$ 45,950.00 | \$ 17,559.41 | \$ 34,396.59 | \$ (11,553.41) |
| Material | \$ 109,400.00 | \$ 18,233.34 | \$ 4,708.58 | \$ 10,270.48 | \$ (7,962.86) | \$ 88,630.00 | \$ 14,771.68 | \$ 6,040.34 | \$ 13,443.67 | \$ (1,328.01) |
| Contract Cost | \$ 230,160.00 | \$ 38,360.02 | \$ 23,771.87 | \$ 40,575.60 | \$ 2,215.58 | \$ 263,900.00 | \$ 43,983.32 | \$ 29,059.99 | \$ 49,783.55 | \$ 5,800.23 |
| Total Ordinary Maint. & Operation | \$ 581,560.00 | \$ 96,926.70 | \$ 36,826.47 | \$ 66,418.11 | \$ (30,508.59) | \$ 628,230.00 | \$ 104,705.00 | \$ 52,659.74 | \$ 97,623.81 | \$ (7,081.19) |
| Protective Services Contract | \$ 82,800.00 | \$ 13,800.00 | \$ 5,931.42 | \$ 12,111.94 | \$ (1,688.06) | \$ 97,500.00 | \$ 16,250.00 | \$ 8,686.14 | \$ 17,624.46 | \$ 1,374.46 |
| Total Protective Services | \$ 82,800.00 | \$ 13,800.00 | \$ 5,931.42 | \$ 12,111.94 | \$ (1,688.06) | \$ 97,500.00 | \$ 16,250.00 | \$ 8,686.14 | \$ 17,624.46 | \$ 1,374.46 |
| Insurance | \$ 166,750.00 | \$ 27,791.66 | \$ 10,124.29 | \$ 20,248.58 | \$ (7,543.08) | \$ 110,770.00 | \$ 18,461.66 | \$ 6,562.04 | \$ 13,124.08 | \$ (5,337.58) |
| Payment in Lieu of Taxes (PILOT) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Employee Benefit Payments | \$ 208,660.00 | \$ 34,776.66 | \$ 9,069.27 | \$ 19,813.48 | \$ (14,963.18) | \$ 245,360.00 | \$ 40,893.28 | \$ 12,781.56 | \$ 27,472.28 | \$ (13,421.00) |
| Collection Losses | \$ 67,200.00 | \$ 11,200.00 | \$ 7,719.36 | \$ 10,185.30 | \$ (1,014.70) | \$ 87,700.00 | \$ 14,616.66 | \$ 5,655.54 | \$ 7,207.96 | \$ (7,408.70) |
| Total General Expenses | \$ 442,610.00 | \$ 73,768.32 | \$ 26,912.92 | \$ 50,247.36 | \$ (23,520.96) | \$ 443,830.00 | \$ 73,971.60 | \$ 24,999.14 | \$ 47,804.32 | \$ (26,167.28) |
| Total Routine Expenses | \$ 2,602,600.00 | \$ 433,766.66 | \$ 182,042.68 | \$ 345,352.66 | \$ (88,414.00) | \$ 3,019,000.00 | \$ 503,166.58 | \$ 226,515.08 | \$ 433,815.22 | \$ (69,351.36) |
| EXPENSES | | | | | \$ - | | | | | \$ - |
| Extraordinary Maintenance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Casualty Losses-non capitalized | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Non Routine Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Operating Expenses | \$ 2,602,600.00 | \$ 433,766.66 | \$ 182,042.68 | \$ 345,352.66 | \$ (88,414.00) | \$ 3,019,000.00 | \$ 503,166.58 | \$ 226,515.08 | \$ 433,815.22 | \$ (69,351.36) |
| GI/L Disposition of Nonexp. Equip. | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Capital Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Prior Yr Adj Affecting Residual Receipts | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Prior Year Receipts | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | | \$ - | | | | | \$ - |
| Residual Receipts (Profit/Loss) | \$ (74,960.00) | \$ (11,918.32) | \$ 35,045.19 | \$ 93,516.18 | \$ 105,434.50 | \$ (55,800.00) | \$ (8,683.26) | \$ 10,318.09 | \$ 47,250.94 | \$ 55,934.20 |

Section 8 HAP

Mainstream HAP

Emergency HV HAP

| | Current Period | YTD Budget |
|--|-----------------|-----------------|
| INCOME | | |
| 3610.000 Interest on HAP Reserve | \$ - | \$ - |
| 3610.030 Interest on VASH Reserve | \$ - | \$ - |
| 3690.000 Oth.Inc.-Fraud Recov.-HAP Resr. | \$ 386.00 | \$ 619.50 |
| 3690.020 Other Income FSS Forfeitures | \$ - | \$ - |
| 3690.080 Oth Inc fr Adm fr Overleasing | \$ - | \$ - |
| 8026.000 Contributions Earned- HAP | \$ 1,844,609.00 | \$ 3,851,552.00 |
| 8026.240 Contr. Earned HAP - Katrina | \$ - | \$ - |
| 8026.245 DVP Contributions Earned | \$ - | \$ - |
| 8026.400 Contrib Earned HAP Liberty-RAD | \$ - | \$ - |
| 8026.450 Contrib Earned HAP ST-RAD | \$ - | \$ - |
| 8026.455 Contrib Earned HAP-ST Demolito | \$ - | \$ - |
| 8026.456 Contib.S8HAP-Grandview Demo/Dis | \$ - | \$ - |
| 8026.457 Contib. Earned S8 Foster Youth | \$ - | \$ - |
| 8026.500 Contrib.-Vet.Affs.Supp.Hous. | \$ - | \$ - |
| 8026.800 Contributions Earned- Mainstrea | \$ - | \$ - |
| TOTAL HAP INCOME | \$ 1,844,995.00 | \$ 3,852,171.50 |
| EXPENSES | | |
| 4715.010 HAP Occupied Units | \$ 1,378,688.00 | \$ 2,747,402.00 |
| 4715.020 HAP Parkside Occ. Units | \$ 20,050.00 | \$ 39,382.00 |
| 4715.030 HAP Damages | \$ - | \$ - |
| 4715.040 HAP Tanglewood Occ. Units | \$ 311.00 | \$ 611.00 |
| 4715.070 HAP Portability - In | \$ - | \$ - |
| 4715.090 HAP - Portability - Out | \$ 89,504.78 | \$ 167,774.16 |
| 4715.100 HAP Parkside-Portability-Out | \$ 2,390.00 | \$ 4,780.00 |
| 4715.230 HAP Homeownership | \$ 6,133.00 | \$ 12,658.00 |
| 4715.240 HAP Katrina | \$ - | \$ - |
| 4715.245 HAP Disaster Vchr. Prog. | \$ - | \$ - |
| 4715.400 HAP Liberty-RAD | \$ 27,588.00 | \$ 58,715.00 |
| 4715.450 HAP ST-RAD | \$ 80,457.00 | \$ 155,391.00 |
| 4715.451 HAP Grandview-RAD | \$ 11,425.00 | \$ 21,160.00 |
| 4715.455 HAP ST Demolition/Disposition | \$ 49,179.00 | \$ 101,069.00 |
| 4715.500 HAP Vet.Affs.Support.Hous. | \$ 33,260.00 | \$ 66,740.00 |
| 4715.501 HAP - VASH - Portability - Out | \$ - | \$ - |
| 4715.701 HAP FY Occupied Units | \$ 2,060.00 | \$ 4,120.00 |
| 4715.800 HAP Mainstream | \$ - | \$ - |
| 4715.801 HAP Mainstream Port-Out | \$ - | \$ - |
| 4715.910 HAP Hill Co. Occ. Units | \$ 100,325.00 | \$ 201,119.00 |
| 4715.911 HAP Hillsboro Housing | \$ - | \$ - |
| 4715.925 HAP Somervell Co. | \$ 8,792.00 | \$ 18,127.00 |
| 4715.926 HAP Somervell Co. Port Out | \$ - | \$ - |
| 4715.990 HAP Hill Co. Portability | \$ 22,131.00 | \$ 36,988.00 |
| 4715.991 HAP Hillsboro Housing Port-Out | \$ - | \$ - |
| 4716.000 UAP Occupied Units | \$ 22,075.00 | \$ 41,620.00 |
| 4716.100 UAP Parkside Occ. Units | \$ 52.00 | \$ 104.00 |
| 4716.130 UAP Tanglewood Occ. Units | \$ - | \$ - |
| 4716.230 UAP Homeownership | \$ - | \$ - |
| 4716.240 UAP Katrina | \$ - | \$ - |
| 4716.245 UAP Disaster Vchr. Prog. | \$ - | \$ - |
| 4716.400 UAP Liberty-RAD | \$ 734.00 | \$ 1,513.00 |
| 4716.450 UAP ST RAD | \$ 18.00 | \$ 36.00 |
| 4716.451 UAP Grandview RAD | \$ 83.00 | \$ 142.00 |
| 4716.455 UAP-ST Demolition/Disposition | \$ 414.00 | \$ 868.00 |
| 4716.500 UAP Vet.Affairs Support Hous. | \$ 194.00 | \$ 444.00 |
| 4716.701 UAP FY Occupied Units | \$ 6.00 | \$ 12.00 |
| 4716.800 UAP Mainstream | \$ - | \$ - |
| 4716.910 UAP Hill Co. Occ. Units | \$ 1,169.00 | \$ 2,724.00 |
| 4716.911 UAP Hillsboro Housing | \$ - | \$ - |
| 4716.925 UAP Somervell Co. | \$ 59.00 | \$ 148.00 |
| 4717.000 UAP - Portability - Out | \$ 3,643.00 | \$ 5,642.00 |
| 4717.100 UAP - Portability - In | \$ - | \$ - |
| TOTAL HAP/UAP EXPENSE | \$ 1,860,740.78 | \$ 3,689,289.16 |
| RESIDUAL RECEIPTS (Profit/Loss) | \$ (15,745.78) | \$ 162,882.34 |

| | Current Period | YTD Budget |
|------------------------------------|----------------|---------------|
| INCOME | | |
| 8026.800 Contr. Earned- Mainstream | \$ 39,804.00 | \$ 79,408.00 |
| TOTAL HAP INCOME | \$ 39,804.00 | \$ 79,408.00 |
| EXPENSES | | |
| 4715.090 HAP Mainstream Port-Out | \$ 1,090.00 | \$ 2,180.00 |
| 4715.800 HAP Mainstream | \$ 43,315.00 | \$ 81,583.00 |
| 4716.800 UAP Mainstream | \$ 175.00 | \$ 350.00 |
| 4716.801 UAP Mainstream Port-Out | \$ - | \$ - |
| TOTAL HAP/UAP EXPENSE | \$ 44,580.00 | \$ 84,113.00 |
| RESIDUAL RECEIPTS (Profit/Loss) | \$ (4,776.00) | \$ (4,705.00) |

| | Current Period | YTD Budget |
|------------------------------------|----------------|--------------|
| INCOME | | |
| 8026.462 Contr. Earned S8- EHV HAP | \$ 21,260.00 | \$ 57,721.00 |
| TOTAL HAP INCOME | \$ 21,260.00 | \$ 57,721.00 |
| EXPENSES | | |
| 4715.090 HAP EHV Port-Out | \$ 1,981.00 | \$ 3,962.00 |
| 4715.900 HAP EHV | \$ 22,491.00 | \$ 45,829.00 |
| 4716.900 UAP EHV | \$ 121.00 | \$ 409.00 |
| 4716.901 UAP EHV Port-Out | \$ 94.00 | \$ 188.00 |
| TOTAL HAP/UAP EXPENSE | \$ 24,687.00 | \$ 50,388.00 |
| RESIDUAL RECEIPTS (Profit/Loss) | \$ (3,427.00) | \$ 7,333.00 |

Section 8 Admin

Mainstream Admin

Emergency HV Admin

| | Year Budget | YTD Budget | Current Period | Current Year | Over & Under |
|--|------------------------|----------------------|----------------------|----------------------|-----------------------|
| INCOME | | | | | |
| 3410 Section 8 Admin Fees | \$ 2,086,350.00 | \$ 347,725.00 | \$ 169,943.00 | \$ 322,262.00 | \$ (25,463.00) |
| 3480 Proceeds fr. Insurance Claims | \$ - | \$ - | \$ - | \$ 1,848.65 | \$ 1,848.65 |
| 3610 Interest on Admin Reserve | \$ 16,150.00 | \$ 2,691.66 | \$ 1,766.05 | \$ 3,468.13 | \$ 776.47 |
| 3610.130 Interest Income | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3690 Other Income | \$ 10,000.00 | \$ 1,666.66 | \$ 386.00 | \$ 654.50 | \$ (1,012.16) |
| Total Admin Income | \$ 2,112,500.00 | \$ 352,083.32 | \$ 172,095.05 | \$ 328,233.28 | \$ (23,850.04) |
| EXPENSES | | | | | |
| 4110 Administrative Salaries | \$ 902,400.00 | \$ 150,400.00 | \$ 59,620.32 | \$ 120,044.52 | \$ (30,355.48) |
| 4120 Compensated Absences | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4130 Legal Expense | \$ 1,500.00 | \$ 250.00 | \$ 1,555.00 | \$ 4,495.00 | \$ 4,245.00 |
| 4140 Staff Training | \$ 15,000.00 | \$ 2,500.00 | \$ - | \$ - | \$ (2,500.00) |
| 4150 Travel Convention & Meetings | \$ 2,000.00 | \$ 333.34 | \$ 384.00 | \$ 1,538.59 | \$ 1,205.25 |
| 4171 Auditing Fees | \$ 8,075.00 | \$ 1,345.84 | \$ 658.09 | \$ 658.09 | \$ (687.75) |
| 4190 Sundry | \$ 165,415.00 | \$ 27,569.16 | \$ 20,499.17 | \$ 43,370.54 | \$ 15,801.38 |
| 4196 Management Fee | \$ 417,200.00 | \$ 69,533.34 | \$ 33,988.60 | \$ 64,452.40 | \$ (5,080.94) |
| 4220 Tenant Services Recreation | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4250 Reichenbach Program Assistance | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4260 FSS Donations Expense | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Admin Expense | \$ 1,511,590.00 | \$ 251,931.68 | \$ 116,705.18 | \$ 234,559.14 | \$ (17,372.54) |
| 4310 Water | \$ 2,130.00 | \$ 355.00 | \$ 168.12 | \$ 336.93 | \$ (18.07) |
| 4320 Electricity | \$ 15,330.00 | \$ 2,555.00 | \$ 1,037.82 | \$ 2,744.66 | \$ 189.66 |
| 4330 Gas | \$ 3,160.00 | \$ 526.66 | \$ 491.78 | \$ 880.74 | \$ 354.08 |
| 4390 Sewer | \$ 940.00 | \$ 156.66 | \$ 100.75 | \$ 202.35 | \$ 45.69 |
| Total Utility Expense | \$ 21,560.00 | \$ 3,593.32 | \$ 1,798.47 | \$ 4,164.68 | \$ 571.36 |
| 4420 Material | \$ 5,400.00 | \$ 899.98 | \$ 274.22 | \$ 532.37 | \$ (367.61) |
| 4430 Contract Cost | \$ 25,435.00 | \$ 4,238.14 | \$ 2,003.44 | \$ 3,629.43 | \$ (609.71) |
| Total Ordinary Maint. & Operation | \$ 30,835.00 | \$ 5,139.12 | \$ 2,277.66 | \$ 4,161.80 | \$ (977.32) |
| | | | | | \$ - |
| 4510.010 Workers Compensation | \$ 3,400.00 | \$ 566.66 | \$ 181.21 | \$ 362.42 | \$ (204.24) |
| 4510.020 General Liability Insurance | \$ 30.00 | \$ 5.00 | \$ 2.53 | \$ 5.06 | \$ 0.06 |
| 4510.040 Auto Insurance | \$ 2,110.00 | \$ 351.66 | \$ 175.58 | \$ 351.16 | \$ (0.50) |
| 4510.050 Public Officials Liability -E&O | \$ 50.00 | \$ 8.34 | \$ 4.74 | \$ 9.48 | \$ 1.14 |
| 4510.070 Crime / Dishonesty | \$ 65.00 | \$ 10.84 | \$ 5.38 | \$ 10.76 | \$ (0.08) |
| 4510.090 Fire & Extend Coverage | \$ 415.00 | \$ 69.16 | \$ 23.64 | \$ 47.28 | \$ (21.88) |
| 4540 Employee Benefit Payments | \$ 243,545.00 | \$ 40,590.86 | \$ 12,036.49 | \$ 25,646.44 | \$ (14,944.42) |
| 4560 Postage Mach Lease Amortization | \$ 600.00 | \$ - | \$ - | \$ - | \$ - |
| 4585 020 Interest on Lease Payable | \$ 100.00 | \$ - | \$ - | \$ - | \$ - |
| 4590 Admin Fee | \$ 31,500.00 | \$ 5,250.00 | \$ 3,524.48 | \$ 6,600.04 | \$ 1,350.04 |
| Total General Expenses | \$ 281,815.00 | \$ 46,852.52 | \$ 15,954.05 | \$ 33,032.64 | \$ (13,819.88) |
| Total Routine Expenses | \$ 1,845,800.00 | \$ 307,516.64 | \$ 136,735.36 | \$ 275,918.26 | \$ (31,598.38) |
| EXPENSES | | | | | |
| 4620.040 Casualty Losses-non capitalized | \$ - | \$ - | \$ - | \$ - | \$ - |
| 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) | \$ 266,700.00 | \$ 44,566.68 | \$ 35,359.69 | \$ 52,315.02 | \$ 7,748.34 |

| | Year Budget | YTD Budget | Current Period | Current Year | Over & Under |
|--|---------------------|---------------------|--------------------|--------------------|----------------------|
| INCOME | | | | | |
| 3410 Mainstream Admin Fees | \$ 60,900.00 | \$ 10,150.00 | \$ 5,460.00 | \$ 9,979.63 | \$ (170.37) |
| 3610 Interest on Admin Reserve | \$ 800.00 | \$ 133.34 | \$ - | \$ - | \$ (133.34) |
| Total Admin Income | \$ 61,700.00 | \$ 10,283.34 | \$ 5,460.00 | \$ 9,979.63 | \$ (303.71) |
| EXPENSES | | | | | |
| 4110 Administrative Salaries | \$ 11,800.00 | \$ 1,966.66 | \$ 377.30 | \$ 1,025.30 | \$ (941.36) |
| 4171.000 Audit Fees | \$ 225.00 | \$ 37.50 | \$ 18.22 | \$ 18.22 | \$ (19.28) |
| 4196 Admin Fees | \$ 12,200.00 | \$ 2,033.34 | \$ 1,066.00 | \$ 1,943.40 | \$ (89.94) |
| 4189/4190 Sundry | \$ 1,470.00 | \$ 244.98 | \$ 60.27 | \$ 150.20 | \$ (94.78) |
| Total Admin Expenses | \$ 25,695.00 | \$ 4,282.48 | \$ 1,521.79 | \$ 3,137.12 | \$ (1,145.36) |
| | | | | | \$ - |
| 4510.010 Workers Comp Insurance | \$ 50.00 | \$ 8.34 | \$ - | \$ - | \$ (8.34) |
| 4540 Employee Benefit Payments | \$ 3,905.00 | \$ 650.82 | \$ 26.11 | \$ 73.23 | \$ (577.59) |
| 4590 Admin Fee | \$ 1,050.00 | \$ 175.00 | \$ 99.76 | \$ 199.52 | \$ 24.52 |
| Total General Expenses | \$ 5,005.00 | \$ 834.16 | \$ 125.87 | \$ 272.75 | \$ (561.41) |
| | | | | | \$ - |
| Total Expenses | \$ 30,700.00 | \$ 5,116.64 | \$ 1,647.66 | \$ 3,409.87 | \$ (1,706.77) |
| | | | | | \$ - |
| | | | | | \$ - |
| Residual Receipts (Profit/Loss) | \$ 31,000.00 | \$ 5,166.70 | \$ 3,812.34 | \$ 6,569.76 | \$ 1,403.06 |

| | Year Budget | YTD Budget | Current Period | Current Year | Over & Under |
|---|---------------------|--------------------|--------------------|--------------------|----------------------|
| INCOME | | | | | |
| 3410.100 EHV- Admin Fees | \$ 27,400.00 | \$ 4,566.66 | \$ 2,649.00 | \$ 5,299.00 | \$ 732.34 |
| 3410.300 EHV-Placement/Issuance Fees | \$ - | \$ - | \$ - | \$ - | \$ - |
| 3410.800 EHV Interest on EHV Admin Fees | \$ 1,400.00 | \$ 233.34 | \$ 110.13 | \$ 184.30 | \$ (49.04) |
| Total Income | \$ 28,800.00 | \$ 4,800.00 | \$ 2,759.13 | \$ 5,483.30 | \$ 683.30 |
| EXPENSES | | | | | |
| 4110 Administrative Salaries | \$ 11,800.00 | \$ 1,966.66 | \$ - | \$ - | \$ (1,966.66) |
| 4140 Staff Training | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4150 Travel & Conventions Meetings | \$ - | \$ - | \$ - | \$ - | \$ - |
| 4171 Audit Fees | \$ 100.00 | \$ 16.66 | \$ 8.12 | \$ 8.12 | \$ (8.54) |
| 4190 Sundry | \$ 1,045.00 | \$ 174.14 | \$ 40.70 | \$ 99.51 | \$ (74.63) |
| 4196 Management Fee | \$ 5,500.00 | \$ 916.66 | \$ 529.80 | \$ 1,059.80 | \$ 143.14 |
| Total Admin Expense | \$ 18,445.00 | \$ 3,074.12 | \$ 578.62 | \$ 1,167.43 | \$ (1,906.69) |
| | | | | | \$ - |
| 4510 Worker's Compensation Insurance | \$ 50.00 | \$ 8.34 | \$ - | \$ - | \$ (8.34) |
| 4540 Employee Benefits | \$ 3,905.00 | \$ 650.82 | \$ - | \$ - | \$ (650.82) |
| 4590 EHV Port Admin Fee | \$ 300.00 | \$ 50.00 | \$ 49.88 | \$ 99.76 | \$ 49.76 |
| Total General Expenses | \$ 4,255.00 | \$ 709.16 | \$ 49.88 | \$ 99.76 | \$ (609.40) |
| Total Expenses | \$ 22,700.00 | \$ 3,783.28 | \$ 628.50 | \$ 1,267.19 | \$ (2,516.09) |
| Residual Receipts (Profit/Loss) | \$ 6,100.00 | \$ 1,016.72 | \$ 2,130.63 | \$ 4,216.11 | \$ 3,199.39 |

WACO HOUSING AUTHORITY

RESOLUTION # 3881

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND ITS AFFILIATES (THE "AUTHORITY") TO (A) WORK COOPERATIVELY WITH CONTINENTAL REAL ESTATE HOLDING LLC OR ITS AFFILIATE FOR THE PURPOSES OF ACQUIRING AND OPERATING A DEVELOPMENT LOCATED AT APPROXIMATELY 2221 CREEKVIEW DR. WACO, TX 76633 (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 Authority and Continental Real Estate Holding LLC, a Delaware limited liability company ("Developer") desire to enter into a Memorandum of Understanding (the "MOU"), pursuant to which the Authority and Developer will agree to work cooperatively to develop a multifamily apartment development to be approximately 288 residential units for persons located at approximately 2221 Creekview Dr. Waco, TX 76633, known as Authentix Cottonwood Creek (the "Project");

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

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

BE IT RESOLVED, that the President and Chief Executive Officer of the Authority 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 President and Chief Executive Officer of the Authority shall deem appropriate or necessary, and the approval of the MOU and any and all other documents herein described by the President and Chief Executive Officer of the Authority 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 President and Chief Executive Officer of the Authority and/or his/her designee, in connection with the foregoing matters, are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the designee of the President and Chief Executive Officer of the Authority, is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, 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 President and Chief Executive Officer of the Authority shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the President and Chief

Executive Officer of the Authority to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

These resolutions shall be in full force and effect from and upon their adoption.

[Remainder of page intentionally left blank for signature]

PASSED this 11th day of January, 2024.

CHAIR

ATTEST:

Secretary



Milet Hopping
Waco Housing Authority and Affiliates
4400 Cobbs Drive/POB 978
Waco, TX 76703-0978

Re: Proposed 288-Unit Authentix Cottonwood Creek Multifamily Community

Continental Properties is a national developer and operator of multifamily communities, retail, and hospitality properties based in Milwaukee, Wisconsin. Since its inception in 1979, Continental Properties has developed over 125 apartment communities encompassing more than 33,000 apartment homes in 19 states. Continental's current portfolio of owned, operated, or under construction multifamily communities consists of nearly 27,000 homes in 98 communities across 16 states. In Texas specifically, Continental owns and operates nearly 2,000 apartment homes across the Dallas, Austin, San Antonio, and Houston markets.

In the spring of 2022, Continental was named the 10th largest multifamily developer in the country by the National Multifamily Housing Council. The ranking is based on the 3,625 apartment home groundbreakings that Continental achieved in 2021. Of the thousands of multifamily owners and developers, Continental is one of only a handful of companies that develop, own, and operate its apartment communities. Continental directly employs its community managers, leasing associates, and maintenance staff to ensure the communities are maintained to Continental's standards.

Continental views all its new multifamily developments as long-term partnerships and investments in the communities. Continental believes that the proposed Authentix Cottonwood Creek multifamily community will provide much needed attainable housing for the Waco community with many nearby entertainment, restaurant, and retail options. The community will consist of a clubhouse with a 24-hour fitness center, demonstration-style kitchen, pool and lounge area, outdoor kitchen, pet playground, and car care center.

Please feel free to reach out with any questions or if additional information is needed. Continental looks forward to working on this opportunity with the City of Waco and the Waco Housing Authority.

Sincerely,

A handwritten signature in black ink that reads "Eric Dumm". The signature is fluid and cursive, with the first name "Eric" and last name "Dumm" clearly legible.

Vice President of Acquisitions
Continental Properties Company, Inc.
(920) 918-3042
egumm@cproperties.com

Continental Portfolio

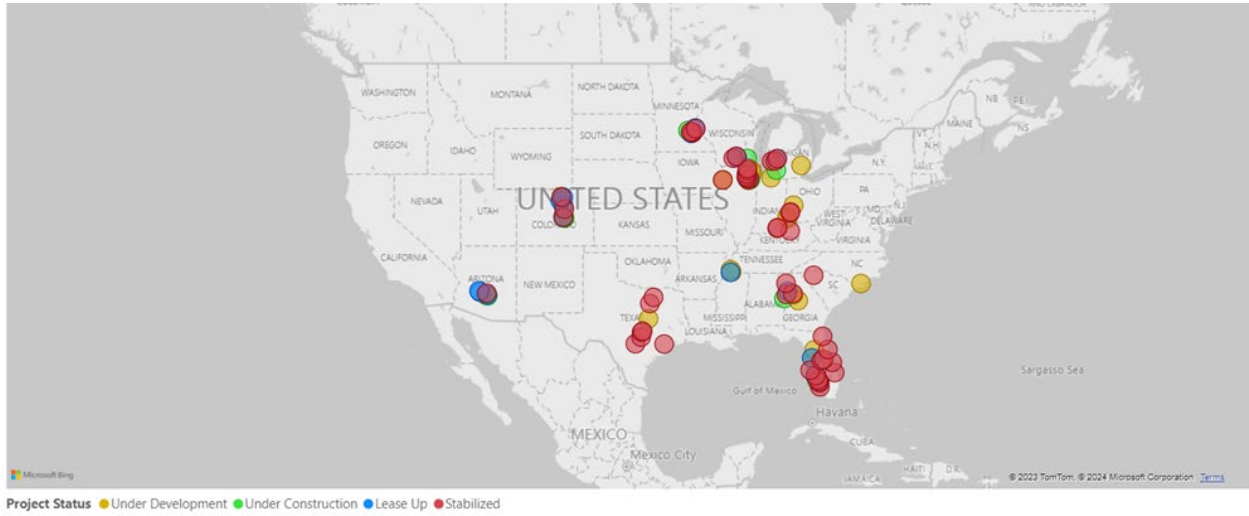


Figure 1 – Current Continental Portfolio

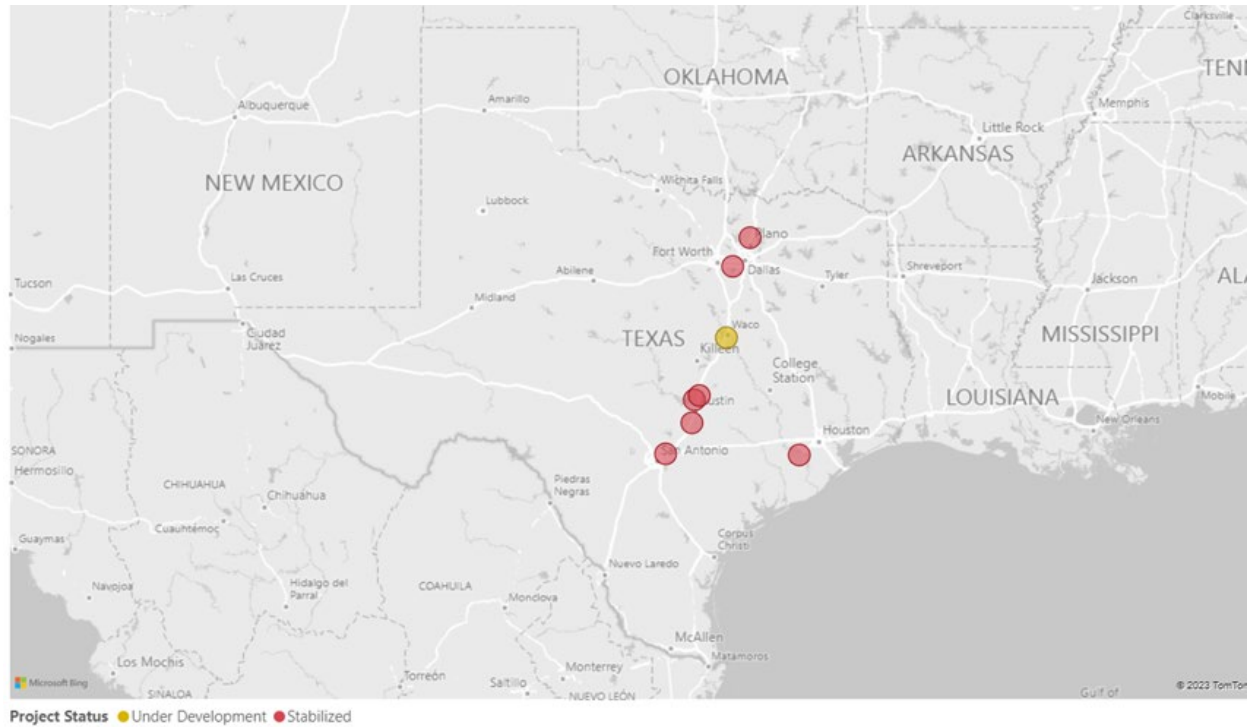
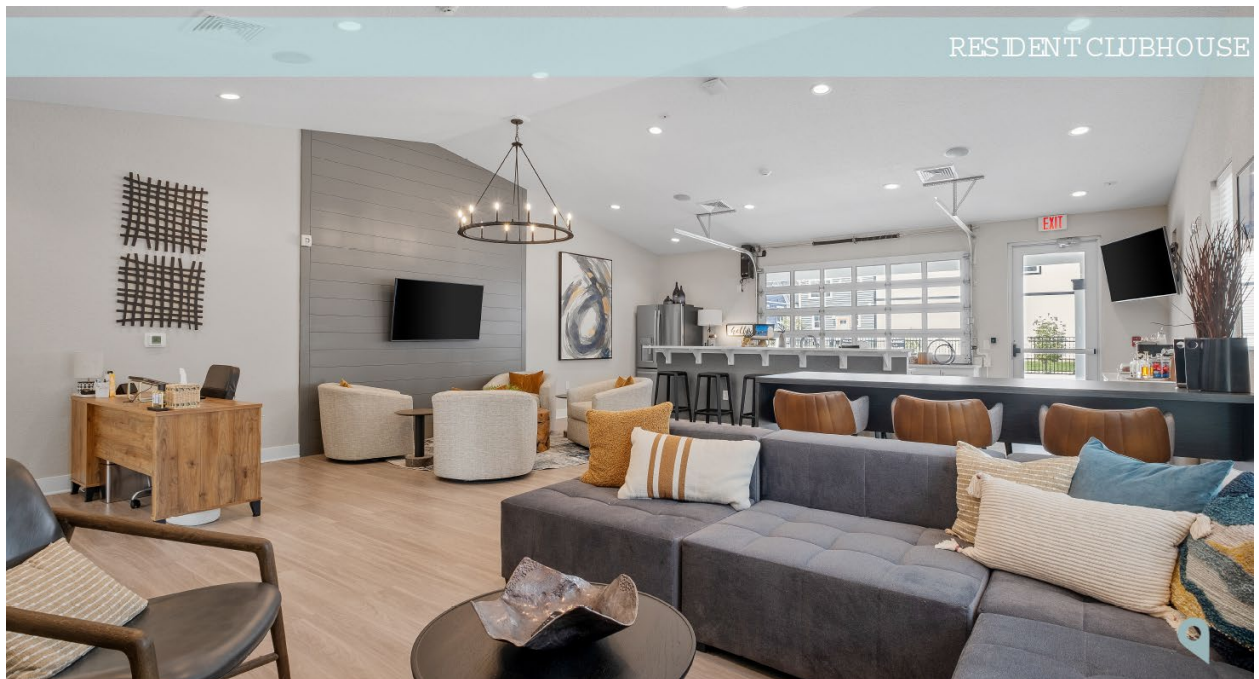


Figure 2 – Current Continental Texas Portfolio

Conceptual Site Plan



Photos of Past Projects





24-HOUR FITNESS



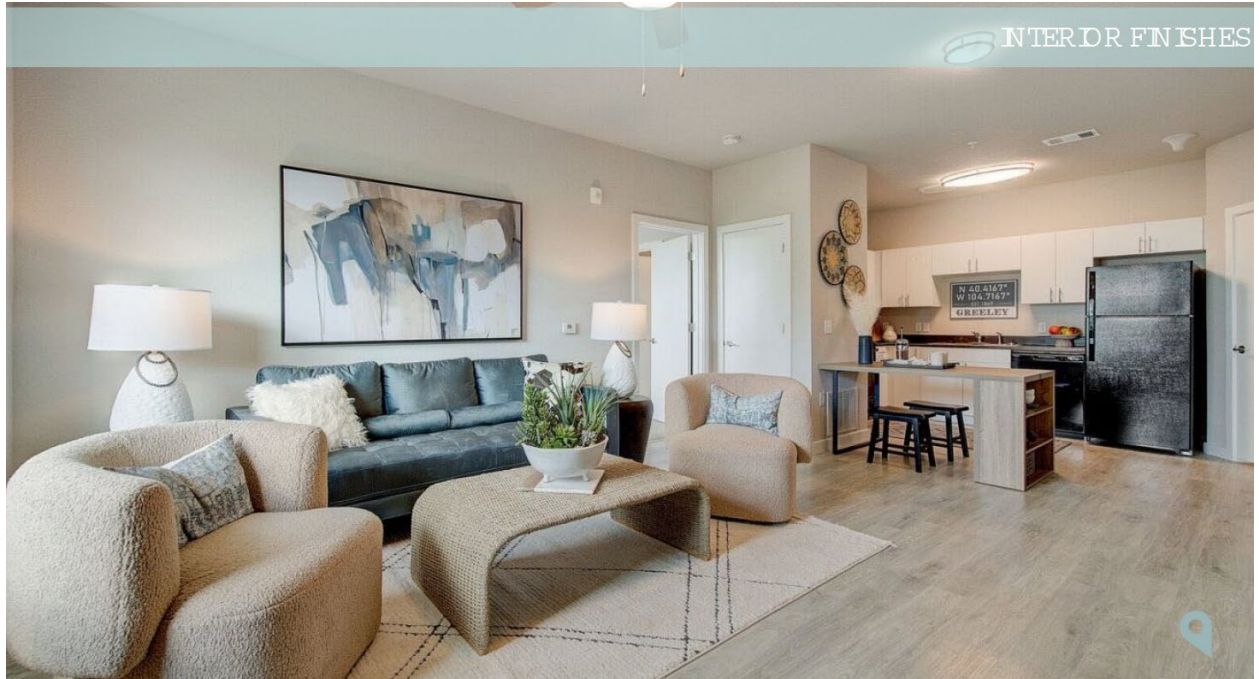
POOL & SUN DECK

EXTERIOR FINISHES



EXTERIOR FINISHES







Conceptual Building Elevations

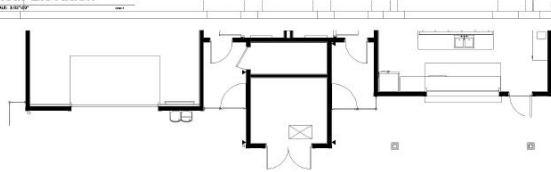
-  BOARD & BATTEN 1
-  BOARD & BATTEN 2
-  FLAT PANEL
-  ROOF
-  DOORS
-  TRIM
-  TANDOSTONE



Front Elevation
SCALE 1/8"=1'-0"



Rear Elevation
SCALE 1/8"=1'-0"



CLUBHOUSE

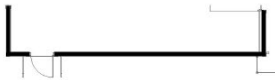
-  BOARD & BATTEN 1
-  BOARD & BATTEN 2
-  FLAT PANEL
-  ROOF
-  DOORS
-  TRIM
-  TANDOSTONE



Left Elevation
SCALE 1/8"=1'-0"



Right Elevation
SCALE 1/8"=1'-0"



CLUBHOUSE

