

**Agenda**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**4400 Cobbs Drive**  
**Board Room**  
**Waco, Texas**  
**January 28, 2020**  
**12:00 Noon**

- I. Call to Order
- II. Establishment of Quorum
- III. Hearing from Visitors
  - Recognition of Officials
- IV. Approval of Minutes
- V. Update
  - LITHC School Waiver Requirements
  - LITHC Poverty Waiver thru City of Waco resolution
- VI. Discussion Items
- VII. Department Reports
- VIII. New Business
  - RESOLUTION NO. 3816 BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING AN AMMENDMENT TO THE WACO HOUSING AUTHORITY PHA PLAN SIGNIFICANT AMENDMENT FOR RENTAL ASSISTANCE DEMONSTRATION (RAD)
  - RESOLUTION NO. 3817 BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE PURCHASE OF SWITCH EQUIPMENT FOR THE INFORMATION TECHNOLOGY DEPARTMENT
- IX. Consideration of Future Agenda Items
- X. Adjournment

**Synopsis of the Minutes**  
**WACO HOUSING AUTHORITY & AFFILIATES**  
**4400 Cobbs Drive**  
**Board Room**  
**Waco, Texas**  
**November 19, 2019**  
**12:00 Noon**

- I. Call to Order  
Chair Malcolm Duncan Jr. called the meeting to order at 12:00 pm.
- II. Establishment of Quorum  
Commissioners present: Malcolm Duncan Jr., Susan Cowley, Jon Ramos  
Commissioners absent: Shirley Langston, Connie Mack
- III. Hearing from Visitors  
Mattye Jones of Brinshore was present.
  - Recognition of Officials  
There were no officials present
- IV. Approval of Minutes  
The minutes were approved as presented.
- V. Update
- VI. Discussion Items
- VII. Department Reports  
Department reports were not given.
- VIII. New Business
  - RESOLUTION NO. 3814 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  
Milet Hopping and Director of Section 8 LaTanya Rector explained the SEMAP to the board. They clarified the information that is required for this submission. Chair Malcolm Duncan, Jr. asked for a motion to approve Resolution No. 3814. Vice Chair Susan Cowley made the motion and Commissioner Jon Ramos seconded the motion. Chair Malcolm Duncan Jr. called for a vote and the motion passes unanimously.

Resolution No. 3814  
A copy of this resolution may be found in the resolution file
  - RESOLUTION NO. 3815 BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES AUTHORIZING THE PRESIDENT/CEO TO CERTIFY THE SMALL AREA FAIR MARKET RENT (SAFMR) TO HUD  
Milet Hopping and Director of Section 8 LaTanya Rector explained the process of certifying the small area fair market rent that is sent to HUD to the board. They explained how the rents are determined by zip codes. Chair Malcolm Duncan, Jr. asked for a motion to approve Resolution No. 3815. Commissioner Jon Ramos

made the motion and Vice Chair Susan Cowley seconded the motion. Chair Malcolm Duncan Jr. called for a vote and the motion passes unanimously.

Resolution No. 3815

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

IX. Consideration of Future Agenda Items

IX. Adjournment

Chair Malcolm Duncan, Jr. adjourned the meeting at 12:13 pm.

Chair Malcolm Duncan Jr. reopened the meeting at 12:38 pm.

Vice Chair Susan Cowley asked about the reason that the Public Housing properties are not fully leased up. The continuing problems of housekeeping, nonpayment of rent, and the problems with make readies were discussed. She then asked about the webpage and suggested a couple of updates. These will be done.

Chair Malcolm Duncan Jr. asked if the board could receive a report on the job vacancies for the agency on a regular basis. This will be done.

President/CEO Milet Hopping updated the board on the possibility of applying to be a Moving to Work Agency. She explained the benefits that program would bring to the agency. She updated also on her meeting with the new Waco ISD Superintendent. The Section 8 Waiting List will be open for one day on January 8, 2020.

Chair Malcolm Duncan Jr. adjourned the meeting at 1:05 pm.

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Secretary

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Chair of the Board

(Seal)

## **Administrative Services Department December 2019 Report**

Staff continued to work on purging the Section 8 waiting List and preparing for Orientations  
Staff prepared for the opening of the Section 8 Waiting List on January 8, 2020

### **Routine Work Projects**

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks –**660** checks
- Travel and Training: None
- Applications
  - **89** Public Housing (**up by 14** when compared to November 2019)
  - **0** VASH
- Processed **864** pieces of incoming mail
- Processed **5173** pieces of outgoing mail
- Proofed all department monthly reports
- Made **6712** copies for departments
- Sent out **184** Late Notices for Public Housing
- Sent out **165** Notices of Concern
- Sent out **363** Utility Notices

### **Clients and Visitors**

For the month of October, there were a total of **540 persons** that checked into the computerized receptionist in the lobby. **169** of those checked in as “no appointment” and were taken care of by the Administrative Secretaries.

## **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. For the month of December 2019 Raintree had a total of 77 units in the program, 33 very low income and 44 low income. Based on the compliance audit completed, 9 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. For the month of December 2019, Picadilly had 6 qualifying units in the program, all very low income. Based on the compliance audit completed, no files were reviewed, no corrections were required and Picadilly was in compliance.

### **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. For the month of December 2019, Cimmaron had a total of 64 units in the program, 24 very low income and 40 low income. Based on the compliance audit completed, 8 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. For the month of December 2019, Hunnington had a total of 45 units in the program, 14 very low income and 31 low income. Based on the compliance audit completed 1 file was reviewed, no corrections were required and Hunnington was in compliance.

# Information Technology (IT)

December 2019

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

- All support calls were closed with-in 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)
- Webpage hits for the month of December were 156,241 an increase from last month by 15,075 hits. Top two web pages accessed were the home page with 81,833 hits and the waiting list page with 9,387 hits.

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

- Out of a possible 170 hours of work time (not including nights, weekends, and holidays), our Network system had no down time.

- **Miscellaneous**

- Section 8 waiting list preparation
- Procured income verification software options
- Started WIFI access points installs to add this capability to the site offices
- Completed end of the year procedures for office closing, MRI software updates, tax tables, etc.
- Rerouted a data drop for an office relocation at community services

**Rising Images, Inc.**  
**Board Report for December 2019**

**Occupancy**

	Total Units	Vacant Units	Percentage Occupied
Cimmaron	100	0	100%
Hunnington	60	0	100%
Misty Square	16	0	100%

Picadilly	6	0	100%
Raintree	156	2	99%

**Rent Collections**

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Cimmaron	\$47,937.42	\$48,750.00	\$49,266.71	100%
Hunnington	\$32,821.92	\$34,110.00	\$34,110.00	100%
Misty Square	\$7,566.00	\$8,240.00	\$8,240.00	100%

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Picadilly	\$3,640.00	\$4,071.00	\$4,071.00	100%
Raintree	\$88,615.00	\$93,296.00	\$93,296.00	100%

**Contracts**

**Administration**

Cimmaron and Hunnington are in compliance with the requirements for the Affordable Housing Program.

Raintree and Picadilly are in compliance with the requirements for the Affordable Housing Program.

# Modernization Department

## December 2019 Report

<b>Grant Year</b>	<b>Grant Amt.</b>	<b>Amt. Expended</b>	<b>% Expended</b>	<b>% Obligated</b>	<b>Deadline to Expend</b>
2016/516	\$1,132,668.00	\$1,132,668.00	100%	100%	April 12, 2020
2017/517	\$1,177,497.00	\$909,243.46	77%	77%	August 15, 2023
2018/518	\$1,820,616.00	\$613,282.73	34%	44%	May 28, 2024
2019/519	\$1,904,253.00	\$47,606.34	3%	20%	April 15, 2025

### Current Projects

#### Public Housing

- None at this time

#### Rising Images

- Siding Replacement on Raintree Bldg. 2 & 12 and Hunnington Bldg. A
  - Awarded to Zamco Service for \$101,873.71
  - Notice to Proceed issued 9/23/19
  - Estimated Completion 3/26/20
- Landscaping Contract
  - RFP due 1/22/19

## Section 8 Board Report – December 2019

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	2699	2347
Hill County	0	219
Somervell County	37	19
<b>Totals</b>	<b>2736</b>	<b>2585</b>

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

There are 160 applicant families searching for a place to live at this time.

Waco	108
Hill County	46
Somervell County	6
<b>Total</b>	<b>160</b>

### Re-Certifications

Waco, Hill County, and Somervell County Offices are re-certifying annuals through February 2020.

### Homeownership

The Homeownership Program is now assisting 9 families with mortgages.

### VASH (Veteran Affairs Supportive Housing)

Number Pending (VA Referral/Orientation)	0
Number Searching in Waco	3
Number Passed/Pending Inspection	1
Number housed in Waco	64

Ineligible	131
<b>Total</b>	<b>91 %</b>

### Mainstream

Number Pending (Referral/Orientation)	10
Number Searching in Waco	21
Number Passed/Pending Inspection	1
Number Housed in Waco	25

Ineligible	9
<b>Total</b>	<b>41 %</b>

### HUD Reports

No reports due at this time.

### Staff

There is one vacancy at the McLennan County Office. There are no vacancies at Hill or Somervell County Offices.

# Housing Operations Monthly Report

December 2019

## Public Housing Report

### Staff

Total Employees – 11      Temporary Staff - 0

### Waiting List Information

Total number of applicants on the waiting list – 408

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

Notification for assistance mailed	13
No response to notification letters	0
Pending Notification letter/expiration date	0
Move-in letters issued	9
Units rejected by applicant	4
Total applicants not qualified	12

There were (2) orientations scheduled for this month and (29) prospective applicants interviewed. There were (71) prospective tenants that did not respond and (11) were rescheduled. 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.

### Annual Re-Certifications

Community	Certifications	Completed	Remaining
Kate Ross	17	17	0
Estella Maxey	15	15	0
South Terrace	24	24	0
<b>Total</b>	<b>56</b>	<b>56</b>	<b>0</b>

We have completed 99% of certifications for this month. According to PIC submission we have reported 100% certifications for the year.

### Evictions

Community	Non-Payment	Lease Violation	One Strike
Kate Ross	0	0	0
Estella Maxey	0	0	0
South Terrace	4	0	0
<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>

### Percentage of Rent Collected

94% of the rent for December was collected.

Last Quarterly Average was -95% for July- August-September

### Occupancy Percentage

The occupancy percentage for December was 88%; we did not meet our goal of 97%.

Last Quarterly Average was 88% for July- August-September

## Maintenance Report

### Staff

Total Employees – 20

### Work Orders

Routine Work Orders

Community	Total	%Completed	Remaining
Kate Ross	71	85%	11
Estella Maxey	96	91%	9
South Terrace	65	88%	8
<b>Total</b>	<b>232</b>	<b>88%</b>	<b>28</b>

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 1.56 days which is well above our goal.

Emergency Work Orders

	Amount Received	Amount Closed	Amount Remaining
Closed within 24 hours	116	116	0
Over 24 hours	0	0	0
Total	116	116	0

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.

### December Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
147.25	40.59	7.84	195.68

### Cumulative Average Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
131.65	36.55	5.18	173.38

Our annual cumulative goal is turning units in 20 days or less. Presently we have a cumulative turn-around time of 173.38, this puts us over by 153 days. Due to staffing shortages and the recent high number of move outs staff have had problems turning enough units each week to reduce the turn over days.

### December Vacant Apartment Information

Vacancies	Leased	Total	Occupancy %
Kate Ross	239	286	84%
Estella Maxey	311	362	86%
South Terrace	235	248	95%
<b>Overall Occupancy</b>	<b>785</b>	<b>896</b>	<b>88%</b>

Public Housing consists of 902 dwelling units, six are offline non-dwelling units used for administrative purposes.

### Annual Inspections FY 19-20

Community	Total apts.	Units Inspected	Number of Annual Inspection Work Orders Y.T.D.
Kate Ross	286	30	30
Estella Maxey	362	2	2
South Terrace	248	2	2
<b>Overall Occupancy</b>	<b>896</b>	<b>34</b>	<b>34</b>

**Fleet Vehicle Inspection**

Total Vehicles Inspected – 27 No vehicle had major repairs for the month of December 2019

**Planned/Preventative Maintenance**

Annual Inspections/HVAC Filter Changes/Lighting Repairs (all sites/building lights and street lights) Gas Meter Repair/Service/Pest Control (all sites)

**Accident free days by staff FY 2019/2020**

Maintenance staff has accumulated 92 accidents free days with zero loss time days for this fiscal year. Safety in the workplace is a priority, which is taken seriously by all staff. A morning safety briefing prior to starting work is conducted daily at Maintenance.

**Expenditures**

Monthly Budget	\$30,248.34
December 2019	\$11,978.83

**Security Report for December 2019**

CRIMINAL OFFENSES	Estella Maxey		South Terrace		Kate Ross	
	Month	YTD	Month	YTD	Month	YTD
<b>HOMICIDE</b>						
<b>ROBBERY</b>					1	1
<b>ASSAULTS</b>						
Agg. Assault				1		1
Sexual Offense		1		2		
Simple Assault	1	16		2	1	8
Family Violence	2	24	1	13	3	18
<b>BURGLARY</b>						
Habitation		7		2		
Auto		2	1	1		2
<b>AUTO THEFTS</b>		3		1		4
<b>ARSON</b>						
<b>CRIMINAL TRESPASS</b>		2		3	1	6
<b>CRIMINAL MISCHIEFS</b>	3	14	1	7	5	9
<b>WEAPON VIOLATIONS</b>						
<b>DRUG ARREST</b>						
Felony		4				2
Misdemeanor		1		1		
<b>DRUGS CONFISCATED</b>		18.05 gr		2.4 gr		24.9 gr
Pills		7.78gr				90
<b>HOUSING RELATED</b>						
<b>CALLS OF SERVICE</b>						
Other Agency	10	171	7	89	18	135
Security	5	91	3	44	9	72
<b>INCIDENT REPORTS</b>						
Other Agency	8	137	7	75	13	103
Security	2	64	1	34	7	55
Assist						
<b>SECURITY HOURS</b>	113.25	419.25	184	518.75	166.75	508.25

**Community Services December, 2019  
December 2019**

**SENIOR SERVICES: Melissa Johnson, Coordinator; L.B.S.W. Coordinator**

Site	Physical and Mental Health	Nutrition	Client Education Info	Social Activities	Referrals	Home Visits	Office Visits	Special Events
Estella Maxey	6	0	1	6	4	3	N/A	Bible Study with Ms. Hazel, Took Seniors out to Magnolia Press and Magnolia Market, Christmas Bingo, No activities last week for holiday
Kate Ross	6	0	1	6	3	0	24	December Birthday Party, Made Goody Bags for Homebound, Christmas Celebration with Classie Ballou. No activities last week for holiday
South Terrace	0	0	0	0	4	4	N/A	No Bingo as Resident Council did not meet this month due to holidays

**Volunteer Hour for October: 6 hours with 5 Volunteers**

Hospital Visits	0	Nursing Home Visits	0	Mart Home Visits	0
Ground Visits	16	Attempted Home Visits	3	Misty Square Visits	0
Home Visits	13	Center Visits	151	Office Visits	24

**24 Office visits at the KR Center included:**

Allow tenants to voice personal issues in a safe, confidential manner  
 Calls to Maintenance for residents that speak Spanish only  
 Read and Explain Mail from Medicare, Insurance, Social Security, WHA office  
 Make calls to various community agencies for information and referrals  
 Assisted Walk-in clients from the community  
 Assisted Walk-ins with Mainstream Voucher Application  
 Provided 1 Hour Supervision for BU Intern Weekly

**Elderly Services  
October 2019**

Home Visits	25.00 hrs.
Office Visits	19.50 hrs.
Ground Visits	2.25 hrs.
Center Activities	40.00 hrs.
Administration	62.25 hrs.
Meetings/Training	3.00 hrs.
Sick Leave/Holiday	10.00 hrs.

**Other SW activities:**

Administrative duties for Jeanne while she was on vacation and sick leave  
 Made referrals to Adult Protective Services for self neglect issues, plus follow up.  
 Assisted clients with referrals for housekeeping assistance  
 Worked with Salvation Army and WISD with Sanctuary House residents  
 Assisted in getting reasonable accommodation forms to client's MD  
 Took yearly Re-exam/lease paperwork to tenants that were homebound, hospitalized or in a nursing home. Assisted them with paperwork and assessed them for any needs in the community.  
 Assessed clients for safety, health and wellbeing issues  
 Worked with Management staff at all complexes regarding health and safety issues with elderly tenants  
 Planning and overseeing activities at Estella Maxey and Kate Ross Community Centers for seniors

**Agency Networking Contacts December 2019**

United Health, Salvation Army, Friends for Life, Meals on Wheels, Adult Protective Services, Baylor University School of Social Work, Kindred Home Health, Heart to Home Continuum of Care, Homeless Coalition, SNAP program, Shepherd's Heart Food Pantry, Department of Aging and Disability Services, Texas Home Health, Family Health Center, Superior Health, CRCG, Tepe Insurance, Copeland Group Insurance, Texas Ramp Project, MHMR-MCOT, NAHRO, Hip Hop Hope, Waco Race Relations Coalition

**Estella Maxey Senior Center - December Activities**

Bible Study with Ms. Hazel/exercise, bingo  
 Field trip to Magnolia Coffee Shop/Market

**Kate Ross Senior Center – December Activities**

December birthday party/exercise  
 Goody bags for Homebound  
 Cookies and cocoa fellowship

**FAMILY SELF SUFFICIENCY PROGRAM: Coordinators: Judy Perry, L.B.S.W. & Theresa Salinas, L.B.S.W.**

Active Participants	Graduates	New Participants	Ports	Reinstated	Terms
EM-11, KR-7, ST-12 PH-30 S8-61, VASH-0 TOTAL-91	0	1	0	0	2

**FSS Advisory Board Meeting:**

The meeting was cancelled in December due to other tasks and the next board meeting will be held March 2020.

**FSS Meeting Report:** No Meeting held in December.

**2020 FSS Calendar**

January 16, 2020 - Alicia Ward

**FSS Clients' Goal Accomplishments**

PH client raised her credit score & found a home and is getting inspection completed, etc., in preparation of purchasing One PH & three S8 clients' income increased. They paid more towards rent & became eligible for Escrow deposits again. S8 client's income exceeded income limits, no longer on subsidized housing assistance. Graduated from the FSS Program

**Referrals**

Caritas, Jennifer Phillips, MED, LPCS, MCC - GED classes, Pam McKown, LCSW, TX Dept. of Juvenile Justice – Jobs, Salvation Army

**Other Activities**

Sent Advocacy letters to Congress  
 Compiled HUD FSS requirements – target population served & recruitment efforts, sent to Milet  
 Discussion with Sugey Jaimes, TWS, regarding the Public Access Points Workshop  
 S Butler networked & obtained updates for KR - Computer Lab purposes  
 Handled several calls from an MHMR PH tenant, C Bolden  
 Completed Semester Evaluation for BU SW Intern  
 Printed and mailed out K-Z Appreciation Certificates  
 Hosted Sanctuary House Meeting with new tenants  
 Attended, Coordinated Entry meeting via web & phone  
 Helped past participant with questions regarding S8

Judy's Hours		Theresa's Hours	
Admin	67.5	Admin	33
Client Time	26.5	Client Time	77
Escrow	9	Escrow	10
Comm/Mtgs	5.5	Comm/Mtgs	
Field Task Mgr.	1.5	Conf./Trainings	
Christmas Eve & Day	10	Christmas Eve & Day	20
Sick days	20	Sick day	10
Vacation	30	Vacation	30
<b>TOTAL</b>	<b>180</b>	<b>TOTAL</b>	<b>180</b>

**2019 Internships**

Baylor Intern	FSS Cases	Youth Cases	Elderly Cases	QHWRA Visits	Networking Meetings	Home Visits	Office Visits	Phone Calls	Ground Visits
Jessica Ullrich	4	2	2	0	N/A	0	1	2	0

**RESIDENT SERVICES: Earnest Ward, Coordinator of Residents**

South Terrace:

- The South Terrace Council meeting was canceled due to cold weather conditions, but they held their fellowship the following week. Mr. Davis opened with a suggested moment of silence in remembrance of Mrs. Bridgewater. The residents present sang spiritual songs, and Mr. Davis presented Mrs. King with a certificate of appreciation for her contributions to the council and the residents of South Terrace.

Kate Ross:

- Meeting was held but there were no residents attending. Tonya and Mary Helen discussed activities for next year.

Estella Maxey:

- No meeting was held due to the break.
- Mount Vernon hosted a Holiday luncheon at the Estella Maxey Center.

Other

- Vicky Smith of Allergan adopted a family from Estella Maxey and a new move-in resident at Kate Ross for the Holidays.

**TRANSPORTATION:** - 78 Residents transported.

December Time Totals: Resident Services

**COMMUNITY SERVICE (QWHRA)**

Administrative.... 53 hrs  
 HV: 22 hrs  
 Com. Ser. 20 hrs  
 Vacation 30hrs  
 Holiday 30 hrs

	Residents	Compliant	Non-Compliant	Exempt
South Terrace	8	5	3	
Kate Ross	9	5	4	
Estella Maxey	11	7	4	

**YOUTH SERVICES: Al Davis, Coordinator**

Counseling	11	WISD Visits (2 hours)	4
Home Visits	12	Girl Scouts Meeting	
Personal Contacts	12	YMCA	
Phone Contacts	12	Voice Inc.	
Community Advisory Council (Carver Afterschool Program)		College Prep Program Methodist Home	
College Tour		Staff Meetings	
Acts Church		Teen Court (4 hours)	1
Juvenile Probation (1 hrs)	1	Juvenile Court (2 hours)	1
Community Serv. Total	3	Truancy Court (2 hours)	3

- Update office files and reports.
- Meetings – Size of a Man Mentoring program (Daryl Thomas) – (1) – 1hr.
- Transformation Waco Schools – Carver filed cases (1) with (3) in the danger area. J.H. Hines filed cases (2) with (2) in the danger area. Truancy cases will have more cases filed after the Holiday/Christmas break.

**TEEN LEARNING LAB: Kenneth Alexander, Coordinator:**

Older Youth Program	Working With Students	Case Work	Outreach	Activities
15 enrolled 11 actively participating	77 hours	2 hours	1 hour	<ul style="list-style-type: none"> <li>Met with the group each Monday and Wednesday</li> <li>Visited students and parents at their homes</li> <li>Continued activities at Waco Recreation Center</li> <li>Took the group to MT Rice Basketball Tournament at Midway gym</li> <li>Took group to movie and out to eat Pizza during Christmas break</li> </ul>

This program gives academic support for the youth of the Waco Housing Authority. Youth Training Coordinators work with young people ages 13-18 in Public Housing. They coordinate activities of students in the local schools by visiting with the students in non-school hours. This includes encouraging these students to participate in other youth organizations such as Boys & Girls Club or YMCA programs as well as WISD sports and related interest areas.

**KIDZJAM: Coordinator Donnell Smith**

We met one only time in December and had approximately 30 children we served that day. Thanks!  
Thanks for the opportunity to serve this community.

**COMMUNITY Connections Learning Centers: (CCLC)**

Kate Ross: The Lab is open Monday through Thursday for one hour by Community Services Staff.  
This is the only lab that serves adults at a regularly scheduled time.

**Total visits for the month of December – 173**

Site	FSS	Kids	After School	GED	Adults	Applications	Total
Kate Ross	1		38		8		47
South Terrace			62				62
Estella Maxey			64	6			64



We met only on time in December. Our usual group was present and we talked about the upcoming holiday and activities.

**Mission Waco**

No Activities in the month of December. There are Street Camps planned for Kate Ross and South Terrace in November.

**December Center Rentals**

KR: 7, 14, 20, 21  
ST: 7, 14, 15, 21  
EM: 21

**December-STYC**

12/6-7 - Al Davis  
12/14 - D. Johnson  
12/20 - D. Johnson  
12/21 – J. McCoy

# Summary of Financial Statements

## December 31, 2019

### Public Housing

#### All Sites– Expense

- Most expenses are down due to being closed five working days in December; however, salaries are not down much due to staff using vacation hours during the time we were closed.
- G/L Disposition of Nonexp Equip – A Community Services’ van was traded in on a new one, and the trade-in value was \$2,100. This amount was allocated to all three public housing sites.

#### Central Cost

- Asset Management Fee fr. Sites – Lease-up continues to be down at Kate Ross and Estella Maxey; therefore, management fees paid to Central are under budget by \$3,900.

#### Kate Ross (KR)

- Dwelling Rental – Occupancy is still under budget thus the lower amount of rental income.
- Contract Costs – There were a couple of plumbing issues in December. There was blockage in one water line, and a broken pipe that needed to be repaired. The cost was \$2,546; however other contract costs were down so overall contract costs were under budget.

#### Estella Maxey (EM)

- Dwelling Rental – Occupancy is also down at Estella Maxey. and the rental income is \$5,790 under budget.
- Administrative Salaries – The Assistant Manager’s position remains vacant causing this line item to be under budget.
- Legal – Expense to defend an appeal from a tenant.
- Labor – There are still three vacancies causing this line item to be under budget. There is one temp filling one of the positions. There are still two positions not being filled.

#### South Terrace (ST)

- Sundry – The amount earned by tenants in the Family Self Sufficiency program was over budget by \$1,100, and this expense is reported in the Sundry line item.
- Contract Cost – Due to a/c repairs and grounds contract being under budget, this line item is not over budget. However, several missing shingles had to be replaced at a cost of \$1,675, and several plumbing issues needed repair at a cost of \$3,070.

#### Section 8 - Admin

- Administrative Salaries – There are two vacancies in the Section 8 department causing this line item to be under budget.
- Sundry – Temporary labor cost were \$3,800 over budget.

#### Section 8 HAP

- The Housing Choice Voucher Program total HAP reserve is \$625,160.
- Mainstream Voucher Program total HAP reserve is \$151,582.

## **Non-Profits**

### **Raintree**

- Administrative Salaries- There was no monitoring of construction projects at Raintree, but an amount was budgeted.
- Labor & Employee Benefit Payments - There continues to be a vacancy in one of the Assistant Maintenance positions. This is normally allocated to Picadilly as well.
- Contract Cost - No building repairs were needed, and the amount of carpet replacements was under budget for December.

### **Cimmaron**

- Material - No a/c parts and no new appliances were purchased this month; this contributed to being under budget for the month.

### **Hunnington**

- Administrative Salaries & Employee Benefit Payments - There was no monitoring of construction projects at Hunnington, but an amount was budgeted.
- Contract Cost - There were no carpet replacements needed in December.

### **Misty**

- There were no unusual expenses or income amounts at Misty in December.

### **Picadilly**

- Material - A refrigerator was installed in one of the apartments from inventory costing \$495.
- Contract Cost - There were no carpet replacements or carpet repairs this month.

### **WPFC II**

- Interest Income - WPFC II continues to earn interest on a CD and the checking account.

Central Cost Income Statement  
December 2019

Finance Board Reports for December 2019

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3190 Non-Dwelling Rental	-	-	-	-	-
Total Rental Income	-	-	-	-	-
3430 Mart Management Fees	26,190.00	6,547.50	2,129.20	6,584.91	37.41
3440 Mgmt./Adm.Fees fr.Non-Profits	562,100.00	140,525.01	47,815.30	142,472.15	1,947.14
3450 Asset Management Fee fr.Sites	741,750.00	185,437.50	57,910.40	175,611.60	(9,825.90)
3460 Mgmt./Adm.Fees fr.Sect.8	218,880.00	54,720.00	18,015.75	53,896.80	(823.20)
3470 Mgmt./Adm.Fees fr.CFP	187,620.00	45,514.89	15,171.80	45,515.40	0.51
3480 Proceeds fr. Insurance Claims	-	-	-	-	-
3610 Interest on Investments	1,960.00	489.99	319.70	1,377.54	887.55
3650 Interest Inc.-Mortgages	-	-	-	-	-
3690 Other Income	1,000.00	249.99	-	-	(249.99)
9110.010 Oth.Inc.-Transfer from CFP	-	-	-	-	-
Total Operating Income	1,739,500.00	433,484.88	141,362.15	425,458.40	(8,026.48)
Total Income	1,739,500.00	433,484.88	141,362.15	425,458.40	(8,026.48)
EXPENSES					-
4110 Administrative Salaries	1,132,500.00	289,835.28	94,441.02	281,179.15	(8,656.13)
4120 Compensated Absences	-	-	-	-	-
4130 Legal Expense	-	-	-	570.50	570.50
4140 Staff Training	10,010.00	2,502.51	-	319.15	(2,183.36)
4150 Travel Convention & Meetings	22,650.00	5,662.50	-	6,056.55	394.05
4171 Auditing Fees	1,000.00	750.00	500.00	500.00	(250.00)
4190 Sundry	67,700.00	16,925.04	4,068.11	17,101.01	175.97
Total Admin Expense	1,233,860.00	315,675.33	99,009.13	305,726.36	(9,948.97)
4310 Water	10,800.00	1,728.00	225.34	687.53	(1,040.47)
4320 Electricity	15,200.00	3,800.01	1,072.04	3,604.78	(195.23)
4330 Gas	1,700.00	425.01	228.76	549.07	124.06
4390 Sewer	900.00	225.00	73.27	220.62	(4.38)
Total Utility Expense	28,600.00	6,178.02	1,599.41	5,062.00	(1,116.02)
4420 Material	4,850.00	1,212.51	442.94	1,364.79	152.28
4430 Contract Cost	43,490.00	10,872.51	3,076.08	10,697.10	(175.41)
Total Ordinary Maint. & Operation	48,340.00	12,085.02	3,519.02	12,061.89	(23.13)
4510.010 Workers Compensation	6,640.00	1,660.02	504.66	1,513.98	(146.04)
4510.040 Auto Insurance	1,960.00	489.99	159.58	478.74	(11.25)
4510.070 Crime / Dishonesty	90.00	22.50	5.38	16.14	(6.36)
4510.090 Fire & Extend Coverage	60.00	15.00	7.44	22.32	7.32
4540 Employee Benefit Payments	310,410.00	78,586.59	22,502.14	65,466.58	(13,120.01)
4570 FSS Jr League Loan Write-Off	-	-	-	-	-
Total General Expenses	319,160.00	80,774.10	23,179.20	67,497.76	(13,276.34)
Total Routine Expenses	1,629,960.00	414,712.47	127,306.76	390,348.01	(24,364.46)
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	1,629,960.00	414,712.47	127,306.76	390,348.01	(24,364.46)
Residual Receipts (Profit/Loss)	109,540.00	18,772.41	14,055.39	35,110.39	16,337.98

Public Housing Income Statement  
December 2019

Finance Board Reports for December 2019

	Kate Ross					Estella Maxey					South Terrace				
	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME															
Dwelling Rental	665,400.00	166,350.00	51,629.34	150,654.61	(15,695.39)	897,800.00	224,450.01	69,027.83	210,855.50	(13,594.51)	759,500.00	189,875.01	63,932.02	194,979.08	5,104.07
Excess Utilities	85,300.00	27,296.00	5,134.23	27,474.75	178.75	118,000.00	34,220.00	6,761.16	36,804.51	2,584.51	30,200.00	5,436.00	4,051.29	7,518.53	2,082.53
Non-Dwelling Rental	72,000.00	18,000.00	6,000.00	18,000.00	-	-	-	-	-	-	-	-	-	-	-
Total Rental Income	822,700.00	211,646.00	62,763.57	196,129.36	(15,516.64)	1,015,800.00	258,670.01	75,788.99	247,660.01	(11,010.00)	789,700.00	195,311.01	67,983.31	202,497.61	7,186.60
Management Fee from CFP	60,040.00	14,564.94	4,854.98	14,564.94	-	75,050.00	18,210.00	6,068.72	18,206.16	(3.84)	52,530.00	12,740.00	4,248.10	12,744.30	4.30
CFP Trnsf. In-Site Expenses	63,740.00	15,935.01	1,898.60	5,346.40	(10,588.61)	92,790.00	23,197.50	12.00	5,202.00	(17,995.50)	62,150.00	15,537.51	8.40	45.45	(15,492.06)
Proceeds fr. Insurance Claims	-	-	-	-	-	-	-	-	-	-	-	-	-	1,750.94	1,750.94
Interest on Investments	22,620.00	5,655.00	2,402.02	7,247.84	1,592.84	37,800.00	9,450.00	4,476.61	13,094.18	3,644.18	31,770.00	7,942.50	3,147.81	9,622.78	1,680.28
Jr. League Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Income	76,700.00	19,175.01	4,099.14	21,063.91	1,888.90	118,000.00	29,499.99	7,048.43	27,084.00	(2,415.59)	66,000.00	16,500.00	4,327.64	15,933.93	(566.07)
Other Income-FSS Forfeitures	-	-	-	-	-	-	-	-	445.78	445.78	-	-	-	3,349.60	3,349.60
Other Income-Time Warner Cable	5,200.00	1,300.00	-	1,089.20	(210.80)	8,440.00	2,110.00	-	1,287.97	(822.03)	5,100.00	1,275.00	-	1,741.25	466.25
Operating Transfer In (1406)	60,630.00	15,157.50	5,078.01	15,234.03	76.53	75,790.00	18,947.49	6,347.51	19,042.53	95.04	53,050.00	13,262.49	4,443.26	13,329.78	67.29
Total Operating Income	288,930.00	71,787.46	18,332.75	64,546.32	(7,241.14)	407,870.00	101,414.98	23,953.27	84,363.02	(17,051.96)	270,600.00	67,257.50	16,175.21	58,518.03	(8,739.47)
Total HUD Contributions	1,077,900.00	281,431.02	92,088.96	288,801.00	7,369.98	1,422,140.00	361,989.00	118,448.58	371,467.00	9,478.00	881,000.00	227,847.00	74,559.16	233,825.00	5,978.00
Total Income	2,189,530.00	564,864.48	173,185.28	549,476.68	(15,387.80)	2,845,810.00	722,073.99	218,190.84	703,490.03	(18,583.96)	1,941,300.00	490,415.51	158,717.68	494,840.64	4,425.13
EXPENSES															
Administrative Salaries	191,850.00	49,039.11	15,308.72	43,701.36	(5,337.75)	245,700.00	62,820.99	17,532.22	49,849.99	(12,971.00)	190,420.00	48,613.35	14,450.38	41,081.48	(7,531.87)
Compensated Absences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Legal Expense	1,000.00	249.99	-	-	(249.99)	2,000.00	500.01	1,028.60	1,427.60	927.59	1,000.00	249.99	-	-	(249.99)
Staff Training	2,250.00	562.50	-	118.93	(443.57)	2,560.00	633.99	-	148.67	(491.32)	2,100.00	525.00	-	104.07	(420.93)
Travel & Conventions	3,870.00	967.50	-	540.71	(426.79)	4,640.00	1,159.98	-	675.89	(484.09)	3,480.00	870.00	-	473.14	(396.86)
Audit Fees	3,360.00	2,520.00	320.00	2,000.00	(520.00)	4,200.00	3,150.00	400.00	2,500.00	(650.00)	2,940.00	2,205.00	280.00	1,750.00	(455.00)
Sundry	79,860.00	19,964.97	6,446.74	20,281.46	316.49	111,860.00	27,964.98	9,035.10	33,316.36	5,351.38	70,950.00	17,737.53	6,990.09	21,667.20	3,929.67
Management Fees	296,820.00	73,759.95	22,590.14	68,773.30	(4,986.65)	374,680.00	93,117.51	28,951.48	87,920.00	(5,197.51)	257,870.00	64,074.98	21,540.58	64,433.70	358.72
Total Admin Expense	579,010.00	147,064.02	44,665.60	135,415.76	(11,648.26)	745,640.00	189,353.46	56,947.40	175,838.51	(13,514.95)	528,760.00	134,275.85	43,261.05	129,509.59	(4,766.26)
Tenant Services Salaries	118,590.00	30,350.16	10,247.24	29,360.19	(989.97)	148,230.00	37,936.08	12,809.03	36,700.14	(1,235.94)	103,760.00	26,555.04	8,966.31	25,690.05	(864.99)
Tenant Services-Recr., Etc.	12,000.00	3,000.00	668.45	3,612.95	612.95	15,000.00	3,750.00	738.92	4,077.99	327.99	10,500.00	2,625.00	633.02	3,066.08	441.08
Resident Council	4,020.00	1,005.00	-	625.00	(380.00)	5,100.00	1,275.00	-	750.00	(525.00)	3,600.00	900.00	-	675.00	(225.00)
Ten. Serv. Contr., Train., Spec. Needs	30.00	7.50	9.60	9.60	2.10	40.00	9.99	12.00	12.00	2.01	30.00	7.50	8.40	8.40	0.90
Total Tenant Expense	134,640.00	34,362.66	10,925.29	33,607.74	(754.92)	168,370.00	42,971.07	13,559.95	41,540.13	(1,430.94)	117,890.00	30,087.54	9,607.73	29,439.53	(648.01)
EXPENSES															
Water	61,100.00	21,996.00	5,025.56	13,817.84	(8,178.16)	94,400.00	22,467.20	8,856.88	30,927.01	8,459.81	71,200.00	18,512.00	7,012.89	19,604.32	1,092.32
Electricity	181,000.00	33,249.70	9,637.25	28,752.54	(4,497.16)	244,000.00	51,240.00	12,820.19	48,873.34	(2,366.66)	183,500.00	36,700.00	9,346.31	33,009.13	(3,690.87)
Gas	70,000.00	28,000.00	9,596.37	21,113.85	(6,886.15)	95,000.00	28,965.50	9,645.16	21,471.36	(7,494.14)	65,000.00	25,460.50	8,638.69	19,870.69	(5,589.81)
Other Utility Expense	75,200.00	18,800.01	6,118.74	16,932.30	(1,867.71)	129,600.00	32,400.00	13,277.95	44,099.32	11,699.32	83,600.00	20,900.01	9,120.91	24,282.05	3,382.04
Total Utility Expense	387,300.00	102,045.71	30,377.92	80,616.53	(21,429.18)	563,000.00	135,072.70	44,600.18	145,371.03	10,298.33	403,300.00	101,572.51	34,118.80	96,766.19	(4,806.32)
Labor	176,450.00	45,158.04	15,609.46	42,005.34	(3,152.70)	299,300.00	76,598.46	16,525.71	59,310.71	(17,287.75)	187,150.00	47,896.38	15,786.38	45,819.06	(2,077.32)
Material	106,950.00	20,487.48	3,151.77	18,571.32	(1,916.16)	116,110.00	21,777.54	3,263.09	21,473.54	(304.00)	83,900.00	20,974.98	2,227.66	17,093.29	(3,881.69)
Contract Cost	215,750.00	43,937.52	11,912.76	35,610.37	(8,327.15)	310,240.00	67,560.03	15,669.18	55,132.14	(12,427.89)	194,890.00	48,722.55	14,325.14	39,679.39	(9,043.16)
Total Ordinary Maint. & Operation	499,150.00	109,583.04	30,673.99	96,187.03	(13,396.01)	725,650.00	165,936.03	35,457.98	135,916.39	(30,019.64)	465,940.00	117,593.91	32,339.18	102,591.74	(15,002.17)
Protective Services Contract	76,650.00	19,162.50	6,133.11	18,991.62	(170.88)	81,970.00	20,492.49	4,789.94	16,541.01	(3,951.48)	75,590.00	18,897.51	6,460.39	18,314.51	(583.00)
Total Protective Services	76,650.00	19,162.50	6,133.11	18,991.62	(170.88)	81,970.00	20,492.49	4,789.94	16,541.01	(3,951.48)	75,590.00	18,897.51	6,460.39	18,314.51	(583.00)
Insurance	63,740.00	15,934.98	5,073.29	15,219.87	(715.11)	67,260.00	16,814.97	5,270.31	15,810.93	(1,004.04)	39,090.00	9,772.50	2,969.36	8,908.08	(864.42)
Payment in Lieu of Taxes (PILOT)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Benefit Payments	209,990.00	52,912.29	14,549.86	42,660.13	(10,252.16)	282,380.00	71,183.76	17,333.71	51,748.42	(19,435.34)	188,040.00	47,409.57	13,236.35	38,809.10	(8,600.47)
Collection Losses	34,000.00	8,499.99	2,246.30	10,543.27	2,043.28	48,700.00	12,174.99	1,588.50	11,572.08	(602.91)	30,560.00	7,640.01	1,392.88	12,288.72	4,648.71
Total General Expenses	307,730.00	77,347.26	21,869.45	68,423.27	(8,923.99)	398,320.00	100,173.72	24,192.52	79,131.43	(21,042.29)	257,690.00	64,822.08	17,598.59	60,005.90	(4,816.18)
Total Routine Expenses	1,984,480.00	489,565.19	144,645.36	433,241.95	(56,323.24)	2,682,950.00	653,999.47	179,547.97	594,338.50	(59,660.97)	1,849,170.00	467,249.40	143,385.74	436,627.46	(30,621.94)
EXPENSES															
Extraordinary Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Casualty Losses-non capitalized	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Non Routine Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Expenses	1,984,480.00	489,565.19	144,645.36	433,241.95	(56,323.24)	2,682,950.00	653,999.47	179,547.97	594,338.50	(59,660.97)	1,849,170.00	467,249.40	143,385.74	436,627.46	(30,621.94)
G/L Disposition of Nonexp. Equip.	-	-	(672.00)	(672.00)	(672.00)	-	-	(840.00)	(840.00)	(840.00)	-	-	(588.00)	(588.00)	(588.00)
Total Capital Expenses	-	-	(672.00)	(672.00)	(672.00)	-	-	(840.00)	(840.00)	(840.00)	-	-	(588.00)	(588.00)	(588.00)
Prior Yr Adj Affecting Residual Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Prior Year Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Residual Receipts (Profit/Loss)	205,050.00	75,299.29	29,211.92	116,906.73	41,607.44	162,860.00	68,074.52	39,482.87	109,991.53	41,917.01	92,130.00	23,166.11	15,919.94	58,801.18	35,635.07

Admin Income Statement  
December 2019

Section 8

Mainstream

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Section 8 Admin Fees	1,459,200.00	364,800.00	119,664.00	357,990.00	(6,810.00)
3480 Proceeds fr. Insurance Claims	-	-	-	-	-
3610 Interest on on Admin Reserve	10,000.00	2,499.99	1,113.80	3,216.87	716.88
3690 Other Income	1,000.00	250.03	1,478.00	3,987.50	3,737.47
Total Admin Income	1,470,200.00	367,550.02	122,255.80	365,194.37	(2,355.65)
EXPENSES					-
4110 Administrative Salaries	736,770.00	188,557.20	55,306.56	164,869.15	(23,688.05)
4120 Compensated Absences	-	-	-	-	-
4130 Legal Expense	1,000.00	249.99	-	-	(249.99)
4140 Staff Training	5,880.00	1,470.00	-	-	(1,470.00)
4150 Travel Convention & Meetings	7,440.00	1,860.00	-	1,514.63	(345.37)
4171 Auditing Fees	7,000.00	5,250.00	-	4,500.00	(750.00)
4190 Sundry	125,920.00	30,474.98	13,685.58	45,604.76	15,129.78
4196 Management Fee	218,880.00	54,720.00	17,949.60	53,698.50	(1,021.50)
4220 Tenant Services Recreation	-	-	-	-	-
4250 Reichenbach Program Assistance	-	-	-	-	-
4260 FSS Donations Expense	100.00	24.99	-	-	(24.99)
Total Admin Expense	1,102,990.00	282,607.16	86,941.74	270,187.04	(12,420.12)
4310 Water	3,000.00	480.00	85.90	284.82	(195.18)
4320 Electricity	4,800.00	1,104.00	300.15	917.18	(186.82)
4330 Gas	1,150.00	368.00	155.21	402.53	34.53
4390 Sewer	360.00	90.00	29.37	104.45	14.45
Total Utility Expense	9,310.00	2,042.00	570.63	1,708.98	(333.02)
4420 Material	3,990.00	997.47	393.60	1,119.99	122.52
4430 Contract Cost	18,750.00	4,687.53	958.32	3,626.95	(1,060.58)
Total Ordinary Maint. & Operation	22,740.00	5,685.00	1,351.92	4,746.94	(938.06)
4510.010 Workers Compensation	6,700.00	1,674.99	529.60	1,588.80	(86.19)
4510.020 General Liability Insurance	560.00	140.01	40.51	121.53	(18.48)
4510.040 Auto Insurance	1,710.00	427.50	169.13	507.39	79.89
4510.050 Public Officials Liability -E&O	990.00	247.50	64.11	192.33	(55.17)
4510.070 Crime / Dishonesty	70.00	17.49	5.38	16.14	(1.35)
4510.090 Fire & Extend Coverage	110.00	27.51	14.39	43.17	15.66
4540 Employee Benefit Payments	289,830.00	73,112.79	17,102.86	51,956.80	(21,155.99)
4590 Admin Fee	34,450.00	8,612.49	3,004.12	6,952.90	(1,659.59)
Total General Expenses	334,420.00	84,260.28	20,930.10	61,379.06	(22,881.22)
Total Routine Expenses	1,469,460.00	374,594.44	109,794.39	338,022.02	(36,572.42)
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)	740.00	(7,044.42)	12,461.41	27,172.35	34,216.77

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Mainstream Admin Fees	-	-	441.00	1,322.00	1,322.00
3610 Interest on on Admin Reserve	-	-	11.85	513.62	513.62
Total Admin Income	-	-	452.85	1,835.62	1,835.62
EXPENSES					-
4110 Administrative Salaries	-	-	393.53	916.28	916.28
4196 Admin Fees	-	-	66.15	198.30	198.30
Total Admin Expenses	-	-	459.68	1,114.58	1,114.58
4540 Employee Benefit Payments	-	-	-	55.28	55.28
4590 Admin Fee	-	-	75.50	264.25	264.25
Total General Expenses	-	-	75.50	319.53	319.53
Total Expenses	-	-	535.18	1,434.11	1,434.11
Residual Receipts (Profit/Loss)	-	-	(82.33)	401.51	401.51

HAP Income Statement  
December 2019

Section 8

Mainstream

	Current Period	Current Year
INCOME		
3610.000 Interest on HAP Reserve	-	-
3610.030 Interest on VASH Reserve	-	-
3690.000 Oth.Inc.-Fraud Recov.-HAP Resr.	1,478.00	3,987.50
3690.020 Other Income FSS Forfeitures	4,608.30	4,825.18
3690.080 Oth Inc fr Adm for Overleasing	-	-
8026.000 Contributions Earned- HAP	1,320,396.00	3,949,262.00
8026.240 Contr. Earned HAP - Katrina	-	-
8026.245 DVP Contributions Earned	-	-
8026.400 Contrib Earned HAP Liberty-RAD	-	-
8026.500 Contrib.-Vet.Affs.Supp.Hous.	-	-
8026.800 Contributions Earned- Mainstrea	-	-
TOTAL HAP INCOME	1,326,482.30	3,958,074.68
EXPENSES		
4715.010 HAP Occupied Units	1,039,641.00	3,195,330.00
4715.020 HAP Parkside Occ. Units	22,444.00	65,708.00
4715.030 HAP Damages	-	-
4715.040 HAP Tanglewood Occ. Units	1,657.00	4,731.00
4715.070 HAP Portability - In	-	-
4715.090 HAP - Portability - Out	69,209.65	172,788.36
4715.100 HAP Parkside-Portability-Out	1,711.60	3,919.60
4715.230 HAP Homeownership	4,407.00	11,388.00
4715.240 HAP Katrina	-	-
4715.245 HAP Disaster Vchr. Prog.	-	-
4715.400 HAP Liberty-RAD	22,212.00	63,566.00
4715.500 HAP Vet.Affs.Support.Hous.	23,304.00	63,156.00
4715.501 HAP - VASH - Portability - Out	-	-
4715.800 HAP Mainstream	-	-
4715.801 HAP Mainstream Port-Out	-	-
4715.910 HAP Hill Co. Occ. Units	78,812.00	244,798.00
4715.911 HAP Hillsboro Housing	-	-
4715.925 HAP Somervell Co.	5,020.00	15,153.00
4715.926 HAP Somervell Co. Port Out	-	-
4715.990 HAP Hill Co. Portability	19,550.00	48,894.00
4715.991 HAP Hillsboro Housing Port-Out	-	-
4716.000 UAP Occupied Units	12,877.00	35,796.00
4716.100 UAP Parkside Occ. Units	123.00	331.00
4716.130 UAP Tanglewood Occ. Units	-	9.00
4716.230 UAP Homeownership	799.00	910.00
4716.240 UAP Katrina	-	-
4716.245 UAP Disaster Vchr. Prog.	-	-
4716.400 UAP Liberty-RAD	134.00	314.00
4716.500 UAP Vet.Affairs Support Hous.	279.00	790.00
4716.800 UAP Mainstream	-	-
4716.910 UAP Hill Co. Occ. Units	651.00	3,313.00
4716.911 UAP Hillsboro Housing	-	-
4716.925 UAP Somervell Co.	-	-
4717.000 UAP - Portability - Out	2,179.00	6,222.00
4717.100 UAP - Portability - In	-	-
TOTAL HAP/UAP EXPENSE	1,305,010.25	3,937,116.96
RESIDUAL RECEIPTS (Profit/Loss)	21,472.05	20,957.72

	Current Period	Current Year
INCOME		
8026.800 Contr. Earned- Mainstream	-	18,827.00
TOTAL HAP INCOME	-	18,827.00
EXPENSES		
4715.090 HAP Mainstream Port-Out	1,465.00	5,663.40
4715.800 HAP Mainstream	12,687.00	30,934.00
4716.800 UAP Mainstream	-	-
4716.801 UAP Mainstream Port-Out	-	-
TOTAL HAP/UAP EXPENSE	14,152.00	36,597.40
RESIDUAL RECEIPTS (Profit/Loss)	(14,152.00)	(17,770.40)

WPFC Income Statement  
December 2019

	Raintree					Cimmaron					Misty				
	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
<b>INCOME</b>															
3110 Dwelling Rental	1,112,730.00	278,182.50	94,852.79	283,084.17	4,901.67	586,890.00	146,722.50	49,733.71	148,058.06	1,335.56	96,850.00	24,212.49	8,240.00	24,034.00	-178.49
Total Rental Income	1,112,730.00	278,182.50	94,852.79	283,084.17	4,901.67	586,890.00	146,722.50	49,733.71	148,058.06	1,335.56	96,850.00	24,212.49	8,240.00	24,034.00	-178.49
3400 Donations to Scholarship Fd.	3,000.00	0	2.73	8.36	8.36	0	0	0	0	0.00	0	0	0	0	0.00
3480 Proceeds fr. Insurance Claims	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
3610 Interest Income	14,970.00	3,742.50	1,695.27	5,195.72	1,453.22	7,410.00	1,852.50	776.08	2,414.71	562.21	400	99.99	44.98	137.52	37.53
3690 Other Income	43,880.00	10,969.98	1,589.26	6,789.47	-4,180.51	28,180.00	7,045.01	1,864.01	6,203.83	-841.18	2,060.00	515	40	572.51	57.51
3999.000 Transfer In	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Operating Income	61,850.00	14,712.48	3,287.26	11,993.55	-2,718.93	35,590.00	8,897.51	2,640.09	8,618.54	-278.97	2,460.00	614.99	84.98	710.03	95.04
Total Income	1,174,580.00	292,894.98	98,140.05	295,077.72	2,182.74	622,480.00	155,620.01	52,373.80	156,676.60	1,056.59	99,310.00	24,827.48	8,324.98	24,744.03	-83.45
<b>EXPENSES</b>															
4110 Administrative Salaries	86,300.00	22,058.55	6,989.76	20,400.96	-1,657.59	52,000.00	13,300.20	4,221.00	12,428.50	-871.70	8,000.00	2,047.68	666.45	1,962.32	-85.36
4120 Compensated Absences	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4130 Legal Expense	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4140 Staff Training & Convention	900	225	0	86.4	-138.60	420	105	0	51.3	-63.70	70	17.49	0	8.1	-9.39
4150 Travel	510	127.5	0	0	-127.50	330	82.5	0	0	-82.50	50	12.51	0	0	-12.51
4171 Auditing Fees	3,250.00	2,090.00	2,088.00	2,088.00	-2.00	2,070.00	1,330.00	1,332.00	1,332.00	2.00	280	180	180	180	0.00
4180 Office Rent	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4190 Sundry	27,880.00	6,140.01	1,324.36	6,880.27	740.26	11,870.00	4,536.14	2,322.22	5,154.24	618.10	1,680.00	390.01	109.23	454.08	64.07
4195 Property Management Fee	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4196 Mgmt./Bkpg./Adm.Fee	289,310.00	72,327.51	24,661.73	73,601.89	1,274.38	152,590.00	38,147.49	12,930.76	38,495.19	347.70	10,650.00	2,662.50	906.4	2,643.74	-18.76
Total Admin Expense	408,150.00	102,968.57	35,063.85	103,057.52	88.95	219,280.00	57,501.33	20,805.98	57,461.23	-40.10	20,730.00	5,310.19	1,862.08	5,248.24	-61.95
4310 Water	51,580.00	10,831.80	4,064.92	12,580.16	1,748.36	26,540.00	4,777.20	1,877.83	7,057.43	2,280.23	4,590.00	1,239.30	330.35	1,106.35	-132.95
4320 Electricity	15,400.00	4,158.00	1,200.46	3,198.58	-959.42	8,840.00	2,033.20	611.83	1,933.83	-99.37	1,900.00	494	143.87	551.89	57.89
4390 Sewer	53,440.00	11,756.80	3,459.08	10,052.59	-1,704.21	19,790.00	4,155.90	1,855.38	4,955.91	800.01	3,500.00	805	297.56	990.62	185.62
Total Utility Expense	120,420.00	26,746.60	8,724.46	25,831.33	-915.27	55,170.00	10,966.30	4,345.04	13,947.17	2,980.87	9,990.00	2,538.30	771.78	2,648.86	110.56
4410 Labor	98,080.00	25,101.36	5,844.35	17,496.15	-7,605.21	62,250.00	15,931.62	5,012.90	14,811.30	-1,120.32	9,830.00	2,515.86	791.51	2,338.62	-177.24
4420 Material	47,600.00	11,899.98	1,907.12	7,810.02	-4,089.96	20,620.00	5,559.29	418.68	3,889.66	-1,669.63	1,880.00	469.98	66.07	1,278.79	808.81
4430 Contract Cost	131,060.00	32,765.10	9,475.70	25,605.09	-7,160.01	53,020.00	13,254.99	3,993.97	9,902.44	-3,352.55	12,910.00	3,227.49	665.25	2,924.22	-303.27
Total Ordinary Maint. & Operation	276,740.00	69,766.44	17,227.17	50,911.26	-18,855.18	135,890.00	34,745.90	9,425.55	28,603.40	-6,142.50	24,620.00	6,213.33	1,522.83	6,541.63	328.30
4480 Contract Cost	400	99.99	33.5	100.5	0.51	460	114.99	38.19	114.57	-0.42	80	20.01	6.03	18.09	-1.92
Total Protective Services	400	99.99	33.5	100.5	0.51	460	114.99	38.19	114.57	-0.42	80	20.01	6.03	18.09	-1.92
4510.010 Workers Compensation	3,660.00	915	298.97	896.91	-18.09	2,290.00	572.49	182.53	547.59	-24.90	330	82.5	28.25	84.75	2.25
4510.020 General Liab Insurance	1,170.00	292.5	95.93	287.79	-4.71	820	204.99	61.03	183.09	-21.90	100	24.99	9.82	29.46	4.47
4510.040 Auto Insurance	480	120	38.15	114.45	-5.55	300	75	24.21	72.63	-2.37	40	9.99	2.95	8.85	-1.14
4510.050 Public Officials Insurance	1,850.00	462.51	151.71	455.13	-7.38	1,300.00	324.99	96.48	289.44	-35.55	160	39.99	15.52	46.56	6.57
4510.070 Crime / Dishonesty	60	15	5.38	16.14	1.14	60	15	5.38	16.14	1.14	0	0	0	0	0.00
4510.090 Fire & Extend Coverage	21,870.00	5,467.50	2,434.18	7,302.54	1,835.04	11,980.00	2,994.99	1,335.23	4,005.69	1,010.70	1,220.00	305.01	135.84	407.52	102.51
4540 Employee Benefit Payments	86,680.00	21,833.13	5,677.86	16,177.52	-5,655.61	44,580.00	11,244.48	3,437.76	10,017.95	-1,226.53	6,970.00	1,759.08	542.7	1,581.45	-177.63
4570 Collection Losses	12,680.00	3,170.00	0	0	-3,170.00	2,210.00	552.5	60.36	60.36	-492.14	840	210	0	0	-210.00
4580 Interest Expense	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total General Expenses	128,450.00	32,275.64	8,702.18	25,250.48	-7,025.16	63,540.00	15,984.44	5,202.98	15,192.89	-791.55	9,660.00	2,431.56	735.08	2,158.59	-272.97
Total Routine Expenses	934,160.00	231,857.24	69,751.16	205,151.09	-26,706.15	474,340.00	119,312.96	39,817.74	115,319.26	-3,993.70	65,080.00	16,513.39	4,897.80	16,615.41	102.02
<b>EXPENSES</b>															
4191.100 Employee Committee	0	0	0	0	0.00	2,000.00	500.01	0	0	-500.01	0	0	0	0	0.00
4191.200 Non-Apartment Meetings	0	0	0	0	0.00	3,000.00	750	0	144.82	-605.18	0	0	0	0	0.00
4191.300 Non-Apartment Public Relations	5,000.00	1,250.01	0	4,497.81	3,247.80	0	0	0	0	0.00	0	0	0	0	0.00
Total Non-Apartment Expenses	5,000.00	1,250.01	0	4,497.81	3,247.80	5,000.00	1,250.01	0	144.82	-1,105.19	0	0	0	0	0.00
4610.000 Extraordinary Maintenance	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4620.040 Casualty Losses-non capitalized	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4700 Scholarships Awarded	3,030.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
5999.000 Transfer Out	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Non Routine Expenses	3,030.00	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4800 Depreciation Expense	166,940.00	41,735.01	13,562.81	40,773.66	-961.35	87,430.00	21,857.49	7,089.68	21,335.20	-522.29	31,860.00	7,965.00	2,635.18	7,916.01	-48.99
6110 G/L Disposition of Real Property	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
6120 G/L Disposition of Nonexp. Equip.	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Capital Expenses	166,940.00	41,735.01	13,562.81	40,773.66	-961.35	87,430.00	21,857.49	7,089.68	21,335.20	-522.29	31,860.00	7,965.00	2,635.18	7,916.01	-48.99
6010 Prior Year Adjustment - ARR	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Prior Year Receipts	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Expenses	1,109,130.00	274,842.26	83,313.97	250,422.56	-24,419.70	566,770.00	142,420.46	46,907.42	136,799.28	-5,621.18	96,940.00	24,478.39	7,532.98	24,531.42	53.03
Residual Receipts (Profit/Loss)	65,450.00	18,052.72	14,826.08	44,655.16	26,602.44	55,710.00	13,199.55	5,466.38	19,877.32	6,677.77	2,370.00	349.09	792	212.61	-136.48

WHOC Income Statement  
December 2019

	Hunnington					Picadilly				
	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME										
3110 Dwelling Rental	401,580.00	100,395.00	34,110.00	101,578.39	1,183.39	46,790.00	11,697.51	4,071.00	12,008.62	311.11
Total Rental Income	401,580.00	100,395.00	34,110.00	101,578.39	1,183.39	46,790.00	11,697.51	4,071.00	12,008.62	311.11
3400.100 Youth Literacy Grant-Dollar Gen	0	0	0	0	0.00	0	0	0	0	0.00
3480 Proceeds fr. Insurance Claims	0	0	0	0	0.00	0	0	0	0	0.00
3610 Interest Income	4,760.00	1,190.01	523.59	1,613.11	423.10	3,610.00	902.49	455.99	1,369.57	467.08
3690 Other Income	13,130.00	3,282.52	135	1,353.12	-1,929.40	2,420.00	604.98	512.09	737.41	132.43
3999 Transfer In	0	0	0	0	0.00	0	0	0	0	0.00
Total Operating Income	17,990.00	4,472.53	658.59	2,966.23	-1,506.30	6,030.00	1,507.47	968.08	2,106.98	599.51
Total Income	419,470.00	104,867.53	34,768.59	104,544.62	-322.91	52,820.00	13,204.98	5,039.08	14,115.60	910.62
EXPENSES										
4110 Administrative Salaries	36,280.00	9,249.21	2,517.75	7,413.37	-1,835.84	3,400.00	870.48	291.24	850.04	-20.44
4120 Compensated Absences	0	0	0	0	0.00	0	0	0	0	0.00
4130 Legal Expense	0	0	0	0	0.00	0	0	0	0	0.00
4140 Staff Training & Convention	250	62.49	0	30.6	-31.89	40	9.99	0	3.6	-6.39
4150 Travel	190	47.49	0	0	-47.49	20	5.01	0	0	-5.01
4171 Auditing Fees	1,270.00	820	819	819	-1.00	130	80	81	81	1.00
4180 Office Rent	0	0	0	0	0.00	0	0	0	0	0.00
4190 Sundry	9,900.00	4,049.96	369.28	3,840.73	-209.23	1,850.00	624.97	296.85	471.8	-153.17
4195 Property Management Fee	0	0	0	0	0.00	0	0	0	0	0.00
4196 Mgmt./Bkpg./Adm.Fee	104,410.00	26,102.49	8,868.60	26,410.38	307.89	5,150.00	1,287.51	447.81	1,320.95	33.44
Total Admin Expense	152,300.00	40,331.64	12,574.63	38,514.08	-1,817.56	10,590.00	2,877.96	1,116.90	2,727.39	-150.57
4310 Water	19,410.00	4,852.50	1,539.20	4,704.22	-148.28	1,090.00	403.3	74.74	184.69	-218.61
4320 Electricity	9,510.00	2,187.30	620.39	1,955.46	-231.84	940	253.8	17.62	133.71	-120.09
4390 Sewer	16,180.00	3,397.80	1,419.34	4,381.28	983.48	90	22.5	0	0	-22.50
Total Utility Expense	45,100.00	10,437.60	3,578.93	11,040.96	603.36	2,120.00	679.6	92.36	318.4	-361.20
4410 Maint. & Operation Labor	37,130.00	9,502.92	2,990.14	8,834.77	-668.15	4,090.00	1,047.06	243.51	728.97	-318.09
4420 Material	13,130.00	3,282.51	747.77	2,478.07	-804.44	2,170.00	542.49	578.21	1,436.49	894.00
4430 Contract Cost	38,530.00	9,632.52	1,950.75	6,179.06	-3,453.46	8,190.00	2,047.53	282.92	1,572.08	-475.45
Total Ordinary Maint. & Operation	88,790.00	22,417.95	5,688.66	17,491.90	-4,926.05	14,450.00	3,637.08	1,104.64	3,737.54	100.46
4480 Contract Cost	290	72.51	22.78	68.34	-4.17	0	-	0	0	0.00
Total Protective Services	290	72.51	22.78	68.34	-4.17	0	0	0	0	0.00
4510.010 Workers Compensation	1,250.00	312.51	122.92	368.76	56.25	140	35.01	11.78	35.34	0.33
4510.020 General Liab Insurance	410	102.51	37.11	111.33	8.82	40	9.99	3.39	10.17	0.18
4510.040 Auto Insurance	140	35.01	11.16	33.48	-1.53	20	5.01	1.31	3.93	-1.08
4510.050 Public Officials Insurance	650	162.51	58.59	175.77	13.26	60	15	5.26	15.78	0.78
4510.090 Fire & Extend Coverage	4,590.00	1,147.50	510.81	1,532.43	384.93	740	185.01	82.56	247.68	62.67
4540 Employee Benefit Payments	28,150.00	7,102.23	2,050.61	5,975.56	-1,126.67	3,560.00	897.09	236.6	673.95	-223.14
4570 Collection Losses	450	112.5	0	0	-112.50	0	0	0	0	0.00
4580 Interest Expense	0	0	0	0	0.00	0	0	0	0	0.00
Total General Expenses	35,640.00	8,974.77	2,791.20	8,197.33	-777.44	4,560.00	1,147.11	340.9	986.85	-160.26
Total Routine Expenses	322,120.00	82,234.47	24,656.20	75,312.61	-6,921.86	31,720.00	8,341.75	2,654.80	7,770.18	-571.57
EXPENSES										
4191.500 Dollar General Grant-Books	0	0	0	0	0.00	0	0	0	0	0.00
Total Non-Apartment Expenses	0	0	0	0	0.00	0	0	0	0	0.00
4610.000 Extraordinary Maintenance	0	0	0	0	0.00	0	0	0	0	0.00
4620.040 Casualty Losses-non capitalized	0	0	0	0	0.00	0	0	0	0	0.00
5999.000 Transfer Out	0	0	0	0	0.00	0	0	0	0	0.00
Total Non Routine Expenses	0	0	0	0	0.00	0	0	0	0	0.00
4800 Depreciation Expense	56,690.00	14,172.51	4,341.48	13,063.90	-1,108.61	3,170.00	792.51	263.54	790.62	-1.89
6120 G/L Disposition of Nonexp. Equip.	0	0	0	0	0.00	0	0	0	0	0.00
Total Capital Expenses	56,690.00	14,172.51	4,341.48	13,063.90	-1,108.61	3,170.00	792.51	263.54	790.62	-1.89
6010 Prior Year Adjustment - ARR	0	0	0	0	0.00	0	0	0	0	0.00
Total Prior Year Receipts	0	0	0	0	0.00	0	0	0	0	0.00
Total Expenses	378,810.00	96,406.98	28,997.68	88,376.51	-8,030.47	34,890.00	9,134.26	2,918.34	8,560.80	-573.46
Residual Receipts (Profit/Loss)	40,660.00	8,460.55	5,770.91	16,168.11	7,707.56	17,930.00	4,070.72	2,120.74	5,554.80	1,484.08

WPFC II Income Statement  
December 2019

Finance Board Reports for December 2019

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3110 Dwelling Rental	-	-	-	-	-
Total Rental Income	-	-	-	-	-
3480 Proceeds fr. Insurance Claims	-	-	-	-	-
3610 Interest Income	-	-	2,756.11	8,325.19	8,325.19
3690 Other Income	-	-	-	-	-
Total Operating Income	-	-	2,756.11	8,325.19	8,325.19
3999.000 Transfer In	-	-	-	-	-
Total Income	-	-	2,756.11	8,325.19	8,325.19
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 General Expenses	-	-	-	-	-
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)	-	-	2,756.11	8,325.19	8,325.19

Account Description	Account #	Bank Name	Interest Rate	Purchased	Maturity	Bal 12/31/2019	Total by Site
<b>Waco Housing Authority</b>							
<u>Central Cost</u>							
Public Fund Checking							
Revolving	20470357	Extraco	1.51%			\$ (1,048.45)	
FSS Junior League Grant	20470381	Extraco	1.51%			\$ 10,540.78	
Employee Committee	20470258	Extraco	1.51%			392.10	
Payroll	20470340	Extraco	1.51%			1,812.58	
Central Cost Center	20470381	Extraco	1.51%			258,109.39	
							<b>Central Cost sub-total \$ 269,806.40</b>
<u>Estella Maxey</u>							
Public Fund Checking							
Estella Maxey-Operating	20470407	Extraco	1.51%			\$ 229,858.50	
Public Housing FSS Escrow-EM	20573119	Extraco	1.51%			605.99	
1 Certificate of Deposit - 12 months	402637	Alliance Bank	1.90%	10/25/2018	10/25/2020	207,932.84	
2 Certificate of Deposit - 12 months	403196	Alliance Bank	1.80%	12/20/2019	12/20/2020	106,534.74	
3 Certificate of Deposit - 13 months	2827837	Central National	2.00%	11/28/2019	12/28/2020	452,401.60	
4 Certificate of Deposit - 12 months	80149	TX First State Bk.	2.25%	1/8/2019	1/8/2020	167,075.45	
5 Certificate of Deposit - 12 months	80154	TX First State Bk.	2.25%	1/13/2019	1/13/2020	51,443.83	
6 Certificate of Deposit - 12 months	403064	Alliance Bank	2.50%	12/12/2018	12/12/2020	495,019.91	
7 Certificate of Deposit - 12 months	402267	Alliance Bank	2.50%	2/18/2019	2/18/2020	172,844.28	
8 Certificate of Deposit - 12 months	402485	Alliance Bank	2.45%	3/13/2019	3/13/2020	220,335.59	
9 Certificate of Deposit - 12 months	402865	Alliance Bank	2.30%	6/21/2019	6/21/2020	103,451.77	
10 Certificate of Deposit - 13 months	2828616	Central National	1.80%	9/7/2018	11/7/2020	105,594.05	
11 Certificate of Deposit - 12 months	403149	Alliance Bank	2.30%	6/26/2019	6/21/2020	50,581.40	<b>\$ 2,363,679.95 EM</b>
<u>Kate Ross</u>							
Public Fund Checking							
Waco Paving Retainage	2098034	Extraco	1.51%			-	
Kate Ross-Operating	20470399	Extraco	1.51%			\$ 267,030.12	
Public Housing FSS Escrow-KR	20573010	Extraco	1.51%			7,304.99	
1 Certificate of Deposit - 12 months	402638	Alliance Bank	1.90%	10/25/2018	10/25/2020	255,949.61	
2 Certificate of Deposit - 12 months	80148	TX First State Bk.	2.25%	1/8/2019	1/8/2020	208,844.30	
3 Certificate of Deposit - 12 months	80155	TX First State Bk.	2.25%	1/13/2019	1/13/2020	154,311.75	
4 Certificate of Deposit - 12 months	403050	Alliance Bank	2.50%	2/8/2019	2/8/2020	113,295.22	
5 Certificate of Deposit - 12 months	402552	Alliance Bank	2.30%	6/12/2018	6/12/2020	252,295.26	
6 Certificate of Deposit - 12 months	402864	Alliance Bank	2.30%	6/21/2019	6/21/2020	77,588.82	
7 Certificate of Deposit - 12 months	403151	Alliance Bank	2.30%	6/26/2019	6/21/2020	75,867.35	<b>\$ 1,412,487.42 KR</b>
<u>South Terrace</u>							
Public Fund Checking							
South Terrace-Operating	20470415	Extraco	1.51%			\$ 152,405.79	
Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			28,700.37	
1 Certificate of Deposit - 12 months	140509	First National Bk.	2.00%	10/31/2019	10/31/2020	353,565.92	
2 Certificate of Deposit - 13 months	2827836	Central National	2.00%	11/28/2019	12/28/2020	416,726.56	
3 Certificate of Deposit - 12 months	403065	Alliance Bank	2.50%	12/12/2018	12/12/2020	345,324.60	
4 Certificate of Deposit - 12 months	80150	TX First State Bk.	2.25%	1/8/2019	1/8/2020	261,055.38	
5 Certificate of Deposit - 12 months	402268	Alliance Bank	2.50%	2/18/2019	2/18/2020	160,507.33	
6 Certificate of Deposit - 12 months	402866	Alliance Bank	2.30%	6/21/2019	6/21/2020	103,451.77	<b>\$ 1,821,737.72 ST</b>
							<b>Public Housing sub-total \$ 5,597,905.09</b>
<u>Section 8</u>							
Public Fund Checking							
Section 8 - HAP	20470142	Extraco	1.51%			\$ 439,340.70	
Section 8- Mainstream	20969713	Extraco	1.51%			\$ 167,809.40	
Section 8 FSS Escrow	20470308	Extraco	1.51%			87,181.66	
1 Certificate of Deposit (Ike) - 12 months	139862	First National Bk.	2.00%	7/19/2019	7/19/2020	25,077.76	
2 Certificate of Deposit-Sec 8-12 months	50100	Incommons Bank	2.65%	3/7/2019	3/7/2020	204,028.78	
							<b>Section 8 sub-total \$ 923,438.30</b>
<b>Non-Profit Corporations</b>							
<u>Waco Housing Opportunities Corporation</u>							
WHOC Public Fund Checking	20470423	Extraco	1.52%			160,713.53	
1 CD: Picadilly/Hunnington - 12 months	50099	Incommons Bank	2.65%	3/7/2019	3/7/2020	102,014.42	
2 CD: Picadilly/Hunnington - 12 months	402635	Alliance Bank	1.90%	10/25/2018	10/25/2020	207,932.84	
3 CD: Picadilly/Hunnington - 12 months	403063	Alliance Bank	2.50%	11/25/2019	11/25/2020	52,586.57	
							<b>WHOC sub-total \$ 523,247.36</b>
<u>Waco Public Facilities Corporation</u>							
Misty Public Fund Checking	20470126	Extraco	1.52%			35,154.54	
Cimmaron Public Fund Checking	20469920	Extraco	1.52%			165,048.40	
1 CD: Cimmaron - 12 months	50098	Incommons Bank	2.65%	3/7/2019	3/7/2020	102,014.39	
2 CD: Cimmaron - 12 months	402636	Alliance Bank	1.90%	10/25/2018	10/25/2020	51,983.20	
3 CD: Cimmaron - 12 months	403061	Alliance Bank	2.50%	11/25/2019	11/25/2020	105,173.11	
							<b>\$ 424,219.10 Cim</b>
							<b>\$ 35,154.54 Misty</b>
							<b>WPFC sub-total \$ 459,373.64</b>
Raintree Public Funds Checking							
Raintree Operating	20469987	Extraco	1.51%			193,206.51	
Raintree Scholarship Fund	20470100	Extraco	1.51%			2,218.15	
1 CD: Raintree - 12 months	50097	Incommons Bank	2.65%	3/7/2019	3/7/2020	76,510.79	
2 CD: Raintree - 12 months	402634	Alliance Bank	1.90%	10/25/2018	10/25/2020	77,974.81	
3 CD: Raintree - 12 months	403062	Alliance Bank	2.50%	11/25/2019	11/25/2020	157,759.71	
4 CD: Raintree - 12 months	403048	Alliance Bank	2.50%	2/8/2019	2/8/2020	254,429.13	
5 CD: Raintree - 12 months	402863	Alliance Bank	2.30%	6/21/2018	6/21/2020	103,458.25	<b>\$ 865,557.35 RT</b>
<u>Waco Public Facilities Corporation II</u>							
WPFC II Public Fund Checking	20868733	Extraco	1.51%			401,974.72	
1 CD: WPFC II - 6 months	80003350	Extraco	1.90%	7/14/2019	1/10/2020	1,428,083.78	<b>\$ 1,830,058.50 WPFC II</b>
							<b>Non-profits sub-total \$ 3,678,236.85</b>
							<b>Total WHA &amp; Affiliates \$ 10,469,386.64</b>

*Doris Holtman*

Doris Holtman 1/21/2019  
Vice President, Financial Services Date

Weighted average maturity: 116.4 days

RESOLUTION NO. 3816

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING AN AMMENDMENT TO THE WACO HOUSING AUTHORITY PHA PLAN SIGNIFICANT AMENDMENT FOR RENTAL ASSISTANCE DEMONSTRATION (RAD)

WHEREAS, Waco Housing Authority & Affiliates previously approved Resolution No. 3811 approving a significant amendment to the Annual Plan for RAD, and

WHEREAS, Waco Housing Authority & Affiliates is now proposing a change to this significant amendment which, as part of the RAD conversion for South Terrace Apartments at 100 Kennedy Circle, Waco, Texas 76706, to include 68 One Bedrooms, 94 Two Bedrooms, 64 Three Bedrooms, and 24 Four Bedrooms. WHA may pursue disposition of 63 units under Section 18, as permitted in HUD Notice H-2019-09/PIH-2019-23, Rental Assistance Demonstration REV-4-Final implementation and PIH 2018-04, Demolition and/or disposition of public housing property, eligibility for tenant protection vouchers and associated requirements, and

WHEREAS, this change to the significant amendment to the annual plan must be approved by the Board of Commissioners, and

NOW; THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 28<sup>th</sup> day of January 2020.

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Secretary

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Chairperson of the Board

(SEAL)

## Waco Housing Authority & Affiliates (WHA) Significant Amendment and Substantial Deviation Definition

U.S. Department of Housing and Urban Development (HUD) statute, Public and Indian Housing (PIH) Notice 99-51, requires that public housing authorities explain “substantial deviations” from the 5-Year Plan in their Annual Plans. The statute also provides that, while public housing authorities may change or modify their plans or policies described in them, any “significant amendment or modification” to the plan would require public housing authorities to submit a revised PHA Plan that has met full public process requirements. WHA defines the following circumstances will constitute as a significant amendment/modification to this agency’s PHA plan:

- ❖ Changes made to the admissions policies, organization of the waiting list and/or tenant rent payments
- ❖ Changes in use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant
- ❖ Changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

A substantial deviation may be defined as a loss and/or inadequate funding for a program, reallocation of funding to sustain programs and/or a change in regulatory requirements governing a program, thus requiring the PHA to amend its agency plan. As part of the Rental Assistance Demonstration (RAD), WHA is defining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items per PIH Notice 2012-32, Rev-2:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion
- d. Changes to the financing structure for each approved RAD conversion.

RESOLUTION NO. 3811

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE WACO HOUSING AUTHORITY PHA PLAN SIGNIFICANT AMENDMENT FOR RENTAL ASSISTANCE DEMONSTRATION (RAD)

- WHEREAS, Waco Housing Authority & Affiliates is amending its Annual PHA Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD), and
- WHEREAS, as a result Waco Housing Authority & Affiliates will be converting to Project Based Vouchers under guidelines of PIH Notice 2012-32, REV – 1 and successor notices, and
- WHEREAS, upon conversion to Project Based Vouchers Waco Housing Authority & Affiliates will adopt the resident rights, participation, waiting list, and grievance procedures listed in Section 1.6 of PIH Notice 2012-32, REV 2; and Joint Housing PIH Notice H-2014-09/PIH-2014-17, and
- WHEREAS, Waco Housing Authority & Affiliates certifies that it is currently compliant with all fair housing and civil rights requirements, and
- WHEREAS, upon conversion, Waco Housing Authority & Affiliates Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as a part of the Demonstration, and
- WHEREAS, Waco Housing Authority & Affiliates may also borrow funds to address their capital needs, and
- WHEREAS, Waco Housing Authority & Affiliates will be contributing Operating Reserves and Capital funds in accordance with the RAD Program rules for pre and post conversion expenses, and
- WHEREAS, this plan must be approved by the Board of Commissioners, and

NOW; THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 27<sup>th</sup> day of August 2019.

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Secretary

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Chairperson of the Board

(SEAL)

RESOLUTION NO. 3817

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE PURCHASE OF SWITCH EQUIPMENT FOR THE INFORMATION TECHNOLOGY DEPARTMENT

- WHEREAS, Waco Housing Authority & Affiliates (WHA) Information Technology Department is requesting the purchase of switch equipment due to current equipment being at the end of life cycle for such equipment, and
- WHEREAS, the Information Technology Department researched the purchase of this equipment and found the best option to replace all the current equipment with Cisco C9200L switches, and
- WHEREAS, this model gives the best performance and pricing for WHA's need for now and into the next 6 to 8 years, and
- WHEREAS, the Information Technology Department will also include the purchase of servers to support future applications at each site and necessary cables for all network equipment, and
- WHEREAS, it was determined that CDWG and Amazon have the best prices for purchasing the equipment and cables at a cost of \$110,006.25, and
- WHEREAS, recommendation is made to purchase the switch equipment and cables from CDWG and Amazon at the price of \$110,006.25, which is well under the amount budgeted for this equipment, and

NOW; THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 28<sup>th</sup> day of January 2020.

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Secretary

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Chairperson of the Board

(SEAL)

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Waco Housing Authority & Affiliates  
4400 Cobbs Drive  
P.O. Box 978  
Waco, Texas 76703-0978  
Phone (254) 752-0324 Fax (254) 754-6483  
Hearing Impaired (800) 545-1833

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## MEMORANDUM

Date: 01-16-2020  
To: Milet Hopping, President/CEO  
From: Ryan Tomlinson, IT Network/Systems Administrator  
Subject: Switch Upgrades

Waco Housing Authority (WHA) Information Technology (IT) is requesting the purchase of switch equipment due to our current equipment being End of Life (EOL).

IT has found our best option is to replace all our current equipment with Cisco C9200L switches. This model gives us the best performance and pricing for what WHA needs now and into the next 6 to 8 years. IT will also include the purchase of servers to support future applications at each site and necessary cables to clean up all network equipment cabinets/racks.

We have found that CDWG and Amazon have the best prices for purchasing the equipment and cables. The total cost for all items at CDWG and Amazon is \$110,006.25.

Please approve the purchase of Switches, Servers, and Cables for a grand total of \$110,006.25

MH OK  
1-16-20

# QUOTE CONFIRMATION



DEAR RYAN TOMLINSON,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1C0QM0H	1/14/2020	SWITCH UPGRADE 2020	2547892	\$108,543.72

**IMPORTANT - PLEASE READ**

**Special Instructions:** Beginning of customer text:  
Beginning of customer text:  
End of customer text.  
TAX: MULTIPLE TAX JURISDICTIONS APPLY  
TAX: CONTACT CDW FOR TAX DETAILS

**QUOTE DETAILS**

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">HPE ProLiant DL20 Gen10 Performance - rack-mountable - Xeon E-2124 3.3 GHz</a> Mfg. Part#: P06477-B21 UNSPSC: 43211501 TAX: WACO, TX .0000% \$.00 Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)	7	5348016	\$686.35	\$4,804.45
<a href="#">HPE Midline - hard drive - 2 TB - SATA 6Gb/s</a> Mfg. Part#: 861681-B21 UNSPSC: 43201803 TAX: WACO, TX .0000% \$.00 Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)	14	4309218	\$163.26	\$2,285.64
<a href="#">Cisco Catalyst 9200L - Network Essentials - switch - 48 ports - managed - r</a> Mfg. Part#: C9200L-48P-4X-E UNSPSC: 43222612 TAX: WACO, TX .0000% \$.00 Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)	18	5433909	\$2,876.71	\$51,780.78
<a href="#">Crucial - DDR4 - 16 GB - DIMM 288-pin - registered</a> Mfg. Part#: CT16G4RFD4266 UNSPSC: 32101602 TAX: WACO, TX .0000% \$.00 Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)	21	4451316	\$88.68	\$1,862.28
<a href="#">Cisco Config 5 - power supply - hot-plug - 1000 Watt</a> Mfg. Part#: PWR-C5-1KWAC= UNSPSC: 39121004 TAX: WACO, TX .0000% \$.00 Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)	7	5528925	\$2,016.00	\$14,112.00
<a href="#">Cisco - network stacking module</a>	10	5365454	\$840.00	\$8,400.00

**QUOTE DETAILS (CONT.)**

Mfg. Part#: C9200L-STACK-KIT

UNSPSC: 43201404

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Cisco stacking cable - 3.3 ft](#)

1 5524149 \$128.87 \$128.87

Mfg. Part#: STACK-T4-1M=

UNSPSC: 26121609

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Cisco stacking cable - 10 ft](#)

1 5426942 \$181.44 \$181.44

Mfg. Part#: STACK-T4-3M=

UNSPSC: 26121609

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Proline patch cable - 0.5 m - aqua](#)

4 3239155 \$15.81 \$63.24

Mfg. Part#: PRO-SC-LC-0.5M50M4

UNSPSC: 26121609

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[StarTech.com Cisco SFP-10G-SR Compatible SFP+ Module - 10G Cisco SFP+](#)

8 2991696 \$153.86 \$1,230.88

Mfg. Part#: SFP10GSRST

UNSPSC: 43201553

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Proline patch cable - 1 m - aqua](#)

4 2874340 \$16.33 \$65.32

Mfg. Part#: PRO-SC-LC-1M50M4

UNSPSC: 26121609

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Cisco Catalyst 9200L - Network Essentials - switch - 48 ports - managed - r](#)

2 5726633 \$6,509.21 \$13,018.42

Mfg. Part#: C9200L-48PXG-4X-E

UNSPSC: 43222612

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Cisco Smart Net Total Care - extended service agreement](#)

18 5469358 \$471.60 \$8,488.80

Mfg. Part#: CON-SNT-C9200L4X

UNSPSC: 81111811

Electronic distribution - NO MEDIA

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[Cisco Smart Net Total Care - extended service agreement](#)

2 5747683 \$672.30 \$1,344.60

Mfg. Part#: CON-SNT-C20L94XG

UNSPSC: 81111811

Electronic distribution - NO MEDIA

TAX: WACO, TX .0000% \$.00

Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services (R160201)

[HPE Foundation Care Next Business Day Service - extended service agreement](#)

7 5357064 \$111.00 \$777.00

Mfg. Part#: HC5N8E

**QUOTE DETAILS (CONT.)**

UNSPSC: 81112305  
Electronic distribution - NO MEDIA  
TAX: WACO, TX .0000% \$.00  
Contract: NIPA ESCR4 Tech & IWB Solutions Products/Services  
(R160201)

<b>PURCHASER BILLING INFO</b>	<b>SUBTOTAL</b>	\$108,543.72
<b>Billing Address:</b> WACO HOUSING AUTHORITY PO BOX 978 WACO, TX 76703-0978 <b>Phone:</b> (254) 752-0324 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$108,543.72</b>
<b>DELIVER TO</b>	<b>Please remit payments to:</b>	
<b>Shipping Address:</b> WACO HOUSING AUTHORITY ATTN: RYAN TOMLINSON 4400 COBBS DR WACO, TX 76710 <b>Phone:</b> (254) 752-0324 <b>Shipping Method:</b> UPS Ground	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

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Darius Menafield

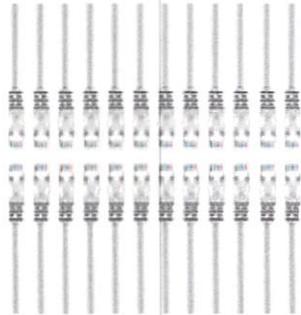
(866) 448-3728

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**GearIT 24-Pack, Cat 6 Ethernet Cable Cat6 Snagless Patch 0.5 Feet - Snagless RJ45 Computer LAN Network Cord, White - Compatible with 24 48 Port Switch POE Rackmount 24port Gigabit**

Price  
**\$37.49**

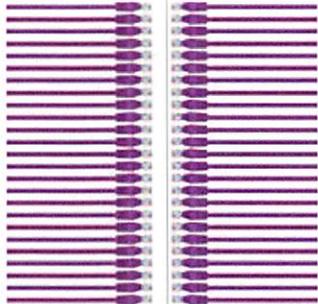
Subtotal (17)

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**GearIT 50-Pack Cat6 Patch Cable 0.5ft Foot Cat 6 Ethernet Cable Snagless Flexible Soft Tab - Premium Series - Purple**

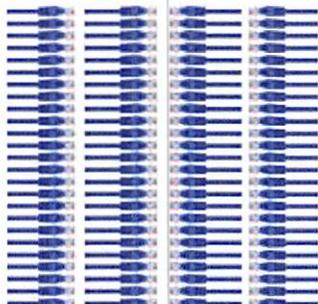
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**GearIT 100-Pack Cat6 Patch Cable 0.5 Foot / 6 Inches Cat 6 Ethernet Cable Snagless Flexible Soft Tab - Preimum Series - Blue**

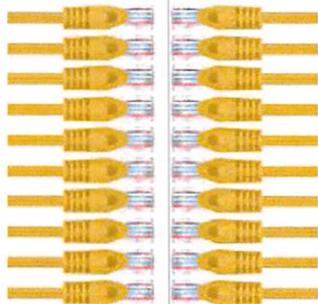
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**GearIT 20-Pack Cat6 Patch Cable 7 Feet Cat 6 Ethernet Cable Snagless Flexible Soft Tab - Preimum Series - Yellow**

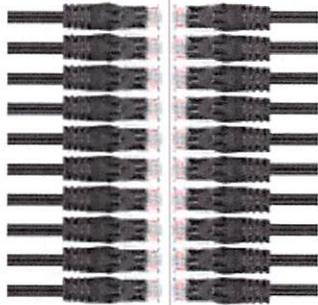
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**GearIT Cat6 Patch Cable Cat 6 Ethernet Cable Snagless Flexible Soft Tab - Preimum Series, Black (7 Feet (20-Pack), Black)**

**\$57.60**

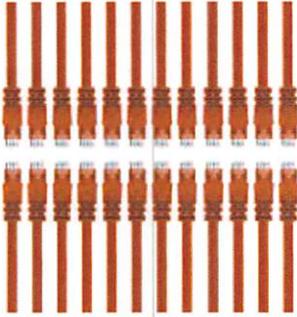
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1/14/2020



**GearIT 24-Pack, Cat 6 Ethernet Cable  
Cat6 Snagless Patch 0.5 Feet - Snagless  
RJ45 Computer LAN Network Cord,  
Orange - Compatible with 24 48 Port  
Switch POE Rackmount 24port Gigabit**

**\$33.49**

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items): **\$1,407.54**

1/15/2020

Amazon.com: [UL Listed] Cable Matters 50-Pack Cat6 RJ45 Keystone Jack in Blue and Keystone Punch-Down Stand: Computers & Accessories



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## [UL Listed] Cable Matters 50-Pack Cat6 RJ45 Keystone Jack in Blue and Keystone Punch-Down Stand by Cable Matters

151 ratings

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Amazon's Choice for "keystones"

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Color: **Blue**



~~\$54.99~~

- Heavy duty Cat6 RJ45 Keystone modular jack for patch panels, surface mount boxes, or wall plates (face plates) with standard keystone ports
- Future-proof your network for 10-Gigabit Ethernet at a Cat5e price with this convenient and cost effective multi-pack punch down keystone for Ethernet
- Gold plated contacts and easy snap-in retaining clip ensure a secure and corrosion free connection
- This Keystone jack supports T568A and T568B wiring with color coded 110 blocks. It Supports 110

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Ryan - Belton 76513

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**Coboc NW-6-7-BK 7 ft. Cat 6 550MHz UTP Network Cable (Black)**

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**Coboc CY-CAT6-0.5-BL 0.5ft. (6in.) 24AWG Snagless Cat 6 Blue Color 550MHz UTP Ethernet Stranded Copper Patch cord ...**

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**\$995.00**

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**Coboc CY-CAT6-0.5-GN 0.5ft. (6in.) 24AWG Snagless Cat 6 Green Color 550MHz UTP Ethernet Stranded Copper Patch cord ...**

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**Coboc CY-CAT6-0.5-OR 0.5ft. (6in.) 24AWG Snagless Cat 6 Orange Color 550MHz UTP Ethernet Stranded Copper Patch cord ...**

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**\$179.28**

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**Coboc CY-CAT6-0.5-PR 0.5ft. (6in.) 24AWG Snagless Cat 6 Purple Color 550MHz UTP Ethernet Stranded Copper Patch cord ...**

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**\$179.00**

(\$1.79 ea.)

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**Coboc CY-CAT6-07-YL 7ft. 24AWG Snagless Cat 6 Yellow Color 550MHz UTP Ethernet Stranded Copper Patch cord /Molded ...**

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**\$87.00**

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**Agenda**  
**Waco Public Facility Corporation II**  
**Regular Meeting**  
**4400 Cobbs Drive**  
**Board Room**  
**Waco, Texas**  
**January 28, 2020**  
**12:00 Noon**

- I. Call to Order
- II. Establishment of Quorum
- III. Approval of Minutes
- IV. New Business
  - Resolution No. 008 BY THE BOARD OF DIRECTORS OF WACO PUBLIC FACILITY II DISCLOSING THAT THE PROPOSED DEVELOPMENT SITE FOR AFFORDABLE RENTAL HOUSING AT 100 KENNEDY CIRCLE, WACO, TX 76706 IS LOCATED WITHIN A CENSUS TRACT THAT HAS A POVERTY RATE ABOVE 40% FOR INDIVIDUALS
- V. Adjournment

**Synopsis of the Minutes**  
**Waco Public Facility Corporation II**  
**Annual Meeting**  
**4400 Cobbs Drive**  
**Board Room**  
**Waco, Texas**  
**November 19, 2019**  
**12:00 Noon**

I. Call to Order

President Malcolm Duncan, Jr. called the meeting to order at 12:13 pm.

II. Establishment of Quorum

Directors present: Malcolm Duncan, Jr., Susan Cowley, Jon Ramos

Directors absent: Shirley Langston, Connie Mack

III. Approval of Minutes

The minutes were approved as presented.

I. New Business

- Resolution No. 007 Declaring Intent to Issue Bonds to Provide Financing for a Multifamily Residential Rental Development for Persons of Low and Moderate Income (South Terrace Waco LP); Prescribing Certain Terms and Conditions of such Bonds; Authorizing the Filing of an Application for Allocation of Private Activity Bonds with the Texas Bond Review Board; and Containing Other Provisions Relating to the Subject  
Mattye Jones of Brinshore explained the reason this resolution is needed for the RAD project. She explained the bond process and answered any question the board had concerning the resolution. It was noted that the amount in the resolution should be 25 million not 22 million. President Malcolm Duncan, Jr. asked for a motion to approve Resolution No. 007 with the correction of the amount being changed to 25 million. Vice President Susan Cowley made the motion and Director Jon Ramos seconded the motion. President Malcolm Duncan Jr. called for a vote and the motion passed unanimously.

Resolution No. 007

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

II. Adjournment

President Malcolm Duncan, Jr. adjourned the meeting at 12:32 pm.

\_\_\_\_\_  
Secretary

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

Seal

Resolution No. 008

RESOLUTION BY THE BOARD OF DIRECTORS OF WACO PUBLIC FACILITY II DISCLOSING THAT THE PROPOSED DEVELOPMENT SITE FOR AFFORDABLE RENTAL HOUSING AT 100 KENNEDY CIRCLE, WACO, TX 76706 IS LOCATED WITHIN A CENSUS TRACT THAT HAS A POVERTY RATE ABOVE 40% FOR INDIVIDUALS

WHEREAS, Waco Public Facility II has proposed a development for affordable rental housing at 100 Kennedy Circle, Waco, TX 76706 named South Terrace in the City of Waco, McLennan County and

WHEREAS, 100 Kennedy Circle is located within a census tract that has a poverty rate above 40% for individuals, and

WHEREAS, WPFC II has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2020 Housing Tax Credits funds for South Terrace

WHEREAS, Pursuant to 10 TAC §11.101(a)(3) of the QAP, applicants that propose a Development Site that is located within a census tract that has a poverty rate above 40% for individuals (or 55% for Developments in regions 11 and 13) must disclose such. Mitigation must be in the form of a resolution from the Governing Body of the appropriate municipality or county containing the Development, referencing this rule and acknowledging the high poverty rate and authorizing the Development to move forward. The resolution must be submitted by the Full Application Delivery Date as identified in §11.2(a) of the QAP, regarding Competitive HTC Deadlines, or Resolutions Delivery Date in §11.2(b) of the QAP, regarding Tax-Exempt Bond and Direct Loan Development Dates and Deadlines, as applicable.

It is hereby RESOLVED, that as provided for in 10 TAC §11.101(a)(3) of the Qualified Allocation Plan, it is hereby acknowledged that the proposed Development is located in a census tract that has a poverty rate above 40% for individuals and

FURTHER RESOLVED, that the City of Waco hereby confirms that its Governing Body has voted specifically to support the Application for the proposed Development and has no objection to the Application and

FURTHER RESOLVED that for and on behalf of the Governing Body, Milet Hopping, President/CEO is hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.

NOW; THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF DIRECTORS OF WACO PUBLIC FACILITY II on this the 28<sup>th</sup> day of January 2020.

---

Secretary

---

President of the Board

(SEAL)

## Greater than 40% Poverty in Census Tracts Resolution No. 008

Pursuant to 10 TAC §11.101(a)(3) of the QAP, applicants that propose a Development Site that is located within a census tract that has a poverty rate above 40% for individuals (or 55% for Developments in regions 11 and 13) must disclose such. Mitigation must be in the form of a resolution from the Governing Body of the appropriate municipality or county containing the Development, referencing this rule and acknowledging the high poverty rate and authorizing the Development to move forward. The resolution must be submitted by the Full Application Delivery Date as identified in §11.2(a) of the QAP, regarding Competitive HTC Deadlines, or Resolutions Delivery Date in §11.2(b) of the QAP, regarding Tax-Exempt Bond and Direct Loan Development Dates and Deadlines, as applicable. A sample resolution is provided below.

WHEREAS, **WPFC II** has proposed a development for affordable rental housing at **100 Kennedy Circle, Waco, TX 76706** named **South Terrace** in the **City of Waco, McLennan County** and

WHEREAS, **WPFC II** has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2020 **Housing Tax Credits** funds for **South Terrace**

It is hereby

RESOLVED, that as provided for in 10 TAC §11.101(a)(3) of the Qualified Allocation Plan, it is hereby acknowledged that the proposed Development is located in a census tract that has a poverty rate above **40%** for individuals and

FURTHER RESOLVED, that the **City of Waco** hereby confirms that its Governing Body has voted specifically to support the Application for the proposed Development and has no objection to the Application and

FURTHER RESOLVED that for and on behalf of the Governing Body, Milet Hopping, President/CEO are hereby authorized, empowered, and directed to certify these resolutions to the Texas Department of Housing and Community Affairs.