

Agenda
WACO HOUSING AUTHORITY & AFFILIATES
4400 Cobbs Drive
ZOOM MEETING
DIAL IN: 1-346-248-7799
MEETING ID: 896 7102 9823
PASSCODE: 543417

Join Zoom Meeting Link:

<https://us02web.zoom.us/join/register/tZ0rcOiorDliGNcAteTERxyY-uP5i3Og-XCe>

Waco, Texas

August 9, 2021

12:00 Noon

- I. **Call to Order**
- II. **Establishment of Quorum**
- III. **Hearing from Visitors**
 - **Recognition of Officials**
- IV. **Approval of Minutes**
- V. **Updates**
 - **RAD**
 - **Strategic Plan**
 - **CARES ACT Funding**
 - **Eviction Moratoriums**
 - **Section 8**
- VI. **New Business**
 - **RESOLUTION NO. 3836 RESOLUTION** BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE LOW RENT PUBLIC HOUSING BUDGET FOR KATE ROSS, ESTELLA MAXEY, AND THE OPERATING BUDGET FOR CENTRAL COST CENTER FOR THE FISCAL YEAR OCTOBER 1, 2021, TO SEPTEMBER 30, 2022.
 - **RESOLUTIN 3837 TRENDWOOD** RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES TO APPROVE A PARTNERSHIP WITH STEELE PROPERTIES IV, LLC FOR TRENDWOOD APARTMENTS BASED ON ACCEPTABLE CONTRACT TERMS NEGOTIATED BY THE PRESIDENT/CEO.
- VII. **Departmental Report Questions**
- VIII. **Consideration of Future Agenda Items**
- IX. **Executive Session**
 - **Section 551.074 Personnel Matters**
 - **Employee Personnel Matters**
 - **Annual Performance Review of President/CEO**
- X. **Adjournment**

Synopsis of the Minutes
WACO HOUSING AUTHORITY & AFFILIATES
4400 Cobbs Drive
ZOOM MEETING
DIAL IN: 1-346-248-7799
MEETING ID: 878 9994 4149
PASSCODE: 848621
Join Zoom Meeting Link:

[https://us02web.zoom.us/meeting/register/tZMlfuChqj8rHt3vbOAJynwEuYmf3zegRWF0](https://us02web.zoom.us/join/https://us02web.zoom.us/meeting/register/tZMlfuChqj8rHt3vbOAJynwEuYmf3zegRWF0)

Waco, Texas
June 14, 2021
12:00 Noon

Chair Malcolm Duncan Jr. called the meeting to order at 12:03 p.m.

- I. Establishment of Quorum
Commissioner's present: Malcolm Duncan Jr., Melli Wickliff, Jon Ramos, Shirley Langston, Connie Mack
Commissioners absent:
- II. Hearing from Visitors
 - Recognition of Officials
- III. Approval of Minutes
Chair Malcolm Duncan Jr. asked for a motion to approve the minutes of the May 2021 Board Meeting. Commissioner Melli Wickliff made the motion and Commissioner Jon Ramos seconded the motion. Chair Malcolm Duncan Jr. called for a vote and the motion passed unanimously.
- IV. Updates
There was an introduction from Brinshore/Allied Orion Team/RAD Update
Naomi Byrne gave a Strategic Plan Introduction with EJP
President/CEO gave an update on the new Emergency Housing Voucher program being offered through HUD, WHA has 36 available vouchers for EHV.
President/CEO Milet Hopping reviewed the CARES ACT FUNDING with the board and advised that we are currently still working with our partnership to spend the money.
- V. Discussion Items
President/CEO discussed The Eviction Moratorium which has been extended until June 30, 2021. This will remain an item for discussion.
- VI. New Business
RESOLUTION NO. 3834 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE WACO HOUSING AUTHORITY 2021 HUD ANNUAL PLAN
Milet Hopping reviewed the Annual plan changes with the board. Chair Malcolm Duncan asked for a motion to approve Resolution No. 3834. Commissioner Jon Ramos made the motion and Commissioner Melli Wickliff seconded the motion. Chair Malcolm Duncan Jr. called for a vote and the motion passed unanimously.
Resolution No. 3834
A copy of this resolution may be found in the resolution file.

RESOLUTION NO. 3835 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE ANNUAL REPORT TO BE SUBMITTED TO THE CITY COUNCIL OF THE CITY OF WACO
Milet Hopping reviewed Annual report for the city with the board. Chair Malcolm Duncan asked for a motion to approve Resolution No. 3835. Commissioner Jon Ramos made the motion and Commissioner Melli Wickliff seconded the motion. Chair Malcolm Duncan Jr. called for a vote and the motion passed unanimously.
Resolution No. 3835
A copy of this resolution may be found in the resolution file.

VII. Reports
Administrative Services
Everything for Admin was usual business.

Information Technology
Every for I.T. was usual business.

OPERATIONS –Vice President Gloria Dancer
Rising Images
The nonprofit properties continue to do well with rent collection and leasing. All properties are in compliance.

MOD
Everything for MOD was usual business.

PUBLIC HOUSING
There are 1145 applicants on the WHA Public Housing Waiting list.

MAINTENANCE
The Maintenance Department continues to work on make readies.

SECTION 8 - Milet Hopping
The Section 8 department currently is leasing 2584 vouchers and has 3359 total applicants on the combined waiting lists. There are 56 veterans in the VASH program.

COMMUNITY SERVICES - Milet Hopping
Our Community Services Department is was working to get vaccination clinics for residents and tenants.

FINANCE – Vice President Edwina Viera
A summary of the financial statements and the new Consolidated Financial Report was provided.

VIII. Consideration of Future Agenda Items

IX. Adjournment
Chair Malcolm Duncan Jr. adjourned the meeting at 2:00 p.m.

Secretary

Chair of the Board

Seal

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WACO HOUSING AUTHORITY & AFFILIATES
ZOOM MEETING

DIAL IN: 1-346-248-7799

MEETING ID: 854 3343 9986

PASSCODE: 295628

Join Zoom Meeting Link:

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4400 Cobbs Dr.

Waco, Texas

August 4, 2021, at 12noon

Chair Malcolm Duncan Jr. called the meeting to order at 12:00 p.m.

I. Establishment of Quorum

Commissioner's present: Malcolm Duncan Jr., Melli Wickliff, Jon Ramos, Shirley Langston, Connie Mack

Commissioners absent:

II. Discussion Items

Trendwood - Steele Properties, LLC presented and reviewed their PowerPoint presentation regarding the renovations of Trendwood with WHA Board members and guests. There was a question-and-answer session with all parties on the zoom call. The outcome of the questions-and-answer session was that a resolution will be brought to the board for the August 9th meeting to have WHA enter a contract of negotiations with Steele Properties, LLC. Overall, the project was viewed positively with both WHA board of commissioners and the city officials that were on the zoom call.

III. Adjournment

Chair Malcolm Duncan Jr. adjourned the meeting at 1:21 p.m.

Secretary

Chair of the Board

Seal

Administrative Services Department July 2021 Report

- All WHA offices are open to the public on Wednesdays from 8a-12p.
- Section 8 waitlist will open on September 14, 2021, from 9a – 5p. Applications will be accepted online only.

Routine Work Projects

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks – **685** checks
- Travel and Training: *(See attached training sheet for all training offered to staff).*
- Applications
 - **162** Public Housing
 - **0** VASH
- Processed **1,108** pieces of incoming mail
- Processed **4,684** pieces of outgoing mail
- Proofed all department monthly reports
- Made **8,957** copies for departments
- Sent out **201** Late Notices for Public Housing
- Sent out **138** Notices of Concern
- Sent out **485** Utility Notices

Clients and Visitors

There was a total of **67 persons** that checked in to the receptionist in the lobby.

There was a total of **13,788 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 income. 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 income. 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.

Information Technology (IT)

July 2021

- **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
 - Webpage statistic have transitioned to google analytics

- **Server, Computer, and Phone System Uptimes**
 - WHA Network systems had no substantial downtime for the month.

- **Miscellaneous**
 - Continued implementation of new video security infrastructure, completed at Cimmaron office
 - Provided demo and detailed analysis for electronic tenant records with File vision
 - Installed time management kiosks at all sites and assisted with the roll out of the new payroll product
 - Prepared IT budget for review
 - Completed software setup of Foster Youth and Emergency Housing Voucher projects, as well as providing guidance for frontline staff.
 - Installed workstations to expand Section 8 and financial Staff
 - Produced a [Video](#) featuring the first unit completed at South Terrace
 - Started preparation for badge access control including staff photos, ID printer supplies, design, logistical planning, finalize work orders for cabling and wiring

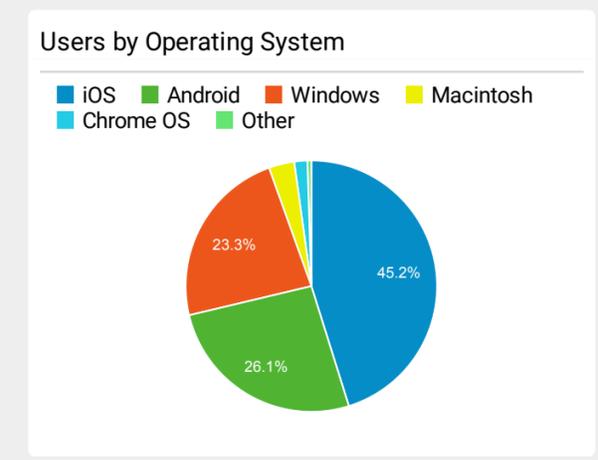
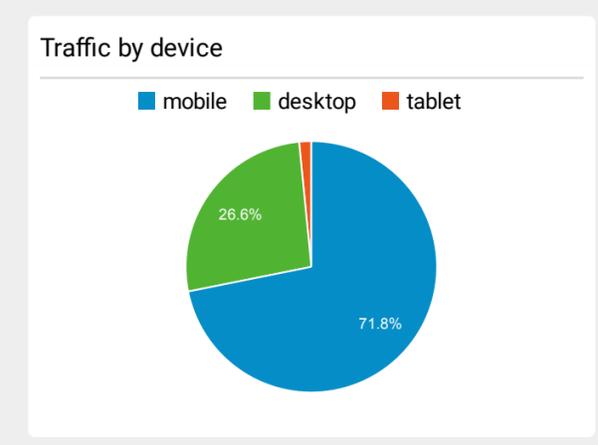
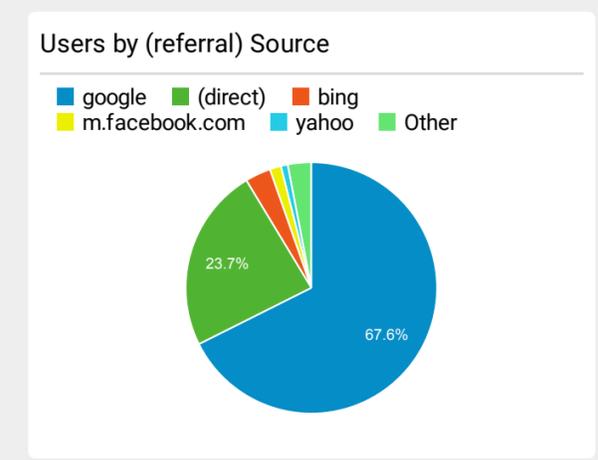
WHA Board Report July 2021

Jul 1, 2021 - Jul 31, 2021

All Users
100.00% Sessions

Total users
2,559
% of Total: 100.00% (2,559)

Sessions (total visits)
3,719
% of Total: 100.00% (3,719)



Pageviews (total traffic)
10,069
% of Total: 100.00% (10,069)

Pageviews by Page

Page	Pageviews
/	3,966
/page/section_8	744
/page/waitinng_list	657
/page/homepage	468
/page/public_housing_ops	455
/page/contact_form	396
/page/departments	395
/page/employment	351
/page/helpful_links	318
/page/hill_somervell_section_8	311

Pageviews by City

City	Pageviews
Waco	4,553
Dallas	1,210
Austin	1,119
Houston	343
Waxahachie	242
San Antonio	172
Temple	86
Fort Worth	66
Robinson	62
Chicago	55

Modernization Department

July 2021 Report

Grant Year	Grant Amt.	Amt. Expended	% Expended	% Obligated	Deadline to Expend
2017/517	\$1,177,497.00	\$1,168,504.00	99%	100%	February 15, 2025
2018/518	\$1,820,616.00	\$898,672.81	49%	52%	November 28, 2025
2019/519	\$1,904,253.00	\$618,882.24	33%	33%	October 15, 2026
2020/20	\$2,037,987.00	\$343,146.00	24%	17%	March 25, 2025

Current Projects

All Sites

- 5-year Strategic Plan
 - Awarded to EJP
 - Estimated completion September 2021

Public Housing

None at this time

Rising Images

- Siding Replacement on various buildings at Hunnington and Raintree
 - Awarded to Zamco Services for \$232,486.21
 - Estimated completion September 2021

Rising Images, Inc.
Board Report for July 2021

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	1	99%

Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Cimmaron	\$48,907.40	\$48,955.00	\$48,955.00	100%
Hunnington	\$33,465.00	\$33,350.00	\$31,314.84	94%
Misty Square	\$8,070.40	\$8,320.00	\$8,320.00	100%

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Picadilly	\$3,640.00	\$4,472.00	\$4,474.00	100%
Raintree	\$88,615.00	\$93,385.00	\$93,385.00	100%

Contracts (MOD)

Zamco Construction has been on property replacing the siding on Hunnington Bldgs. B, C, & D and siding on other Hunnington bldgs. that had been damaged from the ice storm.

Service 1 has been on property repairing damage from the winter storm in Cimmaron #221 and Hunnington #10215.

Adam Heath Construction is working to repair damage that was done during the winter storm to the office and laundry room and is working to repair damage to occupied units.

Administration

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

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

Picadilly is in compliance with the requirements for the Affordable Housing Program

Raintree is in compliance with the requirements for the Affordable Housing Program

South Terrace Apartments Waco LP Board Report for July 2021

Occupancy

	Total Units	Vacant Units	Percentage Occupied
South Terrace	250	73	71%

Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
South Terrace	\$50,475.00	\$ 50,475.00	\$ 41,485.56	82%

Administration

South Terrace is continuing the process for RAD conversion.

Housing Operations Monthly Report

July 2021

Public Housing Report

Staff

Total Employees – 09 Temporary Staff – 0

Waiting List Information

Total number of applicants on the waiting list –661

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

Notification for assistance mailed	18
No response to notification letters	2
Pending Notification letter/expiration date	0
Move-in letters issued	21
Units rejected by applicant	1
Total applicants not qualified	11

There were (0 due to COVID) orientations scheduled for this month and (0) prospective applicants interviewed. There were (0) prospective tenants that did not respond and (0) 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.

There was a total of (61) orientation packets mailed out, (57) received and in process of verifications, (137) no response, (16) completed.

Annual Re-Certifications

Community	Certifications	Completed	Remaining
Kate Ross	19	12	7
Estella Maxey	21	21	0
Total	40	33	7

We have completed 83% of certifications for this month. According to PIC submission we have reported 97.49% certifications for the year.

Evictions

Community	Non-Payment	Lease Violation	One Strike
Kate Ross	0	1	0
Estella Maxey	0	0	0
South Terrace	0	0	0
Total	0	1	0

Percentage of Rent Collected

91% of the rent for July was collected.

Last Quarterly Average was -91% for April-May-June

Occupancy Percentage

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

Last Quarterly Average was 86% for April-May-June

Maintenance Report

Staff

Total Employees – 14, 0 Temporary Staff – 1 Vacant Tech. | Estella Maxey, 1 Vacant Tech. | Kate Ross, 2 Vacant Utility Laborer Kate Ross

Work Orders

Routine Work Orders

Community	Total	%Completed	Remaining
Kate Ross	75	44%	42
Estella Maxey	94	63%	35
Total	169	54%	77

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 3.39 days which is well above our goal.

Emergency Work Orders

	Amount Received	Amount Closed	Amount Remaining
Closed within 24 hours	52	52	0
Over 24 hours	0	0	0
Total	52	52	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.

July Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
159.10	45.36	129.47	349.21

Cumulative Average Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
225.49	43.54	61.73	383.93

Our annual cumulative goal is turning units in 20 days or less. Presently we have a cumulative turn-around time of 383.93, this puts us over by 363 days. Due to staffing shortages and the high number of move outs over the past year staff had problems turning enough units each week to reduce the turnover days. Now older units with high days are being rented.

July Vacant Apartment Information

Vacancies	Leased	Total	Occupancy %
Kate Ross	259	286	91%
Estella Maxey	311	362	86%
Overall Occupancy	570	648	88%

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

Annual Inspections FY 20 - 21

Community	Total apts.	Units Inspected	Number of Annual Inspection Work Orders Y.T.D.
Kate Ross	286	286	286
Estella Maxey	362	362	362
Overall Occupancy	648	648	648

Fleet Vehicle Inspection

Total Vehicles Inspected – 10 No vehicle had major repairs for the month of July 2021

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 2020/2021

Maintenance staff has accumulated 304 accidents free days with (0) 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	\$27,787.26
July 2021	\$15,684.33

Security Report for July 2021

CRIMINAL OFFENSES	Estella Maxey		South Terrace		Kate Ross	
	Month	YTD	Month	YTD	Month	YTD
HOMICIDE						
ROBBERY						1
ASSAULTS						
Agg. Assault						1
Sexual Offense	1	4				
Simple Assault	3	21			3	6
Family Violence	1	8			1	2
BURGLARY						
Habitation		5				4
Auto						1
AUTO THEFTS		1				
ARSON						
CRIMINAL TRESPASS		3				4
CRIMINAL MISCHIEFS	1	3			1	6
WEAPON VIOLATIONS					1	1
DRUG ARREST						
Felony						
Misdemeanor		1				
DRUGS CONFISCATED		.05gr				2.1gr
Pills						
HOUSING RELATED						
CALLS OF SERVICE						
Other Agency	14	95			11	49
Security	7	43			6	27
INCIDENT REPORTS						
Other Agency	9	80			10	44
Security	4	29			7	23
Assist						
SECURITY HOURS	185.75	1632.75			171	1472.5

Section 8 Board Report – July 2021

The Section 8 Department has leased a total of 2418 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	630	2217
Hill County	133	183
Somervell County	493	18
Totals	1256	2418

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

There are 44 applicant families searching for a place to live at this time.

Waco	37
Hill County	7
Somervell County	0
Total	44

Re-Certifications

Waco, Hill County, and Somervell County Offices are re-certifying annuals through July 2021.

Homeownership

The Homeownership Program is now assisting 10 families with mortgages.

VASH (Veteran Affairs Supportive Housing)

Number Pending (VA Referral/Orientation)	0
Number Searching in Waco	12
Number Passed/Pending Inspection	1
Number housed in Waco	56

Ineligible	159
Total	80 %

Mainstream

Number Pending (Referral/Orientation)	0
Number Searching in Waco	19
Number Passed/Pending Inspection	3
Number Housed in Waco	66

Ineligible	141
Total	83 %

HUD Reports

No reports due at this time.

Staff

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

**Community Services Report
July 2021**

Workforce Solutions

Workforce Solutions finished with assisting tenants with Texas Rent Relief assistance.

July Programming

Kate Ross	Estella Maxey	South Terrace
Life Worship Center Meals delivered	Size of a Man Mentoring Group	Voice Summer Camp
Senior Bingo and Exercise	Senior Bingo/Exercise	Senior Bingo/Exercise
Mission Waco Streetcamp	FBC Woodway Vacation Bible School	*Masks/Social Distancing Encouraged
Walk-Ins for assistance/referrals	Mosaic Waco on Saturdays	

Community Ctr. Walk-In Services : 25
Texas Rent Relief
Transportation Scheduling
Public Housing Applications
Referrals to Heart to Home
Other Services

***Workspace provided Carver Middle School staff at Estella Maxey Community Center after the fire. Staff used the computer lab for the week until space made available at Indian Springs Middle School.**

***Upcoming Activities**

Carver Middle School Back to School BBQ Aug. 19

Community Services is partnering with Carver Middle School. We are providing fun activities for the kids, as well as snow cones, haircuts and information about FSS. All staff participating. Vaccinations to be provided by Health Department.

Waco Police Department Back to School Bash

Community Services will be providing transportation for families in public housing that would like to attend. Vaccinations will be provided.

Covid Vaccination Outreach for July

Vaccination Clinic held at Kate Ross Community Center for Kate Ross Residents and the community. **15 vaccinated.** This was the second vaccination clinic. More clinics are being planned at WHA Public Housing Sites in the next month.

Kate Ross	47 residents contacted.	40 of those not vaccinated.	3 referred for vaccine and obtained.
Estella Maxey	51 residents contacted.	21 of those not vaccinated.	1 referred for vaccine and obtained
South Terrace	22 residents contacted.	15 not vaccinated.	2 referred for vaccine and obtained

Outreach Worker talks with residents at all three sites daily about Covid vaccine, myths, variants, where to get vaccinated etc. Transportation provides rides for any resident that needs to get a Covid vaccine.

July '21 Family Self Sufficiency Program: Coordinators: Judy Perry, L.B.S.W. & Theresa Salinas, M.S.W., L.B.S.W

Active Participants	Graduates	New Participants	Ports	Reinstated	Terms	Extension	New Home
EM-9; KR-4; PH- 13 S8/RAD –70; VASH -0 TOTAL- 83	0	0	0	0	0	0	0

D Franklin (EM), & B Crawford & S Ford (2-KR) are transitioning from PH to S8 – Searching

FSS Advisory Board Meeting: The next FSS Board Meeting will be held virtually in September.

FSS Orientation & Recruitment: Recruiting efforts include phone calls to prescreen, mail out to new tenants, and outreach during community events or through ground visits. New recruits continue to be enrolled via telephone and mail with an option of MT.

FSS Meetings: The next FSS Meetings will be held virtually via MT in September '21. Resource information shared via virtual meeting and email was Money Management regarding debt, student loans, and budgets, Salvation Army' Heart of the Homeless event, S8 Homeownership Program, Escrow account information, Upskills Construction & Hospitality Courses, Texas Rent Relief, Texas Workforce Solutions Resources website, & available rental property.

FSS Client's Goal Accomplishments

Client obtained employment and began job training
 Client attending college, Southern Career Institute
 Client obtained job @ C-3 & health insurance, dental/vision benefits, obtained Certification for Career Track Program
 Client's salary increased, paid debt & improved credit score, & started financial education classes at Grassroots CD
 Client is maintaining employment, obtained doctor's permission to drive, & purchased van

Referrals

City of Waco Start Up Waco (D Horne-S8) & Job Fair (all clients w/EML), EOAC (rental assistance), McLennan Community College, Money Management Resources, NeighborWorks, Waco Transit, Waco Housing Authority HCV S8 Program (community member), Waco Housing Authority – FSS Program's Jr. League Loan Program., Salvation Army Emergency Funds, Social Security Office, Texas Rent Relief , Texas Workforce Solutions (Hiring event-all clients w/EML). www.annualcreditreport.com

Activities

Donations for Sanctuary House tenants; Small business dev. Resources; Financial Assist from Escrow Acct.
 Assisted FSS client with RAD transition concerns; Assist client porting to Houston HA; Referred potential landlord to Section 8. Home visit with client at Huntington Apts. assessment and planning, Texas Rent Relief; Assisted client by reviewing goals and progress; Assisted client with grocery and gas needs; Collab with other FSS Coord.
 Assisted community member with FSS Program info., homeownership, etc.; Past due Junior League Loan.
 Attended CS Teams Meeting & meeting with Melissa regarding FSS Info & EHV Program clients
 Heart of Texas Goodwill Industries Community Needs Assessment; Assisted client who was considering quitting her job, discussed options with client before making decision to quit.. Assisted FSS client with apartment search as she obtained her Voucher, she wanted a house, however, was not able to find one.

FSS Hours:

Judy		Theresa	52.5
Client Time		Client Time	64.5
Escrow		Escrow	18
Comm/Mtgs		Comm/Mtgs	1
Training		Trainings	1
FSS Meeting		FSS Meeting	1
Holiday		Holiday	10
Sick		Sick	19.5
Family Leave		Family Leave	2.5
Med. Leave			
Total	0	Total	170

<u>Resident Services</u> <u>Time</u> Bereavement: Sick: HOLIDAY:10 Home Visit:30 Vacation:10 C/S: 30 ADMIN:70 MEETINGS:20
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RESIDENT SERVICES: Earnest Ward, Coordinator of Residents

South Terrace:

- Met with Mrs. Powell at South Terrace and discussed wanting to have a block party. I told her this could be a topic we could discuss at the council meeting and we could also put registering for school supplies.
- A meeting was held at South Terrace with 5 residents present. We discussed if we should have a block party, and those present were not comfortable at this time due to Covid numbers increasing.
- Activities have slowly started back at South Terrace with transportation, summer program, and senior activities.
- Following the meeting we registered for school supplies.

Kate Ross:

- Tonya and I met to discuss having a meeting. We discussed July is always a time we get residents to attend to register for school supplies.
- Meeting was held with two residents present.
- Discussed that seniors started meeting at the center on Thursdays.

Estella Maxey:

- Joey, Mrs. Peggy and I met to discuss plans for the meeting.
- Meeting was held but no residents attended.

Transportation & Lab IT for July 2021

Transportation Trips Provided = 55

- Weekly Inspection of Vehicles
- Key Inventory for all Community Centers

Lab IT:

- 8 PCs reimaged to assist with Texas Rent Relief at South Terrace
- Assisted Workforce Solutions Group
- Assisted Carver staff utilizing EM computer lab for the week after fire

YOUTH SERVICES: Al Davis, Coordinator - July, 2021

Counseling	16	WISD Visits (5 hours)	10
Home Visits	29	Girl Scouts Meeting	
Personal Contacts	31	YMCA	1
Phone Contacts	30	Voice Inc.	3
Community Advisory Council (Carver Afterschool Program)		College Prep Program Methodist Home	1
College Tour	0	Staff Meetings	4
Acts Church	1	Teen Court (2 hours)	4
Juvenile Probation (4 hrs.)	2	Juvenile Court (2 hours)	2
Community Serv. Total	4	Truancy Court (2 hours)	1

Community Collaboration

Mission Waco (3)

Starry Counseling Service- (3)

WISD Truancy – (5)

Size of a Man (3) Darryl Thomas is putting together Summer Camps that will involve Estella Maxey PH youth.

Transformation Waco – Virtual Truancy Court

Voice Inc. Camp Program Session start at (ST) Youth Center

Mentoring Alliance – Exploring possibilities of working with PH Youth

Clients Calls:

South Terrace – 13

Estella Maxey – 25

Kate Ross – 13

- Special Circumstance – (2) Department planning sessions to do more Outreach
- Assisted at Kate Ross Vaccination Clinic – Outreach on Grounds
- Strategic Planning (Zoom Sessions)
- Boys and Girls Club is dissolving and will merge with Mentoring Alliance
- Administrative hrs. – (71)

Teen Academic/Sports: Kenneth Alexander, Coordinator:

Older Youth Program	Working with Students	Case Work	Meetings	Activities
15 enrolled 12 actively participating	77 hours	2 hours	1 hour	<ul style="list-style-type: none"> • Students contacted weekly over the phone • 10 students visited outside their home this month • Took 6 students to Hawaiian Falls

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.

Summary of Financial Statements

June 30, 2021

Public Housing

Central Cost

- Administrative Salaries - There are two vacant positions in the Finance department causing this line item to be under budget.
- Legal Expense – Expenses are over budgeted by \$4,800 for the review and revision of personnel policies and employee handbook.
- Staff Training – For the month of June, the expense has a credit due to the reclassification of the Diversity Seminar expense allocation to all programs.
- Sundry – Contract employee expense was over budget for the two Accounting Clerk vacant positions.

Kate Ross (KR)

- Dwelling Rental – Occupancy was at 87%, consequently rental income was under budget.
- Proceeds from Insurance Claims – Proceeds are for agency vehicle damage claim from May 2021.
- Materials – Water heaters, plumbing and building supplies were under budget for the month of June 2021.
- Contract Cost – Building repair contract was over budgeted by \$3,000 for ceiling repairs to the KR office. A/c repairs contract was over budget by \$3,600 for the replacement of an a/c unit. Make-ready contracts and plumbing repairs contracts were under budget.

Estella Maxey (EM)

- Dwelling Rental – Occupancy was at 84% for the month of June 2021.
- Labor – Maintenance labor is under budget for the vacancies of Maintenance Tech I, Utility Laborer and Maintenance Aide A positions.
- Materials – Water heaters, electrical and building supplies were under budget for the month of June 2021.
- Contract Cost – A/c repairs was over budget due to the purchase of two new a/c units for a total cost of \$7,500, while make-ready contracts, plumbing and electrical repairs contracts were under budget.

Section 8 - Admin

- Staff Training – The expense was over budgeted for the Hearing Officer training and the HQS Inspector webinar for a total cost of \$1,700.

Section 8 - HAP

- The Housing Choice Voucher Program total HAP reserve is \$1,668,477.
- Mainstream Voucher Program total HAP reserve is \$361,458.
- PBV RAD – South Terrace total HAP reserve is \$64,228.

Non-Profits

Raintree

- Staff Training- All employees attended a Diversity training. This \$6,000 cost was split among all departments and sites.
- Labor & Employee Benefit Payments- This is under budget due to a vacancy in an Assistant Maintenance position. This will also be under budget for Picadilly.
- Contract Cost- This was over budget for the month due to a building repair on a couple of units costing \$3,466 and water leak repairs due to the winter storm damage for \$3,680. Also, tree limbs were trimmed in the amount of \$650.

Cimmaron

- Material- A condenser and evaporator coil were purchased costing \$1,540 causing this to go over budget for the month.
- Contract Cost- This is over budget due to a couple of tub resurfacings costing \$475. There was also a pool repair costing \$4,283 that was a shared cost with Hunnington and Misty. Backflow repairs for \$2,630 and a carpet replacement for \$857 added to the overage.
- Collection Losses- This is a negative amount for the month as a tenant paid their outstanding balance.
- Non-Apartment Meetings- Shirts for new employees were purchased in the amount of \$1,670.

Hunnington

- Contract Cost- This is under budget for the month as a result of overbudgeting for the chimney sweep services at Hunnington.

Misty

- There are no other unusual income or expense amounts for Misty except the ones already mentioned above.

Picadilly

- There are no other unusual income or expense amounts for Picadilly except the ones already mentioned above.

WPFC II

- Interest Income- Funds continue to earn interest in the checking account.

Waco Housing Authority and Affiliates
Consolidated Financial Statements June 2021

	Central Cost Center	Kate Ross	Estella Maxey	HCV	Raintree	Cimmaron	Hunnington	Picadilly	Misty Square	Total
Income										
Dwelling rental		55,310.19	73,118.21		95,815.00	50,045.50	34,125.00	4,472.00	8,320.00	321,205.90
Excess Utilities		4,888.79	6,207.70							11,096.49
Non-Dwelling Rental		6,000.00								6,000.00
Total Rental Income		-	66,198.98	-	95,815.00	50,045.50	34,125.00	4,472.00	8,320.00	338,302.39
Mgmt. & Admin. Fees Rev.	173,331.43	22,417.86	28,531.82	129,538.00						353,819.11
Donations to Scholarship Fd.					5.09					5.09
CFP Tranf In-site Expenses		6,729.35	3,622.53							10,351.88
Proceeds Insurance Claims		6,023.54	-							6,023.54
Interest on Investments	913.95	2,301.95	3,297.50	1,842.25	1,229.54	631.55	546.99	276.69	115.93	11,156.35
Other Income	-	3,335.97	4,523.52	14,684.58	2,608.76	1,456.35	332.00	117.13	450.00	27,508.31
Operating Transfer In		22,417.86	28,531.82							50,949.68
HUD Contributions		96,869.00	125,561.00							222,430.00
Total Operating Income	174,245.38	160,095.53	194,068.19	146,064.83	3,843.39	2,087.90	878.99	393.82	565.93	682,243.96
Total Income	174,245.38	226,294.51	273,394.10	146,064.83	99,658.39	52,133.40	35,003.99	4,865.82	8,885.93	1,020,546.35
Expenses										
Administrative Salaries	94,878.37	16,182.70	20,196.58	58,964.28	7,508.87	4,683.70	2,834.68	304.19	704.47	206,257.84
Legal	4,924.50	-	225.00	-	-				23.05	5,172.55
Staff Training & Travel	(4,620.96)	1,088.11	1,389.20	3,466.41	244.13	144.04	86.43	9.39		1,806.75
Audit Fees	252.00	595.00	745.00	1,235.00	576.00	368.00	226.00	23.00	50.00	4,070.00
Sundry	14,518.84	7,923.07	8,310.25	17,201.36	2,943.85	1,452.64	1,004.14	80.35	232.75	53,667.25
Mgmt. & Bkpg. Fees Exp.		41,489.87	51,782.86	29,146.05	24,911.90	13,011.83	8,872.50	491.92	915.20	170,622.13
Total Admin. Expenses	109,952.75	67,278.75	82,648.89	110,013.10	36,184.75	19,660.21	13,023.75	908.85	1,925.47	441,596.52
Total Tenant Serv. Expenses		8,277.01	10,348.50	921.00						19,546.51
Total Utility Expenses	2,613.23	32,273.94	49,016.40	802.17	9,324.72	5,347.32	3,520.50	357.66	808.46	104,064.40
Labor		16,165.48	17,296.83		5,862.78	5,366.82	3,201.21	244.28	847.37	48,984.77
Materials	958.83	4,690.19	4,936.79	277.05	2,857.43	2,488.25	339.19	2.57	89.78	16,640.08
Contract Costs	3,575.22	27,799.64	31,857.86	1,151.84	16,139.61	9,763.84	7,974.16	253.72	1,288.98	99,804.87
Total Maint & Operations	4,534.05	48,655.31	54,091.48	1,428.89	24,859.82	17,618.91	11,514.56	500.57	2,226.13	165,429.72
Employee Benefits	24,299.86	14,368.56	17,528.58	18,271.91	6,235.11	3,620.23	2,177.82	256.05	556.36	87,314.48
Insurance	638.42	5,108.77	5,353.59	795.28	3,160.76	1,781.56	747.18	106.21	195.33	17,887.10
Administrative Fees				2,453.96						2,453.96
Collection Losses		5,241.60	7,087.73		1,023.62	(449.83)				12,903.12
Non-Routine Exp (non apt exp)						1,893.60				1,893.60
Casualty Losses-non capitalized		3,578.57								3,578.57
Disposition of Nonexp. Equip.	(71.66)	(208.11)	(260.13)	(25.00)	(90.00)					(654.90)
Depreciation Expense					14,921.70	7,452.51	4,634.77	273.68	2,647.98	29,930.64
Total General Expenses	24,866.62	28,089.39	29,709.77	21,496.15	25,251.19	14,298.07	7,559.77	635.94	3,399.67	155,306.57
Total Expenses	141,966.65	184,574.40	225,815.04	134,661.31	95,620.48	56,924.51	35,618.58	2,403.02	8,359.73	885,943.72
Profit/Loss	32,278.73	41,720.11	47,579.06	11,403.52	4,037.91	(4,791.11)	(614.59)	2,462.80	526.20	134,602.63

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3190 Non-Dwelling Rental	0	0	0	0	0
Total Rental Income	0	0	0	0	0
3430 Mart Management Fees	25,600.00	19,199.97	2,197.20	21,853.94	2653.97
3440 Mgmt./Adm.Fees fr.Non-Profits	631,000.00	473,249.97	48,203.35	431,073.72	-42176.25
3450 Asset Management Fee fr.Sites	536,900.00	402,675.03	42,323.05	421,594.91	18919.88
3460 Mgmt./Adm.Fees fr.Sect.8	293,600.00	220,200.03	29,658.15	257,251.00	37050.97
3470 Mgmt./Adm.Fees fr.CFP	143,800.00	111,656.07	50,949.68	220,915.12	109259.05
3480 Proceeds fr. Insurance Claims	0	0	0	0	0
3610 Interest on Investments	4,600.00	3,449.97	913.95	6,379.64	2929.67
3650 Interest Inc.-Mortgages	0	0	0	0	0
3690 Other Income	1,600.00	1,199.97	0	885.03	-314.94
9110.010 Oth.Inc.-Transfer from CFP	0	0	0	0	0
Total Operating Income	1,637,100.00	1,231,631.01	174,245.38	1,359,953.36	128322.35
Total Income	1,637,100.00	1,231,631.01	174,245.38	1,359,953.36	128322.35
EXPENSES					0
4110 Administrative Salaries	1,086,200.00	814,650.03	94,878.37	800,190.49	-14459.54
4120 Compensated Absences	0	0	0	0	0
4130 Legal Expense	800	600.03	4,924.50	6,447.70	5847.67
4140 Staff Training	9,100.00	6,825.06	-4,620.96	10,467.36	3642.3
4150 Travel Convention & Meetings	9,000.00	6,750.00	0	0	-6750
4171 Auditing Fees	1,000.00	1,000.00	252	1,129.00	129
4190 Sundry	80,600.00	60,450.12	14,518.84	116,256.01	55805.89
Total Admin Expense	1,186,700.00	890,275.24	109,952.75	934,490.56	44215.32
4310 Water	4,300.00	3,224.97	1,350.32	7,886.71	4661.74
4320 Electricity	14,500.00	10,874.97	1,065.91	9,328.53	-1546.44
4330 Gas	1,400.00	1,050.03	122.2	1,644.06	594.03
4390 Sewer	900	675	74.8	683.31	8.31
Total Utility Expense	21,100.00	15,824.97	2,613.23	19,542.61	3717.64
4420 Material	4,500.00	3,375.00	958.83	3,866.55	491.55
4430 Contract Cost	42,600.00	31,950.09	3,575.22	40,253.53	8303.44
Total Ordinary Maint. & Operation	47,100.00	35,325.09	4,534.05	44,120.08	8794.99
4510.010 Workers Compensation	6,700.00	5,024.97	476.23	4,286.07	-738.9
4510.040 Auto Insurance	2,000.00	1,500.03	149.37	1,344.33	-155.7
4510.070 Crime / Dishonesty	100	74.97	5.38	48.41	-26.56
4510.090 Fire & Extend Coverage	100	74.97	7.44	66.96	-8.01
4540 Employee Benefit Payments	277,700.00	208,275.03	24,299.86	194,348.61	-13926.42
4570 FSS Jr League Loan Write-Off	0	0	0	0	0
Total General Expenses	286,600.00	214,949.97	24,938.28	200,094.38	-14855.59
Total Routine Expenses	1,541,500.00	1,156,375.27	142,038.31	1,198,247.63	41872.36
EXPENSES					0
4620.040 Casualty Losses-non capitalized	0	0	0	0	0
Total Non Routine Expenses	0	0	0	0	0
4800 Depreciation Expense	0	0	0	0	0
6120 G/L Disposition of Nonexp. Equip.	0	0	-71.66	-71.66	-71.66
Total Capital Expenses	0	0	-71.66	-71.66	-71.66
6010 Prior Year Adjustment - ARR	0	0	0	0	0
Total Prior Year Receipts	0	0	0	0	0
Total Expenses	1,541,500.00	1,156,375.27	141,966.65	1,198,175.97	0
Residual Receipts (Profit/Loss)	95,600.00	75,255.74	32,278.73	161,777.39	86521.65

Kate Ross

Estella Maxey

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
Dwelling Rental	688,000.00	515,999.97	55,310.19	479,678.03	-36,321.94
Excess Utilities	83,200.00	62,399.97	4,888.79	47,524.69	-14,875.28
Non-Dwelling Rental	72,000.00	54,000.00	6,000.00	54,000.00	0.00
Total Rental Income	843,200.00	632,399.94	66,198.98	581,202.72	-51,997.22
Management Fee from CFP	63,900.00	47,652.66	22,417.86	91,489.88	43,837.22
CFP Trnsf. In-Site Expenses	64,400.00	48,300.03	6,729.35	35,140.17	-13,159.86
Proceeds fr. Insurance Claims	0	0	8,023.54	9,872.54	9,872.54
Interest on Investments	20,300.00	15,225.03	2,301.95	20,561.40	5,336.37
Jr. League Grant	0	0	0	0	0.00
Other Income	59,300.00	44,475.03	3,335.97	33,306.02	-11,169.01
Other Income-FSS Forfeitures	0	0	0	0	0.00
Other Income-Time Warner Cable	4,500.00	3,375.00	0	3,726.70	351.70
Operating Transfer In (1406)	64,900.00	48,674.97	22,417.86	106,838.23	58,163.26
Total Operating Income	277,300.00	207,702.72	63,226.53	300,934.94	93,232.22
Total HUD Contributions	1,111,800.00	829,696.41	96,869.00	897,888.00	68,191.59
Total Income	2,232,300.00	1,669,799.07	226,294.51	1,780,025.66	110,226.59
EXPENSES					0.00
Administrative Salaries	187,800.00	140,850.00	16,182.70	148,250.26	7,400.26
Compensated Absences	0	0	0	0	0.00
Legal Expense	800	600.03	0	17.29	-582.74
Staff Training	450	337.5	1,088.11	2,355.09	2,017.59
Travel & Conventions	1,450.00	1,087.56	0	0	-1,087.56
Audit Fees	3,400.00	3,400.00	595	3,540.00	140.00
Sundry	97,145.00	72,858.78	7,923.07	98,077.69	25,218.91
Management Fees	300,900.00	225,402.66	41,489.87	260,434.76	35,032.10
Total Admin Expense	591,945.00	444,536.53	67,278.75	512,675.09	68,138.56
Tenant Services Salaries	101,500.00	76,124.97	7,521.90	73,942.20	-2,182.77
Tenant Services-Recr., Etc.	10,000.00	7,499.97	755.11	2,098.19	-5,401.78
Resident Council	4,000.00	2,999.97	0	0	-2,999.97
Ten. Serv. Contr., Train., Spec. Needs	100	74.97	0	9.6	-65.37
Total Tenant Expense	115,600.00	86,699.88	8,277.01	76,049.99	-10,649.89
EXPENSES					0.00
Water	67,300.00	50,474.97	6,289.71	55,260.46	4,785.49
Electricity	160,000.00	119,999.97	14,528.21	96,650.94	-23,349.03
Gas	59,000.00	44,250.03	2,830.16	58,820.70	14,570.67
Other Utility Expense	88,500.00	66,375.00	8,625.86	72,740.71	6,365.71
Total Utility Expense	374,800.00	281,099.97	32,273.94	283,472.81	2,372.84
Labor	189,700.00	142,274.97	16,165.48	123,469.52	-18,805.45
Material	102,400.00	81,799.94	4,690.19	61,134.41	-20,665.53
Contract Cost	310,475.00	232,856.28	22,399.25	126,766.71	-106,089.57
Total Ordinary Maint. & Operation	602,575.00	456,931.19	43,254.92	311,370.64	-145,560.55
Protective Services Contract	77,650.00	58,237.47	5,400.39	59,835.11	1,597.64
Total Protective Services	77,650.00	58,237.47	5,400.39	59,835.11	1,597.64
Insurance	65,100.00	48,824.91	5,108.77	45,172.00	-3,652.91
Payment in Lieu of Taxes (PILOT)	0	0	0	0	0.00
Employee Benefit Payments	186,530.00	139,897.44	14,368.56	111,023.19	-28,874.25
Collection Losses	33,200.00	24,900.03	5,241.60	41,658.61	16,758.58
Total General Expenses	284,830.00	213,622.38	24,718.93	197,853.80	-15,768.58
Total Routine Expenses	2,047,400.00	1,541,127.42	181,203.94	1,441,257.44	-99,869.98
EXPENSES					0.00
Extraordinary Maintenance	0	0	0	0	0.00
Casualty Losses-non capitalized	0	0	3,578.57	7,779.50	7,779.50
Total Non Routine Expenses	0	0	3,578.57	7,779.50	7,779.50
Total Operating Expenses	2,047,400.00	1,541,127.42	184,782.51	1,449,036.94	-92,090.48
G/L Disposition of Nonexp. Equip.	0	0	-208.11	-208.11	-208.11
Total Capital Expenses	0	0	-208.11	-208.11	-208.11
Prior Yr Adj Affecting Residual Receipts	0	0	0	0	0.00
Total Prior Year Receipts	0	0	0	0	0.00
Residual Receipts (Profit/Loss)	184,900.00	128,671.65	41,720.11	331,196.83	202,525.19

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
Dwelling Rental	870,000.00	652,500.00	73,118.21	647,458.34	-5,041.66
Excess Utilities	116,000.00	87,000.03	6,207.70	64,798.38	-22,201.65
Non-Dwelling Rental	0	0	0	0	0.00
Total Rental Income	986,000.00	739,500.03	79,325.91	712,256.72	-27,243.31
Management Fee from CFP	79,900.00	60,039.21	28,531.82	116,095.46	56,056.25
CFP Trnsf. In-Site Expenses	67,400.00	50,550.03	3,622.53	18,548.17	-32,001.86
Proceeds fr. Insurance Claims	0	0	0	5,972.53	5,972.53
Interest on Investments	31,700.00	23,775.03	3,297.50	30,490.66	6,715.83
Jr. League Grant	0	0	0	0	0.00
Other Income	74,600.00	55,950.03	4,523.52	41,997.28	-13,952.75
Other Income-FSS Forfeitures	0	0	0	563.74	563.74
Other Income-Time Warner Cable	5,600.00	4,200.00	0	5,912.17	1,712.17
Operating Transfer In (1406)	81,000.00	60,315.81	28,531.82	136,890.22	76,574.41
Total Operating Income	340,200.00	254,830.11	68,507.19	356,470.23	101,640.12
Total HUD Contributions	1,485,700.00	1,108,261.29	125,561.00	1,188,640.00	80,378.71
Total Income	2,811,900.00	2,102,591.43	273,394.10	2,257,366.95	154,775.52
EXPENSES					0.00
Administrative Salaries	247,800.00	185,850.00	20,196.58	171,260.26	-14,589.74
Compensated Absences	0	0	0	0	0.00
Legal Expense	3,600.00	2,700.00	225	406.86	-2,293.14
Staff Training	500	375.03	1,389.20	3,067.67	2,692.64
Travel & Conventions	1,800.00	1,350.00	0	0	-1,350.00
Audit Fees	4,200.00	4,200.00	745	4,426.00	226.00
Sundry	114,470.00	85,852.44	8,310.25	114,336.11	28,483.67
Management Fees	379,800.00	284,964.24	51,782.86	329,071.38	44,107.14
Total Admin Expense	752,170.00	565,291.71	82,648.89	622,568.28	57,276.57
Tenant Services Salaries	126,900.00	95,175.00	9,402.35	92,447.43	-2,727.57
Tenant Services-Recr., Etc.	10,000.00	7,499.97	946.15	1,993.84	-5,506.13
Resident Council	4,000.00	2,999.97	0	0	-2,999.97
Ten. Serv. Contr., Train., Spec. Needs	100	74.97	0	12	-62.97
Total Tenant Expense	141,000.00	105,749.91	10,348.50	94,453.27	-11,296.64
EXPENSES					0.00
Water	97,600.00	73,199.97	10,584.67	85,977.16	12,777.19
Electricity	229,200.00	171,900.00	17,832.99	121,205.35	-50,694.65
Gas	90,000.00	67,500.00	4,699.51	83,172.39	15,672.39
Other Utility Expense	137,600.00	103,200.03	15,899.23	128,915.11	25,715.08
Total Utility Expense	554,400.00	415,800.00	49,016.40	419,270.01	3,470.01
Labor	312,200.00	234,150.03	17,296.83	154,527.62	-79,622.41
Material	106,300.00	84,725.03	4,936.79	55,352.74	-29,372.29
Contract Cost	363,975.00	272,981.25	24,989.73	210,565.46	-62,415.79
Total Ordinary Maint. & Operation	782,475.00	591,856.31	47,223.35	420,445.82	-171,410.49
Protective Services Contract	76,000.00	56,999.97	6,868.13	63,667.27	6,667.30
Total Protective Services	76,000.00	56,999.97	6,868.13	63,667.27	6,667.30
Insurance	68,000.00	50,999.94	5,353.59	47,606.62	-3,393.32
Payment in Lieu of Taxes (PILOT)	0	0	0	0	0.00
Employee Benefit Payments	311,430.00	233,572.41	17,528.58	146,714.95	-86,857.46
Collection Losses	56,525.00	42,393.78	7,087.73	72,977.27	30,583.49
Total General Expenses	435,955.00	326,966.13	29,969.90	267,298.84	-59,667.29
Total Routine Expenses	2,742,000.00	2,062,664.03	226,075.17	1,887,703.49	-174,960.54
EXPENSES					0.00
Extraordinary Maintenance	0	0	0	0	0.00
Casualty Losses-non capitalized	0	0	0	0	0.00
Total Non Routine Expenses	0	0	0	0	0.00
Total Operating Expenses	2,742,000.00	2,062,664.03	226,075.17	1,887,703.49	-174,960.54
G/L Disposition of Nonexp. Equip.	0	0	-260.13	-260.13	-260.13
Total Capital Expenses	0	0	-260.13	-260.13	-260.13
Prior Yr Adj Affecting Residual Receipts	0	0	0	0	0.00
Total Prior Year Receipts	0	0	0	0	0.00
Residual Receipts (Profit/Loss)	69,900.00	39,927.40	47,579.06	369,923.59	329,996.19

Section 8 Admin

Mainstream Admin

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Section 8 Admin Fees	1,545,200.00	1,158,900.03	129,538.00	1,221,594.00	62,693.97
3480 Proceeds fr. Insurance Claims	-	-	-	1,113.35	1,113.35
3610 Interest on on Admin Reserve	12,000.00	9,000.00	1,842.25	16,596.28	7,596.28
3690 Other Income	-	-	14,684.58	132,417.22	132,417.22
Total Admin Income	1,557,200.00	1,167,900.03	146,064.83	1,371,720.85	203,820.82
EXPENSES					
4110 Administrative Salaries	719,600.00	537,552.53	58,964.28	450,903.20	(86,649.33)
4120 Compensated Absences	-	-	-	-	-
4130 Legal Expense	1,000.00	749.97	-	597.85	(152.12)
4140 Staff Training	2,000.00	1,500.03	3,466.41	14,641.41	13,141.38
4150 Travel Convention & Meetings	2,000.00	1,500.03	-	-	(1,500.03)
4171 Auditing Fees	7,000.00	7,000.00	1,235.00	7,230.00	230.00
4190 Sundry	178,825.00	135,438.63	17,201.36	122,533.57	(12,905.06)
4196 Management Fee	293,600.00	220,200.03	29,146.05	252,340.35	32,140.32
4220 Tenant Services Recreation	-	-	921.00	921.00	921.00
4250 Reichenbach Program Assistance	-	-	-	-	-
4260 FSS Donations Expense	-	-	-	-	-
Total Admin Expense	1,204,025.00	903,941.22	110,934.10	849,167.38	(54,773.84)
4310 Water	1,300.00	835.74	338.99	2,342.30	1,506.56
4320 Electricity	4,100.00	3,075.03	330.37	2,530.15	(544.88)
4330 Gas	1,300.00	1,062.65	99.06	1,092.57	29.92
4390 Sewer	400.00	299.97	33.75	470.86	170.89
Total Utility Expense	7,100.00	5,273.39	802.17	6,435.88	1,162.49
4420 Material	3,700.00	2,774.97	Extraco	1,024.25	(1,750.72)
4430 Contract Cost	21,225.00	15,918.66	1,151.84	15,416.05	(502.61)
Total Ordinary Maint. & Operation	24,925.00	18,693.63	1,428.89	16,440.30	(2,253.33)
4510.010 Workers Compensation	7,000.00	5,249.97	497.66	4,478.94	(771.03)
4510.020 General Liability Insurance	500.00	375.03	35.30	317.70	(57.33)
4510.040 Auto Insurance	2,200.00	1,649.97	175.91	1,583.19	(66.78)
4510.050 Public Officials Liability -E&O	800.00	600.03	66.31	596.79	(3.24)
4510.070 Crime / Dishonesty	70.00	52.47	5.38	48.41	(4.06)
4510.090 Fire & Extend Coverage	180.00	135.00	14.72	132.48	(2.52)
4540 Employee Benefit Payments	278,700.00	209,066.92	18,271.91	139,297.13	(69,769.79)
4590 Admin Fee	29,800.00	22,350.06	2,453.96	38,489.69	16,139.63
Total General Expenses	319,250.00	239,479.45	21,521.15	184,944.33	(54,535.12)
Total Routine Expenses	1,555,300.00	1,167,387.69	134,686.31	1,056,987.89	(110,399.80)
EXPENSES					
4620.040 Casualty Losses-non capitalized	-	-	-	-	-
Total Non Routine Expenses	-	-	-	-	-
4800 Depreciation Expense	-	-	-	-	-
6120 G/L Disposition of Nonexp. Equip.	-	-	(25.00)	(25.00)	(25.00)
Total Capital Expenses	-	-	(25.00)	(25.00)	(25.00)
6010 Prior Year Adjustment - ARR	-	-	-	-	-
Total Prior Year Receipts	-	-	-	-	-
Total Expenses	-	-	(25.00)	(25.00)	(25.00)
Residual Receipts (Profit/Loss)	1,900.00	512.34	11,403.52	314,757.96	314,245.62

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Mainstream Admin Fees	0	0	2,287.23	22,986.83	22,986.83
3610 Interest on on Admin Reserve	0	0	0	287.26	287.26
3690.070 Misc. Other Income	0	0	187.01	1,959.70	1,959.70
Total Admin Income	0	0	2,474.24	25,233.79	25,233.79
EXPENSES					
4110 Administrative Salaries	0	0	1,234.34	15,799.93	15,799.93
4196 Admin Fees	0	0	512.1	4,910.65	4,910.65
4189/4190 Sundry	0	0	133.35	640.84	640.84
Total Admin Expenses	0	0	1,879.79	21,351.42	21,351.42
4540 Employee Benefit Payments	0	0	444.73	5,704.20	5,704.20
4590 Admin Fee	0	0	0	0	-
4431 Building Repair Contract	0	0	0	0	-
4430 Clean/Desinf Contr. Srvc	0	0	0	10.08	10.08
Total General Expenses	0	0	444.73	5,714.28	5,714.28
Total Expenses	0	0	2,324.52	27,065.70	27,065.70
Residual Receipts (Profit/Loss)	0	0	149.72	-1,831.91	(1,831.91)

Section 8 HAP

Mainstream HAP

	Current Period	Current Year
INCOME		
3610.000 Interest on HAP Reserve	0	132.67
3610.030 Interest on VASH Reserve	0	0
3690.000 Oth.Inc.-Fraud Recov.-HAP Resr.	2,611.08	14,159.32
3690.020 Other Income FSS Forfeitures	0	760.87
3690.080 Oth Inc fr Adm for Overleasing	0	0
8026.000 Contributions Earned- HAP	1,477,616.00	12,787,023.94
8026.240 Contr. Earned HAP - Katrina	0	0
8026.245 DVP Contributions Earned	0	0
8026.400 Contrib Earned HAP Liberty-RAD	0	0
8026.450 Contrib Earned HAP ST-RAD	76,739.00	460,434.00
8026.455 Contrib Earned HAP-ST Demolitio	14,442.00	49,986.00
8026.500 Contrib.-Vet.Affs.Supp.Hous.	0	0
8026.800 Contributions Earned- Mainstrea	0	0
TOTAL HAP INCOME	1,571,408.08	13,312,496.80
EXPENSES		
4715.010 HAP Occupied Units	1,048,194.00	9,975,077.00
4715.020 HAP Parkside Occ. Units	18,578.00	164,387.00
4715.030 HAP Damages	0	0
4715.040 HAP Tanglewood Occ. Units	712	11,491.00
4715.070 HAP Portability - In	0	0
4715.090 HAP - Portability - Out	58,549.31	498,481.59
4715.100 HAP Parkside-Portability-Out	2,154.00	19,365.00
4715.230 HAP Homeownership	4,896.00	44,833.00
4715.240 HAP Katrina	0	0
4715.245 HAP Disaster Vchr. Prog.	0	0
4715.400 HAP Liberty-RAD	22,010.00	209,327.00
4715.450 HAP ST-RAD	65,801.00	396,206.00
4715.500 HAP Vet.Affs.Support.Hous.	20,714.00	193,605.00
4715.501 HAP - VASH - Portability - Out	0	0
4715.800 HAP Mainstream	0	0
4715.801 HAP Mainstream Port-Out	0	0
4715.910 HAP Hill Co. Occ. Units	74,565.00	740,956.00
4715.911 HAP Hillsboro Housing	0	0
4715.925 HAP Somervell Co.	4,643.00	45,565.00
4715.926 HAP Somervell Co. Port Out	0	0
4715.990 HAP Hill Co. Portability	17,186.00	155,335.16
4715.991 HAP Hillsboro Housing Port-Out	0	0
4716.000 UAP Occupied Units	12,117.00	129,621.00
4716.100 UAP Parkside Occ. Units	219	974
4716.130 UAP Tanglewood Occ. Units	0	0
4716.230 UAP Homeownership	0	1,049.00
4716.240 UAP Katrina	0	0
4716.245 UAP Disaster Vchr. Prog.	0	0
4716.400 UAP Liberty-RAD	150	2,398.00
4716.500 UAP Vet.Affairs Support Hous.	112	1,072.00
4716.800 UAP Mainstream	0	0
4716.910 UAP Hill Co. Occ. Units	300	4,178.00
4716.911 UAP Hillsboro Housing	0	0
4716.925 UAP Somervell Co.	0	0
4717.000 UAP - Portability - Out	1,826.00	14,627.61
4717.100 UAP - Portability - In	0	0
TOTAL HAP/UAP EXPENSE	1,352,726.31	12,608,548.36
RESIDUAL RECEIPTS (Profit/Loss)	218,681.77	703,948.44

	Current Period	Current Year
INCOME		
8026.800 Contr. Earned- Mainstream	19,696.00	152,079.00
TOTAL HAP INCOME	19,696.00	152,079.00
EXPENSES		
4715.090 HAP Mainstream Port-Out	0	0
4715.800 HAP Mainstream	26,141.00	217,753.00
4716.800 UAP Mainstream	0	341
4716.801 UAP Mainstream Port-Out	0	0
TOTAL HAP/UAP EXPENSE	26,141.00	218,094.00
RESIDUAL RECEIPTS (Profit/Loss)	-6,445.00	-66,015.00

	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
INCOME															
3110 Dwelling Rental	1,114,800.00	836,100.00	95,815.00	852,730.25	16,630.25	586,900.00	440,174.97	50,045.50	452,395.57	12,220.60	96,800.00	72,600.03	8,320.00	74,880.00	2,279.97
Total Rental Income	1,114,800.00	836,100.00	95,815.00	852,730.25	16,630.25	586,900.00	440,174.97	50,045.50	452,395.57	12,220.60	96,800.00	72,600.03	8,320.00	74,880.00	2,279.97
3400 Donations to Scholarship Fd.	3,000.00	0	5.09	46.13	46.13	0	0	0	0	0.00	0	0	0	0	0.00
3480 Proceeds fr. Insurance Claims	0	0	0	64,598.63	64,598.63	0	0	0	49,095.06	49,095.06	0	0	0	0	0.00
3610 Interest Income	11,700.00	8,775.00	1,229.54	11,831.08	3,056.08	6,800.00	5,100.03	631.55	5,846.36	746.33	800	600.03	115.93	920.91	320.88
3690 Other Income	38,550.00	28,912.56	2,608.76	28,258.22	-654.34	25,500.00	19,124.97	1,456.35	17,130.39	-1,994.58	3,105.00	2,328.75	450	1,654.30	-674.45
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	53,250.00	37,687.56	3,843.39	104,734.06	67,046.50	32,300.00	24,225.00	2,087.90	72,071.61	47,846.81	3,905.00	2,928.78	565.93	2,575.21	-353.57
Total Income	1,168,050.00	873,787.56	99,658.39	957,464.31	83,676.75	619,200.00	464,399.97	52,133.40	524,467.38	60,067.41	100,705.00	75,528.81	8,885.93	77,455.21	1,926.40
EXPENSES					0.00					0.00					0.00
4110 Administrative Salaries	88,600.00	66,144.00	7,508.87	57,499.84	-8,644.16	52,620.00	39,280.97	4,683.70	39,761.85	480.88	8,125.00	6,066.00	704.47	6,024.16	-41.84
4120 Compensated Absences	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4130 Legal Expense	730	547.47	0	3,799.10	3,251.63	500	375.03	0	2,451.20	2,076.17	70	52.47	0	398.95	346.48
4140 Staff Training & Convention	700	524.97	244.13	551.33	26.36	540	405	144.04	183.94	-221.06	85	63.72	23.05	29.35	-34.37
4150 Travel	160	119.97	0	0	-119.97	245	183.78	0	0	-183.78	40	29.97	0	0	-29.97
4171 Auditing Fees	3,250.00	3,250.00	576	3,423.00	173.00	2,070.00	2,070.00	368	2,184.00	114.00	280	280	50	295	15.00
4180 Office Rent	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4190 Sundry	32,990.00	26,035.88	2,943.85	33,582.73	7,546.85	16,175.00	12,946.88	1,452.64	14,891.96	1,945.08	2,195.00	1,699.28	232.75	2,176.38	477.10
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	289,850.00	217,387.53	24,911.90	221,709.87	4,322.34	152,600.00	114,450.03	13,011.83	117,622.95	3,172.92	10,650.00	7,987.50	915.2	8,236.80	249.30
Total Admin Expense	416,280.00	314,009.82	36,184.75	320,565.87	6,556.05	224,750.00	169,711.69	19,661.21	177,095.90	7,384.21	22,445.00	16,178.94	1,925.47	17,160.64	981.70
4310 Water	48,700.00	34,809.00	3,760.17	40,746.09	5,937.09	27,900.00	16,633.00	2,642.95	31,728.69	15,095.69	4,500.00	3,097.00	370.84	3,404.36	307.36
4320 Electricity	13,700.00	10,315.00	1,175.77	10,812.72	497.72	7,500.00	5,738.00	607.71	5,258.91	-479.09	1,800.00	1,387.00	115.38	941.64	-445.36
4390 Sewer	46,200.00	33,426.00	4,388.78	41,663.78	8,237.78	19,700.00	14,287.00	2,096.66	18,893.81	4,606.81	4,000.00	2,602.00	322.24	2,979.45	377.45
Total Utility Expense	108,600.00	78,550.00	9,324.72	93,222.59	14,672.59	55,100.00	36,658.00	5,347.32	55,881.41	19,223.41	10,300.00	7,086.00	808.46	7,325.45	239.45
4410 Labor	93,300.00	69,641.00	5,862.78	48,213.85	-21,427.15	64,600.00	48,220.00	5,366.82	37,060.55	-11,159.45	10,190.00	7,606.00	847.37	5,848.69	-1,757.31
4420 Material	44,260.00	33,194.97	2,857.43	23,429.11	-9,765.86	12,090.00	9,070.03	2,488.25	11,501.51	2,431.48	2,280.00	1,709.82	89.78	1,282.52	-427.30
4430 Contract Cost	122,570.00	92,487.78	16,106.11	147,370.30	54,882.52	42,770.00	32,077.53	9,725.65	53,718.54	21,641.01	14,700.00	11,073.49	1,282.95	8,738.12	-2,335.37
Total Ordinary Maint. & Operation	260,130.00	195,323.75	24,826.32	219,013.26	23,689.51	119,460.00	89,367.56	17,580.72	102,280.60	12,913.04	27,170.00	20,389.31	2,220.10	15,869.33	-4,519.98
4480 Contract Cost	420	315	33.5	301.5	-13.50	480	360	38.19	343.71	-16.29	70	52.47	6.03	54.27	1.80
Total Protective Services	420	315	33.5	301.5	-13.50	480	360	38.19	343.71	-16.29	70	52.47	6.03	54.27	1.80
4510.010 Workers Compensation	3,970.00	2,977.47	286.91	2,507.43	-470.04	2,490.00	1,867.50	178.51	1,606.59	-260.91	390	292.5	27.73	249.57	-42.93
4510.020 General Liab Insurance	1,230.00	922.5	83.47	825.99	-96.51	780	585	53.1	477.9	-107.10	130	97.47	8.52	76.68	-20.79
4510.040 Auto Insurance	500	375.03	37.49	337.41	-37.62	310	232.47	23.79	214.11	-18.36	40	29.97	2.9	26.1	-3.87
4510.050 Public Officials Insurance	1,940.00	1,455.03	156.91	1,412.19	-42.84	1,240.00	929.97	99.74	897.66	-32.31	200	150.03	16.05	144.45	-5.58
4510.070 Crime / Dishonesty	70	52.47	5.38	48.41	-4.06	70	52.47	5.38	48.41	-4.06	0	0	0	0	0.00
4510.090 Fire & Extend Coverage	31,000.00	23,249.97	2,590.60	23,315.40	65.43	17,000.00	12,750.03	1,421.04	12,789.36	39.33	1,700.00	1,275.03	140.13	1,261.17	-13.86
4540 Employee Benefit Payments	90,330.00	67,787.04	6,235.11	45,529.68	-22,257.36	41,380.00	31,065.93	3,620.23	27,173.26	-3,892.67	6,430.00	4,814.52	556.36	4,188.27	-626.25
4570 Collection Losses	1,030.00	772.5	1,023.62	5,438.42	4,665.92	1,770.00	1,327.50	-449.83	123.28	-1,204.22	0	0	0	0	0.00
4580 Interest Expense	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
Total General Expenses	130,070.00	97,592.01	10,419.49	79,414.93	-18,177.08	65,040.00	48,810.87	4,951.96	43,330.57	-5,480.30	8,890.00	6,659.52	751.69	5,946.24	-713.28
Total Routine Expenses	915,500.00	685,790.58	80,788.78	712,518.15	26,727.57	464,830.00	344,908.12	47,578.40	378,932.19	34,024.07	67,875.00	50,366.24	5,711.75	46,355.93	-4,010.31
EXPENSES					0.00					0.00					0.00
4191.100 Employee Committee	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00
4191.200 Non-Apartment Meetings	0	0	0	0	0.00	4,000.00	2,999.97	1,893.60	5,358.07	2,358.10	0	0	0	0	0.00
4191.300 Non-Apartment Public Relations	6,000.00	4,500.00	0	4,200.85	-299.15	0	0	0	0	0.00	0	0	0	0	0.00
Total Non-Apartment Expenses	6,000.00	4,500.00	0	4,200.85	-299.15	4,000.00	2,999.97	1,893.60	5,358.07	2,358.10	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	14,029.57	14,029.57	0	0	0	0	0.00
4700 Scholarships Awarded	3,000.00	1,500.00	0	0	-1,500.00	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	3,000.00	1,500.00	0	0	-1,500.00	0	0	0	14,029.57	14,029.57	0	0	0	0	0.00
4800 Depreciation Expense	185,450.00	139,087.53	14,921.70	134,877.13	-4,210.40	92,170.00	69,127.47	7,452.51	67,067.91	-2,059.56	32,700.00	24,525.09	2,647.98	23,904.01	-621.08
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	-90	-90	-90.00	0	0	0	0	0.00	0	0	0	0	0.00
Total Capital Expenses	185,450.00	139,087.53	14,831.70	134,787.13	-4,300.40	92,170.00	69,127.47	7,452.51	67,067.91	-2,059.56	32,700.00	24,525.09	2,647.98	23,904.01	-621.08
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	1,109,950.00	830,878.11	95,620.48	851,506.13	20,628.02	561,000.00	417,035.56	56,924.51	465,387.74	48,352.18	100,575.00	74,891.33	8,359.73	70,259.94	-4,631.39
Residual Receipts (Profit/Loss)	58,100.00	42,909.45	4,037.91	105,958.18	63,048.73	58,200.00	47,364.41	-4,791.11	59,079.64	11,715.23	130	637.48	526.2	7,195.27	6,557.79

	<u>Account Description</u>	<u>Account #</u>	<u>Bank Name</u>	<u>Interest Rate</u>	<u>Purchased</u>	<u>Maturity</u>	<u>6/30/2021</u>	<u>Total by Site</u>
Waco Housing Authority								
<u>Central Cost</u>								
	Public Fund Checking							
	Revolving	20470357	Extraco	1.51%			\$ 1,624,429.73	
	FSS Junior League Grant	20470381	Extraco	1.51%			\$ 12,063.38	
	Employee Committee	20470258	Extraco	1.51%			401.01	
	Payroll	20470340	Extraco	1.51%			92,809.92	
	Central Cost Center	20470381	Extraco	1.51%			418,064.99	
							Central Cost sub-total	\$ 2,147,769.03
<u>Kate Ross</u>								
	Public Fund Checking							
	Kate Ross-Operating	20470399	Extraco	1.51%			\$ 744,097.51	
	Public Housing FSS Escrow-KR	20573010	Extraco	1.51%			7,057.48	
1	Certificate of Deposit - 12 months	402638	Alliance Bank	1.00%	10/25/2020	10/25/2021	262,094.28	
	Certificate of Deposit - 12 months	403335	Alliance Bank	1.00%	2/26/2021	2/26/2022	214,772.11	
	Certificate of Deposit - 12 months	403336	Alliance Bank	1.00%	2/26/2021	2/26/2022	158,664.55	
4	Certificate of Deposit - 24 months	59906	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	258,362.95	
5	Certificate of Deposit - 24 months	53962	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	79,439.14	
6	Certificate of Deposit - 24 months	54633	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	77,645.49	
7	Certificate of Deposit - 24 months	57894	The First National Bank of McGr	2.00%	2/25/2020	2/25/2022	271,386.91	\$ 2,073,520.42 KR
<u>Estrella Maxey</u>								
	Public Fund Checking							
	Estrella Maxey-Operating	20470407	Extraco	1.51%			\$ 1,020,066.77	
	Public Housing FSS Escrow-EM	20573119	Extraco	1.51%			3,322.48	
1	Certificate of Deposit - 12 months	402637	Alliance Bank	1.00%	10/25/2020	10/25/2021	212,980.81	
2	Certificate of Deposit - 12 months	403196	Alliance Bank	1.00%	12/20/2020	12/20/2021	109,012.22	
3	Certificate of Deposit - 12 months	403291	Alliance Bank	0.75%	11/18/2020	11/18/2021	108,078.09	
	Certificate of Deposit - 12 months	403338	Alliance Bank	1.00%	2/26/2021	2/26/2022	52,894.95	
	Certificate of Deposit - 12 months	403337	Alliance Bank	1.00%	2/26/2021	2/26/2022	171,817.69	
4	Certificate of Deposit - 12 months	403315	Alliance Bank	1.00%	1/25/2021	1/25/2022	462,517.41	
7	Certificate of Deposit - 12 months	403064	Alliance Bank	1.00%	12/12/2020	12/12/2021	506,531.65	
8	Certificate of Deposit - 24 months	58996	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	105,918.89	
9	Certificate of Deposit - 24 months	57238	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	51,763.66	
10	Certificate of Deposit - 24 months	51165	The First National Bank of McGr	2.00%	2/25/2020	2/25/2022	332,949.02	\$ 3,137,853.64 EM
<u>South Terrace</u>								
	Public Fund Checking							
	South Terrace-Operating	20470415	Extraco	1.51%			\$ 946,627.97	
	Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			23,638.56	
							Public Housing sub-total	\$ 6,181,640.59
<u>Section 8</u>								
	Public Fund Checking							
	Section 8 - HAP	20470142	Extraco	1.51%			\$ 2,429,074.93	
	Section 8- Mainstream	20969713	Extraco	1.51%			5,987.95	
	Section 8 FSS Escrow	20470308	Extraco	1.51%			161,753.54	
							Section 8 sub-total	\$ 2,596,816.42
Non-Profit Corporations								
<u>Waco Housing Opportunities Corporation</u>								
	WHOC Public Fund Checking	20470423	Extraco	1.52%			467,918.55	
1	CD- Picadilly/Hunnington - 12 months	402635	Alliance Bank	1.00%	10/25/2020	10/25/2021	212,980.81	
2	CD- Picadilly/Hunnington - 12 months	403063	Alliance Bank	1.00%	11/25/2020	11/25/2021	53,807.99	
							WHOC sub-total	\$ 734,707.35
<u>Waco Public Facilities Corporation</u>								
	Misty Public Fund Checking	20470126	Extraco	1.52%			93,360.57	
	Cimmaron Public Fund Checking	20469920	Extraco	1.52%			384,918.10	
1	CD- Cimmaron - 12 months	402636	Alliance Bank	1.00%	10/25/2020	10/25/2021	53,245.19	
2	CD- Cimmaron - 12 months	403061	Alliance Bank	1.00%	11/25/2020	11/25/2021	107,615.97	\$ 93,360.57 Misty
							\$ 545,779.26	Cimmm
							WPFC sub-total	\$ 639,139.83
	South Terrace-WPFC	21026158	Extraco	1.51%			1,242,341.20	\$ 1,242,341.20 STWPFC
	Raintree Public Funds Checking							
	Raintree Operating	20469987	Extraco	1.51%			570,014.54	
	Raintree Scholarship Fund	20470100	Extraco	1.51%			4,137.90	
1	CD- Raintree - 12 months	402634	Alliance Bank	1.00%	10/25/2020	10/25/2021	79,867.79	
2	CD- Raintree - 12 months	403062	Alliance Bank	1.00%	11/25/2020	11/25/2021	161,424.01	
3	CD- Raintree - 12 months	402863	Alliance Bank	0.80%	6/21/2021	6/21/2022	105,698.58	
4	CD- Raintree - 12 months	403350	Alliance Bank	0.85%	3/30/2021	3/30/2022	261,741.81	\$ 1,182,884.63 RT
<u>Waco Public Facilities Corporation II</u>								
	WPFC II Public Fund Checking	20868733	Extraco	1.51%			2,123,565.35	\$ 2,123,565.35 WPFC II
							Non-profits sub-total	\$ 5,922,638.36
							Total WHA & Affiliates	\$ 16,848,864.40



Edwina Viera
Vice President, Financial Services
7/28/2021
Date

Weighted average maturity: 69.56 days

	Balance	6/30/2021	
Bank			
1 Extraco	12,375,652.43	73.45%	
2 Central National	-	0.00%	
3 Alliance Bank	3,295,745.91	19.56%	
4 First National Bk.	-	0.00%	
5 The First National Bank of McGr	1,177,466.06	6.99%	
	<u>16,848,864.40</u>	<u>1.00</u>	

<u>Account Description</u>	<u>Account #</u>	<u>Bank Name</u>	<u>Interest Rate</u>	<u>Purchased</u>	<u>Maturity</u>	<u>6/30/2021</u>	<u>Total by Site</u>
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Public Fund Checking							
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Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			23,638.56	
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						WPFC sub-total	\$ 639,139.83
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<u>Waco Public Facilities Corporation II</u>							
WPFC II Public Fund Checking	20868733	Extraco	1.51%			2,123,565.35	\$ 2,123,565.35 WPFC II
						Non-profits sub-total	\$ 5,922,638.36
						Total WHA & Affiliates	\$ 16,848,864.40



Edwina Viera 7/28/2021
Vice President, Financial Services Date

Weighted average maturity: 69.56 days

Balance	6/30/2021	
Bank		
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4 First National Bk.	-	0.00%
5 irst National Bank of	1,177,466.06	6.99%
	<u>16,848,864.40</u>	<u>1.00</u>

RESOLUTIONS

RESOLUTION NO. 3836

RESOLUTION NO. 3836 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES APPROVING THE LOW RENT PUBLIC HOUSING BUDGET FOR KATE ROSS, ESTELLA MAXEY, AND THE OPERATING BUDGET FOR CENTRAL COST CENTER FOR THE FISCAL YEAR OCTOBER 1, 2021, TO SEPTEMBER 30, 2022.

WHEREAS, the regulations of the United States Department of Housing and Urban Development require the Commissioners of the Public Housing Agency to approve the Low Rent Public Housing Operating Budget for Kate Ross, Estella Maxey, and the Operating Budget for Central Cost Center, and

WHEREAS, the President/CEO of Waco Housing Authority & Affiliates has presented to the Board of Commissioners the criteria used to arrive at the Low Rent Public Housing Operating Budget and the Central Cost Center Operating Budget and certifies:

1. That the proposed expenditures are necessary for the efficient and economical operation of the programs for the purpose of serving low-income families.
2. That the financial plan is reasonable in that all proposed expenditures will be consistent with provisions of law and the Annual Contributions Contract, and

WHEREAS, the backup documentation is attached, and

WHEREAS, the President/CEO hereby certifies that Waco Housing Authority & Affiliates is in compliance with HUD budgeting requirements, and

WHEREAS, this resolution was considered at a regular meeting open to the public as required by law and notice of the time, place, and purpose of said meeting was given as required by Chapter 551 of the Texas Government Code:

NOW, THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES on this the 9th day of August 2021.

Secretary

Chairperson of the Board

(SEAL)

Waco Housing Authority 2022 Budget

8/3/2021 13:49	Central	Kate Ross	Estella Maxey	Total	2021
Income					Budget
Dwelling Rental	\$ -	\$ 706,700	\$ 980,000	\$ 1,686,700	\$ 1,558,000
Excess Utilities/Mart Mgt Fee COCC	\$ 27,000	\$ 63,400	\$ 86,400	\$ 176,800	\$ 224,800
Rental - 1001 Washington	\$ -	\$ 72,000	\$ -	\$ 72,000	\$ 72,000
Section 8 Admin. Fees (19%)	\$ 327,800	\$ -	\$ -	\$ 327,800	\$ 293,600
Capital Fund Program (CFP)	\$ 177,880	\$ 160,220	\$ 174,290	\$ 512,390	\$ 419,400
CFP - Operating Income (1406)	\$ -	\$ 74,470	\$ 94,780	\$ 169,250	\$ 145,900
Interest on Investments	\$ 7,600	\$ 24,400	\$ 34,500	\$ 66,500	\$ 56,600
Time Warner Commissions	\$ -	\$ 5,000	\$ 7,900	\$ 12,900	\$ 10,100
Other Income	\$ 100	\$ 41,810	\$ 49,330	\$ 91,240	\$ 135,500
Mgt Fees - Non-Profits (26%)	\$ 572,400	\$ -	\$ -	\$ 572,400	\$ 631,000
Mgt/ Bkkg/ Adm Fees - Sites	\$ 549,770	\$ -	\$ -	\$ 549,770	\$ 536,900
HUD Operating Subsidy	\$ -	\$ 1,155,400	\$ 1,544,700	\$ 2,700,100	\$ 2,597,500
Total Income	\$ 1,662,550	\$ 2,303,400	\$ 2,971,900	\$ 6,937,850	\$ 6,681,300
Expenses					2021
Description	800	101	102	Total	Budget
Administrative Salaries	\$ 1,170,900	\$ 215,400	\$ 288,700	\$ 1,675,000	\$ 1,521,800
Legal Expense	\$ 2,400	\$ 100	\$ 300	\$ 2,800	\$ 5,200
Staff Training/ Convention Fees	\$ 11,945	\$ 3,100	\$ 3,900	\$ 18,945	\$ 10,050
Travel-Training, Conventions & Meetings	\$ 20,950	\$ 5,800	\$ 2,500	\$ 29,250	\$ 12,250
Auditing Fees	\$ 1,000	\$ 3,400	\$ 4,200	\$ 8,600	\$ 8,600
Membership Dues	\$ 500	\$ 500	\$ 700	\$ 1,700	\$ 4,000
Telephone & Telegraph	\$ 2,610	\$ 2,500	\$ 2,960	\$ 8,070	\$ 6,300
Postage Expense	\$ 8,000	\$ 6,700	\$ 9,700	\$ 24,400	\$ 20,500
Publications	\$ 700	\$ 350	\$ 400	\$ 1,450	\$ 900
Advertising	\$ 200	\$ 500	\$ 450	\$ 1,150	\$ 1,100
Post-Accident Drug Test	\$ 100	\$ 170	\$ 170	\$ 440	\$ 400
Pre-emplymt.Phys./Drug Screen	\$ 300	\$ 340	\$ 730	\$ 1,370	\$ 300
Citation Court Cost	\$ -	\$ 25,100	\$ 33,800	\$ 58,900	\$ 56,100
Printing	\$ -	\$ 200	\$ 200	\$ 400	\$ -
Staff Drivers License Chk	\$ 150	\$ 70	\$ 125	\$ 345	\$ 375
Office Supply	\$ 12,700	\$ 6,900	\$ 5,900	\$ 25,500	\$ 27,350
Miscellaneous	\$ 200	\$ 6,200	\$ -	\$ 6,400	\$ 4,700
Commissioner Expense	\$ 6,000	\$ -	\$ -	\$ 6,000	\$ 200
Contract Employee	\$ -	\$ 3,000	\$ -	\$ 3,000	\$ 20,000
Equipment Rental	\$ -	\$ 2,650	\$ 3,300	\$ 5,950	\$ 4,040
Copier Supplies & Services	\$ 3,050	\$ 1,030	\$ 1,300	\$ 5,380	\$ 5,300
Admin. Software Maint.	\$ 47,200	\$ 28,100	\$ 9,200	\$ 84,500	\$ 95,700
Office Equipment & Furniture	\$ 6,550	\$ 1,050	\$ 1,050	\$ 8,650	\$ 6,900
Computer Equipment	\$ 250	\$ 2,100	\$ 2,600	\$ 4,950	\$ 4,200
Criminal Background Check	\$ 10	\$ 2,210	\$ 2,910	\$ 5,130	\$ 4,500
Tenant Verification	\$ -	\$ 1,450	\$ 350	\$ 1,800	\$ 3,600
Writ of Possession	\$ -	\$ 7,040	\$ 11,250	\$ 18,290	\$ 17,400
Professional Fees	\$ -	\$ 200	\$ 250	\$ 450	\$ -
Uniform Expense	\$ -	\$ 2,700	\$ 2,900	\$ 5,600	\$ 3,400
PHFSS Escrow Expense	\$ -	\$ 6,000	\$ 4,000	\$ 10,000	\$ 4,950
Tenant Services Salaries	\$ -	\$ 161,300	\$ 205,300	\$ 366,600	\$ 228,400
Tenant Services Recreation	\$ -	\$ 8,150	\$ 8,700	\$ 16,850	\$ 20,000
Resident Council	\$ -	\$ 2,250	\$ 2,500	\$ 4,750	\$ 8,000
Ten.Serv.Cont, Training, Spec Needs	\$ -	\$ 20	\$ 20	\$ 40	\$ 200
Water	\$ 8,900	\$ 75,600	\$ 117,000	\$ 201,500	\$ 169,200
Electricity	\$ 14,400	\$ 148,900	\$ 190,500	\$ 353,800	\$ 403,700
Gas	\$ 1,800	\$ 67,200	\$ 92,700	\$ 161,700	\$ 150,400
Sewer	\$ 980	\$ 100,500	\$ 175,700	\$ 277,180	\$ 227,000
Maintenance & OP Labor	\$ -	\$ 282,100	\$ 282,500	\$ 564,600	\$ 501,900
Paint & Accessories	\$ -	\$ 5,600	\$ 6,200	\$ 11,800	\$ 17,700
Auto Parts & Materials	\$ 1,600	\$ 3,800	\$ 5,350	\$ 10,750	\$ 9,800
Plumbing Supplies	\$ -	\$ 12,700	\$ 13,800	\$ 26,500	\$ 37,700
Hardware	\$ -	\$ 2,100	\$ 2,000	\$ 4,100	\$ 5,300
Small Tools	\$ -	\$ 300	\$ 400	\$ 700	\$ 800
Equipment	\$ -	\$ 2,600	\$ 2,600	\$ 5,200	\$ -
Electrical Supplies	\$ 400	\$ 12,670	\$ 6,025	\$ 19,095	\$ 17,100
A/C Parts	\$ -	\$ 8,600	\$ 8,200	\$ 16,800	\$ 25,100
Hot Water Heaters	\$ -	\$ 3,900	\$ 3,800	\$ 7,700	\$ 17,900
Janitorial Supplies	\$ 2,100	\$ 4,000	\$ 3,700	\$ 9,800	\$ 9,600
Lumber	\$ -	\$ 300	\$ 300	\$ 600	\$ -
Building Supplies	\$ -	\$ 11,200	\$ 4,900	\$ 16,100	\$ 23,900
Appliance Supplies	\$ -	\$ 1,100	\$ 300	\$ 1,400	\$ 7,600
Appliance-New	\$ -	\$ 10,000	\$ 15,000	\$ 25,000	\$ 40,000
Pest Controls	\$ -	\$ 200	\$ 200	\$ 400	\$ 700
Maintenance Temporary Labor	\$ -	\$ 15,000	\$ 15,000	\$ 30,000	\$ 40,000
Auto Repair-Contracts	\$ 1,500	\$ 1,700	\$ 3,000	\$ 6,200	\$ 5,300
Equip. Repair-Contracts	\$ -	\$ -	\$ 4,100	\$ 4,100	\$ 4,300
A/C Repair-Contracts	\$ 5,000	\$ 31,500	\$ 63,900	\$ 100,400	\$ 79,600
Electric Repair-Contract	\$ 1,000	\$ 7,200	\$ 6,500	\$ 14,700	\$ 18,900
Garbage Pickup-Contract	\$ 2,800	\$ 41,000	\$ 58,000	\$ 101,800	\$ 107,600
Cathodic Protection Contract	\$ -	\$ 8,500	\$ 10,500	\$ 19,000	\$ 10,700
Pest Control Contract	\$ 800	\$ 3,000	\$ 12,900	\$ 16,700	\$ 20,200
Miscellaneous Contract	\$ -	\$ 400	\$ 400	\$ 800	\$ 600
Make- Ready Contract	\$ -	\$ 15,000	\$ 15,000	\$ 30,000	\$ 188,000
Building Repair-Contract	\$ 300	\$ 16,000	\$ 5,500	\$ 21,800	\$ 13,100
Roof Repair Contract	\$ -	\$ 3,000	\$ 4,500	\$ 7,500	\$ 3,700
Janitorial Contract	\$ 23,200	\$ -	\$ -	\$ 23,200	\$ 24,500
Plumbing Contract	\$ -	\$ 23,660	\$ 14,700	\$ 38,360	\$ 41,850
Lock & Key Contract	\$ -	\$ 500	\$ 500	\$ 1,000	\$ 3,000
Grounds Contract	\$ 6,000	\$ 48,500	\$ 73,500	\$ 128,000	\$ 155,700
Protective Services Contract	\$ -	\$ 85,800	\$ 89,500	\$ 175,300	\$ 153,650
Workers' Compensation Ins	\$ 4,200	\$ 11,500	\$ 12,200	\$ 27,900	\$ 27,100
General Liab. Insurance	\$ -	\$ 1,200	\$ 1,500	\$ 2,700	\$ 2,300
Automobile Insurance	\$ 1,900	\$ 3,800	\$ 4,000	\$ 9,700	\$ 9,200
Public Officials Insurance	\$ -	\$ 2,300	\$ 2,900	\$ 5,200	\$ 3,600
Flood Insurance	\$ -	\$ 12,500	\$ -	\$ 12,500	\$ 11,900
Public Employee Dishonesty	\$ 70	\$ 70	\$ 70	\$ 210	\$ 300
Fire & Extended Coverage	\$ 100	\$ 37,200	\$ 47,300	\$ 84,600	\$ 87,600
FICA-Employer	\$ 67,600	\$ 40,275	\$ 47,600	\$ 155,475	\$ 133,640
Medicare-Employer	\$ 16,900	\$ 9,450	\$ 11,100	\$ 37,450	\$ 32,140
Unemployment Insurance (TEC)	\$ 4,330	\$ 4,550	\$ 5,400	\$ 14,280	\$ 12,180
Pension-Employer	\$ 86,100	\$ 46,600	\$ 54,700	\$ 187,400	\$ 163,360
Health Insurance-Employer	\$ 127,500	\$ 175,025	\$ 185,600	\$ 488,125	\$ 398,380
Dental Insurance-Employer	\$ 9,700	\$ 10,700	\$ 10,200	\$ 30,600	\$ 26,580
Long Term Disability-Employer	\$ 5,000	\$ 2,750	\$ 3,280	\$ 11,030	\$ 9,380
Collection Losses	\$ -	\$ 34,520	\$ 42,800	\$ 77,320	\$ 89,725
Asset Management Fee	\$ -	\$ 34,560	\$ 43,680	\$ 78,240	\$ 78,300
Property Management Fees	\$ -	\$ 183,920	\$ 232,795	\$ 416,715	\$ 403,800
Bookkeeping Fees	\$ -	\$ 24,200	\$ 30,625	\$ 54,825	\$ 54,800
CFP Management Fees	\$ -	\$ 78,270	\$ 99,610	\$ 177,880	\$ 143,800
Total Expenses	\$ 1,689,895	\$ 2,274,100	\$ 2,754,400	\$ 6,718,395	\$ 6,330,900
Net Profit/Loss	\$ (27,345)	\$ 29,300	\$ 217,500	\$ 219,455	\$ 350,400

RESOLUTION NO. 3837

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES TO APPROVE A PARTNERSHIP WITH STEELE PROPERTIES IV, LLC FOR TRENDWOOD APARTMENTS BASED ON ACCEPTABLE CONTRACT TERMS NEGOTIATED BY THE PRESIDENT/CEO.

WHEREAS, WHA President/CEO will negotiate contract terms with Steele Properties IV, LLC to create a partnership for Trendwood Apartments with Waco Housing Authority & Affiliates President/CEO, and

WHEREAS, Waco Housing Authority & Affiliates retains the right to cancel any such agreement at any time before the execution of the contract documents, and

WHEREAS, it is the recommendation of the President/CEO that the Board approve the partnership with Steele Properties IV, LLC for Trendwood Apartments, and

WHEREAS, this resolution was considered at a regular meeting open to the public as required by law and notice of the time, place, and purpose of said meeting was given as required by Chapter 551 of the Texas Government Code:

NOW, THEREFORE, BE IT RESOLVED THAT Steele Properties IV, LLC is hereby approved and accepted as the partner of Waco Housing Authority & Affiliates and Waco Housing Authority & Affiliates retains the right to cancel any such award at any time before the execution of the contract documents and the President/CEO is authorized to execute the contract and serve as the Contracting Officer for the contract on behalf of Waco Housing Authority & Affiliates and the above resolution was adopted by the **BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY & AFFILIATES** on this the 9th day of August 2021.

Secretary

Chairperson of the Board

(SEAL)