

Agenda
WACO HOUSING AUTHORITY & AFFILIATES
HYBRID MEETING
Waco Housing Authority
Board Room
4400 Cobbs Dr.
Waco, Texas
February 9, 2023
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 (South Terrace)
 - Security cost/benefit analysis
 - RAD (Melody Grove)
 - Trendwood
 - Sandstone Apartments
 - Gholson Rd.
 - Board Retreat/Training
- VI. New Business
 - RESOLUTION 3864 RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES (WHAA) AUTHORIZING WHAA TO LOAN ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) TO SOUTH TERRACE WACO, LP FOR THE SOUTH TERRACE APARTMENTS (THE “PROJECT”) AND TO TAKE SUCH ACTION NECESSARY OR CONVENIENT TO FACILITATE THE REDEVELOPMENT OF THE PROJECT.
- VII. Departmental Reports
- VIII. Consideration of Future Agenda Items
- IX. Executive Session
 - Section 551.072
 - Deliberation regarding real property/real estate
- X. Adjournment

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

Chair Melli Wickliff called the meeting to order at 12:02 p.m.

I. Establishment of Quorum

Commissioner's present: Melli Wickliff, John Bible, LaTonya Lewis

Commissioners absent: Brad Kinkeade, Jon Ramos

II. Hearing from Visitors

- Recognition of Officials

III. Approval of Minutes

Board Chair Melli Wickliff asked for a motion to approve the minutes of the November 2022 Board Meeting. Commissioner John Bible made the motion and Commissioner Latonya Lewis seconded the motion. Board Chair Melli Wickliff called for a vote and the motion passed unanimously.

IV. Updates

President/CEO gave the floor to Peter with Brinshore, and he provided an update to the South Terrace RAD project and advised they we have an anticipated completion date of June 2023. After some discussion regarding security at South Terrace, board chair Melli Wickliff asked for a cost/benefit analysis to be provided by the next board meeting.

President/CEO and Art Schultz updated the board on the progress for Melody Grove (Estella Maxey) RAD Development and we are still on track. There will be a city council meeting in February to approve the project.

President CEO advised that the first group of residents will have interior renovations begin the week of January 16th and Phase 1 of the management office is almost complete.

President/CEO provided an update to the board on Sandstone Apartments. There is a tentative open house scheduled for in March to show off the completed upgrades.

V. Reports

Administrative Services

Everything for Admin was usual business.

Information Technology

Every for I.T. was usual business.

OPERATIONS –Vice President Gloria Dancer

Rising Images

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

MOD

Everything for MOD was usual business.

PUBLIC HOUSING

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

MAINTENANCE

The Maintenance Department continues to work on make readies.

SECTION 8 - Milet Hopping

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

COMMUNITY SERVICES - Milet Hopping

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

FINANCE – Vice President Edwina Viera

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

- VI. Consideration of Future Agenda Items
- Board Retreat/Training
 - Follow up with Brinshore regarding security cost/benefit analysis

- VII. Adjournment
Chair, Melli Wickliff, adjourned the meeting at 2:25 p.m.

Secretary

Chair of the Board

Seal

**South Terrace Progress Report
Brinshore Development, L.L.C.
Waco Housing Authority Board Meeting
February 9, 2023**

Issues Addressed this Month:

- **Increased Funding for the Project**
- **Short Term Funding Deficit**
- **Sanitary Sewer Lines**
- **Flatwork**
- **Security**
- **Compliance**
- **Construction/Relocation Progress**
- **Unit Delivery Schedule**

Increased Funding for the Project

Coats Rose request to the Texas Bond Review Board to increase in the Tax Exempt Bonds volume cap in the project by \$5MM was approved on January 27, 2023. This will allow the investors to use a 4% tax credits rate for the rehab credit, instead of the 3.08% which was available at closing. Note that the acquisition credit remains at the lower 3.08% rate. We have circulated a revised budget and draw schedule, and believe that the increase in volume cap and 4% LIHTC credits will generate significant funds to pay for all work. Enterprise and Citibank are in the process of reviewing these numbers. Enterprise is preparing an Amendment to the Limited Partnership Agreement to allow the existing investors to purchase the additional tax credits. There is still a significant amount of due diligence that needs to be performed to move forward, and then time to close the transaction by June.

Short Term Funding Deficit

Prior to closing on the funding of the additional Tax Exempt Bonds, we anticipate that there will be a need for approximately \$3.5MM between February and June beyond the funds in the current budget. We are asking the WHA to fund \$1.5MM of this, and we have asked both Enterprise and Citibank to provide a Bridge Loan for the balance. Both funders require that the WHA fund its portion prior to funding its bridge loan proceeds. Citibank has ordered an appraisal which is nearly complete. These short term funds from the WHA will be repaid from proceeds from the Tax Exempt Bonds and the additional equity raised from Enterprise.

Sanitary Sewer Lines

The replacement of the remaining sewer laterals will cost \$3,146,194. The contractor has submitted a change order to begin the purchase of the materials, which will cost approximately \$608,984 plus ongoing replacement of sewer work of \$120,564 which will need to be paid by in the draw at the end of February. The work will take approximately four months to complete.

Flatwork

We have executed a change order for flatwork at a cost of \$433,233. The work has commenced, and will take approximately three months to complete. This will allow the units to more easily pass the HQS inspections.

Security

We were asked to provide a price for adding additional cameras on site to enhance security. This was provided to the WHA last week. The cost is approximately \$25,760. See attached cut sheets for cameras and pricing.

Compliance

Onsi continues its work on site to conduct interviews with workers to confirm the amounts on the Davis-Bacon submissions for compliance. Onsi has completed its third round of interviews, which are conducted bi-weekly, and found no financial compliance irregularities to report, though there are some paperwork corrections that need to be made.

Construction/Relocation Progress

- Sidewalks replacement and leveling is 10% complete. Units scheduled for HQS inspections are being prioritized. Lots of rain is causing delays to concrete work.
- Second portion of sanitary sewer system replacement to include ~1700LF of lines and 4 manholes will be complete this week.
- The remaining system replacement is being scheduled. The product data submittals have been approved by the engineer this week, and materials are being procured. The contractor is ready to mobilize as soon as materials are onsite.
- Electrical inspector requested to replace all of the existing junction boxes, which resulted in changes to scope of work, additional cost and delays. Inconsistency with city inspections continues to negatively affect the production and scheduling.

Unit Delivery Schedule

January was a disappointing month in terms of unit delivery as well as relocation. Two new Allied Orion staff members started in January along with one WHA person putting in her 2 weeks' notice contributed to delays getting new applicants in the units and the assigned transfers done.

- 160 units have been rehabbed to date. 142 are currently occupied. Out of the 18 vacant, there are 5 relocations pending and 6 new applicants pending approval for move in.
- Per J4's schedule, 13 units will be turned over in the next 30 days. All residents currently awaiting relocation have been scheduled for moves into units upcoming on J4's construction schedule.
- J4 has in their possession 62 units within 27 fully vacant buildings. Seventeen potential transfers to be scheduled in the next 30 days will release 26 units to J4's possession. As of today, there are a total of 42 un-rehabbed units left on site.

Unit Delivery Summary Aug 1, 2022 – Jan 30, 2023

Address	Bldg Status	Actual Start	J4 Completion Date
2714 S 14	Complete	8/26/2022	1/20/2023
2716 S 14	Complete	8/26/2022	1/20/2023
1330 Carter	Complete	10/14/2022	1/20/2023
2702 S 12	Complete	10/14/2022	1/20/2023
2704 S 12	Complete	10/14/2022	1/20/2023
2711 S 14	Complete	10/14/2022	1/20/2023
2713 S 14	Complete	10/14/2022	1/20/2023
2605 S 14	Complete	9/2/2022	12/15/2022
2607 S 14	Complete	9/2/2022	12/15/2022
312 Kennedy	Complete	8/26/2022	12/13/2022
2726 S 14	Complete	7/25/2022	12/12/2022
2728 S 14	Complete	7/25/2022	12/12/2022
2648 S 14	Complete	7/25/2022	12/12/2022
2650 S 14	Complete	7/25/2022	12/12/2022
1023 Gurley	Complete	7/21/2022	12/8/2022
113 Kennedy	Complete	8/9/2022	12/8/2022
115 Kennedy	Complete	8/9/2022	12/8/2022
2701 S 12	Complete	8/22/2022	12/8/2022
2703 S 12	Complete	8/22/2022	12/8/2022
1225 Carter	Complete	8/9/2022	12/2/2022
1227 Carter	Complete	8/9/2022	12/2/2022
214 Kennedy	Complete	7/5/2022	11/16/2022
216 Kennedy	Complete	7/5/2022	11/16/2022
209 Lyndon	Complete	7/27/2022	11/14/2022

211 Lyndon	Complete	7/27/2022	11/14/2022
1021 Gurley	Complete	7/21/2022	11/9/2022
1401 Benton	Complete	8/5/2022	11/9/2022
201 Lyndon	Complete	6/30/2022	10/24/2022
2710 S 14	Complete	5/23/2022	10/10/2022
2712 S 14	Complete	5/23/2022	10/10/2022
2722 S 14	Complete	5/5/2022	10/10/2022
2720 S 14	Complete	5/5/2022	10/10/2022
1411 Carter	Complete	5/10/2022	10/10/2022
1413 Carter	Complete	5/10/2022	10/10/2022
101 Kennedy	Complete	5/23/2022	10/10/2022
103 Kennedy	Complete	5/23/2022	10/10/2022
2705 S 12	Complete	5/11/2022	10/10/2022
2707 S 12	Complete	5/11/2022	10/10/2022
117 Lyndon	Complete	2/15/2022	10/3/2022
119 Lyndon	Complete	2/15/2022	10/3/2022
1220 Carter	Complete	4/18/2022	10/3/2022
1222 Carter	Complete	4/18/2022	10/3/2022
205 Lyndon	Complete	5/10/2022	10/3/2022
207 Lyndon	Complete	5/10/2022	10/3/2022
105 Lyndon	Complete	2/7/2022	10/3/2022
107 Lyndon	Complete	2/7/2022	10/3/2022
114 Kennedy	Complete	4/6/2022	9/28/2022
116 Kennedy	Complete	4/6/2022	9/28/2022
118 Kennedy	Complete	4/6/2022	9/28/2022
120 Kennedy	Complete	4/6/2022	9/28/2022
208 Kennedy	Complete	3/10/2022	9/28/2022
117 Kennedy	Complete	5/5/2022	9/28/2022

121 Kennedy	Complete	5/5/2022	9/28/2022
123 Kennedy	Complete	5/5/2022	9/28/2022
119 Kennedy	Complete	5/5/2022	9/28/2022
212 Kennedy	Complete	2/7/2022	9/23/2022
210 Kennedy	Complete	2/7/2022	9/23/2022
1409 Benton	Complete	4/11/2022	8/11/2022

Construction Outlook as of 1.30.2023 Schedule

Address	Actual Start	Projected Completion	% Complete (as of 1/30)
2609 S 14	10/14/2022	2/8/2023	93%
2611 S 14	10/14/2022	2/8/2023	93%
2616 S 14	10/14/2022	2/8/2023	91%
2622 S 14	11/1/2022	2/13/2023	84%
2624 S 14	11/1/2022	2/13/2023	84%
218 Kennedy	11/10/2022	2/21/2023	78%
220 Kennedy	11/10/2022	2/21/2023	78%
1402 Benton	11/8/2022	2/27/2023	76%
2730 S 14	11/1/2022	2/27/2023	76%
2630 S 14	7/27/2022	3/1/2023	75%
2632 S 14	7/27/2022	3/1/2023	75%
2500 S 15	10/20/2022	3/6/2023	74%
1404 Benton	10/20/2022	2/27/2023	70%
1406 Benton	10/20/2022	2/27/2023	70%
2732 S 14	11/10/2022	3/9/2023	69%
2734 S 14	11/10/2022	3/9/2023	69%

2709 S 14	11/29/2022	3/9/2023	66%
2704 S 14	11/16/2022	3/6/2023	64%
2708 S 14	11/16/2022	3/6/2023	64%
2600 S 14	12/1/2022	3/9/2023	64%
2602 S 14	12/1/2022	3/9/2023	64%
2608 S 14	10/20/2022	3/15/2023	62%
2610 S 14	10/20/2022	3/15/2023	62%
125 Lyndon	12/15/2022	3/17/2023	50%
127 Lyndon	12/15/2022	3/17/2023	50%
1417 Benton	12/15/2022	3/17/2023	49%
1419 Benton	12/15/2022	3/17/2023	49%
2717 S 14	12/15/2022	3/17/2023	49%
2715 S 14	12/15/2022	3/17/2023	49%
1216 Carter	12/15/2022	3/20/2023	43%
1218 Carter	12/15/2022	3/20/2023	43%
201 Kennedy	12/15/2022	4/14/2023	39%
203 Kennedy	12/15/2022	4/14/2023	39%
205 Kennedy	12/15/2022	4/14/2023	39%
207 Kennedy	12/15/2022	4/14/2023	39%
1410 Carter	8/16/2021	3/20/2023	19%
2724 S 14	1/13/2023	4/6/2023	16%
1415 Carter	1/13/2023	4/6/2023	16%
1417 Carter	1/13/2023	4/6/2023	16%
314 Kennedy	1/23/2023	4/28/2023	13%
316 Kennedy	1/23/2023	4/28/2023	13%
318 Kennedy	1/23/2023	4/28/2023	13%
320 Kennedy	1/23/2023	4/28/2023	13%

Hello Select your address Electronics

EN Hello, sign in Account & Lists Returns & Orders 1

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Pan & tilt to see different angles, remotely.

\$139.99 prime



Electronics > Camera & Photo > Video Surveillance > Surveillance Cameras > Dome Cameras

Sponsored

REOLINK 2K Security Camera System Wireless Outdoor, Pan Tilt Battery Solar Cam with 2.4/5GHz Dual-Band WiFi, Smart Detection, Time Lapse, 2-Way Talk, No Hub Needed, Argus PT with Solar Panel (Black)

Visit the REOLINK Store

7,456 ratings | 898 answered questions

Amazon's Choice in Dome Surveillance Cameras by REOLINK

-11% \$159.99

Was: \$179.99

FREE Returns

Coupon: Apply \$20 coupon Terms

Save 5% on 2 select item(s) Shop items

Get \$50 off instantly: Pay \$109.99 upon approval for the Amazon Rewards Visa Card.

Color: (2) Black



\$159.99



\$159.99



Roll over image to zoom in

- Recommended For Product** Outdoor Security
- Brand** REOLINK
- Connectivity Technology** Wireless
- Special Feature** Local Recording, 2 Way Audio, Night Vision, PTZ Technology, Motion Sensor
- Indoor/Outdoor Usage** Outdoor, Indoor

About this item

100% WIRE-FREE SOLAR POWERED: Easy installation with no complicated tools and no cord design makes the security camera suitable to use anywhere. Come with a high capacity battery could provide a long-lasting working time for the camera, and to use it with the Reolink solar panel is a plus to save the hassle of charging manually.

- DUAL-BAND WIFI:** By freely switching between 2.4 GHz and 5 GHz frequency bands, the wireless camera for home security provides improved stable WiFi connection for better network performance and gives you more flexibility and reliability.
- 2K SUPER HD AND ALL-ROUND VIEW:** With 2560 x 1440 high resolution, this security camera captures sharper and clearer videos than 1080p cameras. Featuring 355° pan & 140° tilt, it offers an ultra-wide viewing angle and get more areas covered to ensure the security of your home.

Delivery

Pickup

\$159.99

FREE Returns

FREE delivery Tuesday, January 24

Or fastest delivery Friday, January 20. Order within 11 hrs 51 mins

Select delivery location

In Stock.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon Sold by ReolinkDirect

Return policy: Eligible for Return, Refund or Replacement within 30 days of receipt

Support: Free Amazon product support included

Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime

Try Prime and start saving today with Fast, FREE Delivery

Add a Protection Plan:

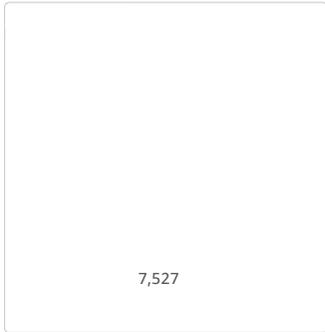
- 2-Year Protection for \$15.99
- 3-Year Protection for \$21.99
- Multiple Device Monthly Protection (Renews Monthly Until Cancelled) for \$16.99/month
- Add a gift receipt for easy returns

Add to List

Have one to sell?

Sell on Amazon

- SMART DETECTION & INSTANT ALERTS: Get fewer false alarms owing to advanced persons and vehicles detection. Instant email and push notifications will come when motion is detected. Selected human/vehicle motion recording options are offered while playback to speedily locate what triggered the alarm.
- RECORD WITH NO SUBSCRIPTION FEE: Videos can be securely stored locally on an SD card (up to 128GB, not included). which you can access and playback anytime and anywhere via Reolink APP/Client. No subscription fee for the supported functions.



7,527

Sponsored

There is a newer model of this item:



REOLINK 2K 4MP Wireless Dual-Lens Security Camera Outdoor, 360° PTZ Camera with Auto 6X Hybrid Zoomed Tracking, 2.4/5GHz WiFi, Color Night Vision, AI Detection, TrackMix+ Solar Panel
\$299.99

This item has not yet been released.

reolink

Pan & tilt to see
 ★★★★★ 1,45
\$139.99 ✓prim

Sponsored

Make it a bundle

We found 2 bundles with this item:



REOLINK 2K Security Camera System Wireless Outdoor, Pa...

\$299.99 ~~\$376.97~~

16

This bundle contains 3 items



REOLINK 2K Security Camera System Wireless Outdoor, Pa...

\$174.98 ~~\$198.98~~

This bundle contains 2 items

REOLINK 2K Security Camera System Wireless Outdoor, Pan Tilt Battery Solar Cam with 2.4/5GHz...

Buy it with



Total price: **\$245.65**

Add all three to Cart

These items are shipped from and sold by different sellers. [Show details](#)

- ✓ **This item:** REOLINK 2K Security Camera System Wireless Outdoor, Pan Tilt Battery Solar Cam with 2.4/5GHz Dual-B... **\$159.99**
- ✓ SanDisk 128GB Ultra microSDXC UHS-I Memory Card with Adapter - 120MB/s, C10, U1, Full HD, A1, Micro SD Card - ... **\$15.67**
- ✓ REOLINK Solar WiFi Camera Security Outdoor, 100% Wire-Free, Wireless Battery Powered, 1080p, 2-Way Talk, Night... **\$69.99**

4 stars and above

Sponsored ⓘ



INTEGRAND DEVELOPMENT, LLC

Solutions, Experience & Integrity

Board Report

February 2023

2023 LIHTC Round

The following attachments are updated schematics for this first phase application due March 1st.

The first phase of the new “Melody Grove” consists of the comprehensive rehabilitation and reconfiguration of the 114 units in the 29 buildings on Adams Street into 79 units in 21 buildings for seniors. All buildings are single story. This phase consists of the demolition of 8 buildings to accommodate the new layout show on our attached rendered site plan. The remaining 21 buildings in this first phase includes a reconfiguration of the existing 1, 2, 3 and 4 bedroom units into generously design 1 and 2 bedroom units.

The following pages include our progress update.

330 Marshall Street
Suite 900
Shreveport, Louisiana 71101
Phone: (318) 226-1411

www.integranddev.com

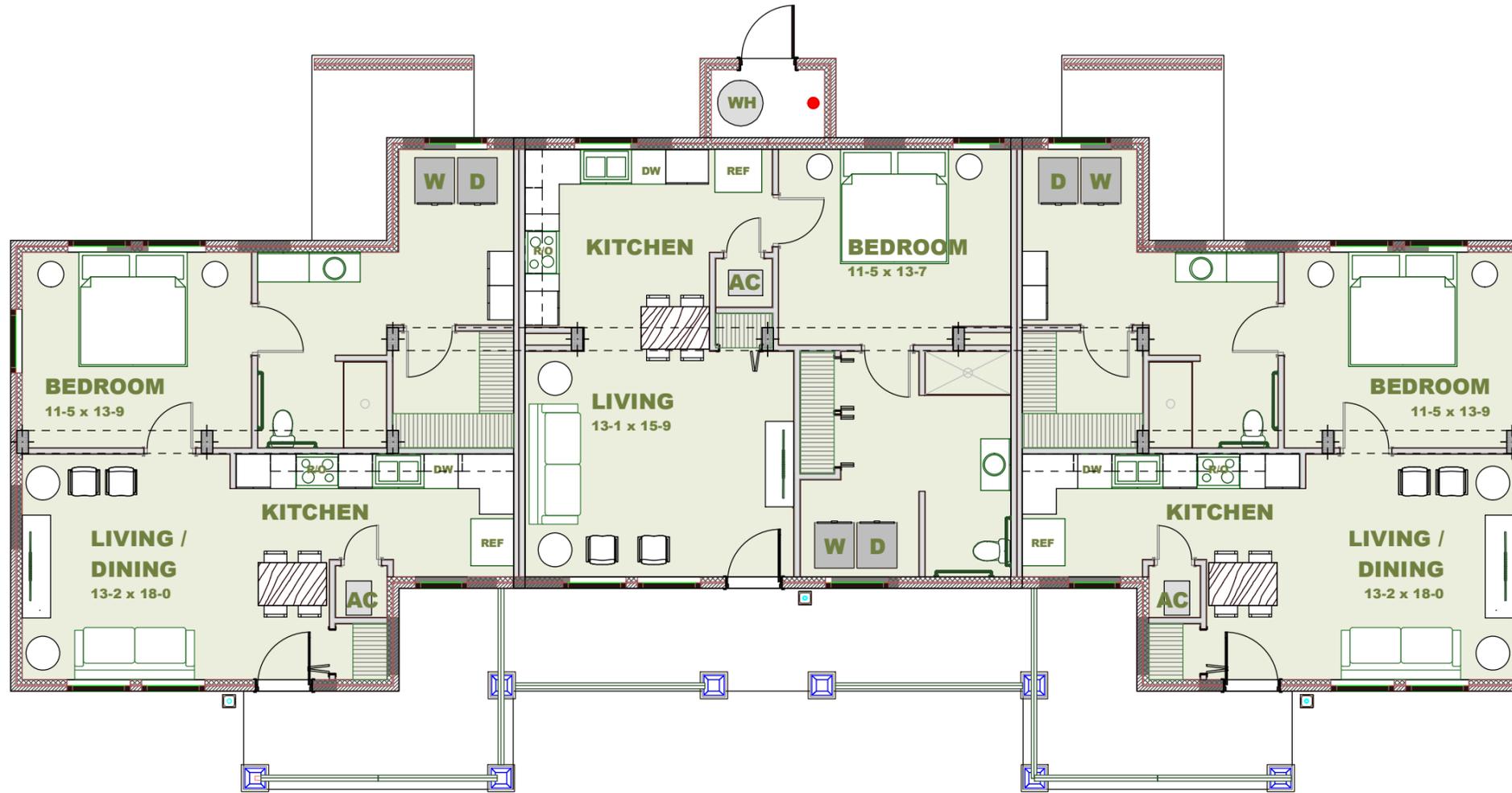
12629 New Brittany Boulevard
Building 16
Fort Myers, Florida 33907
(239) 275-8029

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



Melody Grove

Waco, Texas



1 BR
714 sq ft

1 BR
711 sq ft

1 BR
714 sq ft



BUILDING B

3 ONE BR UNITS 711-714 SF

MELODY GROVE

waco texas



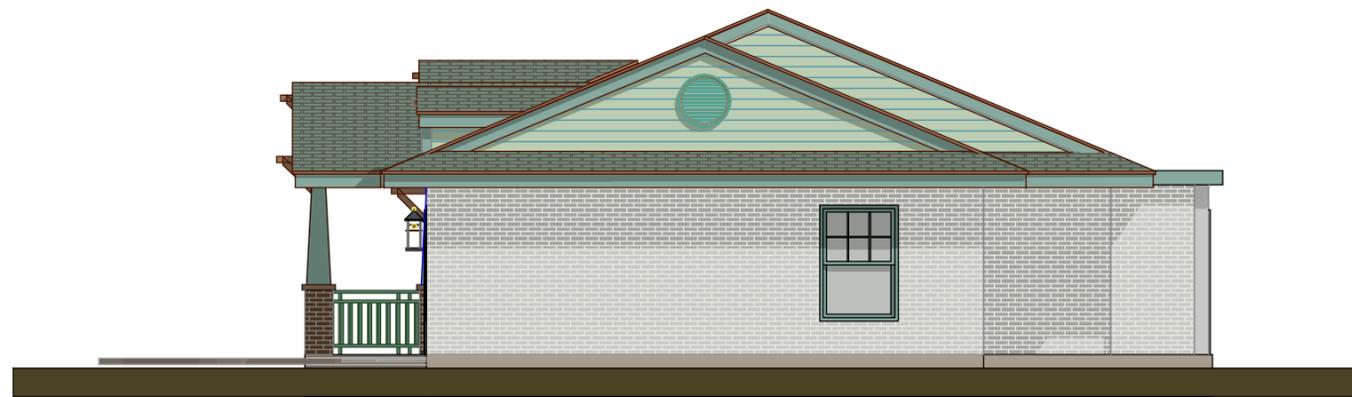


1

Front Elevation

1/8" = 1'-0"

BUILDING B



2

Side Elevation

1/8" = 1'-0"

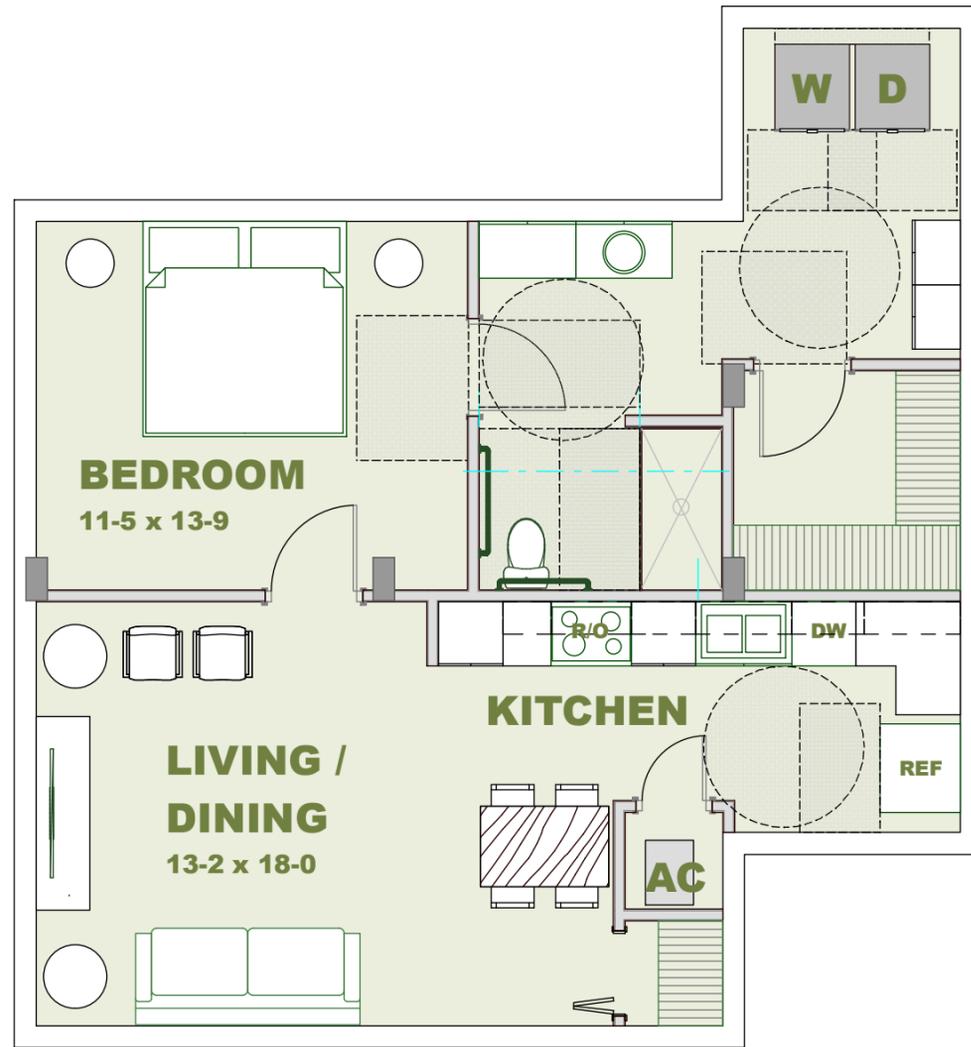
MELODY GROVE

waco texas



2

1/30/2023



BUILDING B Unit B1

1 BEDROOM 714 SF



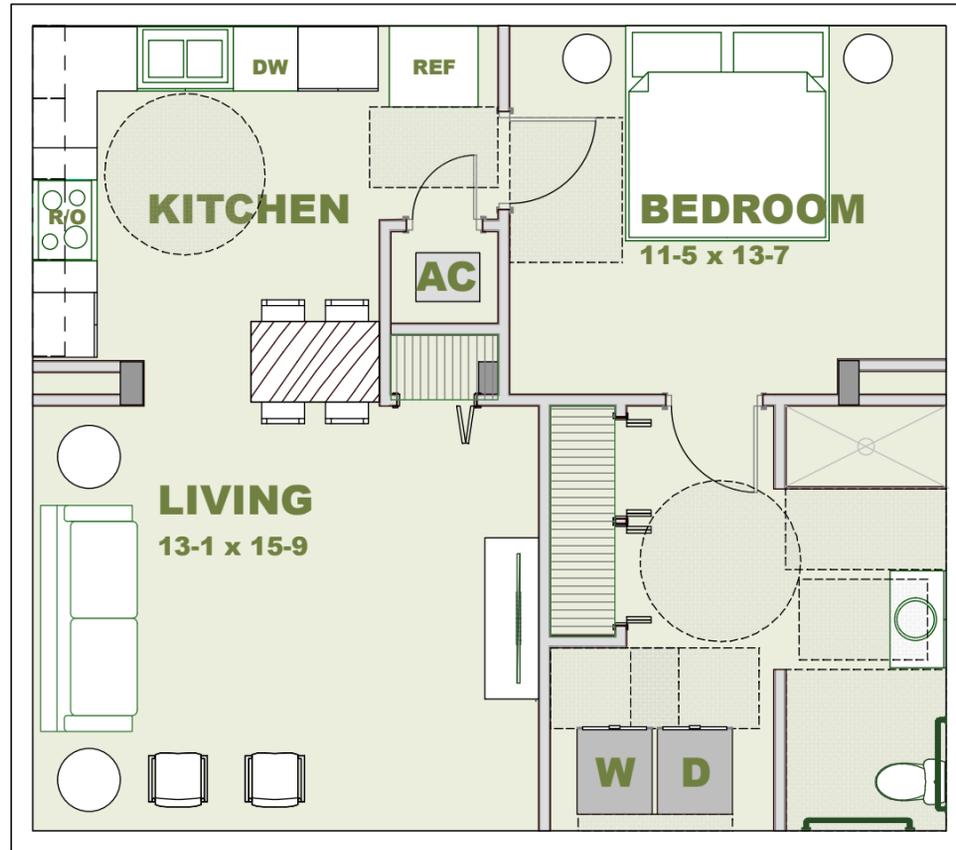
MELODY GROVE

waco texas



1

1/30/2023

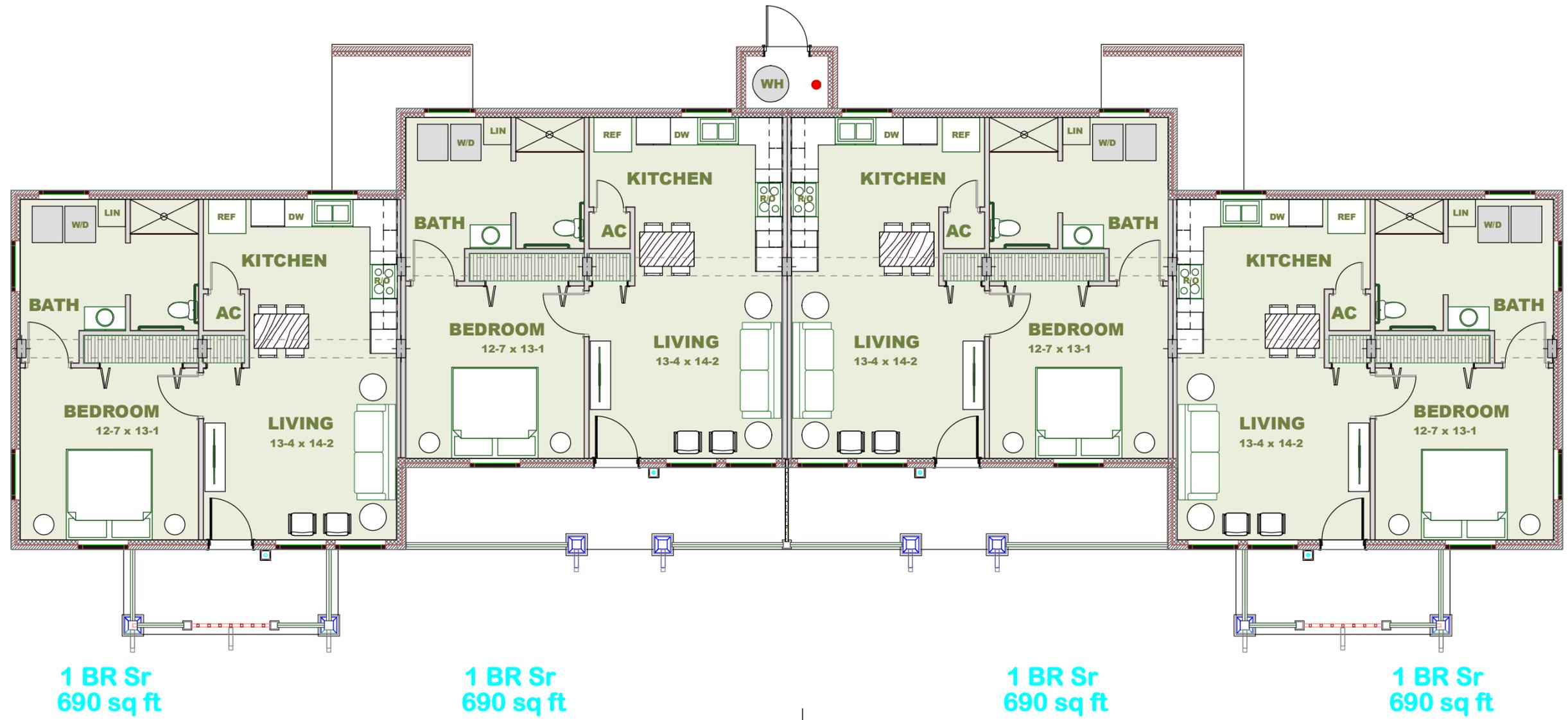


BUILDING B Unit B2

1 BEDROOM 711 SF

MELODY GROVE waco texas





BUILDING C

4 ONE BR UNITS 690 SF

MELODY GROVE waco texas



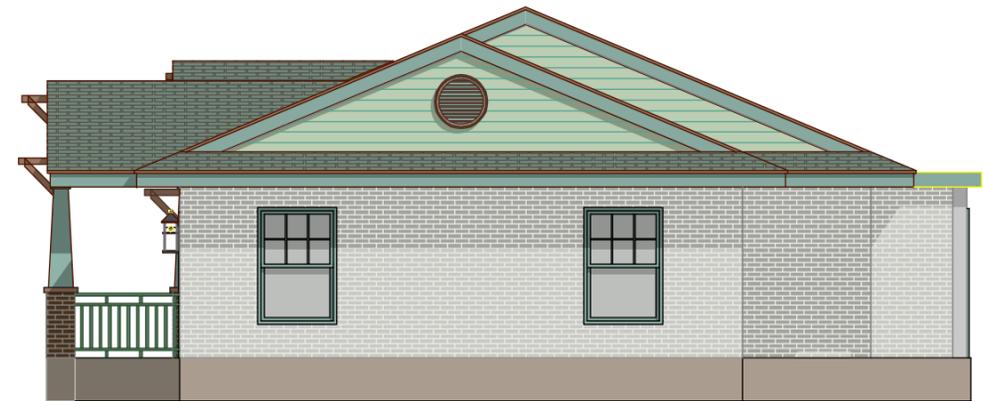


1

Front Elevation

1/8" = 1'-0"

BUILDING C



2

Side Elevation

1/8" = 1'-0"

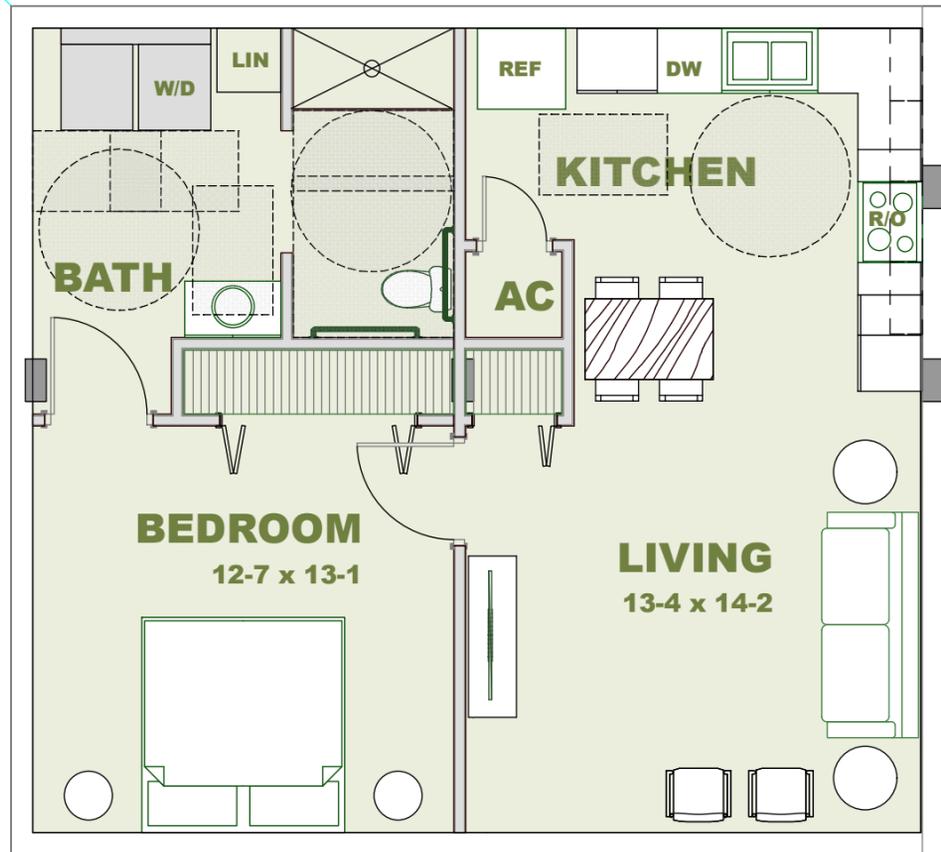
MELODY GROVE

waco texas



2

1/30/2023



BUILDING C

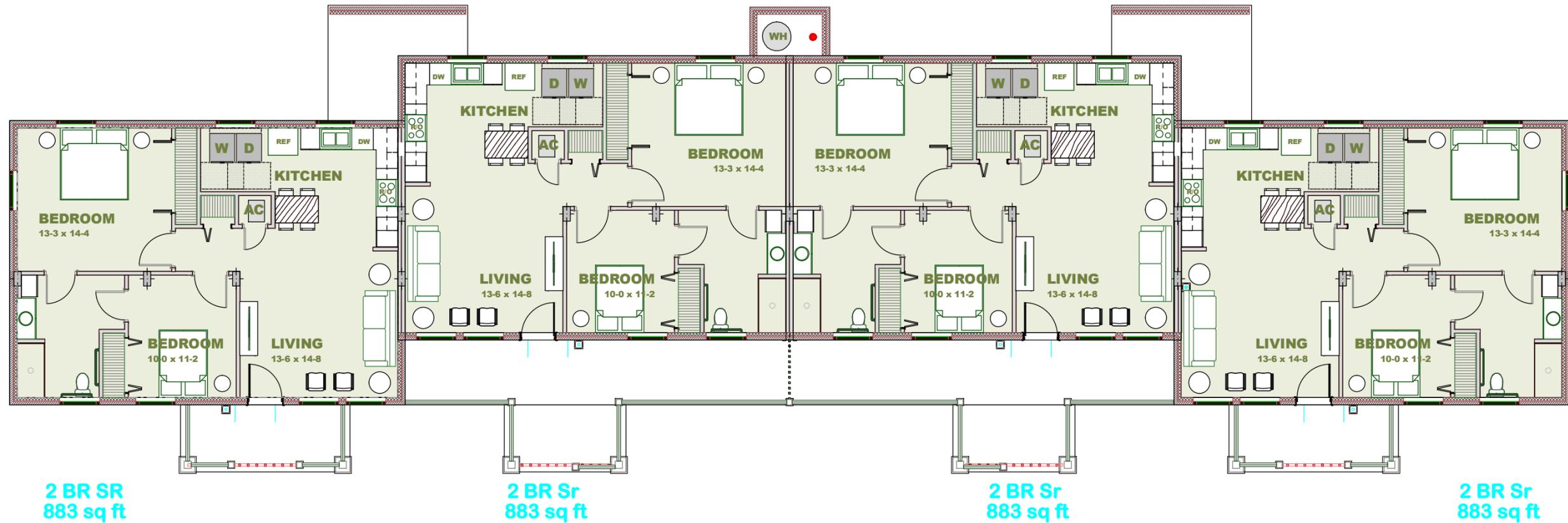
1 BEDROOM 690 SF



MELODY GROVE

waco texas





BUILDING D

4 TWO BR UNITS 883 SF

MELODY GROVE

waco texas



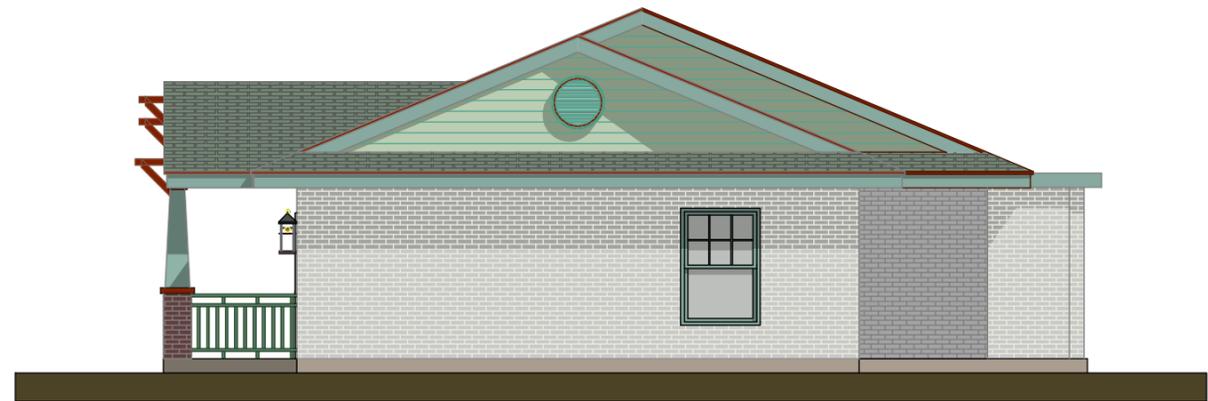


1

Front Elevation

3/32" = 1'-0"

BUILDING D



2

Side Elevation

1/8" = 1'-0"

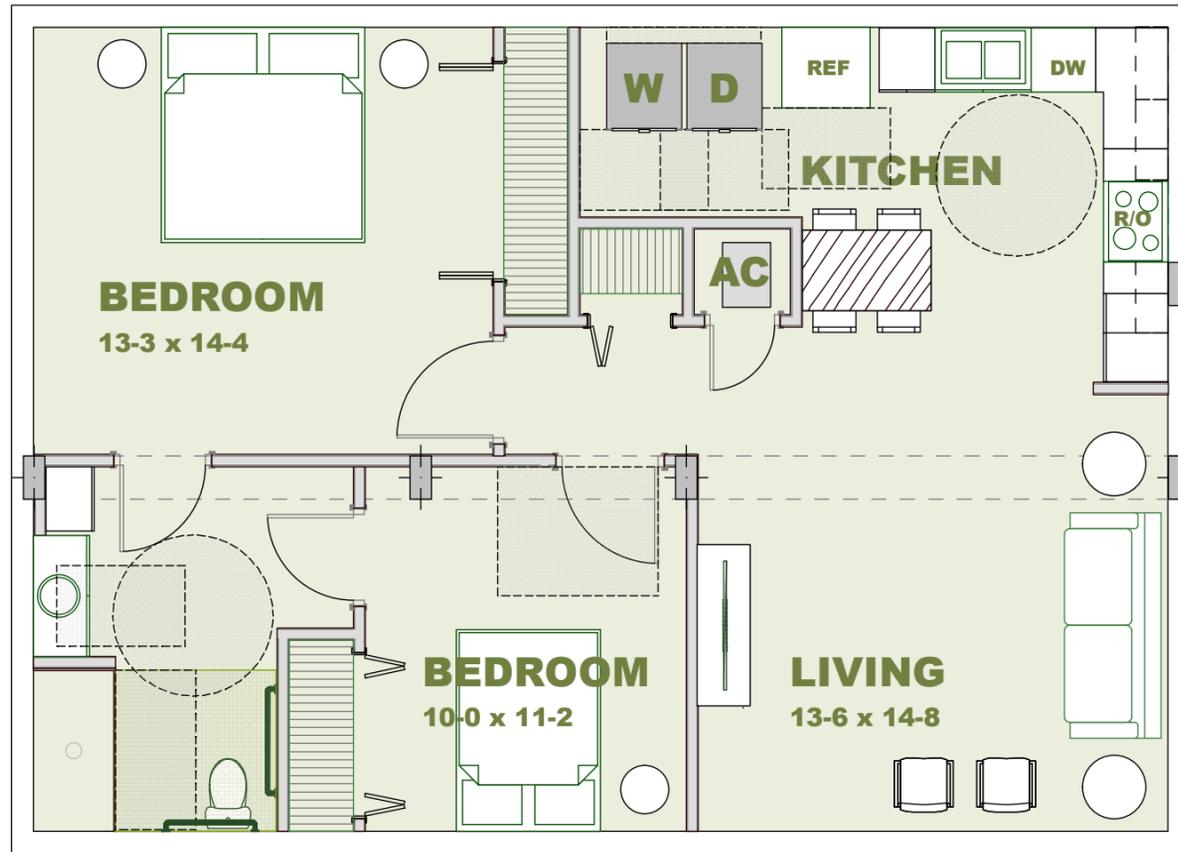
MELODY GROVE

waco texas



2

1/31/2023



BUILDING D

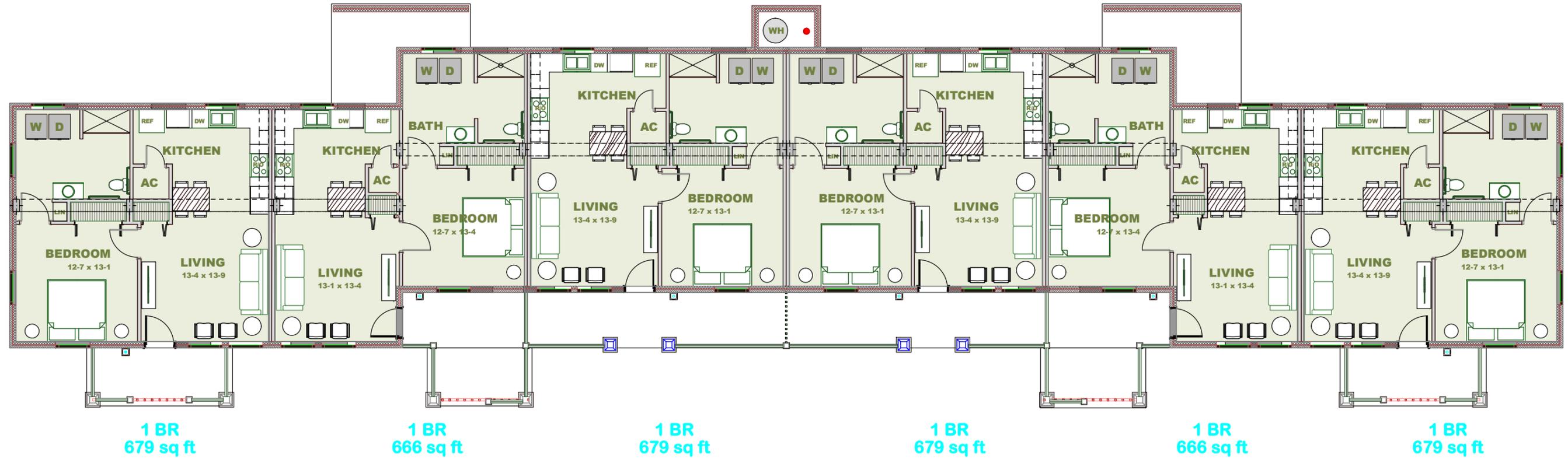
TWO BR UNIT 883 SF



MELODY GROVE

waco texas





BUILDING E

6 ONE BEDROOM UNITS 666-679 SF

MELODY GROVE waco texas





1

Front Elevation

3/32" = 1'-0"

BUILDING E



2

Side Elevation

1/8" = 1'-0"

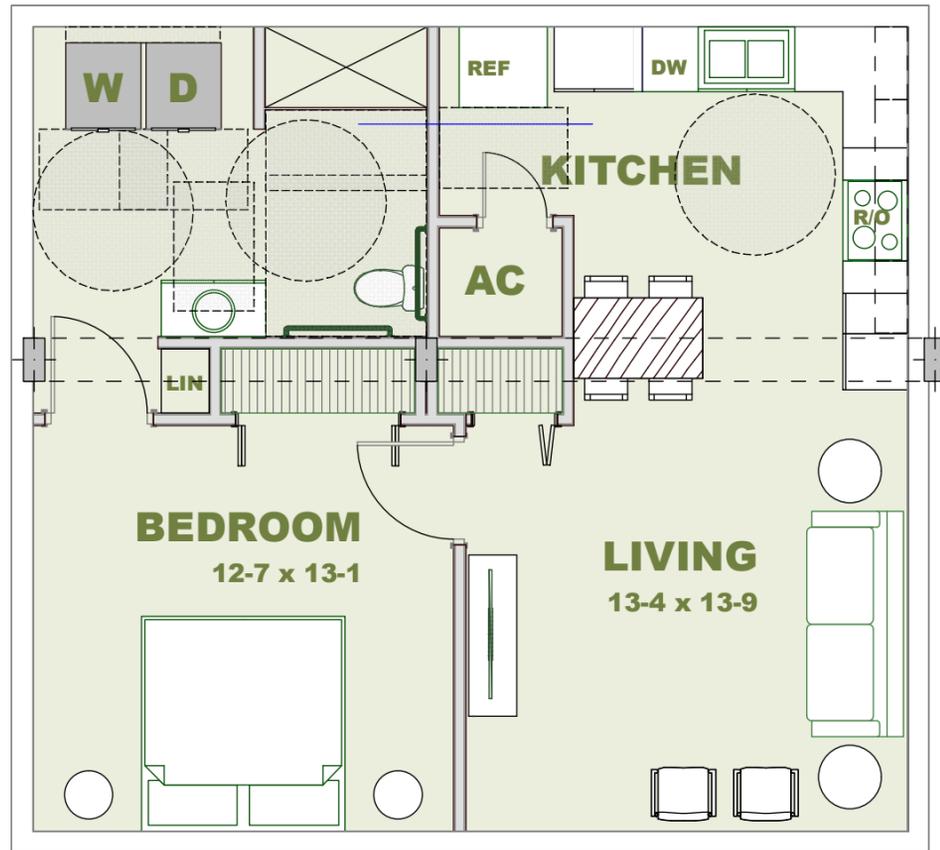
MELODY GROVE

waco texas



2

1/31/2023



BUILDING E Unit E1

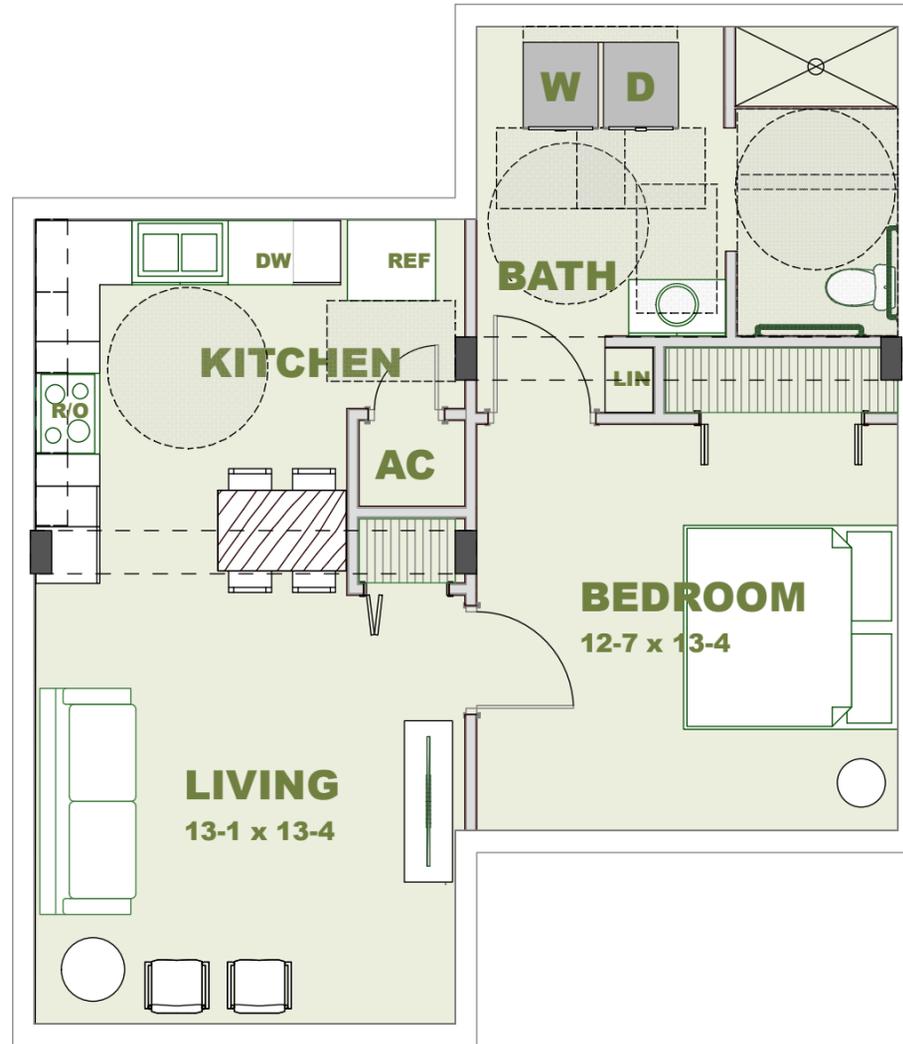
ONE BR 679 SF



MELODY GROVE

waco texas





BUILDING E Unit E2

ONE BEDROOM 666 SF



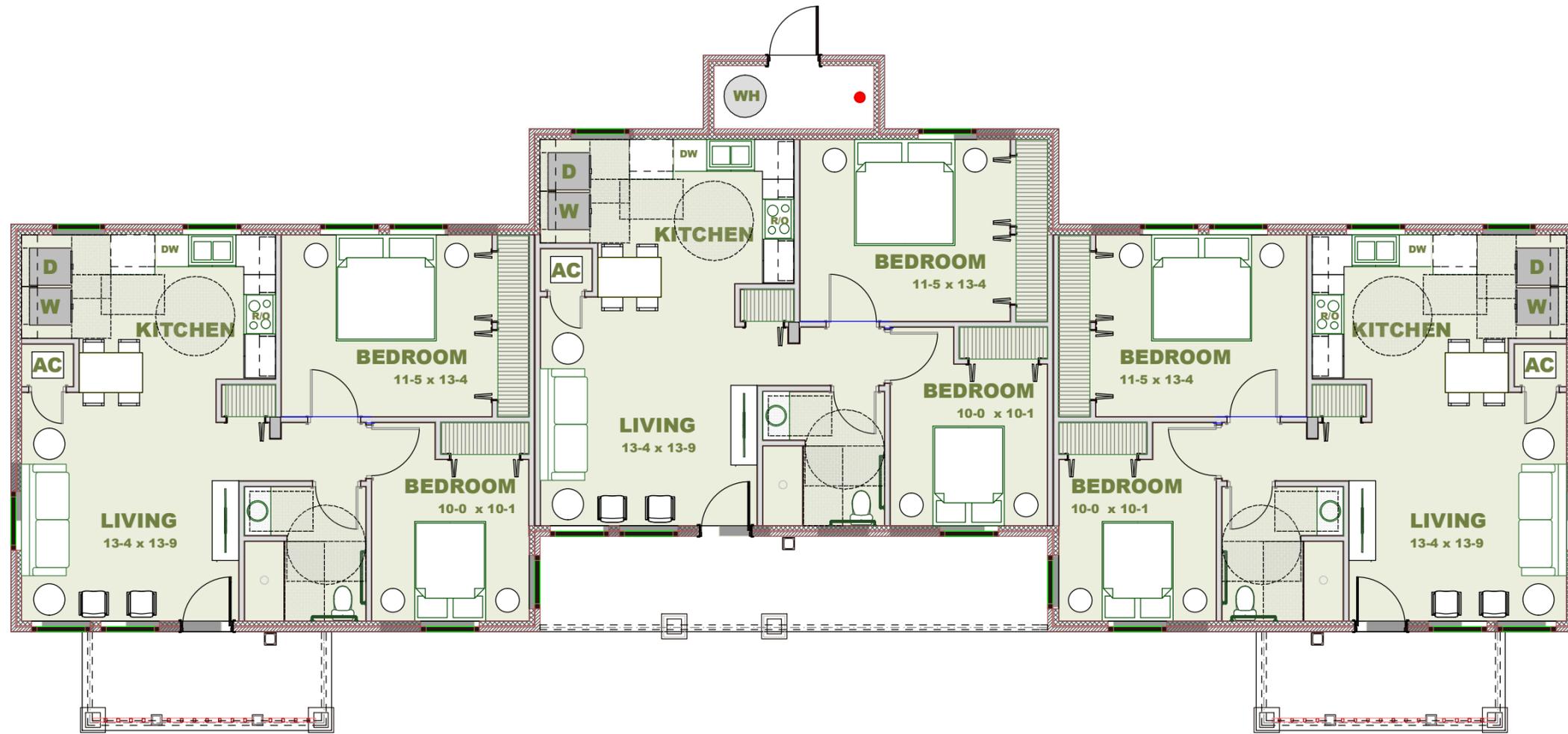
MELODY GROVE

waco texas



1

1/30/2023



2 BR Sr
780 sq ft

2 BR Sr
780 sq ft

2 BR Sr
780 sq ft



BUILDING 0

3 TWO BEDROOM UNITS

MELODY GROVE

waco texas



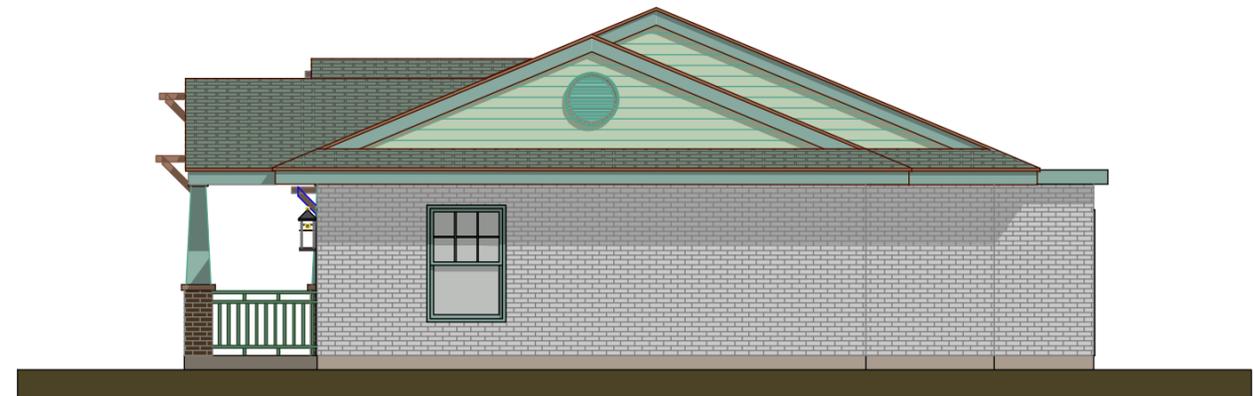


1

Front Elevation

1/8" = 1'-0"

BUILDING 0



2

Side Elevation

1/8" = 1'-0"

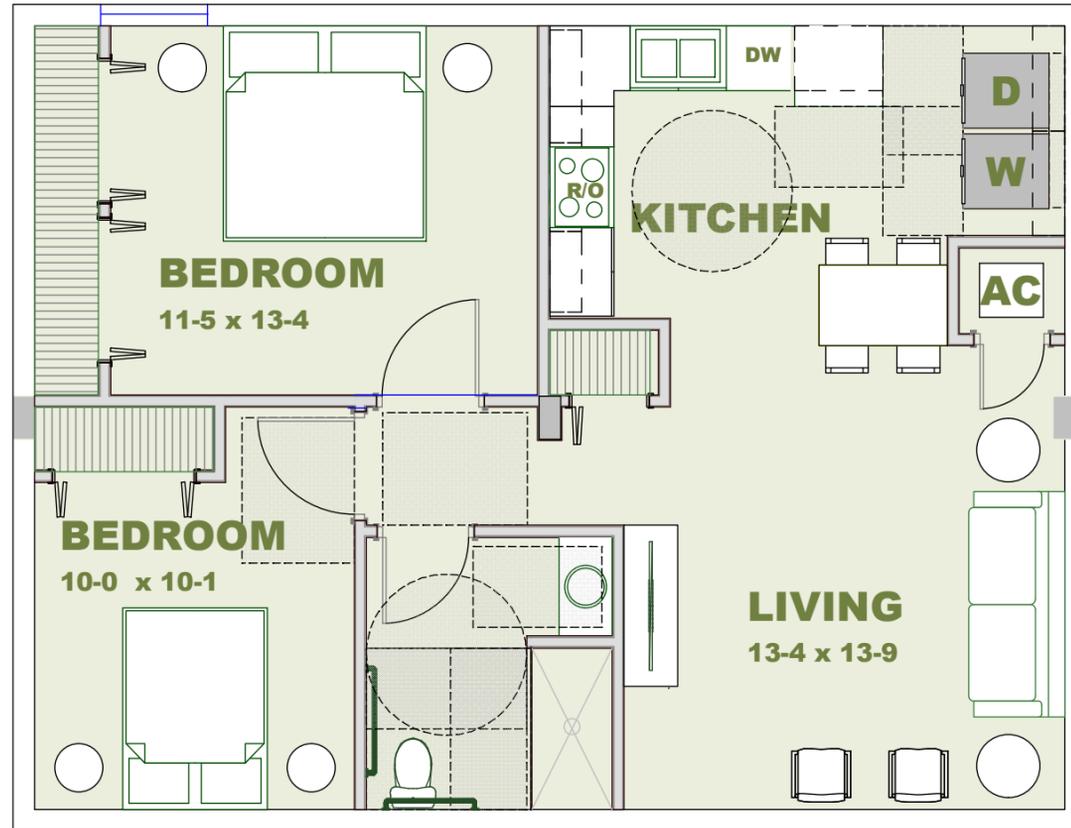
MELODY GROVE

waco texas



2

1/31/2023



BUILDING O

TWO BEDROOM UNIT 780 SF



MELODY GROVE waco texas



Trendwood Update

Please see below for this month's update at Trendwood:

Operations

Monthly resident services are aligned with resident needs. Residents are provided with monthly calendars – see attached for February.

The relocation coordinator is continuing to work with residents as the rehab makes its way throughout the property.

Site Compliance has certified 53 residents for the Tax Credit program compliance, with the remaining units in various stages of review.

Construction update

Twelve vacant unit interiors will be completed in February, ahead of schedule, and the occupied standard units began production on 1/16/23.

Windows are complete in approximately 20 units; ADA paths are 80% complete and site concrete repairs are in progress to finish in February.

The new playground has been installed.

Phase 1 of the community building is wrapping up and staff will be moving back in mid-February. The laundry room renovations are nearly complete.

Security

Starting in February, the security hours will shift to 2 officers, 12 hours per day with rotating shifts.

We have signed a contract for the installation of cameras to begin March 6th

The team attended the Crime Free Housing program course. The new Community Manager will be scheduling for attendance as well.

Trendwood Apartments Activities

Good Neighbor Program -Amanda Yanni, Resident Services Coordinator. Please send questions or suggestions to: ayanni@prspurpose.org

February 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Neighborhood Development Morning Coffee Club 9-11 (BYOM: bring your own mug) Family Development Toddler Time- Groundhogs Day Activity 11-12 Food Pantry Food Pantry Sign Ups 1-3 (going on 2/23) Youth Development Snack & Activity 3-430	3  	4
5	6	7 Arts & Crafts String of Hearts 9-11 Marriage Preparation Communication 11-12 Neighborhood Development Crime Watch Safety Tips 1-2 Family Development Ways to be a Healthier Active Family 2-3	8	9 Neighborhood Development Morning Coffee Club 9-11 (BYOM) Family Development Toddler Time- Valentine's Day Activity 11-12 Social Event Monthly Birthdays' Celebration! Stop by for cake! 1-3 Youth Development Snack & Activity 3-430	10 Youth Development Arts & Crafts 9-11 Youth Development Born Ready Workshop 11-2 (INFO BELOW) Health & Nutrition My Plate Maze 2-3 NO SCHOOL	11 FOOD PANTRY OPEN 10a-12p St. John the Baptist Catholic Church @ 1312 Dallas St. 
12	13	14 Arts & Crafts Valentine's Day Heart Tree 9-11 Job Preparation Reality Check 11-12 Social Event Celebrating Valentine's Day 1-3 Stop by for some sweets!	15	16 Neighborhood Development Morning Coffee Club 9-11 (BYOM) Family Development Toddler Time- Acts of Kindness BINGO 11-12 Neighborhood Development Card Games 1-3 Youth Development Snack & Activity 3-430	17	18
19	20	21 Coordinator not onsite	22	23 Neighborhood Development Morning Coffee Club 9-11 (BYOM) Family Development Toddler Time- Painted Toast Activity 11-12 Food Pantry Food Pantry Sign Ups 1-3 (going at 3pm) Youth Development Snack & Activity 4-430	24	25
26	27	28 Work Preparation Customized Resumes 9-10 Door to Door Calendar Dispersal 10-12 Arts & Crafts Heart Collage 1-3	The Born Ready Workshop is provided for youth ages 10-18 to promote self-esteem, self-awareness and inspire kids to think about, dream about and work towards their future. Please sign your child up by Feb 6 to ensure they get a goodie bag and workbook. Don't Forget... All programs are FREE for residents. Sign up your family today!			

Sandstone Apartments Update

- Post paid to WHA the December monthly management fee of \$2123.29. This recurring monthly management fee is due on the 15th of the month.
- Post paid the 2022 Ground Lease fee of \$6936.29. This is an annual fee.
- 1st Call Services, Post's affiliated General Contractor, was on-site at the end of January to start exterior renovations. Some of these upgrades will include new front signage, landscaping and tree pruning, replacing and retrofitting the building siding, and repainting.
- We are still hiring for a maintenance technician who will assist our lead maintenance.
- January occupancy was 93%.
- We have hired a 3rd party designer to recommend paint colors. Color scheme will be finalized in the next couple of weeks.
- We are also starting clubroom/office area and the model unit renovation.
- We have finalized the interior renovation/upgrade scope. Renovations on vacant units will begin next week. Interior upgrades will include: new formica countertops, backsplash installation, new kitchen cabinet doors, new kitchen appliances, and repainting.
- We are tentatively scheduled to hold a soft open house in March to highlight and show off the completed upgrades. Existing and potential community members will be encouraged to tour our upgraded units at Sandstone Apartments.
- We will hold a larger open house at the end of May. We will be having a food truck on-site. At this time the community will have completed the repainting, the pool area will be expanded as we want this to be a focal point for our Sandstone community. We want the community to see how much we have invested in the property not only on the exterior but also unit interior upgrades.
- Staff are fully trained on the structure are actively auditing and reviewing our existing residents incomes to determine who qualifies for an affordable unit.

Administrative Services Department January 2023 Report

Routine Work Projects

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks – **236** checks (all other checks were direct deposited and check stubs can be accessed by landlords through the landlord portal.)
- Travel and Training: (*See attached training sheet for all training offered to staff*).
- Partnership Meetings: Attend Housing Coalition Board Meeting.
- Applications
 - **53** Public Housing / **26** Mart
 - **0** VASH
- Processed **692** pieces of incoming mail
- Processed **3,711** pieces of outgoing mail
- Proofed all department monthly reports
- Made **298,392** copies for departments
- Sent out **95** Late Notices for Public Housing
- Sent out **56** Notices of Concern
- Sent out **225** Utility Notices

Clients and Visitors

There was a total of **656 persons** that checked in to the receptionist in the lobby.

There was a total of **8,248 incoming calls** handled by the receptionist for the month.

Rising Images Compliance Audit

Raintree

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

Picadilly

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

Cimmaron

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

Hunnington

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

Employee	Training Class	Dates	Location
Myllinda Browder	Anyone with Newly Assigned HR Responsibilities	12/2/2021	Webinar
Marcus Davilla	HQS Training	02/23-02/25/2022	
Christina Miller	NAHRO Customer Service Training/High Performance Mgmt	04/05-04/06/2022	Webinar
Tiffanie Montgomery	NAHRO Customer Service Training/High Performance Mgmt	04/05-04/06/2022	Webinar
Corina Mendoza	A Crash Course for the First-Time Manager or Supervisor	4/25/2022	Webinar
Myllinda Browder	One-Person HR Department	4/26/2022	Webinar
Starlet Pope	Effective Techniques for Dealing with Difficult Customers	6/21/2022	Webinar
Shamekia Whittington	Effective Techniques for Dealing with Difficult Customers	6/21/2022	Webinar
Stephen Taylor	HVAC Training	06/22-06/23/2022	Waco
David Jackson	HVAC Training	6/23/2022	Waco
Victor DeWitt	HVAC Training	6/23/2022	Waco
Myllinda Browder	Onboarding Best Practices	6/23/2022	Webinar
Tina Lynn	Payroll Compliance Workshop	07/20-21/2022	Webinar
Myllinda Browder	Using the Company Intranet to Engage & Retain Employees	7/26/2022	Webinar
Myllinda Browder	How to Build a Flexible Workplace culture	7/28/2022	Webinar
Rebecca Ellis	How to Build a Flexible Workplace culture	7/28/2022	Webinar
Myllinda Browder	Employee Engagement: Strategies for Success	8/2/2022	Webinar
Melissa Johnson	HR 101 for Managers & Supervisors	8/4/2022	Webinar
Edwina Viera	HR 101 for Managers & Supervisors	8/4/2022	Webinar
Briotony Porter	Hoarding Behaviors in Older Adults	8/8/2022	Webinar
Tina Lynn	IRS & DOL Audits: Spot Red Flags before the Agencies	8/11/2022	Webinar
Tina Lynn	Asset Management & Central Office cost Center	8/11/2022	Webinar
Myllinda Browder	FMLA Master Class	8/17/2022	Webinar
Marla Carter	Voucher Management System, RNP Reconciliation & Updates	8/23/2022	Webinar
Rebecca Ellis	Reasonable Accommodations	9/1/2022	Webinar
Myllinda Browder	Reasonable Accommodations	9/1/2022	Webinar
Crystal Anthony	Peer Support for Family Self-Sufficiency (FSS) Case Managers	9/8/2022	Webinar
Myllinda Browder	Employee Habit vs Addiction: Knowing When & How to Intervene	9/13/2022	Webinar
Melissa Johnson	New Supervisor/Leadership	09/13-14/2022	Waco
Tina Lynn	Nuts & Bolts of HUD Accounting 2022	09/20-09/23/2022	Ft Myers FL
Myllinda Browder	HR Specialist Summit	9/21-/22/2022	Webinar
Milet Hopping	National NAHRO	9/22-24/2022	San Diego
Rebecca Ellis	National NAHRO	9/22-24/2022	San Diego
Melissa Johnson	National NAHRO	9/22-24/2022	San Diego
Janie Lovell	National NAHRO	9/22-24/2022	San Diego
Myllinda Browder	OSHA Record-Keeping Compliance	10/5/2022	Webinar
Ryan Tomlinson	Texas NAHRO	10/17-19/2022	Grapevine

Milet Hopping	Texas NAHRO	10/17-19/2022	Grapevine
Gloria Dancer	Texas NAHRO	10/17-19/2022	Grapevine
Rebecca Ellis	Texas NAHRO	10/17-19/2022	Grapevine
Vincent Pearson	Texas NAHRO	10/17-19/2022	Grapevine
Briotony Porter	Texas NAHRO	10/17-19/2022	Grapevine
Crystal Anthony	National FSS Conference	10/24-25/2022	Webinar
CaSaundra Foreman	National FSS Conference	10/24-25-2022	Webinar
Tina Lynn	Form 1099 Reporting Updates	10/26/2022	Webinar
Mary Robinson	Form 1099 Reporting Updates	10/26/2022	Webinar
Janie Lovell	High-Performance Management	11/02-11/03/2022	Dallas
LaTanya Rector	High-Performance Management	11/02-11/03/2022	Dallas
Rebecca Ellis	High-Performance Management	11/02-11/03/2022	Dallas
Ferlisa Ragin	Fair Housing	11/8/2022	Webinar
Catherine Read	Fair Housing	11/8/2022	Webinar
Melody Gober	Fair Housing	11/8/2022	Webinar
Missy Maresh	Fair Housing	11/8/2022	Webinar
Milet Hopping	NAHRO Definitive Guide for New Executive Directors	11/9-11/10/2022	Webinar
Gloria Dancer	Housing Tax Credit Compliance Training	11/15/2022	Webinar
Janie Lovell	Housing Tax Credit Compliance Training	11/15/2022	Webinar
Rebecca Suarez	Hot Topics for LIPH & HCV	11/16-11/17/2022	Nashville TN-CHG'd to Zoom
Rebecca Suarez	RAD & Other Repositioning Strategies	11/18/2022	Nashville TN-CHG'd to Zoom
Gloria Dancer	Commissioner Basics 101	11/28/2022	Webinar
Edwina Viera	Everything You Need to Know 2023	12/5-12/6	Orlando FL

Information Technology (IT)

Jan 2023

- **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

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

WHA Network systems had no substantial downtime for the month

- **Miscellaneous**

- Initiate Network security escalation.
- Review software to enhance/modernize our initial process, reviewed Bob.AI software, this is a web driven portal platform that walks applicants through the initial process, including connecting with landlords, the RFTA process, briefings, and inspections. This solution can be fully utilized on a mobile device. This solution targets goals outlined for IT in the strategic plan
- Reviewed DocuSign software as a e-sign partner, DocuSign allows web forms/packets to be digital signed and returned to designated staff and these forms can be posted on the webpage and delivered via email or SMS to mobile devices. This solution targets goals outlined for IT in the strategic plan.
- Started access control/intercom to Community Services main entrance.
- Prepare WHA for winter storm outage; issued mobile equipment to designated staff, guidance on social media, recordings, and phone system administration.

WHA Board Report Jan 2023

All Users
100.00% Sessions

Total users

1,215
% of Total: 100.00% (1,215)



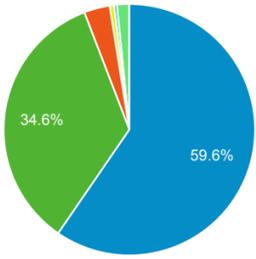
Sessions (total visits)

1,601
% of Total: 100.00% (1,601)



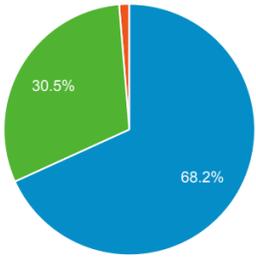
Users by (referral) Source

google (direct) bing
192.168.1.28:8880 l.facebook.com
Other



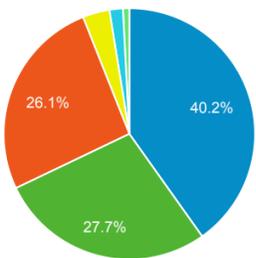
Traffic by device

mobile desktop tablet



Users by Operating System

iOS Windows Android Macintosh
Chrome OS Other



Pageviews (total traffic)

4,723
% of Total: 100.00% (4,723)



Pageviews by Page

Page	Pageviews
/	1,740
/page/Emergency Housing Voucher	367
/page/public_housing_ops	256
/page/departments	222
/page/Section 8 Landlord Program	199
/page/section_8	182
/page/waiting_list	177
/page/community_services	151
/page/rad	136
/page/hill_somervell_section_8	129

Pageviews by City

City	Pageviews
Waco	1,518
Dallas	775
Austin	514
Temple	56
Camden	52
Houston	34
McCamey	34
Waxahachie	34
Abilene	30
North Creek	28

Modernization Department January 2023 Report

Grant Year	Grant Amt.	Amt. Expended	% Expended	% Obligated	Deadline to Expend
2018/518	\$1,820,616.00	\$1,803,805.86	99%	100%	May 28,2026
2019/519	\$1,904,253.00	\$654,546.18	34%	34%	April 15, 2027
2020/520	\$2,037,987.00	\$543,819.79	27%	28%	March 25, 2026
2021/521	\$1,692,421.00	\$338,484.20	20%	20%	February 22, 2025

Public Housing Current Projects

Rising Images Current Projects

- Replacement of siding at Hunnington buildings E, F, G, H & I and Raintree buildings 3,4,7 & 8.
 - Awarded to Aragon Builders for \$330,305.75
 - Started mid October 2022
 - Estimated completion May 2023

Rising Images, Inc.
Board Report for January 2023

Occupancy

	Total Units	Vacant Units	Percentage Occupied
Cimmaron	100	1	99%
Hunnington	60	0	100%
Misty Square	16	0	100%
	Total Units	Vacant Units	Percentage Occupied
Picadilly	6	0	100%
Raintree	156	0	100%

Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Cimmaron	\$50,847.00	\$51,830.00	\$51,345.00	99%
Hunnington	\$34,629.00	\$35,240.00	\$35,240.00	100%
Misty Square	\$8,380.00	\$8,540.00	\$8,540.00	100%

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Picadilly	\$4,562.88	\$ 4,802.00	\$4,802.00	100%
Raintree	95,928.15	\$97,945.00	\$97,945.00	100%

Contracts (MOD)

Aragon has replaced the siding on Hunnington Bldgs. E-I. Now they are about to start replacing the fascia on these buildings.

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 January 2023

Occupancy

	Total Units	Vacant Units	Percentage Occupied
South Terrace	250	80	68%

Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
South Terrace	\$49,952.00	\$49,952.00	\$38,814.13	78%

Administration

South Terrace is continuing the process for RAD conversion.

9 evictions pending

Housing Operations Monthly Report

January 2022

Public Housing Report

Staff

Total Employees – 08 Temporary Staff – 0

Waiting List Information

Total number of applicants on the waiting list – 1802

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

Notification for assistance mailed	6
No response to notification letters	1
Pending Notification letter/expiration date	0
Move-in letters issued	4
Units rejected by applicant	1
Total applicants not qualified	3

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

There was a total of (368) orientation letters emailed, (2) packets were mailed out from letter responses (2) received and in process of verifications, (pending deadline date) no response, (5) completed.

Annual Re-Certifications

Community	Certifications	Completed	Remaining
Kate Ross	15	14	1
Estella Maxey	17	17	0
Total	32	31	1

We have completed 99% of certifications for this month. According to PIC submission we have reported 99.81 % certifications for dates through December 31, 2022.

Evictions

Community	Non-Payment	Lease Violation	One Strike
Kate Ross	3	0	0
Estella Maxey	7	0	0
Total	10	0	0

Percentage of Rent Collected

99% of the rent for January was collected, we did not meet our goal of 100%.

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

Occupancy Percentage

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

Last Quarterly Average was 87% for Oct-Nov-Dec

Maintenance Report

Staff

Total Employees – 11 regular employees, 3 Temporary Staff, 2 Vacant position Aide B EM / Utility Laborer KR

Work Orders

Routine Work Orders

Community	Total	%Completed	Remaining
Kate Ross	166	89%	18
Estella Maxey	102	91%	9
Total	262	90%	27

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 3.20 days which is well within our goal.

Emergency Work Orders

	Amount Received	Amount Closed	Amount Remaining
Closed within 24 hours	37	37	0
Over 24 hours	0	0	0
Total	37	37	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.

January Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
151.00	56.00	78.40	285.40

Cumulative Average Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
198.17	129.50	37.33	365.00

Our annual cumulative goal is turning units in 20 days or less. Presently we have a cumulative turn-around time of 365, this puts us over by 345 days.

January Vacant Apartment Information

Vacancies	Leased	Total	Occupancy %
Kate Ross	247	286	86%
Estella Maxey	321	362	89%
Overall Occupancy	584	648	88%

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

Annual Inspections FY 21 - 22

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

Fleet Vehicle Inspection

Total Vehicles Inspected (11) – Vehicle repaired N/A

Planned/Preventative Maintenance

Annual Inspections/HVAC Filter Changes Gas Meter Repair/Service/Pest Control (all sites)

Accident-free days by staff FY 2022/2023

Maintenance staff has accumulated 50 accidents free days with (2) loss time days for the week of 1/29/23 and (50) loss time days from PREVIOUS 2022-year injury. We strive for safety in the workplace to be a priority. A morning safety briefing is conducted daily at the Maintenance including hands on training and video programs.

Expenditures

Monthly Budget	\$29,267.08
January 2023	\$26,918.00

Expenditures: Basic supplies for plumbing, electrical, painting, HVAC, and cleaning.

Security Report for January 2023

	WACO HOUSING AUTHORITY		Jan-23	
	SECURITY REPORT			
<u>CRIMINAL OFFENSES</u>	ESTELLA MAXEY		KATE ROSS	
	MONTH	YTD	MONTH	YTD
HOMICIDE				
ROBBERY				
ASSAULTS				
Agg. Assault				
Sexual Offense				
Simple Assault	3	3	1	1
Family Violence	5	5	2	2
BURGLARY				
Habitation				
Auto	1	1	1	1
AUTO THEFTS/REC				
ARSON				
Criminal Trespass	2	2		
CRIMINAL MISCHIEFS				
WEAPON VIOLATIONS				
DRUG ARREST				
Felony				
Misdemeanor				
DRUGS CONFISCATED	1	1gr		
Pills				
HOUSING RELATED				
CALLS OF SERVICE				
Other Agency	24	24	11	11
Security	8	8	6	6
Assist				
INCIDENT REPORTS				
Other Agency	24	24	8	8
Security	8	8	4	4
Assist				
	187	739	176.25	687.5

Section 8 Board Report – January 2023

The Section 8 Department has leased a total of 2616 vouchers for income eligible families. The following is an account of vouchers leased by McLennan County, Hill County and Somervell County:

Waiting Lists and Vouchers Utilized

	Number of Applicants on the Waiting List	Number of Tenants
Waco	1430	2429
Hill County	0	166
Somervell County	0	21
Totals	1430	2616

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

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

Waco	200
Hill County	12
Somervell County	0
Total	212

Re-Certifications

Waco, Hill County, and Somervell County Offices are re-certifying annuals through November 2022.

Homeownership

The Homeownership Program is now assisting 12 families with mortgages.

VASH (Veteran Affairs Supportive Housing)

Number Pending (VA Referral/Orientation)	1
Number Searching in Waco	5
Number Passed/Pending Inspection	7
Number housed in Waco	56
Ineligible	209
Total	80%

Mainstream

Number Pending (Referral/Orientation)	2
Number Searching in Waco	5
Number Passed/Pending Inspection	1
Number Housed in Waco	72
Ineligible	67
Total	90%

EHV (Emergency Housing Vouchers)

Number Pending (Referral/Orientation)	2
Number Searching in Waco	3
Number Passed/Pending Inspection	1
Number housed in Waco	29
Ineligible	11
Total	81%

FYI (Foster Youth Initiative)

Number Pending (Referral/Orientation)	14
Number Searching in Waco	2
Number Passed/Pending Inspection	0
Number Housed in Waco	2
Ineligible	4
Total	8%

HUD Reports

There are no reports due at this time.

Staff

There are two vacancies at the McLennan County Office. There is one vacancy at Hill or Somervell County Offices.

Community Services January 2023 Report

January Activities

- ❖ Kids Computer Lab at Estella Maxey and Kate Ross-Emphasis on literacy. Computer games that promote literacy. Staff read with children who wish to read. The books they have read are logged onto their reading logs which count toward their AR goals. We will award prizes to the children with the most books recorded over the holidays.
- ❖ Transportation from tutoring for Kate Ross kids who need STAAR test tutoring has begun. The children will be transported on Tuesdays and Thursdays. 1.2-15 children participating.
- ❖ CRCC Movie Presentation – took 8 young men from PH to see movie Black Boys
- ❖ MLK Service Day at Estella Maxey with Mosaic Church
- ❖ Black History Program at Estella Maxey for Seniors

Collaborations in January

- City of Waco Library Services: The Seniors will be taking a trip to the library in February to get library cards and to choose a book for Book Club.



Working with the library to get a “Little Library Nook” for Kate Ross

- ❖ GAPS (New partnership with HOTBH (MHMR). Gang and violence prevention. WHA will host meeting for parents and community at South Terrace on February 7th.
- ❖ HOT Behavioral Network met with CS staff to inform them of the GAPS program
- ❖ Warrior Way Soccer –MOU in the works to get soccer program started at Estella Maxey .
- Girl Scouts – Hopefully coming soon!

Walk-In Assistance

<p><u>42 Total Walk-Ins</u></p> <ul style="list-style-type: none"> ❖ 4 Apply for Public Housing ❖ 14 Computer Lab ❖ 4 Help with Resources ❖ 4 Copies, Fax ❖ 4 Social ❖ 3 Transportation 9 Other

Transportation Assistance

<p><u>114 Total Trips</u></p> <ul style="list-style-type: none"> ❖ 60 Medical/Dental ❖ 23 Grocery ❖ 15 Community Agency ❖ 14 Tutoring ❖ 2 Other
--

Staff Services Provided

21 Home Visits
29 Office Visits

16 External Referrals
6 Internal Referrals

Youth Services: Al Davis, Coordinator – January, 2023

Youth Visits: Home Visits: 8

Activities for the Month of January

- ❖ Attended meetings with WISD Case Specialist and Truancy (PCL) at J.H. Hines Elementary
- ❖ Meetings – Mission Waco (1) – Conference Call Meetings – (2)
- ❖ Meetings – (AB) Chairperson (Dr. Pepper Museum) collaboration for Youth Activities and presentations.
- ❖ Meetings – Mentor Waco (Recruiting PH students for Spring program from EM)
- ❖ Truancy Updates (Transformation Waco Schools) Carver Middle School (Files 8 cases) & J.H. Hines Elementary (Files 6 cases)
- ❖ Transport Tutoring students (West Ave. Elementary)
- ❖ Meeting – Attended Youth Summit Program (Plans for Spring & Summer Rally for PH Youth)
- ❖ Field Trip (CRCC Movie presentation – Black Boys) – Society’s perception of Black Males from youth to Adults- Took group of 8 boys from Public Housing to event

Activities planned for February:

- ❖ City of Waco Rep (AB) – Community Youth Related presentation for (kids)
- ❖ Schedule a Field Trip (Tutoring Kate Ross Lab students & possible EM youth)
- ❖ (GAPS) Gang Awareness Prevention & Safety (South Terrace Presentation Event)

Community Collaborations:

- ❖ Mentor Waco (Estella Maxey Site)
- ❖ Starry Counseling Services
- ❖ Acts Church (Kidz jam)
- ❖ (H.O.T.) Behavioral Health Network
- ❖ Voice Inc.
- ❖ Dr. Pepper Museum
- ❖ Mosaic (Church)

January Outreach Activities:

- ❖ Circulate Scholarship Information (Southwest NAHRO)
- ❖ Oceans Behavioral Hospital Waco (Referrals)

Elderly & Disabled Services January Report – Briotony Porter

Activities for the Month of January

- ❖ West Avenue Tutoring Pick-up
- ❖ Release of Information (ROI) Document Research

- ❖ Elderly & Disabled Services Document Updates
- ❖ Resident Martin Luther King Celebration Preparation

Activities planned for February:

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

Community Collaborations:

- ❖ Pamela Ballentine w/ Grandparents Program
- ❖ April Strickland w/ Texas A&M AgriLife Extension
- ❖ Area Agency on Aging
- ❖ Caritas
- ❖ Endeavors
- ❖ Waco-McLennan County Health Department
- ❖ Heart of Texas Behavior Network
- ❖ Community Resource Coordination Group
- ❖ Adult Protective Services
- ❖ EOAC
- ❖ Waco Police Department Police Chief
- ❖ Waco-McLennan County Library
- ❖ Woodland Spring Nursing Center
- ❖ Shepherd's Heart

January Outreach Activities:

- ❖ New Move-In Outreach

Resident Services - Earnest Ward Monthly Report January 2023

Activities for the Month of January

- ❖ **South Terrace Resident Council** was held with only 3 present. Mrs. Powell suggested since no one attended at 4 could we also meet at 6. I contacted Nina and she said it wouldn't be a problem. Resident mentioned is it possible to be offered more than one electricity provider.
- ❖ **Kate Ross Resident Council** meeting was held with 4 people present. Residents are so happy that the lighting is being repaired and the trash in the creek along 12A is being removed.
- ❖ **Melody Grove Resident Council** meeting was held with 7 people present. Residents wanted to get an update on RAD and management came in to inform them that there are no major new developments, but she will relay any new information. One resident mentioned the best way to find out any new developments is to attend the meeting when they are at Melody Grove. It was mentioned that a RAD contractor will be on property Tuesday 1/31. Resident mentioned the meeting will be held at 4pm next month.

Activities planned for February:

- ❖ Meeting scheduled at South Terrace 4pm
- ❖ Meeting scheduled at Kate Ross 6pm
- ❖ Meeting scheduled at 4pm Melody Grove

Community Collaborations:

- ❖ In conversation Tonya mentioned having a spring neighborhood clean-up possibility meeting with Keep Waco Beautiful seeing if they have any suggestions.
- ❖ Reached out to EOAC for rental assistance for a client.

January Outreach Activities:

- ❖ Reached out to Living Word Church and Carver Park Church for rental assistance for residents.

Family Self Sufficiency – CaSaundra Foreman/Crystal Anthony

FSS Participants	
Total: Public Housing Current-9/Grant 2022-9	Total: S8/RAD Current-49/Grant 2022-49
TOTAL CURRENT PARTICIPANTS- 58	
TOTAL GRANT 2022 PARTICIPANTS- 58	

Monthly ESCROW	
Total: Public Housing \$0.00	Total: S8/RAD \$7,249.00
TOTAL ESCROW DEPOSIT: \$7,249.00	
INTEREST NOT INCLUDED	

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

Activities for the Month of January

- ❖ Grant was approved for renewal
- ❖ Preparing Current Participants for new Contract of Participation
- ❖ Lead Community Service Team Building
- ❖ Continued to work with IT to move toward streamlining and moving to electronic processing
- ❖ Worked with Finance to balance accounts
- ❖ Community Service Black History Brunch Planning
- ❖ Exercised with Community Seniors
- ❖ Weekly Money Management Training – CFPB
- ❖ Recruited New FSS Advisory Board Members
- ❖ Mailed out Essay Scholarship Information
- ❖ Finalized FSS Event Calendar

❖ **Activities Planned for February**

- ❖ Participants Meetings: February 14th – First in person meeting since Covid
- ❖ Advisory Board Meetings: February 15th
- ❖ Community Service Team Building
- ❖ United Way Community Investment Council
- ❖ Gang Awareness, Prevention, and Safety “Fostering Positive Relationships in Our Community”
- ❖ Weekly Money Management Training – CFPB
- ❖ Community Service Black History
- ❖ Groundwater Race Training
- ❖ Homeless Clients: Compassionate Solutions to Problematic Behavior
- ❖ **Community Collaborations**
- ❖ McLennan City Adult & Family Meeting
- ❖ Met with Seniors during activities

- ❖ NeighborWorks Homebuyer Education
- ❖ Grassroots
- ❖ Attended Groundwater Race Training
- ❖ Section 8 Homeownership Program
- ❖ Waco Housing Stabilization Program
- ❖ Texas Workforce Commission
- ❖ UpSkill
- ❖ Attended Ocean Behavior Institute Open House

January Outreach Activities

- ❖ Walked Property passing out meals
- ❖ Contacted Potential New Participants
- ❖ Contacted New Public Housing Residents – FSS Information
- ❖ Maintain recruiting efforts using FSS brochures during WHAA Community Service outreach/events, ground visits, Section 8 Orientation, and mail outs to potential clients.

Mosaic Church MLK Day of Service at Estella Maxey



Seniors Learning Computer Skills at Kate Ross Community Center



Sewing Hearts Crafts with Seniors



February 2023 Activity Calendar

American



Heart Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Multicultural Activity & Exercise (EM) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	2 Senior Tour of Waco (KR)- 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	3	4
5	6 Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM Mentor Waco (EM) – 7PM	7 Valentine’s Craft Activity & Exercise (ST) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM GAPS Prog. S. Terrace 6:30	8 Bingo w/ Pamela B. & Exercise (EM) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	9 Black History Celebration (KR)- 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	10	11
12	13 Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM Mentor Waco (EM) – 7PM	14 Get the Facts about Sugar, Fat, Carbs & Sodium w/ April (ST) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	15 South Waco Library Tour (EM) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	16 Safety w/ Mr. Berry (KR)- 10AM Exercise – 11AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	17	18
19	20 Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM Mentor Waco (EM) – 7PM	21 High Blood Pressure Class & Exercise (ST) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	22 High Blood Pressure Class & Exercise (EM) – 10AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	23 No Senior Activities & Exercise Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM	24	25
26	27 Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM Mentor Waco (EM) – 7PM	28 Get the Facts about Sugar, Fat, Carbs & Sodium w/ April (ST) – 10AM Exercise – 11AM Meals for Kids (EM/KR) – 3:30PM Kids Lab (EM/KR) – 3:30PM				

Summary of Financial Statements

December 31, 2022

Public Housing

Central Office Cost Center (COCC)

- Administrative Salaries – The expense is under budget since Finance has a vacant position.

Kate Ross (KR)

- Dwelling Rental – Occupancy is 85% for the month of December 2022.
- HUD Contribution – HUD's subsidy calculation is 104.93% of estimated eligibility, therefore revenue contribution is over budget \$6,800.
- Administrative Salaries – Expense is under budget because new salary scale will not be in effect until employee's yearly evaluation from hired date. It is the same for Maintenance Labor.
- Maintenance Labor – Same explanation as administrative salaries.
- Materials – Expense is over budget \$3,500 for plumbing, electrical, janitorial supplies, and water heaters, while new appliances are under budget.

Estella Maxey (EM)

- Dwelling Rental – Occupancy is 76%; therefore, rental income is under budget \$14,700.
- Proceeds from Insurance Claims – Proceeds are for property fence damages \$850.
- HUD Contribution – HUD's subsidy calculation is 104.93% of estimated eligibility, therefore revenue contribution is over budget \$16,200.
- Administrative Salaries – Expense is under budget because new salary scale will not be in effect until employee's yearly evaluation from hired date. The same for Maintenance Labor.
- Materials – Expense is under budget \$1,300 for paint and accessories, water heaters, and new appliances, while plumbing supplies is over budget.
- Contract Cost – Grounds contract and a/c repair contract are under budget \$8,200, while electrical repair contract is over budget \$1,120 for the replacement of electrical meters in five units. Also, building repair contract is over budget \$1,800 for repairs to damaged fence, and miscellaneous contract is over budget \$1,050 for moving expenses.

Section 8 - Admin

- Administrative Salaries – The expense is under budget \$21,600 for seven vacant positions in the Section 8 Department.
- Sundry – Contract employees, office supplies and postage expenses are under budget \$5,800 for the month of December 2022.

Section 8 – HAP Reserves

- The Housing Choice Voucher Program total HAP reserve is \$493,761.
- Demolition/Disposition – South Terrace total HAP reserve is \$53,127.
- Grandview Demolition total HAP reserve is \$29,480.
- Foster Youth Initiative total HAP reserve is \$46,915.
- Mainstream Voucher Program total HAP reserve is \$261,458.
- Emergency Housing Voucher total HAP reserves is \$123,243.

Non-Profits

Raintree

- Labor, Employee Benefit Payments- This is under budget due to a vacancy in one of the Assistant Maintenance positions. This affects Picadilly as well since this is normally a split expense.
- Material- Maintenance supplies were restocked causing this to go over budget for the month by \$3,254.
- Contract Cost- Maintenance temporary labor contributed to the budget overage for the month. Also, a carpet replacement was done costing \$1,344, several carpet water extractions were made, and chimneys were inspected and cleaned.

Cimmaron

- Contract Cost- A/C repairs were made totaling \$768. A breaker box was repaired for \$1,062 and broken pipes were repaired for \$978.e

Hunnington

- There were no out of the ordinary income or expense amounts for Hunnington for December.

Misty

- There were no out of the ordinary income or expense amounts for Misty for December.

Picadilly

- There were no out of the ordinary income or expense amounts for Picadilly other than the one already mentioned above.

WPFC II

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

Waco Housing Authority & Affiliates Consolidated Financial Report December 2022

	Central Cost Center	Estella Maxey	Kate Ross	HCV	Raintree	Cimmaron	Hunnington	Picadilly	Misty Square	Total
Income										
Dwelling rental		64,683.37	64,292.70		97,638.50	51,790.00	35,132.10	4,804.00	8,540.00	326,880.67
Excess Utilities		5,692.69	4,096.84							9,789.53
Total Rental Income	-	70,376.06	68,389.54	-	97,638.50	51,790.00	35,132.10	4,804.00	8,540.00	336,670.20
Mgmt. & Admin. Fees Rev.	140,161.91	7,897.95	6,205.54	158,547.00						312,812.40
Donations to Scholarship Fd.			14.85		3.06					17.91
CFP Tranf In-site Expenses		18.90								18.90
Proceeds Insurance Claims		850.00								850.00
Interest on Investments	827.50	4,340.16	3,087.18	2,039.69	2,245.75	1,355.92	352.85	454.96	134.48	14,838.49
Other Income		7,629.33	7,733.36	1,481.50	(917.80)	1,561.70	560.00	40.00	(316.14)	17,771.95
Operating Transfer In	109.00	7,897.95	6,205.54							14,212.49
HUD Contributions		139,702.00	102,128.00							241,830.00
Total Operating Income	141,098.41	168,336.29	125,374.47	162,068.19	1,331.01	2,917.62	912.85	494.96	(181.66)	602,352.14
Total Income	141,098.41	238,712.35	193,764.01	162,068.19	98,969.51	54,707.62	36,044.95	5,298.96	8,358.34	939,022.34
Expenses										
Administrative Salaries	92,147.70	20,190.91	17,279.06	51,789.22	7,338.82	4,550.66	3,056.02	303.44	711.90	197,367.73
Legal				2,278.50						2,278.50
Staff Training & Travel	716.63			(32.50)						684.13
Audit Fees				12,264.75						12,264.75
Sundry	9,082.27	9,522.13	8,215.34		1,980.43	3,372.28	843.23	313.08	240.44	33,569.20
Mgmt. & Bkpg. Fees Exp.		30,052.75	25,469.14	31,709.40	25,386.01	13,465.40	9,134.35	528.44	939.40	136,684.89
Total Admin. Expenses	101,946.60	59,765.79	50,963.54	98,009.37	34,705.26	21,388.34	13,033.60	1,144.96	1,891.74	382,849.20
Total Tenant Serv. Expenses	-	15,422.38	12,034.08							27,456.46
Total Utility Expenses	2,193.53	56,090.77	44,139.44	778.48	11,323.24	5,799.35	3,840.10	103.33	787.18	125,055.42
Labor		20,431.58	9,565.66		5,369.90	5,637.42	3,362.68	223.75	890.08	45,481.07
Materials	358.63	4,900.62	8,985.49	258.18	6,807.45	384.81	360.47	4.72	60.75	22,121.12
Contract Costs	3,241.29	24,861.34	21,474.22	716.86	17,262.21	5,897.44	2,703.86	325.66	669.76	77,152.64
Total Maint & Operations	3,599.92	50,193.54	40,025.37	975.04	29,439.56	11,919.67	6,427.01	554.13	1,620.59	144,754.83
Employee Benefits	14,549.66	9,013.47	6,792.20	8,828.88	2,106.14	1,829.79	1,117.58	104.39	288.40	44,630.51
Insurance	516.88	8,761.94	8,242.81	3,979.54	3,914.22	2,092.34	886.76	128.27	235.78	28,758.54
Collection Losses			2,289.57							2,289.57
Scholarships Awarded					2,000.00					2,000.00
Non-Routine Exp (non apt exp)					200.91	559.12				760.03
Depreciation Expense					14,043.92	7,696.32	5,187.02	272.61	2,789.41	29,989.28
Total General Expenses	15,066.54	17,775.41	17,324.58	12,808.42	22,265.19	12,177.57	7,191.36	505.27	3,313.59	108,427.93
Total Expenses	122,806.59	199,247.89	164,487.01	112,571.31	97,733.25	51,284.93	30,492.07	2,307.69	7,613.10	788,543.84
Profit/Loss	18,291.82	39,464.46	29,277.00	49,496.88	1,236.26	3,422.69	5,552.88	2,991.27	745.24	150,478.50

Huntington						Picadilly						WPFC II					
	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						INCOME						INCOME					
3110 Dwelling Rental	\$ 415,600.00	\$ 103,899.99	\$ 35,132.10	\$ 105,155.65	\$ 1,255.66	3110 Dwelling Rental	\$ 54,800.00	\$ 13,700.01	\$ 4,804.00	\$ 14,416.00	\$ 715.99	3110 Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ 415,600.00	\$ 103,899.99	\$ 35,132.10	\$ 105,155.65	\$ 1,255.66	Total Rental Income	\$ 54,800.00	\$ 13,700.01	\$ 4,804.00	\$ 14,416.00	\$ 715.99	Total Rental Income	\$ -	\$ -	\$ -	\$ -	\$ -
3400.100 Youth Literacy Grant-Dollar Gen	\$ -	\$ -	\$ -	\$ -	\$ -	3400.100 Youth Literacy Grant-Dollar Gen	\$ -	\$ -	\$ -	\$ -	\$ -	3480 Proceeds fr. Insurance Claims	\$ -	\$ 3,610.00	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -	3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -	3690 Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ 7,400.00	\$ 1,850.01	\$ 352.85	\$ 1,264.31	\$ (585.70)	3610 Interest Income	\$ 3,050.00	\$ 762.51	\$ 454.96	\$ 1,213.65	\$ 451.14	Total Operating Income	\$ -	\$ -	\$ -	\$ 2,047.52	\$ 5,937.32
3690 Other Income	\$ 10,100.00	\$ 2,524.97	\$ 560.00	\$ 1,872.90	\$ (652.07)	3690 Other Income	\$ 1,950.00	\$ 487.51	\$ 40.00	\$ 117.32	\$ (370.19)	3999.000 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -
3999 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	3999 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	Total Income	\$ -	\$ -	\$ -	\$ 2,047.52	\$ 5,937.32
Total Operating Income	\$ 17,500.00	\$ 4,374.98	\$ 912.85	\$ 3,137.21	\$ (1,237.77)	Total Operating Income	\$ 5,000.00	\$ 1,250.02	\$ 494.96	\$ 1,330.97	\$ 80.95	Total Income	\$ -	\$ -	\$ -	\$ 2,047.52	\$ 5,937.32
Total Income	\$ 433,100.00	\$ 108,274.97	\$ 36,044.95	\$ 108,292.86	\$ 17.89	Total Income	\$ 59,800.00	\$ 14,950.03	\$ 5,298.96	\$ 15,746.97	\$ 796.94	EXPENSES					
EXPENSES						EXPENSES						EXPENSES					
4110 Administrative Salaries	\$ 36,790.00	\$ 9,197.00	\$ 3,056.02	\$ 8,841.01	\$ (355.99)	4110 Administrative Salaries	\$ 3,800.00	\$ 951.00	\$ 303.44	\$ 948.93	\$ (2.07)	4110 Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -	4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -	4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ 390.00	\$ 97.50	\$ -	\$ 20.40	\$ (77.10)	4140 Staff Training & Convention	\$ 70.00	\$ 17.49	\$ -	\$ 2.40	\$ (15.09)	4140 Staff Training & Convention	\$ -	\$ -	\$ -	\$ -	\$ -
4150 Travel	\$ -	\$ -	\$ -	\$ -	\$ -	4150 Travel	\$ 50.00	\$ 12.51	\$ -	\$ -	\$ (12.51)	4150 Travel	\$ -	\$ -	\$ -	\$ -	\$ -
4171 Auditing Fees	\$ 1,530.00	\$ 382.50	\$ -	\$ 339.73	\$ (42.77)	4171 Auditing Fees	\$ 150.00	\$ 37.50	\$ -	\$ 33.60	\$ (3.90)	4171 Auditing Fees	\$ -	\$ -	\$ -	\$ -	\$ -
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -	4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -	4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ 14,610.00	\$ 5,339.97	\$ 843.23	\$ 4,544.65	\$ (795.32)	4190 Sundry	\$ 2,020.00	\$ 504.99	\$ 313.08	\$ 464.30	\$ (40.69)	4190 Sundry	\$ -	\$ -	\$ -	\$ -	\$ -
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -
4196 Mgmt./Bkpg./Adm.Fee	\$ 108,040.00	\$ 27,009.99	\$ 9,134.35	\$ 27,340.47	\$ 330.48	4196 Mgmt./Bkpg./Adm.Fee	\$ 6,020.00	\$ 1,505.01	\$ 528.44	\$ 1,585.76	\$ 80.75	Total Admin Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Expense	\$ 161,360.00	\$ 42,026.96	\$ 13,033.60	\$ 41,086.26	\$ (940.70)	Total Admin Expense	\$ 12,110.00	\$ 3,028.50	\$ 1,144.96	\$ 3,034.99	\$ 6.49	4310 Water	\$ -	\$ -	\$ -	\$ -	\$ -
4310 Water	\$ 20,410.00	\$ 5,102.49	\$ 1,692.57	\$ 6,240.90	\$ 1,138.41	4310 Water	\$ 3,000.00	\$ 750.00	\$ 91.37	\$ 275.67	\$ (474.33)	4310 Water	\$ -	\$ -	\$ -	\$ -	\$ -
4320 Electricity	\$ 5,550.00	\$ 1,387.50	\$ 393.37	\$ 1,130.75	\$ (256.75)	4320 Electricity	\$ 500.00	\$ 125.01	\$ 11.96	\$ 38.41	\$ (86.60)	4320 Electricity	\$ -	\$ -	\$ -	\$ -	\$ -
4390 Sewer	\$ 20,940.00	\$ 5,235.00	\$ 1,754.16	\$ 7,047.19	\$ 1,812.19	4390 Sewer	\$ 400.00	\$ 99.99	\$ -	\$ -	\$ (99.99)	Total Utility Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Utility Expense	\$ 46,900.00	\$ 11,724.99	\$ 3,840.10	\$ 14,418.84	\$ 2,693.85	Total Utility Expense	\$ 3,900.00	\$ 975.00	\$ 103.33	\$ 314.08	\$ (660.92)	4410 Labor	\$ -	\$ -	\$ -	\$ -	\$ -
4410 Maint. & Operation Labor	\$ 42,000.00	\$ 10,501.00	\$ 3,362.68	\$ 10,022.58	\$ (478.42)	4410 Labor	\$ 4,500.00	\$ 1,125.00	\$ 223.75	\$ 649.83	\$ (475.17)	4420 Material	\$ -	\$ -	\$ -	\$ -	\$ -
4420 Material	\$ 14,000.00	\$ 3,500.01	\$ 360.47	\$ 1,584.89	\$ (1,915.12)	4420 Material	\$ 6,910.00	\$ 1,727.52	\$ 4.72	\$ 21.07	\$ (1,706.45)	Total Ordinary Maint. & Operation	\$ -	\$ -	\$ -	\$ -	\$ -
4430 Contract Cost	\$ 41,190.00	\$ 10,297.53	\$ 2,703.86	\$ 12,355.52	\$ 2,057.99	4430 Contract Cost	\$ 12,670.00	\$ 3,167.52	\$ 325.66	\$ 863.48	\$ (2,304.04)	4480 Contract Cost	\$ -	\$ -	\$ -	\$ -	\$ -
4480 Contract Cost	\$ 270.00	\$ 67.50	\$ 22.78	\$ 68.34	\$ 0.84	4480 Contract Cost	\$ -	\$ -	\$ -	\$ -	\$ -	4510.010 Workers Comp. Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Total Protective Services	\$ 270.00	\$ 67.50	\$ 22.78	\$ 68.34	\$ 0.84	Total Protective Services	\$ -	\$ -	\$ -	\$ -	\$ -	4510.020 General Liab Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.010 Workers Compensation	\$ 1,620.00	\$ 405.00	\$ 136.96	\$ 410.94	\$ 5.94	4510.010 Workers Compensation	\$ 190.00	\$ 47.49	\$ 30.12	\$ 90.36	\$ 42.87	4510.040 Auto Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.020 General Liab Insurance	\$ 480.00	\$ 120.00	\$ 35.81	\$ 107.43	\$ (12.57)	4510.020 General Liab Insurance	\$ 50.00	\$ 12.51	\$ 3.24	\$ 9.72	\$ (2.79)	4510.050 Public Officials Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.040 Auto Insurance	\$ 150.00	\$ 37.50	\$ 11.11	\$ 33.33	\$ (4.17)	4510.040 Auto Insurance	\$ 20.00	\$ 5.01	\$ 1.31	\$ 3.93	\$ (1.08)	4510.090 Fire & Extend Coverage	\$ -	\$ -	\$ -	\$ -	\$ -
4510.050 Public Officials Insurance	\$ 890.00	\$ 222.51	\$ 66.51	\$ 199.53	\$ (22.98)	4510.050 Public Officials Insurance	\$ 80.00	\$ 20.01	\$ 6.01	\$ 18.03	\$ (1.98)	4540 Employee Benefit Payments	\$ -	\$ -	\$ -	\$ -	\$ -
4510.090 Fire & Extend Coverage	\$ 10,690.00	\$ 2,672.49	\$ 636.35	\$ 1,909.05	\$ (763.44)	4510.090 Fire & Extend Coverage	\$ 1,750.00	\$ 437.49	\$ 104.39	\$ 313.17	\$ (124.32)	4570 Collection Losses	\$ -	\$ -	\$ -	\$ -	\$ -
4540 Employee Benefit Payments	\$ 30,540.00	\$ 7,635.00	\$ 1,117.58	\$ 6,271.65	\$ (1,363.35)	4540.000 Employee Benefit Payments	\$ 3,400.00	\$ 850.02	\$ 87.59	\$ 510.89	\$ (339.13)	4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4570 Collection Losses	\$ 3,870.00	\$ 967.50	\$ -	\$ -	\$ (967.50)	4570 Collection Losses	\$ 180.00	\$ 45.00	\$ -	\$ -	\$ (45.00)	Total General Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	Total Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 48,240.00	\$ 12,060.00	\$ 2,004.34	\$ 8,931.93	\$ (3,128.07)	Total General Expenses	\$ 5,670.00	\$ 1,417.53	\$ 232.66	\$ 946.10	\$ (471.43)	EXPENSES					
Total Routine Expenses	\$ 353,960.00	\$ 90,177.99	\$ 25,327.83	\$ 88,468.36	\$ (1,709.63)	Total Routine Expenses	\$ 45,760.00	\$ 11,441.07	\$ 2,035.08	\$ 5,829.55	\$ (5,611.52)	4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES						EXPENSES						EXPENSES					
4191.500 Dollar General Grant-Books	\$ -	\$ -	\$ -	\$ -	\$ -	4191.500 Dollar General Grant-Books	\$ -	\$ -	\$ -	\$ -	\$ -	Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Apartment Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	Total Non-Apartment Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	4800 Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	6110 G/L Disposition of Real Property	\$ -	\$ -	\$ -	\$ -	\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	6130 Special Items, Net Gain/Loss	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	Total Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ 71,440.00	\$ 17,859.99	\$ 5,187.02	\$ 15,562.73	\$ (2,297.26)	4800 Depreciation Expense	\$ 3,240.00	\$ 810.00	\$ 272.61	\$ 817.83	\$ 7.83	Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ 71,440.00	\$ 17,859.99	\$ 5,187.02	\$ 15,562.73	\$ (2,297.26)	Total Capital Expenses	\$ 3,240.00	\$ 810.00	\$ 272.61	\$ 817.83	\$ 7.83	Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -	6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -	Residual Receipts (Profit/Loss)	\$ -	\$ -	\$ -	\$ 2,047.52	\$ 5,937.32
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -						
Total Expenses	\$ 425,400.00	\$ 108,037.98	\$ 30,514.85	\$ 104,031.09	\$ (4,006.89)	Total Expenses	\$ 49,000.00	\$ 12,251.07	\$ 2,307.69	\$ 6,647.38	\$ (5,603.69)						
Residual Receipts (Profit/Loss)	\$ 7,700.00	\$ 236.99	\$ 5,530.10	\$ 4,261.77	\$ 4,024.78	Residual Receipts (Profit/Loss)	\$ 10,800.00	\$ 2,698.96	\$ 2,991.27	\$ 9,099.59	\$ 6,400.63						

	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	\$ 1,148,800.00	\$ 287,199.99	\$ 97,638.50	\$ 293,485.25	\$ 6,285.26	\$ 610,170.00	\$ 152,542.50	\$ 51,790.00	\$ 155,288.25	\$ 2,745.75	\$ 100,600.00	\$ 25,149.99	\$ 8,540.00	\$ 25,540.00	\$ 390.01
Total Rental Income	\$ 1,148,800.00	\$ 287,199.99	\$ 97,638.50	\$ 293,485.25	\$ 6,285.26	\$ 610,170.00	\$ 152,542.50	\$ 51,790.00	\$ 155,288.25	\$ 2,745.75	\$ 100,600.00	\$ 25,149.99	\$ 8,540.00	\$ 25,540.00	\$ 390.01
3400 Donations to Scholarship Fd.	\$ -	\$ -	\$ 3.06	\$ 8.86	\$ 8.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ 14,750.00	\$ 3,687.51	\$ 2,245.75	\$ 5,482.51	\$ 1,795.00	\$ 8,930.00	\$ 2,232.51	\$ 1,355.92	\$ 3,463.21	\$ 1,230.70	\$ 2,000.00	\$ 500.01	\$ 134.48	\$ 404.11	\$ (95.90)
3690 Other Income	\$ 29,950.00	\$ 7,487.50	\$ (917.80)	\$ 5,618.36	\$ (1,869.14)	\$ 22,100.00	\$ 5,525.00	\$ 1,561.70	\$ 4,946.79	\$ (578.21)	\$ 3,400.00	\$ 850.00	\$ (316.14)	\$ 424.97	\$ (425.03)
3999.000 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 44,700.00	\$ 11,175.01	\$ 1,331.01	\$ 11,109.73	\$ (65.28)	\$ 31,030.00	\$ 7,757.51	\$ 2,917.62	\$ 8,410.00	\$ 652.49	\$ 5,400.00	\$ 1,350.01	\$ (181.66)	\$ 829.08	\$ (520.93)
Total Income	\$ 1,193,500.00	\$ 298,375.00	\$ 98,969.51	\$ 304,594.98	\$ 6,219.98	\$ 641,200.00	\$ 160,300.01	\$ 54,707.62	\$ 163,698.25	\$ 3,998.24	\$ 106,000.00	\$ 26,500.00	\$ 8,358.34	\$ 26,369.08	\$ (130.92)
EXPENSES															
4110 Administrative Salaries	\$ 97,000.00	\$ 24,250.00	\$ 7,338.82	\$ 23,286.39	\$ (963.61)	\$ 61,600.00	\$ 15,401.00	\$ 4,550.66	\$ 13,990.47	\$ (1,410.53)	\$ 8,800.00	\$ 2,200.00	\$ 711.90	\$ 2,746.59	\$ 546.59
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ 835.00	\$ 835.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ 1,575.00	\$ 393.75	\$ -	\$ 57.60	\$ (336.15)	\$ 650.00	\$ 162.51	\$ -	\$ 34.20	\$ (128.31)	\$ 100.00	\$ 24.99	\$ -	\$ 5.40	\$ (19.59)
4150 Travel	\$ 830.00	\$ 207.51	\$ -	\$ -	\$ (207.51)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4171 Auditing Fees	\$ 3,900.00	\$ 975.00	\$ -	\$ 866.13	\$ (108.87)	\$ 2,500.00	\$ 624.99	\$ -	\$ 552.54	\$ (72.45)	\$ 300.00	\$ 75.00	\$ -	\$ 74.67	\$ (0.33)
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ 41,150.00	\$ 10,287.51	\$ 1,980.43	\$ 21,505.61	\$ 11,218.10	\$ 20,590.00	\$ 5,147.49	\$ 3,372.28	\$ 5,941.09	\$ 793.60	\$ 3,070.00	\$ 767.49	\$ 240.44	\$ 627.72	\$ (139.77)
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4196 Mgmt./Bkpg./Adm.Fee	\$ 298,690.00	\$ 74,672.49	\$ 25,366.01	\$ 76,306.17	\$ 1,633.68	\$ 158,640.00	\$ 39,660.00	\$ 13,465.40	\$ 40,374.95	\$ 714.95	\$ 11,060.00	\$ 2,765.01	\$ 939.40	\$ 2,809.40	\$ 44.39
Total Admin Expense	\$ 443,145.00	\$ 110,786.26	\$ 34,705.26	\$ 122,856.90	\$ 12,070.64	\$ 243,980.00	\$ 60,995.99	\$ 21,388.34	\$ 60,893.25	\$ (102.74)	\$ 23,330.00	\$ 5,832.49	\$ 1,891.74	\$ 6,263.78	\$ 431.29
4310 Water	\$ 51,000.00	\$ 12,750.00	\$ 4,643.19	\$ 12,814.26	\$ 64.26	\$ 37,000.00	\$ 9,249.99	\$ 3,198.43	\$ 11,038.83	\$ 1,788.84	\$ 4,500.00	\$ 1,125.00	\$ 384.27	\$ 1,166.58	\$ 41.58
4320 Electricity	\$ 14,000.00	\$ 3,500.01	\$ 1,139.69	\$ 3,107.59	\$ (392.42)	\$ 9,000.00	\$ 2,250.00	\$ 827.84	\$ 2,314.38	\$ 64.38	\$ 600.00	\$ 150.00	\$ 38.15	\$ 139.02	\$ (10.98)
4390 Sewer	\$ 52,000.00	\$ 12,999.99	\$ 5,540.36	\$ 15,271.50	\$ 2,271.51	\$ 22,000.00	\$ 5,499.99	\$ 1,773.08	\$ 5,469.38	\$ (30.61)	\$ 4,000.00	\$ 999.99	\$ 364.76	\$ 1,115.10	\$ 115.11
Total Utility Expense	\$ 117,000.00	\$ 29,250.00	\$ 11,323.24	\$ 31,193.35	\$ 1,943.35	\$ 68,000.00	\$ 16,999.98	\$ 5,799.35	\$ 18,822.59	\$ 1,822.61	\$ 9,100.00	\$ 2,274.99	\$ 787.18	\$ 2,420.70	\$ 145.71
4410 Labor	\$ 105,000.00	\$ 26,251.00	\$ 5,369.90	\$ 15,595.55	\$ (10,655.45)	\$ 70,300.00	\$ 17,576.00	\$ 5,637.42	\$ 16,802.52	\$ (773.48)	\$ 11,100.00	\$ 2,775.00	\$ 890.08	\$ 2,652.96	\$ (122.04)
4420 Material	\$ 42,635.00	\$ 10,658.73	\$ 6,807.45	\$ 16,784.25	\$ 6,125.52	\$ 16,820.00	\$ 4,205.01	\$ 384.81	\$ 3,897.66	\$ (307.35)	\$ 1,455.00	\$ 363.72	\$ 60.75	\$ 866.07	\$ 502.35
4430 Contract Cost	\$ 144,070.00	\$ 36,017.52	\$ 17,228.71	\$ 55,171.69	\$ 19,154.17	\$ 50,940.00	\$ 12,735.03	\$ 5,859.25	\$ 18,125.79	\$ 5,390.76	\$ 13,530.00	\$ 3,382.50	\$ 667.75	\$ 8,099.99	\$ 4,717.49
Total Ordinary Maint. & Operation	\$ 291,705.00	\$ 72,927.25	\$ 29,406.06	\$ 87,551.49	\$ 14,624.24	\$ 138,060.00	\$ 34,516.04	\$ 11,881.48	\$ 38,825.97	\$ 4,309.93	\$ 26,085.00	\$ 6,521.22	\$ 1,614.56	\$ 11,619.02	\$ 5,097.80
4480 Contract Cost	\$ 400.00	\$ 99.99	\$ 33.50	\$ 100.50	\$ 0.51	\$ 460.00	\$ 114.99	\$ 38.19	\$ 114.57	\$ (0.42)	\$ 75.00	\$ 18.75	\$ 6.03	\$ 18.09	\$ (0.66)
Total Protective Services	\$ 400.00	\$ 99.99	\$ 33.50	\$ 100.50	\$ 0.51	\$ 460.00	\$ 114.99	\$ 38.19	\$ 114.57	\$ (0.42)	\$ 75.00	\$ 18.75	\$ 6.03	\$ 18.09	\$ (0.66)
4510.010 Workers Compensation	\$ 4,400.00	\$ 1,100.01	\$ 339.44	\$ 1,018.32	\$ (81.69)	\$ 2,800.00	\$ 699.99	\$ 227.40	\$ 682.20	\$ (17.79)	\$ 400.00	\$ 99.99	\$ 34.12	\$ 102.36	\$ 2.37
4510.020 General Liab Insurance	\$ 1,200.00	\$ 300.00	\$ 92.68	\$ 278.04	\$ (21.96)	\$ 800.00	\$ 200.01	\$ 58.94	\$ 176.82	\$ (23.19)	\$ 120.00	\$ 30.00	\$ 9.46	\$ 28.38	\$ (1.62)
4510.040 Auto Insurance	\$ 500.00	\$ 125.01	\$ 37.92	\$ 113.76	\$ (11.25)	\$ 320.00	\$ 80.01	\$ 24.07	\$ 72.21	\$ (7.80)	\$ 40.00	\$ 9.99	\$ 2.94	\$ 8.82	\$ (1.17)
4510.050 Public Officials Insurance	\$ 2,300.00	\$ 575.01	\$ 172.12	\$ 516.36	\$ (58.65)	\$ 1,460.00	\$ 365.01	\$ 109.47	\$ 328.41	\$ (36.60)	\$ 220.00	\$ 54.99	\$ 17.57	\$ 52.71	\$ (2.28)
4510.070 Crime / Dishonesty	\$ 70.00	\$ 17.49	\$ 5.85	\$ 17.55	\$ 0.06	\$ 70.00	\$ 17.49	\$ 5.85	\$ 17.55	\$ 0.06	\$ -	\$ -	\$ -	\$ -	\$ -
4510.090 Fire & Extend Coverage	\$ 51,000.00	\$ 12,750.00	\$ 3,038.37	\$ 9,115.11	\$ (3,634.89)	\$ 28,000.00	\$ 6,999.99	\$ 1,666.61	\$ 4,999.83	\$ (2,000.16)	\$ 2,850.00	\$ 712.50	\$ 171.69	\$ 515.07	\$ (197.43)
4540 Employee Benefit Payments	\$ 86,300.00	\$ 21,575.01	\$ 2,106.14	\$ 12,299.60	\$ (9,275.41)	\$ 51,450.00	\$ 12,862.56	\$ 1,829.79	\$ 10,450.54	\$ (2,412.02)	\$ 7,780.00	\$ 1,945.02	\$ 288.40	\$ 1,691.16	\$ (253.86)
4570 Collection Losses	\$ 580.00	\$ 145.00	\$ 227.84	\$ 227.84	\$ 82.84	\$ 20.00	\$ 5.00	\$ -	\$ -	\$ (5.00)	\$ -	\$ -	\$ -	\$ -	\$ -
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 146,350.00	\$ 36,587.53	\$ 6,020.36	\$ 23,586.58	\$ (13,000.95)	\$ 84,920.00	\$ 21,230.06	\$ 3,922.13	\$ 16,727.56	\$ (4,502.50)	\$ 11,410.00	\$ 2,852.49	\$ 524.18	\$ 2,398.50	\$ (453.99)
Total Routine Expenses	\$ 998,600.00	\$ 249,651.03	\$ 81,488.42	\$ 265,288.82	\$ 15,637.79	\$ 535,420.00	\$ 133,857.06	\$ 43,029.49	\$ 135,383.94	\$ 1,526.88	\$ 70,000.00	\$ 17,499.94	\$ 4,823.69	\$ 22,720.09	\$ 5,220.15
EXPENSES															
4191.100 Employee Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 375.00	\$ -	\$ -	\$ (375.00)	\$ -	\$ -	\$ -	\$ -	\$ -
4191.200 Non-Apartment Meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 1,250.01	\$ 559.12	\$ 3,765.55	\$ 2,515.54	\$ -	\$ -	\$ -	\$ -	\$ -
4191.300 Non-Apartment Public Relations	\$ 5,000.00	\$ 1,250.01	\$ 200.91	\$ 2,348.77	\$ 1,098.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Apartment Expenses	\$ 5,000.00	\$ 1,250.01	\$ 200.91	\$ 2,348.77	\$ 1,098.76	\$ 6,500.00	\$ 1,625.01	\$ 559.12	\$ 3,765.55	\$ 2,140.54	\$ -	\$ -	\$ -	\$ -	\$ -
4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ 5,650.00	\$ 5,650.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4700 Scholarships Awarded	\$ 1,800.00	\$ 450.00	\$ 2,000.00	\$ 2,000.00	\$ 1,550.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ 1,800.00	\$ 450.00	\$ 2,000.00	\$ 7,650.00	\$ 7,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ 185,000.00	\$ 46,250.01	\$ 14,043.92	\$ 42,088.40	\$ (4,161.61)	\$ 96,580.00	\$ 24,144.99	\$ 7,696.32	\$ 23,101.81	\$ (1,043.18)	\$ 35,000.00	\$ 8,750.01	\$ 2,789.41	\$ 8,243.70	\$ (506.31)
6110 G/L Disposition of Real Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ 185,000.00	\$ 46,250.01	\$ 14,043.92	\$ 42,088.40	\$ (4,161.61)	\$ 96,580.00	\$ 24,144.99	\$ 7,696.32	\$ 23,101.81	\$ (1,043.18)	\$ 35,000.00	\$ 8,750.01	\$ 2,789.41	\$ 8,243.70	\$ (506.31)
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 1,190,400.00	\$ 297,601.05	\$ 97,733.25	\$ 317,375.99	\$ 19,774.94	\$ 638,500.00	\$ 159,627.06	\$ 51,284.93	\$ 162,251.30	\$ 2,624.24	\$ 105,000.00	\$ 26,249.95	\$ 7,613.10	\$ 30,963.79	\$ 4,713.84
Residual Receipts (Profit/Loss)	\$ 3,100.00	\$ 773.95	\$ 1,236.26	\$ (12,781.01)	\$ (13,554.96)	\$ 2,700.00	\$ 672.95	\$ 3,422.69	\$ 1,446.95	\$ 774.00	\$ 1,000.00	\$ 250.05	\$ 745.24	\$ (4,594.71)	\$ (4,844.76)

Section 8 HAP

Mainstream HAP

	Current Period	YTD Budget
INCOME		
3610.000 Interest on HAP Reserve	\$ -	\$ -
3610.030 Interest on VASH Reserve	\$ -	\$ -
3690.000 Oth.Inc.-Fraud Recov.-HAP Resr.	\$ 1,481.50	\$ 2,360.50
3690.020 Other Income FSS Forfeitures	\$ -	\$ -
3690.080 Oth Inc fr Adm for Overleasing	\$ -	\$ -
8026.000 Contributions Earned- HAP	\$ 1,443,051.00	\$ 4,168,853.00
8026.240 Contr. Earned HAP - Katrina	\$ -	\$ -
8026.245 DVP Contributions Earned	\$ -	\$ -
8026.400 Contrib Earned HAP Liberty-RAD	\$ -	\$ -
8026.450 Contrib Earned HAP ST-RAD	\$ -	\$ -
8026.455 Contrib Earned HAP-ST Demolitio	\$ -	\$ 2,775.00
8026.456 Contib.S8HAP-Grandview Demo/Dis	\$ -	\$ -
8026.457 Contib. Earned S8 Foster Youth	\$ -	\$ -
8026.500 Contrib.-Vet.Affs.Supp.Hous.	\$ -	\$ -
8026.800 Contributions Earned- Mainstrea	\$ -	\$ -
TOTAL HAP INCOME	\$ 1,444,532.50	\$ 4,173,988.50
EXPENSES		
4715.010 HAP Occupied Units	\$ 1,148,779.00	\$ 3,453,869.00
4715.020 HAP Parkside Occ. Units	\$ 16,448.00	\$ 49,746.00
4715.030 HAP Damages	\$ -	\$ -
4715.040 HAP Tanglewood Occ. Units	\$ 282.00	\$ 846.00
4715.070 HAP Portability - In	\$ -	\$ -
4715.090 HAP - Portability - Out	\$ 78,137.07	\$ 222,649.70
4715.100 HAP Parkside-Portability-Out	\$ 1,777.00	\$ 5,331.00
4715.230 HAP Homeownership	\$ 5,956.00	\$ 16,376.00
4715.240 HAP Katrina	\$ -	\$ -
4715.245 HAP Disaster Vchr. Prog.	\$ -	\$ -
4715.400 HAP Liberty-RAD	\$ 26,670.00	\$ 79,271.00
4715.450 HAP ST-RAD	\$ 57,597.00	\$ 147,666.00
4715.451 HAP Grandview-RAD	\$ 7,059.00	\$ 20,083.00
4715.455 HAP ST Demolition/Disposition	\$ 36,594.00	\$ 96,664.00
4715.500 HAP Vet.Affs.Support.Hous.	\$ 22,429.00	\$ 71,718.00
4715.501 HAP - VASH - Portability - Out	\$ -	\$ -
4715.800 HAP Mainstream	\$ -	\$ -
4715.801 HAP Mainstream Port-Out	\$ -	\$ -
4715.910 HAP Hill Co. Occ. Units	\$ 72,989.00	\$ 216,788.00
4715.911 HAP Hillsboro Housing	\$ -	\$ -
4715.925 HAP Somervell Co.	\$ 9,951.00	\$ 28,294.00
4715.926 HAP Somervell Co. Port Out	\$ -	\$ -
4715.990 HAP Hill Co. Portability	\$ 18,069.00	\$ 54,207.00
4715.991 HAP Hillsboro Housing Port-Out	\$ -	\$ -
4716.000 UAP Occupied Units	\$ 11,835.00	\$ 38,310.00
4716.100 UAP Parkside Occ. Units	\$ 4.00	\$ 12.00
4716.130 UAP Tanglewood Occ. Units	\$ -	\$ -
4716.230 UAP Homeownership	\$ -	\$ -
4716.240 UAP Katrina	\$ -	\$ -
4716.245 UAP Disaster Vchr. Prog.	\$ -	\$ -
4716.400 UAP Liberty-RAD	\$ 316.00	\$ 1,128.00
4716.450 UAP ST RAD	\$ -	\$ -
4716.455 UAP-ST Demolition/Disposition	\$ 475.00	\$ 1,253.00
4716.500 UAP Vet.Affairs Support Hous.	\$ 208.00	\$ 634.00
4716.800 UAP Mainstream	\$ -	\$ -
4716.910 UAP Hill Co. Occ. Units	\$ 273.00	\$ 1,054.00
4716.911 UAP Hillsboro Housing	\$ -	\$ -
4716.925 UAP Somervell Co.	\$ 185.00	\$ 602.00
4717.000 UAP - Portability - Out	\$ 1,070.00	\$ 3,774.00
4717.100 UAP - Portability - In	\$ -	\$ -
TOTAL HAP/UAP EXPENSE	\$ 1,517,103.07	\$ 4,510,275.70
RESIDUAL RECEIPTS (Profit/Loss)	\$ (72,570.57)	\$ (336,287.20)

	Current Period	YTD Budget
INCOME		
8026.800 Contr. Earned- Mainstream	\$ 31,832.00	\$ 94,497.00
TOTAL HAP INCOME	\$ 31,832.00	\$ 94,497.00
EXPENSES		
4715.090 HAP Mainstream Port-Out	\$ 905.00	\$ 3,688.00
4715.800 HAP Mainstream	\$ 36,409.00	\$ 108,643.00
4716.800 UAP Mainstream	\$ 10.00	\$ 18.00
4716.801 UAP Mainstream Port-Out	\$ -	\$ -
TOTAL HAP/UAP EXPENSE	\$ 37,324.00	\$ 112,349.00
RESIDUAL RECEIPTS (Profit/Loss)	\$ (5,492.00)	\$ (17,852.00)

Section 8 Admin

Mainstream Admin

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Section 8 Admin Fees	\$ 1,915,200.00	\$ 478,800.00	\$ 158,547.00	\$ 473,965.00	\$ (4,835.00)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on on Admin Reserve	\$ 34,200.00	\$ 8,550.00	\$ 2,039.69	\$ 6,741.50	\$ (1,808.50)
3690 Other Income	\$ 14,000.00	\$ 3,500.01	\$ 1,481.50	\$ 2,360.50	\$ (1,139.51)
Total Admin Income	\$ 1,963,400.00	\$ 490,850.01	\$ 162,068.19	\$ 483,067.00	\$ (7,783.01)
EXPENSES					
4110 Administrative Salaries	\$ 880,800.00	\$ 220,200.00	\$ 51,789.22	\$ 164,151.02	\$ (56,048.98)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 500.00	\$ 125.01	\$ 2,278.50	\$ 2,278.50	\$ 2,153.49
4140 Staff Training	\$ 10,000.00	\$ 2,499.99	\$ -	\$ 11.65	\$ (2,488.34)
4150 Travel Convention & Meetings	\$ 2,500.00	\$ 624.99	\$ (32.50)	\$ 633.48	\$ 8.49
4171 Auditing Fees	\$ 8,100.00	\$ 2,025.00	\$ -	\$ 1,794.17	\$ (230.83)
4190 Sundry	\$ 217,150.00	\$ 54,287.52	\$ 12,264.75	\$ 30,883.09	\$ (23,404.43)
4196 Management Fee	\$ 383,030.00	\$ 95,757.51	\$ 31,709.40	\$ 94,793.00	\$ (964.51)
4220 Tenant Services Recreation	\$ 250.00	\$ 62.49	\$ -	\$ -	\$ (62.49)
4250 Reichenbach Program Assistance	\$ -	\$ -	\$ -	\$ -	\$ -
4260 FSS Donations Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4310 Water	\$ 2,900.00	\$ 725.01	\$ 95.91	\$ 254.67	\$ (470.34)
4320 Electricity	\$ 4,300.00	\$ 1,074.99	\$ 336.27	\$ 984.28	\$ (90.71)
4330 Gas	\$ 1,560.00	\$ 390.00	\$ 275.07	\$ 598.60	\$ 208.60
4390 Sewer	\$ 880.00	\$ 219.99	\$ 71.23	\$ 178.73	\$ (41.26)
Total Utility Expense	\$ 9,640.00	\$ 2,409.99	\$ 778.48	\$ 2,016.28	\$ (393.71)
4420 Material	\$ 2,700.00	\$ 675.00	\$ 258.18	\$ 874.95	\$ 199.95
4430 Contract Cost	\$ 25,550.00	\$ 6,387.48	\$ 716.86	\$ 5,700.33	\$ (687.15)
Total Ordinary Maint. & Operation	\$ 28,250.00	\$ 7,062.48	\$ 975.04	\$ 6,575.28	\$ (487.20)
EXPENSES					
4510.010 Workers Compensation	\$ 3,430.00	\$ 857.49	\$ 253.86	\$ 761.58	\$ (95.91)
4510.020 General Liability Insurance	\$ 30.00	\$ 7.50	\$ 2.29	\$ 6.87	\$ (0.63)
4510.040 Auto Insurance	\$ 2,270.00	\$ 567.51	\$ 180.23	\$ 540.69	\$ (26.82)
4510.050 Public Officials Liability -E&O	\$ 50.00	\$ 12.51	\$ 4.25	\$ 12.75	\$ 0.24
4510.070 Crime / Dishonesty	\$ 60.00	\$ 15.00	\$ 5.85	\$ 17.55	\$ 2.55
4510.090 Fire & Extend Coverage	\$ 280.00	\$ 69.99	\$ 17.18	\$ 51.54	\$ (18.45)
4540 Employee Benefit Payments	\$ 379,660.00	\$ 94,914.99	\$ 8,828.88	\$ 44,643.44	\$ (50,271.55)
4560 Postage Mach Lease Amortization	\$ -	\$ -	\$ 147.06	\$ 147.06	\$ 147.06
4585.020 Interest on Lease Payable	\$ -	\$ -	\$ 27.84	\$ 27.84	\$ 27.84
4590 Admin Fee	\$ 32,200.00	\$ 8,049.99	\$ 3,340.98	\$ 10,228.47	\$ 2,178.48
Total General Expenses	\$ 417,980.00	\$ 104,494.98	\$ 12,808.42	\$ 56,437.79	\$ (48,057.19)
Total Routine Expenses	\$ 1,958,200.00	\$ 489,549.96	\$ 112,571.31	\$ 359,574.26	\$ (129,975.70)
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)	\$ 5,200.00	\$ 1,300.05	\$ 49,496.88	\$ 123,492.74	\$ 122,192.69

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Mainstream Admin Fees	\$ 56,300.00	\$ 14,075.01	\$ 4,194.89	\$ 13,719.38	\$ (355.63)
3610 Interest on on Admin Reserve	\$ 800.00	\$ 200.01	\$ -	\$ -	\$ (200.01)
3690.070 Misc. Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Income	\$ 57,100.00	\$ 14,275.02	\$ 4,194.89	\$ 13,719.38	\$ (555.64)
EXPENSES					
4110 Administrative Salaries	\$ 8,840.00	\$ 2,210.01	\$ 1,151.78	\$ 3,735.55	\$ 1,525.54
4171.000 Audit Fees	\$ 230.00	\$ 57.51	\$ -	\$ 49.99	\$ (7.52)
4196 Admin Fees	\$ 11,300.00	\$ 2,825.01	\$ 826.40	\$ 2,411.40	\$ (413.61)
4189/4190 Sundry	\$ 2,200.00	\$ 550.02	\$ 63.98	\$ 230.96	\$ (319.06)
Total Admin Expenses	\$ 22,570.00	\$ 5,642.55	\$ 2,042.16	\$ 6,427.90	\$ 785.35
4510.010 Workers Comp Insurance	\$ 50.00	\$ 12.51	\$ -	\$ -	\$ (12.51)
4540 Employee Benefit Payments	\$ 7,480.00	\$ 1,869.99	\$ 197.60	\$ 930.53	\$ (939.46)
4590 Admin Fee	\$ -	\$ -	\$ 80.96	\$ 242.88	\$ 242.88
4431 Building Repair Contract	\$ -	\$ -	\$ -	\$ -	\$ -
4430 Clean/Desinf Contr. Svcs	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 7,530.00	\$ 1,882.50	\$ 278.56	\$ 1,173.41	\$ (709.09)
Total Expenses	\$ 30,100.00	\$ 7,525.05	\$ 2,320.72	\$ 7,601.31	\$ 76.26
Residual Receipts (Profit/Loss)	\$ 27,000.00	\$ 6,749.97	\$ 1,874.17	\$ 6,118.07	\$ (631.90)

Public Housing Income Statement

Kate Ross

Estella Maxey

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME										
Dwelling Rental	\$ 744,300.00	\$ 186,075.00	\$ 64,292.70	\$ 185,603.05	\$ (471.95)	\$ 952,500.00	\$ 238,125.00	\$ 64,683.37	\$ 197,912.26	\$ (40,212.74)
Excess Utilities	\$ 88,100.00	\$ 22,025.01	\$ 4,096.84	\$ 20,993.49	\$ (1,031.52)	\$ 101,500.00	\$ 25,374.99	\$ 5,692.69	\$ 27,814.75	\$ 2,439.76
Non-Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ 832,400.00	\$ 208,100.01	\$ 68,389.54	\$ 206,596.54	\$ (1,503.47)	\$ 1,054,000.00	\$ 263,499.99	\$ 70,376.06	\$ 225,727.01	\$ (37,772.98)
Management Fee from CFP	\$ 87,800.00	\$ 21,950.01	\$ 6,205.54	\$ 18,616.64	\$ (3,333.37)	\$ 111,800.00	\$ 27,950.01	\$ 7,897.95	\$ 23,693.87	\$ (4,256.14)
CFP Trnsf. In-Site Expenses	\$ 59,500.00	\$ 14,874.99	\$ 14.85	\$ 3,075.98	\$ (11,799.01)	\$ 64,700.00	\$ 16,175.01	\$ 18.90	\$ 56.70	\$ (16,118.31)
Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ 2,511.84	\$ 2,511.84	\$ -	\$ -	\$ 850.00	\$ 850.00	\$ 850.00
Interest on Investments	\$ 23,000.00	\$ 5,750.01	\$ 3,087.18	\$ 9,330.95	\$ 3,580.94	\$ 41,300.00	\$ 10,325.01	\$ 4,340.16	\$ 10,586.04	\$ 261.03
Jr.League Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income	\$ 58,800.00	\$ 14,700.00	\$ 6,163.44	\$ 14,024.17	\$ (675.83)	\$ 65,900.00	\$ 16,475.01	\$ 6,557.60	\$ 16,336.60	\$ (138.41)
Other Income-FSS Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income-Time Warner Cable	\$ 5,000.00	\$ 1,250.01	\$ 1,569.92	\$ 1,569.92	\$ 319.91	\$ 8,900.00	\$ 2,225.01	\$ 1,071.73	\$ 1,071.73	\$ (1,153.28)
Operating Transfer In (1406)	\$ 92,300.00	\$ 23,075.01	\$ 6,205.54	\$ 18,616.64	\$ (4,458.37)	\$ 117,500.00	\$ 29,375.01	\$ 7,897.95	\$ 23,693.87	\$ (5,681.14)
Total Operating Income	\$ 326,400.00	\$ 81,600.03	\$ 23,246.47	\$ 67,746.14	\$ (13,853.89)	\$ 410,100.00	\$ 102,525.06	\$ 28,634.29	\$ 76,288.81	\$ (26,236.25)
Total HUD Contributions	\$ 1,143,500.00	\$ 285,875.01	\$ 102,128.00	\$ 292,180.19	\$ 6,305.18	\$ 1,482,600.00	\$ 370,650.00	\$ 139,702.00	\$ 399,662.76	\$ 29,012.76
Total Income	\$ 2,302,300.00	\$ 575,575.05	\$ 193,764.01	\$ 566,522.87	\$ (9,052.18)	\$ 2,946,700.00	\$ 736,675.05	\$ 238,712.35	\$ 701,678.58	\$ (34,996.47)
EXPENSES					\$ -					\$ -
Administrative Salaries	\$ 314,300.00	\$ 78,574.98	\$ 17,279.06	\$ 52,716.91	\$ (25,858.07)	\$ 407,400.00	\$ 101,850.00	\$ 20,190.91	\$ 60,191.84	\$ (41,658.16)
Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Expense	\$ 500.00	\$ 125.01	\$ -	\$ -	\$ (125.01)	\$ 500.00	\$ 125.01	\$ -	\$ 294.00	\$ 168.99
Staff Training	\$ 5,200.00	\$ 1,300.02	\$ -	\$ 109.33	\$ (1,190.69)	\$ 5,500.00	\$ 1,375.02	\$ -	\$ 136.65	\$ (1,238.37)
Travel & Conventions	\$ 2,600.00	\$ 649.98	\$ -	\$ 100.75	\$ (549.23)	\$ 2,900.00	\$ 724.98	\$ -	\$ 125.82	\$ (599.16)
Audit Fees	\$ 4,000.00	\$ 999.99	\$ -	\$ 640.00	\$ (359.99)	\$ 5,000.00	\$ 1,250.01	\$ -	\$ 800.00	\$ (450.01)
Sundry	\$ 100,700.00	\$ 25,175.04	\$ 8,215.34	\$ 28,500.29	\$ 3,325.25	\$ 111,400.00	\$ 27,850.11	\$ 9,522.13	\$ 30,941.96	\$ 3,091.85
Management Fees	\$ 339,600.00	\$ 84,899.97	\$ 25,469.14	\$ 76,407.44	\$ (8,492.53)	\$ 430,300.00	\$ 107,575.02	\$ 30,052.75	\$ 90,291.47	\$ (17,283.55)
Total Admin Expense	\$ 766,900.00	\$ 191,724.99	\$ 50,963.54	\$ 158,474.72	\$ (33,250.27)	\$ 963,000.00	\$ 240,750.15	\$ 59,765.79	\$ 182,781.74	\$ (57,968.41)
Tenant Services Salaries	\$ 163,300.00	\$ 40,824.99	\$ 11,760.13	\$ 34,891.59	\$ (5,933.40)	\$ 208,600.00	\$ 52,149.99	\$ 14,967.44	\$ 46,238.75	\$ (5,911.24)
Tenant Services-Recr., Etc.	\$ 5,000.00	\$ 1,250.01	\$ 123.95	\$ 898.46	\$ (351.55)	\$ 5,000.00	\$ 1,250.01	\$ 454.94	\$ 2,336.86	\$ 1,086.85
Resident Council	\$ 100.00	\$ 24.99	\$ -	\$ -	\$ (24.99)	\$ 100.00	\$ 24.99	\$ -	\$ -	\$ (24.99)
Ten. Serv. Contr., Train., Spec. Needs	\$ 4,900.00	\$ 1,224.99	\$ 150.00	\$ 825.00	\$ (399.99)	\$ 6,300.00	\$ 1,575.00	\$ -	\$ -	\$ (1,575.00)
Total Tenant Expense	\$ 173,300.00	\$ 43,324.98	\$ 12,034.08	\$ 36,615.05	\$ (6,709.93)	\$ 220,000.00	\$ 54,999.99	\$ 15,422.38	\$ 48,575.61	\$ (6,424.38)
EXPENSES					\$ -					\$ -
Water	\$ 90,000.00	\$ 22,500.00	\$ 6,728.42	\$ 20,354.95	\$ (2,145.05)	\$ 121,000.00	\$ 30,249.99	\$ 10,868.96	\$ 29,420.80	\$ (829.19)
Electricity	\$ 150,000.00	\$ 37,500.00	\$ 10,534.02	\$ 33,091.71	\$ (4,408.29)	\$ 194,000.00	\$ 48,500.01	\$ 13,884.69	\$ 45,703.39	\$ (2,796.62)
Gas	\$ 80,000.00	\$ 20,000.01	\$ 17,296.77	\$ 38,513.17	\$ 18,513.16	\$ 108,000.00	\$ 27,000.00	\$ 15,240.58	\$ 32,282.37	\$ 5,282.37
Other Utility Expense	\$ 100,000.00	\$ 24,999.99	\$ 9,800.23	\$ 28,999.77	\$ 3,999.78	\$ 183,000.00	\$ 45,750.00	\$ 16,096.54	\$ 43,891.13	\$ (1,858.87)
Total Utility Expense	\$ 420,000.00	\$ 105,000.00	\$ 44,139.44	\$ 120,959.60	\$ 15,959.60	\$ 606,000.00	\$ 151,500.00	\$ 56,090.77	\$ 151,297.69	\$ (202.31)
Labor	\$ 225,000.00	\$ 56,250.00	\$ 9,565.66	\$ 33,604.24	\$ (22,645.76)	\$ 301,100.00	\$ 75,275.01	\$ 20,431.58	\$ 61,129.65	\$ (14,145.36)
Material	\$ 65,800.00	\$ 16,449.93	\$ 8,985.49	\$ 25,519.27	\$ 9,069.34	\$ 75,000.00	\$ 18,750.00	\$ 4,900.62	\$ 16,310.16	\$ (2,439.84)
Contract Cost	\$ 161,300.00	\$ 40,325.01	\$ 13,296.91	\$ 103,688.95	\$ 63,363.94	\$ 256,500.00	\$ 64,125.00	\$ 16,975.85	\$ 76,523.11	\$ 12,398.11
Total Ordinary Maint. & Operation	\$ 452,100.00	\$ 113,024.94	\$ 31,848.06	\$ 162,812.46	\$ 49,787.52	\$ 632,600.00	\$ 158,150.01	\$ 42,308.05	\$ 153,962.92	\$ (4,187.09)
Protective Services Contract	\$ 80,700.00	\$ 20,175.00	\$ 8,177.31	\$ 21,696.91	\$ 1,521.91	\$ 90,000.00	\$ 22,500.00	\$ 7,885.49	\$ 24,006.62	\$ 1,506.62
Total Protective Services	\$ 80,700.00	\$ 20,175.00	\$ 8,177.31	\$ 21,696.91	\$ 1,521.91	\$ 90,000.00	\$ 22,500.00	\$ 7,885.49	\$ 24,006.62	\$ 1,506.62
Insurance	\$ 123,800.00	\$ 30,949.98	\$ 8,242.81	\$ 24,728.43	\$ (6,221.55)	\$ 81,800.00	\$ 20,449.98	\$ 5,243.58	\$ 15,730.74	\$ (4,719.24)
Payment in Lieu of Taxes (PILOT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefit Payments	\$ 241,100.00	\$ 60,274.95	\$ 6,792.20	\$ 37,761.42	\$ (22,513.53)	\$ 306,100.00	\$ 76,524.99	\$ 9,013.47	\$ 42,406.78	\$ (34,118.21)
Collection Losses	\$ 35,000.00	\$ 8,750.01	\$ 2,289.57	\$ 3,078.30	\$ (5,671.71)	\$ 27,800.00	\$ 6,950.01	\$ 3,518.36	\$ 5,630.81	\$ (1,319.20)
Total General Expenses	\$ 399,900.00	\$ 99,974.94	\$ 17,324.58	\$ 65,568.15	\$ (34,406.79)	\$ 415,700.00	\$ 103,924.98	\$ 17,775.41	\$ 63,768.33	\$ (40,156.65)
Total Routine Expenses	\$ 2,292,900.00	\$ 573,224.85	\$ 164,487.01	\$ 566,126.89	\$ (7,097.96)	\$ 2,927,300.00	\$ 731,825.13	\$ 199,247.89	\$ 624,392.91	\$ (107,432.22)
EXPENSES					\$ -					\$ -
Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses	\$ 2,292,900.00	\$ 573,224.85	\$ 164,487.01	\$ 566,126.89	\$ (7,097.96)	\$ 2,927,300.00	\$ 731,825.13	\$ 199,247.89	\$ 624,392.91	\$ (107,432.22)
G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Yr Adj Affecting Residual Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Residual Receipts (Profit/Loss)	\$ 9,400.00	\$ 2,350.20	\$ 29,277.00	\$ 395.98	\$ (1,954.22)	\$ 19,400.00	\$ 4,849.92	\$ 39,464.46	\$ 77,285.67	\$ 72,435.75

Central Cost

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3190 Non-Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ -	\$ -	\$ -	\$ -	\$ -
3430 Mart Management Fees	\$ 24,600.00	\$ 6,150.00	\$ 2,146.62	\$ 6,282.23	\$ 132.23
3440 Mgmt./Adm.Fees fr.Non-Profits	\$ 582,500.00	\$ 145,625.01	\$ 49,453.60	\$ 148,416.75	\$ 2,791.74
3450 Asset Management Fee fr.Sites	\$ 570,200.00	\$ 142,549.98	\$ 41,418.40	\$ 124,388.40	\$ (18,161.58)
3460 Mgmt./Adm.Fees fr.Sect.8	\$ 399,300.00	\$ 99,825.00	\$ 33,039.80	\$ 98,385.20	\$ (1,439.80)
3470 Mgmt./Adm.Fees fr.CFP	\$ 199,700.00	\$ 49,925.01	\$ 14,103.49	\$ 42,310.51	\$ (7,614.50)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on Investments	\$ 3,800.00	\$ 950.01	\$ 827.50	\$ 2,189.70	\$ 1,239.69
3650 Interest Inc.-Mortgages	\$ -	\$ -	\$ -	\$ -	\$ -
3690 Other Income	\$ 1,000.00	\$ 249.99	\$ 109.00	\$ 109.00	\$ (140.99)
9110.010 Oth.Inc.-Transfer from CFP	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 1,781,100.00	\$ 445,275.00	\$ 141,098.41	\$ 422,081.79	\$ (23,193.21)
EXPENSES					\$ -
4110 Administrative Salaries	\$ 1,204,900.00	\$ 301,224.99	\$ 92,147.70	\$ 291,085.67	\$ (10,139.32)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 200.00	\$ 50.01	\$ -	\$ -	\$ (50.01)
4140 Staff Training	\$ 10,200.00	\$ 2,549.97	\$ -	\$ 1,418.37	\$ (1,131.60)
4150 Travel Convention & Meetings	\$ 19,400.00	\$ 4,850.01	\$ 716.63	\$ 3,203.88	\$ (1,646.13)
4171 Auditing Fees	\$ 1,200.00	\$ 300.00	\$ -	\$ 266.67	\$ (33.33)
4190 Sundry	\$ 111,300.00	\$ 27,824.97	\$ 9,082.27	\$ 24,904.11	\$ (2,920.86)
Total Admin Expense	\$ 1,347,200.00	\$ 336,799.95	\$ 101,946.60	\$ 320,878.70	\$ (15,921.25)
4310 Water	\$ 9,000.00	\$ 2,250.00	\$ 242.92	\$ 766.06	\$ (1,483.94)
4320 Electricity	\$ 13,000.00	\$ 3,249.99	\$ 1,229.04	\$ 3,387.76	\$ 137.77
4330 Gas	\$ 2,000.00	\$ 500.01	\$ 476.00	\$ 911.94	\$ 411.93
4390 Sewer	\$ 2,000.00	\$ 500.01	\$ 245.57	\$ 778.19	\$ 278.18
Total Utility Expense	\$ 26,000.00	\$ 6,500.01	\$ 2,193.53	\$ 5,843.95	\$ (656.06)
4420 Material	\$ 4,100.00	\$ 1,025.01	\$ 358.63	\$ 1,158.80	\$ 133.79
4430 Contract Cost	\$ 40,300.00	\$ 10,074.96	\$ 3,241.29	\$ 12,609.05	\$ 2,534.09
Total Ordinary Maint. & Operation	\$ 44,400.00	\$ 11,099.97	\$ 3,599.92	\$ 13,767.85	\$ 2,667.88
4510.010 Workers Compensation	\$ 4,400.00	\$ 1,100.01	\$ 359.27	\$ 1,077.81	\$ (22.20)
4510.040 Auto Insurance	\$ 1,800.00	\$ 450.00	\$ 141.53	\$ 424.59	\$ (25.41)
4510.070 Crime / Dishonesty	\$ 100.00	\$ 24.99	\$ 5.85	\$ 17.55	\$ (7.44)
4510.090 Fire & Extend Coverage	\$ 200.00	\$ 50.01	\$ 10.23	\$ 30.69	\$ (19.32)
4540 Employee Benefit Payments	\$ 344,300.00	\$ 86,075.04	\$ 14,549.66	\$ 69,241.29	\$ (16,833.75)
4560 Postage Mach Lease Amortization	\$ -	\$ -	\$ -	\$ 1,027.20	\$ 1,027.20
4570 FSS Jr League Loan Write-Off	\$ -	\$ -	\$ -	\$ -	\$ -
4585.020 Interest on Lease Payable	\$ -	\$ -	\$ -	\$ 132.91	\$ 132.91
Total General Expenses	\$ 350,800.00	\$ 87,700.05	\$ 15,066.54	\$ 71,952.04	\$ (15,748.01)
Total Routine Expenses	\$ 1,768,400.00	\$ 442,099.98	\$ 122,806.59	\$ 412,442.54	\$ (29,657.44)
					\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
Residual Receipts (Profit/Loss)	\$ 12,700.00	\$ 3,175.02	\$ 18,291.82	\$ 9,639.25	\$ 6,464.23

<u>Account Description</u>	<u>Account #</u>	<u>Bank Name</u>	<u>Interest Rate</u>	<u>Purchased</u>	<u>Maturity Date</u>	<u>12/31/2022</u>	<u>Total by Site</u>
Waco Housing Authority							
<u>Central Cost</u>							
Public Fund Checking							
Revolving	20470357	Extraco	1.51%			\$ 1,817,362.75	
FSS Junior League Grant	20470381	Extraco	1.51%			\$ 6,395.00	
Employee Committee	20470258	Extraco	1.51%			410.16	
Payroll	20470340	Extraco	1.51%			3,231.66	
Central Cost Center	20470381	Extraco	1.51%			143,548.66	
Texas Housing Stability Fund		Extraco	1.51%			25,001.60	
							Central Cost sub-total
							\$ 1,995,949.83
<u>Kate Ross</u>							
Public Fund Checking							
Kate Ross-Operating	20470399	Extraco	1.51%			\$ 1,272,473.93	
Public Housing FSS Escrow-KR	20573010	Extraco	1.51%			6,812.31	
1 Certificate of Deposit - 24 months	58210	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	266,053.99	
2 Certificate of Deposit - 12 months	403335	Alliance Bank	0.85%	2/26/2022	2/26/2023	217,778.93	
3 Certificate of Deposit - 12 months	403336	Alliance Bank	0.85%	2/26/2022	2/26/2023	160,885.85	
4 Certificate of Deposit - 24 months	59906	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	263,052.81	
5 Certificate of Deposit - 24 months	53962	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	80,881.14	
6 Certificate of Deposit - 24 months	54633	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	79,054.93	
Certificate of Deposit - 30 months	54575	The First National Bank of McGr	0.80%	3/10/2022	9/10/2024	277,235.09	
Certificate of Deposit - 24 months	54362	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	405,022.30	
							\$ 3,029,251.28 KR
<u>Estella Maxey</u>							
Public Fund Checking							
Estella Maxey-Operating	20470407	Extraco	1.51%			\$ 1,451,919.18	
Public Housing FSS Escrow-EM	20573119	Extraco	1.51%			4,946.42	
Public Housing FSS Escrow-EM Forfeitures	20470407	Extraco	1.51%			119.60	
1 Certificate of Deposit - 24 months	50389	The First National Bank of McGr	1.00%	11/2/2021	11/2/2023	216,198.51	
2 Certificate of Deposit - 12 months	403196	Alliance Bank	3.50%	12/20/2022	12/20/2023	110,218.30	
3 Certificate of Deposit - 12 months	403291	Alliance Bank	3.00%	11/18/2022	11/18/2023	109,576.05	
6 Certificate of Deposit - 12 months	403315	Alliance Bank	0.60%	1/25/2022	1/25/2023	468,105.31	
7 Certificate of Deposit - 12 months	403064	Alliance Bank	3.50%	12/12/2022	12/12/2023	512,135.75	
8 Certificate of Deposit - 24 months	58996	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	107,841.55	
9 Certificate of Deposit - 24 months	57238	The First National Bank of McGr	1.20%	6/25/2021	6/25/2023	52,703.29	
Certificate of Deposit - 24 months	51342	The First National Bank of McGr	1.00%	9/24/2021	9/24/2023	506,277.87	
							\$ 3,540,041.83 EM
<u>South Terrace</u>							
Public Fund Checking							
South Terrace-Operating	20470415	Extraco	1.51%			\$ 945,927.34	
Public Housing FSS Escrow-ST	20470324	Extraco	1.51%			21,188.00	
							\$ 967,115.34
							Public Housing sub-total
							\$ 7,536,408.45
<u>Section 8</u>							
Public Fund Checking							
Section 8 - HAP	20470142	Extraco	1.51%			\$ 1,475,168.28	
Section 8-Cash Restricted-Ike	20470142	Extraco	1.51%			\$ 3,725.97	
Section 8 FSS Escrow	20470308	Extraco	1.51%			181,956.23	
Section 8 FSS Escrow-Forfeitures	20470142	Extraco	1.51%			2,293.53	
Emergency Housing Voucher	21084223	Extraco	1.51%			\$ 27,237.95	
Emergency Housing Voucher-Restricted	21084223	Extraco	1.51%			\$ 52,001.29	
Section 8- Mainstream	20969713	Extraco	1.51%			\$ 47,530.15	
IKE -Certificate of Deposit - 12 months	403578	Alliance Bank	2.75%	7/26/2022	7/26/2023	\$ 20,138.63	
							Section 8 sub-total
							\$ 1,810,052.03
Non-Profit Corporations							
<u>Waco Housing Opportunities Corporation</u>							
WHOC Public Fund Checking	20470423	Extraco	1.52%			202,990.38	
1 CD: Picadilly/Hunnington - 12 months	402635	Alliance Bank	3.00%	10/25/2022	10/25/2023	215,444.69	
2 CD: Picadilly/Hunnington - 12 months	403063	Alliance Bank	3.00%	11/25/2022	11/25/2023	54,540.73	
3 CD: Picadilly/Hunnington - 12 months	403579	Alliance Bank	2.75%	7/26/2022	7/26/2023	100,693.16	
							WHOC sub-total
							\$ 573,668.96
<u>Waco Public Facilities Corporation</u>							
Misty Public Fund Checking	20470126	Extraco	1.52%			104,755.96	\$ 104,755.96 Misty
Cimmaron Public Fund Checking	20469920	Extraco	1.52%			263,107.98	
1 CD: Cimmaron - 12 months	402636	Alliance Bank	3.00%	10/25/2022	10/25/2023	53,861.16	
2 CD: Cimmaron - 12 months	141649	FNBCT	3.50%	12/5/2022	12/5/2023	109,443.27	
CD: Cimmaron - 12 months	403429	Alliance Bank	3.00%	9/22/2022	9/22/2023	152,334.53	
CD: Cimmaron - 12 months	403582	Alliance Bank	2.75%	7/26/2022	7/26/2023	100,693.15	
							\$ 679,440.09 Cimm
South Terrace-WPFC	21026158	Extraco	1.51%			726,907.89	\$ 726,907.89 STWPFC
Raintree Public Funds Checking							
Raintree Operating	20469987	Extraco	1.51%			178,402.09	
Raintree Scholarship Fund	20470100	Extraco	1.51%			398.81	
Trendwood Operating	20469987	Extraco	1.51%			109,857.73	\$ 109,857.73 Trendwood
CD: Trendwood - 12 months	403580	Alliance Bank	2.75%	7/26/2022	7/26/2023	151,039.73	
1 CD: Raintree - 12 months	402634	Alliance Bank	3.00%	10/25/2022	10/25/2023	80,791.74	
2 CD: Raintree - 12 months	141650	FNBCT	3.50%	12/5/2022	12/5/2023	164,514.78	
3 CD: Raintree - 12 months	402863	Alliance Bank	1.25%	6/21/2022	6/21/2023	107,219.15	
4 CD: Raintree - 12 months	403350	Alliance Bank	0.85%	3/30/2022	3/30/2023	265,099.88	
5 CD: Raintree - 12 months	403428	Alliance Bank	3.00%	9/22/2022	9/22/2023	203,112.70	
6 CD: Raintree - 12 months	403581	Alliance Bank	2.75%	7/26/2022	7/26/2023	100,693.15	
							\$ 1,251,272.03 RT
<u>Waco Public Facilities Corporation II</u>							
WPFC II Public Fund Checking	20868733	Extraco	1.51%			1,609,236.21	\$ 1,609,236.21 WPFC II
							Non-profits sub-total
							\$ 5,055,138.87
							Total WHA & Affiliates
							\$ 16,397,549.18


Edwina Viera
Vice President, Financial Services

12/31/2022
Date

Bank	Balance @ 3/31/22	
1 Extraco	10,684,907.06	65.16%
2 FNBCT	273,958.05	1.67%
3 Alliance Bank	3,184,362.59	19.42%
5 The First National Bank of McGr	2,254,321.48	13.75%
	<u>16,397,549.18</u>	<u>1.00</u>

RESOLUTION NO. 3864

RESOLUTION BY THE BOARD OF COMMISSIONERS OF WACO HOUSING AUTHORITY AND AFFILIATES (WHAA) AUTHORIZING WHAA TO LOAN ONE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$1,500,000) TO SOUTH TERRACE WACO, LP FOR THE SOUTH TERRACE APARTMENTS (THE "PROJECT") AND TO TAKE SUCH ACTION NECESSARY OR CONVENIENT TO FACILITATE THE REDEVELOPMENT OF THE PROJECT.

WHEREAS, it is desirous to assist in the continued efforts to make the necessary repairs to the plumbing at South Terrace Apartments;

WHEREAS, an application was submitted to the Texas Bond Review Board for authorization for the issuance of tax-exempt bonds, the proceeds of which will be used to supplement the resources for the rehabilitation of the Project (the "**Supplemental Bonds**");

WHEREAS, in order to have uninterrupted work at the Project, **WHAA** and Brinshore Development, LLC, have facilitated a request of a term sheet from CitiBank whereby CitiBank would provide funds to pay, in part, for continued construction-related costs (the "**Citi Bridge Loan**");

WHEREAS. In as much as the identified level of necessary repairs requires funds in excess of the amount of the Citi Bridge Loan, WHAA has been requested to identify eligible funds to couple with the Citi Bridge Loan funds, and the repayment of such funds by WHAA is to be reimbursed from the proceeds of the Supplemental Bonds;

WHEREAS, WHAA desires to extend financing to South Terrace Waco, LP, a Texas limited partnership, in an amount not to exceed \$1,500,000 (the "**Loan**");

NOW, THEREFORE, in connection with the redevelopment of the Project, the Board of Commissioners hereby adopt the following resolutions:

BE IT RESOLVED that the Chief Executive Officer of WHAA and/or her designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings, including without limitation the Loan (collectively the "**Agreements**") the Chief Executive Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

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

BE IT FURTHER RESOLVED that the Chief Executive Officer is hereby authorized and directed for and on behalf of, and as the act and deed of WHAA, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Chief Executive Officer shall deem to be necessary or desirable, and all acts

heretofore taken by the designee of the Chief Executive Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of WHAA.

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

[Remainder of page intentionally left blank for signature]

Passed this 9th day of February, 2023.

Chairperson

ATTEST:

Secretary



TEXAS BOND REVIEW BOARD

Governor Greg Abbott, Chairman
Lieutenant Governor Dan Patrick
Speaker Dade Phelan
Comptroller Glenn Hegar

Robert B. Latsha II
Executive Director

CERTIFICATE OF RESERVATION Docket Number 4989

Pursuant to the terms of Chapter 1372 of the Texas Government Code, as amended (the "Act"), and the Internal Revenue Code of 1986, as amended (the "Code"), the undersigned hereby issues this Certificate of Reservation for the purpose of reserving a portion of the State ceiling for private activity bonds (as defined in the Code) for calendar year 2023.

The undersigned certifies that on January 30, 2023 (the "Reservation Date") an *Application for Reservation* was accepted as a qualified application by the Texas Bond Review Board for filing.

The amount of \$5,000,000 is hereby reserved for Waco Public Facility Corporation II (the "Issuer") to be used for Qualified Residential Rental Project (South Terrace Apartments) the purpose of which is described in the *Application for Reservation*.

The undersigned certifies that the State ceiling of \$3,603,548,640, imposed by the Code, has not been exceeded for calendar year 2023.

This Certificate of Reservation shall be null and void if the Issuer is not in compliance with the procedures and deadlines outlined in the Act and the Code.

This Certificate of Reservation is not to be construed as: (i) a representation or warranty by the Texas Bond Review Board or its Executive Director that the above-mentioned bonds will be paid or that any obligations assumed by any of the parties under the instruments delivered in connection with the bonds will in fact be performed; (ii) a pledge of the faith or credit of the State of Texas or any agency, instrumentality or political subdivision of the State of Texas; or (iii) a representation or warranty concerning the validity of the corporate existence of the Issuer or the validity of the bonds.

To the best of my knowledge and belief, I hereby certify under penalty of perjury that this reservation and endorsement was not made in consideration of a bribe, gift, gratuity, or direct or indirect contribution to any political campaign.

A handwritten signature in blue ink, appearing to read "RBL", written over a horizontal line.

Robert B. Latsha II
Executive Director

Dated this 30th day of January, 2023

Agenda
WACO HOUSING OPPORTUNITIES CORPORATION
Waco Housing Authority
Board Room
4400 Cobbs Drive
Waco, Texas
February 9, 2023
12:00 Noon

- I. Call to Order
- II. Establishment of Quorum
- III. Approval of Minutes
- IV. New Business
 - RESOLUTION NO. 058 A RESOLUTION BY THE BOARD OF DIRECTORS OF WACO HOUSING OPPORTUNITIES CORPORATION (“WHOC”) AUTHORIZING WHOC TO EXECUTE ANY AND ALL DOCUMENTS, OR TAKE ANY OTHER ACTION, THAT IS NECESSARY OR DESIRABLE TO PARTICIPATE IN THE HOUSING TAX CREDIT APPLICATION FOR MELODY GROVE APARTMENTS.
- V. Adjournment

Synopsis of the Minutes
WACO HOUSING OPPORTUNITIES CORPORATION
ANNUAL MEETING
Board Room
4400 Cobbs Dr.
Waco, Texas
July 21, 2022

- I. Call to Order
President Melli Wickliff called the meeting to order at 1:01 pm.
- II. Establishment of Quorum
Directors present: Jon Ramos, Melli Wickliff, John Bible, Latonya Lewis, Brad Kinkeade
Directors absent:
- III. Approval of Minutes
Minutes were approved as presented.
- IV. New Business
- RESOLUTION NO. 056 RESOLUTION BY THE BOARD OF DIRECTORS OF WACO HOUSING OPPORTUNITES CORPORATION (WHOC) ACCEPTING THE REVISED BY-LAWS FOR THE WACO HOUSING AUTHORITY & AFFILIATES.
Milet Hopping, President/CEO reviewed the revised Bylaws with the Board. President Melli Wickliff asked for a motion to approve Resolution No. 056. Commissioner John Bible made the motion and Commissioner LaTonya Lewis seconded the motion. President Melli Wickliff called for a vote and the motion passed unanimously.
Resolution No. 056
A copy of this resolution may be found in the resolution file.
 - RESOLUTION NO. 057 RESOLUTION BY THE BOARD OF DIRECTORS OF WACO HOUSING OPPORTUNITIES CORPORATION (WHOC) GRANTING COLLATERAL FOR A LINE OF CREDIT FROM EXTRACO BANKS
Milet Hopping, President/CEO explained the need to the Board for a line of credit. This resolution was not approved by the board.
- V. Adjournment
President Melli Wickliff adjourned the meeting at 1:12 pm.

Secretary

President of the Board

Seal

WACO HOUSING OPPORTUNITIES CORPORATION

RESOLUTION NO. 058

A Resolution by the Board of Directors of Waco Housing Opportunities Corporation (“WHOC”) Authorizing WHOC to Execute Any and All Documents, or Take Any Other Action, that is Necessary or Desirable to Participate in the Housing Tax Credit Application for Melody Grove Apartments.

WHEREAS, upon its formation, WHOC will act as the sole member of Melody Grove 1 GP, LLC, a Texas limited liability company (the “**WHOC Member**”);

WHEREAS, the WHOC Member shall be a member of Melody Grove Development 1, LP, a Texas limited partnership (the “**Company**”);

WHEREAS, the Company was formed for the purpose of owning, developing, managing, and otherwise dealing with Melody Grove Apartments , an affordable multifamily housing project units (the “**Project**”) to be developed on a parcel of land located Waco, Texas (the “**Land**”), and intended for rental to persons of low and moderate income;

WHEREAS, in connection with the development of the Project, the Company plans to submit or has submitted a 9% housing tax credit application to the Texas Department of Housing and Community Affairs (the “**Application**”);

WHEREAS, in connection with the Company’s preparation and submission of the Application, WHOC desires to participate as nonprofit sponsor, developer, and as sole member of the WHOC Member;

NOW, BE IT RESOLVED, that all of the documents, instruments, or other writing executed by WHOC (both individually and in a representative capacity as identified in these resolutions), in consummation of the transactions herein described (both individually and in a representative capacity as identified in these resolutions), including, but not limited to, (i) the Application and (ii) any and all such additional documents executed to consummate the transactions contemplated herein (collectively, the “**Application Documents**”) shall be in form and substance approved by the Executing Officer (as such term is hereinafter defined), both individually and in a representative capacity as identified in these resolutions, his/her approval of each such instrument to be conclusively evidenced by his execution thereof; and it is further

RESOLVED, that the authorization of WHOC, Partnership and/or WHOC Member to enter into the Application Documents and that execution and delivery in the name and on behalf of WHOC and/or WHOC Member and/or the Company, by any of the officers of WHOC of the Application Documents, in the form as so executed and delivered is hereby approved, ratified and confirmed; and it is further

RESOLVED, that Milet Hopping, Secretary of WHOC, and any other officer of WHOC (each an “**Executing Officer**”), acting alone without the joinder of any other officer, is hereby authorized and directed for and on behalf, and as the act and deed of WHOC and/or WHOC Member and/or the Company, to execute and deliver all other documents and other writings of every nature whatsoever in connection with the development of the Project, including but not limited to, the Application Documents, as the Executing Officer deems necessary in order to carry into effect the intent and purposes of these resolutions, and any other instruments approved by the Executing Officer (acting in a representative capacity as identified in these resolutions, acting individually and on behalf of the WHOC Member), executing same, his/her approval of each such instrument to be conclusively evidenced by his/her execution thereof, and to take such other action in the consummation of the transactions herein contemplated as the Executing Officer acting shall deem to be necessary or advisable, without the necessity of attestation by the secretary or other officer or director, and any and all acts heretofore taken by the Executing Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of WHOC and/or WHOC Member and/or Partnership, effective as of the date such action was taken; and it is further

RESOLVED, that the Board of Directors finds the actions authorized by these resolutions may reasonably be expected to directly or indirectly benefit WHOC; and it is further

RESOLVED, that the Company be promptly notified in writing by the Secretary or any other officer of WHOC or any change in these resolutions, and until it has actually received such notice in writing, the Company is authorized to act in pursuance of these resolutions.

[End of Resolution]

PASSED this 9th day of February 2023.

Chair

ATTEST:

Milet, Hopping, Secretary