

Agenda
WACO HOUSING AUTHORITY & AFFILIATES
HYBRID MEETING
Waco Housing Authority
Board Room
4400 Cobbs Dr.
Waco, Texas
March 15, 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)
 - RAD (Melody Grove)
 - Trendwood
 - Sandstone Apartments
 - Hill County Office Building
- VI. Departmental Reports
- VII. Consideration of Future Agenda Items
- VIII. Executive Session
 - Section 551.072
 - Deliberation regarding real property/real estate
 - Section 551.074 Personnel Matters
 - Employee Personnel Matters
- IX. Adjournment

Synopsis of the Minutes
WACO HOUSING AUTHORITY & AFFILIATES
4400 Cobbs Drive
HYBRID MEETING
February 9, 2023
12:00 Noon

- I. Chair Melli Wickliff called the meeting to order at 12:01 p.m.
- II. Establishment of Quorum
Commissioner's present: Melli Wickliff, Jon Ramos, John Bible, LaTonya Lewis

Commissioners absent: Brad Kinkeade
- III. Hearing from Visitors
• Recognition of Officials
- IV. Approval of Minutes
Board Chair Melli Wickliff asked for a motion to approve the minutes of the January 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.
- V. 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. 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 on February 21 to approve the project.
President CEO advised that interior renovations have begun, 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.
- VI. New Business

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.
The President/CEO explained to the board the resolution will authorize WHA to continue work at South Terrace, so there are no delays. Chair Melli Wickliff asked for a motion to approve Resolution No. 3864. Commissioner John Bible made the motion to approve, and Commissioner Latonya Lewis seconded the motion. Chair Melli Wickliff called for a vote and the motion passed unanimously.

Resolution No. 3864
A copy of this resolution may be found in the resolution file.
- VII. Reports
Administrative Services
Everything for Admin was usual business.

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

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

MOD
Everything for MOD was usual business.

PUBLIC HOUSING

There are 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.

VIII. Consideration of Future Agenda Items

IX. Adjournment
Chair, Melli Wickliff, adjourned the meeting at 1:07p.m.

Secretary

Chair of the Board

Seal

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

Issues Addressed this Month:

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

Supplemental Bond Closing and Funding

Brinshore, WHA, Citibank and Enterprise met on 2/27/23 to discuss the pathway forward to close on the additional bonds and additional equity. Steps include: 1) TEFRA hearing on March 7; 2) WHA resolution as bond issuer at the meeting on April 13; 3) preparation and circulation of all documents in final form; and 4) bond closing around April 27th. Brinshore, Citibank, and Enterprise are working on agreeing on the budget numbers, including the amount of equity and when it will come into the project. Enterprise is looking for written confirmation from TDHCA that they will issue an allocation of credits equal to the qualified basis.

Short Term Funding Deficit

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

Security

We were asked to provide a price for adding additional cameras on site to enhance security. This was provided to the WHA at the last meeting. The cost is approximately \$25,760. Based on discussions about the efficacy of this additional work, it was decided not to proceed with this expense.

Construction/Relocation Progress

- Sidewalk replacements are 40% complete and ongoing.
- Major sewer replacement started with all materials onsite and excavation in progress.
- City building department is backed up again causing delays with scheduling the inspections. This further prolongs construction and units delivery.
- 27 units to be yet received by J4 are likely to push substantial completion to July based on current construction pace.

Unit Delivery Schedule

In February, we made some strides with J4 finishing up and turning over units, but they again fell short of the number of units to be delivered. Management continues to struggle processing and approving files, but a leasing agent and assistant manager were recently hired which should hopefully pick up the pace in March. Referrals from the housing authority are coming in very slowly and their waitlists will soon be exhausted, so we have been pushing management to hasten marketing efforts to get new referrals flowing as we transition out of relocation and into straight lease up.

- 172 units have been rehabbed to date. 148 are currently occupied. Out of the 24 vacant, there are 8 relocations pending and 4 applicants pending approval for move in. There are an additional 14 households remaining to be relocated into a rehabbed unit.
- Per J4's schedule, 22 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 51 units within 23 fully vacant buildings. Seventeen (17) potential transfers to be scheduled in the next 30 days will release 30 units to J4's possession. As of today, there are a total of 38 un-rehabbed units left on site.

Unit Delivery Summary Sep 1, 2022 – Feb 20, 2023

Address	Bldg Status	Actual Start	J4 Completion Date
2609 S 14	Complete	10/14/2022	2/20/2023
2611 S 14	Complete	10/14/2022	2/20/2023
2616 S 14	Complete	10/14/2022	2/20/2023
2608 S 14	Complete	10/20/2022	2/20/2023
2610 S 14	Complete	10/20/2022	2/20/2023
2714 S 14	Complete	8/26/2022	1/20/2023
2716 S 14	Complete	8/26/2022	1/20/2023
1330 Carter	Complete	10/14/2022	1/20/2023
2702 S 12	Complete	10/14/2022	1/20/2023
2704 S 12	Complete	10/14/2022	1/20/2023
2711 S 14	Complete	10/14/2022	1/20/2023
2713 S 14	Complete	10/14/2022	1/20/2023
2605 S 14	Complete	9/2/2022	12/15/2022
2607 S 14	Complete	9/2/2022	12/15/2022
312 Kennedy	Complete	8/26/2022	12/13/2022
2726 S 14	Complete	7/25/2022	12/12/2022
2728 S 14	Complete	7/25/2022	12/12/2022
2648 S 14	Complete	7/25/2022	12/12/2022
2650 S 14	Complete	7/25/2022	12/12/2022
1023 Gurley	Complete	7/21/2022	12/8/2022
113 Kennedy	Complete	8/9/2022	12/8/2022
115 Kennedy	Complete	8/9/2022	12/8/2022
2701 S 12	Complete	8/22/2022	12/8/2022
2703 S 12	Complete	8/22/2022	12/8/2022

1225 Carter	Complete	8/9/2022	12/2/2022
1227 Carter	Complete	8/9/2022	12/2/2022
214 Kennedy	Complete	7/5/2022	11/16/2022
216 Kennedy	Complete	7/5/2022	11/16/2022
209 Lyndon	Complete	7/27/2022	11/14/2022
211 Lyndon	Complete	7/27/2022	11/14/2022
1021 Gurley	Complete	7/21/2022	11/9/2022
1401 Benton	Complete	8/5/2022	11/9/2022
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

Construction Outlook as of 2.7.2023 Schedule

Address	Actual Start	Projected Completion	% Complete (as of 2/7)
2630 S 14	7/27/2022	3/7/2023	98%
2632 S 14	7/27/2022	3/7/2023	98%
2622 S 14	11/1/2022	3/2/2023	97%
2624 S 14	11/1/2022	3/2/2023	97%
1402 Benton	11/8/2022	3/2/2023	97%
2730 S 14	11/1/2022	3/2/2023	97%
1404 Benton	10/20/2022	3/2/2023	97%
1406 Benton	10/20/2022	3/2/2023	97%
218 Kennedy	11/10/2022	3/3/2023	94%
220 Kennedy	11/10/2022	3/3/2023	94%
2709 S 14	11/29/2022	3/15/2023	91%
2500 S 15	10/20/2022	3/13/2023	88%
2732 S 14	11/10/2022	3/15/2023	86%

2734 S 14	11/10/2022	3/15/2023	86%
2704 S 14	11/16/2022	3/15/2023	82%
2708 S 14	11/16/2022	3/15/2023	82%
2717 S 14	12/15/2022	3/27/2023	68%
2715 S 14	12/15/2022	3/27/2023	68%
2600 S 14	12/1/2022	3/20/2023	66%
2602 S 14	12/1/2022	3/20/2023	66%
125 Lyndon	12/15/2022	3/23/2023	66%
127 Lyndon	12/15/2022	3/23/2023	66%
1216 Carter	12/15/2022	4/3/2023	56%
1218 Carter	12/15/2022	4/3/2023	56%
201 Kennedy	12/15/2022	4/19/2023	55%
203 Kennedy	12/15/2022	4/19/2023	55%
205 Kennedy	12/15/2022	4/19/2023	55%
207 Kennedy	12/15/2022	4/19/2023	55%
1417 Benton	12/15/2022	3/27/2023	50%
1419 Benton	12/15/2022	3/27/2023	50%
1410 Carter	8/16/2021	4/3/2023	50%
2724 S 14	1/13/2023	4/6/2023	34%
1415 Carter	1/13/2023	4/6/2023	34%
1417 Carter	1/13/2023	4/6/2023	34%
314 Kennedy	1/23/2023	4/28/2023	32%
316 Kennedy	1/23/2023	4/28/2023	32%
318 Kennedy	1/23/2023	4/28/2023	32%
320 Kennedy	1/23/2023	4/28/2023	32%



INTEGRAND DEVELOPMENT, LLC

Solutions, Experience & Integrity

Board Report

March 2023

2023 LIHTC Round

The following attachments are updated schematics for this first phase application.

Our team successfully uploaded the LIHTC application to TDHCA just prior to the due date of March 1st. A copy of the completed application can be accessed by staff in the shared “Dropbox” folder. The first application list was released from TDHCA on March 6th.. According to the list, Melody Grove has scored within the approved funding limits. This is excellent news!

The FHLB of Dallas has announced their next round of Affordable Housing Program Grants. Applications are due May 11th with grants up to \$850,000. The FHLB is now conducting workshops on the grant. Art Schuldt has attended the first workshop held in New Orleans on March 2nd. Other Integrand staff will attend workshops as well. Based on scoring criteria presented, Melody Grove should score very well.

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

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

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

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

Version Date: March 6, 2023

Construction Type: (NC=New Construction, Recon=Reconstruction, AcR=Acquisition/Rehabilitation, Rehab=Rehabilitation Only, AR = Adaptive Reuse)

Application Number	Development Name	Development Address	City	ZIP Code	County	Region	Urban/Rural	At-Risk	USDA	Nonprofit	Construction Type	Low-Income Units	Market Rate Units	Total Units	Target Population (Supp. Hsg. = SH)	HTC Request	Primary Contact	Second Contact	2010 Census Tract(s)	2020 Census Tract(s)	Self Score Total	\$11.9(d)(1)	\$11.9(d)(4)	\$11.9(d)(5)	\$11.9(d)(6)	\$11.9(d)(7)	Total Score		
At-Risk Set-Aside																													
23079	Boyd South Apartments	400 S. Allen	Boyd	76023	Wise	3	Rural	X			AcR	32	0	32	General	553,017	Jonathan Campbell	Rebecca Armer	48497150601	48497150605	125	17	8	8	4	7	169		
23081	Cleveland Square Apartments	104 E Waco Street	Cleveland	77327	Liberty	6	Rural	X			AcR	48	0	48	General	796,001	Jonathan Campbell	Rebecca Armer	48291700300	48291700303	125	17	8	8	4	7	169		
23138	FishPond at Buena Vista	1601 & 1615 Buena Vista Street	San Antonio	78207	Bexar	9	Urban	X			AcR	55	0	55	Elderly	1,351,363	Valentin DeLeon	Lisa Vecchietti	48029170200	48029170200	129	17	4	8	4	7	169		
23055	Northway Landing	5301 Northway Dr.	Nacogdoches	75965	Nacogdoches	5	Rural	X			AcR	47	1	48	Elderly	705,000	Kimberly Black King	Deborah Welchel	48347950501	48347950501	125	17	4	8	4	7	165		
23072	Anacua Village	906 E 8th Street	Mission	78501	Hidalgo	11	Urban	X			Recon	85	15	100	General	2,000,000	Arnold Padilla	Kathryn Saar	48215020403	48215020403	125	17	4	8	4	7	165		
23089	Candlewood Village	101 Candlewood Drive	Frankston	75763	Anderson	4	Rural	X			AcR	24	0	24	Elderly	361,000	Dennis Hoover	Joel Cortez	48001950100	48001950100	132	17	8	8	0	0	165		
23090	Country Villa	1015 Eli Garza Street	Freer	78357	Duval	10	Rural	X			AcR	31	1	32	General	465,425	Dennis Hoover	Joel Cortez	48131950200	48131950200	132	17	8	8	0	0	165		
23105	West Columbia Manor	1000 N. 13th St.	West Columbia	77486	Brazoria	6	Rural	X			AcR	24	0	24	General	396,358	Mason Benbow	Jacob Horner	48039662000	48039662000	132	17	4	8	4	0	165		
23188	Red Oak Grove I and II	615 Robinson St & 712 Gardner D	Big Sandy & Palestine	75755	& Upshur & Ander	4	Rural	X	X		AcR	66	0	66	Elderly	1,000,000	Christina Ott	Alyssa Carpenter	48459950500, 480015	48459950502, 480	125	17	4	8	4	7	165		
23189	Frontier Villas I and II	400 Oak Hill Pl & 806 E Houston S	De Kalb & Queen City	75559	& Bowie & Cass	4	Rural	X			AcR	60	0	60	Elderly	906,672	Christina Ott	Alyssa Carpenter	48037011600, 480675	48037011601, 480	132	17	4	8	4	0	165		
23190	Piney Woods Estates I-IV	1136 N Newsom & 202 Richards S	Mineola & Quitman	75772	75 Wood (3) & Fra	4	Rural	X			AcR	104	0	104	Elderly	1,541,675	Christina Ott	Alyssa Carpenter	48499950800, 484995	48499950800, 484	132	17	4	8	4	0	165		
23225	Oasis Apartments	1501 N. Marshall Road	Fort Stockton	79735	Pecos	12	Rural	X	X		AcR	55	1	56	General	784,383	Tom Andrews	Bobby Griffith	48371950400	48371950400	125	17	4	8	4	7	165		
23227	Mountain View Apartments	801 N. Orange Street	Alpine	79830	Brewster	13	Rural	X	X		AcR	55	1	56	General	849,640	Tom Andrews	Bobby Griffith	48043950300	48043950300	125	17	4	8	4	7	165		
23054	Buckingham Gardens	209 Buckingham Lane	Navasota	77868	Grimes	8	Rural	X			AcR	48	1	49	Elderly	740,000	Kimberly Black King	Deborah Welchel	48185180101	48185180101	131	17	4	8	4	0	164		
23057	Martindale Apartments	12943 Hwy 142	Martindale	78655	Caldwell	7	Rural	X			AcR	23	1	24	General	295,000	Murray Calhoun	Jason Rabalais	48055960500	48055960501	124	17	8	8	0	7	164		
23080	Melody Grove	1809 J J Flewellen Road	Waco	76704	McLennan	8	Urban	X	X		AcR	79	0	79	Elderly	1,830,000	Art Schuldt	Micah Strange	48309001400	48309001402	124	17	4	8	4	7	164		
23102	Navasota Manor	1015 Church St.	Navasota	77868	Grimes	8	Rural	X			AcR	40	0	40	Elderly	520,058	Mason Benbow	Jacob Horner	48185180200	48185180201	124	17	4	8	4	7	164		
23104	West Family Apartments	625 E. Tokio Road	West	76691	McLennan	8	Rural	X			AcR	32	0	32	General	505,215	Mason Benbow	Jacob Horner	48309004201	48309004201	131	17	4	8	4	0	164		
23181	Eden Heights	627 Lakeview Blvd	New Braunfels	78130	Comal	9	Urban	X			AcR	94	0	94	Elderly	1,608,519	Tracey Fine	T. Daniel Kalubi	48091310300	48091310302	132	0	4	8	4	0	148		
23908	Houston 150 Bayou Apartments	Approx. 6970 Portwest Drive	Houston	77024	Harris	6	Urban	X			NC	150	0	150	General	300,000	Sallie Burchett		48201510900	FKA 21038 Supp. Credit									
23928	Montrose Valley Apartments	2200 Montrose Place	Belton	76513	Bell	8	Urban	X			AcR	142	0	142	General	181,516	Josefina Garcia		48027021700	FKA 21117 Supp. Credit									
23929	Cherry Village Apartments	724 E Avenue N	Belton	76513	Bell	8	Urban	X			AcR	80	0	80	General	102,750	Josefina Garcia		48027021500	FKA 21118 Supp. Credit									
23930	Cedar Grove Estates I and II	1000 S 8th St; 306 W Avenue D	Buckholts; Rosebud	76518; 7	Milam; Falls	8	Rural	X			AcR	32	0	32	General	44,053	Josefina Garcia		48331950100; 48145	FKA 21119 Supp. Credit									
23940	Wells Manor	6 Wright Patman Drive / 70 Manc	Wells	75976	Cherokee	4	Rural	X			AcR	53	1	54	General	96,975	Rebecca Armer		48073951100	FKA 21175 Supp. Credit									
23941	Mill Run	55 Mill Run Circle	Elkhart	75839	Anderson	4	Rural	X			AcR	52	2	54	General	92,243	Rebecca Armer		48001951000	FKA 21176 Supp. Credit									
23944	Weslaco Village	1601 S. Bridge Ave.	Weslaco	78596	Hidalgo	11	Urban	X	X		Recon	44	6	50	General	181,500	Bradford McMurray		48215022701	FKA 21185 Supp. Credit									
23949	Longview Square	1600 and 1602 Pine Tree Rd.	Longview	75604	Gregg	4	Urban	X	X		AcR	120	0	120	General	208,928	Christopher A. Akbari		48183000700	FKA 21220 Supp. Credit									
23951	El Jardin	1114 E Levee St	Brownsville	78520	Cameron	11	Urban	X	X		NC	44	0	44	General	177,126	Kathryn Saar		48061014001	FKA 21228 Supp. Credit									
23959	SavannahPark of Keene	213 W. 4th Street	Keene	76059	Johnson	3	Rural	X			AcR	36	0	36	Elderly	58,461	Shawn Smith		48251130304	FKA 21312 Supp. Credit									
23963	Town Oaks Apartments	120 Waters Street	Kenedy	78119	Karnes	9	Rural	X			AcR	46	2	48	General	81,750	Dennis Hoover		48255970300	FKA 21164 Supp. Credit									
Estimated Amount Available to Allocate		\$12,180,276																											
USDA Set-Aside		\$4,060,092																											
																Total HTCs Requested		18,734,629											

MELODY GROVE

1809 JJ Flewellen Road

WACO, TX

TDHCA # 23080

Melody Grove Development 1, LP
Owner

Waco Housing Opportunities Corporation
Sole Member of General Partner

Waco Housing Authority
Sponsor

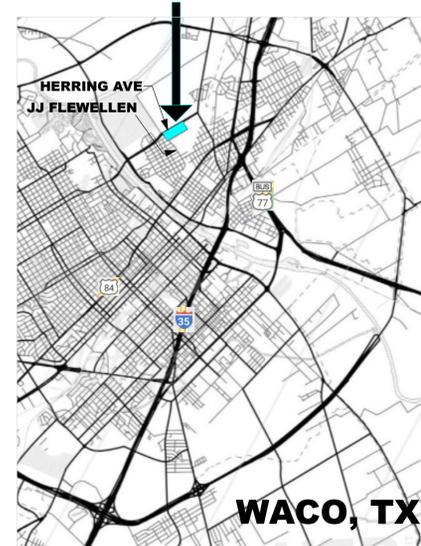
Integrand Development, LLC
Developer

SGB Architects, LLC
Architect

DRAWING INDEX

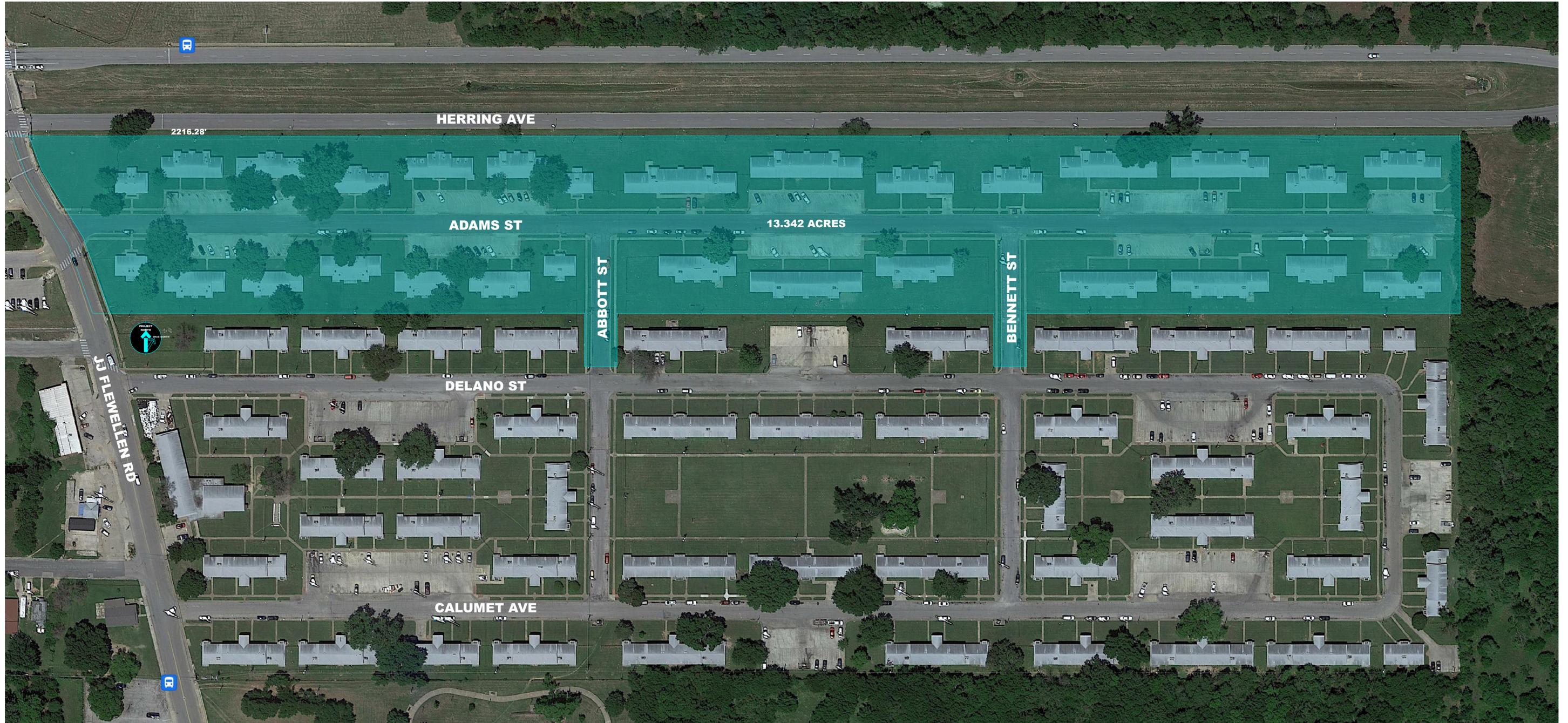
SHEET. NO.	TITLE.
T1	TITLE SHEET / INDEX
S1	EXISTING SITE
S2	OVERALL SITE PLAN
S3	ENLARGED SITE PLAN SECTION 1
S4	ENLARGED SITE PALN SECTION 2
S5	ENLARGED SITE PLAN SECTION 3
A1	UNIT 1A BUILDING B
A2	UNIT 1B BUILDING B
A3	UNIT 1C BUILDING C
A4	UNIT 1D BUILDING E
A5	UNIT 1E BUILDING E
A6	UNIT 2A BUILDING D
A7	UNIT 2B BUILDING O
A8	BUILDING B PLAN
A9	BUILDING C PLAN
A10	BUILDING D PLAN
A11	BUILDING E PLAN
A12	BUILDING O PLAN
A13	SENIOR ACTIVITY CENTER PLAN
A14	BUILDING B ELEVATIONS
A15	BUILDING C ELEVATIONS
A16	BUILDING D ELEVATIONS
A17	BUILDING E ELEVATIONS
A18	BUILDING O ELEVATIONS
A19	SENIOR ACTIVITY CENTER ELEVATIONS

project location map



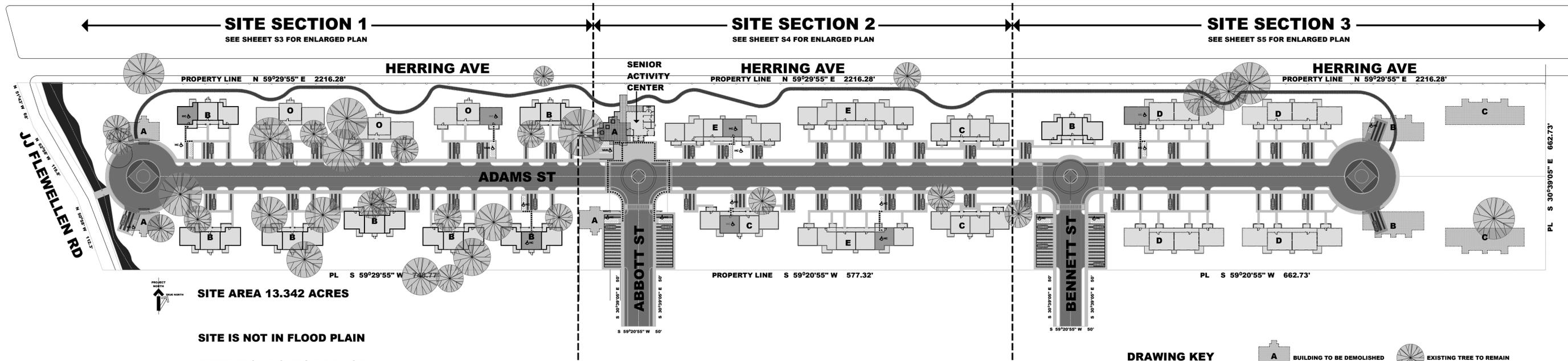
TITLE SHEET / INDEX





EXISTING SITE





SITE AREA 13.342 ACRES

SITE IS NOT IN FLOOD PLAIN

DETENTION PONDS ARE NOT REQUIRED

WALKING TRAIL IS ACESIBLE

DRAWING KEY

- BUILDING TO BE DEMOLISHED
- EXISTING TREE TO REMAIN
- ACCESSIBLE UNIT
- HANDICAPPED PARKING
- ACCESSIBLE ROUTE
- EXISTING TREE REMOVED

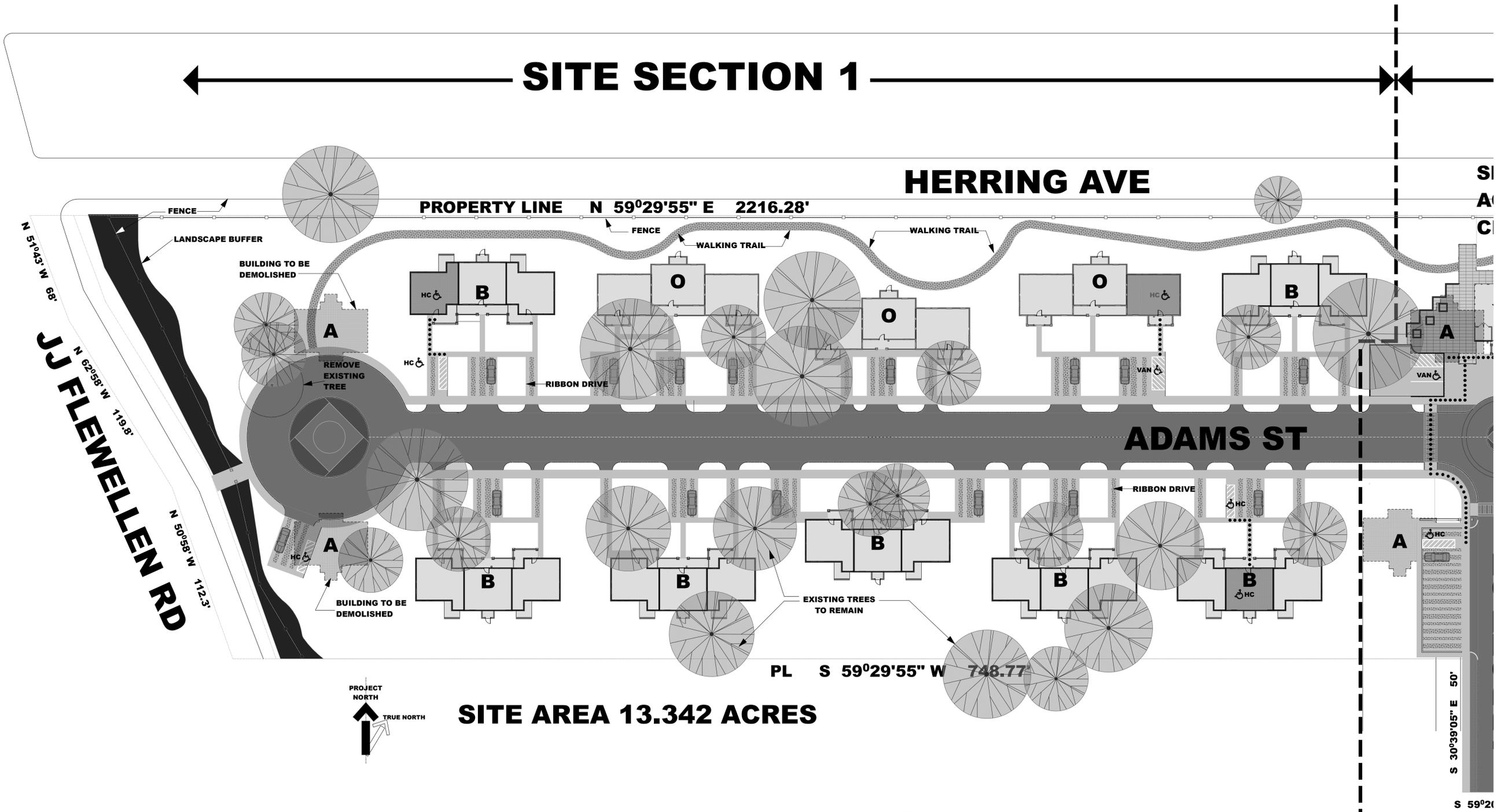
existing building	type	units	bldgs	total units	demolition	renovated	type	units	bldgs	total units	NRA area
BLDG A	1BR	2	4	8	4	BLDG A	1BR	0	0	0	
BLDG B	1BR	4	10	40		BLDG B	1BR	3	8	24	(8) 1A 744 SF (16) 1B 752 SF
BLDG C	2BR	4	5	20	2	BLDG C	1BR	4	3	12	1C 722 SF
BLDG D	3BR	4	4	16		BLDG D	2BR	4	4	16	2A 924 SF
BLDG E	4BR	4	3	12		BLDG E	1BR	6	3	18	(12) 1D 711 SF (6) 1E 702 SF
BLDG O	EFF	6	3	18		BLDG O	2BR	3	3	9	2B 814 SF
		TOTAL	29	114							25 2BR 54 1BR
							TOTAL NRA		21	79	61,502 SF
							NEW ACTIVITY CENTER	1			1547 SF

parking count	spaces	hc	van	
Parking	131	11	1	
Senior Activity Center	10		1	
TOTAL	141	11	2	
City of Waco Zoning Requirement			Units	Total
1 BR	1.5	x	54	81
2 BR	2	x	25	50
Senior Activity Center				10
			TOTAL	141

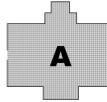


SITE PLAN

SITE SECTION 1



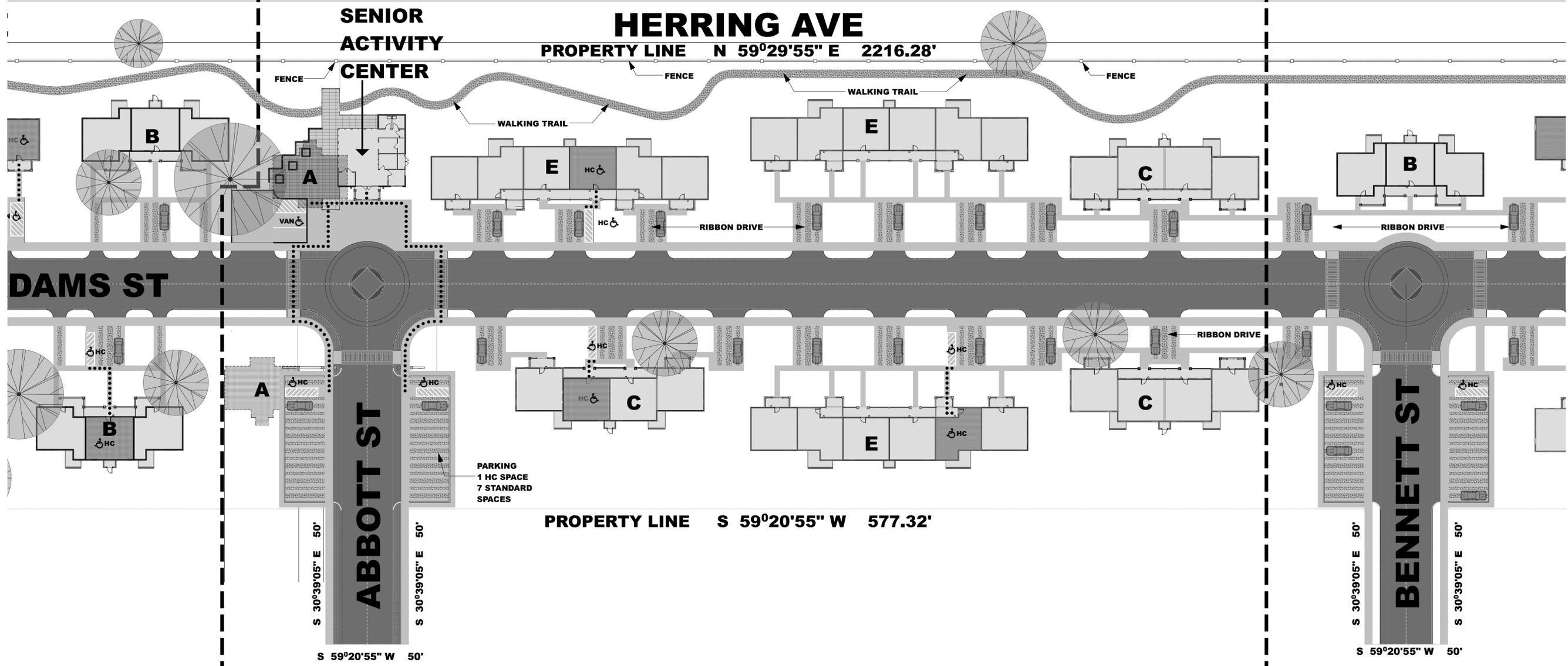
DRAWING KEY

-  **A** BUILDING TO BE DEMOLISHED
-  EXISTING TREE TO REMAIN
-  **HC ♿** ACCESSIBLE UNIT
-  **HANDICAPPED PARKING**
-  ACCESSIBLE ROUTE
-  EXISTING TREE TO BE REMOVED

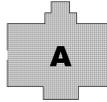
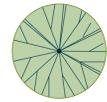
SITE PLAN SECTION 1



SITE SECTION 2



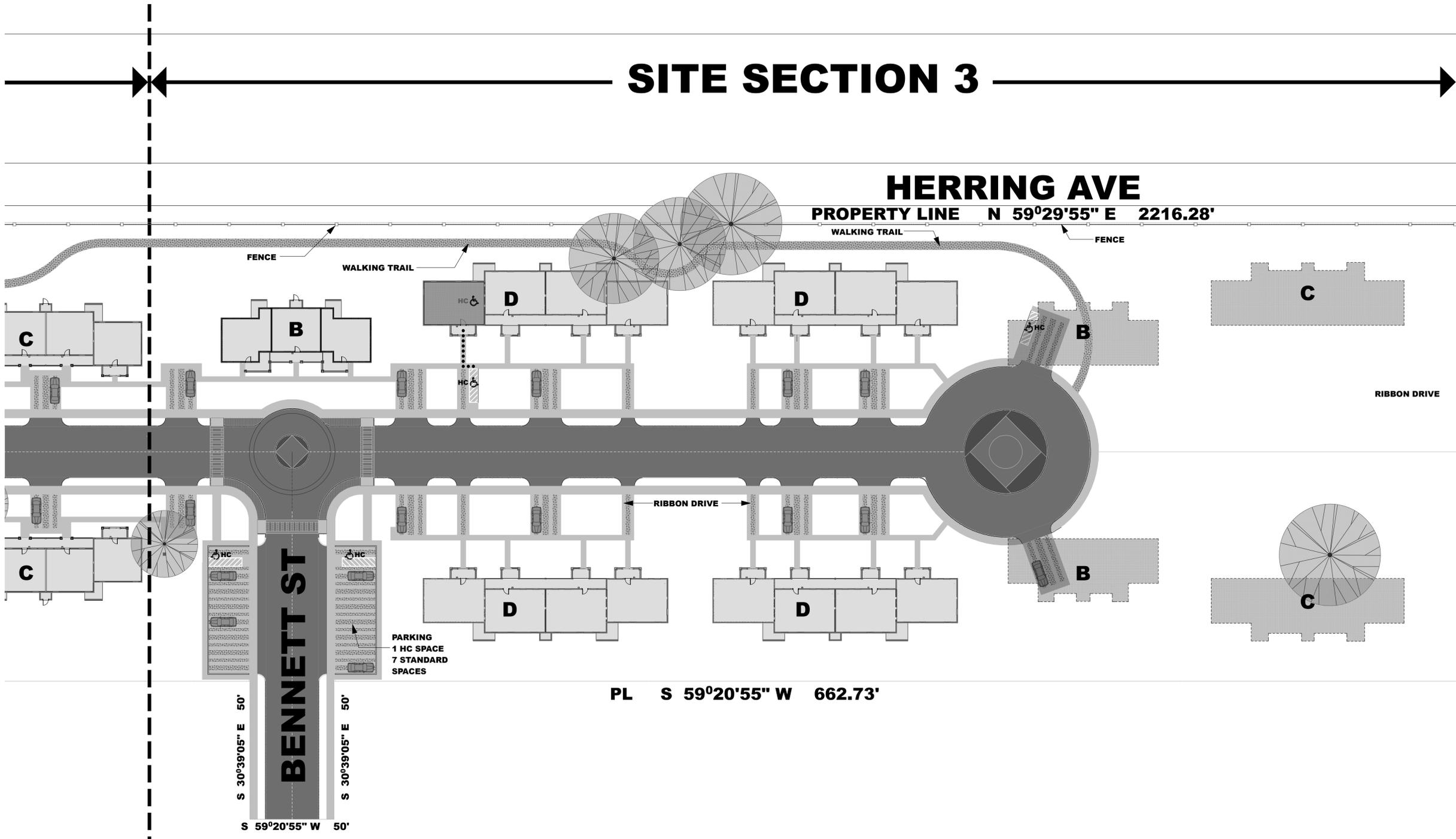
DRAWING KEY

-  **A** BUILDING TO BE DEMOLISHED
-  EXISTING TREE TO REMAIN
-  ACCESSIBLE UNIT
-  HANDICAPPED PARKING
-  ACCESSIBLE ROUTE
-  EXISTING TREE TO BE REMOVED

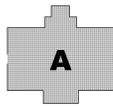


SITE PLAN SECTION 2

SITE SECTION 3



DRAWING KEY

-  **A** BUILDING TO BE DEMOLISHED
-  **HC** ACCESSIBLE UNIT
-  **HC** HANDICAPPED PARKING
-  ACCESSIBLE ROUTE
-  EXISTING TREE TO REMAIN
-  EXISTING TREE TO BE REMOVED

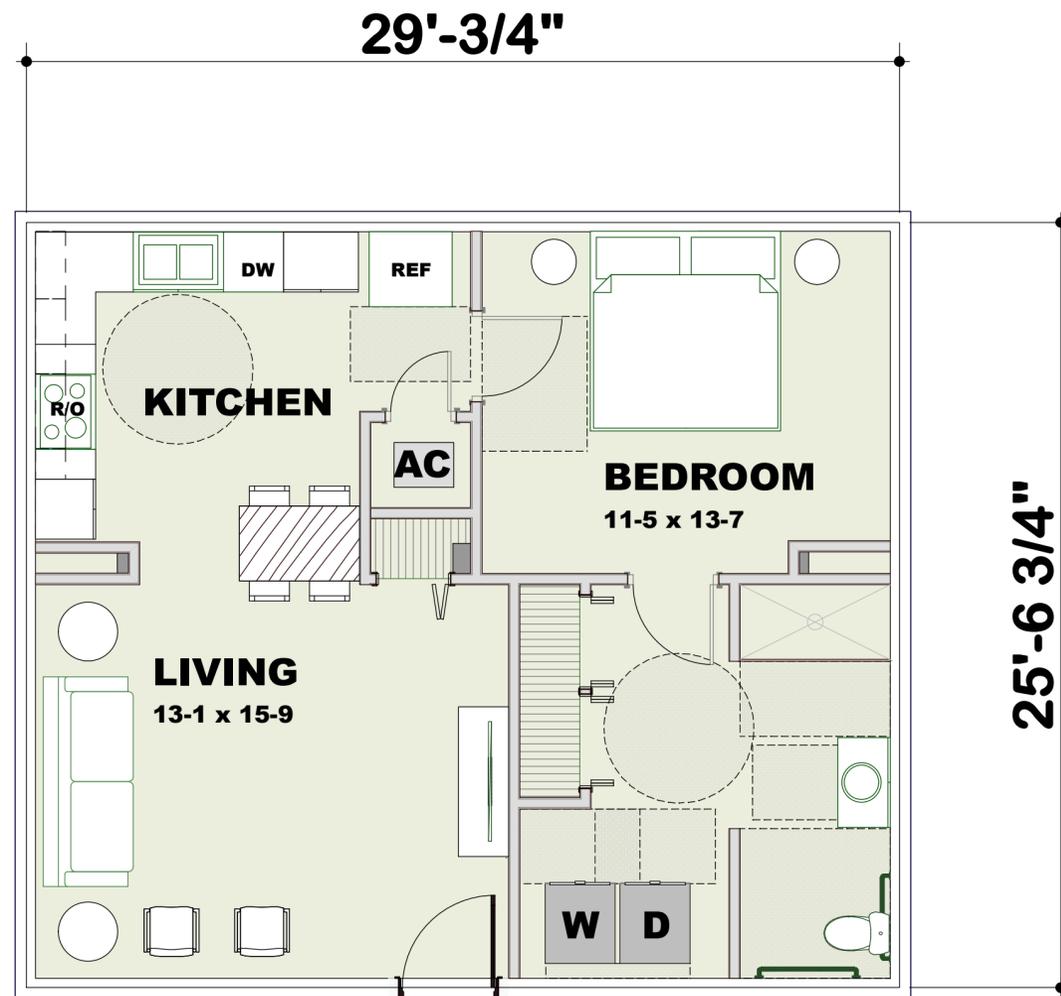
SITE PLAN SECTION 3



**STANDARD UNITS AND
ACCESSIBLE UNITS ARE
THE SAME FLOOR PLAN**

**EXTERIOR DOOR
AND WINDOW
LOCATIONS VARY
SEE BUILDING PLAN
FOR LOCATIONS**

**DIMENSIONS ARE TO
OUTER FACE OF INNER
WYTHE OF MASONRY
WALL**

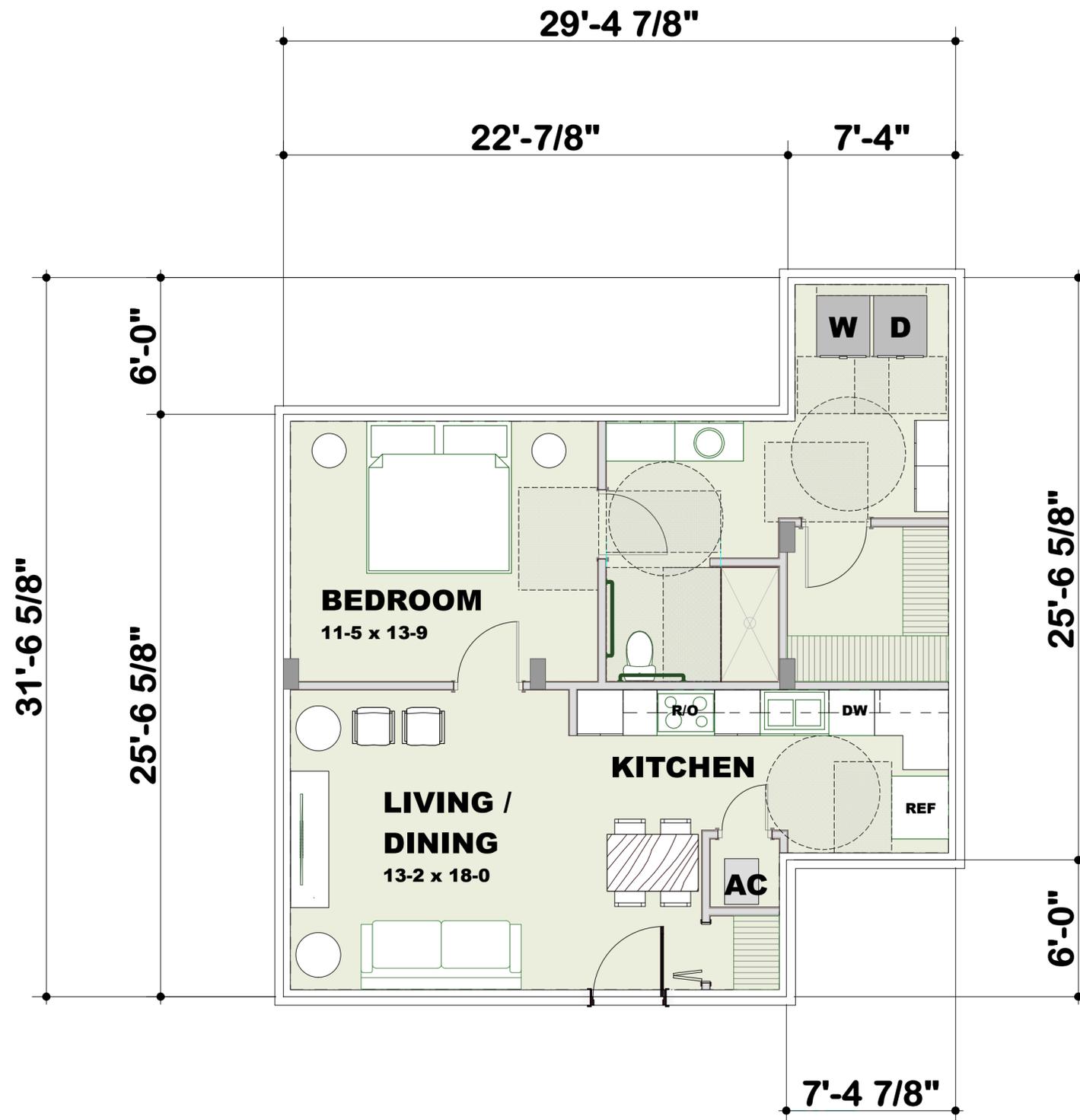


UNIT 1A BUILDING B

1 BR NRA 744 SF



A1
2/26/2023



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN

EXTERIOR DOOR AND WINDOW LOCATIONS VARY SEE BUILDING PLAN FOR LOCATIONS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

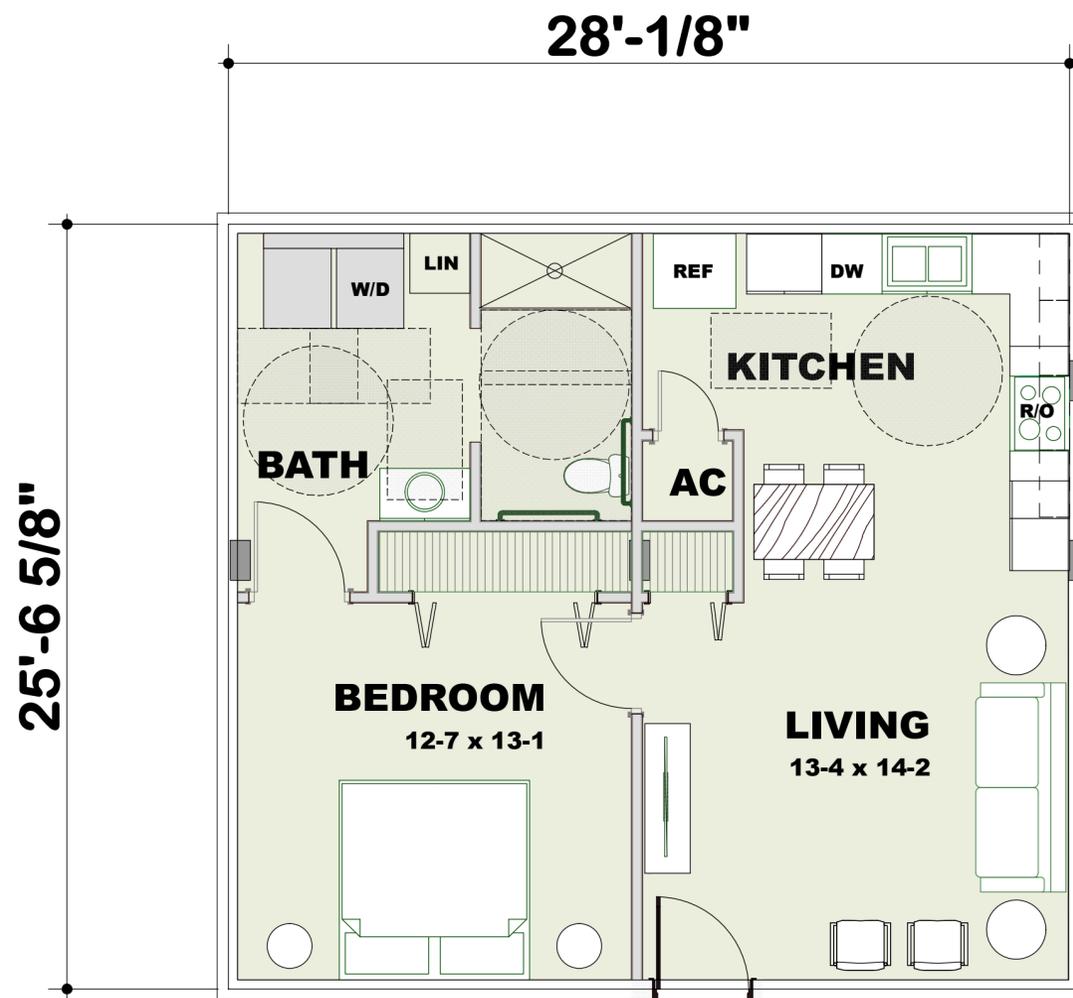


UNIT 1B BUILDING B

1 BR NRA 752 SF



A2
2/26/2023



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN

EXTERIOR DOOR AND WINDOW LOCATIONS VARY SEE BUILDING PLAN FOR LOCATIONS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

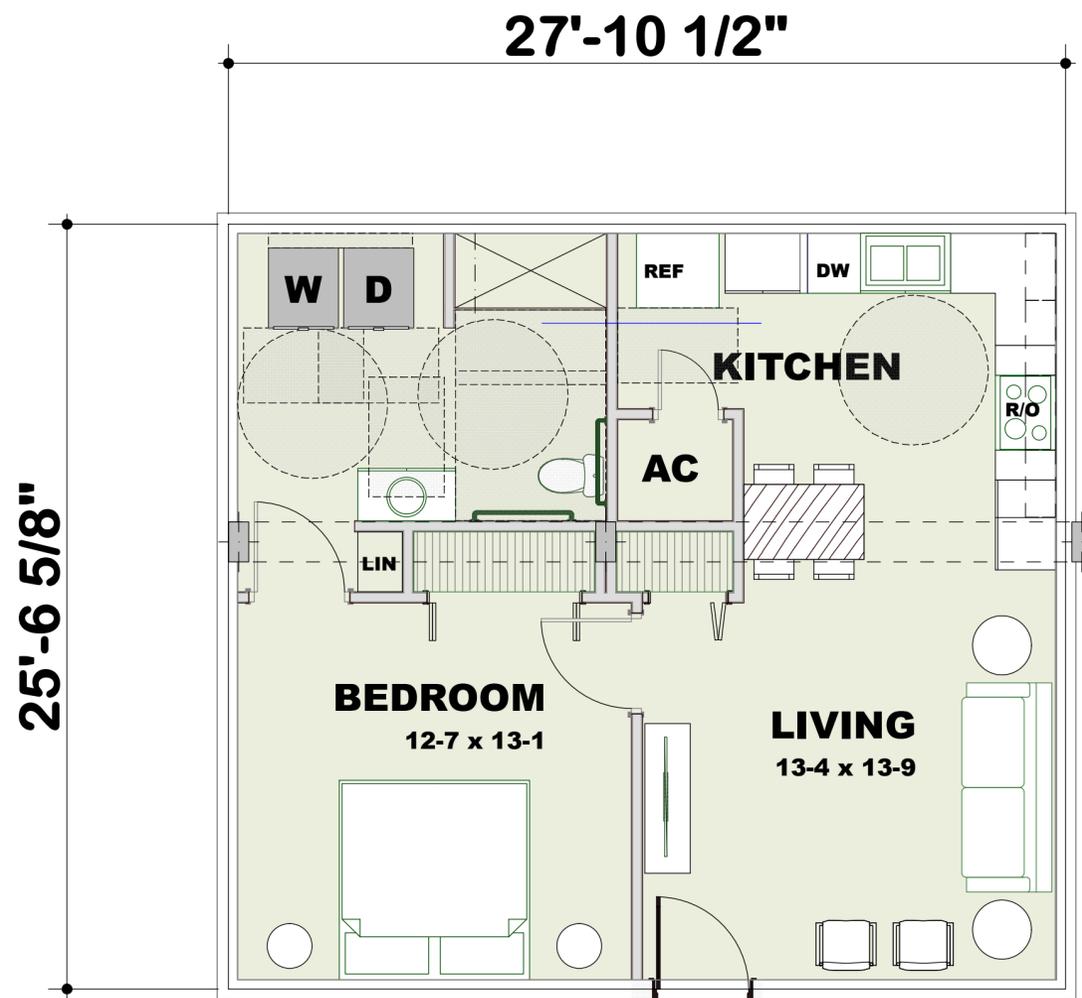


UNIT 1C BUILDING C

1 BR NRA 722 SF



A3
2/26/2023



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN

EXTERIOR DOOR AND WINDOW LOCATIONS VARY SEE BUILDING PLAN FOR LOCATIONS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

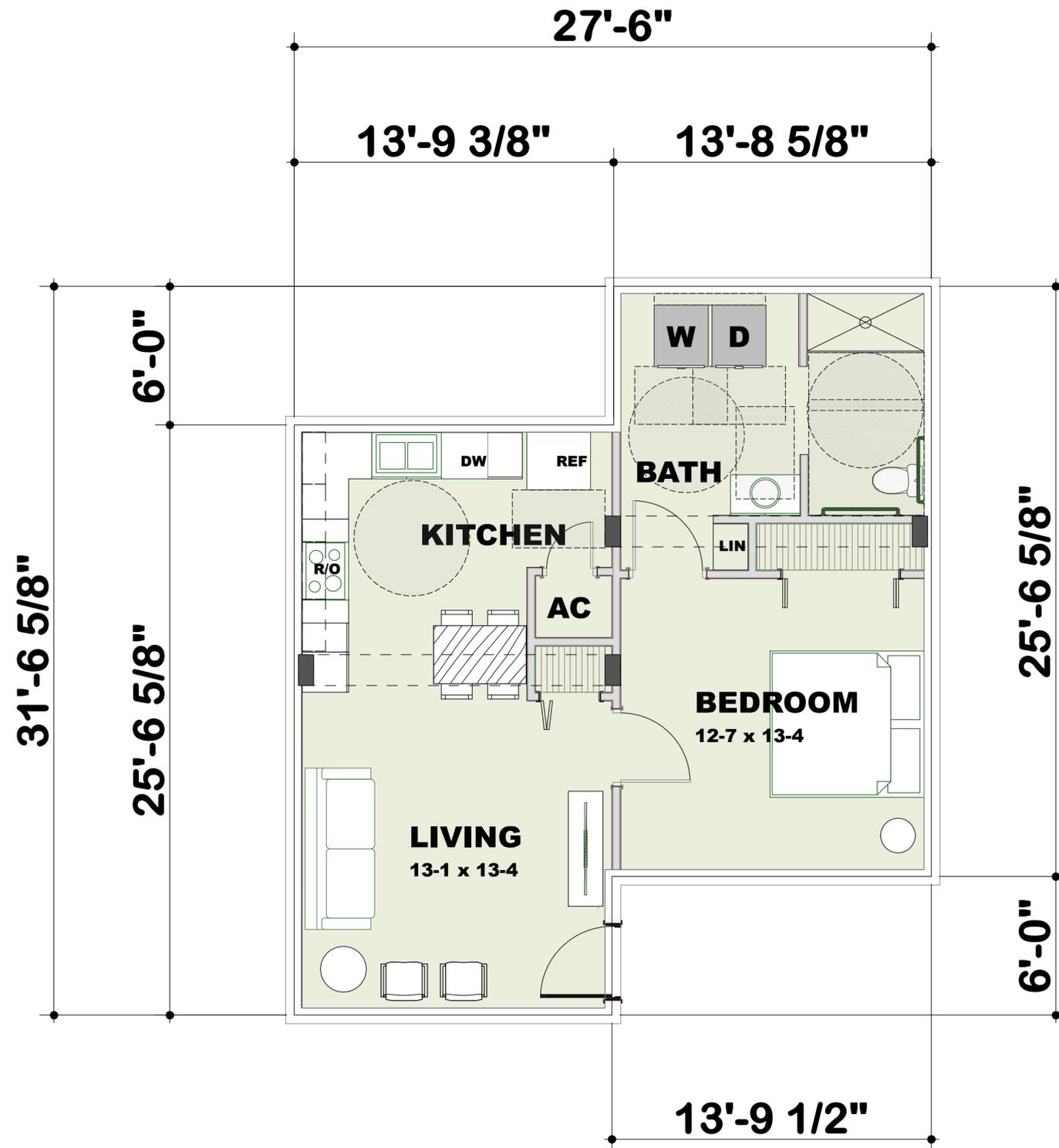


UNIT 1D BUILDING E

1 BR NRA 711 SF



A4
2/26/2023



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN

EXTERIOR DOOR AND WINDOW LOCATIONS VARY SEE BUILDING PLAN FOR LOCATIONS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

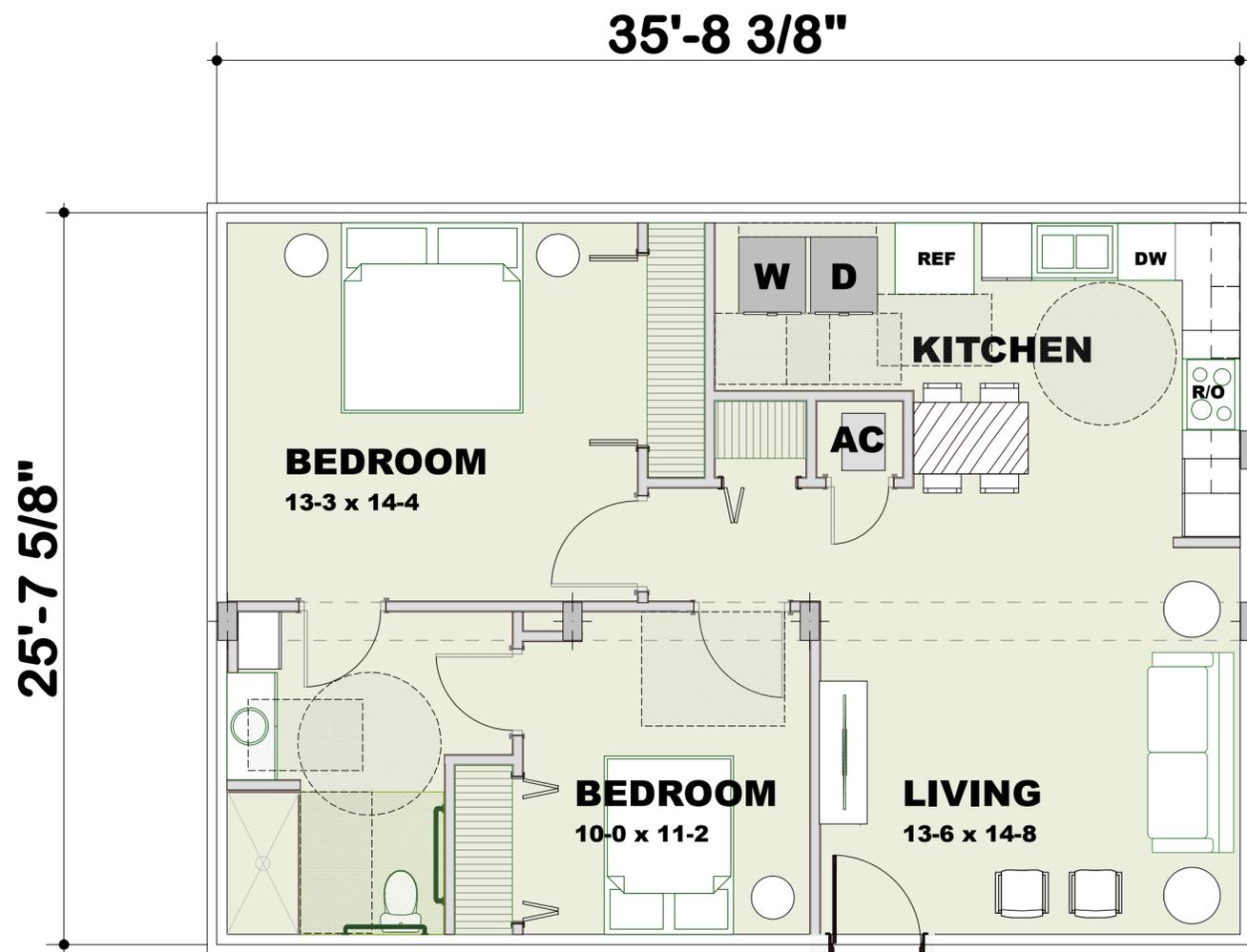


UNIT 1E BUILDING E

1 BR NRA 702 SF



A5
2/26/2023



**STANDARD UNITS AND
ACCESSIBLE UNITS ARE
THE SAME FLOOR PLAN**

**EXTERIOR DOOR
AND WINDOW
LOCATIONS VARY
SEE BUILDING PLAN
FOR LOCATIONS**

**DIMENSIONS ARE TO
OUTER FACE OF INNER
WYTHE OF MASONRY
WALL**

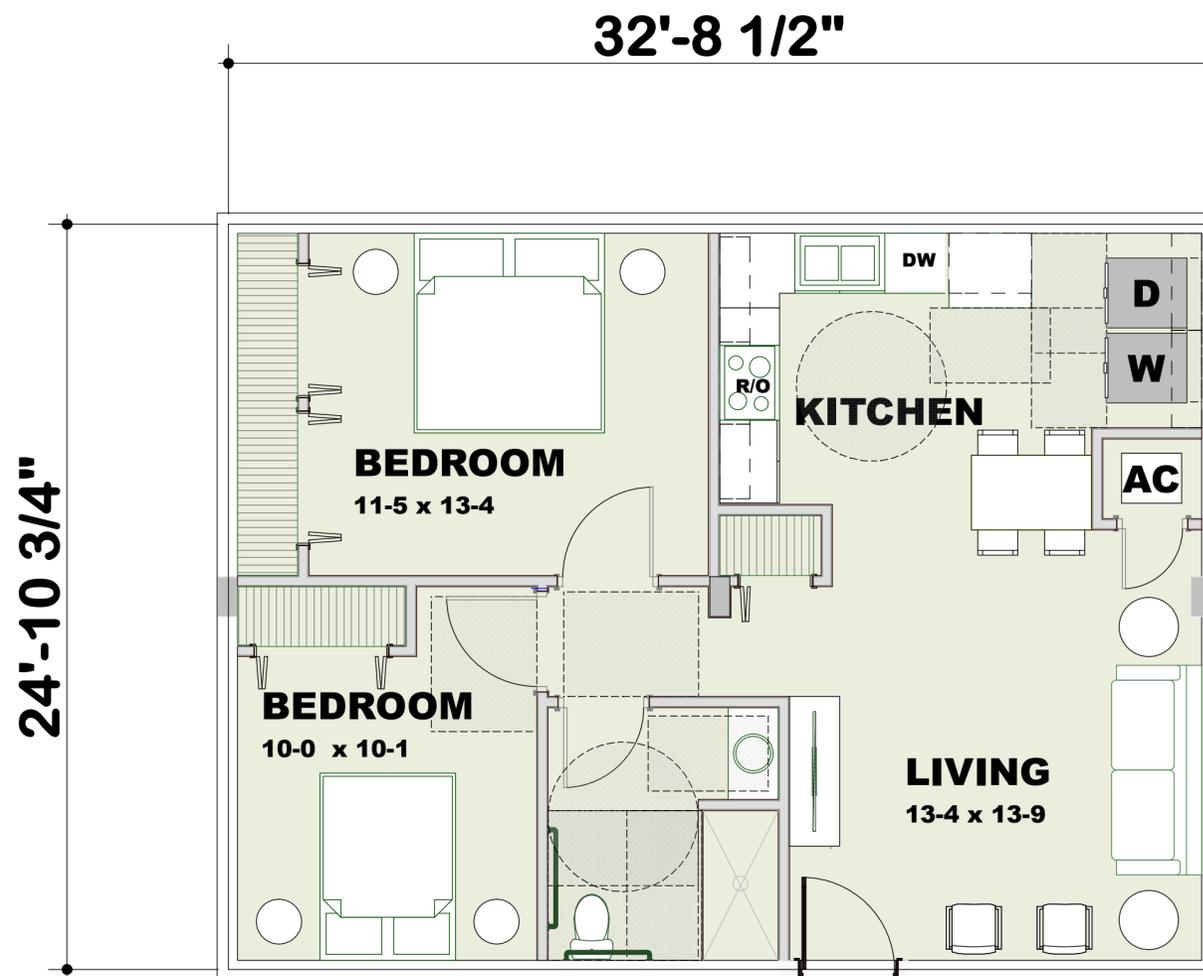


UNIT 2A BUILDING D

2 BR NRA 924 SF



A6
2/26/2023



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN

EXTERIOR DOOR AND WINDOW LOCATIONS VARY SEE BUILDING PLAN FOR LOCATIONS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

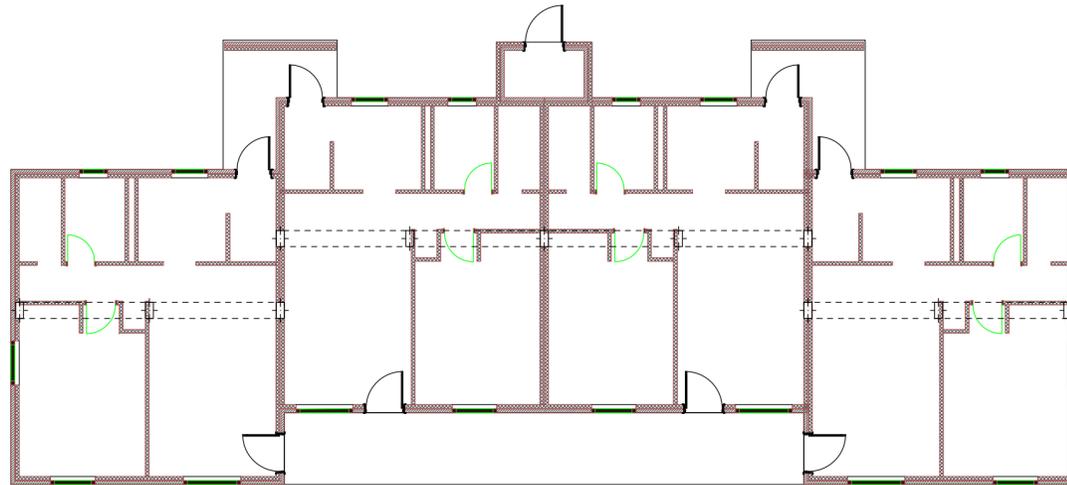


UNIT 2B BUILDING O

2 BR NRA 814 SF



A7
2/26/2023

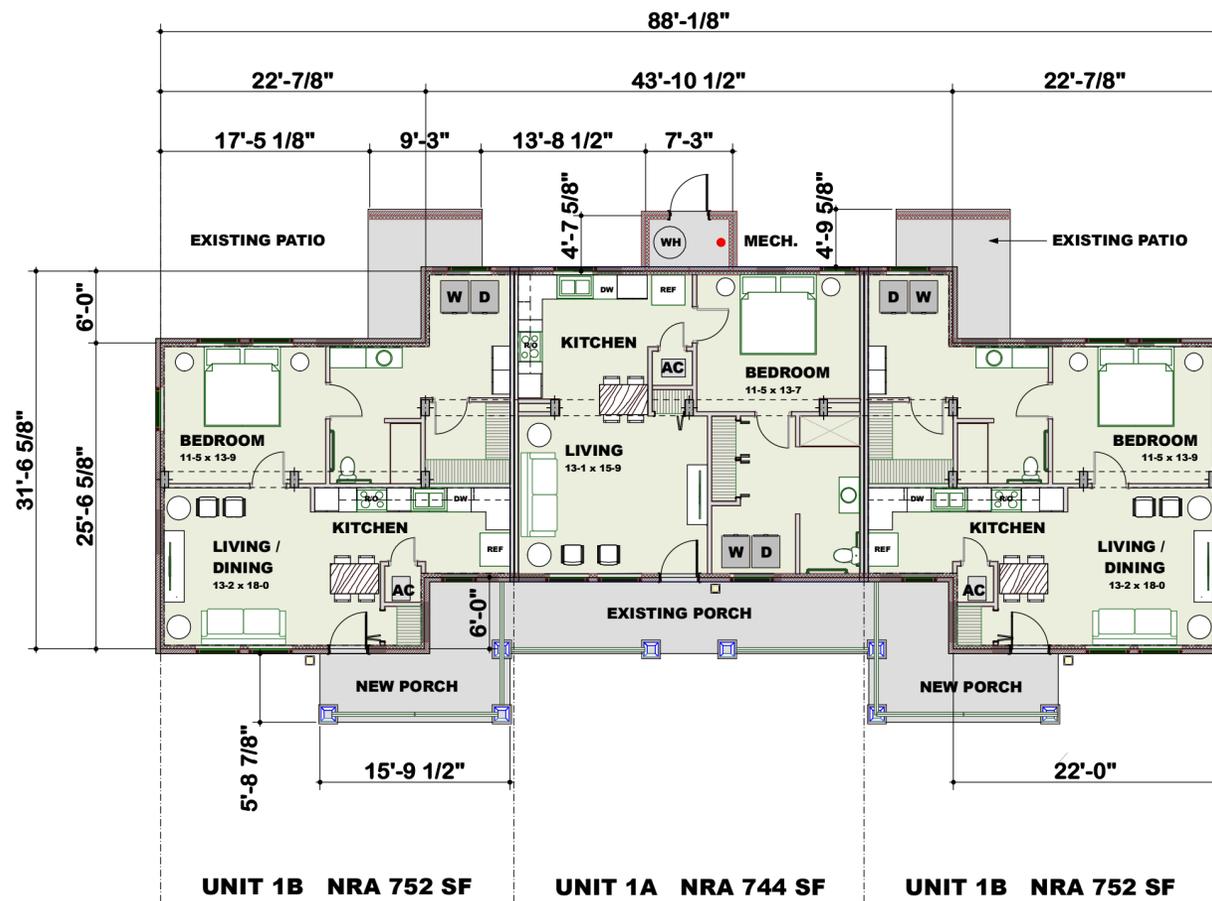


EXISTING PLAN

STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN SEE SITE PLAN FOR LOCATION OF ACCESSIBLE UNITS

— SHADED AREAS AT EXTERIOR WALLS INDICATE LOCATION OF EXISTING OPENINGS

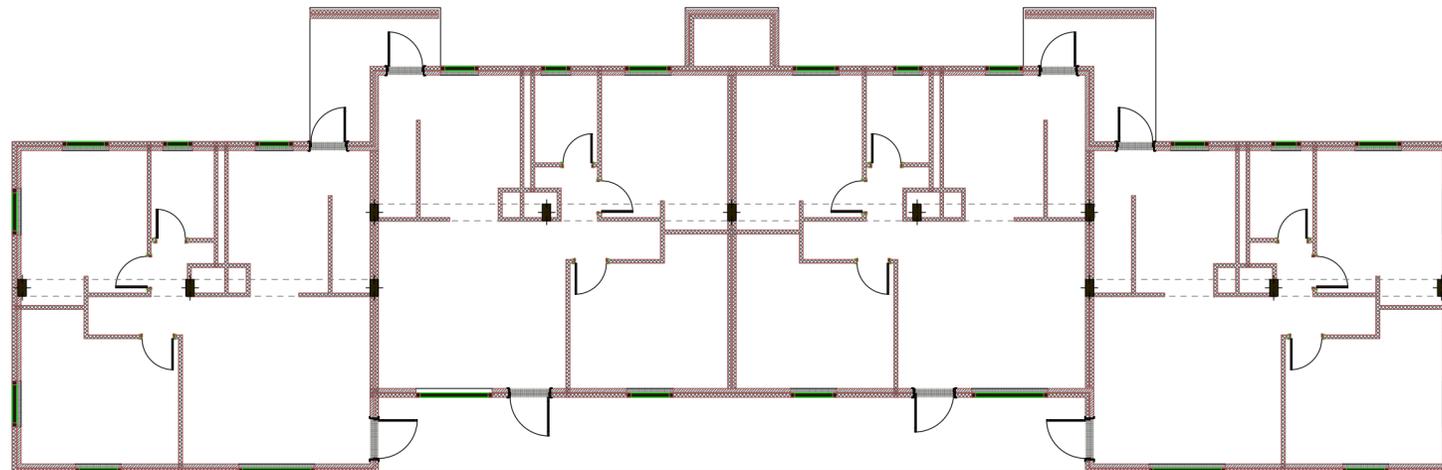
DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL



NON NRA BUILDING AREA			
use	no.	sf each	total area
EXISTING PATIOS	2	72	144
EXISTING PORCH	1	259	259
NEW PORCHES	2	91	182
MECHANICAL	1	31	31
			total
			616



BUILDING B PLAN

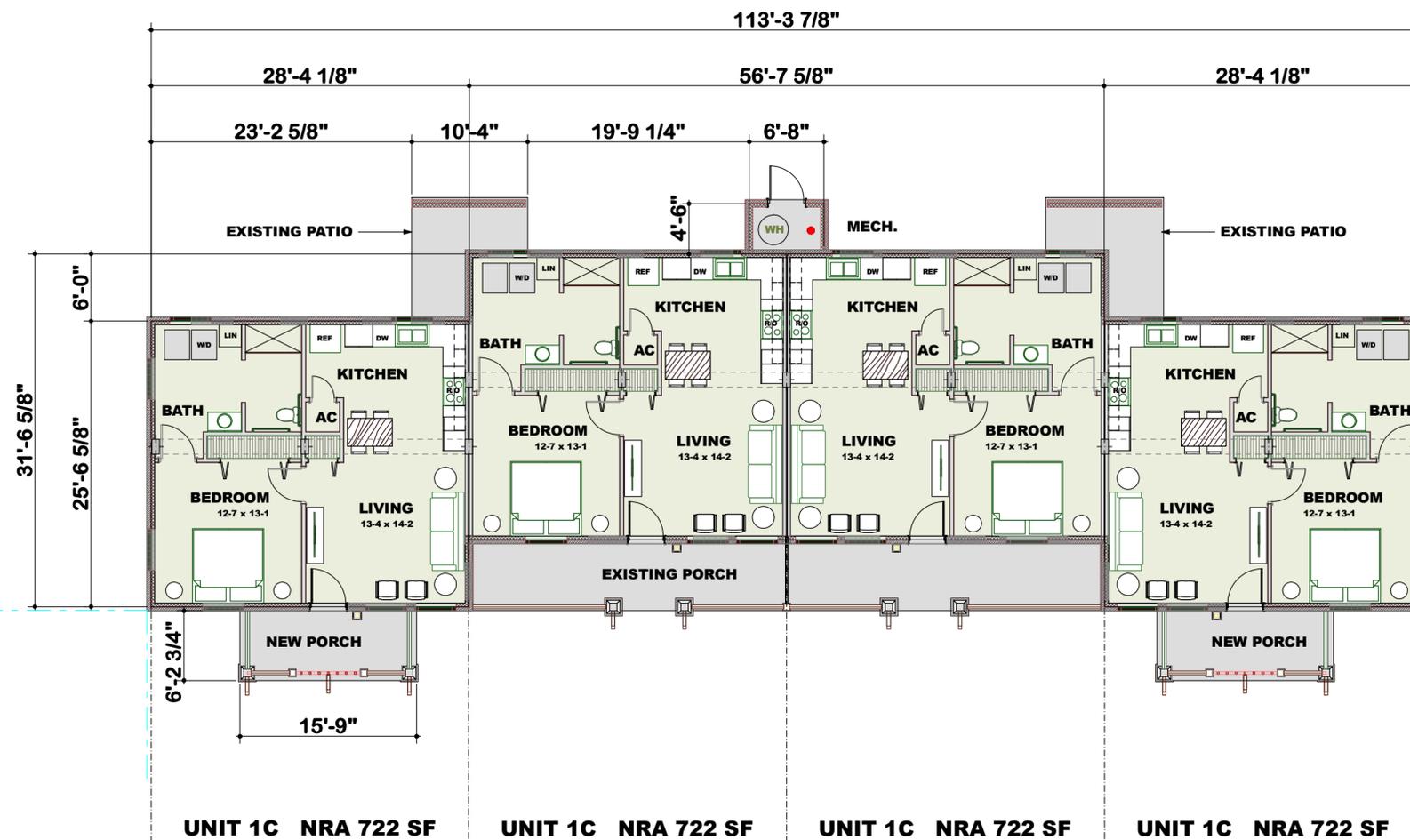


EXISTING PLAN

STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN SEE SITE PLAN FOR LOCATION OF ACCESIBLE UNITS

— SHADED AREAS AT EXTERIOR WALLS INDICATE LOCATION OF EXISTING OPENINGS

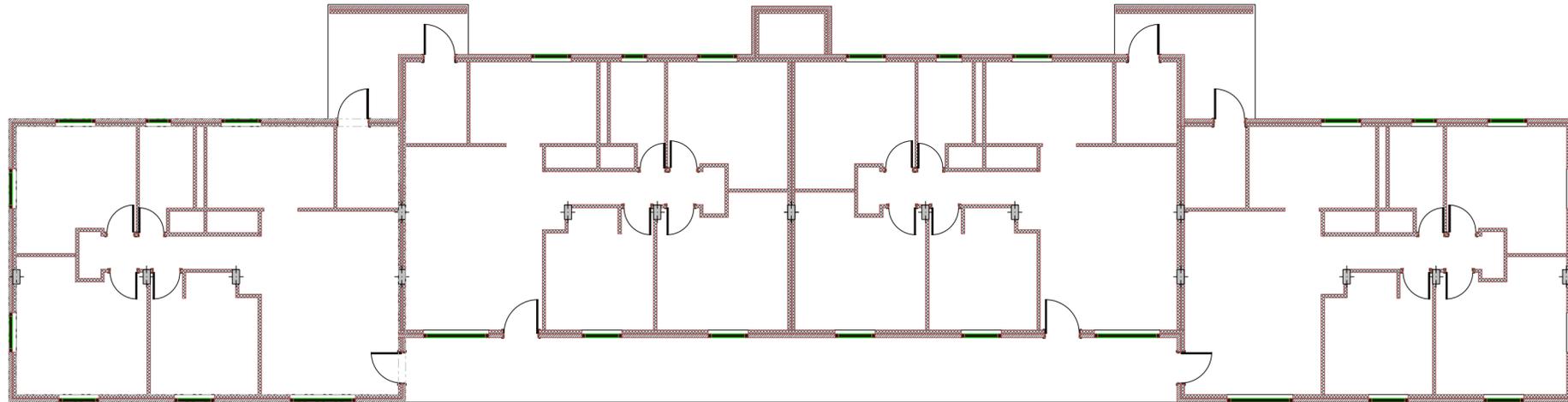
DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL



NON NRA BUILDING AREA			
use	no.	sf each	total area
EXISTING PATIOS	2	76	152
EXISTING PORCH	1	336	336
NEW PORCHES	2	98	196
MECH	1	31	31
		total	715



BUILDING C PLAN

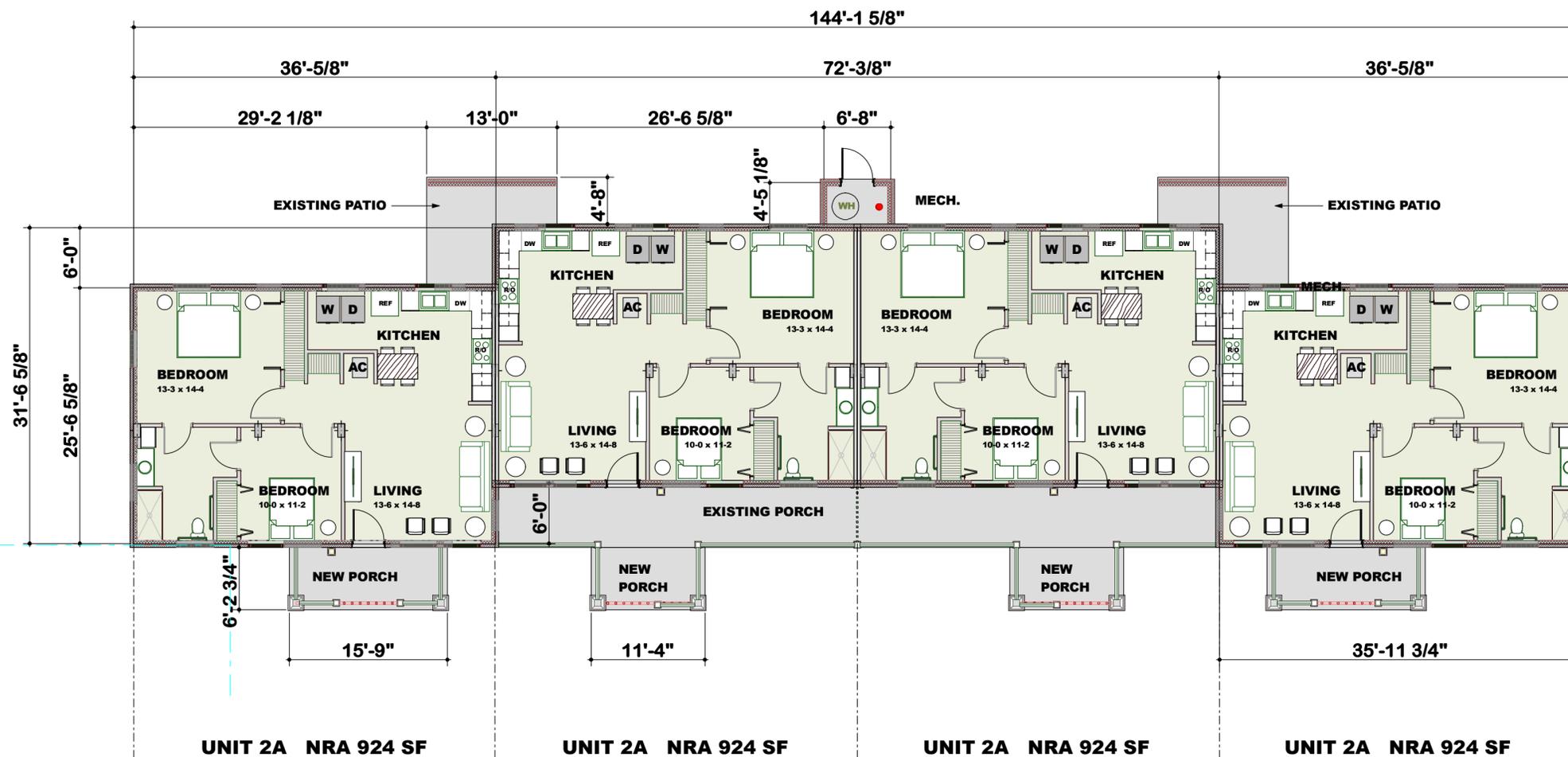


EXISTING PLAN

STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN SEE SITE PLAN FOR LOCATION OF ACCESIBLE UNITS

— SHADED AREAS AT EXTERIOR WALLS INDICATE LOCATION OF EXISTING OPENINGS

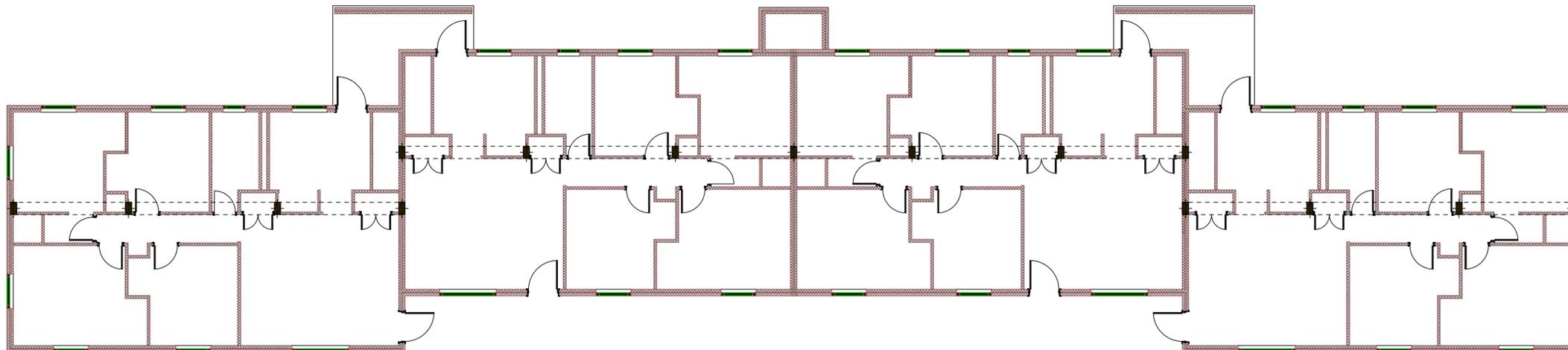
DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL



NON NRA BUILDING AREA			
use	no.	sf each	total area
EXISTING PATIOS	2	100	200
EXISTING PORCH	1	429	429
NEW PORCHES	2	98	196
NEW PORCHES	2	71	142
MECH	1	31	31
			total
			998

BUILDING D PLAN



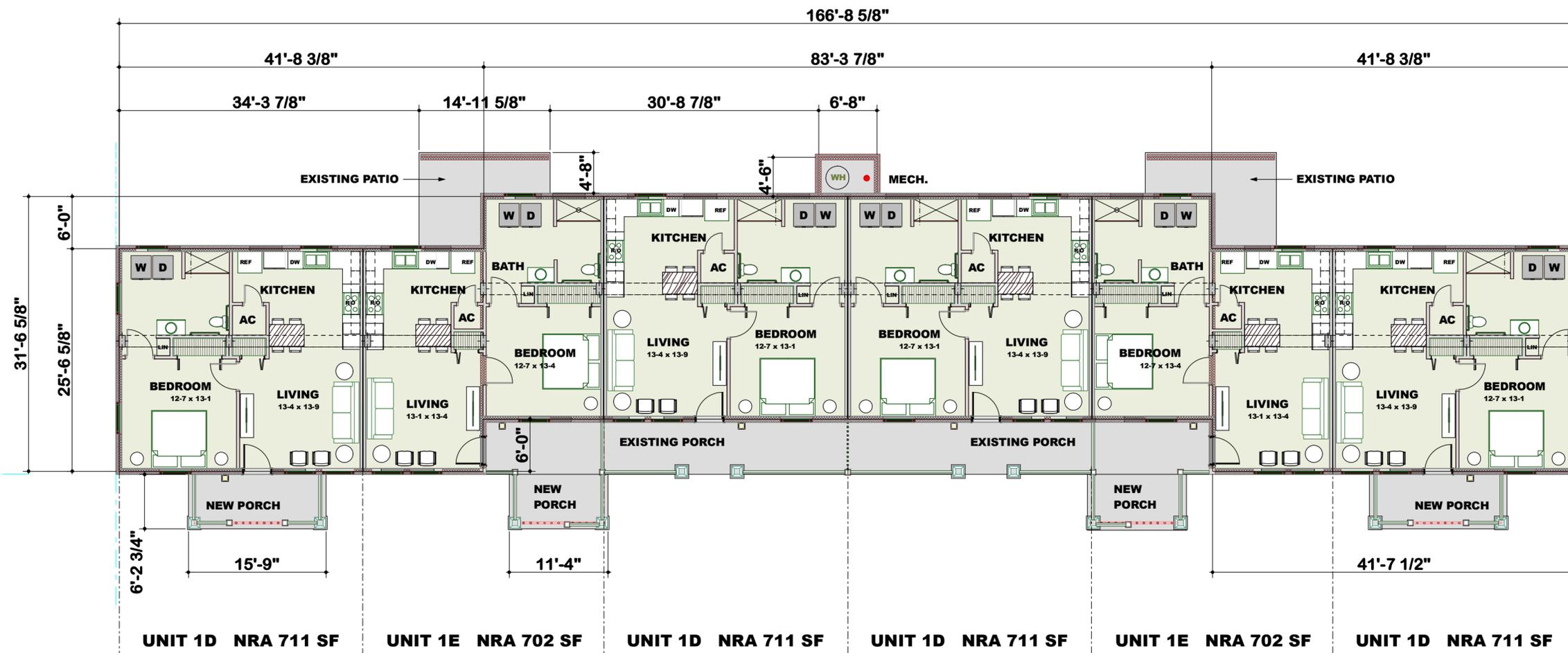


EXISTING PLAN

STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN SEE SITE PLAN FOR LOCATION OF ACCESSIBLE UNITS

SHADED AREAS AT EXTERIOR WALLS INDICATE LOCATION OF EXISTING OPENINGS

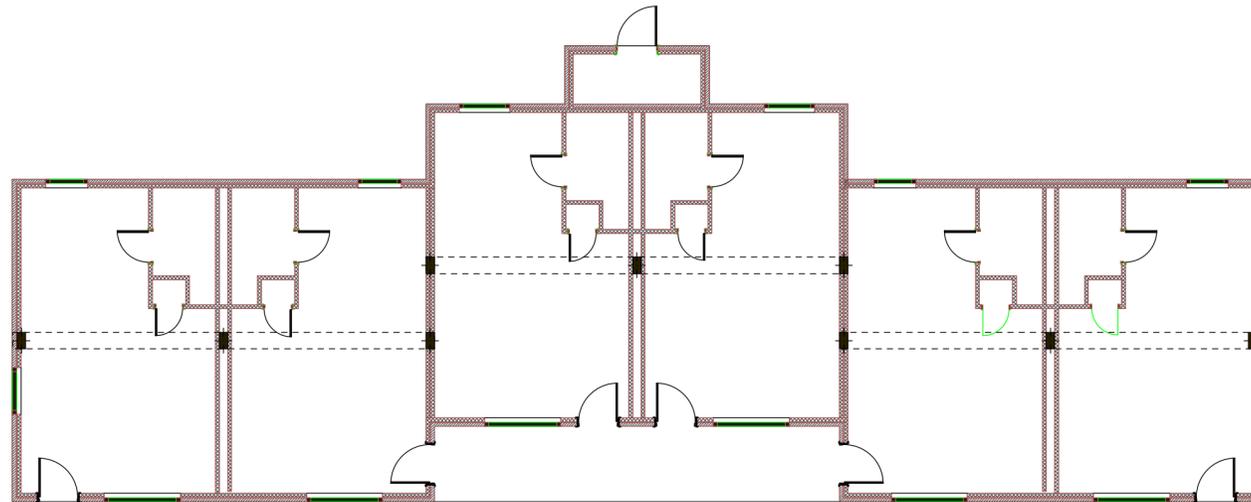
DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL



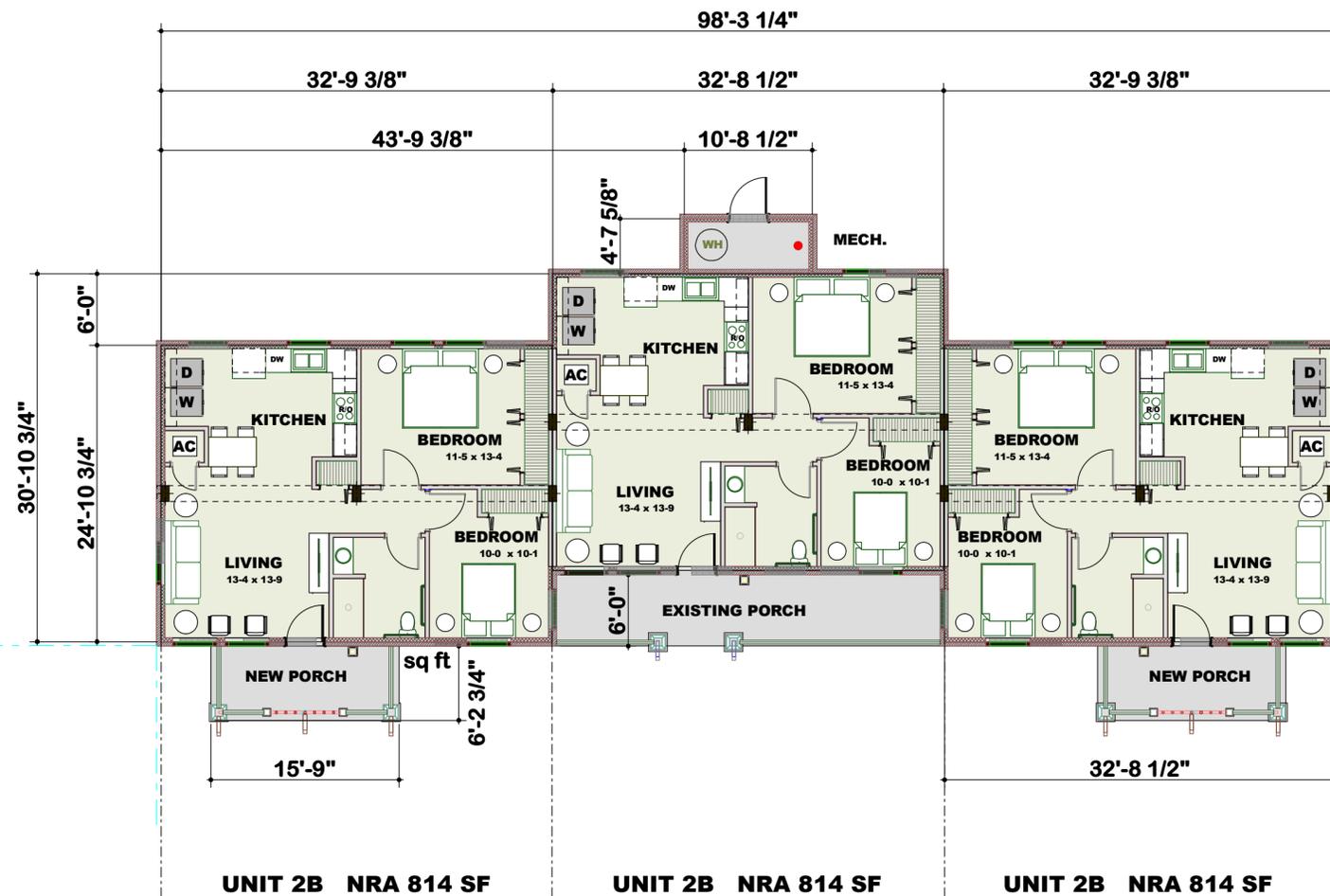
NON NRA BUILDING AREA			
use	no.	sf each	total area
EXISTING PATIOS	2	112	224
EXISTING PORCH	1	496	496
NEW PORCHES	2	98	196
NEW PORCHES	2	71	142
MECH	1	31	31
			total
			1089

BUILDING E PLAN





EXISTING PLAN



STANDARD UNITS AND ACCESSIBLE UNITS ARE THE SAME FLOOR PLAN SEE SITE PLAN FOR LOCATION OF ACCESIBLE UNITS

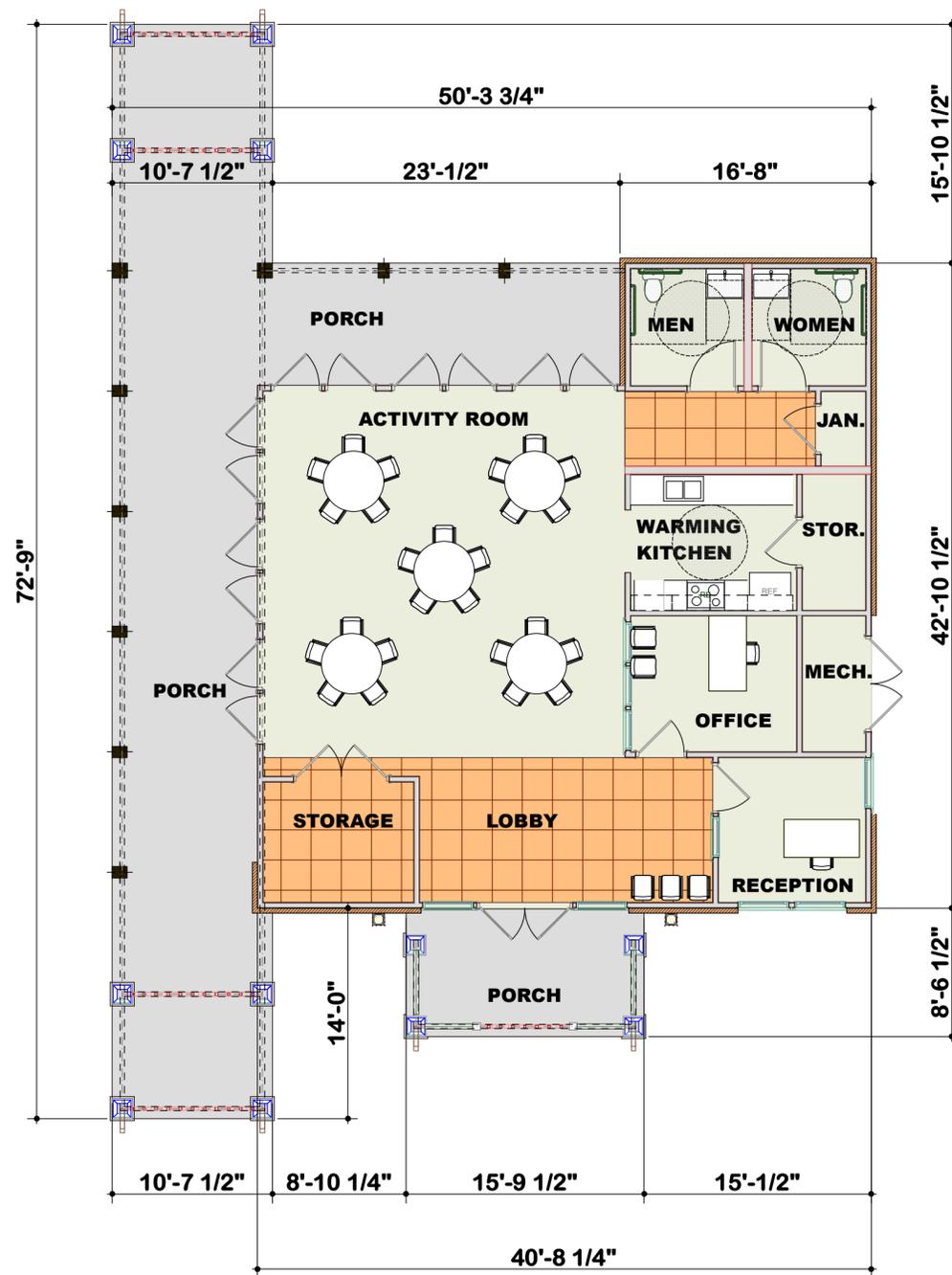
— SHADED AREAS AT EXTERIOR WALLS INDICATE LOCATION OF EXISITING OPENINGS

DIMENSIONS ARE TO OUTER FACE OF INNER WYTHE OF MASONRY WALL

NON NRA BUILDING AREA			
use	no.	sf each	total area
EXISTING PORCH	1	193	193
NEW PORCHES	2	98	196
MECH	1	50	50
		total	439



BUILDING O PLAN



**DIMENSIONS ARE TO
OUTER FACE OF
EXTERIOR STUD WALLS**

**GROSS AREA IS
MEASURED TO OUTSIDE
FACE OF STUDS.
PROGRAM AREAS ARE
MEASURED PAINT TO
PAINT**

SENIOR ACTIVITY CENTER			
use	no.		total area
GROSS AREA	1		1547
OFFICES	2		196
KITCHEN	1		97
ACTIVITY ROOM	1		615
LOBBY	1		163
STORAGE	2		118
JAN	1		15
RESTROOMS	2		122
MECH	1		38
PORCHES	2		1054



SENIOR ACTIVITY CENTER



1

FRONT ELEVATION

1" = 10'



2

SIDE ELEVATION

1" = 10'



3

REAR ELEVATION

1" = 10'

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE EXISTING BRICK
PAINTED.
GABLE ENDS ARE
FIBER CEMENT
SIDING**

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
85 % BRICK
15% FIBER CEMENT**

**SIDE ELEVATION
72 % BRICK
28 % FIBER CEMENT**

**REAR ELEVATION
100 % BRICK**



BUILDING B ELEVATIONS



1

FRONT ELEVATION

1" = 10'



2

SIDE ELEVATION

1" = 10'



3

REAR ELEVATION

1" = 10'

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE EXISTING BRICK
PAINTED.
GABLE ENDS ARE
FIBER CEMENT
SIDING**

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
88 % BRICK
12% FIBER CEMENT**

**SIDE ELEVATION
73 % BRICK
27 % FIBER CEMENT**

**REAR ELEVATION
100 % BRICK**



BUILDING C ELEVATIONS



1

FRONT ELEVATION

1" = 10'



2

SIDE ELEVATION

1" = 10'



3

REAR ELEVATION

1" = 10'

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE EXISTING BRICK
PAINTED.
GABLE ENDS ARE
FIBER CEMENT
SIDING**

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
90 % BRICK
10% FIBER CEMENT**

**SIDE ELEVATION
71 % BRICK
29 % FIBER CEMENT**

**REAR ELEVATION
100 % BRICK**



BUILDING D ELEVATIONS

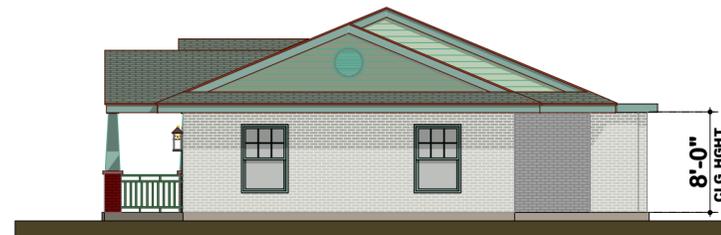


1 FRONT ELEVATION

1" = 10'

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE EXISTING BRICK
PAINTED.
GABLE ENDS ARE
FIBER CEMENT
SIDING**



2 SIDE ELEVATION

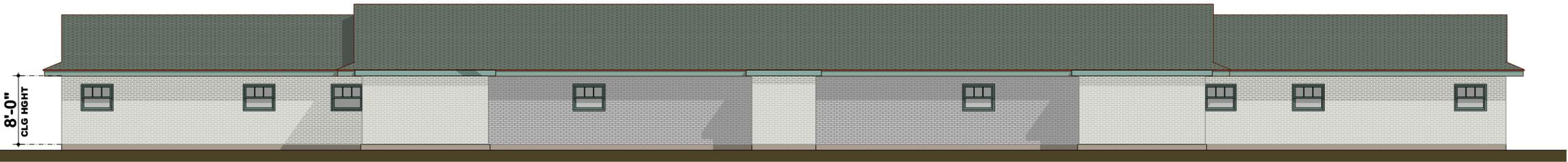
1" = 10'

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
89 % BRICK
11% FIBER CEMENT**

**SIDE ELEVATION
71 % BRICK
29 % FIBER CEMENT**

**REAR ELEVATION
100 % BRICK**



3 REAR ELEVATION

1" = 10'



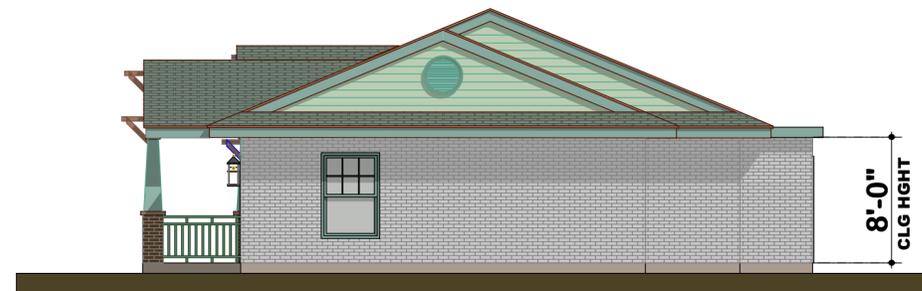
BUILDING E ELEVATIONS



1

FRONT ELEVATION

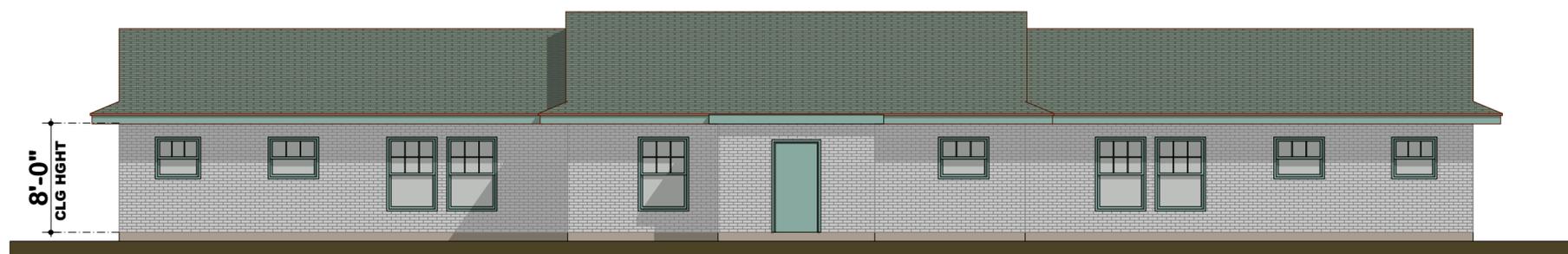
1/8" = 1'-0"



2

SIDE ELEVATION

1/8" = 1'-0"



3

REAR ELEVATION

1/8" = 1'-0"

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE EXISTING BRICK
PAINTED.
GABLE ENDS ARE
FIBER CEMENT
SIDING**

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
89 % BRICK
11% FIBER CEMENT**

**SIDE ELEVATION
71 % BRICK
29 % FIBER CEMENT**

**REAR ELEVATION
100 % BRICK**



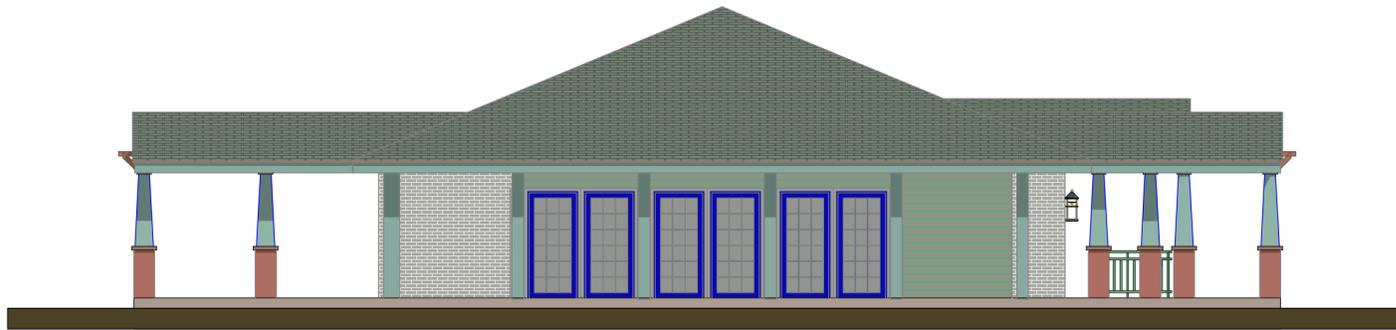
BUILDING O ELEVATIONS



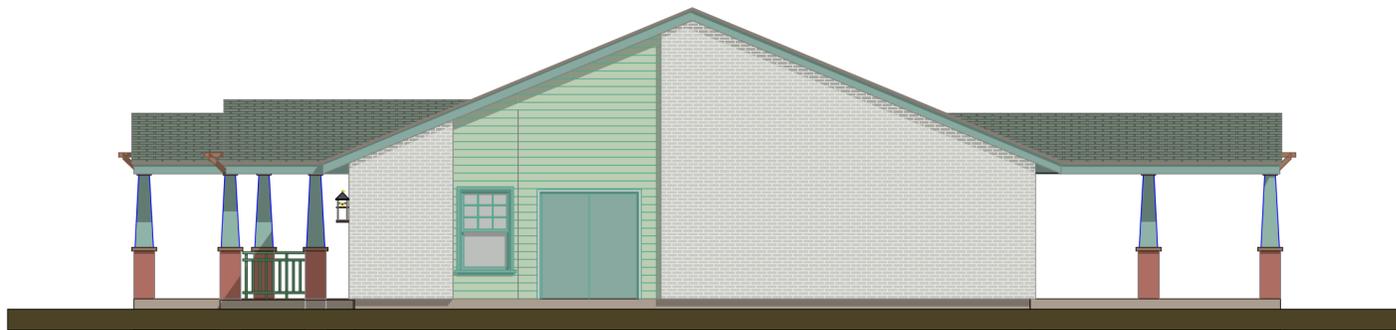
1 FRONT ELEVATION 1/8" = 1'-0"



2 REAR ELEVATION 1/8" = 1'-0"



3 SIDE ELEVATION 1/8" = 1'-0"



4 SIDE ELEVATION 1/8" = 1'-0"

**ALL ROOFS ARE
COMPOSITION SHINGLE.
ALL ROOF SLOPES ARE
5 IN 12**

**ALL EXTERIOR WALLS
ARE FIBER CEMENT
SIDING AND BRICK**

**EXTERIOR COMPOSITION
ESTIMATE**

**FRONT ELEVATION
71 % BRICK
29% FIBER CEMENT**

**REAR ELEVATION
39 % BRICK
61% FIBER CEMENT**

**SIDE ELEVATION 3
26 % BRICK
74 % FIBER CEMENT**

**SIDE ELEVATION 4
75 % BRICK
25 % FIBER CEMENT**



SENIOR ACTIVITY CENTER ELEVATIONS

THE GOOD NEIGHBOR GAZETTE

Trendwood Apartments

March 2023



MARCH IS WOMEN'S HISTORY MONTH!

Excerpt taken from mom.com-

The contributions of women through the years have often gone unappreciated and forgotten, but each year, in March, Women's History Month is a time for reflection, appreciation, and celebration. Women's History Month is an important time to recognize contributions both large and small that have changed our lives for the better.

A FEW FAMOUS WOMEN IN HISTORY

- Ada Lovelace- World's first computer programmer.
- Sojourner Truth- Women's rights activist. Famous speech "Ain't I a Woman?"
- Florence Nightingale- Founder of modern nursing.
- Anne Frank- Holocaust survivor.
- Rosa Parks- Catalyst of the Civil Rights Movement in 1955.

IN THIS ISSUE

- Women's History Month
- Meet Your Coordinator
- Events
- Dates to Remember

MEET YOUR COORDINATOR

Hello! My name is Amanda and I'm your Resident Services Coordinator (AKA the fun activities lady)! You may even know me as the lady that meets the school bus with snacks on Thursdays. I was recently brought on at Trendwood when Monroe Group bought the property. I am here to provide FREE fun & enriching activities, classes, workshops, resources, and services for all the residents (kids and adults) that live at Trendwood. I am currently onsite Tuesdays 9-3, Thursdays 9-4:30, and one Friday a month 9-3. Come visit for a cup of coffee, a snack, or just to say hello.

In my free time I hang out with my family (hubby of 12 years and 3 daughters) and go camping or traveling, get involved with church, and crafty projects or read! I moved to Texas in October 2021 from Idaho. I have been a coordinator with PRS for 7 months now, and I LOVE IT! I can't wait to get to know you better! Please let me know if you have any questions, suggestions, or concerns. I'm here for you! :)



REMINDER: all activities are currently "grab and go" style due to construction.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Coffee & Crosswords 9:00-10:00 AM Toddler Time: Banana Cream Pie Day Activity 10:00 AM-12:00 PM Adult Arts & Crafts* Mason Jar Piggy Bank 1:00-3:00 PM Afterschool Snack & Activity 3:00-4:30 PM	3 Youth Oatmeal Breakfast 9:30-10:30 AM Youth Arts & Crafts: BEE Happy Day Craft 10:30 AM-12:00 PM Youth Snack & Activity Women's History Month Activity 1:00-2:00 PM	4
5	6	7 Youth Flap Jack Breakfast 9:00-10:00 AM Youth Arts & Crafts* Paper Shamrock Wreath 10:00 AM-12:00 PM Youth Activity National Cereal Day Activity 1:00-2:00 PM	8	9 Youth Donut Breakfast 9:00-10:00 AM <i>*Donuts Provided by Nightlight Donuts*</i> Toddler Time Meatball Day Activity 10:00 AM-12:00 PM Youth Snack & Activity 1:00-3:00 PM	10 	11
12	13	14	15	16	17 	18
19	20	21 Marriage Preparation* Love Map Questionnaire 9:00-10:00 AM Monthly Birthday Celebration* <i>Popcorn Bar! Come build your own popcorn snack!</i> 10:00 AM-12:00 PM Job Preparation* Making a Good Impression 1:00-2:00 PM	22	23 Coffee & Coloring 9:00 AM - 10:00 AM Toddler Time Puppy Day Activity 10:00 AM - 12:00 PM Food Pantry Sign Ups 1:00 PM - 3:00 PM Afterschool Snack & Activity Snack & Puppy Day Activity 3:00 PM - 4:30 PM	24	25
26	27	28 Work Preparation* Summary Do's & Don'ts 9:00-10:00 AM Adult Arts & Crafts* "Free Fun" Jar 10:00 AM-12:00 PM National Cleaning Week Checklist 1:00-3:00 PM	29	30 Coffee & Crafts 9:00-10:00 AM Toddler Time Pencil Day Activity 10:00 AM-12:00 PM #lovetrendwood Photo Contest 1:00-3:00 PM <i>Take a fun picture posing somewhere in the complex and post it on Facebook using the hashtag #lovetrendwood Best picture will win a prize!</i> Afterschool Snack & Activity Pencil Day Activity 3:00-4:30 PM	31 Youth Breakfast 9:00-10:00 AM Youth Arts & Crafts National Crayon Day Activity 10:00 AM-12:00 PM	

DATES TO REMEMBER

- 3/3 Youth Oatmeal Breakfast 9:30-10:30am
- 3/7 Youth Flap Jack Breakfast 9-10am
- 3/9 Youth Donut Breakfast 9-10am
- 3/13-3/17 No activities/coordinator not onsite
- 3/21 Popcorn Bar 10am-12pm
- 3/23 Food Pantry Sign Ups 1-3pm
- 3/31 Youth Breakfast 9-10am

Thursday- Toddler Time! 10am-12pm
Thursday- After School Snack & Activity 3-4:30pm

For any questions, comments, suggestions, or concerns please contact me via text (254) 256-8622 or ayanni@prspurpose.org

Amanda Yanni,
Resident Services Coordinator
The Good Neighbor Program



PRSPURPOSE
Portfolio Resident Services

Trendwood Update

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

Operations

- See attached for the March newsletter/calendar for Resident Services. The children have been especially excited for the events and attend regularly.
- The relocation process is going well. The residents are adjusting well to the hotel, and the hotel is doing a great job at accommodating us. Currently, we are seeing a trend with the residents choosing to stay with family or friends as well. The school is also great with accommodating us with our transportation needs. The first set of families are to return to their newly renovated apartments as soon as Friday, and early next week.
- All first-year tax credit files with an exception of 3 have been uploaded to our third party compliance reviewer, and are in various stages of the approval process.

Construction update

- Windows are complete in approximately 36 units; ADA paths are 80% complete and site concrete repairs are in progress to finish in February.
- Phase 1 of the community building is complete, and staff have moved into their new offices. They are thrilled with the space! Phase 2 of the community building is underway, scheduled to complete in April.
- Standard/Occupied Units: Crews are currently working in 20 units, with 4 new starts per week. 12 units will be complete on Friday March 3rd.

Security

- Security in on site 12 hours per day (rotating schedule), 2 officers per shift.
- The installation of cameras was pushed back to March 20th due to issues with the utility company setting up accounts for the new house meters. We are working with the utility company on getting this set up as soon as possible.
- All site staff has attended the Crime Free Housing program course with Waco Police Department.

Sandstone Apartments Update

- Post paid to WHA the February monthly management fee of \$2123.29. This recurring monthly management fee is due on the 15th of the month.
- 1st Call Services, Post's affiliated General Contractor, is well underway on exterior renovations. We have replaced siding on several buildings and are finalizing our paint color scheme. Tree pruning and landscaping is being completed and we expect to have a new sign ordered in the next 30 days.
- We have identified a maintenance technician who is finishing the background check. We expect them to start in March.
- February occupancy was 93%.
- LEASING SPECIAL: We are offering \$500 off 1st month's rent and no application or administrative fee on new leases.
- Work has started on the clubroom/office area. Furniture is being procured.
- We have completed three unit interior upgrades, one of which will be the model unit. The photographer will be onsite early next week to update photos. 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 beginning upgrades on the next 29 vacant units.
- We are tentatively scheduled to hold a soft open house at the end 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 February 2023 Report

Routine Work Projects

- Mailing of WHA, Hill and Somervell Counties, and Groesbeck, Section 8 (HAP) checks – **240** 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 **783** pieces of incoming mail
- Processed **4,949** pieces of outgoing mail
- Proofed all department monthly reports
- Made **474,561** copies for departments
- Sent out **95** Late Notices for Public Housing
- Sent out **126** Notices of Concern
- Sent out **508** Utility Notices

Clients and Visitors

There was a total of **179 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.

2023

<u>Employee</u>	<u>Training Class</u>	<u>Dates</u>	<u>Location</u>
Rebecca Ellis	Groundwater Presentation-Race Equity Training	1/11/2023	webinar
Melissa Johnson	Groundwater Presentation-Race Equity Training	1/11/2023	Webinar
Myllinda Browder	Groundwater Presentation-Race Equity Training	1/11/2023	Webinar
Milet Hopping	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Gloria Dancer	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Rebecca Ellis	2023 Winter Committee Meetings	01/31-2/1/2023	Grapevine TX
Janie Lovell	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Vicki Horn	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Shameka Whittington	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Corina Mendoza	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Rebecca Ellis	Homeless Clients: Compassionate Solutions to Problematic Behavior	2/1/2023	webinar
Edward Cotton	How to Effectively Manage Your Maintenance Program	02/06-02/09	webinar
Rebecca Suarez	Effective Internal Controls	2/9/2023	webinar
Milet Hopping	Advocacy Day	02/20-02/21	Austin
Rebecca Ellis	Advocacy Day	02/20-02/21	Austin
Briotony Porter	Sorting and Decision Making: Two Key Skills for Effective Decluttering	3/20/2023	webinar
Edward Roman	Certified Pool Operator Course	03/16-03/17	Hewitt
Milet Hopping	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Rebecca Ellis	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Gloria Dancer	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
Jon Ramos	2023 National NAHRO Washington Conference	03/22-03/24	Washington DC
John Bible	2023 National NAHRO Washington Conference	3/22-3/24	Washington DC
Milet Hopping	Multifamily Direct Loan Training	03/0/2023	webinar
Janie Lovell	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Vincent Pearson	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Edward Cotton	Inspire Training-An Interactive Discussion with Industry Experts	3/27/2023	webinar
Milet Hopping	Texas NAHRO Conference	04/10-13/2023	Corpus Christi
Gloria Dancer	Texas NAHRO Conference	04/10-13/2023	Corpus Christi
Rebecca Ellis	Texas NAHRO Conference	04/10-13/2023	Corpus Christi
Myllinda Browder	Texas NAHRO Conference	04/11-13/2023	Corpus Christi
Corina Mendoza	Texas NAHRO Conference & HCV/PH Rent Calculation Course and Exam	04/11-13/2023	Corpus Christi
LaTasha Love	Texas NAHRO Conference & HCV/PH Rent Calculation Course and Exam	04/11-13/2023	Corpus Christi
Maria Lozano	Texas NAHRO Conference	04/11-13/2023	Corpus Christi

2023

Melli Wickliff

2023 CLPHA's Housing Summit

05/11-05/12

Washington DC

2022

<u>Employee</u>	<u>Training Class</u>	<u>Dates</u>	<u>Location</u>
Mylinda 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
Mylinda 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
Mylinda Browder	Onboarding Best Practices	6/23/2022	Webinar
Tina Lynn	Payroll Compliance Workshop	07/20-21/2022	Webinar
Mylinda Browder	Using the Company Intranet to Engage & Retain Employees	7/26/2022	Webinar
Mylinda 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
Mylinda 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
Mylinda 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
Mylinda Browder	Reasonable Accommodations	9/1/2022	Webinar
Crystal Anthony	Peer Support for Family Self-Sufficiency (FSS) Case Managers	9/8/2022	Webinar
Mylinda 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
Mylinda 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

2022

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	Zoom
Rebecca Suarez	RAD & Other Repositioning Strategies	11/18/2022	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)

FEB 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**

- Started DocuSign training, implementing web forms for strategic plan goals
- Continue access control/intercom to Community Services main entrance
- Researched and started re-imaging HP mini PC's
- Completed RAD application for Estella Maxey
- Started asset building for WHA staff orientation video
- Scheduled demo of Yardi Systems software
- Completed FSS pre-enrollment mass email and web page enhancements
- Google Analytics has a transition going on with the way they are legally allowed to track web data, we have a work order out to retag our web pages to collect this analytics data as we did previously with the new standard

Modernization Department February 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

None

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 February 2023

Occupancy

	Total Units	Vacant Units	Percentage Occupied
Cimmaron	100	0	100%
Hunnington	60	0	100%
Misty Square	16	0	100%
	Total Units	Vacant Units	Percentage Occupied
Picadilly	6	0	100%
Raintree	155	1	99%

Rent Collections

	Monthly Budget Rent	Rent Due	Rent Collected	Percentage Collected
Cimmaron	\$50,847.00	\$51,415.00	\$51,510.79	100%
Hunnington	\$34,629.00	\$34,775.00	\$34,981.71	100%
Misty Square	\$8,380.00	\$8,540.00	\$8,550.00	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	\$98,135.00	\$97,817.00	100%

Delinquent Rent:

Raintree- Resident in apt 128 has not paid rent or eviction fees.

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 Monthly Report

Reporting Month: February 2023

FINANCIAL	
Rent Collected Amount	\$ 146,028.31
Amount of Rent Not Received	\$ 199,291.87
LEASING INFORMATION	
Total Applicant Files Received	5
Total Applicant Files Approved	3
Total Briefings for Month	
Total Applicant Files Denied	1
Total Applicant Files Requested	3
Total Tenancy Addendum	3
Total Leases	3
COMPLIANCE	
Number Files submitted to Compliance	Onsite Review
Total Number of Recerts Completed	
Recerts 30 days past due (upcoming)?	
Recerts 60 days past due (upcoming)?	
Recerts 90 days past due (upcoming)?	
Recerts 120 past due (upcoming)?	

EVICTIONS	
Number of Evictions Files	11
Evictions/Set Outs Completed	2
WHA REFERRALS RECEIVED	
Total Referrals Received	5
Status: 1 Cancelled, 1 working on approval, 3 moved in	
INSPECTIONS	
Total HQS Inspections Completed	9
Total HQS Inspections Passed	9
STAFF TRAINING	
Date	Description of Activity
	Ongoing for new staff

INCIDENT REPORTS			
Date of Incident	Unit Address	Brief Description of Incident	Police Activity (Y/N)

RELOCATION
Wynne-1411 Carter
Ray Gonzalez-Temp 2716 S 14th
Rita Montgomery-2609 S 14th
Margrettie Hamilton-2611 S 14th
Dominga Ramirez-2608 S 14th

MARKETING ACTIVITY		
Date	Agency/Locations	Comment
	Flyers are being generated, along with ads for publications	

RESIDENT ACTIVITY/SUPPORTIVE SERVICES (attach sign in sheets & photos)				
Description of Activity	Date	No. of Residents Attended	Service Provider	Comment

Housing Operations Monthly Report

February 2023

Public Housing Report

Staff

Total Employees – 09 Temporary Staff – 0

Waiting List Information

Total number of applicants on the waiting list – 1429

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

Notification for assistance mailed	5
No response to notification letters	0
Pending Notification letter/expiration date	0
Move-in letters issued	5
Units rejected by applicant	0
Total applicants not qualified	3

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

There was a total of (215) orientation letters emailed, (148) packets were mailed out from letter responses (24) received and in process of verifications, (67) no response, (5) completed.

Annual Re-Certifications

Community	Certifications	Completed	Remaining
Kate Ross	16	16	0
Estella Maxey	17	13	4
Total	33	29	4

We have completed 88% of certifications for this month. According to PIC submission we have reported 100 % certifications for dates through January 31, 2023.

Evictions

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

Percentage of Rent Collected

91% of the rent for February 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 February 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	129	84%	21
Estella Maxey	108	85%	17
Total	237	84%	38

Completing routine work orders within fifteen (15) days is our established annual goal. We presently have an average closing time of 3.50 days which is well within our goal.

Emergency Work Orders

	Amount Received	Amount Closed	Amount Remaining
Closed within 24 hours	50	50	0
Over 24 hours	0	0	0
Total	50	50	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.

February Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
139.72	79.58	48.29	267.58

Cumulative Average Unit Turn Around Time

Down Time	Make Ready Time	Lease-Up Time	Total Turnaround Time
184.97	118.22	39.80	348.00

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 328 days.

February Vacant Apartment Information

Vacancies	Leased	Total	Occupancy %
Kate Ross	250	286	87%
Estella Maxey	323	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) – Truck #50 Timing Chain Replacement

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 55 accidents free days with (10) loss time days for the month of February and (65) loss time days from PREVIOUS 2022 - year injury. We strive for safety in the workplace to be a priority. A morning safety briefing is conducted daily at the Maintenance including hands on training and video programs.

Expenditures

Monthly Budget	\$30,730.00
February 2023	\$22,803.00

Expenditures: Hot water heaters, AC calls,

Section 8 Board Report – February 2023

The Section 8 Department has leased a total of 2579 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	1432	2393
Hill County	0	166
Somervell County	0	20
Totals	1432	2579

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	137
Hill County	12
Somervell County	0
Total	149

Re-Certifications

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

Homeownership

The Homeownership Program is now assisting 12 families with mortgages.

VASH (Veteran Affairs Supportive Housing)

Number Pending (VA Referral/Orientation)	1
Number Searching in Waco	13
Number Passed/Pending Inspection	1
Number housed in Waco	61
Ineligible	212
Total	87%

Mainstream

Number Pending (Referral/Orientation)	0
Number Searching in Waco	3
Number Passed/Pending Inspection	0
Number Housed in Waco	74
Ineligible	71
Total	91%

EHV (Emergency Housing Vouchers)

Number Pending (Referral/Orientation)	0
Number Searching in Waco	7
Number Passed/Pending Inspection	0
Number housed in Waco	30
Ineligible	11
Total	83%

FYI (Foster Youth Initiative)

Number Pending (Referral/Orientation)	13
Number Searching in Waco	0
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 February 2023 Report

February Highlights

- ❖ Kids Computer Lab at Estella Maxey and Kate Ross-Emphasis on literacy, the computer games that we promote help with literacy. The staff will read with children to help them with their reading skills. The books they have read are logged into their reading logs which count toward their AR goals.



- ❖ Transportation is provided for tutoring for the Kate Ross children, on Tuesdays and Thursdays, we currently have 12-15 children that are participating. *STAAR test tutoring has begun*
- ❖ Black History Program for Seniors was held at Kate Ross – The speaker was Waco Police Chief Sheryl Victorian



❖ **Warrior Way Soccer started at Estella Maxey**



❖ **GAPS (Gang Violence Prevention) meeting was held at South Terrace (Collaboration with HOTBH formerly MHMR). We are collaborating with them to host another meeting at South Terrace**

❖ **Please follow the link below for the story about GAPS on KXXV-TV:**

<https://www.kxxv.com/hometown/mclennan-county/klaras-center-works-to-fill-in-the-gaps-of-gang-violence-prevention-and-addiction>



Collaborations in February

- **Voice, Inc.** Voice will resume activities at South Terrace Community Center beginning the week of Spring Break in March. Activities will be held Tuesdays and Thursdays from 4:30pm-6pm.
- **Voice, Inc.** has graciously set aside grant funding to build a Community Garden for South Terrace. The garden will be available for children and senior activities.

Walk-In Assistance

<p><u>Total Walk-Ins-59</u></p> <ul style="list-style-type: none">❖ 36 Computer Lab (Adults)❖ 15 Social❖ 8 Rental

Transportation Assistance

<p><u>175 Total Trips-175 (Last Month 114)</u></p> <ul style="list-style-type: none">❖ 106 Medical/Dental❖ 37 Grocery❖ 27 Community Agency❖ 3 Washateria❖ 2 Other

Staff Services Provided

41 Home Visits
23 Office Visits

16 External Referrals
6 Internal Referrals

Services for the Elderly & Disabled Clients-February Report by Briotony Porter:

Activities for the month of February:

- ❖ High blood pressure training with the Waco-McLennan County Health Department
- ❖ Knowing the facts of training with the Texas A&M AgriLife Extension
- ❖ Black History celebration with special guest as speaker Chief of Police, Sheryl Victorian
- ❖ HOTWAGS Meeting
- ❖ Senior Living Research
- ❖ Groundwater Training
- ❖ Team Building Exercise
- ❖ Employee Meeting
- ❖ Senior Field Trip to McLennan County Library

Activities planned for March:

Community Collaborations:

- ❖ April Strickland with Texas A&M AgriLife Extension
- ❖ Area Agency on Aging
- ❖ Caritas Veterans Program
- ❖ 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
- ❖ Methodist Children Home

February Outreach Activities:

- ❖ Valentines' Day Outreach delivering Valentine gifts to homebound residents



Senior Exercise at South Terrace



Making Valentine cards at South Terrace



Senior Black History program at Kate Ross with Waco Police Chief Sheryl Victorian

Earnest Wards' Monthly Report:

Activities for the Month of February 2023

- ❖ **South Terrace Resident Council** held with Mrs. Powell, Mr. Leonard and Mr. Ward all were present
- ❖ Residents discussed utility provider services at South Terrace. Also in our discussion were options to have residents attend monthly meetings
- ❖ **Kate Ross** meeting was held with a total 6 residents present
- ❖ Tonya called the meeting to order and Sylvia called the meeting to order. Residents expressed contentment on the repaired lighting located at 12th A Street; management was present
- ❖ **Melody Grove** meeting held; Mr. Mack suggested a follow up meeting with the residents to further discuss RAD at Estella Maxey

Activities planned for March:

- ❖ Meeting is scheduled at South Terrace, on March the 8th at 4:00pm
- ❖ Meeting is scheduled at Kate Ross, March the 15th at 6:00pm
- ❖ Meeting is scheduled at Melody Grove, on March 29th at 4:00pm

Community Collaborations:

- ❖ Referred residents to Living Word Church for assistance
- ❖ Reached out to EOAC for rental assistance with utility bills

FEB 2023 Family Self Sufficiency Program

Coordinators: Crystal Anthony, MEd and CaSaundra Foreman

FSS Participants	
Total: Public Housing Current-8/Grant 2022- 9	Total: S8/RAD Current-47/Grant 2022- 49
TOTAL CURRENT PARTICIPANTS- 55	
TOTAL GRANT 2022 PARTICIPANTS- 58	

Monthly ESCROW	
Total: Public Housing \$783.56	Total: S8/RAD \$5378.00
TOTAL ESCROW DEPOSIT: \$6161.56	
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.

Activities for the Month of February:

- Prepare Current Participants for new Contract
- HUD Office Hours
- Community Service Team Building
- Updated FSS documents
- Worked with IT to move toward streamlining and moving to electronic processing
- Worked with Finance to balance accounts
- Presided over Community Service Black History brunch
- Weekly Money Management Training – CFPB
- Participants Meeting: February 14th – First in person meeting since Covid/Small Business Information
- Advisory Board Meeting held February 15th
- United Way Community Investment Council
- Gang Awareness, Prevention, and Safety “Fostering Positive Relationships in Our Community” event
- Groundwater Race Training
- Homeless Clients: Compassionate Solutions to Problematic Behavior
- ST Graduated effective 1/31/2023 - \$7,090.37
- LH graduated effective 1/31/2023 - \$10,540
- KW working with her children to expand their business – DARKK Kids
- Electronic Pre-enrollment form completed
- PS & CS attended FSS Advisory Board Meeting
- Submitted Waco Home survey
- Submitted Groundwater Survey
- Worked with SF and daughter to complete NAHRO scholarship
- TD took truck driving test
- Scheduled speakers for upcoming FSS meetings
- Training held, main focus on people with disabilities
- Early Learning Innovation in Time of Crisis online seminar

Activities Planned for March

- Participants monthly meeting
- Community Service Team Building
- United Way Community Investment Council
- National Consumer Protection Week webinars
- Community Service/FSS Community Spring Outreach
- Towne Hall Meeting
- Assist Youth Services with Spring break Activities
- HUD Changes and Regulations webinar

Community Collaborations

- McLennan City Adult & Family Meeting
- Met with Seniors during activities
- Assist Youth Services with Spring break activities
- HUD Changes and Regulations webinar

Community Collaborations

- McLennan City Adult & Family Meeting
- Met with Seniors during activities
- NeighborWorks Homebuyer Education
- Met with Grassroots staff
- Section 8 Homeownership Program
- Waco Housing Stabilization Program
- Texas Workforce Commission
- UpSkills
- McLennan Small Business Center

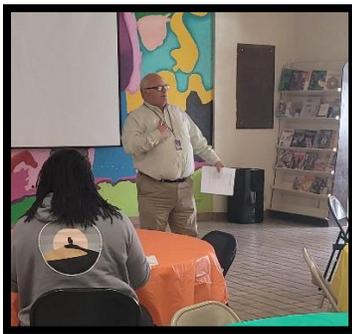
February Outreach Activities

- Mass Pre-enrollment email sent to Section 8 tenants
- Contacted potential new participants
- Maintain recruiting efforts using FSS brochures during WHAA Community Service outreach/events, ground visits, Section 8 orientation, and mail outs to potential clients
- Assisting High School seniors with scholarship packets/essays

FSS Graduates: ST and LH



FSS Lunch Meeting w/McLennan Small Business Center



Youth Services: Al Davis, Coordinator – February 2023

Activities for the month of February

- ❖ Meetings – Mentor Waco (Recruiting Melody Grove students for Spring & Summer programs)
- ❖ Attended truancy update meetings with PCL officials from Waco High, J.H. Hines Elementary, Cesar Chavez and Indian Springs Middle Schools
- ❖ Transported students from West Ave. Elementary for tutoring
- ❖ Meetings – (AB) (Dr. Pepper Museum) – Spring & Summer Youth presentations – Assisted with presentation at Parkdale Elementary
- ❖ Attended (GAPS Seminar) – Gang prevention workshop at South Terrace
- ❖ Zoom Training – Training sensitivity seminar on Homelessness
- ❖ Worked from home caused by inclement weather: Phone calls and emails made to clients
- ❖ Meetings – Mission Waco

- ❖ Meetings – Voice Inc.: Continue activities in South Terrace, - grant money for community garden
- ❖ Groundwater Training: Zoom sensitivity training on race relations
- ❖ FSS Workshop at Kate Ross regarding Small Business Information & Opportunities

Activities planned for March

- ❖ City of Waco Rep (AB) – Dr. Pepper Youth Presentation with Engagement Corp.(OO) – on Scientific steam: ingredients and historical information
- ❖ Field Trip to the Cameron Park Zoo for children that reside at Melody Grove and Kate Ross
- ❖ Community Extravaganza (all 3 Sites): Traditional Easter egg hunt and candy handed out

Community Collaborations:

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

February Outreach Activities:

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

Summary of Financial Statements

January 31, 2023

Public Housing

All Sites Expenses

- HUD Contribution – HUD’s subsidy calculation is 95% of estimated eligibility, therefore revenue contribution is over budget.
- Administrative Salaries – Expense is under budget since new salary scale will not be in effect until employee’s yearly evaluation from hired date. The same for Maintenance Labor.
- Professional Fees – An IT company was hired to conduct an email breach audit. The total expense was \$7,500 and it was allocated throughout the agency.
- Tenant Services – The expense was over budget **\$17,8278** for computer lab software renewal.

Central Office Cost Center (COCC)

- Sundry – Publications expense was over budget \$1,536 for the 2023 Texas and Federal Labor Law posters. Office supplies and equipment was over budget \$4,090 because the IT department moved to another area in the building.

Kate Ross (KR)

- Dwelling Rental – Occupancy is 85% for the month of January 2023.
- Proceeds from Insurance Claims – Proceeds are for structure fire damages \$25,545 and \$626 for WHA vehicle damages.
- Materials – Expense is over budget \$2,770 for countertop replacement in two units.
- Contract Cost – Expense was over budget \$4,000 for the replacement of building lights and electrical repairs to six units.

Estella Maxey (EM)

- Dwelling Rental – Occupancy is 73%; therefore, rental income is under budget \$14,800.
- Proceeds from Insurance Claims – Proceeds are for property fence damages \$1,033 and \$1,297 for WHA truck damages.
- Contract Cost – The expense was over budget \$4,780 for the replacement of an a/c unit.

Section 8 - Admin

- Administrative Salaries – The expense is under budget \$23,000 due to several vacant positions in the Section 8 Department.

Section 8 – HAP Reserves

- The Housing Choice Voucher Program total HAP reserve is \$4,805,758.
- Demolition/Disposition – South Terrace total HAP reserve is \$17,352.
- Grandview Demolition total HAP reserve is \$160,690.
- Foster Youth Initiative total HAP reserve is \$45,733.
- Mainstream Voucher Program total HAP reserve is \$298,083.
- Emergency Housing Voucher total HAP reserves is \$105,103.

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- Several new appliances were replaced totaling \$4,569 for the month and water heaters were restocked costing \$1,058.
- Contract Cost- There were three carpet replacements costing \$3,078 and a parking lot repair was made in the amount of \$4,600 causing this to be over budget for the month.

Cimmaron

- Contract Cost- There were no out of the routine income or expense amounts for Cimmaron for January.

Hunnington

- Material- A washer/dryer was replaced for \$1,395 making this over budget for the month.

Misty

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

Picadilly

- There were no out of the routine 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.

Hunnington

Picadilly

WPFC II

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3110 Dwelling Rental	\$ 415,600.00	\$ 138,533.32	\$ 35,240.00	\$ 140,395.65	\$ 1,862.33
Total Rental Income	\$ 415,600.00	\$ 138,533.32	\$ 35,240.00	\$ 140,395.65	\$ 1,862.33
3400.100 Youth Literacy Grant-Dollar Gen	\$ -	\$ -	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ 7,400.00	\$ 2,466.68	\$ 986.68	\$ 2,250.99	\$ (215.69)
3690 Other Income	\$ 10,100.00	\$ 3,899.96	\$ 1,066.32	\$ 2,939.22	\$ (960.74)
3999 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 17,500.00	\$ 6,366.64	\$ 2,053.00	\$ 5,190.21	\$ (1,176.43)
Total Income	\$ 433,100.00	\$ 144,899.96	\$ 37,293.00	\$ 145,585.86	\$ 685.90
EXPENSES					
4110 Administrative Salaries	\$ 36,790.00	\$ 12,380.00	\$ 3,231.69	\$ 12,072.70	\$ (307.30)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ 390.00	\$ 130.00	\$ -	\$ 20.40	\$ (109.60)
4150 Travel	\$ -	\$ -	\$ -	\$ -	\$ -
4171 Auditing Fees	\$ 1,530.00	\$ 510.00	\$ 311.42	\$ 651.15	\$ 141.15
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ 14,610.00	\$ 6,369.96	\$ 810.65	\$ 5,355.30	\$ (1,014.66)
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -
4196 Mgmt./Bkpg./Adm.Fee	\$ 108,040.00	\$ 36,013.32	\$ 9,162.40	\$ 36,502.87	\$ 489.55
Total Admin Expense	\$ 161,380.00	\$ 55,403.28	\$ 13,516.16	\$ 54,602.42	\$ (800.96)
4310 Water	\$ 20,410.00	\$ 6,803.32	\$ 1,852.70	\$ 8,093.60	\$ 1,290.28
4320 Electricity	\$ 5,550.00	\$ 1,850.00	\$ 412.56	\$ 1,543.31	\$ (306.69)
4390 Sewer	\$ 20,940.00	\$ 6,980.00	\$ 2,268.08	\$ 9,315.27	\$ 2,335.27
Total Utility Expense	\$ 46,900.00	\$ 15,633.32	\$ 4,533.34	\$ 18,952.18	\$ 3,318.96
4410 Maint. & Operation Labor	\$ 42,000.00	\$ 14,136.00	\$ 3,610.44	\$ 13,633.02	\$ (502.98)
4420 Material	\$ 14,000.00	\$ 4,666.68	\$ 2,486.76	\$ 4,071.65	\$ (595.03)
4430 Contract Cost	\$ 41,190.00	\$ 13,730.04	\$ 5,856.47	\$ 18,211.99	\$ 4,481.95
Total Ordinary Maint. & Operation	\$ 97,190.00	\$ 32,532.72	\$ 11,953.67	\$ 35,916.66	\$ 3,383.94
4480 Contract Cost	\$ 270.00	\$ 90.00	\$ 22.78	\$ 91.12	\$ 1.12
Total Protective Services	\$ 270.00	\$ 90.00	\$ 22.78	\$ 91.12	\$ 1.12
4510.010 Workers Compensation	\$ 1,620.00	\$ 540.00	\$ 136.98	\$ 547.92	\$ 7.92
4510.020 General Liab Insurance	\$ 480.00	\$ 160.00	\$ 35.81	\$ 143.24	\$ (16.76)
4510.040 Auto Insurance	\$ 150.00	\$ 50.00	\$ 11.11	\$ 44.44	\$ (5.56)
4510.050 Public Officials Insurance	\$ 890.00	\$ 296.68	\$ 66.51	\$ 266.04	\$ (30.64)
4510.090 Fire & Extend Coverage	\$ 10,690.00	\$ 3,563.32	\$ 636.35	\$ 2,545.40	\$ (1,017.92)
4540 Employee Benefit Payments	\$ 30,540.00	\$ 10,180.00	\$ 2,000.70	\$ 8,272.35	\$ (1,907.65)
4570 Collection Losses	\$ 3,870.00	\$ 967.50	\$ -	\$ -	\$ (967.50)
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 48,240.00	\$ 15,757.50	\$ 2,887.46	\$ 11,819.39	\$ (3,938.11)
Total Routine Expenses	\$ 353,960.00	\$ 119,416.82	\$ 32,913.41	\$ 121,381.77	\$ 1,964.95
EXPENSES					
4191.500 Dollar General Grant-Books	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Apartment Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ 71,440.00	\$ 23,813.32	\$ 5,187.00	\$ 20,749.73	\$ (3,063.59)
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ 71,440.00	\$ 23,813.32	\$ 5,187.00	\$ 20,749.73	\$ (3,063.59)
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 425,400.00	\$ 143,230.14	\$ 38,100.41	\$ 142,131.50	\$ (1,098.64)
Residual Receipts (Profit/Loss)	\$ 7,700.00	\$ 1,669.82	\$ (807.41)	\$ 3,454.36	\$ 1,784.54

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3110 Dwelling Rental	\$ 54,800.00	\$ 18,266.68	\$ 4,802.00	\$ 19,218.00	\$ 951.32
Total Rental Income	\$ 54,800.00	\$ 18,266.68	\$ 4,802.00	\$ 19,218.00	\$ 951.32
3400.100 Youth Literacy Grant-Dollar Gen	\$ -	\$ -	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ 3,050.00	\$ 1,016.68	\$ 1,145.89	\$ 2,359.54	\$ 1,342.86
3690 Other Income	\$ 1,950.00	\$ 716.68	\$ 227.99	\$ 345.31	\$ (371.37)
3999 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 5,000.00	\$ 1,733.36	\$ 1,373.88	\$ 2,704.85	\$ 971.49
Total Income	\$ 59,800.00	\$ 20,000.04	\$ 6,175.88	\$ 21,922.85	\$ 1,922.81
EXPENSES					
4110 Administrative Salaries	\$ 3,800.00	\$ 1,280.00	\$ 321.29	\$ 1,270.22	\$ (9.78)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ 70.00	\$ 23.32	\$ -	\$ 2.40	\$ (20.92)
4150 Travel	\$ 50.00	\$ 16.68	\$ -	\$ -	\$ (16.68)
4171 Auditing Fees	\$ 150.00	\$ 50.00	\$ 30.80	\$ 64.40	\$ 14.40
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ 2,020.00	\$ 840.00	\$ 70.73	\$ 535.03	\$ (304.97)
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -
4196 Mgmt./Bkpg./Adm.Fee	\$ 6,020.00	\$ 2,006.68	\$ 528.22	\$ 2,113.98	\$ 107.30
Total Admin Expense	\$ 12,110.00	\$ 4,216.68	\$ 951.04	\$ 3,986.03	\$ (230.65)
4310 Water	\$ 3,000.00	\$ 1,000.00	\$ 117.35	\$ 392.02	\$ (606.98)
4320 Electricity	\$ 500.00	\$ 166.68	\$ 8.91	\$ 47.32	\$ (119.36)
4390 Sewer	\$ 400.00	\$ 133.32	\$ -	\$ -	\$ (133.32)
Total Utility Expense	\$ 3,900.00	\$ 1,300.00	\$ 126.26	\$ 440.34	\$ (859.66)
4410 Labor	\$ 4,500.00	\$ 1,514.00	\$ 260.44	\$ 910.27	\$ (603.73)
4420 Material	\$ 6,910.00	\$ 2,303.36	\$ 6.13	\$ 27.20	\$ (2,276.16)
4430 Contract Cost	\$ 12,670.00	\$ 4,223.36	\$ 468.33	\$ 1,331.81	\$ (2,891.55)
Total Ordinary Maint. & Operation	\$ 24,080.00	\$ 8,040.72	\$ 734.90	\$ 2,269.28	\$ (5,771.44)
4480 Contract Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Total Protective Services	\$ -	\$ -	\$ -	\$ -	\$ -
4510.010 Workers Compensation	\$ 190.00	\$ 63.32	\$ 30.12	\$ 120.48	\$ 57.16
4510.020 General Liab Insurance	\$ 50.00	\$ 16.68	\$ 3.24	\$ 12.96	\$ (3.72)
4510.040 Auto Insurance	\$ 20.00	\$ 6.68	\$ 1.31	\$ 5.24	\$ (1.44)
4510.050 Public Officials Insurance	\$ 80.00	\$ 26.68	\$ 6.01	\$ 24.04	\$ (2.64)
4510.090 Fire & Extend Coverage	\$ 1,750.00	\$ 583.32	\$ 104.39	\$ 417.56	\$ (165.76)
4540.000 Employee Benefit Payments	\$ 3,400.00	\$ 1,133.36	\$ 161.99	\$ 672.88	\$ (460.48)
4570 Collection Losses	\$ 180.00	\$ 45.00	\$ -	\$ -	\$ (45.00)
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 5,670.00	\$ 1,875.04	\$ 307.06	\$ 1,253.16	\$ (621.88)
Total Routine Expenses	\$ 45,760.00	\$ 15,432.44	\$ 2,119.26	\$ 7,948.81	\$ (7,483.63)
EXPENSES					
4191.500 Dollar General Grant-Books	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Apartment Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ 3,240.00	\$ 1,080.00	\$ 272.62	\$ 1,090.45	\$ 10.45
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ 3,240.00	\$ 1,080.00	\$ 272.62	\$ 1,090.45	\$ 10.45
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 49,000.00	\$ 16,512.44	\$ 2,391.88	\$ 9,039.26	\$ (7,473.18)
Residual Receipts (Profit/Loss)	\$ 10,800.00	\$ 3,487.60	\$ 3,784.00	\$ 12,883.59	\$ 9,395.99

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3110 Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ -	\$ -	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ -	\$ -	\$ 2,050.12	\$ 7,987.44	\$ 7,987.44
3690 Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ -	\$ -	\$ 2,050.12	\$ 7,987.44	\$ 7,987.44
3999.000 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ -	\$ -	\$ 2,050.12	\$ 7,987.44	\$ 7,987.44
EXPENSES					
4110 Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ -	\$ -	\$ -	\$ -	\$ -
4150 Travel	\$ -	\$ -	\$ -	\$ -	\$ -
4171 Auditing Fees	\$ -	\$ -	\$ -	\$ -	\$ -
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ -	\$ -	\$ -	\$ -	\$ -
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4310 Water	\$ -	\$ -	\$ -	\$ -	\$ -
4320 Electricity	\$ -	\$ -	\$ -	\$ -	\$ -
4390 Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Total Utility Expense	\$ -	\$ -	\$ -	\$ -	\$ -
4410 Labor	\$ -	\$ -	\$ -	\$ -	\$ -
4420 Material	\$ -	\$ -	\$ -	\$ -	\$ -
4430 Contract Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Total Ordinary Maint. & Operation	\$ -	\$ -	\$ -	\$ -	\$ -
4480 Contract Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Total Protective Services	\$ -	\$ -	\$ -	\$ -	\$ -
4510.010 Workers Comp. Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.020 General Liab Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.040 Auto Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.050 Public Officials Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
4510.090 Fire & Extend Coverage	\$ -	\$ -	\$ -	\$ -	\$ -
4540 Employee Benefit Payments	\$ -	\$ -	\$ -	\$ -	\$ -
4570 Collection Losses	\$ -	\$ -	\$ -	\$ -	\$ -
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENSES					
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -
6110 G/L Disposition of Real Property	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -
6130 Special Items, Net Gain/Loss	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Residual Receipts (Profit/Loss)	\$ -	\$ -	\$ 2,050.12	\$ 7,987.44	\$ 7,987.44

WPFC Income Statement

	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	\$ 382,933.32	\$ 97,682.00	\$ 391,167.25	\$ 8,233.93	\$ 610,170.00	\$ 203,390.00	\$ 52,233.75	\$ 207,522.00	\$ 4,132.00	\$ 100,600.00	\$ 33,533.32	\$ 8,540.00	\$ 34,080.00	\$ 546.68
Total Rental Income	\$ 1,148,800.00	\$ 382,933.32	\$ 97,682.00	\$ 391,167.25	\$ 8,233.93	\$ 610,170.00	\$ 203,390.00	\$ 52,233.75	\$ 207,522.00	\$ 4,132.00	\$ 100,600.00	\$ 33,533.32	\$ 8,540.00	\$ 34,080.00	\$ 546.68
3400 Donations to Scholarship Fd.	\$ -	\$ -	\$ 1.98	\$ 10.84	\$ 10.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest Income	\$ 14,750.00	\$ 4,916.68	\$ 2,578.61	\$ 8,061.12	\$ 3,144.44	\$ 8,930.00	\$ 2,976.68	\$ 1,675.34	\$ 5,138.55	\$ 2,161.87	\$ 2,000.00	\$ 666.68	\$ 140.12	\$ 544.23	\$ (122.45)
3690 Other Income	\$ 29,950.00	\$ 11,650.00	\$ 4,922.18	\$ 12,858.34	\$ 1,208.34	\$ 22,100.00	\$ 8,450.00	\$ 3,546.64	\$ 8,493.43	\$ 43.43	\$ 3,400.00	\$ 1,350.00	\$ 853.62	\$ 1,594.73	\$ 244.73
3999.000 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 44,700.00	\$ 16,566.68	\$ 7,502.77	\$ 20,930.30	\$ 4,363.62	\$ 31,030.00	\$ 11,426.68	\$ 5,221.98	\$ 13,631.98	\$ 2,205.30	\$ 5,400.00	\$ 2,016.68	\$ 993.74	\$ 2,138.96	\$ 122.28
Total Income	\$ 1,193,500.00	\$ 399,500.00	\$ 105,184.77	\$ 412,097.55	\$ 12,597.55	\$ 641,200.00	\$ 214,816.68	\$ 57,455.73	\$ 221,153.98	\$ 6,337.30	\$ 106,000.00	\$ 35,850.00	\$ 9,533.74	\$ 36,218.96	\$ 688.96
EXPENSES															
4110 Administrative Salaries	\$ 97,000.00	\$ 32,644.00	\$ 8,123.47	\$ 31,409.86	\$ (1,234.14)	\$ 61,600.00	\$ 20,732.00	\$ 4,955.51	\$ 18,945.98	\$ (1,786.02)	\$ 8,800.00	\$ 2,962.00	\$ 753.78	\$ 3,500.37	\$ 538.37
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ -	\$ -	\$ -	\$ 835.00	\$ 835.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4140 Staff Training & Convention	\$ 1,575.00	\$ 525.00	\$ -	\$ 57.60	\$ (467.40)	\$ 650.00	\$ 216.68	\$ -	\$ 34.20	\$ (182.48)	\$ 100.00	\$ 33.32	\$ -	\$ 5.40	\$ (27.92)
4150 Travel	\$ 830.00	\$ 276.68	\$ -	\$ -	\$ (276.68)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4171 Auditing Fees	\$ 3,900.00	\$ 1,300.00	\$ 793.96	\$ 1,660.09	\$ 360.09	\$ 2,500.00	\$ 833.32	\$ 506.49	\$ 1,059.03	\$ 225.71	\$ 300.00	\$ 100.00	\$ 68.44	\$ 143.11	\$ 43.11
4180 Office Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4190 Sundry	\$ 41,150.00	\$ 12,800.00	\$ 1,910.51	\$ 23,466.12	\$ 10,666.12	\$ 20,590.00	\$ 8,030.00	\$ 1,519.16	\$ 7,460.25	\$ (569.75)	\$ 3,070.00	\$ 1,023.32	\$ 265.03	\$ 892.75	\$ (130.57)
4195 Property Management Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4196 Mgmt./Bkpg./Adm.Fee	\$ 298,690.00	\$ 99,563.32	\$ 25,397.32	\$ 101,703.49	\$ 2,140.17	\$ 158,640.00	\$ 52,880.00	\$ 13,580.78	\$ 53,955.73	\$ 1,075.73	\$ 11,060.00	\$ 3,686.68	\$ 939.40	\$ 3,748.80	\$ 62.12
Total Admin Expense	\$ 443,145.00	\$ 147,109.00	\$ 36,225.26	\$ 159,132.16	\$ 12,023.16	\$ 243,980.00	\$ 82,692.00	\$ 20,561.94	\$ 81,455.19	\$ (1,236.81)	\$ 23,330.00	\$ 7,805.32	\$ 2,026.65	\$ 8,290.43	\$ 485.11
4310 Water	\$ 51,000.00	\$ 17,000.00	\$ 5,249.36	\$ 18,063.62	\$ 1,063.62	\$ 37,000.00	\$ 12,333.32	\$ 2,395.24	\$ 13,434.07	\$ 1,100.75	\$ 4,500.00	\$ 1,500.00	\$ 428.81	\$ 1,595.39	\$ 95.39
4320 Electricity	\$ 14,000.00	\$ 4,666.68	\$ 1,194.77	\$ 4,302.36	\$ (364.32)	\$ 9,000.00	\$ 3,000.00	\$ 1,078.42	\$ 3,392.80	\$ 392.80	\$ 600.00	\$ 200.00	\$ 54.07	\$ 193.09	\$ (6.91)
4390 Sewer	\$ 52,000.00	\$ 17,333.32	\$ 6,196.44	\$ 21,467.94	\$ 4,134.62	\$ 22,000.00	\$ 7,333.32	\$ 2,423.44	\$ 7,892.82	\$ 559.50	\$ 4,000.00	\$ 1,333.32	\$ 432.52	\$ 1,547.62	\$ 214.30
Total Utility Expense	\$ 117,000.00	\$ 39,000.00	\$ 12,640.57	\$ 43,833.92	\$ 4,833.92	\$ 68,000.00	\$ 22,666.64	\$ 5,897.10	\$ 24,719.69	\$ 2,053.05	\$ 9,100.00	\$ 3,033.32	\$ 915.40	\$ 3,336.10	\$ 302.78
4410 Labor	\$ 105,000.00	\$ 35,338.00	\$ 6,250.72	\$ 21,846.27	\$ (13,491.73)	\$ 70,300.00	\$ 23,660.00	\$ 6,052.83	\$ 22,855.35	\$ (804.65)	\$ 11,100.00	\$ 3,736.00	\$ 955.69	\$ 3,608.65	\$ (127.35)
4420 Material	\$ 42,635.00	\$ 14,211.64	\$ 7,173.25	\$ 23,957.50	\$ 9,745.86	\$ 16,820.00	\$ 5,606.68	\$ 2,486.84	\$ 6,384.50	\$ 777.82	\$ 1,455.00	\$ 484.96	\$ 254.01	\$ 1,120.08	\$ 635.12
4430 Contract Cost	\$ 144,070.00	\$ 48,023.36	\$ 15,659.34	\$ 70,831.03	\$ 22,807.67	\$ 50,940.00	\$ 16,980.04	\$ 3,677.99	\$ 21,803.78	\$ 4,823.74	\$ 13,530.00	\$ 4,510.00	\$ 663.73	\$ 8,763.72	\$ 4,253.72
Total Ordinary Maint. & Operation	\$ 291,705.00	\$ 97,573.00	\$ 29,083.31	\$ 116,634.80	\$ 19,061.80	\$ 138,060.00	\$ 46,246.72	\$ 12,217.66	\$ 51,043.63	\$ 4,796.91	\$ 26,085.00	\$ 8,730.96	\$ 1,873.43	\$ 13,492.45	\$ 4,761.49
4480 Contract Cost	\$ 400.00	\$ 133.32	\$ 33.50	\$ 134.00	\$ 0.68	\$ 460.00	\$ 153.32	\$ 38.19	\$ 152.76	\$ (0.56)	\$ 75.00	\$ 25.00	\$ 6.03	\$ 24.12	\$ (0.88)
Total Protective Services	\$ 400.00	\$ 133.32	\$ 33.50	\$ 134.00	\$ 0.68	\$ 460.00	\$ 153.32	\$ 38.19	\$ 152.76	\$ (0.56)	\$ 75.00	\$ 25.00	\$ 6.03	\$ 24.12	\$ (0.88)
4510.010 Workers Compensation	\$ 4,400.00	\$ 1,466.68	\$ 339.44	\$ 1,357.76	\$ (108.92)	\$ 2,800.00	\$ 933.32	\$ 227.40	\$ 909.60	\$ (23.72)	\$ 400.00	\$ 133.32	\$ 34.12	\$ 136.48	\$ 3.16
4510.020 General Liab Insurance	\$ 1,200.00	\$ 400.00	\$ 92.68	\$ 370.72	\$ (29.28)	\$ 800.00	\$ 266.68	\$ 58.94	\$ 235.76	\$ (30.92)	\$ 120.00	\$ 40.00	\$ 9.46	\$ 37.84	\$ (2.16)
4510.040 Auto Insurance	\$ 500.00	\$ 166.68	\$ 37.92	\$ 151.68	\$ (15.00)	\$ 320.00	\$ 106.68	\$ 24.07	\$ 96.28	\$ (10.40)	\$ 40.00	\$ 13.32	\$ 2.94	\$ 11.76	\$ (5.16)
4510.050 Public Officials Insurance	\$ 2,300.00	\$ 766.68	\$ 172.12	\$ 688.48	\$ (78.20)	\$ 1,480.00	\$ 486.68	\$ 109.47	\$ 437.88	\$ (48.80)	\$ 220.00	\$ 73.32	\$ 17.57	\$ 70.28	\$ (3.04)
4510.070 Crime / Dishonesty	\$ 70.00	\$ 23.32	\$ 5.85	\$ 23.40	\$ 0.08	\$ 70.00	\$ 23.32	\$ 5.85	\$ 23.40	\$ 0.08	\$ -	\$ -	\$ -	\$ -	\$ -
4510.090 Fire & Extend Coverage	\$ 51,000.00	\$ 17,000.00	\$ 3,038.37	\$ 12,153.48	\$ (4,846.52)	\$ 28,000.00	\$ 9,333.32	\$ 1,666.61	\$ 6,666.44	\$ (2,666.88)	\$ 2,850.00	\$ 950.00	\$ 171.69	\$ 686.76	\$ (263.24)
4540 Employee Benefit Payments	\$ 86,300.00	\$ 28,766.68	\$ 3,919.80	\$ 16,219.40	\$ (12,547.28)	\$ 51,450.00	\$ 17,150.08	\$ 3,318.44	\$ 13,768.98	\$ (3,381.10)	\$ 7,780.00	\$ 2,593.36	\$ 521.72	\$ 2,212.88	\$ (390.48)
4570 Collection Losses	\$ 580.00	\$ 145.00	\$ -	\$ 227.84	\$ 82.84	\$ 20.00	\$ 5.00	\$ -	\$ -	\$ (5.00)	\$ -	\$ -	\$ -	\$ -	\$ -
4580 Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Routine Expenses	\$ 146,350.00	\$ 48,735.04	\$ 7,606.18	\$ 31,192.76	\$ (17,542.28)	\$ 84,920.00	\$ 28,305.08	\$ 5,410.78	\$ 22,138.34	\$ (6,166.74)	\$ 11,410.00	\$ 3,803.32	\$ 757.50	\$ 3,156.00	\$ (647.32)
Total Routine Expenses	\$ 998,600.00	\$ 332,550.36	\$ 85,588.82	\$ 350,927.64	\$ 18,377.28	\$ 535,420.00	\$ 180,063.76	\$ 44,125.67	\$ 179,509.61	\$ (554.15)	\$ 70,000.00	\$ 23,397.92	\$ 5,579.01	\$ 28,299.10	\$ 4,901.18
EXPENSES															
4191.100 Employee Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 500.00	\$ -	\$ -	\$ (500.00)	\$ -	\$ -	\$ -	\$ -	\$ -
4191.200 Non-Apartment Meetings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 1,666.68	\$ 281.71	\$ 4,058.09	\$ 2,391.41	\$ -	\$ -	\$ -	\$ -	\$ -
4191.300 Non-Apartment Public Relations	\$ 5,000.00	\$ 1,666.68	\$ -	\$ 2,287.94	\$ 621.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Apartment Expenses	\$ 5,000.00	\$ 1,666.68	\$ -	\$ 2,287.94	\$ 621.26	\$ 6,500.00	\$ 2,166.68	\$ 281.71	\$ 4,058.09	\$ 1,891.41	\$ -	\$ -	\$ -	\$ -	\$ -
4610.000 Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ 5,650.00	\$ 5,650.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4620.040 Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4700 Scholarships Awarded	\$ 1,800.00	\$ 600.00	\$ -	\$ 2,000.00	\$ 1,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5999.000 Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ 1,800.00	\$ 600.00	\$ -	\$ 7,650.00	\$ 7,050.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4800 Depreciation Expense	\$ 185,000.00	\$ 61,666.68	\$ 14,227.23	\$ 56,315.63	\$ (5,351.05)	\$ 96,580.00	\$ 32,193.32	\$ 7,696.33	\$ 30,798.14	\$ (1,395.18)	\$ 35,000.00	\$ 11,666.68	\$ 2,789.42	\$ 11,033.12	\$ (633.56)
6110 G/L Disposition of Real Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6120 G/L Disposition of Nonexp. Equip.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Expenses	\$ 185,000.00	\$ 61,666.68	\$ 14,227.23	\$ 56,315.63	\$ (5,351.05)	\$ 96,580.00	\$ 32,193.32	\$ 7,696.33	\$ 30,798.14	\$ (1,395.18)	\$ 35,000.00	\$ 11,666.68	\$ 2,789.42	\$ 11,033.12	\$ (633.56)
6010 Prior Year Adjustment - ARR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Prior Year Receipts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 1,190,400.00	\$ 396,483.72	\$ 99,816.05	\$ 417,181.21	\$ 20,697.49	\$ 638,500.00	\$ 214,423.76	\$ 52,103.71	\$ 214,365.84	\$ (57.92)	\$ 105,000.00	\$ 35,064.60	\$ 8,368.43	\$ 39,332.22	\$ 4,267.62
Total Expenses	\$ 1,190,400.00	\$ 396,483.72	\$ 99,816.05	\$ 417,181.21	\$ 20,697.49	\$ 638,500.00	\$ 214,423.76	\$ 52,103.71	\$ 214,365.84	\$ (57.92)	\$ 105,000.00	\$ 35,064.60	\$ 8,368.43	\$ 39,332.22	\$ 4,267.62
Residual Receipts (Profit/Loss)	\$ 3,100.00	\$ 3,016.28	\$ 5,368.72	\$ (5,083.66)	\$ (8,099.94)	\$ 2,700.00	\$ 392.92	\$ 5,352.02	\$ 6,788.14	\$ 6,395.22	\$ 1,000.00	\$ 485.40	\$ 1,165.31	\$ (3,113.26)	\$ (3,598.66)

Section 8 HAP

Mainstream HAP

	Current Period	YTD
INCOME		
3610.000 Interest on HAP Reserve	\$ -	\$ -
3610.030 Interest on VASH Reserve	\$ -	\$ -
3690.000 Oth.Inc.-Fraud Recov.-HAP Resr.	\$ -	\$ 2,360.50
3690.020 Other Income FSS Forfeitures	\$ -	\$ -
3690.080 Oth Inc fr Adm for Overleasing	\$ -	\$ -
8026.000 Contributions Earned- HAP	\$ 1,431,641.00	\$ 5,600,494.00
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	\$ 1,431,641.00	\$ 5,605,629.50
EXPENSES		
4715.010 HAP Occupied Units	\$ 1,189,779.00	\$ 4,643,648.00
4715.020 HAP Parkside Occ. Units	\$ 19,661.00	\$ 69,407.00
4715.030 HAP Damages	\$ -	\$ -
4715.040 HAP Tanglewood Occ. Units	\$ 282.00	\$ 1,128.00
4715.070 HAP Portability - In	\$ -	\$ -
4715.090 HAP - Portability - Out	\$ 66,299.00	\$ 288,948.70
4715.100 HAP Parkside-Portability-Out	\$ 1,777.00	\$ 7,108.00
4715.230 HAP Homeownership	\$ 5,030.00	\$ 21,406.00
4715.240 HAP Katrina	\$ -	\$ -
4715.245 HAP Disaster Vchr. Prog.	\$ -	\$ -
4715.400 HAP Liberty-RAD	\$ 26,001.00	\$ 105,272.00
4715.450 HAP ST-RAD	\$ 46,346.00	\$ 194,012.00
4715.451 HAP Grandview-RAD	\$ 5,713.00	\$ 25,796.00
4715.455 HAP ST Demolition/Disposition	\$ 35,340.00	\$ 132,004.00
4715.500 HAP Vet.Affs.Support.Hous.	\$ 28,579.00	\$ 100,297.00
4715.501 HAP - VASH - Portability - Out	\$ -	\$ -
4715.800 HAP Mainstream	\$ -	\$ -
4715.801 HAP Mainstream Port-Out	\$ -	\$ -
4715.910 HAP Hill Co. Occ. Units	\$ 73,433.31	\$ 290,221.31
4715.911 HAP Hillsboro Housing	\$ -	\$ -
4715.925 HAP Somervell Co.	\$ 9,455.00	\$ 37,749.00
4715.926 HAP Somervell Co. Port Out	\$ -	\$ -
4715.990 HAP Hill Co. Portability	\$ 17,562.00	\$ 71,769.00
4715.991 HAP Hillsboro Housing Port-Out	\$ -	\$ -
4716.000 UAP Occupied Units	\$ 16,006.00	\$ 54,316.00
4716.100 UAP Parkside Occ. Units	\$ 4.00	\$ 16.00
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	\$ 303.00	\$ 1,431.00
4716.450 UAP ST RAD	\$ -	\$ -
4716.455 UAP-ST Demolition/Disposition	\$ 435.00	\$ 1,688.00
4716.500 UAP Vet.Affairs Support Hous.	\$ 208.00	\$ 842.00
4716.800 UAP Mainstream	\$ -	\$ -
4716.910 UAP Hill Co. Occ. Units	\$ 206.00	\$ 1,260.00
4716.911 UAP Hillsboro Housing	\$ -	\$ -
4716.925 UAP Somervell Co.	\$ 273.00	\$ 875.00
4717.000 UAP - Portability - Out	\$ 1,047.00	\$ 4,821.00
4717.100 UAP - Portability - In	\$ -	\$ -
TOTAL HAP/UAP EXPENSE	\$ 1,543,739.31	\$ 6,054,015.01
RESIDUAL RECEIPTS (Profit/Loss)	\$ (112,098.31)	\$ (448,385.51)

	Current Period	YTD
INCOME		
8026.800 Contr. Earned- Mainstream	\$ 34,985.00	\$ 129,482.00
TOTAL HAP INCOME	\$ 34,985.00	\$ 129,482.00
EXPENSES		
4715.090 HAP Mainstream Port-Out	\$ 905.00	\$ 4,593.00
4715.800 HAP Mainstream	\$ 32,908.00	\$ 141,551.00
4716.800 UAP Mainstream	\$ 4.00	\$ 22.00
4716.801 UAP Mainstream Port-Out	\$ -	\$ -
TOTAL HAP/UAP EXPENSE	\$ 33,817.00	\$ 146,166.00
RESIDUAL RECEIPTS (Profit/Loss)	\$ 1,168.00	\$ (16,684.00)

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	\$ 638,400.00	\$ 151,094.00	\$ 625,059.00	\$ (13,341.00)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on on Admin Reserve	\$ 34,200.00	\$ 11,400.00	\$ 1,962.23	\$ 8,703.73	\$ (2,696.27)
3690 Other Income	\$ 14,000.00	\$ 4,666.68	\$ -	\$ 2,360.50	\$ (2,306.18)
Total Admin Income	\$ 1,963,400.00	\$ 654,466.68	\$ 153,056.23	\$ 636,123.23	\$ (18,343.45)
EXPENSES					
4110 Administrative Salaries	\$ 880,800.00	\$ 293,600.00	\$ 50,334.44	\$ 214,485.46	\$ (79,114.54)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 500.00	\$ 166.68	\$ -	\$ 2,278.50	\$ 2,111.82
4140 Staff Training	\$ 10,000.00	\$ 3,333.32	\$ -	\$ 11.65	\$ (3,321.67)
4150 Travel Convention & Meetings	\$ 2,500.00	\$ 833.32	\$ -	\$ 633.48	\$ (199.84)
4171 Auditing Fees	\$ 8,100.00	\$ 2,700.00	\$ 1,644.65	\$ 3,438.82	\$ 738.82
4190 Sundry	\$ 217,150.00	\$ 72,383.36	\$ 22,950.64	\$ 53,833.73	\$ (18,549.63)
4196 Management Fee	\$ 383,030.00	\$ 127,676.68	\$ 30,218.80	\$ 125,011.80	\$ (2,664.88)
4220 Tenant Services Recreation	\$ 250.00	\$ 83.32	\$ -	\$ -	\$ (83.32)
4250 Reichenbach Program Assistance	\$ -	\$ -	\$ -	\$ -	\$ -
4260 FSS Donations Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Expense	\$ 1,502,330.00	\$ 500,776.68	\$ 105,148.53	\$ 399,693.44	\$ (101,083.24)
4310 Water	\$ 2,900.00	\$ 966.68	\$ 95.63	\$ 350.30	\$ (616.38)
4320 Electricity	\$ 4,300.00	\$ 1,433.32	\$ 375.90	\$ 1,360.18	\$ (73.14)
4330 Gas	\$ 1,560.00	\$ 520.00	\$ 209.10	\$ 807.70	\$ 287.70
4390 Sewer	\$ 880.00	\$ 293.32	\$ 72.55	\$ 251.28	\$ (42.04)
Total Utility Expense	\$ 9,640.00	\$ 3,213.32	\$ 753.18	\$ 2,769.46	\$ (443.86)
4420 Material	\$ 2,700.00	\$ 900.00	\$ 412.58	\$ 1,287.53	\$ 387.53
4430 Contract Cost	\$ 25,550.00	\$ 8,516.64	\$ 1,440.48	\$ 7,140.81	\$ (1,375.83)
Total Ordinary Maint. & Operation	\$ 28,250.00	\$ 9,416.64	\$ 1,853.06	\$ 8,428.34	\$ (988.30)
					\$ -
4510.010 Workers Compensation	\$ 3,430.00	\$ 1,143.32	\$ 507.72	\$ 1,269.30	\$ 125.98
4510.020 General Liability Insurance	\$ 30.00	\$ 10.00	\$ 4.58	\$ 11.45	\$ 1.45
4510.040 Auto Insurance	\$ 2,270.00	\$ 756.68	\$ 360.46	\$ 901.15	\$ 144.47
4510.050 Public Officials Liability -E&O	\$ 50.00	\$ 16.68	\$ 8.50	\$ 21.25	\$ 4.57
4510.070 Crime / Dishonesty	\$ 60.00	\$ 20.00	\$ 11.70	\$ 29.25	\$ 9.25
4510.090 Fire & Extend Coverage	\$ 280.00	\$ 93.32	\$ 34.36	\$ 85.90	\$ (7.42)
4540 Employee Benefit Payments	\$ 379,660.00	\$ 126,553.32	\$ 12,427.47	\$ 57,070.91	\$ (69,482.41)
4560 Postage Mach Lease Amortization	\$ -	\$ -	\$ -	\$ 147.06	\$ 147.06
4585.020 Interest on Lease Payable	\$ -	\$ -	\$ -	\$ 27.84	\$ 27.84
4590 Admin Fee	\$ 32,200.00	\$ 10,733.32	\$ 2,844.42	\$ 13,072.89	\$ 2,339.57
Total General Expenses	\$ 417,980.00	\$ 139,326.64	\$ 16,199.21	\$ 72,637.00	\$ (66,689.64)
Total Routine Expenses	\$ 1,958,200.00	\$ 652,733.28	\$ 123,953.98	\$ 483,528.24	\$ (169,205.04)
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	\$ 1,733.40	\$ 29,102.25	\$ 152,594.99	\$ 150,861.59

	Year Budget	YTD Budget	Current Period	Current Year	Over & Under
INCOME					
3410 Mainstream Admin Fees	\$ 56,300.00	\$ 18,766.68	\$ 4,324.94	\$ 18,044.32	\$ (722.36)
3610 Interest on on Admin Reserve	\$ 800.00	\$ 266.68	\$ -	\$ -	\$ (266.68)
3690.070 Misc. Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Income	\$ 57,100.00	\$ 19,033.36	\$ 4,324.94	\$ 18,044.32	\$ (989.04)
EXPENSES					
4110 Administrative Salaries	\$ 8,840.00	\$ 2,946.68	\$ 1,219.51	\$ 4,955.06	\$ 2,008.38
4171.000 Audit Fees	\$ 230.00	\$ 76.68	\$ 45.84	\$ 95.83	\$ 19.15
4196 Admin Fees	\$ 11,300.00	\$ 3,766.68	\$ 851.40	\$ 3,262.80	\$ (503.88)
4189/4190 Sundry	\$ 2,200.00	\$ 733.36	\$ 148.49	\$ 379.45	\$ (353.91)
Total Admin Expenses	\$ 22,570.00	\$ 7,523.40	\$ 2,265.24	\$ 8,693.14	\$ 1,169.74
4510.010 Workers Comp Insurance	\$ 50.00	\$ 16.68	\$ -	\$ -	\$ (16.68)
4540 Employee Benefit Payments	\$ 7,480.00	\$ 2,493.32	\$ 317.82	\$ 1,248.35	\$ (1,244.97)
4590 Admin Fee	\$ -	\$ -	\$ 80.96	\$ 323.84	\$ 323.84
4431 Building Repair Contract	\$ -	\$ -	\$ -	\$ -	\$ -
4430 Clean/Desinf Contr. Svcs	\$ -	\$ -	\$ -	\$ -	\$ -
Total General Expenses	\$ 7,530.00	\$ 2,510.00	\$ 398.78	\$ 1,572.19	\$ (937.81)
Total Expenses	\$ 30,100.00	\$ 10,033.40	\$ 2,664.02	\$ 10,265.33	\$ 231.93
					\$ -
Residual Receipts (Profit/Loss)	\$ 27,000.00	\$ 8,999.96	\$ 1,660.92	\$ 7,778.99	\$ (1,220.97)

A

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	\$ 248,100.00	\$ 65,437.93	\$ 251,040.98	\$ 2,940.98	\$ 952,500.00	\$ 317,500.00	\$ 64,554.88	\$ 262,467.14	\$ (55,032.86)
Excess Utilities	\$ 88,100.00	\$ 29,366.68	\$ 3,947.80	\$ 24,941.29	\$ (4,425.39)	\$ 101,500.00	\$ 33,833.32	\$ 3,944.58	\$ 31,759.33	\$ (2,073.99)
Non-Dwelling Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Rental Income	\$ 832,400.00	\$ 277,466.68	\$ 69,385.73	\$ 275,982.27	\$ (1,484.41)	\$ 1,054,000.00	\$ 351,333.32	\$ 68,499.46	\$ 294,226.47	\$ (57,106.85)
Management Fee from CFP	\$ 87,800.00	\$ 29,266.68	\$ 7,692.91	\$ 26,309.55	\$ (2,957.13)	\$ 111,800.00	\$ 37,266.68	\$ 9,790.97	\$ 33,484.84	\$ (3,781.84)
CFP Trnst, In-Site Expenses	\$ 59,500.00	\$ 19,833.32	\$ -	\$ 3,075.98	\$ (16,757.34)	\$ 64,700.00	\$ 21,566.68	\$ -	\$ 56.70	\$ (21,509.98)
Proceeds fr. Insurance Claims	\$ -	\$ -	\$ 26,166.56	\$ 28,678.40	\$ 28,678.40	\$ -	\$ -	\$ 2,330.40	\$ 3,180.40	\$ 3,180.40
Interest on Investments	\$ 23,000.00	\$ 7,666.68	\$ 3,075.64	\$ 12,406.59	\$ 4,739.91	\$ 41,300.00	\$ 13,766.68	\$ 4,951.60	\$ 15,537.64	\$ 1,770.96
Jr.League Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income	\$ 58,800.00	\$ 19,600.00	\$ 6,555.45	\$ 20,579.62	\$ 979.62	\$ 65,900.00	\$ 21,966.68	\$ 6,233.39	\$ 22,569.99	\$ 603.31
Other Income-FSS Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Income-Time Warner Cable	\$ 5,000.00	\$ 1,666.68	\$ -	\$ 1,569.92	\$ (96.76)	\$ 8,900.00	\$ 2,966.68	\$ -	\$ 1,071.73	\$ (1,894.95)
Operating Transfer In (1406)	\$ 92,300.00	\$ 30,766.68	\$ 7,692.91	\$ 26,309.55	\$ (4,457.13)	\$ 117,500.00	\$ 39,166.68	\$ 9,790.97	\$ 33,484.84	\$ (5,681.84)
Total Operating Income	\$ 326,400.00	\$ 108,800.04	\$ 51,183.47	\$ 118,929.61	\$ 10,129.57	\$ 410,100.00	\$ 136,700.08	\$ 33,097.33	\$ 109,386.14	\$ (27,313.94)
Total HUD Contributions	\$ 1,143,500.00	\$ 381,166.68	\$ 109,912.50	\$ 402,092.69	\$ 20,926.01	\$ 1,482,600.00	\$ 494,200.00	\$ 176,006.00	\$ 575,668.76	\$ 81,468.76
Total Income	\$ 2,302,300.00	\$ 767,433.40	\$ 230,481.70	\$ 797,004.57	\$ 29,571.17	\$ 2,946,700.00	\$ 982,233.40	\$ 277,602.79	\$ 979,281.37	\$ (2,952.03)
EXPENSES					\$ -					\$ -
Administrative Salaries	\$ 314,300.00	\$ 104,766.64	\$ 17,412.74	\$ 70,129.65	\$ (34,636.99)	\$ 407,400.00	\$ 135,800.00	\$ 19,918.80	\$ 80,110.64	\$ (55,689.36)
Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Expense	\$ 500.00	\$ 166.68	\$ -	\$ -	\$ (166.68)	\$ 500.00	\$ 166.68	\$ -	\$ 294.00	\$ 127.32
Staff Training	\$ 5,200.00	\$ 1,733.36	\$ 589.60	\$ 698.93	\$ (1,034.43)	\$ 5,500.00	\$ 1,833.36	\$ 750.40	\$ 887.05	\$ (946.31)
Travel & Conventions	\$ 2,600.00	\$ 866.64	\$ 210.68	\$ 311.43	\$ (555.21)	\$ 2,900.00	\$ 966.64	\$ 268.12	\$ 393.94	\$ (572.70)
Audit Fees	\$ 4,000.00	\$ 1,333.32	\$ 586.67	\$ 1,226.67	\$ (106.65)	\$ 5,000.00	\$ 1,666.68	\$ 733.33	\$ 1,533.33	\$ (133.35)
Sundry	\$ 100,700.00	\$ 33,566.72	\$ 9,287.58	\$ 37,787.87	\$ 4,221.15	\$ 111,400.00	\$ 37,133.48	\$ 11,267.26	\$ 42,209.22	\$ 5,075.74
Management Fees	\$ 339,600.00	\$ 113,199.96	\$ 27,099.19	\$ 103,506.63	\$ (9,693.33)	\$ 430,300.00	\$ 143,433.36	\$ 31,368.03	\$ 121,659.50	\$ (21,773.86)
Total Admin Expense	\$ 766,900.00	\$ 255,633.32	\$ 55,186.46	\$ 213,661.18	\$ (41,972.14)	\$ 963,000.00	\$ 321,000.20	\$ 64,305.94	\$ 247,087.68	\$ (73,912.52)
Tenant Services Salaries	\$ 163,300.00	\$ 54,433.32	\$ 11,815.09	\$ 46,706.68	\$ (7,726.64)	\$ 208,600.00	\$ 69,533.32	\$ 15,037.41	\$ 61,276.16	\$ (8,257.16)
Tenant Services-Recr., Etc.	\$ 5,000.00	\$ 1,666.68	\$ 5,828.22	\$ 6,726.68	\$ 5,060.00	\$ 5,000.00	\$ 1,666.68	\$ 7,885.28	\$ 10,222.14	\$ 8,555.46
Resident Council	\$ 100.00	\$ 33.32	\$ -	\$ -	\$ (33.32)	\$ 100.00	\$ 33.32	\$ -	\$ -	\$ (33.32)
Ten. Serv. Contr., Train., Spec. Needs	\$ 4,900.00	\$ 1,633.32	\$ 742.50	\$ 1,567.50	\$ (65.82)	\$ 6,300.00	\$ 2,100.00	\$ 150.00	\$ 150.00	\$ (1,950.00)
Total Tenant Expense	\$ 173,300.00	\$ 57,766.64	\$ 18,385.81	\$ 55,000.86	\$ (2,765.78)	\$ 220,000.00	\$ 73,333.32	\$ 23,072.69	\$ 71,648.30	\$ (1,685.02)
EXPENSES					\$ -					\$ -
Water	\$ 90,000.00	\$ 30,000.00	\$ 7,951.29	\$ 28,306.24	\$ (1,693.76)	\$ 121,000.00	\$ 40,333.32	\$ 10,299.23	\$ 39,720.03	\$ (613.29)
Electricity	\$ 150,000.00	\$ 50,000.00	\$ 12,433.98	\$ 45,525.69	\$ (4,474.31)	\$ 194,000.00	\$ 64,666.68	\$ 12,996.48	\$ 58,699.87	\$ (5,966.81)
Gas	\$ 80,000.00	\$ 26,666.68	\$ 14,428.33	\$ 52,941.50	\$ 26,274.82	\$ 108,000.00	\$ 36,000.00	\$ 24,503.32	\$ 56,785.69	\$ 20,785.69
Other Utility Expense	\$ 100,000.00	\$ 33,333.32	\$ 11,220.93	\$ 40,220.70	\$ 6,887.38	\$ 183,000.00	\$ 61,000.00	\$ 15,236.03	\$ 59,127.16	\$ (1,872.84)
Total Utility Expense	\$ 420,000.00	\$ 140,000.00	\$ 46,034.53	\$ 166,994.13	\$ 26,994.13	\$ 606,000.00	\$ 202,000.00	\$ 63,035.06	\$ 214,332.75	\$ 12,332.75
Labor	\$ 225,000.00	\$ 75,000.00	\$ 13,230.83	\$ 46,835.07	\$ (28,164.93)	\$ 301,100.00	\$ 100,366.68	\$ 18,515.46	\$ 79,645.11	\$ (20,721.57)
Material	\$ 65,800.00	\$ 21,933.24	\$ 7,885.91	\$ 33,405.18	\$ 11,471.94	\$ 75,000.00	\$ 25,000.00	\$ 2,860.91	\$ 19,171.07	\$ (5,828.93)
Contract Cost	\$ 161,300.00	\$ 53,766.68	\$ 18,242.49	\$ 121,931.44	\$ 68,164.76	\$ 256,500.00	\$ 85,500.00	\$ 27,687.58	\$ 104,210.69	\$ 18,710.69
Total Ordinary Maint. & Operation	\$ 452,100.00	\$ 150,699.92	\$ 39,359.23	\$ 202,171.69	\$ 51,471.77	\$ 632,600.00	\$ 210,866.68	\$ 49,063.95	\$ 203,026.87	\$ (7,839.81)
Protective Services Contract	\$ 80,700.00	\$ 26,900.00	\$ 7,394.46	\$ 29,091.37	\$ 2,191.37	\$ 90,000.00	\$ 30,000.00	\$ 8,058.79	\$ 32,065.41	\$ 2,065.41
Total Protective Services	\$ 80,700.00	\$ 26,900.00	\$ 7,394.46	\$ 29,091.37	\$ 2,191.37	\$ 90,000.00	\$ 30,000.00	\$ 8,058.79	\$ 32,065.41	\$ 2,065.41
Insurance	\$ 123,800.00	\$ 41,266.64	\$ 8,242.81	\$ 32,971.24	\$ (8,295.40)	\$ 81,800.00	\$ 27,266.64	\$ 5,243.58	\$ 20,974.32	\$ (6,292.32)
Payment in Lieu of Taxes (PILOT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefit Payments	\$ 241,100.00	\$ 80,366.60	\$ 13,007.19	\$ 50,768.61	\$ (29,597.99)	\$ 306,100.00	\$ 102,033.32	\$ 13,813.95	\$ 56,220.73	\$ (45,812.59)
Collection Losses	\$ 35,000.00	\$ 11,666.68	\$ (58.60)	\$ 3,019.70	\$ (8,646.98)	\$ 27,800.00	\$ 9,266.68	\$ 3,609.61	\$ 9,240.42	\$ (26.26)
Total General Expenses	\$ 399,900.00	\$ 133,299.92	\$ 21,191.40	\$ 86,759.55	\$ (46,540.37)	\$ 415,700.00	\$ 138,566.64	\$ 22,667.14	\$ 86,435.47	\$ (52,131.17)
Total Routine Expenses	\$ 2,292,900.00	\$ 764,299.80	\$ 187,551.89	\$ 753,678.78	\$ (10,621.02)	\$ 2,927,300.00	\$ 975,766.84	\$ 230,203.57	\$ 854,596.48	\$ (121,170.36)
EXPENSES					\$ -					\$ -
Extraordinary Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Casualty Losses-non capitalized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non Routine Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses	\$ 2,292,900.00	\$ 764,299.80	\$ 187,551.89	\$ 753,678.78	\$ (10,621.02)	\$ 2,927,300.00	\$ 975,766.84	\$ 230,203.57	\$ 854,596.48	\$ (121,170.36)
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	\$ 3,133.60	\$ 42,929.81	\$ 43,325.79	\$ 40,192.19	\$ 19,400.00	\$ 6,466.56	\$ 47,399.22	\$ 124,684.89	\$ 118,218.33

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	\$ 8,200.00	\$ 2,538.83	\$ 8,821.06	\$ 621.06
3440 Mgmt./Adm.Fees fr.Non-Profits	\$ 582,500.00	\$ 194,166.68	\$ 49,608.12	\$ 198,024.87	\$ 3,858.19
3450 Asset Management Fee fr.Sites	\$ 570,200.00	\$ 190,066.64	\$ 40,983.34	\$ 165,371.74	\$ (24,694.90)
3460 Mgmt./Adm.Fees fr.Sect.8	\$ 399,300.00	\$ 133,100.00	\$ 31,444.40	\$ 129,829.60	\$ (3,270.40)
3470 Mgmt./Adm.Fees fr.CFP	\$ 199,700.00	\$ 66,566.68	\$ 17,483.88	\$ 59,794.39	\$ (6,772.29)
3480 Proceeds fr. Insurance Claims	\$ -	\$ -	\$ -	\$ -	\$ -
3610 Interest on Investments	\$ 3,800.00	\$ 1,266.68	\$ 749.07	\$ 2,938.77	\$ 1,672.09
3650 Interest Inc.-Mortgages	\$ -	\$ -	\$ -	\$ -	\$ -
3690 Other Income	\$ 1,000.00	\$ 333.32	\$ -	\$ 109.00	\$ (224.32)
9110.010 Oth.Inc.-Transfer from CFP	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Income	\$ 1,781,100.00	\$ 593,700.00	\$ 142,807.64	\$ 564,889.43	\$ (28,810.57)
EXPENSES					\$ -
4110 Administrative Salaries	\$ 1,204,900.00	\$ 401,633.32	\$ 98,484.79	\$ 389,570.46	\$ (12,062.86)
4120 Compensated Absences	\$ -	\$ -	\$ -	\$ -	\$ -
4130 Legal Expense	\$ 200.00	\$ 66.68	\$ -	\$ -	\$ (66.68)
4140 Staff Training	\$ 10,200.00	\$ 3,399.96	\$ 1,594.53	\$ 3,012.90	\$ (387.06)
4150 Travel Convention & Meetings	\$ 19,400.00	\$ 6,466.68	\$ 1,817.41	\$ 5,021.29	\$ (1,445.39)
4171 Auditing Fees	\$ 1,200.00	\$ 400.00	\$ 244.44	\$ 511.11	\$ 111.11
4190 Sundry	\$ 111,300.00	\$ 37,099.96	\$ 16,609.82	\$ 41,513.93	\$ 4,413.97
Total Admin Expense	\$ 1,347,200.00	\$ 449,066.60	\$ 118,750.99	\$ 439,629.69	\$ (9,436.91)
4310 Water	\$ 9,000.00	\$ 3,000.00	\$ 241.66	\$ 1,007.72	\$ (1,992.28)
4320 Electricity	\$ 13,000.00	\$ 4,333.32	\$ 1,559.50	\$ 4,947.26	\$ 613.94
4330 Gas	\$ 2,000.00	\$ 666.68	\$ 359.01	\$ 1,270.95	\$ 604.27
4390 Sewer	\$ 2,000.00	\$ 666.68	\$ 251.58	\$ 1,029.77	\$ 363.09
Total Utility Expense	\$ 26,000.00	\$ 8,666.68	\$ 2,411.75	\$ 8,255.70	\$ (410.98)
4420 Material	\$ 4,100.00	\$ 1,366.68	\$ 505.00	\$ 1,663.80	\$ 297.12
4430 Contract Cost	\$ 40,300.00	\$ 13,433.28	\$ 3,973.93	\$ 16,582.98	\$ 3,149.70
Total Ordinary Maint. & Operation	\$ 44,400.00	\$ 14,799.96	\$ 4,478.93	\$ 18,246.78	\$ 3,446.82
4510.010 Workers Compensation	\$ 4,400.00	\$ 1,466.68	\$ 359.27	\$ 1,437.08	\$ (29.60)
4510.040 Auto Insurance	\$ 1,800.00	\$ 600.00	\$ 141.53	\$ 566.12	\$ (33.88)
4510.070 Crime / Dishonesty	\$ 100.00	\$ 33.32	\$ 5.85	\$ 23.40	\$ (9.92)
4510.090 Fire & Extend Coverage	\$ 200.00	\$ 66.68	\$ 10.23	\$ 40.92	\$ (25.76)
4540 Employee Benefit Payments	\$ 344,300.00	\$ 114,766.72	\$ 21,978.33	\$ 91,219.62	\$ (23,547.10)
4560 Postage Mach Lease Amortization	\$ -	\$ -	\$ -	\$ 1,027.20	\$ 1,027.20
4570 FSS Jr League Loan Write-Off	\$ -	\$ -	\$ -	\$ -	\$ -
4585.020 Interest on Lease Payable	\$ -	\$ -	\$ 120.76	\$ 253.67	\$ 253.67
Total General Expenses	\$ 350,800.00	\$ 116,933.40	\$ 22,615.97	\$ 94,568.01	\$ (22,365.39)
Total Routine Expenses	\$ 1,768,400.00	\$ 589,466.64	\$ 148,257.64	\$ 560,700.18	\$ (28,766.46)
					\$ -
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	\$ 4,233.36	\$ (5,450.00)	\$ 4,189.25	\$ (44.11)

	Central Cost Center	Estella Maxey	Kate Ross	HCV	Raintree	Cimmaron	Hunnington	Picadilly	Misty Square	Total
Income										
Dwelling rental		64,554.88	65,437.93		97,682.00	52,233.75	35,240.00	4,802.00	8,540.00	328,490.56
Excess Utilities		3,944.58	3,947.80							7,892.38
Non-Dwelling Rental										-
Total Rental Income	-	68,499.46	69,385.73	-	97,682.00	52,233.75	35,240.00	4,802.00	8,540.00	336,382.94
Mgmt. & Admin. Fees Rev.	142,058.57	9,790.97	7,692.91	151,094.00						310,636.45
Donations to Scholarship Fd.					1.98					1.98
Proceeds Insurance Claims		2,330.40	26,166.56							28,496.96
Interest on Investments	749.07	4,951.60	3,075.64	1,962.23	2,578.61	1,675.34	986.68	1,145.89	140.12	17,265.18
Other Income		6,233.39	6,555.45		4,922.18	3,546.64	1,066.32	227.99	853.62	23,405.59
Operating Transfer In		9,790.97	7,692.91							17,483.88
HUD Contributions		176,006.00	109,912.50							285,918.50
Total Operating Income	142,807.64	209,103.33	161,095.97	153,056.23	7,502.77	5,221.98	2,053.00	1,373.88	993.74	683,208.54
Total Income	142,807.64	277,602.79	230,481.70	153,056.23	105,184.77	57,455.73	37,293.00	6,175.88	9,533.74	1,019,591.48
Expenses										
Administrative Salaries	98,484.79	19,918.80	17,412.74	50,334.44	8,123.47	4,955.51	3,231.69	321.29	753.78	203,536.51
Legal	1,594.53									1,594.53
Staff Training & Travel	1,817.41	1,018.52	800.28							3,636.21
Audit Fees	244.44	733.33	586.67	1,644.65	793.96	506.49	311.42	30.80	68.44	4,920.20
Sundry	16,609.82	11,267.26	9,287.58	22,950.64	1,910.51	1,519.16	810.65	70.73	265.03	64,691.38
Mgmt. & Bkpg. Fees Exp.		31,368.03	27,099.19	30,218.80	25,397.32	13,580.78	9,162.40	528.22	939.40	138,294.14
Total Admin. Expenses	118,750.99	64,305.94	55,186.46	105,148.53	36,225.26	20,561.94	13,516.16	951.04	2,026.65	416,672.97
Total Tenant Serv. Expenses		23,072.69	18,385.81							41,458.50
Total Utility Expenses	2,411.75	63,035.06	46,034.53	753.18	12,640.57	5,897.10	4,533.34	126.26	915.40	136,347.19
Labor		18,515.46	13,230.83		6,250.72	6,052.83	3,610.44	260.44	955.69	48,876.41
Materials	505.00	2,860.91	7,885.91	412.58	7,173.25	2,486.84	2,486.76	6.13	254.01	24,071.39
Contract Costs	3,973.93	35,746.37	25,636.95	1,440.48	15,692.84	3,716.18	5,879.25	468.33	669.76	93,224.09
Total Maint & Operations	4,478.93	57,122.74	46,753.69	1,853.06	29,116.81	12,255.85	11,976.45	734.90	1,879.46	166,171.89
Employee Benefits	21,978.33	13,813.95	13,007.19	12,427.47	3,919.80	3,318.44	2,000.70	161.99	521.72	71,149.59
Insurance	516.88	5,243.58	8,242.81	927.32	3,686.38	2,090.34	886.76	145.07	235.78	21,974.92
Administrative Fees				2,844.42						2,844.42
Collection Losses		3,609.61	(58.60)							3,551.01
Non-Routine Exp (non apt exp)	120.76					281.71				402.47
Depreciation Expense					14,227.23	7,696.33	5,187.00	272.62	2,789.42	30,172.60
Total General Expenses	22,615.97	22,667.14	21,191.40	16,199.21	21,833.41	13,386.82	8,074.46	579.68	3,546.92	130,095.01
Total Expenses	148,257.64	230,203.57	187,551.89	123,953.98	99,816.05	52,101.71	38,100.41	2,391.88	8,368.43	890,745.56
Profit/Loss	(5,450.00)	47,399.22	42,929.81	29,102.25	5,368.72	5,354.02	(807.41)	3,784.00	1,165.31	128,845.92

AGENDA
WACO PUBLIC FACILITY CORPORATION
HYBRID MEETING
Waco Housing Authority
Board Room
4400 Cobbs Dr.
Waco, Texas
March 15, 2023
12:00 Noon

- I. Call to Order
- II. Establishment of Quorum
- III. Approval of Minutes
- IV. New Business
 - RESOLUTION NO. 114 RESOLUTION BY THE BOARD OF DIRECTORS OF WACO PUBLIC FACILITY CORPORATION (WPFC) AUTHORIZING THE PURCHASE OF 291 RITCHIE RD WACO, EXTRA-TERRITORIAL JURISDICTION (ETJ), TEXAS 76712 IN THE AMOUNT OF \$3,282,000.65.
 - RESOLUTION NO. 115 RESOLUTION AUTHORIZING THE WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION") TO (A) WORK COOPERATIVELY WITH POST ACQUISITIONS, LLC OR ITS AFFILIATE TO DEVELOP AVILA APARTMENTS (THE "PROJECT") BY NEGOTIATING AND ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.
- V. Adjournment

Synopsis of the Minutes
WACO PUBLIC FACILITY CORPORATION
4400 Cobbs Dr.
October 13, 2022
12:00 Noon

- I. Call to Order
President Melli Wickliff called the meeting to order at 1:10 pm.
- II. Establishment of Quorum
Directors Present: Melli Wickliff, Jon Ramos, LaTonya Lewis, John Bible, Brad Kinkeade
Directors Absent:
- III. Approval of Minutes
President Melli Wickliff asked for approval of the minutes of the May 2022 meeting. Director John Bible made the motion and Director LaTonya Lewis seconded the motion. President Jon Ramos called for a vote and the motion passed unanimously.
- IV. New Business
- RESOLUTION NO. 111 RESOLUTION OF THE BOARD OF COMMISSIONERS OF WACO PUBLIC FACILITIES CORPORATION (“WPFC”) AUTHORIZING WPFC TO EXECUTE ANY AND ALL DOCUMENTS, OR TAKE ANY OTHER ACTION, THAT IS NECESSARY OR DESIRABLE TO:
PURCHASE THAT CERTAIN IMPROVED REAL PROPERTY LOCATED AT 5101 SANGER AVE., WACO, TEXAS 76710 AND COMMONLY KNOWN AS SANDSTONE APARTMENTS (THE “PROJECT”).
Resolution No. 111
A copy of this resolution may be found in the resolution file.
 - RESOLUTION NO. 112 RESOLUTION AUTHORIZING WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION") TO (A) WORK COOPERATIVELY WITH PIVOTAL HOUSING PARTNERS LLC OR ITS AFFILIATE TO DEVELOP THE RESERVE AT 4TH ST. (THE "PROJECT") BY ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.
Resolution No. 112
A copy of this resolution may be found in the resolution file.
 - RESOLUTION NO. 113 RESOLUTION AUTHORIZING WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION") TO (A) WORK COOPERATIVELY WITH BLUE RIDGE ATLANTIC DEVELOPMENT, LLC OR ITS AFFILIATE TO DEVELOP GHOLSON STREET HOUSING (THE "PROJECT") BY ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.
Resolution No. 113
A copy of this resolution may be found in the resolution file.
- V. Adjournment
President Melli Wickliff adjourned the meeting at 1:18 pm.

Secretary

President of the Board

Seal

RESOLUTION NO. 114

RESOLUTION BY THE BOARD OF DIRECTORS OF WACO PUBLIC FACILITY CORPORATION (WPFC) AUTHORIZING THE PURCHASE OF 291 RITCHIE RD WACO, EXTRA-TERRITORIAL JURISDICTION (ETJ), TEXAS 76712 IN THE AMOUNT OF \$3,282,000.65.

WHEREAS, the Housing Authority submitted a contract to purchase property at 291 RITCHIE RD WACO, (ETJ), TEXAS 76712

WHEREAS, WHA has assigned the Waco Public Facilities Corporation (WPFC) to hereby accept the assignment of the Purchase and Sale Agreement for 291 Ritchie Rd in order to effectively manage, rehabilitate, market, and operate the property;

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

NOW, THEREFORE, BE IT RESOLVED THAT the above resolution was adopted by the Board of Directors of Waco Public Facilities Corporation on this the 15TH day of March 2023.

Secretary

President of the Board

(SEAL)

WACO PUBLIC FACILITY CORPORATION

RESOLUTION # 115

RESOLUTION AUTHORIZING THE WACO PUBLIC FACILITY CORPORATION (THE "CORPORATION ") TO (A) WORK COOPERATIVELY WITH POST ACQUISITIONS, LLC OR ITS AFFILIATE TO DEVELOP AVILA APARTMENTS (THE "PROJECT") BY NEGOTIATING AND ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

WHEREAS, the Corporation and Post Acquisitions, LLC, a Delaware limited liability company ("Developer") desire to enter into a Memorandum of Understanding (the "MOU"), pursuant to which the Corporation and Developer will agree to work cooperatively to develop a multifamily apartment development approximately 327 residential units for low-income persons located 5000 Sanger Ave., Waco, Texas 76710, McLennan County, Texas known as the Avila Apartments (the "Project");

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

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

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

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

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

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

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

PASSED this 15th day of March 2023.

ATTEST:

CHAIR

Milet Hopping, Secretary