



# MONTHLY ACTIVITY REPORTS


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MAY 25

2023

## MEMORANDUM

To: Board of Commissioners

From: Alana C. Green 

Date: May 19, 2023

Subject: Monthly Activities Report

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Enclosed for your general information and review are the following activity reports for the month of April.

- I. Public Housing Program Activities**
  - Asset Management Memo
  - Occupancy Summary
  - Work Order Emergency Activity Report
  - Work Order Non-Emergency Activity Report
  - Move-Out Analysis
  - Demographic Summary Report
  - Integrated Pest Management Report
  - Housing Authority Unit/Housing Crime Summary
- II. Housing Choice Voucher (Section 8) Program Activities**
  - HAP Expenditure Analysis
  - HCV Monthly Activity Report
  - Waitlist Breakdown Summary
  - Inspection Activity Summary Report
  - Demographic Summary Report
- III. Finance**
  - Finance Memo
- IV. Development Activities**
  - Development and Modernization
- V. Resident Initiatives**
- VI. Legal Activities**
  - Procurement

**VII. Communications**

**VIII. Human Resources Activities**

# **PUBLIC HOUSING PROGRAM**

## MEMORANDUM

TO: Alana C. Green, Executive Director

FROM: Paul Werner, Acting Director of Operations for Public Housing

DATE: May 10, 2023

SUBJECT: Asset Management Board Report

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In addition to the attached reports, please find an update on activities and special projects that the Asset Management Department has undertaken to date.

**Management Meetings.** To monitor performance of SLHA's public housing portfolio, Asset Management issues a monthly property performance letter to each management company that tracks key performance indicators (occupancy, late recertifications, receivables, and work orders) and holds regular monthly meetings with each of the six management agents. Starting with May's management meetings, Asset Management will work closely with each management agent to develop an individualized plan to significantly increase occupancy by September utilizing strategies, such as leasing incentives, contractor utilization and waiting list management.

**Cambridge Heights Phase I and II.** On May 1, 2023, Carleton Property Management assumed management over the operations of Cambridge Heights Phase I and II. Carleton Companies is a fully integrated owner, developer, and builder of multifamily buildings focusing primarily in Texas. SLHA met with Carleton and Cambridge ownership in May. Cambridge recently received funding from the City of St. Louis (St. Louis Development Corporation) and plans complete renovations through the development to increase occupancy. We have asked Carleton to prioritize the renovation and occupancy of public housing units.

**The Habitat Company (THC).** Asset Management continues to closely monitor THC's performance, as it has a significant impact on SLHA's Public Housing Assessment (PHA) scores. THC continues to experience unusually high staff turnover, which severely affects outcomes. To mitigate the impact from loss of staff, THC is pooling resources to assist short-staffed sites in daily operations. Asset Management continues to work closely with THC in an advisory role to identify weaknesses and suggest alternative solutions. Deficiencies are discussed during regular monthly meetings with THC's management and Asset Management continues to issue notices of noncompliance to THC, outlining deficiencies in performance in key HUD indicators.

**Reporting Systems.** Asset Management continues to work with MRI/Tenmast to address late recertifications and resolve errors in data submitted to HUD's Public and Indian Housing Information Center (PIC) by third-party management companies. In an effort to exceed HUD's

required 95% Reporting Rate, Asset Management monitors sites for trends and prioritizes sites with late recertifications. Below, please find an update on the current month's Recertifications:

Number of Late Recerts (start of the month):	166
Number of Late Recerts completed (during the month):	82
Number of Late Recerts (end of the month):	84
<b>Current HUD Reporting Rate:</b>	96.30%
<b>HUD GOAL</b>	<b>95%</b>

#### HUD Reporting Rate – Previous 3 Months Trend

March	February	January
95.76%	95.76%	95.62%

**Inspections and Work Order Trends.** Asset Management continues to review work order activity in Yardi, conduct regular inspections of all public housing developments and work with third-party property management to resolve issues as they are identified. Below please find an update on the current work order trends identified by Asset Management staff:

#### **Work Order Trends**

Development(s):	Issue/Trend Identified:	Action:
Lasalle Park, Southside Scattered, Cochran, and King Louis III	Open Work Orders	Facilities Specialist will follow-up with individual sites to resolve.
West Pine, Parkview	Not Entering Work Orders in Yardi	Facilities Specialist will follow-up with Habitat to provide guidance on how to properly enter work orders and make sure all work orders are entered in Yardi correctly.

**Offline Units.** Asset Management continues to identify offline units throughout the SLHA Portfolio and submit requests to HUD. In accordance with HUD regulations, offline units can include units identified for major repair/renovation), casualty loss and units approved for non-housing uses (such as an office).

Below please find an update on the current HUD-approved offline units:

Number of HUD Approved Units (Start of the month):	249
New Requests Submitted to HUD	0
Extension Requests Submitted to HUD	43

**NSPIRE.** Asset Management staff has continued to work with multiple sites to resolve outstanding deficiencies from recent NSPIRE inspections. Asset Management staff has been regularly communicating with all sites regarding the status of their deficiencies. In April, the Facilities Specialist continued to provide technical assistance for sites with outstanding

deficiencies to help management access the NSPIRE site, learn how to search inspections/violations online and submit evidence of mitigation through the online portal site.

**SLHA Manages Properties: Northside Scattered Sites (NSSS).** Following a solicitation in January, two contractors started construction in March on five make-readies. Unified Construction will complete one unit in May (Walnut Park) and one in June (Lookaway). Friendly Construction will complete one unit in May (McMillan) and two in June (McMillan and Page Manor). Two other contracts have also been approved that will prepare two units at 5520-24 Cates for occupancy. In May, replacement of a damaged sewer line was completed and Mosaic Construction started work on repairs to two units. NSSS Maintenance also completed two make-readies in April (Towne XV) and two move-ins are anticipated in May.

In April, NSSS hosted its first resident meeting, which provided an opportunity for residents to meet NSSS staff. NSSS promoted the meeting through flyers, mailings, email and yard signs. Meetings will be held monthly at the NSSS office on the third Thursday of the month. NSSS also held its first annual "Earth-Day" event where residents and staff picked up trash around McMillan and Taylor.

NSSS, Asset Management and Finance staff have also been working to implement improved tracking of tenant payment arrangements in Yardi. In addition to improving monitoring of payment arrangements, this change is also anticipated to improve NSSS's overall collections rate and PHA score. As of the date of this memo, NSSS has established payment plans with approximately 11 residents, reducing overall balances due by over \$19,000.

### **Ongoing Projects**

- a. **SLMPD Housing Unit.** In April, SLHA continued regular meetings with the Police Housing Unit and Habitat to share information, track activity and follow up on crime and security issues in LaSalle Park and Clinton-Peabody. SLHA has also invited representatives from the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Police Districts to address any issues at other non-HAU sites, such as Parkview and California Gardens.
- b. **Parkview.** As a part of SLHA's agency-wide efforts to address concerns at Parkview, Asset Management has been conducting frequent site visits weekly. In addition to monitoring the cleanliness of the building, especially the stairwells, trash rooms and elevators, Asset Management has also been working to address several concerns with management, including safety/security issues and parking enforcement to reduce the number of derelict and/or illegally parked cars in the parking lot. The trash compactor, which has been delayed for several months, has been received and installed. Staff productivity has increased due to the addition of the compactor.
- c. **Public Housing Waiting List.** To increase occupancy throughout the SLHA portfolio, Asset Management continues to undertake efforts to revise SLHA's waitlist process in advance of a planned opening for all developments. Asset Management is working with IT and Yardi to implement additional changes to the functionality of the waitlist menus, which is anticipated to be completed in April. SLHA anticipates opening the waitlist for several sites in early-June.

- d. Resident/Community Meetings. For several months, Asset Management has been pushing sites to resume regular monthly community meetings, many of which were canceled as a result of COVID and have not resumed. Following direction by SLHA, THC resumed resident meetings in March. Asset Management has also requested a schedule from McCormack Baron and will be working with all sites to implement regular resident meetings.



**Occupancy**

DEV #	AMP #	DEVELOPMENT	# UNITS	Offline	10/1/2022 Occupied	Occ. %	Offline	11/1/2022 Occupied	Occ. %	Offline	12/1/2022 Occupied	Occ. %	Offline	1/1/2023 Occupied	Occ. %	Offline	2/1/2023 Occupied	Occ. %	Offline	3/1/2023 Occupied
20	MO001000002	Clinton-Peabody	358	32	199	61%	120	196	82%	120	194	82%	120	189	79%	120	175	74%	123	175
340	MO001000034	LaSalle Park	148	2	144	99%	2	143	98%	2	141	97%	2	139	95%	2	138	95%	2	137
370	MO001000037	Cochran Plaza	78	6	69	96%	6	68	94%	6	68	94%	6	69	96%	6	68	94%	6	68
220	MO001000038	Lafayette Apartments	26		26	100%		26	100%		26	100%		26	100%		25	96%		24
230		California Gardens	28	1	18	67%	1	17	63%	1	17	63%	1	18	67%	1	18	67%	9	18
350		Armand & Ohio	4		3	75%		4	100%		4	100%		4	100%		4	100%		4
380		Folsom	6		4	67%		4	67%		5	83%		5	83%		5	83%	1	5
382		Marie Fanger	6	1	5	100%	1	5	100%	1	5	100%	1	5	100%	1	5	100%	1	5
410		South Broadway	10		10	100%		10	100%		10	100%		10	100%		10	100%		10
420		Lafayette Townhomes	38	4	25	74%	4	25	74%	4	25	74%	4	24	71%	4	26	76%	4	25
421		Tiffany Turnkey	25		23	92%		21	84%		21	84%		21	84%		21	84%		20
150		Towne XV	8	2	4	67%	2	3	50%	2	3	50%	2	3	50%	2	2	33%	5	2
160	MO001000041	McMillan Manor	20	2	14	78%	2	14	78%	2	14	78%	2	14	78%	2	15	83%	5	15
260		Page Manor	10	3	5	71%	3	5	71%	3	5	71%	3	5	71%	3	5	71%	5	5
381		Samuel Shepard	16	3	11	85%	3	11	85%	3	10	77%	3	11	85%	3	11	85%	5	11
383		Cupples	4	1	1	33%	1	1	33%	1	1	33%	1	1	33%	1	0	0%	3	0
384		Hodiamont	22	22	0	-	22	0	-	22	0	-	22	0	-	22	0	-	22	0
411		Walnut Park	13	0	9	69%	0	9	69%	0	11	85%	0	12	92%	0	12	92%		12
412		Lookaway	17		16	94%		14	82%		13	76%		13	76%		13	76%	4	13
510		McMillan Manor II	18	0	18	100%	0	18	100%	0	18	100%	0	18	100%	0	18	100%		18
520	MO001000052	King Louis III	24	2	20	91%	2	20	91%	2	21	95%	2	20	91%	2	20	91%	2	20
470	MO001000047	King Louis Square	36		34	94%		34	94%		34	94%		32	89%		33	92%		34
490	MO001000049	King Louis Square II	44	2	39	93%	2	40	95%	0	40	91%	0	40	91%		41	93%		41
440	MO001000044	Murphy Park I	93		80	86%		79	85%		78	84%		78	84%		74	80%		74
450	MO001000045	Murphy Park II	64		52	81%		53	83%		53	83%		51	80%		50	78%		49
460	MO001000046	Murphy Park III	65		59	91%		59	91%		58	89%		58	89%		59	91%		59
500	MO001000050	Renaissance Pl @ Grand	62		59	95%		59	95%		59	95%		59	95%		59	95%		60
540	MO001000054	Sr. Living at Renaissance Pl	75		66	88%		67	89%		68	91%		67	89%		66	88%		67
550	MO001000055	Gardens at Renaissance Pl	22		21	95%		21	95%		21	95%		21	95%		21	95%		20
560	MO001000056	Cahill House	80	1	77	97%	1	77	97%	1	76	96%	1	75	95%	1	75	95%	1	76
570	MO001000057	Renaissance Pl @ Grand II	36		30	83%		30	83%		31	86%		32	89%		32	89%		33
590	MO001000059	Renaissance Place @ Grand III	50		48	96%		48	96%		48	96%		47	94%		47	94%		48
620	MO001000062	Sr. Living at Cambridge Heights	75		73	97%		71	95%		72	96%		72	96%		72	96%		72
630	MO001000063	Arlington Grove	70		65	93%		64	91%		63	90%		63	90%		60	86%		61
640	MO001000064	North Sarah	59		58	98%		58	98%		58	98%		55	93%		54	92%		54
650	MO001000065	North Sarah II	46		39	85%		38	83%		36	78%		37	80%		38	83%		36
660	MO001000066	North Sarah III	35		33	94%		33	94%		33	94%		33	94%		32	91%		31
670	MO001000067	Preservation Square I	19		-	-		7	37%		13	68%		17	89%		19	100%		19
580	MO001000058	Cambridge Heights	46	4	30	71%	14	30	94%	14	30	94%	14	29	91%	14	29	91%	14	27
600	MO001000060	Cambridge Heights II	44		30	68%	11	30	91%	11	30	91%	11	30	91%	11	30	91%	11	30
100	MO001000010	James House	126		124	98%		123	98%		123	98%		123	98%		120	95%		119
132	MO001000013	Euclid Plaza Elderly	108		105	97%		107	99%		105	97%		108	100%		106	98%		103
170	MO001000017	West Pine	99		96	97%		96	97%		94	95%		95	96%		95	96%		95
190	MO001000019	Parkview Elderly	295	13	253	90%	13	257	91%	13	255	90%	13	254	90%	13	255	90%	12	256
280	MO001000028	Badenhaus Elderly	100		94	94%		90	90%		89	89%		87	87%		88	88%		87
390		Badenfest Elderly	21		20	95%		20	95%		20	95%		20	95%		19	90%		18
661	MO001000061	Kingsbury Terrace	120		119	99%		117	98%		117	98%		117	98%		116	97%		117
480	MO001000048	Les Chateaux	40	1	32	82%	1	33	85%	1	32	82%	1	31	79%	1	31	79%	1	30
	<b>TOTAL</b>		<b>2,809</b>	<b>102</b>	<b>2,360</b>		<b>211</b>	<b>2,355</b>		<b>209</b>	<b>2,348</b>		<b>209</b>	<b>2,338</b>		<b>209</b>	<b>2,312</b>		<b>236</b>	<b>2,303</b>

Please Note - The format of the Occupancy Report has been updated to include the number of units currently approved by HUD for Modernization Status. After HUD approval from HUD these units are not monthly Occupancy Calculation

# Occupancy

DEV #	AMP #	DEVELOPMENT	# UNITS	4/1/2023			
				Occ. %	Offline	Occupied	Occ. %
20	MO001000002	Clinton-Peabody	358	74%	121	169	71%
340	MO001000034	LaSalle Park	148	94%	2	136	93%
370	MO001000037	Cochran Plaza	78	94%	6	69	96%
220	MO001000038	Lafayette Apartments	26	92%		24	92%
230		California Gardens	28	95%	9	18	95%
350		Armand & Ohio	4	100%		4	100%
380		Folsom	6	100%	1	5	100%
382		Marie Fanger	6	100%	1	5	100%
410		South Broadway	10	100%		10	100%
420		Lafayette Townhomes	38	74%	4	24	71%
421		Tiffany Turnkey	25	80%		20	80%
150	MO001000041	Towne XV	8	67%	5	2	67%
160		McMillan Manor	20	100%	3	16	94%
260		Page Manor	10	100%	5	5	100%
381		Samuel Shepard	16	100%	5	11	100%
383		Cupples	4	0%	3	0	0%
384		Hodiamont	22	-	22	0	0%
411		Walnut Park	13	92%		12	92%
412		Lookaway	17	100%	2	13	87%
510		McMillan Manor II	18	100%		18	100%
520	MO001000052	King Louis III	24	91%	2	20	91%
470	MO001000047	King Louis Square	36	94%		33	92%
490	MO001000049	King Louis Square II	44	93%		41	93%
440	MO001000044	Murphy Park I	93	80%	13	72	90%
450	MO001000045	Murphy Park II	64	77%	5	49	83%
460	MO001000046	Murphy Park III	65	91%	2	56	89%
500	MO001000050	Renaissance Pl @ Grand	62	97%		59	95%
540	MO001000054	Sr. Living at Renaissance Pl	75	89%		67	89%
550	MO001000055	Gardens at Renaissance Pl	22	91%		20	91%
560	MO001000056	Cahill House	80	96%	1	75	95%
570	MO001000057	Renaissance Pl @ Grand II	36	92%		35	97%
590	MO001000059	Renaissance Place @ Grand III	50	96%		46	92%
620	MO001000062	Sr. Living at Cambridge Heights	75	96%		70	93%
630	MO001000063	Arlington Grove	70	87%		61	87%
640	MO001000064	North Sarah	59	92%		54	92%
650	MO001000065	North Sarah II	46	78%		38	83%
660	MO001000066	North Sarah III	35	89%		32	91%
670	MO001000067	Preservation Square I	19	100%		19	100%
580	MO001000058	Cambridge Heights	46	84%	14	27	84%
600	MO001000060	Cambridge Heights II	44	91%	10	30	88%
100	MO001000010	James House	126	94%		117	93%
132	MO001000013	Euclid Plaza Elderly	108	95%		101	94%
170	MO001000017	West Pine	99	96%		94	95%
190	MO001000019	Parkview Elderly	295	90%	12	252	89%
280	MO001000028	Badenhaus Elderly	100	87%		88	88%
390		Badenfest Elderly	21	86%		18	86%
661	MO001000061	Kingsbury Terrace	120	98%		119	99%
480	MO001000048	Les Chateaux	40	77%	1	31	79%
	<b>TOTAL</b>		<b>2,809</b>		<b>249</b>	<b>2,285</b>	

Please Note - The format of the Occupancy Report has been updated to include the number of units currently approved by HUD for Modernization Status. After HUD approval from HUD these units are not monthly Occupancy Calculation

**Work Order Activity  
Emergencies**

April 1 - April 30, 2023

Dev #	Property	Opening Balance	Created	Closed	Average Days Completed	Closing Balance	Average Days Open
020	Clinton-Peabody	6	8	4	10	10	28
100	James House	-	-	-	-	-	-
132	Euclid Plaza Elderly	-	-	-	-	-	-
150	Towne XV	-	-	-	-	-	-
160	McMillan Manor	0	2	2	1	0	-
170	West Pine	-	-	-	-	-	-
190	Parkview Elderly	10	13	0	-	23	24
220	Lafayette Apartments	-	-	-	-	-	-
230	California Gardens	0	2	0	-	2	20
260	Page Manor	-	-	-	-	-	-
280	Badenhaus Elderly	1	3	1	0	3	34
340	LaSalle Park	48	2	0	-	50	217
350	Armand & Ohio	-	-	-	-	-	-
370	Cochran Plaza	66	16	16	23	66	679
380	Folsom	-	-	-	-	-	-
381	Samuel Shepard	2	0	0	-	2	397
382	Marie Fanger	-	-	-	-	-	-
383	Cupples	-	-	-	-	-	-
384	Hodiamont	-	-	-	-	-	-
390	Badenfest Elderly	0	1	1	0	0	-
410	South Broadway	-	-	-	-	-	-
411	Walnut Park	-	-	-	-	-	-
412	Lookaway	0	1	0	-	1	18
420	Lafayette Townhomes	7	1	0	-	8	90
421	Tiffany Turnkey	1	0	0	-	1	290
440	Murphy Park I	6	0	0	-	6	229
450	Murphy Park II	5	0	0	-	5	223
460	Murphy Park III	2	0	0	-	2	300
470	King Louis Square	18	0	0	-	18	45
480	Les Chateaux	3	0	0	-	3	185
490	King Louis Square II	8	0	0	-	8	147
500	Renaissance Pl @ Grand	3	0	3	165	0	-
510	McMillan Manor II	5	1	0	-	6	447
520	King Louis III	30	1	0	-	31	413
540	Sr. Living at Renaissance Pl	-	-	-	-	-	-
550	Gardens at Renaissance Pl	-	-	-	-	-	-
560	Cahill House	-	-	-	-	-	-
570	Renaissance Pl @ Grand II	7	0	2	200	5	509
580	Cambridge Heights	-	-	-	-	-	-
590	Renaissance Place @ Grand III	2	2	3	39	1	13
600	Cambridge Heights II	-	-	-	-	-	-
620	Sr. Living at Cambridge Heights	-	-	-	-	-	-
630	Arlington Grove	-	-	-	-	-	-
640	North Sarah	1	0	0	-	1	62
650	North Sarah II	-	-	-	-	-	-
660	North Sarah III	-	-	-	-	-	-
661	Kingsbury Terrace	-	-	-	-	-	-
<b>Total</b>		<b>231</b>	<b>53</b>	<b>32</b>		<b>252</b>	

Notes: Average Days Completed includes only work orders completed during the reporting period  
Average Days Open includes all open work orders as of the last day of the reporting period.  
Fields with no data for the reporting period are identified with "-"

**Work Order Activity  
Non-Emergencies**

April 1 - April 30, 2023

Dev #	Property	Opening Balance	Created	Closed	Average Days Completed	Closing Balance	Average Days Open
020	Clinton-Peabody	138	67	24	10	181	51
100	James House	-	-	-	-	-	-
132	Euclid Plaza Elderly	6	11	11	2	6	45
150	Towne XV	7	0	0	-	7	255
160	McMillan Manor	18	11	11	6	18	249
170	West Pine	14	9	1	-	22	47
190	Parkview Elderly	30	10	0	0	40	86
220	Lafayette Apartments	7	0	0	-	7	69
230	California Gardens	5	1	0	-	6	43
260	Page Manor	3	4	3	9	4	115
280	Badenhaus Elderly	6	17	13	12	10	270
340	LaSalle Park	149	12	0	-	161	180
350	Armand & Ohio	0	1	0	-	1	18
370	Cochran Plaza	9	12	8	1	13	144
380	Folsom	-	-	-	-	-	-
381	Samuel Shepard	1	1	1	5	1	130
382	Marie Fanger	1	1	0	-	2	40
383	Cupples	0	1	1	1	0	-
384	Hodiamont	-	-	-	-	-	-
390	Badenfest Elderly	1	0	0	-	1	80
410	South Broadway	10	3	0	-	13	84
411	Walnut Park	7	9	9	1	7	160
412	Lookaway	10	3	6	17	7	329
420	Lafayette Townhomes	14	3	0	-	17	87
421	Tiffany Turnkey	19	2	0	-	21	159
440	Murphy Park I	-	-	-	-	-	-
450	Murphy Park II	1	0	0	-	1	313
460	Murphy Park III	2	0	0	-	2	280
470	King Louis Square	1	0	0	-	1	347
480	Les Chateaux	5	0	0	-	5	174
490	King Louis Square II	3	0	0	-	3	353
500	Renaissance Pl @ Grand	1	1	1	0	1	150
510	McMillan Manor II	26	17	17	8	26	352
520	King Louis III	7	2	1	1	8	206
540	Sr. Living at Renaissance Pl	1	0	1	185	0	-
550	Gardens at Renaissance Pl	1	0	1	185	0	-
560	Cahill House	4	0	0	-	4	770
570	Renaissance Pl @ Grand II	1	0	0	-	1	549
580	Cambridge Heights	-	-	-	-	-	-
590	Renaissance Place @ Grand III	4	1	0	-	5	71
600	Cambridge Heights II	2	-	-	-	2	136
620	Sr. Living at Cambridge Heights	-	-	-	-	-	-
630	Arlington Grove	-	-	-	-	-	-
640	North Sarah	4	0	0	-	4	106
650	North Sarah II	0	1	0	-	1	15
660	North Sarah III	-	-	-	-	-	-
661	Kingsbury Terrace	61	18	6	0	73	120
	<b>Total</b>	<b>579</b>	<b>218</b>	<b>115</b>		<b>682</b>	

Notes: Average Days Completed includes only work orders completed during the reporting period  
Average Days Open includes all open work orders as of the last day of the reporting period.  
Fields with no data for the reporting period are identified with "-"

**Monthly Activity Report only includes work orders categorized as "Routine" and "Urgent" to give a more accurate representation of Management's response time to resident requests. Management initiated work orders such as for Preventative Maintenance, Inspections, Extermination, etc. are not included in this report.**

### Move-Out Analysis

April 1 - April 30, 2023

	April 2023		October 2022 – April 2023	
Abandonment of Unit	7	24.1%	29	13.7%
Deceased	3	10.3%	27	12.8%
Did Not Like Unit		0.0%	1	0.5%
Evicted-Legal Action	3	10.3%	17	8.1%
Incarcerated	-	-	-	-
Moved- In Legal	-		3	1.4%
Moved to HCV Prog S8	-	-	2	0.9%
Moved with Notice	10	34.5%	91	43.1%
One Strike	1	3.4%	1	0.5%
Nursing Home Placement	2	6.9%	3	1.4%
Purchased Home	-	-	1	0.5%
Relocation Transfer	-	-	4	1.9%
Transfer to Diff PH Unit	3	10.3%	32	15.2%
<b>Total</b>	<b>29</b>	<b>100.0%</b>	<b>211</b>	<b>100.0%</b>

**Demographic Report  
Public Housing**

April 1 - April 30, 2023

	Disabled	Non-Disabled	Total
Number of Families	746	1,585	<b>2,331</b>
Average Family Size	1.3	2.4	<b>2.1</b>
Average Age of Head of Household	59.1	44.6	<b>49.2</b>
Number of Youth Family Members (<18)	-	-	<b>2,105</b>
Average Age of Youth Family Members	-	-	<b>10.3</b>
Number of Senior (62+) Head of Household	355	316	<b>671</b>
Average Household Income	\$12,533.63	\$11,732.76	<b>\$11,989.06</b>
Number of Head of Households Employed	728	1,075	<b>1,803</b>
Average Monthly Rent	\$258.37	\$212.55	<b>\$227.22</b>
Average Cost of Utilities Paid by SLHA	\$1.43	\$21.58	<b>\$15.13</b>
Average Length of Occupancy (Years)	11.2	6.5	<b>8.0</b>

Head of Household - Race / Ethnicity	Hispanic	Non Hispanic	Total
American Indian or Alaska Native Only	0	1	1
Any Other Combination	1	1	2
Asian Only	0	2	2
Black/African American Only	8	2,273	2281
Native Hawaiian/Other Pacific Islander Only	1	1	2
White Only	2	34	36
White, Black/African American	0	7	7
<b>Total</b>	<b>12</b>	<b>2,319</b>	<b>2,331</b>

INTEGRATED PEST MANAGEMENT REPORT

MANAGEMENT AGENT: St. Louis Housing Authority PERIOD ENDING: 4/30/2023

SLHA DEVELOPMENTS:

Towne XV	Samuel Shepard	Walnut Park
McMillan Manor	Cupples	Lookaway
Page Manor	Hodiamont	McMillan Manor

	Roaches			Bed Bugs			Mice		
Month	No. of Requests	Units Treated	Buildings Treated	No. of Requests	Units Treated	Buildings Treated	No. of Requests	Units Treated	Buildings Treated
October	0	46	13	0	0	0	0	0	0
November	4	23	6	0	0	0	0	0	0
December	16	25	22	0	0	0	0	0	0
January	10	55	14	0	0	0	3	3	3
February	2	23	7	0	0	0	2	9	5
March	1	30	30	0	0	0	1	5	5
April	1	50	17	0	0	0	1	1	1

INSTRUCTIONS

Attach all supporting documentation including, but not limited to, summary sheets for all SLHA developments.  
All activities must be entered in entered in SLHA's work order system  
Completed reports should be submitted to SLHA within 5 days following the end of the month.

	Roaches			Bed Bugs			Mice		
	Requests for Treatment	Units Treated	Buildings Treated	Requests for Treatment	Units Treated	Buildings Treated	Requests for Treatment	Units Treated	Buildings Treated
TOTAL	34	252	109	0	0	0	7	18	14

I certify under penalty of perjury that the information contained in this report is correct and the activities reflected herein were undertaken in accordance with the terms and conditions the of the Managemenet Agreement with the St. Louis Housing Authority and the Management Agent's Integrated Pest Management Plan.

DocuSigned by:  
Ebony Turner  
5/9/2023  
Prepared By Date

DocuSigned by:  
John Young  
5/10/2023  
Approved By Date



# Housing Crime Summary April 1 – 30, 2023



Blumeyer Complex April 2023			
	2022	2023	% Change
Homicide	0	0	0
Rape	0	0	0
Robbery	0	1	100%
Carjacking	0	0	0
Aggravated Assault	0	1	100%
Burglary	0	1	100%
Larceny	2	1	-100%
Vehicle Theft	0	2	200%
Arson	0	0	0
<b>Crime Total</b>	<b>2</b>	<b>6</b>	<b>200%</b>

Blumeyer Complex April		
	2022	2023
Homicide	0	0
Rape	0	0
Robbery with Firearm	0	1
Robbery with Knife	0	0
Robbery with Other Weapon	0	0
Robbery Strong Arm	0	0
Carjacking	0	0
Aggravated Assault with Firearm	0	1
Aggravated Assault with Knife	0	0
Aggravated Assault with Other Weapon	0	0
Aggravated Assault with Hands, Fists, Feet	0	0
Burglary Business	0	0
Burglary Residence	0	1
Larceny from Motor Vehicle	2	1
Larceny Motor Vehicle Parts	0	0
Larceny from Building	0	0
Larceny from Person	0	0
Larceny Shoplifting	0	0
Vehicle Theft	0	2
Arson	0	0
<b>Total</b>	<b>2</b>	<b>6</b>

LaSalle Complex April 2023			
	2022	2023	% Change
Homicide	0	0	0
Rape	0	0	0
Robbery	0	0	0
Carjacking	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny	1	1	0
Vehicle Theft	1	0	-100%
Arson	0	0	0
<b>Crime Total</b>	<b>2</b>	<b>1</b>	<b>-50%</b>

Break Down of Crimes April 2023		
	2022	2023
Homicide	0	0
Rape	0	0
Robbery with Firearm	0	0
Robbery with Knife	0	0
Robbery with Other Weapon	0	0
Robbery Strong Arm	0	0
Aggravated Assault with Firearm	0	0
Aggravated Assault with Knife	0	0
Aggravated Assault with Other Weapon	0	0
Aggravated Assault with Hands, Fists, Feet	0	0
Burglary Business	0	0
Burglary Residence	0	0
Larceny from Motor Vehicle	1	0
Larceny Motor Vehicle Parts	0	1
Larceny from Building	0	0
Larceny from Person	0	0
Larceny Shoplifting	0	0
Vehicle Theft	1	0
Arson	0	0
<b>Total</b>	<b>2</b>	<b>1</b>

Cochran Complex April 2023			
	2022	2023	% Change
Homicide	0	0	0
Rape	0	0	0
Robbery	0	0	0
Carjacking	0	0	0
Aggravated Assault	1	1	0
Burglary	0	0	0
Larceny	0	1	100%
Vehicle Theft	0	0	0
Arson	0	0	0
<b>Crime Total</b>	<b>1</b>	<b>2</b>	<b>100%</b>

Break Down of Crimes April		
	2022	2023
Homicide	0	0
Rape	0	0
Robbery with Firearm	0	0
Robbery with Knife	0	0
Robbery with Other Weapon	0	0
Robbery Strong Arm	0	0
Carjacking0	0	0
Aggravated Assault with Firearm	1	1
Aggravated Assault with Knife	0	0
Aggravated Assault with Other Weapon	0	0
Aggravated Assault with Hands, Fists, Feet	0	0
Burglary Business	0	0
Burglary Residence	0	0
Larceny from Motor Vehicle	0	1
Larceny Motor Vehicle Parts	0	0
Larceny from Building	0	0
Larceny from Person	0	0
Larceny Shoplifting	0	0
Vehicle Theft	0	0
Arson	0	0
<b>Total</b>	<b>1</b>	<b>2</b>

Peabody Complex April 2023			
	2022	2023	% Change
Homicide	0	0	0
Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	1	2	50%
Carjacking	0	0	0
Burglary	1	2	50%
Larceny	0	3	300%
Vehicle Theft	0	0	0
Arson	1	0	-100%
<b>Crime Total</b>	<b>3</b>	<b>7</b>	<b>-250%</b>

Break Down of Crimes April 2023		
	2022	2023
Homicide	0	0
Rape	0	0
Robbery with Firearm	0	0
Robbery with Knife	0	0
Robbery with Other Weapon	0	0
Robbery Strong Arm	0	0
Carjacking	0	0
Aggravated Assault with Firearm	1	1
Aggravated Assault with Knife	0	1
Aggravated Assault with Other Weapon	0	0
Aggravated Assault with Hands, Fists, Feet	0	0
Burglary Business	0	0
Burglary Residence	1	2
Larceny from Motor Vehicle	0	2
Larceny Motor Vehicle Parts	0	0
Larceny from Building	0	1
Larceny from Person	0	0
Larceny Shoplifting	0	0
Vehicle Theft	0	0
Arson	1	0
<b>Total</b>	<b>3</b>	<b>7</b>

# **HOUSING CHOICE VOUCHER PROGRAM**

HOUSING CHOICE VOUCHER/VASH PROGRAM  
HAP EXPENDITURE ANALYSIS PER VMS

HAP MONTH	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	FYTD	CYTD
Budget Authority	\$3,881,526	\$4,003,209	\$4,077,799	\$4,077,799	\$4,181,954	\$4,181,954	\$4,223,221	\$4,455,030	\$29,200,967	\$17,042,159
Budget Received - Cash Management	\$3,652,206	\$5,189,219	\$3,651,615	\$3,848,891	\$3,824,681	\$3,824,681	\$3,615,326	\$3,620,943	\$27,575,356	\$14,885,631
Actual HAP As of the First of the Month	\$3,753,688	\$3,715,856	\$3,674,518	\$3,615,159	\$3,581,646	\$3,574,253	\$3,573,253	\$3,538,915	\$25,273,600	\$14,268,067
Actual HAP After the First of the Month	\$27,139	\$26,885	\$23,815	\$25,000	\$22,602	\$23,224	\$24,228	\$17,702	\$163,456	\$87,756
Prior Year HAP Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Variance (Budget Authority)	-\$100,699	-\$260,468	-\$379,466	-\$437,640	-\$577,706	-\$584,477	-\$625,740	-\$898,413	\$3,763,911	\$2,686,336
Variance (Cash Management)	\$128,621	-\$1,446,478	\$46,718	-\$208,732	-\$220,433	-\$227,204	-\$17,845	-\$64,326	\$2,138,300	\$529,808
Percent Variance	3.40%	-38.65%	1.26%	-5.73%	-6.12%	-6.32%	-0.50%	-1.81%	-8.26%	-3.68%
FYTD Variance	\$3,286,040	-\$1,446,478	-\$1,399,760	-\$1,608,492	-\$1,828,925	-\$2,056,129	-\$2,073,974	-\$2,138,300		
<b>OTHER HAP REVENUE</b>										
Fraud Recovery (HAP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income (HAP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FSS Forfeitures	\$7,659	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from UNA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Restricted Net Position HCV</b>	<b>(\$1,883,793)</b>	<b>(\$437,315)</b>	<b>(\$484,033)</b>	<b>(\$275,301)</b>	<b>(\$54,868)</b>	<b>\$172,336</b>	<b>\$190,181</b>	<b>\$254,507</b>		
<b>PUC</b>										
HUD Funded PUC	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79	\$620.79
Actual PUC	\$629.50	\$625.56	\$619.54	\$610.26	\$604.60	\$604.78	\$603.79	\$596.28	\$609.26	\$602.36
Variance	\$8.71	\$4.77	-\$1.25	-\$10.53	-\$16.19	-\$16.01	-\$17.00	-\$24.51	-\$11.53	-\$18.43
Percent Variance	1.38%	0.76%	-0.20%	-1.73%	-2.68%	-2.65%	-2.81%	-4.11%	-1.92%	-3.06%
<b>UNITS</b>										
HUD Baseline Units	7,155	7,155	7,155	7,155	7,165	7,165	7,165	7,165	50,125	28,660
New Increments not in baseline	10	48	48	48	39	39	39	39	300	156
HUD Funded Units	5,883	8,359	5,882	6,200	6,161	6,161	5,824	5,833	44,420	23,979
Funded units based on actual HAP	5,739	8,202	5,826	6,234	7,602	6,862	6,764	5,997	47,486	27,225
Actual Units	5,963	5,940	5,931	5,924	5,924	5,910	5,918	5,935	41,482	23,687
Variance to Funded Units	-224	2,262	-105	310	1,678	952	846	62	6,004	3,538
Variance to baseline	-1192	-1215	-1224	-1231	-1241	-1255	-1247	-1230	-8,643	-4,973
FYTD var to baseline	-11274	-1215	-2439	-3670	-4911	-6166	-7413	-8643		
Variance funded	80	-2419	49	-276	-237	-251	94	102	-2,938	-292
FYTD var to funded	4382	-2419	-2370	-2646	-2883	-3134	-3040	-2938		
<b>ADMIN FEES</b>										
HUD Funded Fees	\$423,080	\$420,827	\$412,751	\$396,962	\$397,712	\$397,162	\$391,518	\$391,518	\$2,808,450	\$1,577,910
Actual Expenses	\$562,679	\$241,335	\$321,244	\$305,991	\$325,230	\$320,246	\$451,340	\$259,334	\$2,224,720	\$1,356,150
Prior Year Admin Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Variance	\$139,599	-\$179,492	-\$91,507	-\$90,971	-\$72,482	-\$76,916	\$59,822	-\$132,184	-\$583,730	-\$221,760
Percent Variance	24.81%	-74.37%	-28.49%	-29.73%	-22.29%	-24.02%	13.25%	-50.97%	26.24%	16.35%
Cumulative Variance (FY)	-\$79,355	-\$179,492	-\$270,999	-\$361,970	-\$434,452	-\$511,368	-\$451,546	-\$583,730		
<b>OTHER ADMIN REVENUE</b>										
Fraud Recovery (Admin)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income (Admin)	\$833	\$697	\$854	\$1,014	\$916	\$1,386	\$1,129	\$1,373	\$7,368	\$4,804
Miscellaneous Revenue (Unrestricted)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Port Ins Billed over Port Ins Paid	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Actual UNA	\$5,779,504	\$5,959,693	\$6,052,054	\$6,144,040	\$6,217,438	\$6,295,741	\$6,237,048	\$6,370,606		
<b>Unrestricted Net Position per VMS</b>	<b>\$5,779,504</b>	<b>\$5,780,200</b>	<b>\$5,781,054</b>	<b>\$5,782,068</b>	<b>\$5,782,984</b>	<b>\$5,784,370</b>	<b>\$5,725,677</b>	<b>\$5,727,050</b>		
<b>UTILIZATION PERCENTAGES</b>									<b>Utilization Percentages</b>	
Budget Authority Utilization									87.11%	84.24%
Unit Utilization Percentage									82.76%	82.65%

\*See Narrative

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Constance Johnson, Director of Operations for Housing Choice Voucher

Date: May 10, 2023

Subject: Housing Choice Voucher Board Report

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### **YARDI Software Update**

Registration for Rent Café currently stands at 1,927 registered HCV participants and 1,607 landlords. Staff continues to encourage participants to sign up during the recertification process and landlord outreach.

### **Bridge to Homeownership**

The Bridge to Homeownership program has 30 participants receiving mortgage assistance through the Housing Choice Voucher program. Periodic briefings educate potential homeowners on the home buying process and connect them with community partners. The HCV Director of Operations participated in a homeownership round table hosted by HUD to discuss best practices for this program.

### **Landlord Briefings**

Owners' briefings are typically held on the first Tuesday of each month and are designed to educate prospective property owners regarding general program guidelines and requirements. A briefing was held on April 4, 2023.

### **Veterans Affairs Supportive Housing (VASH)**

There are 218 active participants in the VASH program. During this reporting period, eight referrals were received, and 20 families are currently searching for housing.

### **Mainstream Voucher Program**

The St. Louis Housing Authority's Mainstream Voucher program currently has a total of 87 Mainstream vouchers, with 30 active families under lease and six families are searching for housing.

## **Foster Youth Initiative**

The Department executed an MOU with the Missouri Department of Social Services Children's Division and the St. Louis Continuum of Care to implement the Foster Youth to Independence Initiative. However, the MOU was revised to include the St. Louis City COC and Epworth Supportive Services, agencies that are critical to identifying eligible youth to participate in this program, which provides a housing choice voucher directly through HUD to enable persons aging out of the foster care program obtain affordable housing. The MOU was completed and executed on June 23, 2021. During this reporting period, no referrals were received.

## **Housing Quality Standards Inspections**

During the month of March, 436 inspections were conducted; 87 biennial inspections, 167 re-inspections, 131 initial inspections and 51 special inspections.

## **Emergency Housing Vouchers**

The HCV team meets with the CoC Coordinated Entry team to ensure accurate transfer of data and to fine tune the implementation and referral process. The team is looking at new and innovative ways to house clients and is working with community partners and boosting efforts to recruit new landlords to participate.

Since the program was implemented in July 2021, 121 families are currently under lease.

These vouchers provide rental subsidies to individuals and families who are homeless, at risk of homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking or recently homeless.

## **Waiting List**

The HCV waiting list is closed. There are currently 13,062 applicants. The department is in leasing mode. 6,000 purge letters were mailed to applicants on the HCV waitlist. The letter aims to see who has a continued interest in receiving assistance.

## **Recertification**

There were 439 annual recertifications completed. During this reporting period, recertification packets were mailed to participants who had not responded to any recertification notices. The participants were allowed to return documents via mail, email, fax, or walk-in before receiving a second and final request for information.

## **Program Utilization**

The utilization rate based on budget authority during this reporting period is 82%.

The department pulled 6,000 applicants from the waitlist for eligibility.



## **Family Self Sufficiency**

The Family Self Sufficiency program has 19 mandatory slots. Currently, 45 participants are enrolled and approximately 32 participants have escrow accounts.

## **SEMAP Indicators**

SLHA is now conducting monthly SEMAP reviews. A random selection of files per Housing Specialist are being reviewed for accuracy.

# St. Louis Housing Authority

## S8 Waitlist Breakdown Summary

### By Bedroom Size

Waiting List	Bedroom Size								Total
	0	1	2	3	4	5	6	Other	
Housing Choice Voucher Pgm	1	6121	3892	1356	376	83	22	4	11855
	1	6121	3892	1356	376	83	22	4	11855

Filters:

ApplicationDate = ALL &  
WLStatus = 'n ' &  
WaitingList = 'Housing Choice Voucher Pgm ' &  
ZeroBdr = ALL &  
OneBdr = ALL &  
TwoBdr = ALL &  
ThreeBdr = ALL &  
FourBdr = ALL &  
FiveBdr = ALL &  
SixBdr = ALL &  
OtherBdr = ALL

## St. Louis Housing Authority

### Inspection Activity Summary Report For the Month of April 2023

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	Number Scheduled	Number Completed	Difference	Number Passed	Number Inconclusive	Number Failed	No Entry	Rescheduled	Vacant Unit	Number Canceled	Percent Complete
Specials	61	51	10	17	2	34	0	0	4	4	83.61%
Biennials	92	87	5	38	3	49	0	0	0	2	94.57%
Initials	183	131	52	116	10	49	0	0	0	8	71.58%
Reinspections	176	167	9	108	4	59	1	1	0	3	94.89%
Quality Control	0	0	0	0	0	0	0	0	0	0	0.00%
<b>Total</b>	<b>512</b>	<b>436</b>	<b>76</b>	<b>279</b>	<b>19</b>	<b>191</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>17</b>	<b>85.16%</b>

Property: HCV

Inspected Date: 04/01/2023 - 04/30/2023

Primary Status: Fail

	Total Observations
Absent or insecure railings	7
All burners not working (all burners have to be operable)	16
Badly cracked outlet	9
Badly cracked outlets	1
Broken/missing steps or boards	2
Cannot open	5
Ceiling material is bulging and/or buckling and must be repaired	2
Ceiling surface is wet and has mold-like substances	4
Clogged	3
Cracked pane	3
Damaged floor boards	5
Door leading to outside or common public hall does not lock	2
Door lock(s) are not operable	3
Entry of significant ground water into unit (flooding of basement)	2
Evidence of severe leakage of water or the presence of sewer gas	1
Evidence of sewer back-up	1
Exhaust fan does not work	2
Falling material	8
Falling surface materials (other than wall paper or paint)	1
Frayed wiring	1
Gutter in poor condition	3
Gutters not securely attached	1
Handrail missing (4 or more steps)	1
Heating equipment not capable of providing adequate heat	1
Heavy accumulation of large piles of trash and garbage in or around unit	1
Holes or cracks	21
Holes which are approximately 4" in diameter or larger (such as missing hot air register cover)	1
Improper types of wiring, connections or insulation	1
Inadequate lighting	1
Internal water damage	3
Lack of security for the unit (24 hr)	2
Large cracks or holes	1
Large holes (8 1/2 x 11")	1
Large piles of garbage	1
Leaking	14
Lock(s) not fasten securely to door	3
Lock(s) striker plate not operable or fasten securely to frame (jamb)	10
Locks exterior door	2
Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of failing (24 hr)	1
Many missing parts such as ceiling tile	2
Mechanism within toilet does not work	1
Missing cover plate	10
Missing cover plate on switch or outlets	3

No cold water	3
No flush toilet	2
No hot water	8
No Oven	1
No Refrigerator	2
No smoke detector	10
No Stove	1
No window	1
No window or exhaust fan	1
No working smoke detector present (24 hr)	1
Non-insulted wiring	1
Not connected to a system that delivers hot and cold running water	1
Not connected to an acceptable drainage system	4
Not weatherized	1
Oven does not work	3
Overall Poor Condition	1
Overloaded circuits evidenced by frequently "blown/tripped" fuses	1
Permanent floor covering or floor boards which present serious tripping hazards	3
Poor condition	1
Refrigerator does not have capacity to store frozen food	1
Refrigerator not maintaining a low enough temperature to keep food from spoiling	1
Roof leaks	2
Severe buckling or movement under walking stress	2
Severe buckling, bulging or leaning	4
Severe bulging	8
Severe escape of gases	1
Severe floor damage caused by water from tub or shower	1
Severe structural defects indicating the potential for collapse	1
Signs of rats, mice or vermin	4
Sink is not connected to a properly operating drain system	1
Smoke detector not working	2
Structural instability indicated by evidence of major recent settling	1
Temperature too high	2
Toilet does not flush	3
Toilet does not work	1
Toilet is clogged	1
Tripping hazard	6
Undermining of footings, walls, posts or slabs	1
Unit has evidence of roach infestation	8
Unit has mice or rats as evidenced by mice and rat holes and or droppings	4
Unsupported fixture	2
Water damage to interior ceiling (indicating leaks)	3
Window must be openable to provide adequate ventilation (Bathroom)	1
Window not openable designed to be opened	1
Window(s) accessible from outside does not lock	3
<b>Total</b>	<b>274</b>

**Demographic Report**  
**Housing Choice Voucher Program**

April 1 - April 30, 2023

	Disabled	Non-Disabled	Total
Number of Families	2,367	3,303	<b>5,670</b>
Average Family Size	1.5	2.8	<b>2</b>
Average Age of Head of Household	58.0	44.0	<b>51</b>
Number of Youth Family Members (<18)	387.0	5666.0	<b>6,053</b>
Average Age of Youth Family Members	13.0	12.0	<b>11</b>
Number of Senior (62+) Head of Household	1107	396	<b>1,503</b>
Average Household Income	\$13,817.00	\$16,060.00	<b>\$14,939</b>
Number of Head of Households Employed	2,328	2,468	<b>4,796</b>
Average Monthly HAP	\$497.00	\$617.00	<b>\$557</b>
Average Monthly URP	\$3.00	\$37.00	<b>\$20</b>
Average Length of Occupancy (Years)	8.0	7.0	<b>8</b>

Head of Household - Race / Ethnicity	Hispanic	Non Hispanic	Total
American Indian or Alaska Native Only	2	7	9
Any Other Combination	0	12	12
Asian Only	0	12	12
Black/African American Only	12	5,376	5388
Native Hawaiian/Other Pacific Islander Only	0	2	2
White Only	4	236	240
White, Black/African American	0	7	7
<b>Total</b>	<b>18</b>	<b>5,652</b>	<b>5,670</b>

**FINANCE**

## MEMORANDUM

To: Board of Commissioners

Through: Alana C. Green, Executive Director

From: Brenda Jackson, Director of Finance

Date: May 10, 2023

Subject: Financial Reports

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The purpose of this memorandum is to explain why the financial reports are unavailable for March 2023. The Finance Department's Public Housing Property and Housing Choice Voucher Administrative activity reports for the month of March 2023 are not available due to continued staff shortages. At this juncture, the Finance Department is using the few staff members available at this time to complete critical functions. SLHA Financial Statements and Cash and Investments are also not available for March 2023.

The Finance Department will include activity reporting and cash and investments for March and April in the next submission.



# DEVELOPMENT

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Jason W. Hensley, Director of Real Estate Development

Date: May 10, 2023

Subject: Development and Modernization Department Board Report

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The Development and Modernization Department's highlights for the month of April are described below:

### General

RD22-03 – Clinton-Peabody Apartments Redevelopment – Seven proposals were received on April 19, 2022 in response to an RFQ seeking a master developer for the redevelopment of Clinton-Peabody. Each firm was invited to make an in-person presentation to the Selection Committee on June 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>, and were given two hours to present and two hours to answer questions.

SLHA notified the highest scoring firm, Preservation of Affordable Housing (POAH), in August 2022 that they had been selected for negotiations to become the Master Developer for the Clinton-Peabody Apartments. After the negotiations, SLHA was able to execute a Developer Designation Agreement with POAH on November 22, 2022, which will allow for a full Master Developer Agreement to be negotiated in the coming months.

POAH has submitted their Community Engagement Plan (CEP) for working with the residents and getting their input on any future redevelopment and it is being reviewed. Residents were able to meet some of the POAH staff at the Harvest Festival held at the Al Chappelle Community Center on November 12, 2022 as a pre-introduction to their group.

During the month of January 2023, POAH planned an official introductory meeting with the residents to be held on February 2, 2023 at the Al Chappelle Community Center. They created a flyer to mail to the residents inviting them to the redevelopment kickoff meeting, which was sent on January 26, 2023. POAH and SLHA staff are planning to canvas Clinton-Peabody on February 1, 2023 to hand the flyers out to residents that may be home to invite them personally to the meeting and leave behind flyers for those who are out.

POAH held their first Community Engagement Meeting on February 2, 2023 at the Al Chappelle Community Center at 5:30 p.m. Residents were introduced to POAH staff, learned about the

process moving forward, and were asked to provide feedback on what they wanted their community to look like. In addition, SLHA staff was available to answer any questions about current conditions. The meeting was very successful, and residents had good feedback to provide.

POAH held the next Community Engagement Meeting on March 15, 2023 at 3:30 p.m. at the Al Chappelle Community Center. They held a question-and-answer (Q&A) session at the beginning of the meeting to get residents' impressions of the process so far and to address any rumors that residents had heard. After the Q&A, POAH had residents break out into smaller groups to discuss the current layout of the site, listen to residents' needs, and encourage them to imagine what could happen on the site. The residents were very engaged in the process and gave very good feedback to the development team.

The next Community Engagement Meeting was held on April 13, 2023 at the Al Chappelle Community Center. POAH continued the design and planning process with the residents. When asked if they would prefer new construction or rehab, the residents overwhelmingly responded yes to new construction.

*Parkview Apartments Access Control System (Parkview)* – A Safety and Security Grant application was sent to HUD in June requesting funding for a card access system for Parkview Apartments. The application detailed the need for additional security at Parkview and how a card access system could prevent unauthorized people from entering the building, but ultimately the application was not selected for funding.

Due to the critical nature of the work and the continued efforts of SLHA to improve safety for residents at Parkview, Development and Modernization staff have reviewed options for completing the safety and access system through other means.

Given the installation issues that have occurred during the LaSalle Camera installation because of unforeseen site conditions, Development and Modernization staff have determined that a scope of work designed by a professional is required. This step is being taken to ensure that the bids for the access system are reliable and that there are not any significant unforeseen conditions as a result of onsite circumstances. A professional can work through those issues in advance. It is expected that this extra step will allow for the access system to be installed over the summer.

The contract for the engineer was approved and executed on February 24, 2023. Construction documents have been reviewed and accepted. The next step will be to issue a solicitation for bids. This will be completed by the end of May.

*Physical Needs Assessment & Energy Audit (PNA)* – SLHA staff are working with Bureau Veritas to complete capital needs assessments (CNAs) for the Hodiamont and Clinton-Peabody Section 18 applications.

*Environmental Review (Clinton-Peabody)* – Development and Modernization engaged SCI Engineering in March to complete the additional environmental activities required by HUD. An application to the state Department of Natural Resources (DNR) was submitted in May 2022. A Letter of Agreement (LOA) was received from DNR in August 2022 after an extensive comment

period. The LOA has been accepted by DNR and the project has been enrolled in the DNR program. A draft of the Remedial Action Plan (RAP) that was under review in December and January has been approved and was submitted to DNR in mid-January. A response from DNR was received in February and it accepted the RAP.

SCI has entered all of the information into the HUD environmental processing system, HEROS, and returned to HUD. HUD has approved the environmental review for Clinton-Peabody relating to the Five-Year Capital Fund ERR in April.

As background: The Phase II report for Clinton-Peabody was submitted to HUD for review during the month of January. HUD requested additional environmental activities be undertaken by SLHA before final approval is granted. The Missouri Department of Natural Resources needs one final response from a federal agency before it can begin the work of drafting a plan for the clean-up of the site.

### **Rental Assistance Demonstration (RAD)**

Clinton-Peabody Apartments – RAD Application – The SLHA Board of Commissioners gave authorization to the Executive Director to submit a RAD application to HUD for the Clinton-Peabody Apartments redevelopment project at the March 30, 2023 board meeting. Authorization was given under Resolution No. 2963.

The RAD application will give the development team additional flexibility to seek out a more diverse pool of funding sources and will allow for SLHA to commit almost \$5 million in Replacement Housing Factor (RHF) funds to support the redevelopment.

The application was submitted to HUD in early-April and a response is expected to be received in late-May.

King Louis Square (KLS) and King Louis Square II (KLSII) – SLHA was approached by DeSales KLS, a developer working to rehabilitate KLS and KLSII, in 2022 with a request to submit a RAD application to HUD for the conversion of public housing units in KLS (36) and KLSII (44) to a RAD Section 8 HAP contract.

HUD has been encouraging PHAs to utilize RAD to insulate subsidized housing units from Federal funding decisions impacting public housing. In recognition of HUD's position on RAD, Development and Modernization staff have been working with the developer to ensure that a conversion from public housing to RAD would be of benefit to the residents and to the agency.

### **Projects**

Parkview Elevator Replacement – This project was re-solicited using a pre-qualification process to increase the likelihood of this project receiving a greater number of bids. Making that change and reaching out to an additional six (6) contractors and extending the response date to October 20, 2022 resulted in receiving responses from three (3) general contractors during the re-solicitation.

After a review of the proposals, Development and Modernization staff determined that additional information was required to make a selection. Staff reached out to the firms and requested the supplementary information in late-November, with a due date of early-December. All three firms responded, and the proposals were scored and a Notice of Award was sent to the selected contractor, Hankins Construction, dated January 23, 2023.

Hankins responded to the Notice of Award in February. The contract was executed in March 2023 and subcontractor approval has begun. SLHA staff continued in April to approve the subcontractors for the project and have been working with the general contractor to secure an invoice for the elevator equipment. The invoice will allow for SLHA to provide down payment funding for the general contractor to place the order for the elevator equipment. This is expected to occur in May.

*LaSalle Park Apartments Security Cameras* – SLHA was awarded a security grant through HUD for the installation of security cameras in December 2021. After a thorough solicitation, an award to a contractor was made in August 2022.

Installation of the cameras has been delayed due to unforeseen conditions onsite. Initially, the cameras were to be placed on the streetlights throughout the development, but it was discovered that power was cut to the lights during the day. It would have been prohibitively expensive to correct. It was then determined that the cameras should be moved to the structures on site, however, the contractor's electrician discovered that the power supply was 240v instead of the necessary 120v for the equipment and that the power was metered to residents.

As noted in previous updates, SLHA staff and the contractor are working to remedy site conditions that have prevented the installation of the cameras. SLHA received three options in February from the electrical contractor and is evaluating them for cost/feasibility.

The contractor went back out in March to assess the issues with the electricity supply with their engineer and have found a fourth way to address the issue. SLHA has been working with the contractor and its engineer to get construction drawings for the needed electrical power. These are expected to be provided in May.

*Lafayette Townhomes (2900 Park)* – This project was evaluated for structural issues in the building. The results of the evaluation showed a need for shoring of the building and additional repairs and architects were engaged to create the necessary bid documents. These were completed in April 2022.

Development and Modernization issued a solicitation for 2900 Park in June 2022 and proposals were received in September 2022. A contract award recommendation was issued in October 2022. The contract was signed in December 2022, a preconstruction meeting was held on January 6, 2023 and submittals and subcontractors are being reviewed and approved.

SLHA staff were expecting to issue a Notice to Proceed in April, however the plumbing subcontractor for the project walked away from the job due to too much work. The general contractor has contacted many plumbers in the trade and has not been able to secure adequate

bids for the projects. In spite of the setback, Development and Modernization is hoping that the general contractor will secure a new plumber and be able to begin in May.

The successful completion of the project will return four (4) units of housing back to productive use and occupancy.

Parkview Parking Deck Evaluation – Stabilization efforts on the Parkview Parking Deck were completed in May 2022. Development and Modernization staff are currently working on a permanent solution for the parking deck. This process will likely take six (6) to nine (9) months to complete.

LaSaison Phase I – LaSaison Phase I has completed construction of five (5) single-family homes by Habitat for Humanity St. Louis (HFHSL). Families have been identified by HFHSL for each of the homes and four (4) of the properties have transferred ownership. One (1) unit remains for transfer in Phase I.

LaSaison Phase II – Development and Modernization staff have been working with the master developer, Habitat for Humanity, to begin construction on Phase II of the LaSaison homeownership project.

SLHA staff met with the developer in March to discuss the next steps. The developer is working on new production numbers and working with their architect to determine if there are ways to value engineer the designs given the skyrocketing costs of construction materials over the past few years.

Euclid Plaza Roof Replacement and Exterior Repairs – Two (2) bids were received for this project. A recommendation was made for Raineri Construction as the apparent responsive low bidder and a contract was signed in July 2022.

Concrete repair began in December 2022 to take advantage of favorable weather conditions and work on the roof replacement began in February. The contractor was able to complete about half of the work.

In the course of repair, the contractor identified an additional 97 linear feet of concrete that needed repair. Finding additional areas needed for repair was not unexpected. Close inspection of concrete when equipment is available and close visual inspection can happen will reveal additional areas in need of repair that a ground inspection would not be able to discover. This additional repair was approved in March and has since been completed.

The project is anticipated to be fully complete on May 18, 2023.

## **Section 18**

Hodiamont Board Up – The property was boarded up and fenced in June 2022. Development and Modernization staff are monitoring the site until a Section 18 application can be submitted to HUD and approved for disposition. A separate environmental review is being prepared by SCI for submission to HUD. The Phase I study has been completed and it recommended a limited Phase II study be completed.

SCI completed their physical assessment of the site for the limited Phase II study in February. A final report was received in March and reviewed by SLHA staff. The report found no presence of asbestos containing materials (ACM), although it did find the presence of elevated contaminants in the soil. SLHA met with HUD in April and it was determined that the presence of elevated contaminants would not impede the submission of the environmental review. This is expected to be sent to HUD in May.

### **Projects Ready for Close-Out**

*Northside Scattered Site (NSSS) Walnut Park Unit Repairs* – Four (4) single-family units in Walnut Park currently in modernization status have received comprehensive renovations. A purchase order for services was issued to Unified Contracting Services, an MBE contractor, who performed the necessary repairs.

Construction was completed and the final unit was occupied in December 2022. Close-out activities are underway.

*Parkview Building Exterior Repairs* – This project includes the stabilization of spalling concrete and necessary repair of the failed caulk around window seals on the exterior of the building. Work began in earnest on the exterior caulking and concrete repair in May 2022.

Work on the front and rear of the building was 95 percent completed in August, with the remaining unforeseen condition repairs completed in December. The project was completed ahead of schedule.

All work was completed in March 2023 and the general contractor is gathering the final close-out documents. These are expected in May.

*Lookaway Exterior Building Repairs* – The installation of the new siding on this project was completed in November 2022. Development and Modernization staff are working through final field authorization approvals and beginning the preparation of close-out documents. SLHA staff is negotiating a final change order issue with the general contractor.

### **Grant Applications**

*Housing-Related Hazards & Lead-Based Paint Capital Fund Program (HUD)* – SLHA staff is assembling an application package to submit an application for funding related to Housing-Related Hazards. The application will address issues that could occur due to carbon monoxide exposure by removing gas appliances and replacing them with electric units. In addition, SLHA is asking for additional money to replace and install exhaust fans to improve air quality in units.

SLHA will request \$573,330 in additional Capital Fund from HUD. The application was submitted in April.

*Notice of Funding Availability and Request for Proposals (CDA)* – SLHA staff has determined that CDA's constraints on leasing and operations were in conflict with the needs and regulations placed on public housing management. SLHA has decided to refrain from applying for housing funding through this grant.

Safety and Security Grant 2023 – Development and Modernization staff are preparing a grant application to be submitted in June for new safety improvements at Cochran Plaza. These will include a new camera system, exterior lighting and repairs to existing fencing. SLHA will utilize professional design services to create plans, which will define the scope of the project with enough clarity to determine pricing. SLHA is expecting to request the maximum amount of the grant: \$250,000.

## **Solicitations**

General Architectural and Engineering Services – Five (5) proposals were received on April 28, 2022. The Review Committee for the solicitation has evaluated each of the proposals and invited the responding firms for interviews in July. The interviews were completed in August and each firm met the requirements of the solicitation. They were asked to provide fee schedules to compare, and each was within a comparable range. Recommendations for contracts have been made.

The model contract to be used was submitted for approval in February, approved in March, and sent to each of the approved architecture firms for execution.

SLHA has four (4) firms under contract and is negotiating the terms of a contract with a fifth.

## **Re-Solicitations**

The California Garden Fence Replacement and Security Upgrades – This project was re-solicited in October 2022 and bids were received on December 20, 2022 from two (2) firms.

The original subcontractors for the apparent responsive low bidder pulled out from the project after the bid for the solicitation was accepted. The contractor has rebid the project and submitted the new bids to SLHA for review. This review began in March and is expected to continue into April and May.

SLHA has requested additional input from the State Historic Preservation Office (SHPO) to determine if the addition of stair repairs will create an adverse impact. A response is expected in May.

## **Pre-Solicitation**

Badenhaus Sewer Repair – The sewer system at Badenhaus experienced two additional collapses at the property during the late winter/early spring. Development and Modernization staff has reengaged design professionals to update the scope of work for the project so that it can be resolicited this summer.

West Pine Roof Replacement – Development and Modernization staff have issued an architectural task order to begin design work for a new roof at West Pine. The design staff should begin work in May.



LaSalle Park – Hickory Street Pedestrian Safety Improvements – Over the past year, Development and Modernization staff have been working to create a plan to improve pedestrian safety conditions on Hickory Street between 9<sup>th</sup> and 11<sup>th</sup> Streets. SLHA has received approval from the fire department and preliminary approval from the City's streets department and has produced a plan that will improve pedestrian safety, improve access for residents to the park south of Hickory, and limit unauthorized access to 10<sup>th</sup> Street from Hickory. A community meeting should be scheduled for June.

#### **On Hold Solicitations**

Clinton-Peabody Unit Water Damage Repairs – Bidding for the re-solicitation of this project is on hold pending the completion of the review of the Phase II environmental inspection requested by HUD. (See Environmental Reviews)

Clinton-Peabody Unit Fire Damage Repairs – This project includes the rehabilitation of six (6) fire damaged units. An approved environmental review is required before the project can be officially awarded. (See Environmental Reviews.)

Cochran Plaza Mini-Mall – The Cochran Gardens Mini-Mall select demolition and repairs were completed in August. The design work for the project has been put on hold so that the occupancy needs of the agency can be addressed first.

**DEVELOPMENT AND MODERNIZATION  
APRIL MONTHLY ACTIVITY REPORT**

5/10/2023

Project Information						Mod Status				A/E Design					Contract Docs		Environmental Review				
Development Number	Development Name	Phase	Work Category	Buildings	Impacted Units	Units in MOD	Placed in Mod (Date)	Mod Extension Expires	Mod Extension Request to HUD (Date)	Architectural / Engineering	A/E Task Order Issued (Date)	% SD	% DD	% CD	% Front End Docs Complete	% Uploaded Quest CDN	Section 106 Review Submitted to SHPO	SHPO Approval Date	Part 50 or Part 58	Environmental Review Record Submitted to HUD	HUD Approval of Environmental Review
MO001000034	LaSalle Park Apartments	II	Exterior Renovation	6	52	0	N/A	N/A	N/A	Grice / Trivers	10/1/2019	100%	100%	100%	100%	N/A	3/4/2015	3/12/2015	Part 50	3/24/2015	4/20/2015
MO001000034	LaSalle Park Apartments	II	Renovation	6	52	0	N/A	N/A	N/A	Grice / Trivers	3/22/2016	100%	100%	100%	100%	100%	3/4/2015	3/12/2015	Part 50	3/24/2015	4/20/2015
MO001000034	LaSalle Park Apartments	III	Renovation	5	48	1	6/30/2020	N/A	N/A	Grice / Trivers	5/11/2018	100%	100%	100%	100%	100%	3/4/2015	3/12/2015	Part 50	3/24/2015	4/15/2015
MO001000002	Clinton-Peabody	N/A	Mold/Water Damage Unit Repairs	7	23	23	9/30/2018	2/15/2023	TBD	Sherman Carter Barnhart	12/7/2018	100%	100%	100%	90%	90%	12/17/2020	6/3/2021	Part 50	9/11/2020	Pending
MO001000002	Clinton-Peabody	N/A	Fire Damage Unit Repairs	3	3	3	6/6/17, 12/22/17	2/15/2023	TBD	Sherman Carter Barnhart	12/7/2018	100%	100%	100%	90%	90%	12/17/2020	6/3/2021	Part 50	9/11/2020	Pending
MO001000038	Lafayette Townhomes	N/A	Structural Damage	1	4	4	8/1/19, 10/16/19	4/30/2023	TBD	Grice / Trivers	11/29/2021	100%	100%	100%	100%	100%	N/A	N/A	Part 50	10/2/2020	10/19/2020
MO001000019	Parkview Apartments	N/A	Elevator Replacement	1	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	9/16/2019	100%	100%	100%	100%	100%	11/16/2020	6/8/2021	Part 50	9/22/2020	1/14/2022
MO001000019	Parkview Apartments	N/A	Exterior Building Repairs	1	2	2	2/14/19, 3/8/19	Ext Requested	1/25/2023	Sherman Carter Barnhart	9/17/2018	100%	100%	100%	100%	100%	11/16/2020	6/8/2021	Part 50	9/22/2020	1/14/2022
MO001000002	Clinton-Peabody	N/A	Lighting Repairs & Upgrades	31	0	0	N/A	N/A	N/A	N/A	N/A	100%	100%	100%	100%	100%	12/17/2020	6/3/2021	Part 50	9/11/2020	Pending
MO001000013	Euclid Plaza	N/A	Roof Replacement & Exterior Repairs	1	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	4/19/2019	100%	100%	100%	100%	100%	N/A	N/A	Part 50	9/11/2020	9/11/2020
MO001000019	Parkview Apartments	N/A	Parking Lot Repair/Reconstruction	1	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	9/22/2022	50%	0%	0%	0%	0%	11/16/2020	6/8/2021	Part 50	9/22/2020	Pending
MO001000028	Badenhaus	N/A	Sewer Repairs	19	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	5/16/2016	100%	100%	100%	100%	100%	N/A	N/A	Part 50	9/22/2020	9/22/2020
MO001000038	California Gardens	N/A	Fencing Replacement Repairs	3	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	2/1/2019	100%	100%	100%	100%	100%	N/A	N/A	Part 50	9/23/2020	9/23/2020
MO001000002	Clinton-Peabody	N/A	Parking Lot Repair/Reconstruction	31	0	0	N/A	N/A	N/A	Grice / Trivers		50%	0%	0%	0%	0%	12/17/2020	6/3/2021	Part 50	9/11/2020	Pending
MO001000041	Lookaway	N/A	Exterior Improvements	17	0	0	N/A	N/A	N/A	Sherman Carter Barnhart	2/27/2019	100%	100%	100%	100%	100%	N/A	N/A	Part 50	9/22/2020	10/21/2021
MO001000067	Preservation Square	I	Rehabilitation/New Construction		131	N/A	N/A	N/A	N/A	Roseman & Assoc.	N/A	100%	100%	100%	100%	N/A					
N/A	Homeownership, La Saison	I	New Home Construction	5	5	N/A	N/A	N/A	N/A	Killeen Studio Arch./Civil Design, Inc.	N/A	100%	100%	100%	100%	N/A			Part 58		
N/A	Homeownership, La Saison	II	New Home Construction	5	5	N/A	N/A	N/A	N/A	Killeen Studio Arch./Civil Design, Inc.	N/A	100%	100%	100%	100%	N/A			Part 58		
Various	PHA Wide	N/A	Physical Needs Assessment		2790	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	100%	100%	N/A	N/A	N/A	N/A	N/A
Various	PHA Wide	N/A	A&E Design/CA		TBD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0%	0%	N/A	N/A	N/A	N/A	N/A
MO001000002	Al Chappelle Building	N/A	Renovation	1	None	N/A	N/A	N/A	N/A	TBD	TBD	TBD	TBD	TBD	0%	0%	12/17/2020	Under Review	TBD	TBD	TBD
MO001000041	Hodiamont Unit Repairs	N/A	Unit Repairs	3	22	22	5/1/2021	4/30/2023	5/1/2022	N/A	N/A	N/A	N/A	N/A	TBD	TBD	TBD	TBD	TBD	TBD	9/22/2020, Tier II required
MO001000041	Walnut Park	N/A	Unit Repairs	4	4	0	5/1/2021	10/31/2022		N/A	N/A	N/A	N/A	N/A	100%	100%	TBD	TBD	TBD	TBD	10/21/2021
MO001000034	LaSalle Park Apartments	N/A	Site Security Cameras	16	0	0	N/A	N/A	N/A	Design Build	N/A	N/A	N/A	N/A	100%	100%	N/A	N/A	N/A	N/A	8/16/2021

**DEVELOPMENT AND MODERNIZATION  
APRIL MONTHLY ACTIVITY REPORT**

5/10/2023

Project Information						Acquisition Plan Info.					Contract Award & Performance Goals								
Development Number	Development Name	Phase	Work Category	Buildings	Impacted Units	# of Construction/ Contract Days	Estimate Value	Date to Advertise	Pre-Bid Mtg Date	Contract Date	ICE Completion Date (Required >\$250K)	Contract Award - General Contractor / Developer	Contract Amount	% Sec 3 Bus	# Sec. 3 New Hires	MBE \$ (Value)	% MBE	WBE \$ (Value)	% WBE
MO001000034	LaSalle Park Apartments	II	Exterior Renovation	6	52	60	\$ 100,000	1/7/2020	1/15/2020	4/20/2020	N/A	Raineri Const.	\$ 109,947	0%	0	\$0	0%	\$ -	0%
MO001000034	LaSalle Park Apartments	II	Renovation	6	52	365	\$ 5,489,617	1/23/2017	2/16/2017	12/18/2017	2/22/2017	Raineri Const.	\$ 4,107,145	10.1%	0	\$1,003,447	24.4%	\$ 1,373,351	33.4%
MO001000034	LaSalle Park Apartments	III	Renovation	5	48	365	\$ 4,017,000	5/7/2019	5/23/2019	7/25/2019	11/6/2018	Raineri Const.	\$ 3,822,703	26.6%	1	\$2,282,731	46%	\$ 874,467	17.5%
MO001000002	Clinton-Peabody	N/A	Mold/Water Damage Unit Repairs	7	23	150	\$ 1,200,000	5/9/2021	5/27/2021	REBID	10/23/2020	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000002	Clinton-Peabody	N/A	Fire Damage Unit Repairs	3	3	90	\$ 499,000	5/9/2021	5/27/2021	9/30/2021	10/23/2020	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000038	Lafayette Townhomes	N/A	Structural Damage	1	4	120	\$ 558,000	6/24/2022	6/30/2022	10/15/2022	12/5/2022	Raineri Const.	\$ 642,034	TBD	TBD	\$165,089	26%	\$ 328,862	51%
MO001000019	Parkview Apartments	N/A	Elevator Replacement	1	0	730	\$ 1,000,000	6/26/2022	8/25/2022	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000019	Parkview Apartments	N/A	Exterior Building Repairs	1	2	365	\$ 640,000	5/9/2021	5/28/2021	TBD	N/A	Roady Exteriors	\$640,000.00	TBD	TBD	\$0.00	0%	\$0.00	0%
MO001000002	Clinton-Peabody	N/A	Lighting Repairs & Upgrades	31	0	TBD	TBD	5/27/2021	6/10/2021	7/29/2021	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000013	Euclid Plaza	N/A	Roof Replacement & Exterior Repairs	1	0	90	\$ 313,270	5/9/2021	5/27/2021	TDB	5/16/2022	Raineri Const.	\$ 940,140	21%	TBD	\$244,200	26%	\$ 66,306	7%
MO001000019	Parkview Apartments	N/A	Parking Lot Repair/Reconstruction	1	0	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000028	Badenhaus	N/A	Sewer Repairs	19	0	90	\$ 100,000	5/27/2021	6/10/2021	REBID	N/A	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000038	California Gardens	N/A	Fencing Replacement Repairs	3	0	90	\$ 250,000	11/6/2022	11/17/2022	1/11/2023	N/A	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000002	Clinton-Peabody	N/A	Parking Lot Repair/Reconstruction	31	0	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000041	Lookaway	N/A	Exterior Improvements	17	0	180	\$ 100,000	5/27/2021	6/10/2021	11/2/2021	N/A	11/2/2021	\$447,514.08	4.65%	TBD	\$35,838.00	8.01%	\$76,666.08	17.13%
MO001000067	Preservation Square	I	Rehabilitation/New Construction		131	420				6/30/2020		McCormack Baron Salazar/Altman Charter	\$ 18,906,869	5%	108	\$4,418,129	23%	\$ 1,006,178	11%
N/A	Homeownership, La Saison	I	New Home Construction	5	5	365	\$ 1,271,329					Habitat for Humanity Saint Louis	\$ 409,250	1%	0	\$308,211	24%	\$ 109,816	9%
N/A	Homeownership, La Saison	II	New Home Construction	5	5	365	\$ 1,271,329					Habitat for Humanity Saint Louis	\$ 409,250						
Various	PHA Wide	N/A	Physical Needs Assessment		2790	120	\$ 210,000				TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Various	PHA Wide	N/A	A&E Design/CA		TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000002	Al Chappelle Building	N/A	Renovation	1	None	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
MO001000041	Hodiamont Unit Repairs	N/A	Unit Repairs	3	22	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	-
MO001000041	Walnut Park	N/A	Unit Repairs	4	4	60	\$ 200,000	TBD	TBD	6/2/2022	5/31/2022	Unified Contracting	\$ 234,562.00	N/A	-	\$ 234,562	100%	\$ -	0%
MO001000034	LaSalle Park Apartments	N/A	Site Security Cameras	16	0	60	\$ 123,477	5/55/22	6/7/2022	7/29/2022	N/A	Utililtra	\$120,785.21	0%	0	\$25,482	21%	\$ -	0%

# DEVELOPMENT AND MODERNIZATION APRIL MONTHLY ACTIVITY REPORT

5/10/2023

Project Information						Contract Performance Status								
Development Number	Development Name	Phase	Work Category	Buildings	Impacted Units	NTP Date	Original Completion Date	Modification - Extended Completion	Substantial Completion/Punch List Completed	Unit Turnover Starts	Unit Turnover Complete	Original Target % Complete (as of today)	Actual % Complete [Enter]	Contract Closeout Completion Date
MO001000034	LaSalle Park Apartments	II	Exterior Renovation	6	52	4/13/2020	6/12/2020	N/A	10/12/2020	N/A	N/A	100%	<div><div></div></div> 100%	11/11/2020
MO001000034	LaSalle Park Apartments	II	Renovation	6	52	12/18/2017	12/18/2018	12/30/2019	8/6/2020	8/5/2019	8/23/2019	100%	<div><div></div></div> 100%	
MO001000034	LaSalle Park Apartments	III	Renovation	5	48	1/8/2020	1/7/2021	5/14/2021	TBD	TBD	TBD	100%	<div><div></div></div> 100%	
Clinton-Peabody			Mold/Water Damage Unit Repairs	7	23									
MO001000002		N/A		7	23	TBD	-	N/A	TBD	TBD	TBD	-		
Clinton-Peabody			Fire Damage Unit Repairs	3	3									
MO001000002		N/A		3	3	TBD	-	N/A	TBD	TBD	TBD	-		
Lafayette Townhomes														
MO001000038		N/A	Structural Damage	1	4	TBD	-	N/A	TBD	TBD	TBD	-		
Parkview Apartments			Elevator Replacement	1	0									
MO001000019		N/A		1	0	TBD	TBD	N/A	TBD	N/A	N/A	-		
Parkview Apartments			Exterior Building Repairs	1	2									
MO001000019		N/A		1	2	4/7/2022	4/7/2023	N/A	TBD	TBD	TBD	100%	<div><div></div></div> 99%	
Clinton-Peabody			Lighting Repairs & Upgrades	31	0									
MO001000002		N/A		31	0	TBD	-	N/A	TBD	N/A	N/A	-		
Euclid Plaza														
MO001000013		N/A	Roof Replacement & Exterior Repairs	1	0	9/27/2022	12/26/2022	4/18/2023	TBD	N/A	N/A	100%	<div><div></div></div> 99%	
Parkview Apartments			Parking Lot Repair/Reconstruction	1	0									
MO001000019		N/A		1	0	TBD	-	N/A	TBD	N/A	N/A	-		
Badenhaus			Sewer Repairs	19	0									
MO001000028		N/A		19	0	TBD	-	N/A	TBD	N/A	N/A	-		
California Gardens			Fencing Replacement Repairs	3	0									
MO001000038		N/A		3	0	TBD	-	N/A	TBD	N/A	N/A	-		
Clinton-Peabody			Parking Lot Repair/Reconstruction	31	0									
MO001000002		N/A		31	0	TBD	-	N/A	TBD	N/A	N/A	-		
Lookaway			Exterior Improvements	17	0									
MO001000041		N/A		17	0	1/7/2022	7/6/2022	11/13/2022	11/18/2022	N/A	N/A	100%	<div><div></div></div> 100%	
Preservation Square														
MO001000067		I	Rehabilitation/New Construction		131	6/28/2020	8/22/2021	N/A	TBD			100%	<div><div></div></div> 100%	
Homeownership, La Saison			New Home Construction	5	5									
N/A		I		5	5	6/20/2018	6/20/2019	TBD		12/1/2020	1/31/2021	100%	<div><div></div></div> 100%	
Homeownership, La Saison			New Home Construction	5	5									
N/A		II		5	5	TBD	-	N/A				-		
PHA Wide			Physical Needs Assessment		2790									
Various		N/A			2790	TBD	-	N/A	TBD	N/A	N/A	-		
PHA Wide			A&E Design/CA		TBD									
Various		N/A			TBD	TBD	-	N/A	TBD	N/A	N/A	-		
Al Chappelle Building														
MO001000002		N/A	Renovation	1	None	TBD	-	N/A	TBD	N/A	N/A	-		
Hodiamont Unit Repairs														
MO001000041		N/A	Unit Repairs	3	22	TBD	TBD	N/A	N/A	-	TBD	-		
Walnut Park			Unit Repairs	4	4									
MO001000041		N/A		4	4	6/2/2022	8/1/2022	N/A	N/A	100%	<div><div></div></div> \$ 44,895	100%	<div><div></div></div> 100%	
LaSalle Park Apartments			Site Security Cameras	16	0									
MO001000034		N/A		16	0	11/16/2022	1/15/2023	N/A	TBD	N/A	N/A	100%	<div><div></div></div> 0%	

## DEVELOPMENT AND MODERNIZATION APRIL MONTHLY ACTIVITY REPORT

5/10/2023

Project Information						Monthly Narrative
Development Number	Development Name	Phase	Work Category	Buildings Impacted	Units	
MO001000034	LaSalle Park Apartments	III	Renovation	5	48	The delay claim submitted has been paid. Final closeout activities are on-going.
MO001000002	Clinton-Peabody	N/A	Mold/Water Damage Unit Repairs	7	23	The solicitation for this project is being evaluated in anticipation of the completion of the Environmental review by HUD. HUD has requested that an environmental work plan be produced in response to the Phase II report before the environmental review will be approved. The work plan has been submitted to the state and is being reviewed.
MO001000002	Clinton-Peabody	N/A	Fire Damage Unit Repairs	3	3	The solicitation for this project is being evaluated in anticipation of the completion of the Environmental review by HUD. HUD has requested that an environmental work plan be produced in response to the Phase II report before the environmental review will be approved. The work plan has been submitted to the state and is being reviewed.
MO001000038	Lafayette Townhomes	N/A	Structural Damage	1	4	The Notice of Award was issued to Raineri Construction on 10/24/2022. The construction contract was approved on 12/05/22 and sent to Raineri for signatures. A Pre-Construction Meeting was held on 1/6/23. Submittals and Subcontractor packages are being reviewed in anticipation of Notice to Proceed being issued in May.
MO001000019	Parkview Apartments	N/A	Elevator Replacement	1	0	Contract was executed on April 3rd; the submittal review process is beginning and a Pre-Construction Meeting is scheduled for the 18th of May.
MO001000019	Parkview Apartments	N/A	Exterior Building Repairs	1	2	All windows have been caulked and the sheet metal flashing installation is finished on the 2nd floor windows. Work to repair landscaping and broken sidewalk has been completed. The Contractor is currently preparing closeout documents.
MO001000002	Clinton-Peabody	N/A	Lighting Repairs & Upgrades	31	0	The project is complete
MO001000013	Euclid Plaza	N/A	Roof Replacement & Exterior Repairs	1	0	Exterior concrete repairs are complete. The roof replacement is complete. A punch list inspection is scheduled for May 4, 2023 and the contract has been extended to May 21, 2023.
MO001000019	Parkview Apartments	N/A	Parking Lot Repair/Reconstruction	1	0	The parking deck at Parkview Elderly has temporary shoring to stabilization and support the deck. Architectural and Engineering Design services for the repair and reconstruction of the parking deck / garage are on-going.
MO001000028	Badenhaus	N/A	Sewer Repairs	19	0	This re-solicitation is on hold.
MO001000038	California Gardens	N/A	Fencing Replacement Repairs	3	0	Modernization staff engaged an architect to add concrete stair repairs to the project scope of work. Two bids were received on December 20, 2022. The bids are being evaluated for contract recommendation and award.
MO001000002	Clinton-Peabody	N/A	Parking Lot Repair/Reconstruction	31	0	This project will be re-evaluated upon the completion of the Environmental review by HUD. HUD has requested that an environmental work plan be produced in response to the Phase II report before the environmental review will be approved. The work plan has been submitted to the state and is being reviewed.
MO001000041	Lookaway	N/A	Exterior Improvements	17	0	The installation of replacement siding is 100% complete. Concrete sidewalk repairs are complete. The Certificate of Substantial Completion was issued on November 18, 2022. The contractor is in the process of submitting all required closeout documents.
MO001000067	Preservation Square	I	Rehabilitation/New Construction		131	Punch list inspections have been completed on 21 bldgs. The developer is preparing close out documents.
N/A	NSS Homeownership, La Saison	I	New Home Construction	5	5	Five homes are complete and occupied. Homebuyer closings are completed on 4 homes. Closing for the final home is anticipated at the beginning of 2023.
N/A	NSS Homeownership, La Saison	II	New Home Construction	5	5	The financial closing date for Phase II is to be determined.
Various	PHA Wide	N/A	Physical Needs Assessment		2809	Agency Annual Plan and the 5-Year plan documents submissions have been accepted by HUD. The 5-year agency plan will be updated in 2024.

# DEVELOPMENT AND MODERNIZATION APRIL MONTHLY ACTIVITY REPORT

5/10/2023

Project Information							Monthly Narrative
Development Number	Development Name	Phase	Work Category	Buildings	Impacted Units		
Various	PHA Wide	N/A	A&E Design/CA		TBD		Contracts for general architectural and engineering services have been executed with (4) firms. Negotiations are ongoing with a fifth.
MO001000002	Al Chappelle Building	N/A	Renovation	1	None		Investigating funding.
MO001000384	Hodiamont - Section 18 Application	1	Emergency Unit Repairs	3	22		All residents have been relocated. In anticipation of a Section 18 Application, The property is being evaluated for a HUD Environmental Review. The Phase 1 assessment has been completed and a limited Phase II has been recommended. SLHA will contract with the subcontractor to complete the Phase 2 in February.
N/A	Walnut Park	N/A	Unit Repairs	1	None		Renovations are complete on all four units and are turned over to management, units are currently occupied. Close out activities are being performed.
MO001000160	McMillan Manor	N/A	Vacant Unit Repairs	1	10		This project is complete.
MO001000034	LaSalle Park Apartments	N/A	Site Security Cameras	N/A	N/A		The electricians are preparing a proposal to install the correct wiring for the security cameras.



# DEVELOPMENT AND MODERNIZATION APRIL MONTHLY ACTIVITY REPORT

Progress Photos: April 2023



**Euclid Roof Replacement & Exterior Building Repairs**



**Euclid Roof Replacement & Exterior Building Repairs**



**Euclid Roof Replacement & Exterior Building Repairs**



**Euclid Roof Replacement & Exterior Building Repairs**

**St. Louis Housing Authority**  
**Capital Fund Summaries**  
**Open Capital Fund**

AT 4/30/2023

Fund #		Total Budgeted	Total Obligated	Balance Unobligated	Total Expended	Balance Available	Obligation End Date	Expenditure End Date
MO36R00150214	548	4,056,915.00	4,056,915.00	0.00	4,056,915.00	0.00	31-Aug-2022	31-Aug-2022
MO36R00150115	552	667,167.00	667,167.00	0.00	667,167.00	0.00	31-Aug-2023	31-Aug-2023
MO36R00150215	553	1,921,301.00	752,879.96	1,168,421.04	752,879.96	1,168,421.04	31-Aug-2023	31-Aug-2023
MO36R00150116	555	379,956.00	37,995.60	341,960.40	37,995.60	341,960.40	29-Oct-2023	31-Aug-2024
MO36R00150216	556	1,888,651.00	188,865.10	1,699,785.90	188,865.10	1,699,785.90	29-Oct-2023	31-Aug-2024
MO36R00150117	558	294,831.00	29,483.10	265,347.90	29,483.10	265,347.90	29-Oct-2023	31-Aug-2025
MO36R00150217	559	1,785,875.00	178,587.50	1,607,287.50	178,587.50	1,607,287.50	29-Oct-2023	31-Aug-2025
MO36P00150118	562	10,026,279.00	10,026,279.00	0.00	10,026,279.00	0.00	28-Nov-2021	28-Nov-2023
MO36P00150119	563	8,787,844.00	8,046,840.14	741,003.86	7,535,152.16	1,252,691.84	15-Apr-2023	15-Apr-2025
MO36P00150120	564	9,020,933.00	6,561,793.81	2,459,139.19	4,526,117.28	4,494,815.72	25-Mar-2024	25-Mar-2026
MO36P00150121	565	8,312,009.00	8,073,932.53	238,076.47	6,480,788.78	1,831,220.22	22-Feb-2023	22-Feb-2025
MO36E00150121	566	123,277.00	123,062.43	214.57	2,277.22	120,999.78	9-Sep-2022	9-Sep-2023
MO36P00150122	567	9,596,182.00	1,246,485.20	8,349,696.80	925,121.33	8,671,060.67	23-May-2025	23-May-2027
MO36P00150123	568	8,977,188.00	0.00	8,977,188.00	0.00	8,977,188.00	16-Feb-2026	16-Feb-2028
<b>Totals</b>		<b>\$69,453,346.00</b>	<b>\$52,582,412.37</b>	<b>\$16,870,933.63</b>	<b>\$47,999,755.03</b>	<b>\$21,453,590.97</b>		
			<b>75.7%</b>		<b>69.1%</b>			



# RESIDENT INITIATIVES

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Latasha Barnes, Chief of Staff

Date: May 10, 2023

Subject: Resident Initiatives Board Report

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The Resident Initiatives Department continues to connect with residents and engage community members around topics of interest. A summary of the same is highlighted below:

### **ROSS Service Coordinator**

For April 2023, the ROSS Service Coordinator made multiple social service referrals to address residents' needs for nutrition assistance, personal items, financial assistance, and other support needs. Public transportation vouchers were distributed as well.

Caseload management: 190 participants.

### **Seniors/Disabled**

Circle of Friends continued to meet and create new opportunities for older adults to experience social connectedness. Circle of Friends submitted a presentation proposal to the Show Me Summit on Aging and Health 2023, hosted by the Missouri Association of Area Agencies on Aging (Ma4), September 11th-13th in Columbia, Missouri. The Show Me Summit targets aging professionals and senior service funders statewide.

### **FSS**

As of April 2023, the Housing Choice Voucher Family Self-Sufficiency (HCV-FSS) program had forty (40) participants, thirty-three (33) with established escrow accounts, and thirteen (13) actively receiving a monthly escrow credit. In addition, there were twenty-four (24) participants in the Public Housing Family Self-Sufficiency program (FSS-PH), of which sixteen (16) have established escrow accounts and eight (8) received a monthly escrow credit.

There were no FSS-HCV/PH graduations, partial disbursements, or transfers for April 2023.

FSS Staff	Participants		
	Total	Escrow	New
HCV	40	33	1
PH	24	16	0

The FSS Service Coordinator held an FSS interest session at West Pine for program prospects and is planning future recruiting events across SLHA developments.

The FSS Coordinator attended a NAHRO training entitled “Establishing and Operating the Program Coordinating Committee (PCC) for your FSS program” on April 18, 2023. The training provided step-by-step instructions and experiential exercises on assembling, engaging, and expanding SLHA’s PCC. We are looking forward to putting these new skills into action.

### **TABs**

The St. Louis TAB held a meeting on Wednesday, April 19, 2023, at 10:30 a.m. Six of the TAB members were in attendance. The TAB had a roundtable discussion on issues of importance to SLHA residents, including capital improvements, Senior Olympics, SLHA Agency Plan, and upcoming fundraising.

### **Upcoming Events/Goals**

SLHA Service Coordinators continue collaborating with Affinia Healthcare representatives to plan a block party for SLHA residents. This event will facilitate resource linkage and easy access to routine medical services (i.e., blood pressure monitoring, screenings, etc.) for SLHA program participants. Affinia will provide cooking demonstrations, diapers, additional health resources, and mental health information. The planning team hopes to incorporate child-friendly entertainment into the event and has partnered with Program Coordinating Committee to recruit vendors. The block party is tentatively scheduled for late summer.

**LEGAL**

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Fran Bruce, Acting Contracting Officer

Date: May 10, 2023

Subject: Procurement Board Report

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### Capital Fund

#### A. Contracts Awarded

RD 22-10 Invitation for Bids (IFB) for California Gardens Fence Repair and Security Improvements. The Acquisition and Solicitation Plans were approved on October 12, 2022. The IFB was advertised in the November 6, 2022 edition of the St. Louis Post-Dispatch and in the November 10, 2022 edition of the St. Louis American. Solicitation documents were approved on October 12, 2022 and the IFB was issued on November 7, 2022. A pre-bid conference was held on November 17, 2022. Addendum No. 1, issued on November 18, 2022, provided the pre-bid meeting minutes. Addendum No. 2, issued on November 29, 2022, incorporated architects' clarifications and revised administrative Section 0400 of the plans and specifications. The due date for bids was December 6, 2022. Addendum No. 3, issued December 1, 2022, extended the bid due date to December 20, 2022. Two (2) bids were received, and the responsive and responsible review was completed. The recommendation for the award is being prepared.

#### B. Solicitations Pending

RD 21-01A Invitation for Bids (IFB) for Clinton-Peabody Fire Damage Unit Repairs for three (3) Units. The Acquisition and Solicitation Plans were approved on October 27, 2022. This solicitation is on hold pending further discussion with the Development team for Clinton-Peabody.

RD 21-02A Invitation for Bids (IFB) for re-bid of Clinton-Peabody Water Damage/Mold Unit Repairs for 27 Units. The Acquisition and Solicitation Plans were approved on August 1, 2021. The IFB was released on August 15, 2021 through the online bidding service QuestCDN. The IFB was advertised in the August 15, 2021 edition of the St. Louis Post-Dispatch and in the August

19, 2021 edition of the St. Louis American. Due to some upcoming technical content changes to the project, Addendum No. 1 was issued on August 30, 2021 to extend the due date for bids and to reschedule the virtual pre-bid meeting to September 14, 2021. On September 13, 2021, Addendum No. 2 was issued, extending the pre-bid conference date to October 5, 2021 and the bid due date to October 21, 2021. Addendum No. 3 was issued on October 4, 2021 to move the pre-bid conference to the afternoon time of 1:30 p.m. on October 5, 2021. Addendum No. 4 was issued on October 19, 2021, extending the bid due date pending additional changes to the project design and specifications, as well as the pending approval of the environmental review from HUD. Addendum No. 5 was issued on November 2, 2021, postponing the solicitation until further notice because HUD notified SLHA of the need for a phase two environmental review. It is the expectation of SLHA to release this project to the public once the phase two environmental review has been completed. The environmental review is ongoing.

#### **Other Contracting Activity**

A. Contracts Awarded

None.

B. Solicitations Pending

None.

# COMMUNICATIONS

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Val Joyner, Director of Communications

Date: May 10, 2023

Subject: Communications Board Report

ACTIVITY	TOTAL	DETAILS
Releases and Announcements		
Outreach Events	1	Staff EGGstravaganza Team Building
Social Media Campaign Creative		
Facebook Posts	21	Highest Performing (Facebook): <ul style="list-style-type: none"> <li>• <i>EGGstravaganza Team Building</i> 719 Reach; 23 Engagements</li> <li>• <i>Administrative Professionals Celebration</i> 639 Reach; 36 Engagements</li> </ul>
Twitter Posts	20	Highest Performing (Twitter) <ul style="list-style-type: none"> <li>• <i>Clinton-Peabody Redevelopment Resident Meeting</i> 307 Impressions; 12 Engagement</li> <li>• <i>Earth Day</i> 51 Impression; 2 Engagements</li> </ul>
LinkedIn Posts	13	Highest Performing (LinkedIn) <ul style="list-style-type: none"> <li>• <i>Clinton-Peabody Redevelopment Resident Meeting</i> 129 Impressions; 46 Engagements</li> <li>• <i>EGGstravaganza Team Building</i> 121 Impressions; 16 Engagements</li> </ul>



Website and social media analytics are as follows:

<b>Website Analytics</b>	<b>APR 2023</b>	<b>MAR 2023</b>
Total Impressions	April stats are unavailable due to Google upgrading its analytics platform. Will report April stats with May report.	12,061
New Users		6,314
Total Clicks ( <i>Pageviews</i> )		30,136

<b>Facebook Total Followers: 1,875</b>	<b>APR 2023</b>	<b>MAR 2023</b>
Reach	1,845	1,709
Visits	731	721
New Followers	22	14

<b>Twitter Total Followers: 134</b>	<b>APR 2023</b>	<b>MAR 2023</b>
Tweets	19	21
Impressions	1,385	2,530
Profile Visits	511	532
Mentions	1	12
New Followers	6	4

<b>LinkedIn Total Followers: 248</b>	<b>APR 2023</b>	<b>MAR 2023</b>
Impressions	864	850
Page Views	112	90
Unique Visitors	22	46
Post Reactions	35	40

# HUMAN RESOURCES

## MEMORANDUM

To: Alana C. Green, Executive Director

From: Stacy D. Taylor, Director of Human Resources

Date: May 10, 2023

Subject: Human Resources Board Report

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### EMPLOYEE CENSUS AS OF APRIL 30, 2023

<u>Regular Full-Time</u>	<u>Temporary Full-Time</u>	<u>Part-Time</u>	<u>Total</u>
60	0	1	61

### STAFFING CHANGES

#### New Employees Full-Time:

<u>Name</u>	<u>Title</u>
None this reporting period.	

#### New Employees Temporary Full-Time:

<u>Name</u>	<u>Title</u>
None this reporting period.	

#### New Employees Regular Part-Time:

<u>Name</u>	<u>Title</u>
None this reporting period.	

#### New Employees Temporary Part-Time:

<u>Name</u>	<u>Title</u>
None this reporting period.	

#### Promotions:

<u>Name</u>	<u>Former Title</u>	<u>New Title</u>
None this reporting period.		

#### Status Change Acting Positions:

<u>Name</u>	<u>Former Title</u>	<u>New Title</u>
Anthony Swinson	HQS Inspector	Acting HQS Inspector Supervisor

#### Title Change:

<u>Name</u>	<u>Former Title</u>	<u>New Title</u>
None this reporting period.		

**Status Change (Temporary to Regular Full-Time):**

<b><u>Name</u></b>	<b><u>Former Title</u></b>	<b><u>New Title</u></b>
None this reporting period.		

**Status Change (Temporary to Regular Part-Time):**

<b><u>Name</u></b>	<b><u>Former Title</u></b>	<b><u>New Title</u></b>
None this reporting period.		

**Status Change (Temporary Part-Time to Temporary Full-Time):**

<b><u>Name</u></b>	<b><u>Former Title</u></b>	<b><u>New Title</u></b>
None this reporting period.		

**RECRUITMENT****Number of Position Vacancies Published This Month: 1****Number of Position Vacancies Carried Over From Previous Month: 16**

<b>Applications</b>	<b><u>Received This Month</u></b>
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**Position Vacancies Published this Month:**

Messenger/Custodian	49
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**Additional Applications Received this Month:**

Accountant	5
Contracts and Compliance Specialist (Programmatic)	1
Financial Analyst	7
Groundskeeper	7
HQS Inspector	9
Housing Specialist	11
Housing Specialist Supervisor	5
Inspection Specialist	17
Intake Specialist	33
Maintenance Technician	1
Network Administrator	6
Senior Maintenance Technician (Full-Time)	1
Senior Maintenance Technician (Part-Time)	1
Service Coordinator – Public Housing Family	27

**Position Applied for by Residents:**

None this reporting period.

**EEO COMPLAINTS:**

None this reporting period.

**EMPLOYEE TRAINING – LOCAL:**

<b><u>Name</u></b>	<b><u>Training</u></b>	<b><u>Hour</u></b>
Margaret English	Commissioners’ Fundamentals ZOOM Training	12.00
Benita Jones	Commissioners’ Fundamentals ZOOM Training	12.00
Vera Wren	Establishing and Operating PCC for Your FSS Program	2.50

**EMPLOYEE TRAINING OUT- OF- STATE:**

<b><u>Name</u></b>	<b><u>Division</u></b>	<b><u>Destination</u></b>	<b><u>Date Lv</u></b>	<b><u>Date Ret</u></b>	<b><u>Purpose</u></b>
None this reporting period.					