



Board of Commissioners Meeting
Tuesday, October 27, 2026, 12 pm
Five Oaks on Warson
1200 N. Warson Road
Olivette, Missouri 63132

AGENDA

Item	Individual	Action
1. Roll Call	Terri Acoff-States	Informational
2. Approval of Minutes Regular Meeting August 25, 2026	Chair	Motion, 2 nd , Vote
3. Public Comments	Chair	Informational
4. Mayor’s Report	Mayor Lewis	Informational
5. Executive Director’s Report	Shannon Koenig	Informational
6. Financial Reports	Ben Washington	Motion, 2 nd , Vote
7. Other Business		
A. Olivette Housing Authority FY2027 Budget Resolution No. 1469	Ben Washington	Motion, 2 nd , Vote
B. Public Housing Performance Report	Kawanna Tate	Informational
C. 2027 Board Meeting Schedule	Terri Acoff-States	Informational
8. Executive Session	Chair	Motion, 2 nd , Vote
Subject to an affirmative vote of the Board of Commissioners, an Executive Session may be held to discuss personnel issues, real estate, or litigation matters pursuant to RSMo Sections 610.021 to 610.022.		
9. Next Meeting February 23, 2027	Chair	Informational
12. Adjournment	Chair	Motion, 2 nd , Vote

**OLIVETTE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY, AUGUST 25, 2026
MEETING MINUTES**

ROLL CALL:

COMMISSIONERS:

Nikeyia Ingram, Chair
Ellen Schapiro, Vice Chair
Stephanie Afful, Commissioner
Suzann Antoine, Commissioner
Kisha Lee, Commissioner

STAFF:

Shannon Koenig, Executive Director and CEO
Terri Acoff-States, Executive Assistant
Benjamin Washington, Chief Financial Officer
William Barry, Director of Inspections, Quality Control, and
Capital Programs
Kawanna Tate, Director, Housing Administration

GUESTS:

Bryan Lewis, Mayor
Jennifer Yackley, City Manager
Jason Blumenstock, Novogradac & Co.,LLP
Aaron Burnett, Bywater Development
Heather Loehr, Bywater Development

Approval of Minutes of Regular Board Meeting held Tuesday, April 28, 2026 and Special Meeting held June 30, 2026.

Chair Ingram asked for a motion to approve the minutes of the regular board meeting held Tuesday, April 28, 2026 and special board meeting held June 20, 2026. Chair Ingram motioned for approval. Commissioner Afful motioned for approval, Vice Chair Schapiro seconded the motion. Upon roll call the “Ayes” and “Nays” were as follows:

AYES

N. Ingram
E. Schapiro
S. Afful
S. Antoine

NAYS

None

The Chair declared the motion passed.

Presentation of the City of Olivette Housing Authority Audit Report for year ending December 31, 2025.

Jason Blumenstock, Principal with Novogradac & Co., LLP gave a presentation of the Olivette Housing Authority Audit Report for year ending December 31, 2025.

After discussion, Chair Ingram asked for a motion to approve the Olivette Housing Authority Audit Report for year ending December 31, 2025. Commissioner Lee motioned for approval, Commissioner Afful seconded the motion. Upon roll call, “Ayes” and “Nays” were as follows:

AYES

N. Ingram
E. Schapiro
S. Afful
S. Antoine
K. Lee

NAYS

None

The Chair declared the motion passed.

**OLIVETTE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
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PUBLIC HEARING:

The board held a public hearing on the Annual PHA Plan for 2027 and the Capital Funds Action Plan for 2031. The purpose of this hearing was to allow the public an opportunity to comment on each of these plans.

Chair Ingram called to order the public hearing and invited anyone from the public to comment. There were no public comments. The hearing was adjourned.

PUBLIC COMMENTS:

There were no public comments.

CITY OF OLIVETTE REPORT:

There were no comments from the city.

EXECUTIVE DIRECTOR’S REPORT:

Ms. Koenig greeted everyone and thanked them for attending the meeting.

Ms. Koenig reported that the House Transportation, Housing and Urban Development, and Related Agencies Subcommittee released its FY2027 budget appropriations proposal, which includes an overall reduction of approximately 10% to the HUD budget. She stated proposed reductions and programmatic changes are spread across multiple programs.

Ms. Koenig presented the board with a performance report that provides information for all four housing authorities operating under the County Housing umbrella. She reported the PHAS and SEMAP scores have remained steady or improved.

FINANCIAL REPORT:

Mr. Washington reviewed the Financial Reports for the period ending May 31, 2026.

After discussion, Chair Ingram asked for a motion to approve the Financial Reports for period ending May 31, 2026. Commissioner Afful motioned for approval. Vice Chair Schapiro seconded the motion. Upon roll call the “Ayes” and “Nays” were as follows:

AYES
N. Ingram
E. Schapiro
S. Afful
S. Antoine
K. Lee

NAYS
None

The Chair declared the motion passed.

**OLIVETTE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY, AUGUST 25, 2026
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OTHER BUSINESS:

A. Olivette Public Housing Write-Offs Q2 - Resolution No. 1466:

Mr. Washington presented the board with the quarterly write-offs of uncollectable rents.

After review and discussion, Chair Ingram asked for a motion to approve Resolution No. 1466, Olivette Public Housing Write-Offs. Commissioner Antione motioned for approval, Commissioner Afful seconded the motion. Upon roll call the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
S. Antoine	
K. Lee	

The Chair declared the motion passed.

B. Annual PHA Plan (2027) and Certification of Compliance:

Ms. Koenig presented the board with the 2027 Annual PHA Plan. She stated the 2027 Annual PHA Plan is a HUD required document that details the housing authority’s policies, programs, and strategies for meeting local housing needs and goals. Ms. Koenig stated County Housing’s 2027 Annual PHA Plan describes the updates made to the organization’s policies and planned activities for the upcoming fiscal year.

After discussion, Chair Ingram asked for a motion to approve the Housing Authority of St. Louis County’s 2027 Annual PHA Plan. Vice Chair Schapiro motioned for approval, Commissioner Afful seconded the motion. Upon roll call the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
S. Antoine	
K. Lee	

The Chair declared the motion passed.

C. Capital Funds Action Plan (2031):

Mr. Barry presented the board with the Capital Funds Action Plan for 2031. He stated the Capital Fund Program (CFP) provides funds annually to Public Housing Agencies (PHAs) for the development, financing, and modernization of public housing developments and management improvements. By providing financial support for capital improvements, the program helps PHAs address the backlog of repairs, create healthier living environments, and promote the overall well-being of residents in public housing communities.

After discussion, Chair Ingram asked for a motion to approve the Capital Funds Action Plan for 2031. Commissioner Lee motioned for approval; Commissioner Afful seconded the motion. Upon roll call the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
S. Antoine	
K. Lee	

The Chair declared the motion passed.

**OLIVETTE HOUSING AUTHORITY
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D. Public Housing Performance Report:

Ms. Tate reviewed public housing activities within the framework of the Public Housing Assessment System. She presented an overview of the physical, management, and financial assessment subsystems along with the progress of the capital fund program.

EXECUTIVE SESSION:

Chair Ingram asked for a motion to end the Regular Session and enter into an Executive Session. Commissioner Afful motioned to enter. Commissioner Antoine seconded the motion, and upon roll call the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
S. Antoine	
K. Lee	

The Chair declared the motion passed.

Chair Ingram motioned to exit Executive Session and entered back into the Regular Session. Commissioner Lee motioned to exit. Commissioner Afful seconded the motion to exit and upon roll call the “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
K. Lee	

The Chair declared the motion passed.

NEXT BOARD MEETING:

The next meeting is scheduled for Tuesday, October 27, 2026.

ADJOURNMENT OF MEETING:

There being no further business to come before the board, Chair Ingram asked for a motion to adjourn. Vice Chair Schapiro moved for adjournment, which was seconded by Commissioner Lee. Upon roll call, “Ayes” and “Nays” were as follows:

<u>AYES</u>	<u>NAYS</u>
N. Ingram	None
E. Schapiro	
S. Afful	
K. Lee	

The Chair declared the motion passed.

Chair

Secretary

Date



MEMORANDUM

To: Olivette Housing Authority Board of Commissioners

From: Shannon Koenig, Executive Director and CEO

Date: October 27, 2026

Subject: *Executive Director's Report*

This memorandum provides an update on select Olivette Housing Authority matters.

I. FY27 Low-Income Housing Tax Credit Proposal

Representatives of the Olivette Housing Authority spoke in support of the Rothwell Heights redevelopment project at a public hearing in front of the Missouri Housing Development Commission last month. The commission is expected to meet in late November to announce FY27 Low-Income Housing Tax Credit Awards. County Housing staff and the Bywater team have responded to all questions from MHDC staff related to the Rothwell Heights proposal.

II. FY27 Budget Update

In early April, the President released the proposed FY27 federal budget, which recommended an overall reduction of approximately 13 percent to the U.S. Department of Housing and Urban Development (HUD) budget. This summer, the House Transportation, Housing and Urban Development, and Related Agencies (THUD) Subcommittee released its FY27 appropriations bill, which proposes an overall HUD budget reduction of about 10 percent. Recommended decreases are spread across multiple programs. The Senate has not yet released its recommendations. The proposed FY27 Olivette budget incorporates anticipated reductions.

III. Annual Employee Engagement Survey

Last month, County Housing conducted its annual employee engagement survey to confidentially gather workforce feedback and use the results to inform current and future engagement strategies. Promoting a culture of service, respect, integrity, collaboration and excellence remains a priority at County Housing.



MEMORANDUM

To: Olivette Housing Authority Board of Commissioners

Through: Shannon Koenig, Executive Director and CEO

From: Benjamin C. Washington, CPA, Chief Financial Officer

Date: October 27, 2026

Subject: *Financial Summary*

This memo provides a narrative explanation for the period ending August 31, 2026, financial reports.

I. Recommendation

Staff recommend the Board approve the financial statements and accompanying narrative, as prepared.

II. Highlights

A. Revenue

The total YTD actual operating revenues of \$78,181 were less than the total YTD budget revenue of \$95,956 by \$17,775 or 19%.

- The unfavorable budget variance in the Capital Grants was attributable to timing differences in the drawdowns.
- Tenant Charges had an unfavorable YTD budget variance of \$9,191 due to three (3) non-income-generating units or 21% of the total fourteen (14) units' portfolio. Specifically, there were three (3) vacant units.

B. Expenses

Total YTD actual operating expenses of \$147,765 were greater than the total YTD budget expenses of \$100,418 by \$47,347 or 47%.

- Total YTD Occupancy expense resulted in an unfavorable budget variance of \$49,638, primarily due to material and contract costs associated with contracted unit repairs, coupled with catch-up 2022-2025 Payments in Lieu of Taxes (PILOT) payments.

C. Net Income (Loss)

The total operating loss was \$69,583 before depreciation of \$1,640, resulting in the bottom-line loss of \$71,223.

D. Cash

As of August 31, 2026, the adjusted cash book balance in the operating bank account was \$228,476. Of this amount, \$225,126 was unrestricted, and \$3,350 was restricted. Tenant rental income for the month was \$3,995, and operating expense payments were \$16,332.

III. Attachments

- A. Budgeted Income Statement
- B. Cash Report
- C. Tenant Rent

Olivette Housing Authority
Budgeted Income Statement
As of August 31, 2026

Olivette HA								
	YTD Actual	YTD Budget	Variance	% Variance	Monthly Actual	Monthly Budget	Variance	% Variance
OPERATING ITEMS								
Total Operating Subsidy	35,892	30,289	5,603		4,483	3,786	697	
Total Capital Grants	7,489	21,709	(14,220)		-	2,714	(2,714)	
Total Tenant Charges	34,617	43,808	(9,191)		3,917	5,476	(1,559)	
Total Investment Income	183	150	33		18	19	(0)	
Total Income	78,181	95,956	(17,775)	-18.52%	8,419	11,995	(3,576)	-29.81%
Total Rents and Utility Reimbursements	735	500	235		-	63	(63)	
Total Salaries	25,118	29,773	(4,654)		2,790	3,722	(931)	
Total Benefits and Taxes	16,044	6,918	9,126		2,072	865	1,207	
Total Training, Seminars, Conferences	2	431	(429)		-	54	(54)	
Total Admin	41,900	37,622	4,278	11.37%	4,863	4,703	160	3.40%
Total Utilities	8,373	7,367	1,006		159	921	(761)	
Total Materials	24,584	5,467	19,118		3,908	683	3,225	
Total Contract Costs	19,021	8,360	10,661		4,610	1,045	3,565	
Total Tenant Services Expense	-	1,000	(1,000)		-	125	(125)	
Total Other Maintenance Expenses	707	500	207		87	63	25	
Total Other Occupancy Expenses	24,207	4,561	19,645		21,544	570	20,974	
Total Occupancy Expense	76,892	27,255	49,638	182.13%	30,309	3,407	26,902	789.65%
Total Insurance	12,749	13,469	(720)		2,841	1,684	1,157	
Total Outside Services	1,280	1,974	(694)		109	247	(138)	
Total Professional Fees	4,359	7,073	(2,714)		16	884	(868)	
Total Other Fees	5,694	6,324	(630)		657	791	(133)	
Total Telephone and Technology	2,576	3,913	(1,337)		609	489	120	
Total Other Administrative Expenses	489	926	(437)		253	116	137	
Total Internal Charges	1,825	1,862	(37)		223	233	(10)	
Total Other General	28,973	35,541	(6,569)	-18.48%	4,707	4,443	264	5.94%
Total Expenses	147,765	100,418	47,347	47.15%	39,878	12,552	27,326	217.70%
Total Net Operating Income	(69,583)	(4,462)	(65,121)		(31,460)	(558)	(30,902)	
NON-OPERATING ITEMS								
Total Depreciation Expense	(1,640)	(667)	(974)		(205)	(83)	(122)	
Total Non- Operating Items	(1,640)	(667)	(974)		(205)	(83)	(122)	
Net Income (Loss)	(71,223)	(5,129)	(66,095)		(31,665)	(641)	(31,024)	

Olivette Housing Authority
Cash Report
August 2026

BEGINNING BANK CASH BALANCE 8/1/2026	\$	246,245
ADD:		
Tenant Rent	\$	3,995
Security Deposits	\$	-
FSS Deposits	\$	-
Capital Fund	\$	-
Operating Subsidy	\$	4,483
Interest	\$	18
Transfer	\$	-
Other Revenue	\$	-
TOTAL DEPOSITS	\$	8,497
LESS:		
Other Transfers	\$	(3,293)
Manual Checks	\$	-
Checks	\$	(5,525)
NSF/ Service Fees	\$	-
Withdraws/Other Deductions	\$	(7,514)
Operating Subsidy Out	\$	-
TOTAL PAYMENTS	\$	(16,332)
ENDING BANK BALANCE 8/31/2026	\$	238,410
Ending Bank Balance 8/31/2026	\$	238,410
Outstanding Checks	\$	(11,221)
Deposits in Transit	\$	1,287
Other Items	\$	-
Adjusted Book Balance 8/31/2026	\$	228,476
Unrestricted Cash	\$	225,126
Security Deposit Cash	\$	3,350
	\$	228,476

Olivette Public Housing Rent Roll

Property: 1132bolv (Olivette Housing Authority)

As Of Date: 08/31/2026

Property Code	Unit Code	Bedroom Size	Tenant Code	Tenant Rent
1 1132bolv [Public Housing]	RH9380	2	t0000248	\$ 772
2	RH9379	2	t0010032	\$ 663
3	RH9348	3	t0000316	\$ 385
4	RH9342	3	t0012791	\$ 357
5	RH9345	3	t0000325	\$ 352
6	RH9372	3	t0000313	\$ 331
7	RH9330	3	u0000694	\$ 328
8	RH9371	2	t0010954	\$ 320
9	RH9364	2	t0000323	\$ 219
10	RH9357	3	t0000307	\$ 116
11	RH9387	3	t0010951	\$ 74
12		3		\$ -
13		3		\$ -
14		3		\$ -
Public Housing Rent Roll				\$ 3,917

Status	No of Units	% of Total Portfolio
Occupied	11	79%
\$0 Rent	0	0%
Vacant	3	21%
	14	100%



MEMORANDUM

To: Olivette Housing Authority Board of Commissioners

Through: Shannon Koenig, Executive Director and CEO

From: Benjamin C. Washington, CPA, Chief Financial Officer

Date: October 27, 2026

Subject: *FY 2027 Proposed Budget, Resolution No. 1469*

This memo accompanies the proposed FY 2027 budget and provides a list of budget assumptions and notes.

I. Recommendation

Staff recommend the Board approve the FY 2027 Proposed Budget as submitted.

II. Budget Assumptions and Notes

- A. The budget assumes unit occupancy of 95%.
- B. Federal program operating subsidy is based on FY 2026 operating fund calculation and the FY 2026 annualized amount received, adjusted for a potential 10% funding reduction. The FY 2027 estimate is \$51,048, reduced by an 10% anticipated funding reduction to \$45,943.
- C. The capital fund program funding is expected to be \$40,485. Of this amount, \$30,364 has been included in the budget to cover administration costs. The remaining \$10,121 will cover capital improvement projects and be capitalized on the Balance Sheet.
- D. Tenant rent is budgeted at \$49,516 based on 14 paid units. We applied a 3% rent increase and anticipate a 5% vacancy loss.
- E. Salaries expense reflects Management's allocated staffing plan for FY 2027.
- F. Employer-paid Benefits and Taxes are estimated to be approximately 45% of salary expenses.
- G. Employee training and development expenses are estimated at \$224.

- H. Total Occupancy Costs are estimated at \$49,209. The significant component costs are Utilities, Materials, and Contract at \$14,334, \$15,000, and \$15,002, respectively.
- I. Payment in Lieu of Taxes (PILOT) expense is based on the current year's calculation of 10% of rental income less utilities expense is estimated at \$3,500.
- J. Property insurance expense is projected to increase by 5%.
- K. Audit expense is based on contractual pricing with the audit firm for FY 2027.
- L. County Housing's rates are expected to remain the same according to HUD guidelines to calculate the fees for service charges, which include the property management fee rate of \$59.04, asset management fee rate of \$10, and bookkeeping fee rate of \$7.50 multiplied by units leased and available.
- M. The net operating loss is \$58,907 before depreciation of \$2,584, resulting in a net loss of \$61,491.

III. Attachment

A. FY 2027 Proposed Budget

**FY 2027 Olivette PHA Operating Budget
Resolution No.1469**

		FY 2025 Budget	FY 2026 Budget	FY 2026 Annualized Actual	FY 2027 Budget
4000-00-110	REVENUE & EXPENSES				
4000-00-120	OPERATING INCOME				
4000-00-130	Income				
4100-00-140	Operating Subsidy				
4100-00-240	HUD PHA Operating Grants/Subsidy	\$ 46,740	\$ 45,433	\$ 45,433	\$ 45,943
4199-00-940	Total Operating Subsidy	\$ 46,740	\$ 45,433	\$ 45,433	\$ 45,943
4200-00-140	Capital Grants				
4200-00-240	Capital Fund Grants	\$ 35,728	\$ 26,051	\$ 15,574	\$ -
4210-00-240	Capital Fund Grants-Soft Costs	\$ -	\$ 6,513	\$ 2,400	\$ 30,364
4299-00-940	Total Capital Grants	\$ 35,728	\$ 32,564	\$ 17,974	\$ 30,364
4300-00-140	Tenant Charges				
4300-00-240	Tenant Rent	\$ 75,000	\$ 51,352	\$ 52,003	\$ 49,516
4390-00-240	Bad Debt-Tenant Rents			\$ 3,096	\$ (2,528)
4399-00-940	Total Tenant Charges	\$ 75,000	\$ 51,352	\$ 55,099	\$ 46,988
4500-00-140	Other Income				
4500-00-150	Investment Income				
4500-00-250	Investment Income - Unrestricted	\$ 225	\$ 225	\$ 245	\$ 225
4599-00-250	Total Investment Income	\$ 225	\$ 225	\$ 245	\$ 225
4998-00-940	Total Other Income	\$ 225	\$ 225	\$ 245	\$ 225
4999-00-930	Total Income	\$ 157,693	\$ 129,574	\$ 118,751	\$ 123,520
5000-00-130	EXPENSES				
5000-00-140	Rents and Utility Reimbursements				
5050-00-240	Utility Reimbursement	\$ 2,000	\$ 1,260	\$ 1,260	\$ 1,500
5999-00-940	Total Rents and Utility Reimbursements	\$ 2,000	\$ 1,260	\$ 1,260	\$ 1,500
6000-00-140	Salaries				
6000-00-150	Salaries - Administrative				
6000-00-250	Salaries - Administrative	\$ 12,000	\$ 31,339	\$ 25,458	\$ 31,840
6099-00-950	Total Salaries - Administrative	\$ 12,000	\$ 31,339	\$ 25,458	\$ 31,840
6200-00-150	Salaries - Maintenance				
6200-00-250	Salaries - Maintenance	\$ 37,000	\$ 30,180	\$ 13,945	\$ 21,825
6210-00-250	Overtime - Maintenance			\$ 1,026	\$ 2,182
6298-00-950	Total Salaries - Maintenance	\$ 37,000	\$ 30,180	\$ 14,971	\$ 24,007
6299-00-940	Total Salaries	\$ 49,000	\$ 61,519	\$ 40,429	\$ 55,847
6300-00-140	Benefits and Taxes				
6300-00-150	Employee Benefits - Administrative				
6300-00-250	Insurance - Dental - Administrative	\$ 114	\$ 325	\$ -	\$ -
6305-00-250	Insurance - Health - Administrative	\$ 2,362	\$ 3,292	\$ 14,740	\$ 16,215
6315-00-250	Insurance - STD - Administrative	\$ 109	\$ 137	\$ 274	\$ 302
6320-00-250	Insurance - LTD - Administrative	\$ 73	\$ 92	\$ 159	\$ 175
6325-00-250	Insurance - Life - Administrative	\$ 105	\$ 132	\$ 255	\$ 281
6335-00-250	Insurance - Vision - Administrative	\$ 9	\$ 13	\$ -	\$ -
6350-00-250	Other - Pension - Administrative	\$ 1,621	\$ 2,035	\$ 2,152	\$ 2,367
6365-00-250	Taxes - FICA - Administrative	\$ 1,336	\$ 1,677	\$ 4,621	\$ 2,436
6370-00-250	Taxes - Unemployment - Administrative	\$ 67	\$ 85	\$ 152	\$ 167
6399-00-950	Total Employee Benefits - Administrative	\$ 5,796	\$ 7,788	\$ 22,355	\$ 21,942
6500-00-150	Employee Benefits - Maintenance				
6500-00-250	Insurance - Dental - Maintenance	\$ -	\$ 225	\$ -	\$ -
6505-00-250	Insurance - Health - Maintenance	\$ 981	\$ 3,711	\$ -	\$ -
6535-00-250	Insurance - Vision - Maintenance	\$ -	\$ 17	\$ -	\$ -
6550-00-250	Other - Pension - Maintenance	\$ 343	\$ 1,430	\$ 1,347	\$ 1,482
6565-00-250	Taxes - FICA - Maintenance	\$ 312	\$ 1,088	\$ 1,038	\$ 1,837
6570-00-250	Taxes - Unemployment - Maintenance	\$ 23	\$ 32	\$ 102	\$ 112
6598-00-950	Total Employee Benefits - Maintenance	\$ 1,659	\$ 6,503	\$ 2,487	\$ 3,430
6599-00-940	Total Benefits and Taxes	\$ 7,455	\$ 14,291	\$ 24,841	\$ 25,373

**FY 2027 Olivette PHA Operating Budget
Resolution No.1469**

		FY 2025 Budget	FY 2026 Budget	FY 2026 Annualized Actual	FY 2027 Budget
6600-00-140	Other Employee Costs				
6610-00-240	Drug Screening				
6650-00-240	Employee Welfare				
6690-00-240	Other Misc Employee Costs	\$ -	\$ 42		\$ 18
6699-00-940	Total Other Employee Costs	\$ -	\$ 42	\$ -	\$ 18
6700-00-140	Training, Seminars, Conferences				
6720-00-240	Training - Administration	\$ 500	\$ 893		\$ 224
6730-00-240	Training - Maintenance	\$ 250	\$ -	\$ -	
6799-00-940	Total Training, Seminars, Conferences	\$ 750	\$ 893	\$ -	\$ 224
7000-00-140	Occupancy				
7000-00-150	Utilities				
7000-00-250	Electricity	\$ 120			
7005-00-250	Electricity-Vacant Units	\$ 800	\$ 1,000	\$ 2,041	\$ 1,800
7020-00-250	Gas - Vacant Units	\$ 100	\$ 250	\$ 1,293	\$ 1,080
7030-00-250	Sewer	\$ 9,600	\$ 12,804	\$ 7,931	\$ 11,454
7035-00-250	Sewer - Office				
7045-00-250	Water - Vacant Units	\$ 15	\$ 40		
7099-00-950	Total Utilities	\$ 10,635	\$ 14,094	\$ 11,265	\$ 14,334
7100-00-150	Materials				
7105-00-250	Supplies - Appliance	\$ -	\$ 1,000	\$ -	
7130-00-250	Supplies - Janitorial/Cleaning	\$ 100		\$ 15,476	\$ 7,000
7135-00-250	Supplies - Maintenance / Repairs	\$ 3,000	\$ 7,200	\$ 20,099	\$ 8,000
7140-00-250	Supplies - Plumbing	\$ 200			
7145-00-250	Tools and Equipment				
7199-00-950	Total Materials	\$ 3,300	\$ 8,200	\$ 35,575	\$ 15,000
7200-00-150	Contract Costs				
7200-00-250	Contract - Trash	\$ 2,900	\$ 2,872	\$ 1,518	\$ 2,921
7205-00-250	Contract - HVAC	\$ 35			\$ 20
7210-00-250	Contract - Snow Removal		\$ 350	\$ -	\$ 2,539
7215-00-250	Contract - Elevator Monitoring		\$ 40	\$ -	\$ 122
7220-00-250	Contract - Grounds	\$ 4,400	\$ 9,680	\$ 2,088	\$ 1,400
7225-00-250	Contract - Unit Repair	\$ 10,000	\$ 20,000	\$ 516	\$ 6,000
7235-00-250	Contract - Plumbing	\$ 1,500	\$ 500	\$ 1,800	\$ 1,500
7245-00-250	Contract - Janitorial/Cleaning		\$ 100	\$ -	\$ -
7255-00-250	Contract - Alarm Monitoring		\$ 225		
7265-00-250	Contract - Building Repairs		\$ 1,000	\$ -	\$ -
7270-00-250	Contract - Carpet Cleaning		\$ 50	\$ -	\$ -
7280-00-250	Contract - Floor Covering			\$ 338	\$ 500
7299-00-950	Total Contract Costs	\$ 18,835	\$ 34,817	\$ 6,261	\$ 15,002
7300-00-150	Tenant Services Expense				
7310-00-250	Other Tenant Services	\$ 470	\$ 1,500	\$ -	
7399-00-950	Total Tenant Services Expense	\$ 470	\$ 1,500	\$ -	\$ -
7400-00-150	Other Maintenance Expenses				
7400-00-250	Maintenance Uniforms	\$ 500	\$ 250		
7410-00-250	Maintenance Personnel Mileage				
7405-00-250	Inspection Uniforms		\$ -		
7420-00-250	Vehicle Maintenance	\$ 1,200	\$ 500	\$ 1,238	\$ 69
7499-00-950	Total Other Maintenance Expenses	\$ 1,700	\$ 750	\$ 1,238	\$ 69
7600-00-150	Other Occupancy Expenses				
7630-00-250	Payments in Lieu of Taxes	\$ 6,449	\$ 5,600	\$ 3,515	\$ 3,500
7640-00-250	Security/Law Enforcement	\$ 1,350	\$ 1,242	\$ 982	\$ 1,304
7699-00-950	Total Other Occupancy Expenses	\$ 7,799	\$ 6,842	\$ 4,497	\$ 4,804
7999-00-940	Total Occupancy	\$ 42,739	\$ 66,203	\$ 58,836	\$ 49,209
8000-00-140	Other Admin Expenses				
8000-00-150	Insurance				
8000-00-250	Insurance - Automobile	\$ 11,000	\$ 921	\$ 770	\$ 808
8010-00-250	Insurance - Liability	\$ 2,800	\$ 3,261	\$ 2,233	\$ 2,345
8020-00-250	Insurance - Property	\$ 7,000	\$ 15,312	\$ 13,365	\$ 14,033
8030-00-250	Insurance - Worker's Comp	\$ 150	\$ 710	\$ 608	\$ 639
8099-00-950	Total Insurance	\$ 20,950	\$ 20,204	\$ 16,976	\$ 17,825

**FY 2027 Olivette PHA Operating Budget
Resolution No.1469**

		FY 2025 Budget	FY 2026 Budget	FY 2026 Annualized Actual	FY 2027 Budget
8100-00-150	Outside Services				
8100-00-250	Consultants	\$ 5,000	\$ 2,711	\$ 1,644	\$ 1,601
8110-00-250	Temporary Administrative Labor		\$ 250	\$ -	\$ 202
8199-00-950	Total Outside Services	\$ 5,000	\$ 2,961	\$ 1,644	\$ 1,803
8200-00-150	Professional Fees				
8200-00-250	Professional Fees - Legal	\$ 1,000	\$ 1,360	\$ -	\$ 1,384
8210-00-250	Professional Fees - Accounting		\$ 2,250	\$ 2,827	\$ 2,750
8220-00-250	Professional Fees - Audit	\$ 7,000	\$ 7,000	\$ -	\$ 7,000
8299-00-950	Total Professional Fees	\$ 8,000	\$ 10,610	\$ 2,827	\$ 11,134
8300-00-150	Other Fees				
8300-00-250	Bank Fees	\$ 250			\$ 250
8320-10-250	Management Fee - HASLC	\$ 8,237	\$ 9,423	\$ 8,643	\$ 9,423
8340-00-250	Late Fees			\$ 134	
8360-00-250	Tenant Screening			\$ 135	
8370-00-250	Miscellaneous Fees		\$ 66	\$ -	\$ 6
8399-00-950	Total Other Fees	\$ 8,487	\$ 9,489	\$ 8,913	\$ 9,679
8400-00-150	Telephone and Technology				
8400-00-250	Computer Parts	\$ 100	\$ 770	\$ -	\$ 270
8410-00-250	Contract - Answer Service	\$ 100	\$ 257	\$ 368	
8420-00-250	Contract - IT Contracts	\$ 175	\$ 1,761	\$ 1,734	\$ 1,849
8430-00-250	Internet	\$ 100	\$ 230	\$ 60	\$ 48
8440-00-250	Small Office Equipment	\$ 250	\$ 142	\$ -	\$ 71
8450-00-250	Software/License Fees	\$ 650	\$ 2,930	\$ 408	\$ 2,784
8460-00-250	Telephone	\$ 450	\$ 564	\$ 303	\$ 776
8499-00-950	Total Telephone and Technology	\$ 1,825	\$ 6,654	\$ 2,873	\$ 5,798
8500-00-150	Other Administrative Expenses				
8504-00-250	Advertising	\$ 200			
8508-00-250	Copiers/Printers	\$ 250	\$ 250	\$ -	\$ 150
8524-00-250	Inspections			\$	88
8540-00-250	Meetings				
8544-00-250	Membership/Publications	\$ 10		\$ 57	\$ 21
8548-00-250	Office Supplies	\$ 100	\$ 560	\$ 9	\$ 330
8560-00-250	Postage / Delivery	\$ 525	\$ 35	\$ 633	\$ 130
8576-00-250	Travel			\$ 135	
8580-00-250	Other Misc. Admin Expenses	\$ 500	\$ 597	\$ -	\$ 525
8599-00-950	Total Other Administrative Expenses	\$ 1,585	\$ 1,442	\$ 834	\$ 1,244
8900-00-150	Internal Charges				
8910-00-250	Asset Mgt Fee Expense	\$ 1,680	\$ 1,596	\$ 1,680	\$ 1,596
8920-00-250	Bookkeeping Management Fee Expense	\$ 1,260	\$ 1,197	\$ 1,098	\$ 1,197
8996-00-950	Total Internal Charges	\$ 2,940	\$ 2,793	\$ 2,778	\$ 2,793
8997-00-940	Total Other Administrative Expenses	\$ 48,787	\$ 54,153	\$ 36,845	\$ 50,275
8998-00-930	TOTAL EXPENSES	\$ 150,731	\$ 198,319	\$ 162,211	\$ 182,428
8999-00-920	Operating Income	\$ 6,962	\$ (68,745)	\$ (43,460)	\$ (58,908)
9000-00-120	NON-OPERATING ITEMS				
9000-00-130	Depreciation Expense				
	Capital Funds Grants		\$ (26,051)	\$	-
9000-00-230	Depreciation Expense	\$ (975)	\$ (1,000)	\$ (2,460)	\$ (2,584)
9099-00-930	Total Depreciation Expense	\$ (975)	\$ (27,051)	\$ (2,460)	\$ (2,584)
9997-00-920	TOTAL NON-OPERATING ITEMS	\$ (975)	\$ (27,051)	\$ (2,460)	\$ (2,584)
9998-00-910	NET INCOME	\$ 5,987	\$ (95,796)	\$ (45,920)	\$ (61,491)

MEMORANDUM



To: Olivette Housing Authority Board of Commissioners

Through: Shannon Koenig, Executive Director and CEO

From: Kawanna Tate, Director, Housing Administration

Date: October 27, 2026

Subject: *Public Housing Performance*

This memo describes recent public housing activities within the framework of the Public Housing Assessment System.

I. PASS - projected 37/40 points

The purpose of PASS is to determine whether public housing units are decent, safe, sanitary and in good repair, and to determine the level to which the PHA is maintaining its public housing in accordance with housing condition standards.

A. Maintenance Activity

The maintenance team completed three work orders from August 1, 2026, through September 30, 2026. Two vacant-unit rehabs are in progress. One resident was permanently relocated due to the need for filtration air repairs and remediation.

II. MASS - projected 4/25 points

The purpose of the management operations indicator is to assess the PHA's management operations capabilities.

Sub-Indicator	Performance	Points
Occupancy	85.7%	0/16
Accounts Payable Ratio	57%	4/4
Tenant Accounts Receivable	46.5%	0/5
Projected Points		4/25

III. FASS - projected 25/25 points

The purpose of the financial condition indicator is to measure the financial condition of each public housing project. The reporting period is through August 31, 2026.

Housing Authority	QR	MENAR	DSCR	Projected Points
Olivette	12/12	11/11	2/2	25

Quick Ratio (QR) – Measures liquidity and current assets. The maximum points assigned for this sub-indicator is 12 points.

Months Expendable Net Ratio (MENAR) – Measures the adequacy of the financial reserves by determining the number of months of operation using the net available resources. The maximum points assigned for this sub-indicator is 11 points.

Debt Service Coverage Ratio (DSCR) – Measures capacity to cover debt obligations through the ability to meet regular debt obligations. The maximum points assigned for this sub-indicator is 2 points.

IV. CFP - 10/10 projected points

The purpose of the Capital Fund program assessment is to identify how long it takes a PHA to obligate the funds provided to it from the Capital Fund program.

A. Capital Grant Fund Progress

Grant Year	Amount	Obligated	Expended	Deadline to expend
2020	\$28,617	100%	100%	3/25/2026
2021	\$27,885	100%	100%	2/22/2025
2022	\$34,237	100%	100%	5/11/2026
2023	\$34,506	100%	100%	2/16/2027
2024	\$35,728	100%	100%	5/05/2028
2025	\$38,672	100%	0%	5/12/2029

B. Project Updates

In 2026, planned projects include replacing entry doors. Electrical service panel replacements are complete.

V. Projected Overall PHAS Score for 2026

PASS – 37/40 points

MASS – 4/25 points

FASS – 25/25 points

CFP – 10/10 points

Total: 76

Projected: Standard Performer



MEMORANDUM

To: Olivette Housing Authority Board of Commissioners

Through: Shannon Koenig, Executive Director and CEO

From: Terri Acoff-States, Executive Assistant

Date: October 27, 2026

Subject: *Board Meeting Dates for 2027*

This memo provides the schedule for the 2027 Olivette Housing Authority Commissioners quarterly Board meetings. Meetings will be held at Olivette City Center, 1140 Dielman Road, Olivette, MO 63132 and will start at noon.

Tuesday, February 23, 2027

Tuesday, April 27, 2027

Tuesday, August 24, 2027

Tuesday, October 12, 2027

If you have any questions, please contact me at 314-227-3114 or terria@countyhousing.org.