



AGENDA
HYBRID BOARD MEETING FOR
THE HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
BOARD OF COMMISSIONERS

DATE: MONDAY, AUGUST 26, 2024

TIME: 5:00 P.M.

QR CODE:



LINK: <https://us02web.zoom.us/j/3501891938?pwd=N3d4QWM3MjRQQUtnYnYwZ3dtekxDdz09>

Phone: (669) 900-6833 (*9 to raise hand, *6 to unmute)

Meeting ID: 350 189 1938

Passcode: 438419

LOCATION: Housing Authority of the County of Monterey
Central Office, 123 Rico Street, Salinas, CA 93907

1. CALL TO ORDER (Pledge of Allegiance)

2. ROLL CALL

Chair Hans Buder

Vice Chair Kathleen Ballesteros

Commissioner Kevin Healy

Commissioner Francine Goodwin

Commissioner Maria Orozco

Commissioner Yuri Anderson

Commissioner, Vacant

PRESENT

ABSENT

3. COMMENTS FROM THE PUBLIC

4. CONSENT AGENDA

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions for clarification may be made by Commissioners without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

A. Minutes - Approval of Minutes of the Regular Board Meeting held on May 28, 2024.

B. Minutes - Approval of Minutes of the Regular Board Meeting held on June 24, 2024.

5. PRESENTATION

HACM FY23 Audit Presentation by Jon Adkins & Rich Larsen, Novogradac.

6. REPORTS OF COMMITTEES

Board Reports Ad Hoc Committee
Development Ad Hoc Committee
Policy Committee

Commissioners Buder & Healy
Commissioners Healy & Orozco
Commissioners Anderson, Ballesteros & Goodwin.

7. REPORT OF SECRETARY

A. Executive Report

8. NEW BUSINESS

A. Resolution 3116 – Resolution Approving the HUD-Required SEMAP Certification for the Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024

9. INFORMATION

- A. Human Resource Report
- B. Finance Report
- C. Property Management Report
- D. Development Report
- E. Housing Programs Report
- F. Property Spotlight: Gonzales Family RAD
- G. Director Spotlight: Nora Rubalcava, Interim Director of Development

10. COMMISSIONER COMMENTS

11. ADJOURNMENT

This agenda was posted on the Housing Authority's Bulletin Boards at 123 Rico Street, Salinas, CA.

The Board of Commissioners will next meet at the Annual Board Meeting on **September 23, 2024, at 5:00 p.m.**

THE PLEDGE OF ALLEGIANCE

I pledge allegiance to the flag of the United States of America

And to the Republic for which it stands

One nation, under God

Indivisible with liberty and justice for all



ROLL CALL

Chair Hans Buder

Vice Chair Kathleen Ballesteros

Commissioner Kevin Healy

Commissioner Francine Goodwin

Commissioner Maria Orozco

Commissioner Yuri Anderson



COMMENTS FROM THE PUBLIC



California's Brown Act mandates public comment periods in government meetings, but it's crucial to understand that these sessions aren't intended for dialogue. Instead, they provide citizens with a platform to express their views or concerns, while officials typically refrain from engaging in discussion or debate during this time.

For inquiries regarding specific items in the report, please send questions to grivero@hamonterey.org



ACTION
MINUTES OF THE REGULAR BOARD MEETING OF
THE HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD MAY 28, 2024

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL (Pledge of Allegiance)

CALL TO ORDER:

Chair Buder called the meeting to order at 5:03 p.m.

2. ROLL CALL:

PRESENT:

Vice-Chair Kathleen Ballesteros
Commissioner Kevin Healy
Commissioner Francine Goodwin
Commissioner Yuri Anderson
Commissioner Maria Orozco

ABSENT:

Chair Hans Buder

Also present: Zulieka Boykin, Executive Director; James Maynard-Cabrera, Director of Human Resources; Michael Underwood, Director of Finance; Nora Ruvalcaba, Interim Director of Development; Jonathan Campbell, Director of Housing Programs; Mayra Zesati, Asset Manager.
Recorder: Gabriela Rivero

3. COMMENTS FROM THE PUBLIC

A. Amy Salmina, Coast & Valley Property Manager and Landlord

4. CONSENT AGENDA

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions for clarification may be made by Commissioners without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

A. Minutes - Approval of Minutes of the Regular Board Meeting held on March 28, 2024.

There were no requests to remove items from the Consent Agenda. Commissioner Ballesteros made a motion to approve the listed item, seconded by Commissioner Orozco. The motion was carried through a roll call vote.

AYES: Ballesteros, Goodwin, Anderson, Orozco

NOES: None

ABSTAIN: Healy

ABSENT: Buder

5. REPORTS OF COMMITTEES

Board Reports Ad Hoc Committee: Commissioners: Buder and Healy

Commissioner Buder was unavailable for the meeting, which proceeded with Commissioner Healy. Commissioner Healy, Ms. Boykin, and the Director of Housing Programs, Jonathan Campbell, made significant strides in advancing the board reports.

Development Ad Hoc Committee: Commissioners: Healy & Orozco

Commissioner Orozco stated that Ms. Boykin presented the committees with a development assessment matrix, reviewing various sections of the matrix to aid in project evaluation.

Policy Committee: Commissioners Anderson, Ballesteros, & Goodwin

Commissioner Anderson, appointed as the chair, stated that it is a Brown Act committee due to the presence of three commissioners. The meeting focused on discussing how the committee will approach evaluating policies for future meetings.

6. REPORT OF SECRETARY

A. Executive Report – Presented by Executive Director, Zulieka Boykin.

Ms. Boykin's report highlighted three key items. First, the HUD Compliance review by the San Francisco HUD Field Office, led by Sarah Glover-Johnson, will take place from July 10-12, involving approximately eight reviewers who will interview staff and review files across the entire agency. Second, the QAD EHV Audit has been completed and closed, with all findings addressed. Although EHV issuance has ceased, funding for previously distributed vouchers will continue. Third, the agency is moving to an online system via Rent Cafe, with finance already fully live and property management nearly fully live, except for two properties. HCV is set to go live by the end of July, with Yardi assisting in the final implementation. Assistance will be available for applicants, including on-site help and designated areas with computers. This transition to an online system will improve monitoring, tracking, and overall efficiency of agency processes.

7. NEW BUSINESS

A. Resolution 3114 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025.

Motion to Table

Motion to table Resolution 3114 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025, was made by Commissioner Healy and seconded by Commissioner Anderson. The motion was carried through a roll call vote.

AYES: Ballesteros, Healy, Goodwin, Orozco, Anderson

NOES: None

ABSENT: Buder

8. INFORMATION

In a departure from traditional board reporting methods, we're adopting a new approach. Going forward, reports won't be verbally presented as before. Instead, they'll be provided as is for commissioners to review. Any questions or comments can be addressed during the meeting. This shift aims to streamline the process and ensure that meeting time is used efficiently.

A. Human Resource Report – Presented by James Maynard-Cabrera, Director of Human Resources

Upcoming training will focus on NSPIRE Certification related to HOTMA. The Property Management and HCV departments recently attended NSPIRE training and will complete their certification training within the next two weeks. Additionally, HOTMA has an updated training that will be rolled out soon. This month's Employee Spotlight is on Mayra Zesati. Mayra began her career as a Property Manager, contributed to various roles within HACM, including assisting HCV, and now supports the Property Management team as the Asset Manager. She has been a great team member and is an invaluable asset to the agency.

B. Finance Report – Presented by Michael Underwood, Director of Finance

C. Property Management Report – Presented by Mayra Zesati

D. Development Report – Presented by Nora Ruvalcaba, Interim Director of Development.

A Service Coordinator grant application was submitted for two properties: Portola Vista and South County RAD. This grant aims to provide services to the residents. HACM has applied for funding for a full-time coordinator position at Greenfield and a part-time position at Casa de Oro, striving to offer comprehensive resident services.

E. Housing Programs Report – Presented by Jonathan Campbell, Director of Housing Programs

Total vouchers currently stand at 4,000, falling short of the goal. The target is to achieve 90% utilization by the end of the year. Mayra Zesati has transitioned from the HCV Department back to Property Management. The team has welcomed Mayra Macias as HACM's new Housing Programs Supervisor, along with Rosaura Sierra,

the Housing Programs Analyst. Both have been doing impressive work, and their contributions are highly anticipated.

F. Property Spotlight: Portola Vista

Received an email from the commissioners with additional items they would like included on the fact sheet. The revisions will be made accordingly

G. Director Spotlight: James Maynard-Cabrera, Director of Human Resources

9. CLOSED SESSION

The Board of Commissioners met in Closed Session at 5:47 p.m. for the following purpose and reason:

- A. Government Code Section 54597: This section permits closed session discussions of certain matters relating to public employment, including personnel matters, evaluations, and disciplinary actions.

The Board of Commissioners reconvened at 6:27 p.m. following a closed session.

No Action items to report.

10. COMMISSIONER COMMENTS

The commissioners collectively thanked everyone involved in today's meeting.

11. ADJOURMENT

With no additional matters to address, the Board concluded the meeting and adjourned it to 6:35 p.m.

Respectfully submitted,

Gabriela Rivero
Executive Assistant/Clerk of the Board

Chairperson

ATTEST:

Secretary

Date



ACTION
MINUTES OF THE REGULAR BOARD MEETING OF
THE HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JUNE 24, 2024

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL (Pledge of Allegiance)

CALL TO ORDER:

Chair Buder called the meeting to order at 5:03 p.m.

2. ROLL CALL:

PRESENT:

Chair Hans Buder
Vice-Chair Kathleen Ballesteros
Commissioner Kevin Healy
Commissioner Francine Goodwin
Commissioner Yuri Anderson

ABSENT:

Commissioner Maria Orozco

Also present: Zulieka Boykin, Executive Director; James Maynard-Cabrera, Director of Human Resources; Jin Lu, Director of Finance; Nora Ruvalcaba, Interim Director of Development; Jonathan Campbell, Director of Housing Programs; Mayra Zesati, Asset Manager; Julio Hernandez, Maintenance Supervisor.
Recorder: Gabriela Rivero

3. COMMENTS FROM THE PUBLIC

- A. Andrew Ausonio – CEO of Ausonio Inc.
- B. Carol DeSeguir –President of Rippling River Resident Association

ADDITION TO AGENDA

Following Public Comment, the Executive Director, Zulieka Boykin, presented adding item 9B, Strategic Goals, to the agenda.

Commissioner Buder made a motion to add item 9B Strategic Goals, seconded by Commissioner Ballesteros. The motion was carried through a roll call vote.

AYES: Buder, Ballesteros, Healy, Goodwin, Anderson,

NOES: None

ABSENT: Orozco

4. CONSENT AGENDA

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions for clarification may be made by Commissioners without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

A. Minutes - Approval of Minutes of the Regular Board Meeting held on April 22, 2024.

There were no requests to remove items from the Consent Agenda. Commissioner Anderson made a motion to approve the listed item, seconded by Commissioner Ballesteros. The motion was carried through a roll call vote.

AYES: Buder, Ballesteros, Healy, Goodwin, Anderson

NOES: None

ABSENT: Orozco

5. PRESENTATION

CHDO Entity Presentation: WISH.MC by Nora Ruvalcaba, Interim Director of Development and Jorge Camacho, Development Analyst.

6. REPORTS OF COMMITTEES

Board Reports Ad Hoc Committee: Commissioners: Buder and Healy
Commissioner Healy reported that there has not been a meeting this month.

Development Ad Hoc Committee: Commissioners: Healy & Orozco
Commissioner Healy reported that there has not been a meeting this month.

Policy Committee: Commissioners Anderson, Ballesteros, & Goodwin
Commissioner Anderson reported that the committee had convened. The Human Resources Director reviewed all the agency's policies, noting that some policies date back to 1982 and require updating. Narcan policy training was also presented. Public comments were addressed during the meeting.

7. REPORT OF SECRETARY

A. Executive Report – Presented by Executive Director, Zulieka Boykin.

Ms. Boykin provided a comprehensive update on several key items. The HUD Compliance review by the San Francisco HUD Field Office is scheduled for July 10-12, with HACM having completed the initial document upload. The agency initially faced challenges recording the deed amendment required as a conditional approval by the US Department of Health and Human Services for Pueblo Del Mar ("PDM").

However, the deed has been successfully recorded and submitted back to the US Department of Health and Human Services and are now awaiting the final approval letter. The agency has also submitted a Mark-Up to Market proposal to HUD to assist with rents at RAD properties, part of their annual OCAF request. The Section 8 waiting list will open from July 1-12, supported by an official flyer and a YouTube video offering application guidance, with a goal of 5,000 applicants to be selected through a lottery system. In August, there will be a Rent Reasonableness presentation, preceded by a session for landlords, to demonstrate adherence to HUD guidelines. The Work Street Home key Projects are currently in litigation, with new owners requesting PBV units. The Housing Authority does not yet have a release date for a competitive RFP for these PBV vouchers. The only exception to the RFP process is if the property is owned by the Housing Authority. The 2021 award of 85 PBVs to the City of Salinas is under review due to unmet conditions, with a meeting with the city attorney scheduled to address these issues. Efforts are underway to assist 51 residents of the Work Street complex, pending HUD's approval to reinstate previously awarded vouchers, as there are no current resources to aid these residents. Regarding the contract with Ausonio at PDM, the Housing Authority has a \$2.8 million budget for the entire rehabilitation project. Ausonio offered to complete one phase for \$2.7 million, but the project requires three phases. The Housing Authority would need to cover the additional costs out of pocket, excluding any overhead changes. Due to these financial constraints, it was not feasible to carry out the contract, and it was never signed. The agency apologizes for any miscommunication during negotiations. The contract was not in the best interest of the Housing Authority to proceed. Ms. Boykin made an official statement to the public that if they would like to meet with the Executive Director, they can reach out to Ms. Gabriela Rivero at grivero@hamonterey.org. As the ED, the director does not normally handle day-to-day functions and will often refer to staff members who manage the relevant department. However, if issues need to be escalated, the Executive Director will always be available to take the call. HACM also welcomed new team members: Jin Lu, the new Director of Finance, and Julio Hernandez, the new Maintenance Supervisor. Property Management had been performing well with REAC inspections, but the recent NSPIRE inspection at Portola Vista revealed nine health and safety violations. Ms. Zesati addressed these violations to the board.

8. OLD BUSINESS

- A. Resolution 3114 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025.

Motion to approve Resolution 3114 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025, was made by Commissioner Healy and seconded by Commissioner Ballesteros. The motion, which included the changes requested by Commissioner Anderson to update the date on the resolution from last month's date to this month's date to

reflect the real date it was passed, was carried through a roll call vote.

AYES: Buder, Ballesteros, Healy, Goodwin, Anderson

NOES: None

ABSENT: Orozco

9. NEW BUSINESS

- A. Resolution 3115 – Resolution Approving and Adopting the Housing Choice Voucher Program Policy for Security Deposits and New Landlord Incentives.

Motion to approve Resolution 3115 – Resolution Approving and Adopting the Housing Choice Voucher Program Policy for Security Deposits and New Landlord Incentives was made by Commissioner Anderson and seconded by Commissioner Ballesteros. The motion, with amendments requested by Commissioner Anderson to Section C to clarify the financials received and direction to staff to continue researching the revolving loan options as well as interest-bearing abilities and if it's allowable, was carried through a roll call vote.

AYES: Buder, Ballesteros, Healy, Goodwin, Anderson

NOES: None

ABSENT: Orozco

Comments: Following New Business 9A, the Executive Director, Zulieka Boykin, reminded the board of prior discussions about canceling the July board meeting due to scheduling conflicts for all board members. She apologized for announcing this late in the meeting. Commissioner Anderson noted that Ms. Boykin had mentioned the July cancellation in her Executive Director Report, which satisfied the requirement to notify the public of the July board meeting cancellation.

- B. Strategic Goals: The agency goals discussed at the board retreat were presented. At every board meeting, updated goals will be reviewed to track progress and completion. Additionally, staff will include their department goals in their reports.

10. INFORMATION

In a departure from traditional board reporting methods, we're adopting a new approach. Going forward, reports won't be verbally presented as before. Instead, they'll be provided as is for commissioners to review. Any questions or comments can be addressed during the meeting. This shift aims to streamline the process and ensure that meeting time is used efficiently.

- A. Human Resource Report – Presented by James Maynard-Cabrera, Director of Human Resources

Workers' compensation claims have decreased. The job offer to the Director of Property Management had to be rescinded due to unforeseen circumstances. The turnover rate increased this month due to the Director of Finance leaving, the rescinded offer for the Director of Property Management, and other staff leaving the department for personal reasons. This is a one-month snapshot.

B. Finance Report – Presented by Jin Lu, Director of Finance

C. Property Management Report – Presented by Mayra Zesati, Asset Manager
Comments: Commissioner Buder commented on the landscape issues raised by the President of the Rippling River Residents Association. Mayra Zesati and Julio Hernandez addressed the board, informing them that they are in the process of transitioning landscapers and will review the contracts in place for the septic tank. Commissioner Anderson inquired about the late certifications, their consequences, and the reasons for the delays. Ms. Boykin informed the board that funding can be potentially lost if these certifications are not submitted on time. The delays resulted from the responsible staff member taking FMLA and failing to communicate with the team to ensure timely submissions. The agency is currently working on reassigning responsibilities and putting plans in place.

D. Development Report – Presented by Nora Ruvalcaba, Interim Director of Development.

Comments: Commissioner Anderson commented that the county recently approved their housing draft element and discussed which properties will be included in the plan. However, they did not mention developments for the Housing Authority. Commissioner Anderson suggested exploring ways to include the Housing Authority in the county's development plans.

E. Housing Programs Report – Presented by Jonathan Campbell, Director of Housing Programs

F. Property Spotlight: Salinas Family RAD
Commissioner Buder commented on clarifying the types of projects or vouchers associated with the property. Commissioner Anderson added that a conversation will take place about the next steps and how to utilize the property spotlight reports. Ms. Boykin addressed the board, stating that this is the beginning of a larger work-in-progress project.

Due to time constraints, item 10G: Director Spotlight will be addressed at the next scheduled board meeting in August.

G. Director Spotlight: Nora Ruvalcaba, Interim Director of Development

11. CLOSED SESSION

The Board of Commissioners met in Closed Session at 8:13 p.m. for the following purpose and reason:

- A. Government Code Section 54956.9(d)(2): This section permits closed session discussions of certain matters relating to litigation involving the public housing board or agency.
- B. Government Code Section 54597: This section permits closed session discussions of certain matters relating to public employment, including personnel matters, evaluations, and disciplinary actions.
- C. Government Code Section 54597: This section permits closed session discussions of certain matters relating to public employment, including personnel matters, evaluations, and disciplinary actions.

The Board of Commissioners reconvened at 9:08 p.m. following a closed session.

No Action items to report.

12. COMMISSIONER COMMENTS

The commissioners collectively thanked everyone involved in today's meeting.

13. ADJOURMENT

With no additional matters to address, the Board concluded the meeting and adjourned it to 9:09 p.m.

Respectfully submitted,

Gabriela Rivero
Executive Assistant/Clerk of the Board

Chairperson

ATTEST:

Secretary

Date



Presenting:

FY23 Audit

by Jon Adkins & Rich Larsen





REPORTS OF COMMITTEES

Board Report Committee

Commissioners: Anderson, Buder Goodwin and Healy

Development Ad Hoc Committee

Commissioners: Healy & Orozco

Policy Committee

Commissioners: Anderson, Ballesteros, Buder and
Goodwin

MEMORANDUM

TO: Board of Commissioners

FROM: Zulieka Boykin, Executive Director

RE: **Executive Director Report**

DATE: August 20, 2024



INFORMATIONAL UPDATE

The following are some of the highlights of accomplishments or pending projects in process:

SB 1032 (Padilla) Housing finance: portfolio restructuring: loan forgiveness - which will give the Housing and Community Development Department (HCD) the authority to forgive specific legacy loans, per HCD's discretion. This would allow loans on our Farm Labor Communities consideration for forgiveness.

AB 653 (Reyes) Federal Housing Voucher Acceleration Program – this bill would require beginning, January 1, 2026, and every 6 months thereafter the public housing authorities report their monthly success rate to the Department of Housing and Community Development. In addition, beginning March 1, 2026, the success rate would be made public annually.

If a housing authority's success rate is below the statewide success rate, the authority would have to meet with HCD as specified and adopt at least one of their recommendations.

This would cause additional administrative work for the housing authorities that is repetitive of the processes already facilitated between the housing authorities and the Department of Housing and Urban Development. Furthermore, participation is not voluntary and would be state mandated.

City of Salinas Rent Stabilization Ordinance – if approved this ordinance would limit annual rent increases and protect tenants. The rent increases would be limited to 2-2.75% plus inflation or 75% of the Consumer Price Index, whichever is lower. The state currently has a cap of 5% plus inflation, with a total maximum of 10% increases. The ordinance applies to multifamily residences built before February 01, 1995, and does not apply to single family homes or homes built after that date. There are also protections against “Just Cause or No-Fault Evictions”.

CHSP – Coalition of Homeless Service Providers

Attended monthly meetings.

San Francisco HUD Field Office

- HUD representatives were on-site July 10-12th conducting the PIH Compliance Monitoring Review. The entrance and exit interviews were optimistic, however, the report will be available within the next 90 days if no further documentation is requested.

City of Salinas - Community Development Department

- Attended several meetings concerning the City Home Key Project and creating potential partnerships.

The Work Street Project (Home Key) was previously owned by the City of Salinas and was initially awarded project-based vouchers. Unfortunately, due to unforeseen issues with the project the vouchers were rescinded on June 26, 2024. As noted previously, the City and Housing Authority received a Notice of Regulatory Violation 24 CFR 58.22(a) on this property in December 2022. The violation was outstanding. However, due to the rescinding of the vouchers the violation has been nullified. A request has been made to the Office of Environment and Energy for a clearance letter.

Additionally, we are assisting in the relocation process of the existing 51 clients. The new owners are working with the community to facilitate the transition.

City of Soledad

- Working with the City of Soledad to maintain and expand affordable housing. I will be attending a City Council meeting on September 04, 2024.
- Execution of a Purchase and Sale Agreement for Las Vivienda's in Soledad. This is a quadraplex that will be utilized for youth ages 18-24. Supportive Services will be provided to assist the residents in becoming self-sufficient. This acquisition and program are possible because of a partnership with Monterey County and the City of Soledad. Refer to Board Memo and Resolution # HDC-MDC 237

County of Monterey

- The authority is working with Monterey behavioral Health to finalize rehabilitation and occupancy of Fort Ord Military Reservation, Pueblo Del Mar. We are coordinating efforts to ensure the Bridge Housing Program is a success.
- Working with the County on possible partnership opportunities.

HACM/HDC

PROPERTY MANAGEMENT

- HUD did not approve the Mark Up to Market applications for the RAD properties. There were some regulatory requirements that the properties have not met. However, they are providing guidance on submitting revised applications per property for consideration. If this is successful it will increase funds for operations.
- RAD- Approval for write offs/clean-ups for South County, Salinas Family, East Salinas, and Gonzales Family. These
 - South County - \$39,915.56
 - Salinas Family - \$463,024.72
 - East Salinas - \$328,871.17
 - Gonzales Family - \$93,892.39
- Refer to board memo and Resolution number MDC 236
- The previous write-off was not inclusive of all the necessary accounts, and these were software related due to the conversion. The adjustments start in 2016 and end on June 30, 2023. Zero batches were utilized because the errors are non-monetary.
- Rippling River transition is progressing, and the authority has taken on some special projects with the resident association to improve the quality of life at the property. The last resident meeting was held on Monday, August 19, 2024.

FINANCE DEPARTMENT

- The HACM FY23 Audit has been completed.
- The HDC FY23 Audit has been completed.
- The budget for HDC has been submitted for approval. Please refer to the Board Memo and Resolution# MDC 235.
- The authority is working in the active audit year and has requested a HUD waiver for an extension. The waiver was approved.

DEVELOPMENT DEPARTMENT

- An RFP was released for a development partnership for future projects. Please refer to the Board Memo and Resolution # MDC 238.
- We previously discussed creating a CHODO which we named WISH, Monterey County, INC. Please refer to the Board Memo and Resolution MDC 239. This CHODO will be instrumental in future development projects.

HCV DEPARTMENT

- Please refer to the Board Memo and Resolution 3116 for our Annual SEMAP Certification due for HUD submission. The agency has maintained the status of STANDARD and has a corrective action plan to improve in negatively impacted areas.
- We are hosting a three-day event September 16-18, 2024, at Sherwood Hall. By utilizing our newly implemented Rent Cafe Portal for the current HCV Waiting List we plan to issue 1,000 vouchers. We will schedule approximately 330 applicants per day. We will also invite landlords and enlist community partners to assist.

HUMAN RESOURCES DEPARTMENT

- We are contacting different agencies to help recruit for the remaining vacant positions.
- All authority policies are being revisited and submitted to the Policy Committee for input and review.

MCHI/MCHI AA

- HACM property management of Jardines has been terminated by MCHI and is being transferred to Coast and Valley as of August 31st. Jardines has 11 units and will not impact staffing changes for the authority.

MISCELLANEOUS

- I was appointed a board member at large for NAHRO Pacific Southwest Regional Council. This is a great networking and educational opportunity that will assist in my role as Executive Director.

HACM Strategic Goals

| | 2024 | Progress | | |
|--|---|---|--|---|
| Human Resources | Outstanding | | Completed | |
| Executive Team | <ul style="list-style-type: none">Hire high caliber, long-term Director of Property Management by the end of 2024. | <ul style="list-style-type: none">Outstanding | <ul style="list-style-type: none">Hire a high caliber, long-term Director of Finance by the end of 2024. | <ul style="list-style-type: none">Completed |
| Succession Planning | <ul style="list-style-type: none">Overall goal: Always have at least one person identified with broad experience across key housing authority functions that can step in to run the agency as an Interim Executive Director for the 6-8 months required to conduct a comprehensive ED search. | <ul style="list-style-type: none">Ongoing | <ul style="list-style-type: none">Craft list of key skills, knowledge, and experience required to be an effective 6–8-month Interim ED by 5/15/2024.Create a rank-ordered succession list of Directors with evaluation across the knowledge and skills in the master list by 5/15/2024.Create a plan by 5/15/2024 for how we could run the agency for 6-8 months if we had to do a new Executive Director search without Zulieka.Create an intentional plan for ongoing education and training to fill remaining gaps in knowledge and skill for Directors by 7/1/2024. | <ul style="list-style-type: none">Completed, submitted 05/09/24.Completed, submitted 05/09/24.Completed, submitted 05/09/2024.Completed, submitted 05/09/2024. |
| Improve employee morale and organizational culture | <ul style="list-style-type: none">Improve employee morale and organizational culture as evidenced by the end of year employee survey, retention, employee lawsuits.Provide employees with the knowledge, tools, and training they need to effectively do their job. Create an aligned employee questionnaire question. | <ul style="list-style-type: none">OngoingOngoing | | |
| Create a client/mission-focused culture | <ul style="list-style-type: none">Work with the Board and a consultant to revise the mission statement and create a set of organizational values by the end of 2024.Send out initial baseline resident and landlord survey by 10/1/2024. | <ul style="list-style-type: none">Not StartedIn-Progress | | |
| Operations | | | | |
| Implement industry best practices to | <ul style="list-style-type: none">Utilize Yardi to digitize key elements of HACM operations. 100% utilization of the following systems by year end: | <ul style="list-style-type: none">77.7% complete | <ul style="list-style-type: none">○ Complete the transition to remote / virtual voucher briefings. | |

| | | | | |
|---|--|---|--|---|
| enhance operational efficiency | <ul style="list-style-type: none">○ Turn the RFTA into an online form.○ Turn the HAP contract for voucher holders into an online process. | | <ul style="list-style-type: none">○ Move to e-mail (e.g., auto-generated e-mails through Yardi) as the default method of correspondence with families and landlord partners.○ Transition to a system where the default landlord payment method is direct deposit / electronic payment rather than a physical check.○ Complete the transition to electronic payment for tenants as the default.○ Move the voucher waitlist and site-based waiting lists to Yardi with auto-generated notification emails.○ Move annual income certification online.○ Utilize the landlord portal for rental increase requests. | |
| Development | | | | |
| Activity goals | <ul style="list-style-type: none">● Put together a third-party developer deal to a municipality for review by 12/31/2024.● Create top-down data on affordable housing need by type (senior, family, supportive), unit size, geographic location by 12/31/2024● Work with Board to create a tool for evaluating potential development deals against organizational priorities and community needs (economics, community needs, PBVs) 12/31/2024 | <ul style="list-style-type: none">● In-Progress● Not Started● Ongoing | | |
| Re-build HACM’s in-house development capacity | <ul style="list-style-type: none">● Reorganize the staffing of the Housing Development Corporation● Create a plan for rehabilitation or new construction at Rippling River by 12/31/2024. | <ul style="list-style-type: none">● 75% complete● In Process | <ul style="list-style-type: none">● Finalize the redevelopment plan for Pueblo Del Mar and initiate redevelopment work at Pueblo Del Mar by the end of 2024. | <ul style="list-style-type: none">● Completed, rehab work is currently being completed. |

| | | | | |
|------------------------------------|--|---|--|---|
| | | <ul style="list-style-type: none">• In Process | | |
| CHDO | <ul style="list-style-type: none">• Create new HACM CHDO subsidiary to tap into HOME funds by 12/31/2024. | <ul style="list-style-type: none">• 65% complete | | |
| Housing Programs | | | | |
| Voucher utilization | <ul style="list-style-type: none">• Increase total leased up vouchers from 3,875 to 4,263 (10% increase) by 12/31/2024.• Increase foster youth voucher utilization from 7 to 32 (50% utilization) by 12/31/2024.• Improve performance of the eligibility department by 12/31/2024 to ensure HACM can meet its voucher utilization goals. | <ul style="list-style-type: none">• 47.42% complete• 43.75% complete• In-Progress | | |
| SEMAP | | | <ul style="list-style-type: none">• Increase rating score on all 14 indicators for 2024, except de-concentration.<ul style="list-style-type: none">○ Improved Payment Standard rating and Family Self Sufficiency but fell short on HQS and Lease-up. A plan has been created to address these issues. | <ul style="list-style-type: none">• Completed |
| PBV policy | <ul style="list-style-type: none">• Work with the Board to craft a PBV policy by 12/31/2024. | <ul style="list-style-type: none">• | | |
| Property / Asset Management | | | | |
| | <ul style="list-style-type: none">• Create a plan to ensure that all properties are financially self-sustaining and maintained to a high level of quality by 12/31/2024.• Transition away from warehouse model.• Reduce workers' comp claims.• Build capacity of the property managers. | <ul style="list-style-type: none">• 50%• 50%• Ongoing• Ongoing | | |
| Finance | | | | |

| | | | | |
|-----------|---|---|--|--|
| | <ul style="list-style-type: none">• Ensure the budget, audits, and reporting are all on time.• Adequately monitor cash flow (PO’s) | <ul style="list-style-type: none">• Ongoing• Ongoing | <ul style="list-style-type: none">• Get up to date on audits. | <ul style="list-style-type: none">• Completed 08/23/2024 |
| Board | | | | |
| Reporting | | | <ul style="list-style-type: none">• Work with Board ad hoc committee to develop better Board reports by 7/1/2024.<ul style="list-style-type: none">○ The committee has been meeting and we are working on all the reports. | <ul style="list-style-type: none">• Completed |

MEMORANDUM



TO: Zulieka Boykin, Executive Director/CEO
FROM: Jonathan Campbell, Housing Programs Director
SUBJECT: Memorandum Recommending a Resolution to Approve HACM's Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year Ending June 30, 2024
DATE: August 19, 2024

Purpose

Pursuant to 24 CFR 985.101 the Housing Authority of the County of Monterey (HACM) must submit the HUD-required SEMAP certification within 60 calendar days after the end of the Fiscal Year ending June 30, 2024. HUD requires the certification to be approved by Board Resolution and signed by the Executive Director.

Recommendation

Based on the information provided below, it is my recommendation that at the August 26, 2024, Regular Board Meeting, the Board of Commissioners approved the FY 2023 SEMAP Score of 115 as certified by HACM for HUD submission. This score will have HACM's HCV Program as a "Standard" performer.

Proposed Corrective Action Plan

After HUD issues a final SEMAP score for HACM, any SEMAP Indicators with a score of "0" will require a corrective action plan.

Indicator 12 – Periodic HQS Inspections

- HACM previously started reducing the amount of past due HQS inspections and reduced the percentage of past due inspections from 23% to 11% (1% point away from receiving SEMAP points.
- Housing Programs staff will complete all HQS due for the remainder of CY2024 during the month of September by collectively performing inspections
- Housing Programs staff who do not have HQS training (3 current staff and 3 new hires) will receive HQS training by the end of CY2024
- RFP Solicitation for HQS Inspector Services to perform HQS inspections of HACM-owned properties and any remaining overdue inspections

• Indicator 13 – Lease Up

- HACM is on path for full points (20) because we are currently expending 101% of our HAP budget authority for CY2024
 - A PHA can receive full points for this indicator if either HAP expenditures are at least 98% of budget authority **or** voucher utilization is at least 98% of voucher allocation
 - While HACM is on path for full points we have also scheduled a mass voucher issuance event September 16-18 with the target of 1,000 vouchers on the street
- Per the HUD HCV dashboard and Two-Year Tool Projection Model, HACM will reach full utilization if we lease up approximately 714 new voucher holders

Summary of SEMAP Score

SEMAP Report July 2024

| SEMAP Indicator | Possible Points | Maximum Score | FY 2022 Score | FY 2023 Final Score | Final Score Notes |
|--|------------------|---------------|---------------|---------------------|---|
| 1. Selection from the Waiting List (QC) | 0 or 15 | 15 | 15 | 15 | 18 minimum files to QC. Minimum 98% to meet selection criteria (100%) |
| 2. Reasonable Rent (QC) | 0, 15 or 20 | 20 | 20 | 20 | 41 minimum files to QC. Minimum 98% to meet criteria (98%) |
| 3. Determination of Adjusted Income (QC) | 0, 15 or 20 | 20 | 20 | 20 | 41 minimum files to QC. Minimum 90% to meet criteria (100%) |
| 4. Utility Allowance Schedule (QC) | 0 or 5 | 5 | 5 | 5 | UA schedule updated December 2023 |
| 5. HQS Quality Control Inspections (QC) | 0 or 5 | 5 | 5 | 5 | 41 minimum inspections to QC |
| 6. HQS Enforcement (QC) | 0 or 10 | 10 | 10 | 10 | In compliance |
| 7. Expanding Housing Opportunities (QC) | 0 or 5 | 5 | 5 | 5 | In compliance |
| 8. Payment Standards (QC) | 0 or 5 | 5 | 0 | 5 | Change Effective January 1, 2024. Exception Payment Standards approved by HUD |
| 9. Annual Reexaminations (PIC) | 0, 5 or 10 | 10 | 10 | 10 | Confirmed in PIC, less than 5% late annual reexaminations (1%) |
| 10. Correct Tenant Rent Calculations (PIC) | 0 or 5 | 5 | 5 | 5 | In compliance per PIC |
| 11. Pre-Contract HQS Inspections (PIC) | 0 or 5 | 5 | 5 | 5 | In compliance per PIC |
| 12. Annual HQS Inspections (PIC) | 0, 5 or 10 | 10 | 0 | 0 | The PHA receives a score of 10 for this indicator if it certifies that it has completed a timely inspection of over 95% of units, 5 points between 90% and 95% of units, and zero points in less than 90% of units (11%). Down from 23% over the last quarter of FY 2023 |
| 13. Lease-up (VMS) | 0, 15 or 20 | 20 | 0 | 0 | The PHA receives 20 points for this indicator if the percent of units leased OR the percent of allocated budget authority expended during the last PHA fiscal year was 98% or more. (73% of Units Available Leased/Occupied) |
| 14. Family Self-Sufficiency (PIC) | 0, 3, 5, 8 or 10 | 10 | N/A | 10 | FSS Participation is greater than 80% of mandatory slots (138%); More than 30% of participating families have an escrow balance (35%) |
| 15. Bonus Indicator - Deconcentration (QC) | 0 or 5 | N/A | N/A | N/A | |
| | Total | 145 | 100 | 115 | |
| | | Percentage | 74% | 79% | |

Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 12/31/2026)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

| | | |
|----------|--------------------------------|------------------------------|
| PHA Name | For PHA FY Ending (mm/dd/yyyy) | Submission Date (mm/dd/yyyy) |
|----------|--------------------------------|------------------------------|

Check here if the PHA expends less than \$300,000 a year in Federal awards ☐

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes ☐ No ☐

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes ☐ No ☐

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes ☐ No ☐

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response ☐ At least 98% of units sampled ☐ 80 to 97% of units sampled ☐ Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response ☐ At least 90% of files sampled ☐ 80 to 89% of files sampled ☐ Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes ☐ No ☐

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes ☐ No ☐

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response ☐ At least 98% of cases sampled ☐ Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable ☐

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes ☐ No ☐

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes ☐ No ☐

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes ☐ No ☐

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes ☐ No ☐

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes ☐ No ☐

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes ☐ No ☐

8. Payment Standards. The PHA has adopted payment standards schedule(s) in accordance with § 982.503.

PHA Response Yes ☐ No ☐

Enter FMRs and payment standards (PS)

| | | | | |
|----------------|----------------|----------------|----------------|----------------|
| 0-BR FMR _____ | 1-BR FMR _____ | 2-BR FMR _____ | 3-BR FMR _____ | 4-BR FMR _____ |
| PS _____ | PS _____ | PS _____ | PS _____ | PS _____ |

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes ☐ No ☐

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes ☐ No ☐

11. Initial HQS Inspections. Newly leased units pass HQS inspection within the time period required. This includes both initial and turnover inspections for the PBV program. (24 CFR 982.305; 983.103(b)-(d)).

PHA Response Yes ☐ No ☐

12. Periodic HQS Inspections. The PHA has met its periodic inspection requirement for its units under contract (982.405 and 983.103(e)).

PHA Response Yes ☐ No ☐

13. Lease-Up. The PHA executes housing assistance contracts for the PHA's number of baseline voucher units, or expends its annual allocated budget authority.

PHA Response Yes ☐ No ☐

- 14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

| |
|--|
| |
| |

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program .

Check here if not applicable ☐

PHA Response

Yes ☐

No ☐

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

or

- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response

Yes ☐

No ☐

If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify under penalty of perjury that, to the best of my knowledge, the above responses are true and correct for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

January 29, 2024

Ms. Zulieka Boykin
Executive Director
Housing Authority of the County of Monterey
123 Rico Street
Salinas, CA 93907

Dear Ms. Boykin:

The Department of Housing and Urban Development (HUD) reviewed the Housing Authority of the County of Monterey (HACM) request submitted pursuant to **Notice PIH 2023-29, “Certain Regulatory Waivers for the Housing Choice Voucher (including Mainstream) Program and Streamlined Review Process.”** The Notice provided instructions on the streamlined processing of public housing authority (PHA) requests to use specific regulatory waivers for the Housing Choice Voucher (HCV) (including Mainstream) program.

The waivers available under Notice PIH 2023-29 are included in Table 1.

Table 1. List of streamlined regulatory waivers.

| Item | Waiver Name | Regulation(s) | Alternative requirement |
|------|---|--------------------------------------|--|
| (A) | Exception payment standards up to 120 percent of the SAFMRs for PHAs that are in mandatory SAFMR areas or have voluntarily chosen to adopt SAFMRs (“Opt-in PHAs”) | 24 CFR 982.503(b)(1)(iv) | The PHA may establish exception payment standards up to 120 percent of its applicable FY 2024 SAFMRs. |
| (B) | Exception payment standards up to 120 percent of the FMR | 24 CFR 982.503(c)(1)-(2) and (4)-(5) | The PHA may establish exception payment standards up to 120 percent of their applicable FY 2024 FMRs. |
| (C) | Exception payment standards up to 120 percent for PHAs that are currently approved for exception payment standard SAFMRs | 24 CFR 982.503(b)(1)(iii) | The PHA may establish exception payment standards up to 120 percent of its applicable FY 2024 SAFMRs. |
| (D) | Applying an increase in the payment standard during the HAP contract term | 24 CFR 982.505(c)(4) | The PHA may increase the payment standard for the family at any time after the effective date of the increase, rather than waiting for the next regular reexamination. |

HACM's application was submitted by an authorized official and included **HACM's** justifications for the waiver(s) to be granted.

Notice PIH 2023-29 specifies that for waivers A, B, and C, good cause justification requires that the PHA must meet at least one of the following criteria:

- Fewer than 80 percent of the families to whom the PHA issued tenant-based rental vouchers during the most recent 12-month period for which there is success rate data available have become participants in the voucher program; or
- More than 40 percent of families with tenant-based rental assistance administered by the agency pay more than 30 percent of adjusted income as the family share.

Additionally, for all waivers, the PHA must describe the good cause justification that must include (a) why a PHA needs the waiver; (b) the impact on PHA operations or applicants if the waiver is not provided. Additionally, the request must include the requested duration of the waiver, which may not exceed December 31, 2024.

Table 2 indicates which waiver(s) **HACM** requested as well as HUD's determination of the waiver approval or denial. After reviewing the waiver request(s) and considering **HACM** stated justification(s) of good cause, HUD: (1) finds there is good cause to waive, and hereby waives, the regulations and/or requirements marked "APPROVED" in the "Waiver Status" column and/or (2) finds there is not good cause to waive, and therefore does not waive, the regulations and/or requirements marked "NOT APPROVED" in the "Waiver Status" column.

Table 2. List of streamlined regulatory waivers and HUD's determination:

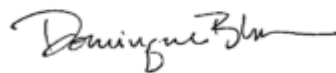
| Item | Waiver Name | Regulation(s) | Alternative requirement | Waiver requested? | Waiver status/term expiration |
|------|---|--------------------------------------|---|-------------------|------------------------------------|
| (A) | Exception payment standards up to 120 percent of the SAFMRs for PHAs that are in mandatory SAFMR areas or have voluntarily chosen to adopt SAFMRs ("Opt-in PHAs") | 24 CFR 982.503(b)(1)(iv) | The PHA may establish exception payment standards up to 120 percent of its applicable FY 2024 SAFMRs. | YES | APPROVED: Expiration 12/31/2024 |
| (B) | Exception payment standards up to 120 percent of the FMR | 24 CFR 982.503(c)(1)-(2) and (4)-(5) | The PHA may establish exception payment standards up to 120 percent of their applicable FY 2024 FMRs. | YES | APPROVED: Expiration 12/31/2024 |

| Item | Waiver Name | Regulation(s) | Alternative requirement | Waiver requested? | Waiver status/term expiration |
|------|--|---------------------------|--|-------------------|------------------------------------|
| (C) | Exception payment standards up to 120 percent for PHAs that are currently approved for exception payment standard SAFMRs | 24 CFR 982.503(b)(1)(iii) | The PHA may establish exception payment standards up to 120 percent of its applicable FY 2024 SAFMRs. | YES | APPROVED: Expiration 12/31/2024 |
| (D) | Applying an increase in the payment standard during the HAP contract term | 24 CFR 982.505(c)(4) | The PHA may increase the payment standard for the family at any time after the effective date of the increase, rather than waiting for the next regular reexamination. | YES | APPROVED: Expiration 12/31/2024 |

All waiver approvals are set to expire at the end of the term requested or December 31, 2024, whichever is earliest, unless an alternative limit is provided by HUD.

Should you have any questions, please contact the Waiver Processing Team at ***PIH_Expedited_Waivers@hud.gov***.

Sincerely,



Dominique Blom
General Deputy Assistant Secretary



Payment Standards Effective January 01, 2024

The Housing Authority of the County of Monterey uses the HUD (Housing and Urban Development) 50th Percentile Fair Market Rate Success Rate Payment Standards for Monterey County.

HACM Payment Standard for Monterey County Except for Zip Codes Below

| Bedroom Size | Efficiency | One Bedroom | Two Bedroom | Three Bedroom | Four Bedroom | Five Bedroom |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| FMR 2023(Fair Market Rent) | \$2478 | \$2507 | \$3049 | \$4226 | \$4660 | \$5359 |
| Payment Standard | \$2683 | \$2788 | \$3399 | \$4816 | \$5266 | \$6056 |
| Percentage | 108.27% | 111.21% | 111.48% | 113.96% | 113.00% | 113.01% |

Small Area Fair Market Rent (SAFMR) Payment Standards

| Zip Code | Area | Efficiency | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
|--------------|----------------------------|------------|---------|---------|---------|---------|---------|
| 93908 | Corral De Tierra (Salinas) | \$3,861 | \$3,905 | \$4,752 | \$6,589 | \$7,260 | \$8,349 |
| 93921 | Carmel-By-The-Sea | \$3,553 | \$3,597 | \$4,378 | \$6,072 | \$6,688 | \$7,691 |
| 93923 | Carmel-By-The-Sea | \$3,036 | \$3,157 | \$3,850 | \$5,456 | \$5,962 | \$6,856 |
| 93924 | Carmel Valley | \$2,816 | \$2,926 | \$3,564 | \$5,049 | \$5,522 | \$6,350 |
| 93940 | Monterey | \$3,113 | \$3,234 | \$3,949 | \$5,599 | \$6,116 | \$7,033 |
| 93950 | Pacific Grove | \$3,366 | \$3,410 | \$4,147 | \$5,753 | \$6,336 | \$7,286 |
| 93953 | Pebble Beach | \$3,510 | \$3,550 | \$4,320 | \$5,990 | \$6,600 | \$7,590 |
| 93955 | Seaside | \$2,695 | \$2,794 | \$3,410 | \$4,829 | \$5,280 | \$6,072 |
| 93962 | Spreckels | \$3,861 | \$3,905 | \$4,752 | \$6,589 | \$7,260 | \$8,349 |

RESOLUTION 3116

RESOLUTION APPROVING THE HUD-REQUIRED SEMAP CERTIFICATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024

WHEREAS, The United States Department of Housing and Urban Development (“HUD”) requires public housing agencies (“PHA”) to submit a certification of their Section 8 Management Assessment Program (“SEMAP”) score that has been approved by board resolution and signed by the executive director within 60 calendar days after the end of its fiscal year; and

WHEREAS, The Housing Authority of the County of Monterey (“HACM”), a PHA with an active Annual Contributions Contract with HUD, has a fiscal year that runs from July 1 to June 30, must submit its SEMAP score to HUD by August 29, 2024; and

WHEREAS, SEMAP scores are determined by 14 performance indicators that are meant to measure the health of a PHA’s Housing Choice Voucher Program’s (“HCVP”) health; and

WHEREAS, Staff prepared and submitted to the Board the attached draft of the SEMAP Certification score to be submitted on HUD Form 52648 along with a spreadsheet breaking down how the scores were calculated; and

WHEREAS, HACM will submit a SEMAP score of 115 points which is 79% of the total possible score for HACM of 145 points; and

WHEREAS, a SEMAP score that is between 60% and 89% of a PHA’s total possible score is considered a standard performer score.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Monterey, in accordance with HUD Regulation 24 CFR 985.101, hereby approves and the affixed HUD-required SEMAP Certification authorizes the Executive Director to sign said Certification and submit or designate a staff member to submit the certification to HUD in accordance with HUD regulations prior to August 29, 2024.

Chairperson

ATTEST:

Secretary

Date

PASSED AND ADOPTED this 26th day of August 2024, upon motion of _____, Seconded by _____, and carried by the following vote to-wit:

AYES:

NOES:

ABSENT:

MEMORANDUM

TO: Board of Commissioners

THRU: Zulieka Boykin
Executive Director/CEO

FROM: James Maynard-Cabrera
Director of Human Resources

RE: **Human Resources Report**

DATE: August 11, 2024



The monthly HR Board Report outlines the key activities and initiatives undertaken by the Human Resources department to support the mission and objectives of the organization.

Human Resources Department Goals and Progress Tracking

The HR Department's initiatives support HACM's broader strategic objectives, focusing on leadership acquisition, policy development, employee well-being, and resource management. Below is a summary of our goals and the progress made to date:

Executive Team Hires

- Director Vacancies: During July and August, the HR department conducted interviews for the positions of Director of Housing Management and Director of Development. Although we identified some strong candidates, we are continuing our search to find individuals who align more closely with HACM's mission and values. We have completed the first and second rounds of interviews with these candidates and will persist in our efforts to find more qualified and experienced candidates for these two executive positions.

Employee Relations

- Employee Handbook: The Policy Committee is actively reviewing and revising personnel policies during our monthly meetings. Our goal is to ensure that all policies reflect current and relevant information to better serve our workforce.
- Workers' Compensation Claims Management: HR is currently reviewing Vector Safety Management System offered through CHWCA.
- Aspire Usage: We are continuing our efforts to maximize and streamline this platform's abilities to ensure each employee has individualized training catered to their specific position.

Organizational Culture

- Employee Morale (2024): HR is committed to fostering a positive and supportive work environment to boost morale across the agency. We are implementing initiatives focused on employee well-being, including regular team-building activities, professional development

opportunities, and open channels of communication. By actively listening to employee feedback and promoting a culture of inclusivity and recognition, we aim to create an atmosphere where everyone feels valued and motivated to contribute to our shared mission.

- Training and Tools for Employees (2024): HR is currently conducting a deep dive into our Aspire platform and revising data to ensure it is accessible and current for all employees.

Tracking Progress

| Goal | Target Date | Status | Details |
|--------------------------------------|-------------|-------------|---|
| Hire Director of Finance | 12/31/2024 | Completed | Jin Lu hired |
| Hire Director of Property Management | 12/31/2024 | In Progress | Actively recruiting for this position. |
| Hire Director of Development | 12/31/2024 | In Progress | Actively recruiting for this position. |
| Revise Employee Handbook | 12/31/2024 | In Progress | Policies are currently being reviewed. |
| Manage Workers' Compensation Claims | 12/31/2024 | In Progress | Reviewing Vector Safety Management System to determine if it is feasible to adopt alongside our current HRIS. |
| Increase Aspire Usage | 12/31/2024 | In Progress | Updating information to reflect current status. |
| Improve Employee Morale (2024) | 12/31/2024 | In Progress | HR has launched initiatives along with selecting an event committee to spearhead EE activities to enhance morale. |
| Provide Training & Tools | 12/31/2024 | In Progress | Training sessions being rolled out |

I. EMPLOYEE SPOTLIGHT:

The Housing Authority of the County of Monterey (HACM) is committed to acknowledging outstanding employees whose contributions exemplify our organization's values and mission. For August 2024, we proudly nominate Liz Vega for the Employee Spotlight, highlighting his pivotal role in advancing HACM's goals.



Liz Vega
Housing Programs Specialist

We are excited to feature Liz Vega as our Employee Spotlight for the month of August. Liz joined the Housing Authority of the County of Monterey (HACM) in October 2022 as an Eligibility Specialist in the Housing Choice Vouchers Department. Since then, she has transitioned into her current role as a Housing Programs Specialist, where she continues to make significant contributions to our team.

Liz is renowned for her passion for helping people, always going above and beyond to ensure the needs of our clients are met with empathy and efficiency. Her dedication to service and her proactive approach make her an invaluable asset to our department. Whether addressing complex challenges or routine tasks, Liz consistently demonstrates a can-do attitude that inspires those around her.

Her commitment to excellence and unwavering support for our community truly embody the values of HACM. We are proud to have Liz as a part of our team and look forward to her continued growth and success. Please join us in congratulating Liz Vega as our August Employee Spotlight!

II. HACM WORKFORCE METRICS:

- ❖ Total number of employees: **74**
- ❖ New hires: **0**
- ❖ Promotions/Transfers: **0**
- ❖ Terminations: **2**
- ❖ Turnover rate: **17.5%** (*January 2024 – August 2024*)
- ❖ Turnover Goal: Below 10%

III. RECRUITMENT & ONBOARDING:

HR has completed the first and second rounds of interviews for the Director of Development and Director of Housing Management positions. While the candidates interviewed demonstrated strong experience, we are continuing our efforts to find individuals who are more experienced and aligned with HACM's mission and forward-thinking vision. To assist in this search, HR has partnered with a third-party vendor agency to help find the right candidates. An update on our progress will be provided at the upcoming September board meeting.

In collaboration with the HCV department, HR has opened three vacancies: Housing Program Specialist (HPS), Eligibility Specialist, and Family Self-Sufficiency Coordinator. Additionally, a new vacancy for Property Management Supervisor has arisen as HACM bids farewell to Socorro Vasquez.

Our search for a Director of Development is progressing steadily. While we have made commendable strides, we remain committed to finding the most qualified candidate for this vital role. Our recruitment strategy is robust and comprehensive, and we are optimistic about identifying an exceptional individual who will lead our development initiatives and contribute to our organizational goals.

In July, the HR department maintained a proactive and strategic approach to addressing our staffing needs. We achieved significant milestones in our recruitment efforts, especially in filling key leadership positions. Our focus on internal talent development has been fruitful, resulting in two notable promotions. These advancements have not only strengthened our team but also reinforced our commitment to fostering growth and development within the organization.

➤ Current Vacant Positions/Active Recruitments (6)

- ❖ Director of Housing Management
- ❖ Director of Development
- ❖ Eligibility Specialist (*Candidate selected*)
- ❖ Housing Programs Specialist (*Candidate selected*)
- ❖ Family Self-Sufficiency Coordinator (*Candidate selected*)
- ❖ Property Management Supervisor

➤ Temporary Employees (2)

- ❖ Yvonne Martinez Matias, Office Assistant – Property Management
- ❖ Lidia Escalera, Office Assistant -- Property Management

➤ **Departed Employees (2)**

- ❖ Brian Guevara, Office Assistant – HCV
- ❖ Socorro Vasquez, Property Management Supervisor

IV. TRAINING & DEVELOPMENT:



National Alliance of Mental Illness (NAMI) Training:

Recently, our Property Management and Maintenance teams participated in live, in-person training provided by the National Alliance on Mental Illness (NAMI). This training is crucial for our frontline employees who work directly with community members daily. The goal is to equip them with the knowledge and skills necessary to understand and respond compassionately to individuals experiencing mental health challenges.

Mental health issues are prevalent and impactful across all demographics in the United States. According to various sources, one in five U.S. adults' experiences mental illness each year, and one in 25 adults experiences a serious mental illness. Among youth aged 6-17, one in six experiences a mental health disorder annually. Alarming statistics highlight that 50% of all lifetime mental illnesses begin by age 14, and 75% by age 24. Suicide is tragically the second leading cause of death among individuals aged 10-34.

These statistics underscore the importance of mental health awareness and preparedness for our teams. As they engage with diverse community members, including those who may be struggling with mental health issues, having the tools to identify, empathize, and support those individuals is vital. The training emphasizes understanding common mental health conditions, such as major depressive episodes, anxiety disorders, and PTSD, which affect millions of Americans annually.

Moreover, our diverse communities experience varying rates of mental illness, with significant impacts on minority groups and the LGBTQ+ community. For instance, 37.4% of lesbian, gay, or bisexual individuals experience mental illness, and transgender adults are nearly 12 times more likely to attempt suicide than the general population. Understanding these nuances allows our teams to approach interactions with sensitivity and inclusivity.

Through this NAMI training, our staff is better equipped to create a supportive environment that promotes the well-being of all community members. This aligns with HACM's mission to serve and uplift our communities with compassion and understanding, ensuring that our team members are not only capable professionals but also empathetic and informed allies.

V. EMPLOYEE WELLNESS



Focusing on Employee Wellness:

The HR department at the Housing Authority of the County of Monterey is dedicated to supporting the well-being of each of our employees through a range of personalized wellness initiatives. We understand that a healthy workforce is vital to both personal fulfillment and professional success, and we are committed to providing resources that empower our team members to thrive.

In partnership with our health and wellness broker, Alliant, we offer monthly wellness topics tailored to meet the diverse needs of our staff. These topics, which are featured in HACM's Company Employee Newsletter, cover crucial areas such as stress management, nutrition, mental health awareness, and strategies for maintaining a healthy work-life balance. Each month, employees receive practical tips and insights designed to support their individual wellness journeys, encouraging them to make informed choices that enhance their health and happiness.

We believe that addressing these areas is not just beneficial but essential. By equipping employees with the tools to manage stress, prioritize mental health, and make healthy lifestyle choices, we aim to create a work environment where everyone feels valued and supported. Our goal is to cultivate a culture of well-being that resonates with each employee, contributing to higher satisfaction, engagement, and productivity across the organization.

At HACM, we are more than just colleagues; we are a community. Through these initiatives, we are committed to nurturing a workplace that champions the holistic wellness of every team member, ensuring that everyone has the opportunity to live and work at their best.

VI. EMPLOYEE SAFETY

Creating and Implementing a Workplace Violence Prevention Program

HR is developing a Workplace Violence Prevention Program in compliance with California's SB 533 mandate. SB 533 is a new legislative measure requiring employers to establish and implement comprehensive workplace violence prevention plans. This bill focuses on ensuring employee safety and well-being through proactive measures to prevent workplace violence. This program is essential for maintaining a safe work environment, protecting employees from potential threats, and fostering a culture of safety and well-being.



Worker's Compensation Report

As of August, no claims have been reported; however, it's imperative to emphasize that HR is actively monitoring all active claims. Our primary focus remains ensuring that employees receive the requisite support and resources essential for their recovery process, while also diligently working to mitigate any potential risks to the organization.

| Year | # of Claims Per Year | Department | Claim Status |
|------|----------------------|---------------------|-------------------|
| 2024 | 1 | Maintenance | Open - Medical |
| 2023 | 3 | Property Management | Open – Medical |
| 2020 | 1 | Property Management | Under Review |
| 2018 | 1 | Property Management | <i>Closed</i> |
| 2023 | 2 | Maintenance | Open- Medical |
| 2022 | 1 | Maintenance | Pending Discharge |
| 2021 | 1 | Maintenance | Under Review |
| 2020 | 1 | Housing Programs | Open – Medical |
| 2019 | 1 | Housing Programs | Pending Discharge |
| 2017 | 1 | Housing Programs | Under Review |
| 2015 | 1 | Housing Programs | Open – Medical |
| 2018 | 2 | Finance | Under Review |
| 2017 | 1 | Finance | <i>Closed</i> |
| 2010 | 1 | Finance | Open – Medical |
| 2007 | 1 | Finance | Open – Medical |
| 2000 | 1 | Finance | Open – Medical |

MEMORANDUM

TO: Board of Commissioners

THRU: Zulieka Boykin, Executive Director

FROM: Jin Lu, Director of Finance

RE: **August 2024 Finance Report**

Status Report: Finance Report for June 2024

DATE: Aug 15, 2024



Highlights:

HACM/HDC - Non-Quarterly Financial Reports

- Voucher Funding and HCV Payments
- Department Transactions Statistics
- Revenue Sources by Property
- Balance Sheets - HACM/HDC
- Budget Comparisons - HACM/Voucher Program / HDC
- 12 Month Income Statement Reports - HACM/Voucher Program/HDC

Audit Status Summary:

- **2023 Audits** – One Parkside and Tynan Audits are in the final stage.
- **FY 2023-2024 Audits** – 6 of 24 Audits have been initiated.
- 16 of 21 Tax Returns for 2023 have been completed and filed
- **HACM and HDC FY23 Audits are finalized.**
- HACM FY24 unaudited financial filing extension request submitted pending for HUD approval, once approved, new deadline will be mid Oct - end Oct
- HACM Jun 2024 book is closed, HACM FY2024 year-end book will be closed pending inventory reconciliation and PDM capital cost reclassification.

Key Departmental Activities:

- Implementation of Payscan for automated AP
- Working with Jake (BDO consultant) on a new financial report template
- Creating standard of procedure (SOP) and updating accounting policies on an ongoing basis
- Smartsheet for calendar function and tracking of projects and corporate due dates
- Cash handling of rent in new module used by property management

Hi-Level Explanation of Financial Results Jun 2024

(thousands of \$)

| | | Jun | | | | | | YTD | | | |
|--------------------|-----------------|---------------|-----------------|----------------|--|--------------------|-----------------|---------------|-------------------|----------------|--|
| HACM Results | Actual | Budget | Variance | % | | HACM Results | Actual | Budget | Variance | % | |
| Revenue | \$ 7,810 | \$ 5,612 | \$ 2,198 | 39.2% | | Revenue | \$ 84,646 | \$ 65,915 | \$ 18,731 | 28.4% | |
| Operating Expenses | \$ 8,301 | \$ 5,396 | \$ (2,905) | -53.8% | | Operating Expenses | \$ 84,588 | \$ 64,653 | \$ (19,935) | -30.8% | |
| Other Inc/Expense | \$ 214 | \$ 42 | \$ (172) | -409.5% | | Other Inc/Expense | \$ 445 | \$ 503 | \$ 58 | 11.5% | |
| Net Income | \$ (705) | \$ 174 | \$ (879) | -505.2% | | Net Income | \$ (387) | \$ 759 | \$ (1,146) | -151.0% | |

| | | Jun | | | | | | YTD | | | |
|--------------------|-----------------|---------------|-----------------|----------------|--|--------------------|----------------|-----------------|-------------------|----------------|--|
| HDC Results | Actual | Budget | Variance | % | | HDC Results | Actual | Budget | Variance | % | |
| Revenue | \$ 524 | \$ 495 | \$ 29 | 5.9% | | Revenue | \$ 3,291 | \$ 5,941 | \$ (2,650) | -44.6% | |
| Operating Expenses | \$ 226 | \$ 217 | \$ (9) | -4.1% | | Operating Expenses | \$ 2,185 | \$ 2,602 | \$ 417 | 16.0% | |
| Other Inc/Expense | \$ 436 | \$ 61 | \$ (375) | -614.8% | | Other Inc/Expense | \$ 1,131 | \$ 736 | \$ (395) | -53.7% | |
| Net Income | \$ (138) | \$ 217 | \$ (355) | -163.6% | | Net Income | \$ (25) | \$ 2,603 | \$ (2,628) | -101.0% | |

| | | Jun | | | | | | YTD | | | |
|--------------------|-----------------|---------------|-------------------|----------------|--|--------------------|-----------------|-----------------|-------------------|----------------|--|
| Total Entity | Actual | Budget | Variance | % | | Total Entity | Actual | Budget | Variance | % | |
| Revenue | \$ 8,334 | \$ 6,107 | \$ 2,227 | 36.5% | | Revenue | \$ 87,937 | \$ 71,856 | \$ 16,081 | 22.4% | |
| Operating Expenses | \$ 8,527 | \$ 5,613 | \$ (2,914) | -51.9% | | Operating Expenses | \$ 86,773 | \$ 67,255 | \$ (19,518) | -29.0% | |
| Other Inc/Expense | \$ 650 | \$ 103 | \$ (547) | -531.1% | | Other Inc/Expense | \$ 1,576 | \$ 1,239 | \$ (337) | -27.2% | |
| Net Income | \$ (843) | \$ 391 | \$ (1,234) | -315.6% | | Net Income | \$ (412) | \$ 3,362 | \$ (3,774) | -112.3% | |

Commentary:

As of today Aug 13 2024, this financial has not included in 1). \$ 725K maintenance materials expense from inventory reconciliation
2). PDM recapture cost reclassified to fixed assets.

For FY24 HACM unaudited financial report, we filled extension 60 days after Aug 31 2024 has not been approved yet to Oct 2024.

HACM - Revenue

Tenant rents were overstated in the budget YTD \$1.5M. This will be corrected in the new budget for 2025.

Voucher revenue has consistently exceeded budget due to the significant increase in vouchers being placed in the community.

YTD HACM revenue is favorable \$18.7M or 28%. Of this number, HAP increased \$18.5M and other HUD grants increased \$0.4M and S8 Admin fee \$1M increase, the increased \$1.4M offset by \$1.5M unfavorable tenant revenue.

HACM - Expenses

Total expenses YTD are \$19.9M over budget. This is due to the increased HAP over budget by \$19.8M and administrative fees \$1.4M

This unfavorable expense is offset by lower spending on maintenance YTD May \$1.3M.

HACM - Bottomline

HACM YTD net loss is \$388K vs budget net income \$758K . Actual depreciation \$200k vs nil budget, without annual depreciation the YTD net loss is 188K.

HDC - Revenue

Total revenue YTD is \$3.3M less than budget \$5.9M. This is due primarily to other income which is unfavorable \$3.2M.

Currently Tynan and One parkside FY2023 audits are pending to finalize. Waterfall payments estimate in May is about \$1.5 to \$2.0M.

HDC - Expenses

Total expenses YTD are \$417K favorable to budget. Administrative expenses are \$217K favorable due to lower headcount and benefits, Other favorable is Utilities YTD \$120K.

HDC - Bottomline is \$2.6M unfavorable to budget, YTD net loss \$25K.

Total -Entity

Entity revenue favorable due to higher voucher placements offset by lower revenue in HDC. Total entity revenue YTD is favorable \$16M or 22.4%.

HACM expenses unfavorable due to higher voucher payments which are offset by lower maintenance expenses. HDC has lower admin and utilities.

Bottomline for the agency is actual YTD net loss \$412K vs budget YTD net income \$3.3M or 112% unfavorable to budget.

The \$3.7M YTD/FY24 unfavorable has 550k from depreciation (no budget), HDC revenue less than budget \$2.6M

Attached is a table that shows what each property produces in revenue, expenses and bottomline for Jun 2024

HOUSING AUTHORITY BALANCE SHEET SUMMARY JUN 2024

(thousands of \$)

| | <u>HDC</u> | <u>HACM</u> | <u>TOTAL</u> |
|---------------------------------------|------------------|-------------------|-------------------|
| CASH | \$ 3,816 | \$ 13,360 | \$ 17,176 |
| INVESTMENTS | \$ - | \$ 1,011 | \$ 1,011 |
| TOTAL CASH | \$ 3,816 | \$ 14,371 | \$ 18,187 |
| RECEIVABLES | \$ 10,723 | \$ 15,915 | \$ 26,638 |
| DEFERRED CHARGES | \$ 163 | \$ 746 | \$ 909 |
| TOTAL CURRENT ASSETS | \$ 14,702 | \$ 31,032 | \$ 45,734 |
| FIXED ASSETS (NET) | \$ 17,449 | \$ 11,162 | \$ 28,611 |
| CONSTRUCTION IN PROGRESS | \$ 468 | \$ 1,062 | \$ 1,530 |
| NOTE RECEIVABLE | \$ 36,183 | \$ 72,429 | \$ 108,612 |
| OTHER NONCURRENT ASSETS | \$ 1 | \$ 3,494 | \$ 3,495 |
| TOTAL ASSETS | \$ 68,803 | \$ 119,179 | \$ 187,982 |
| CURRENT LIABILITIES | \$ 3,317 | \$ 2,803 | \$ 6,120 |
| LONG TERM LIABILITIES | \$ 23,251 | \$ 6,379 | \$ 29,630 |
| TOTAL LIABILITIES | \$ 26,568 | \$ 9,182 | \$ 35,750 |
| RETAINED EARNINGS | | | |
| PRIOR YEAR | \$ 33,129 | \$ 95,624 | \$ 128,753 |
| CURRENT YEAR | \$ 9,106 | \$ 14,373 | \$ 23,479 |
| TOTAL EQUITY | \$ 42,235 | \$ 109,997 | \$ 152,232 |
| TOTAL LIABILITIES & EQUITY | \$ 68,803 | \$ 119,179 | \$ 187,982 |

DETAIL OF CASH BALANCES FOR PROPERTIES (Cash Change during the period)

| | | ACTIVITY | ACTIVITY | ACTIVITY | ACTIVITY | ACTIVITY |
|-------------------------|-----------------------------------|----------------|-----------------|-----------------|-----------------|--------------|
| | | FEB | MAR | APR | MAY | JUN |
| Starting July | | | | | | |
| 204 | OAK GROVE | \$ - | \$ - | \$ - | | |
| 205^206 | PUEBLO DEL MAR | \$ - | \$ 121.00 | \$ 221.05 | \$ 221.05 | 21,129.23 |
| 212 | PORTOLA VISTA | \$ 36,442.32 | \$ 89,875.66 | \$ 75,846.78 | \$ 75,846.78 | 46,010.24 |
| 214 | MONTECITO WATSON | \$ (3,695.43) | \$ 4,133.75 | \$ (54,804.33) | \$ (54,804.33) | (46,736.23) |
| 904 | CHULAR FLC | \$ - | \$ - | \$ 112.44 | \$ 123.87 | 134.20 |
| 906 | SALINAS FLC | \$ - | \$ - | \$ 283.94 | \$ 312.80 | 338.88 |
| | TOTAL HACM PROPERTIES | \$ 32,746.89 | \$ 94,130.41 | \$ 21,659.88 | \$ 21,700.17 | 20,876.32 |
| | | | | | | |
| 400 | HDC ADMIN | \$ 56,128.53 | \$ 25,552.60 | \$ 645,166.57 | \$ 1,025,786.91 | 943,611.55 |
| 552 | SINGLE FAMILY HOMES | \$ (31,024.61) | \$ - | \$ 84,282.00 | \$ 84,282.00 | 141,904.68 |
| 555 | CASANOVA | \$ (31,024.61) | \$ 54,758.73 | \$ 344,344.26 | \$ 344,344.26 | 519,491.21 |
| | TOTAL HDC | \$ (5,920.69) | \$ 80,311.33 | \$ 1,073,792.83 | \$ 1,454,413.17 | 1,605,007.44 |
| Starting Janyary | | | | | | |
| 801 | SOUTH COUNTY RAD | \$ 9,691.79 | \$ 15,122.68 | \$ 65,001.72 | \$ 33,869.22 | 57,984.79 |
| 802 | SALINAS FAMILY RAD | \$ 17,362.60 | \$ 57,132.60 | \$ 165,054.41 | \$ 135,787.99 | 177,779.40 |
| 803 | EAST SALINAS FAMILY RAD | \$ 19,918.16 | \$ 46,374.54 | \$ 177,376.11 | \$ 223,513.45 | 303,367.96 |
| 804 | GONZALES FAMILY RAD | \$ 12,466.14 | \$ 13,536.97 | \$ 5,438.94 | \$ (1,455.36) | 13,844.04 |
| 960 | RIPPLING RIVER | \$ - | \$ 137,996.36 | \$ (68,688.37) | \$ 196,107.48 | (91,603.03) |
| 965 | TYNAN | \$ (18,082.57) | \$ - | \$ 399,138.85 | \$ 517,370.53 | 682,046.37 |
| 972 | BENITO FLC | \$ 16,305.48 | \$ - | \$ 82,407.92 | \$ 82,407.92 | 145,773.95 |
| 973 | MONTEREY AFFORDABLE | \$ - | \$ 10.00 | \$ 123,202.01 | \$ 123,202.01 | 184,140.69 |
| 974 | BENITO STREET AFFORDABLE | \$ 68,036.46 | \$ 23,373.36 | \$ 244,608.90 | \$ 299,923.15 | 364,155.43 |
| 980 | FANOE | \$ 64,216.91 | \$ 72,672.20 | \$ 282,917.56 | \$ 354,421.21 | 430,045.96 |
| 984 | CASTROVILLE | \$ (21,211.36) | \$ 16,157.86 | \$ (25,816.03) | \$ (17,718.90) | (17,872.30) |
| 985 | HACIENDA 1 | \$ 46,400.42 | \$ 61,261.66 | \$ (121,936.55) | \$ (93,942.17) | (41,538.15) |
| 986^987 | HACIENDA 2 | \$ 11,221.90 | \$ 204,324.41 | \$ 66,796.58 | \$ 88,506.96 | 112,455.91 |
| 988 | HACIENDA SR | \$ 51,184.47 | \$ 179,171.45 | \$ 125,482.40 | \$ 135,824.81 | 159,727.56 |
| 989 | HACIENDA 3 | \$ 47,317.53 | \$ 53,965.11 | \$ 162,176.46 | \$ 162,913.00 | 171,552.47 |
| 990 | OAK PARK 1 | \$ 25,055.99 | \$ 9,908.54 | \$ 123,659.19 | \$ 127,387.15 | 176,799.34 |
| 991 | OAK PARK 2 | \$ 195.16 | \$ - | \$ 97,119.83 | \$ 105,419.00 | 135,786.51 |
| 992 | ONE PARKSIDE | \$ 58,567.36 | \$ 53,301.43 | \$ 315,943.32 | \$ (692,295.22) | (633,862.89) |
| | TOTAL LIMITED PARTNERSHIPS | \$ 408,646.44 | \$ 944,309.17 | \$ 2,219,883.25 | \$ 1,781,242.23 | 2,330,584.01 |
| | | | | | | |
| | TOTAL PROPERTIES | \$ 435,472.64 | \$ 1,118,750.91 | \$ 3,315,335.96 | \$ 3,257,355.57 | 3,956,467.77 |

THIS SCHEDULE SHOWS THE CHANGE IN CASH BY PROPERTY.

YTD PERFORMANCE SUMMARY FOR AGENCY JUN 24

| | | TOTAL | | NET | | ADJUSTED | | | |
|----------------------------|--------------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|-----------------|
| Starting July | | REVENUE | EXPENSES | OTHER | EXPENSES | BOTTOM LINE | DEPRECIATION | BOTTOM LINE | CUMULATIVE |
| 204 | OAK GROVE | \$ 107,659.00 | \$ 68,693.39 | \$ - | \$ 68,693.39 | \$ 38,965.61 | \$ - | \$ 38,965.61 | \$ 38,965.61 |
| 205^206 | PUEBLO DEL MAR | \$ 35,111.76 | \$ 67,645.00 | \$ 109,024.23 | \$ 766,669.23 | \$ (731,557.47) | \$ (108,949.46) | \$ (622,608.01) | \$ (583,642.40) |
| 212 | PORTOLA VISTA | \$ 1,493,534.06 | \$ 785,723.87 | \$ 48,778.03 | \$ 834,501.90 | \$ 659,032.16 | \$ (48,703.26) | \$ 707,735.42 | \$ 124,093.02 |
| 214 | MONTECITO WATSON | \$ 146,800.27 | \$ 159,467.24 | \$ 37,375.19 | \$ 196,842.43 | \$ (50,042.16) | \$ (37,300.41) | \$ (12,741.75) | \$ 111,351.27 |
| 904 | CHULAR FLC | \$ 256,463.32 | \$ 380,500.80 | \$ 374.13 | \$ 380,874.93 | \$ (124,411.61) | \$ - | \$ (124,411.61) | \$ (13,060.34) |
| 906 | SALINAS FLC | \$ 586,503.93 | \$ 508,803.59 | \$ 715.63 | \$ 509,519.22 | \$ 76,984.71 | \$ - | \$ 76,984.71 | \$ 63,924.37 |
| TOTAL HACM PROPERTIES | | \$ 2,626,072.34 | \$ 2,560,833.89 | \$ 196,267.21 | \$ 2,757,101.10 | \$ (131,028.76) | \$ (194,953.13) | \$ 63,924.37 | |
| Starting July | | | | | | | | | |
| 400 | HDC ADMIN | \$ 895,499.29 | \$ 282,088.35 | \$ 755,480.01 | \$ 1,037,568.36 | \$ (142,069.07) | \$ (27,234.47) | \$ (114,834.60) | \$ (114,834.60) |
| 552 | SINGLE FAMILY HOMES | \$ 328,886.58 | \$ 128,225.88 | \$ 23,346.00 | \$ 151,571.88 | \$ 177,314.70 | \$ (23,346.00) | \$ 200,660.70 | \$ 85,826.10 |
| 555 | CASANOVA | \$ 2,066,597.95 | \$ 1,774,455.17 | \$ 352,322.88 | \$ 2,126,778.05 | \$ (60,180.10) | \$ (338,448.10) | \$ 278,268.00 | \$ 364,094.10 |
| TOTAL HDC | | \$ 3,290,983.82 | \$ 2,184,769.40 | \$ 1,131,148.89 | \$ 3,315,918.29 | \$ (24,934.47) | \$ (389,028.57) | \$ 364,094.10 | |
| Starting January | | | | | | | | | |
| 801 | SOUTH COUNTY RAD | \$ 286,086.70 | \$ 374,965.84 | \$ 146,937.30 | \$ 521,903.14 | \$ (235,816.44) | \$ (146,937.30) | \$ (88,879.14) | \$ (88,879.14) |
| 802 | SALINAS FAMILY RAD | \$ 1,079,223.87 | \$ 1,116,835.03 | \$ 406,746.78 | \$ 1,523,581.81 | \$ (444,357.94) | \$ (406,163.94) | \$ (38,194.00) | \$ (127,073.14) |
| 803 | EAST SALINAS FAMILY RAD | \$ 1,375,109.39 | \$ 1,259,489.55 | \$ 423,108.24 | \$ 1,682,597.79 | \$ (307,488.40) | \$ (423,108.24) | \$ 115,619.84 | \$ (11,453.30) |
| 804 | GONZALES FAMILY RAD | \$ 260,821.60 | \$ 224,273.48 | \$ 95,612.28 | \$ 319,885.76 | \$ (59,064.16) | \$ (95,612.28) | \$ 36,548.12 | \$ 25,094.82 |
| 960 | RIPPLING RIVER | \$ 753,156.63 | \$ 1,024,248.06 | \$ 205,141.89 | \$ 1,229,389.95 | \$ (476,233.32) | \$ (201,078.54) | \$ (275,154.78) | \$ (250,059.96) |
| 965 | TYNAN | \$ 2,348,148.02 | \$ 1,768,049.88 | \$ 698,427.35 | \$ 2,466,477.23 | \$ (118,329.21) | \$ (658,730.10) | \$ 540,400.89 | \$ 290,340.93 |
| 972 | BENITO FLC | \$ 581,719.34 | \$ 486,750.16 | \$ 347,755.21 | \$ 834,505.37 | \$ (252,786.03) | \$ (328,638.74) | \$ 75,852.71 | \$ 366,193.64 |
| 973 | MONTEREY AFFORDABLE | \$ 508,604.42 | \$ 390,989.74 | \$ 227,445.68 | \$ 618,435.42 | \$ (109,831.00) | \$ (208,479.54) | \$ 98,648.54 | \$ 464,842.18 |
| 974 | BENITO STREET AFFORDABLE | \$ 826,088.42 | \$ 521,406.58 | \$ 422,669.09 | \$ 944,075.67 | \$ (117,987.25) | \$ (373,872.00) | \$ 255,884.75 | \$ 720,726.93 |
| 980 | FANOE | \$ 699,508.82 | \$ 305,542.15 | \$ 174,024.47 | \$ 479,566.62 | \$ 219,942.20 | \$ (159,949.61) | \$ 379,891.81 | \$ 1,100,618.74 |
| 984 | CASTROVILLE | \$ 600,117.49 | \$ 558,972.50 | \$ 1,300.00 | \$ 560,272.50 | \$ 39,844.99 | | \$ 39,844.99 | \$ 1,140,463.73 |
| 985 | HACIENDA 1 | \$ 630,629.09 | \$ 461,548.62 | \$ 202,341.44 | \$ 663,890.06 | \$ (33,260.97) | \$ (198,478.44) | \$ 165,217.47 | \$ 1,305,681.20 |
| 986^987 | HACIENDA 2 | \$ 484,450.68 | \$ 441,144.89 | \$ 227,073.96 | \$ 668,218.85 | \$ (183,768.17) | \$ (227,073.96) | \$ 43,305.79 | \$ 1,348,986.99 |
| 988 | HACIENDA SR | \$ 368,978.77 | \$ 238,988.53 | \$ 169,719.48 | \$ 408,708.01 | \$ (39,729.24) | \$ (169,719.48) | \$ 129,990.24 | \$ 1,478,977.23 |
| 989 | HACIENDA 3 | \$ 583,963.63 | \$ 504,667.80 | \$ 395,401.98 | \$ 900,069.78 | \$ (316,106.15) | \$ (395,401.98) | \$ 79,295.83 | \$ 1,558,273.06 |
| 990 | OAK PARK 1 | \$ 712,224.61 | \$ 507,250.10 | \$ 346,696.50 | \$ 853,946.60 | \$ (141,721.99) | \$ (346,696.50) | \$ 204,974.51 | \$ 1,763,247.57 |
| 991 | OAK PARK 2 | \$ 654,487.81 | \$ 546,499.26 | \$ 329,951.94 | \$ 876,451.20 | \$ (221,963.39) | \$ (329,951.94) | \$ 107,988.55 | \$ 1,871,236.12 |
| 992 | ONE PARKSIDE | \$ 953,096.13 | \$ 917,650.78 | \$ - | \$ 917,650.78 | \$ 35,445.35 | \$ - | \$ 35,445.35 | \$ 1,906,681.47 |
| TOTAL LIMITED PARTNERSHIPS | | \$ 13,706,415.42 | \$ 11,649,272.95 | \$ 4,820,353.59 | \$ 16,469,626.54 | \$ (2,763,211.12) | \$ (4,669,892.59) | \$ 1,906,681.47 | |
| TOTAL PROPERTIES | | \$ 19,623,471.58 | \$ 16,394,876.24 | \$ 6,147,769.69 | \$ 22,542,645.93 | \$ (2,919,174.35) | \$ (5,253,874.29) | \$ 2,334,699.94 | |
| Starting July | | | | | | | | | |
| 602 | HR | \$ 9,775.37 | \$ 435,784.18 | \$ - | \$ 435,784.18 | \$ (426,008.81) | \$ - | \$ (426,008.81) | |
| 604 | FINANCE | \$ 6,812.69 | \$ 1,400,623.98 | \$ - | \$ 1,400,623.98 | \$ (1,393,811.29) | \$ - | \$ (1,393,811.29) | |
| 601 | ADMIN | \$ 3,294,607.31 | \$ 431,584.99 | \$ - | \$ 431,584.99 | \$ 2,863,022.32 | \$ - | \$ 2,863,022.32 | |
| 670 | MAINTENANCE | \$ - | \$ 144,852.53 | \$ 1,971.51 | \$ 146,824.04 | \$ (146,824.04) | \$ - | \$ (146,824.04) | |
| 660 | PROPERTY MANAGEMENT | \$ - | \$ 576,382.17 | \$ - | \$ 576,382.17 | \$ (576,382.17) | \$ - | \$ (576,382.17) | |
| TOTAL OVERHEAD | | \$ 3,311,195.37 | \$ 2,989,227.85 | \$ 1,971.51 | \$ 2,991,199.36 | \$ 319,996.01 | \$ - | \$ 319,996.01 | |
| Starting July | | | | | | | | | |
| 059 | S8 FSS ADMIN | \$ 231,438.67 | \$ 249,904.20 | \$ - | \$ 249,904.20 | \$ (18,465.53) | \$ - | \$ (18,465.53) | |
| 078 | MAINSTREAM | \$ 1,086,814.00 | \$ 6,497.76 | \$ 1,070,377.00 | \$ 1,076,874.76 | \$ 9,939.24 | \$ - | \$ 9,939.24 | |
| 080 | EHV HOMELESS | \$ 7,814,468.00 | \$ 697,957.75 | \$ 6,415,938.00 | \$ 7,113,895.75 | \$ 700,572.25 | \$ - | \$ 700,572.25 | |
| PLUG | ALL OTHER S8 | \$ 67,504,753.01 | \$ 4,499,003.51 | \$ 64,258,460.01 | \$ 68,757,463.52 | \$ (1,252,710.51) | \$ - | \$ (1,252,710.51) | |
| TOTAL SECTION 8 | | \$ 76,637,473.68 | \$ 5,453,363.22 | \$ 71,744,775.01 | \$ 77,198,138.23 | \$ (560,664.55) | \$ - | \$ (560,664.55) | |
| TOTAL S8 | | \$ 76,637,473.68 | \$ 5,453,363.22 | \$ 71,744,775.01 | \$ 77,198,138.23 | \$ (560,664.55) | \$ - | \$ (560,664.55) | |
| TOTAL HACM OTHER | | \$ 8,008,613.85 | \$ 7,390,298.75 | \$ 445,339.34 | \$ 7,835,638.09 | \$ 172,975.76 | \$ (200,655.35) | \$ 373,631.11 | |
| TOTAL HACM | | \$ 84,646,087.53 | \$ 12,843,661.97 | \$ 72,190,114.35 | \$ 85,033,776.32 | \$ (387,688.79) | \$ (200,655.35) | \$ (187,033.44) | |
| TOTAL HDC | | \$ 3,290,983.82 | \$ 2,184,769.40 | \$ 1,131,148.89 | \$ 3,315,918.29 | \$ (24,934.47) | \$ - | \$ (24,934.47) | |
| TOTAL AGENCY | | \$ 87,937,071.35 | \$ 15,028,431.37 | \$ 73,321,263.24 | \$ 88,349,694.61 | \$ (412,623.26) | \$ (200,655.35) | \$ (211,967.91) | |



Voucher Funding and HCV Payments

| | 30-Apr | 31-May | 30-Jun | Total |
|-----------------------------------|--------------|--------------|--------------|---------------|
| HUD Grant - HAP Payments | \$ - | \$ 7,312,275 | \$ 6,397,453 | \$ 13,709,728 |
| Total Housing Assistance Payments | \$ 6,751,761 | \$ 6,789,011 | \$ 6,856,490 | \$ 20,397,263 |

| Finance Transactional Statistics - JUNE 2024 | HCV | | AP | | TOTALS | |
|--|--------------|---------------|--------------|---------------|--------------|---------------|
| | Transactions | Amounts | Transactions | Amounts | Transactions | Amounts |
| Receipts | 25 | \$ 9,870 | 2651 | \$ 1,709,021 | 2676 | \$ 1,718,891 |
| Charges | 3 | \$ 528 | 2668 | \$ 1,696,491 | 2671 | \$ 1,697,019 |
| Journal Entries | 277 | \$ 434,421 | 549 | \$ 23,055,352 | 826 | \$ 23,489,773 |
| Payables | 4488 | \$ 6,840,168 | 909 | \$ 1,068,182 | 5397 | \$ 7,908,351 |
| Checks | 1413 | \$ 6,870,278 | 156 | \$ 1,298,018 | 1569 | \$ 8,168,296 |
| Transaction Amts Processed* | 6206 | \$ 14,155,266 | 6933 | \$ 28,827,064 | 13139 | \$ 42,982,329 |

REVENUE SOURCES BY PROPERTY

Jun-24

| | | Tenant Rental Revenue | Non Dwelling Rent | Subsidy | Type of Subsidy |
|-------|-------------------------|-----------------------|-------------------|-----------------|-----------------------------------|
| 440 | Tynan Land Lease | -11,614.12 | -5,184.51 | 0.00 | Bakery / HDC Office Rental Income |
| | | \$ (11,614.12) | \$ (5,184.51) | \$ - | |
| 205 | Pueblo Del Mar | 0.00 | 0.00 | 0.00 | Grant Income |
| 903 | King City Migrant | 0.00 | 0.00 | 0.00 | OMS |
| | | \$ - | \$ - | \$ - | |
| 204 | Oak Grove | -10,256.00 | 0.00 | 0.00 | HCV |
| 552 | Single Family Homes | -35,160.00 | 0.00 | 0.00 | HCV |
| 555 | Casanova | -190,906.00 | 0.00 | 0.00 | HCV |
| 934 | Jardines | -18,138.00 | 0.00 | 0.00 | HCV |
| 960 | Rippling River | -123,668.00 | 0.00 | 0.00 | HCV |
| 965 | Tynan Affordable | -376,599.00 | 0.00 | 9,000.00 | HCV |
| 973 | Monterey Affordable | -85,911.00 | 0.00 | 0.00 | HCV |
| 974 | Benito Affordable | -134,110.00 | -750.00 | 5,574.00 | HCV |
| 980 | Fanoe Vista | -130,392.00 | 0.00 | 1,191.00 | HCV |
| 985 | Haciendas 1 | -100,751.00 | 0.00 | 0.00 | HCV |
| 986 | Haciendas 2 | -80,467.00 | 0.00 | 0.00 | HCV |
| 988 | Haciendas Senior | -64,614.33 | 0.00 | 1,142.33 | HCV |
| 989 | Haciendas 3 | -97,737.00 | 0.00 | 2,913.00 | HCV |
| 990 | Oak Park ! | -103,148.00 | 0.00 | -13,435.00 | HCV |
| 991 | Oak Park 2 | -106,780.00 | -1,400.00 | 0.00 | HCV / USDA |
| | | \$ (1,658,637.33) | \$ (2,150.00) | \$ 6,385.33 | |
| 212 | Portola Vista | -24,263.00 | 0.00 | -99,652.00 | PBRA |
| 214 | Montecito Watson | -9,084.00 | 0.00 | -4,044.00 | PBRA |
| 801 | South County RAD | -54,273.40 | 0.00 | -15,722.60 | PBRA |
| 802 | Salinas Family RAD | -115,051.00 | 0.00 | -47,846.00 | PBRA |
| 803 | East Salinas Family RAD | -165,587.20 | 0.00 | -40,779.80 | PBRA |
| 804 | Gonzales Family RAD | -178,587.00 | 0.00 | -7,148.00 | PBRA |
| | | \$ (546,845.60) | \$ - | \$ (215,192.40) | |
| 992 | One Parkside | -152,805.00 | 0.00 | 0.00 | PBV |
| | | \$ (152,805.00) | \$ - | \$ - | |
| 904 | Chualar FLC | -24,718.00 | 0.00 | -3,189.00 | USDA |
| 906 | Salinas FLC | -51,038.00 | 0.00 | -12,046.00 | USDA |
| 972 | Benito FLC | -77,659.00 | 0.00 | -17,074.00 | USDA |
| 984 | Castroville FLC | -51,175.00 | 0.00 | -47,270.00 | USDA |
| | | \$ (204,590.00) | \$ - | \$ (79,579.00) | |
| TOTAL | | \$ (2,574,492.05) | \$ (7,334.51) | \$ (288,386.07) | |
| | | \$ - | \$ - | \$ - | |

Housing Authority of the County of Monterey Budget Comparison

Period = Jul 2023-Jun 2024

| | | PTD Actual | PTD Budget | Variance | % Var | YTD Actual | YTD Budget | Variance | % Var | Annual |
|------------|-----------------------------------|---------------|---------------|----------------|---------|---------------|---------------|----------------|---------|---------------|
| 7000 | REVENUE: | | | | | | | | | |
| 7031 | Tenant Rents | 1,254,211.72 | 2,866,842.00 | -1,612,630.28 | -56.25 | 1,254,211.72 | 2,866,842.00 | -1,612,630.28 | -56.25 | 2,727,362.00 |
| 7037 | Tenant Subsidies | 1,397,387.00 | 1,278,471.00 | 118,916.00 | 9.30 | 1,397,387.00 | 1,278,471.00 | 118,916.00 | 9.30 | 1,278,471.00 |
| 7041 | Other Tenant Income | 14,946.62 | 19,784.00 | -4,837.38 | -24.45 | 14,946.62 | 19,784.00 | -4,837.38 | -24.45 | 16,454.00 |
| 7050 | Total Tenant Revenue | 2,666,545.34 | 4,165,097.00 | -1,498,551.66 | -35.98 | 2,666,545.34 | 4,165,097.00 | -1,498,551.66 | -35.98 | 4,022,287.00 |
| 7060028000 | HUD Grant - EHV Service Fees | 439,893.00 | 0.00 | 439,893.00 | N/A | 439,893.00 | 0.00 | 439,893.00 | N/A | 0.00 |
| 7061 | HUD Operating Grants | 0.00 | 375,962.00 | -375,962.00 | -100.00 | 0.00 | 375,962.00 | -375,962.00 | -100.00 | 62,662.00 |
| 7071 | Section 8 HAP Subsidies | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 | 51,756,206.00 |
| 7081 | Section 8 Administrative Fees | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 | 4,400,656.00 |
| 7095 | Operating Grants (Non-HUD) | 499,254.06 | 545,765.00 | -46,510.94 | -8.52 | 499,254.06 | 545,765.00 | -46,510.94 | -8.52 | 545,765.00 |
| 7151 | Other Income | 2,385,113.72 | 2,349,738.00 | 35,375.72 | 1.51 | 2,385,113.72 | 2,349,738.00 | 35,375.72 | 1.51 | 2,348,408.00 |
| 7152 | Interest Income | 2,523,631.74 | 1,896,157.00 | 627,474.74 | 33.09 | 2,523,631.74 | 1,896,157.00 | 627,474.74 | 33.09 | 1,881,314.70 |
| 7999 | Total Revenue | 84,646,087.53 | 65,914,581.00 | 18,731,506.53 | 28.42 | 84,646,087.53 | 65,914,581.00 | 18,731,506.53 | 28.42 | 65,017,298.70 |
| | EXPENSES: | | | | | | | | | |
| 9051 | Administrative | 7,233,291.35 | 6,741,696.00 | -491,595.35 | -7.29 | 7,233,291.35 | 6,741,696.00 | -491,595.35 | -7.29 | 6,646,196.00 |
| 9101 | Administrative Fees | 1,576,851.38 | 215,484.00 | -1,361,367.38 | -631.77 | 1,576,851.38 | 215,484.00 | -1,361,367.38 | -631.77 | 187,484.00 |
| 9201 | Tenant Services | 706,749.26 | 730,536.00 | 23,786.74 | 3.26 | 706,749.26 | 730,536.00 | 23,786.74 | 3.26 | 609,606.00 |
| 9301 | Utilities | 532,366.43 | 458,191.00 | -74,175.43 | -16.19 | 532,366.43 | 458,191.00 | -74,175.43 | -16.19 | 387,731.00 |
| 9401 | Maintenance | 1,614,845.25 | 2,925,154.00 | 1,310,308.75 | 44.79 | 1,614,845.25 | 2,925,154.00 | 1,310,308.75 | 44.79 | 2,774,744.00 |
| 9501 | Protective Services | 79,085.80 | 10,449.00 | -68,636.80 | -656.87 | 79,085.80 | 10,449.00 | -68,636.80 | -656.87 | 10,449.00 |
| 9611 | Insurance | 332,851.18 | 392,020.00 | 59,168.82 | 15.09 | 332,851.18 | 392,020.00 | 59,168.82 | 15.09 | 372,530.00 |
| 9621 | Other General Expenses | 431,730.66 | 961,536.00 | 529,805.34 | 55.10 | 431,730.66 | 961,536.00 | 529,805.34 | 55.10 | 960,706.00 |
| 9631 | Payments in Lieu of Taxes | 100,102.51 | 86,485.00 | -13,617.51 | -15.75 | 100,102.51 | 86,485.00 | -13,617.51 | -15.75 | 86,485.00 |
| 9661 | Bad Debts | 132,337.45 | 0.00 | -132,337.45 | N/A | 132,337.45 | 0.00 | -132,337.45 | N/A | 0.00 |
| 9671 | Housing Assistance Payments | 71,636,482.01 | 51,881,206.00 | -19,755,276.01 | -38.08 | 71,636,482.01 | 51,881,206.00 | -19,755,276.01 | -38.08 | 51,547,872.70 |
| 9681 | FSS Escrows | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 | 250,000.00 |
| 9691 | Total Operating Expenses | 84,588,437.28 | 64,652,757.00 | -19,935,680.28 | -30.84 | 84,588,437.28 | 64,652,757.00 | -19,935,680.28 | -30.84 | 63,833,803.70 |
| 9702 | Interest Expense | 240,954.64 | 478,562.00 | 237,607.36 | 49.65 | 240,954.64 | 478,562.00 | 237,607.36 | 49.65 | 427,252.00 |
| 9711 | Extraordinary Maintenance | 3,729.35 | 24,550.00 | 20,820.65 | 84.81 | 3,729.35 | 24,550.00 | 20,820.65 | 84.81 | 24,550.00 |
| 9720 | Casualty Losses - Non-Capitalized | 5,702.22 | 0.00 | -5,702.22 | N/A | 5,702.22 | 0.00 | -5,702.22 | N/A | 0.00 |
| 9741 | Depreciation Expense | 188,991.05 | 0.00 | -188,991.05 | N/A | 188,991.05 | 0.00 | -188,991.05 | N/A | 0.00 |
| 9751 | Amortization Exp | 5,962.08 | 0.00 | -5,962.08 | N/A | 5,962.08 | 0.00 | -5,962.08 | N/A | 0.00 |
| 9999 | NET INCOME | -387,689.09 | 758,712.00 | -1,146,401.09 | -151.10 | -387,689.09 | 758,712.00 | -1,146,401.09 | -151.10 | 731,693.00 |

Housing Authority of the County of Monterey
Budget Comparison (with PTD)

Period = Jul 2023-Jun 2024

| | | MTD Actual | MTD Budget | Variance | % Var | PTD Actual | PTD Budget | Variance | % Var |
|------------|-----------------------------------|--------------|--------------|---------------|---------|---------------|---------------|----------------|---------|
| 7000 | REVENUE: | | | | | | | | |
| 7031 | Tenant Rents | 126,187.12 | 357,800.99 | -231,613.87 | -64.73 | 1,254,211.72 | 2,866,842.00 | -1,612,630.28 | -56.25 |
| 7037 | Tenant Subsidies | 123,717.00 | 106,534.63 | 17,182.37 | 16.13 | 1,397,387.00 | 1,278,471.00 | 118,916.00 | 9.30 |
| 7041 | Other Tenant Income | 760.00 | 1,652.37 | -892.37 | -54.01 | 14,946.62 | 19,784.00 | -4,837.38 | -24.45 |
| 7050 | Total Tenant Revenue | 250,664.12 | 465,987.99 | -215,323.87 | -46.21 | 2,666,545.34 | 4,165,097.00 | -1,498,551.66 | -35.98 |
| 7060028000 | HUD Grant - EHV Service Fees | 88,003.00 | 0.00 | 88,003.00 | N/A | 439,893.00 | 0.00 | 439,893.00 | N/A |
| 7061 | HUD Operating Grants | 0.00 | 31,330.13 | -31,330.13 | -100.00 | 0.00 | 375,962.00 | -375,962.00 | -100.00 |
| 7071 | Section 8 HAP Subsidies | 6,397,453.00 | 4,344,267.13 | 2,053,185.87 | 47.26 | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 |
| 7081 | Section 8 Administrative Fees | 268,123.97 | 370,888.00 | -102,764.03 | -27.71 | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 |
| 7095 | Operating Grants (Non-HUD) | 25,328.91 | 45,485.00 | -20,156.09 | -44.31 | 499,254.06 | 545,765.00 | -46,510.94 | -8.52 |
| 7151 | Other Income | 146,746.76 | 195,819.86 | -49,073.10 | -25.06 | 2,385,113.72 | 2,349,738.00 | 35,375.72 | 1.51 |
| 7152 | Interest Income | 633,853.40 | 158,003.00 | 475,850.40 | 301.17 | 2,523,631.74 | 1,896,157.00 | 627,474.74 | 33.09 |
| 7999 | Total Revenue | 7,810,173.16 | 5,611,781.11 | 2,198,392.05 | 39.17 | 84,646,087.53 | 65,914,581.00 | 18,731,506.53 | 28.42 |
| | EXPENSES: | | | | | | | | |
| 9051 | Administrative | 1,006,839.05 | 561,739.58 | -445,099.47 | -79.24 | 7,233,291.35 | 6,741,696.00 | -491,595.35 | -7.29 |
| 9101 | Administrative Fees | 124,399.69 | 17,961.62 | -106,438.07 | -592.59 | 1,576,851.38 | 215,484.00 | -1,361,367.38 | -631.77 |
| 9201 | Tenant Services | 23,053.45 | 60,878.00 | 37,824.55 | 62.13 | 706,749.26 | 730,536.00 | 23,786.74 | 3.26 |
| 9301 | Utilities | 55,423.13 | 38,143.90 | -17,279.23 | -45.30 | 532,366.43 | 458,191.00 | -74,175.43 | -16.19 |
| 9401 | Maintenance | 96,267.92 | 243,518.12 | 147,250.20 | 60.47 | 1,614,845.25 | 2,925,154.00 | 1,310,308.75 | 44.79 |
| 9501 | Protective Services | 1,046.61 | 857.00 | -189.61 | -22.12 | 79,085.80 | 10,449.00 | -68,636.80 | -656.87 |
| 9611 | Insurance | 100,406.74 | 32,669.36 | -67,737.38 | -207.34 | 332,851.18 | 392,020.00 | 59,168.82 | 15.09 |
| 9621 | Other General Expenses | 18,853.50 | 88,459.53 | 69,606.03 | 78.69 | 431,730.66 | 961,536.00 | 529,805.34 | 55.10 |
| 9631 | Payments in Lieu of Taxes | 6,912.19 | 7,197.00 | 284.81 | 3.96 | 100,102.51 | 86,485.00 | -13,617.51 | -15.75 |
| 9661 | Bad Debts | 9,559.11 | 0.00 | -9,559.11 | N/A | 132,337.45 | 0.00 | -132,337.45 | N/A |
| 9671 | Housing Assistance Payments | 6,838,745.02 | 4,323,433.98 | -2,515,311.04 | -58.18 | 71,636,482.01 | 51,881,206.00 | -19,755,276.01 | -38.08 |
| 9681 | FSS Escrows | 19,965.00 | 20,833.37 | 868.37 | 4.17 | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 |
| 9691 | Total Operating Expenses | 8,301,471.41 | 5,395,691.46 | -2,905,779.95 | -53.85 | 84,588,437.28 | 64,652,757.00 | -19,935,680.28 | -30.84 |
| 9702 | Interest Expense | 24,794.45 | 39,871.00 | 15,076.55 | 37.81 | 240,954.64 | 478,562.00 | 237,607.36 | 49.65 |
| 9711 | Extraordinary Maintenance | 0.00 | 2,040.37 | 2,040.37 | 100.00 | 3,729.35 | 24,550.00 | 20,820.65 | 84.81 |
| 9720 | Casualty Losses - Non-Capitalized | 0.00 | 0.00 | 0.00 | N/A | 5,702.22 | 0.00 | -5,702.22 | N/A |
| 9741 | Depreciation Expense | 188,991.05 | 0.00 | -188,991.05 | N/A | 188,991.05 | 0.00 | -188,991.05 | N/A |
| 9751 | Amortization Exp | 496.84 | 0.00 | -496.84 | N/A | 5,962.08 | 0.00 | -5,962.08 | N/A |
| 9999 | NET INCOME | -705,580.59 | 174,178.28 | -879,758.87 | -505.09 | -387,689.09 | 758,712.00 | -1,146,401.09 | -151.10 |

Monterey County Housing Development Corp.
Budget Comparison

Period = Jul 2023-Jun 2024

| | | PTD Actual | PTD Budget | Variance | % Var | YTD Actual | YTD Budget | Variance | % Var | Annual |
|------|-----------------------------------|--------------|--------------|---------------|---------|--------------|--------------|---------------|---------|--------------|
| 7000 | REVENUE: | | | | | | | | | |
| 7031 | Tenant Rents | 707,019.00 | 1,860,760.00 | -1,153,741.00 | -62.00 | 707,019.00 | 1,860,760.00 | -1,153,741.00 | -62.00 | 1,860,760.00 |
| 7037 | Tenant Subsidies | 1,656,062.00 | 165,753.00 | 1,490,309.00 | 899.11 | 1,656,062.00 | 165,753.00 | 1,490,309.00 | 899.11 | 165,753.00 |
| 7041 | Other Tenant Income | 15,989.60 | 6,795.00 | 9,194.60 | 135.31 | 15,989.60 | 6,795.00 | 9,194.60 | 135.31 | 6,795.00 |
| 7050 | Total Tenant Revenue | 2,379,070.60 | 2,033,308.00 | 345,762.60 | 17.00 | 2,379,070.60 | 2,033,308.00 | 345,762.60 | 17.00 | 2,033,308.00 |
| 7151 | Other Income | 132,670.13 | 3,382,883.00 | -3,250,212.87 | -96.08 | 132,670.13 | 3,382,883.00 | -3,250,212.87 | -96.08 | 1,586,503.00 |
| 7152 | Interest Income | 779,243.09 | 525,042.00 | 254,201.09 | 48.42 | 779,243.09 | 525,042.00 | 254,201.09 | 48.42 | 65,662.00 |
| 7999 | Total Revenue | 3,290,983.82 | 5,941,233.00 | -2,650,249.18 | -44.61 | 3,290,983.82 | 5,941,233.00 | -2,650,249.18 | -44.61 | 3,685,473.00 |
| | EXPENSES: | | | | | | | | | |
| 9051 | Administrative | 1,093,023.06 | 1,309,938.00 | 216,914.94 | 16.56 | 1,093,023.06 | 1,309,938.00 | 216,914.94 | 16.56 | 40,458.00 |
| 9101 | Administrative Fees | 258,292.56 | 286,392.00 | 28,099.44 | 9.81 | 258,292.56 | 286,392.00 | 28,099.44 | 9.81 | 181,392.00 |
| 9201 | Tenant Services | 530.09 | 52,500.00 | 51,969.91 | 98.99 | 530.09 | 52,500.00 | 51,969.91 | 98.99 | 52,500.00 |
| 9301 | Utilities | 259,038.85 | 379,620.00 | 120,581.15 | 31.76 | 259,038.85 | 379,620.00 | 120,581.15 | 31.76 | 371,680.00 |
| 9401 | Maintenance | 374,217.16 | 414,194.00 | 39,976.84 | 9.65 | 374,217.16 | 414,194.00 | 39,976.84 | 9.65 | 401,004.00 |
| 9501 | Protective Services | 7,085.66 | 3,306.00 | -3,779.66 | -114.33 | 7,085.66 | 3,306.00 | -3,779.66 | -114.33 | 2,256.00 |
| 9611 | Insurance | 141,147.51 | 142,266.00 | 1,118.49 | 0.79 | 141,147.51 | 142,266.00 | 1,118.49 | 0.79 | 89,346.00 |
| 9621 | Other General Expenses | 8,062.07 | 3,286.00 | -4,776.07 | -145.35 | 8,062.07 | 3,286.00 | -4,776.07 | -145.35 | 2,826.00 |
| 9631 | Payments in Lieu of Taxes | 4,952.55 | 10,153.00 | 5,200.45 | 51.22 | 4,952.55 | 10,153.00 | 5,200.45 | 51.22 | 1,053.00 |
| 9661 | Bad Debts | 38,419.89 | 0.00 | -38,419.89 | N/A | 38,419.89 | 0.00 | -38,419.89 | N/A | 0.00 |
| 9691 | Total Operating Expenses | 2,184,769.40 | 2,601,655.00 | 416,885.60 | 16.02 | 2,184,769.40 | 2,601,655.00 | 416,885.60 | 16.02 | 1,142,515.00 |
| 9702 | Interest Expense | 742,120.32 | 598,281.00 | -143,839.32 | -24.04 | 742,120.32 | 598,281.00 | -143,839.32 | -24.04 | 579,901.00 |
| 9720 | Casualty Losses - Non-Capitalized | 13,874.78 | 0.00 | -13,874.78 | N/A | 13,874.78 | 0.00 | -13,874.78 | N/A | 0.00 |
| 9741 | Depreciation Expense | 349,324.69 | 138,206.00 | -211,118.69 | -152.76 | 349,324.69 | 138,206.00 | -211,118.69 | -152.76 | 138,206.00 |
| 9751 | Amortization Exp | 25,829.10 | 0.00 | -25,829.10 | N/A | 25,829.10 | 0.00 | -25,829.10 | N/A | 0.00 |
| 9999 | NET INCOME | -24,934.47 | 2,603,091.00 | -2,628,025.47 | -100.96 | -24,934.47 | 2,603,091.00 | -2,628,025.47 | -100.96 | 1,824,851.00 |

Monterey County Housing Development Corp.
Budget Comparison (with PTD)

Period = Jul 2023-Jun 2024

| | | MTD Actual | MTD Budget | Variance | % Var | PTD Actual | PTD Budget | Variance | % Var |
|------|-----------------------------------|-------------|------------|-------------|-----------|--------------|--------------|---------------|---------|
| 7000 | REVENUE: | | | | | | | | |
| 7031 | Tenant Rents | 62,759.00 | 155,056.00 | -92,297.00 | -59.52 | 707,019.00 | 1,860,760.00 | -1,153,741.00 | -62.00 |
| 7037 | Tenant Subsidies | 163,307.00 | 13,810.00 | 149,497.00 | 1,082.53 | 1,656,062.00 | 165,753.00 | 1,490,309.00 | 899.11 |
| 7041 | Other Tenant Income | 444.00 | 569.00 | -125.00 | -21.97 | 15,989.60 | 6,795.00 | 9,194.60 | 135.31 |
| 7050 | Total Tenant Revenue | 226,510.00 | 169,435.00 | 57,075.00 | 33.69 | 2,379,070.60 | 2,033,308.00 | 345,762.60 | 17.00 |
| 7151 | Other Income | 4,196.49 | 281,917.00 | -277,720.51 | -98.51 | 132,670.13 | 3,382,883.00 | -3,250,212.87 | -96.08 |
| 7152 | Interest Income | 293,213.93 | 43,759.00 | 249,454.93 | 570.07 | 779,243.09 | 525,042.00 | 254,201.09 | 48.42 |
| 7999 | Total Revenue | 523,920.42 | 495,111.00 | 28,809.42 | 5.82 | 3,290,983.82 | 5,941,233.00 | -2,650,249.18 | -44.61 |
| | EXPENSES: | | | | | | | | |
| 9051 | Administrative | 139,488.94 | 109,145.00 | -30,343.94 | -27.80 | 1,093,023.06 | 1,309,938.00 | 216,914.94 | 16.56 |
| 9101 | Administrative Fees | 22,435.96 | 23,866.00 | 1,430.04 | 5.99 | 258,292.56 | 286,392.00 | 28,099.44 | 9.81 |
| 9201 | Tenant Services | 0.00 | 4,375.00 | 4,375.00 | 100.00 | 530.09 | 52,500.00 | 51,969.91 | 98.99 |
| 9301 | Utilities | 31,714.48 | 31,635.00 | -79.48 | -0.25 | 259,038.85 | 379,620.00 | 120,581.15 | 31.76 |
| 9401 | Maintenance | 27,530.05 | 34,518.00 | 6,987.95 | 20.24 | 374,217.16 | 414,194.00 | 39,976.84 | 9.65 |
| 9501 | Protective Services | 0.00 | 270.00 | 270.00 | 100.00 | 7,085.66 | 3,306.00 | -3,779.66 | -114.33 |
| 9611 | Insurance | 3,827.43 | 11,839.00 | 8,011.57 | 67.67 | 141,147.51 | 142,266.00 | 1,118.49 | 0.79 |
| 9621 | Other General Expenses | 800.00 | 272.00 | -528.00 | -194.12 | 8,062.07 | 3,286.00 | -4,776.07 | -145.35 |
| 9631 | Payments in Lieu of Taxes | 0.00 | 847.00 | 847.00 | 100.00 | 4,952.55 | 10,153.00 | 5,200.45 | 51.22 |
| 9661 | Bad Debts | 0.00 | 0.00 | 0.00 | N/A | 38,419.89 | 0.00 | -38,419.89 | N/A |
| 9691 | Total Operating Expenses | 225,796.86 | 216,767.00 | -9,029.86 | -4.17 | 2,184,769.40 | 2,601,655.00 | 416,885.60 | 16.02 |
| 9702 | Interest Expense | 60,670.55 | 49,854.00 | -10,816.55 | -21.70 | 742,120.32 | 598,281.00 | -143,839.32 | -24.04 |
| 9720 | Casualty Losses - Non-Capitalized | 0.00 | 0.00 | 0.00 | N/A | 13,874.78 | 0.00 | -13,874.78 | N/A |
| 9741 | Depreciation Expense | 349,324.69 | 11,519.00 | -337,805.69 | -2,932.60 | 349,324.69 | 138,206.00 | -211,118.69 | -152.76 |
| 9751 | Amortization Exp | 25,829.10 | 0.00 | -25,829.10 | N/A | 25,829.10 | 0.00 | -25,829.10 | N/A |
| 9999 | NET INCOME | -137,700.78 | 216,971.00 | -354,671.78 | -163.47 | -24,934.47 | 2,603,091.00 | -2,628,025.47 | -100.96 |

Voucher Program Only Budget Comparison

Period = Jul 2023-Jun 2024

| | | PTD Actual | PTD Budget | Variance | % Var | YTD Actual | YTD Budget | Variance | % Var | Annual |
|------------|-------------------------------|---------------|---------------|----------------|---------|---------------|---------------|----------------|---------|---------------|
| 7000 | REVENUE: | | | | | | | | | |
| 7041 | Other Tenant Income | 25.00 | 0.00 | 25.00 | N/A | 25.00 | 0.00 | 25.00 | N/A | 0.00 |
| 7050 | Total Tenant Revenue | 25.00 | 0.00 | 25.00 | N/A | 25.00 | 0.00 | 25.00 | N/A | 0.00 |
| 7060028000 | HUD Grant - EHV Service Fees | 439,893.00 | 0.00 | 439,893.00 | N/A | 439,893.00 | 0.00 | 439,893.00 | N/A | 0.00 |
| 7071 | Section 8 HAP Subsidies | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 | 51,756,206.00 |
| 7081 | Section 8 Administrative Fees | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 | 4,400,656.00 |
| 7151 | Other Income | 65,319.82 | 0.00 | 65,319.82 | N/A | 65,319.82 | 0.00 | 65,319.82 | N/A | 0.00 |
| 7152 | Interest Income | 586.19 | 0.00 | 586.19 | N/A | 586.19 | 0.00 | 586.19 | N/A | 0.00 |
| 7999 | Total Revenue | 76,637,473.68 | 56,581,862.00 | 20,055,611.68 | 35.45 | 76,637,473.68 | 56,581,862.00 | 20,055,611.68 | 35.45 | 56,156,862.00 |
| | EXPENSES: | | | | | | | | | |
| 9051 | Administrative | 3,027,156.25 | 2,862,640.00 | -164,516.25 | -5.75 | 3,027,156.25 | 2,862,640.00 | -164,516.25 | -5.75 | 2,862,640.00 |
| 9101 | Administrative Fees | 1,366,672.30 | 0.00 | -1,366,672.30 | N/A | 1,366,672.30 | 0.00 | -1,366,672.30 | N/A | 0.00 |
| 9201 | Tenant Services | 690,890.89 | 578,160.00 | -112,730.89 | -19.50 | 690,890.89 | 578,160.00 | -112,730.89 | -19.50 | 578,160.00 |
| 9401 | Maintenance | 10,653.97 | 5,000.00 | -5,653.97 | -113.08 | 10,653.97 | 5,000.00 | -5,653.97 | -113.08 | 5,000.00 |
| 9611 | Insurance | 142,381.63 | 129,560.00 | -12,821.63 | -9.90 | 142,381.63 | 129,560.00 | -12,821.63 | -9.90 | 129,560.00 |
| 9621 | Other General Expenses | 3,864.18 | 10,000.00 | 6,135.82 | 61.36 | 3,864.18 | 10,000.00 | 6,135.82 | 61.36 | 10,000.00 |
| 9671 | Housing Assistance Payments | 71,744,775.01 | 51,881,206.00 | -19,863,569.01 | -38.29 | 71,744,775.01 | 51,881,206.00 | -19,863,569.01 | -38.29 | 51,547,872.70 |
| 9681 | FSS Escrows | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 | 250,000.00 |
| 9691 | Total Operating Expenses | 77,198,138.23 | 55,716,566.00 | -21,481,572.23 | -38.56 | 77,198,138.23 | 55,716,566.00 | -21,481,572.23 | -38.56 | 55,383,232.70 |
| 9999 | NET INCOME | -560,664.55 | 865,296.00 | -1,425,960.55 | -164.79 | -560,664.55 | 865,296.00 | -1,425,960.55 | -164.79 | 773,629.30 |

Voucher Program Only
Budget Comparison (with PTD)

Period = Jul 2023-Jun 2024

| | | MTD Actual | MTD Budget | Variance | % Var | PTD Actual | PTD Budget | Variance | % Var |
|------------|-------------------------------|--------------|--------------|---------------|-----------|---------------|---------------|----------------|---------|
| 7000 | REVENUE: | | | | | | | | |
| 7041 | Other Tenant Income | 0.00 | 0.00 | 0.00 | N/A | 25.00 | 0.00 | 25.00 | N/A |
| 7050 | Total Tenant Revenue | 0.00 | 0.00 | 0.00 | N/A | 25.00 | 0.00 | 25.00 | N/A |
| 7060028000 | HUD Grant - EHV Service Fees | 88,003.00 | 0.00 | 88,003.00 | N/A | 439,893.00 | 0.00 | 439,893.00 | N/A |
| 7071 | Section 8 HAP Subsidies | 6,397,453.00 | 4,344,267.13 | 2,053,185.87 | 47.26 | 70,701,223.00 | 52,131,206.00 | 18,570,017.00 | 35.62 |
| 7081 | Section 8 Administrative Fees | 268,123.97 | 370,888.00 | -102,764.03 | -27.71 | 5,430,426.67 | 4,450,656.00 | 979,770.67 | 22.01 |
| 7151 | Other Income | 4.86 | 0.00 | 4.86 | N/A | 65,319.82 | 0.00 | 65,319.82 | N/A |
| 7152 | Interest Income | 28.01 | 0.00 | 28.01 | N/A | 586.19 | 0.00 | 586.19 | N/A |
| 7999 | Total Revenue | 6,753,612.84 | 4,715,155.13 | 2,038,457.71 | 43.23 | 76,637,473.68 | 56,581,862.00 | 20,055,611.68 | 35.45 |
| | EXPENSES: | | | | | | | | |
| 9051 | Administrative | 308,389.52 | 238,553.70 | -69,835.82 | -29.27 | 3,027,156.25 | 2,862,640.00 | -164,516.25 | -5.75 |
| 9101 | Administrative Fees | 113,871.60 | 0.00 | -113,871.60 | N/A | 1,366,672.30 | 0.00 | -1,366,672.30 | N/A |
| 9201 | Tenant Services | 19,288.45 | 48,180.00 | 28,891.55 | 59.97 | 690,890.89 | 578,160.00 | -112,730.89 | -19.50 |
| 9401 | Maintenance | 1,090.75 | 416.74 | -674.01 | -161.73 | 10,653.97 | 5,000.00 | -5,653.97 | -113.08 |
| 9611 | Insurance | 86,037.45 | 10,796.74 | -75,240.71 | -696.88 | 142,381.63 | 129,560.00 | -12,821.63 | -9.90 |
| 9621 | Other General Expenses | 0.00 | 983.33 | 983.33 | 100.00 | 3,864.18 | 10,000.00 | 6,135.82 | 61.36 |
| 9671 | Housing Assistance Payments | 6,856,490.02 | 4,323,433.98 | -2,533,056.04 | -58.59 | 71,744,775.01 | 51,881,206.00 | -19,863,569.01 | -38.29 |
| 9681 | FSS Escrows | 19,965.00 | 20,833.37 | 868.37 | 4.17 | 211,744.00 | 250,000.00 | 38,256.00 | 15.30 |
| 9691 | Total Operating Expenses | 7,405,132.79 | 4,643,197.86 | -2,761,934.93 | -59.48 | 77,198,138.23 | 55,716,566.00 | -21,481,572.23 | -38.56 |
| 9999 | NET INCOME | -651,519.95 | 71,957.27 | -723,477.22 | -1,005.43 | -560,664.55 | 865,296.00 | -1,425,960.55 | -164.79 |

Housing Authority of the County of Monterey
Statement (12 months)
Period = Jul 2023-Jun 2024

| | | Jul 2023 | Aug 2023 | Sep 2023 | Oct 2023 | Nov 2023 | Dec 2023 | Jan 2024 | Feb 2024 | Mar 2024 | Apr 2024 | May 2024 | Jun 2024 | Total |
|------------|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|--------------|--------------|---------------|
| 7000 | REVENUE: | | | | | | | | | | | | | |
| 7031 | Tenant Rents | 97,366.00 | 94,916.06 | 84,930.06 | 98,447.06 | 103,086.06 | 99,216.06 | 96,830.06 | 94,607.06 | 121,666.06 | 118,814.06 | 118,146.06 | 126,187.12 | 1,254,211.72 |
| 7037 | Tenant Subsidies | 123,624.00 | 106,600.00 | 104,390.00 | 106,347.00 | 107,350.00 | 107,540.00 | 116,253.00 | 123,284.00 | 126,304.00 | 125,531.00 | 126,447.00 | 123,717.00 | 1,397,387.00 |
| 7041 | Other Tenant Income | 1,557.00 | 1,325.00 | 2,362.00 | 1,835.00 | 259.24 | 524.00 | 3,399.50 | 1,435.99 | 684.89 | 774.00 | 30.00 | 760.00 | 14,946.62 |
| 7050 | Total Tenant Revenue | 222,547.00 | 202,841.06 | 191,682.06 | 206,629.06 | 210,695.30 | 207,280.06 | 216,482.56 | 219,327.05 | 248,654.95 | 245,119.06 | 244,623.06 | 250,664.12 | 2,666,545.34 |
| 7060028000 | HUD Grant - EHV Service Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 351,890.00 | 0.00 | 0.00 | 0.00 | 88,003.00 | 439,893.00 |
| 7071 | Section 8 HAP Subsidies | 4,618,877.00 | 4,434,895.00 | 5,121,417.00 | 4,739,245.00 | 7,855,345.00 | 5,540,822.00 | 5,274,480.00 | 7,304,480.00 | 12,101,934.00 | 0.00 | 7,312,275.00 | 6,397,453.00 | 70,701,223.00 |
| 7081 | Section 8 Administrative Fees | 371,151.00 | 499,093.00 | 491,310.87 | 632,259.72 | 422,816.95 | 390,661.35 | 421,512.81 | 489,173.00 | 796,502.00 | 0.00 | 647,822.00 | 268,123.97 | 5,430,426.67 |
| 7095 | Operating Grants (Non-HUD) | 40,372.14 | 47,843.20 | 42,405.14 | 49,730.97 | 32,182.78 | 42,999.80 | 24,187.44 | 114,454.88 | 31,735.41 | 31,283.55 | 16,729.84 | 25,328.91 | 499,254.06 |
| 7151 | Other Income | 313,154.26 | 193,250.70 | 189,437.73 | 264,890.93 | 178,000.28 | 180,336.46 | 113,808.79 | 212,570.02 | 262,867.34 | 217,275.48 | 112,774.97 | 146,746.76 | 2,385,113.72 |
| 7152 | Interest Income | 177,131.74 | 165,926.38 | 132,208.42 | 147,620.18 | 132,167.02 | 273,558.01 | 180,627.85 | 170,205.82 | 170,110.25 | 170,094.40 | 170,128.27 | 633,853.40 | 2,523,631.74 |
| 7999 | Total Revenue | 5,743,233.14 | 5,543,849.34 | 6,168,461.22 | 6,040,375.86 | 8,831,207.33 | 6,635,657.68 | 6,231,099.45 | 8,862,100.77 | 13,611,803.95 | 663,772.49 | 8,504,353.14 | 7,810,173.16 | 84,646,087.53 |
| | EXPENSES: | | | | | | | | | | | | | |
| 9051 | Administrative | 631,333.08 | 523,403.61 | 466,415.58 | 466,796.14 | 678,239.19 | 624,338.50 | 552,730.67 | 561,261.82 | 437,556.17 | 633,044.66 | 651,332.88 | 1,006,839.05 | 7,233,291.35 |
| 9101 | Administrative Fees | 117,633.09 | 142,662.99 | 118,643.79 | 168,119.19 | 127,010.89 | 126,329.29 | 126,512.99 | 143,518.99 | 205,038.79 | 47,697.09 | 129,284.59 | 124,399.69 | 1,576,851.38 |
| 9201 | Tenant Services | 88,450.14 | 136,466.24 | 61,521.62 | 125,034.40 | 93,717.36 | 84,829.14 | 35,216.72 | 22,313.51 | -8,280.61 | 18,795.30 | 25,631.99 | 23,053.45 | 706,749.26 |
| 9301 | Utilities | 45,146.95 | 58,827.33 | 49,155.32 | 62,352.66 | 30,265.55 | 49,295.11 | 32,836.61 | 44,493.94 | 46,111.91 | 41,472.67 | 16,985.25 | 55,423.13 | 532,366.43 |
| 9401 | Maintenance | 208,829.44 | 110,461.06 | 135,013.69 | 129,602.54 | 134,342.90 | 140,498.06 | 130,666.80 | 173,062.75 | 120,046.64 | 107,395.62 | 128,657.83 | 96,267.92 | 1,614,845.25 |
| 9501 | Protective Services | 11,721.00 | 12,162.68 | 10,200.00 | 7,971.00 | 0.00 | 4,200.00 | 3,523.66 | 1,142.85 | 0.00 | 27,118.00 | 0.00 | 1,046.61 | 79,085.80 |
| 9611 | Insurance | 23,831.45 | 16,120.61 | 15,264.11 | 19,410.86 | 41,126.08 | 20,569.41 | 15,471.30 | 27,261.04 | 16,914.30 | 15,406.51 | 21,068.77 | 100,406.74 | 332,851.18 |
| 9621 | Other General Expenses | 37,735.96 | 30,762.67 | 34,325.43 | 42,334.60 | 30,913.67 | 33,058.35 | 30,762.67 | 106,114.14 | 30,762.67 | 18,053.50 | 18,053.50 | 18,853.50 | 431,730.66 |
| 9631 | Payments in Lieu of Taxes | 82,946.23 | 0.00 | 289.07 | 0.00 | -45,029.13 | 12,912.19 | 8,583.35 | 9,717.03 | 9,347.20 | 6,912.19 | 7,512.19 | 6,912.19 | 100,102.51 |
| 9661 | Bad Debts | 0.00 | 0.00 | 0.00 | 0.00 | 3,038.00 | 0.00 | -750.56 | 113,963.34 | 6,527.56 | 0.00 | 0.00 | 9,559.11 | 132,337.45 |
| 9671 | Housing Assistance Payments | 4,801,592.49 | 5,084,704.19 | 5,266,400.18 | 5,367,382.61 | 5,632,590.74 | 5,979,224.61 | 6,201,858.54 | 6,375,671.33 | 6,577,748.57 | 6,739,977.25 | 6,770,586.48 | 6,838,745.02 | 71,636,482.01 |
| 9681 | FSS Escrows | 15,126.00 | 16,001.00 | 15,440.00 | 14,781.00 | 14,935.00 | 14,930.00 | 14,555.00 | 16,533.00 | 25,714.00 | 23,257.00 | 20,507.00 | 19,965.00 | 211,744.00 |
| 9691 | Total Operating Expenses | 6,064,345.83 | 6,131,572.38 | 6,172,668.79 | 6,403,785.00 | 6,741,150.25 | 7,090,184.66 | 7,151,967.75 | 7,595,053.74 | 7,467,487.20 | 7,679,129.79 | 7,789,620.48 | 8,301,471.41 | 84,588,437.28 |
| 9702 | Interest Expense | 54,362.36 | -1,028.33 | 13,894.27 | 13,863.06 | 14,109.29 | 13,900.62 | 52,112.28 | 13,705.57 | 13,787.14 | 13,712.34 | 13,741.59 | 24,794.45 | 240,954.64 |
| 9711 | Extraordinary Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 299.35 | 0.00 | 3,430.00 | 0.00 | 3,729.35 |
| 9720 | Casualty Losses - Non-Capitalized | 5,702.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,702.22 |
| 9741 | Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 188,991.05 | 188,991.05 |
| 9751 | Amortization Exp | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 496.84 | 5,962.08 |
| 9999 | NET INCOME | -381,674.11 | -587,191.55 | -18,598.68 | -377,769.04 | 2,075,450.95 | -468,924.44 | -973,477.42 | 1,252,844.62 | 6,129,733.42 | -7,029,566.48 | 697,064.23 | -705,580.59 | -387,689.09 |

Monterey County Housing Development Corp.
Statement (12 months)
Period = Jul 2023-Jun 2024

| | | Jul 2023 | Aug 2023 | Sep 2023 | Oct 2023 | Nov 2023 | Dec 2023 | Jan 2024 | Feb 2024 | Mar 2024 | Apr 2024 | May 2024 | Jun 2024 | Total |
|------|-----------------------------------|-------------|------------|------------|------------|-------------|-------------|------------|------------|------------|------------|------------|-------------|--------------|
| 7000 | REVENUE: | | | | | | | | | | | | | |
| 7031 | Tenant Rents | 55,327.00 | 56,218.00 | 56,829.00 | 58,931.00 | 58,631.00 | 60,961.00 | 59,161.00 | 60,738.00 | 57,812.00 | 59,480.00 | 60,172.00 | 62,759.00 | 707,019.00 |
| 7037 | Tenant Subsidies | 102,772.00 | 104,113.00 | 102,655.00 | 141,740.00 | 137,783.00 | 147,731.00 | 150,817.00 | 150,318.00 | 148,174.00 | 152,936.00 | 153,716.00 | 163,307.00 | 1,656,062.00 |
| 7041 | Other Tenant Income | 564.00 | 1,183.00 | 564.00 | 634.00 | 6,027.22 | 468.00 | 488.00 | 627.35 | 420.00 | 4,126.03 | 444.00 | 444.00 | 15,989.60 |
| 7050 | Total Tenant Revenue | 158,663.00 | 161,514.00 | 160,048.00 | 201,305.00 | 202,441.22 | 209,160.00 | 210,466.00 | 211,683.35 | 206,406.00 | 216,542.03 | 214,332.00 | 226,510.00 | 2,379,070.60 |
| 7151 | Other Income | 5,582.46 | 5,912.44 | 5,158.18 | 16,964.13 | 5,652.42 | 50,105.07 | 9,890.28 | 13,589.38 | 6,983.86 | 4,911.97 | 3,723.45 | 4,196.49 | 132,670.13 |
| 7152 | Interest Income | 50,257.48 | 50,111.97 | 49,161.72 | 50,118.18 | 50,106.12 | -31,432.98 | 53,750.09 | 53,656.40 | 53,394.26 | 53,442.44 | 53,463.48 | 293,213.93 | 779,243.09 |
| 7999 | Total Revenue | 214,502.94 | 217,538.41 | 214,367.90 | 268,387.31 | 258,199.76 | 227,832.09 | 274,106.37 | 278,929.13 | 266,784.12 | 274,896.44 | 271,518.93 | 523,920.42 | 3,290,983.82 |
| | EXPENSES: | | | | | | | | | | | | | |
| 9051 | Administrative | 107,035.05 | 77,918.16 | 76,501.04 | 75,430.34 | 75,784.20 | 126,651.70 | 56,481.04 | 86,873.40 | 82,818.02 | 80,678.55 | 107,362.62 | 139,488.94 | 1,093,023.06 |
| 9101 | Administrative Fees | 18,880.67 | 21,016.88 | 21,009.62 | 24,345.87 | 21,100.96 | 21,561.17 | 21,608.89 | 21,558.01 | 21,274.20 | 21,808.92 | 21,691.41 | 22,435.96 | 258,292.56 |
| 9201 | Tenant Services | 0.00 | 530.09 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 530.09 |
| 9301 | Utilities | 15,268.28 | 24,311.68 | 17,392.59 | 17,176.47 | 20,888.72 | 26,094.09 | 15,492.94 | 34,188.95 | 21,505.91 | 16,070.90 | 18,933.84 | 31,714.48 | 259,038.85 |
| 9401 | Maintenance | 33,710.25 | 50,242.24 | 18,659.21 | 19,254.95 | 36,133.19 | 40,725.26 | 28,065.52 | 36,289.27 | 24,212.88 | 38,097.43 | 21,296.91 | 27,530.05 | 374,217.16 |
| 9501 | Protective Services | 592.50 | 0.00 | 0.00 | 592.50 | 0.00 | 0.00 | 487.50 | 4,470.66 | 0.00 | 592.50 | 350.00 | 0.00 | 7,085.66 |
| 9611 | Insurance | 2,891.49 | 2,280.14 | 23,076.93 | 2,241.41 | 24,162.94 | 13,531.84 | 22,519.39 | 13,650.11 | 13,981.04 | 10,444.04 | 8,540.75 | 3,827.43 | 141,147.51 |
| 9621 | Other General Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,262.07 | 800.00 | 8,062.07 |
| 9631 | Payments in Lieu of Taxes | 976.38 | 0.00 | 0.00 | 200.00 | 2,691.99 | 0.00 | 750.00 | 0.00 | 334.18 | 0.00 | 0.00 | 0.00 | 4,952.55 |
| 9661 | Bad Debts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 38,419.89 | 0.00 | 0.00 | 0.00 | 0.00 | 38,419.89 |
| 9691 | Total Operating Expenses | 179,354.62 | 176,299.19 | 156,639.39 | 139,241.54 | 180,762.00 | 228,564.06 | 145,405.28 | 235,450.29 | 164,126.23 | 167,692.34 | 185,437.60 | 225,796.86 | 2,184,769.40 |
| 9702 | Interest Expense | 213,414.90 | 62,610.89 | 62,517.68 | 61,687.80 | 484,290.28 | -511,862.60 | 62,375.15 | 62,234.09 | 60,635.12 | 62,183.21 | 61,363.25 | 60,670.55 | 742,120.32 |
| 9720 | Casualty Losses - Non-Capitalized | 74.78 | 0.00 | 0.00 | 0.00 | 13,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,874.78 |
| 9741 | Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 349,324.69 | 349,324.69 |
| 9751 | Amortization Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,829.10 | 25,829.10 |
| 9999 | NET INCOME | -178,341.36 | -21,371.67 | -4,789.17 | 67,457.97 | -420,652.52 | 511,130.63 | 66,325.94 | -18,755.25 | 42,022.77 | 45,020.89 | 24,718.08 | -137,700.78 | -24,934.47 |

Voucher Program Only
Statement (12 months)
Period = Jul 2023-Jun 2024

| | | Jul 2023 | Aug 2023 | Sep 2023 | Oct 2023 | Nov 2023 | Dec 2023 | Jan 2024 | Feb 2024 | Mar 2024 | Apr 2024 | May 2024 | Jun 2024 | Total |
|------------|-------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|--------------|---------------|---------------|--------------|--------------|---------------|
| 7000 | REVENUE: | | | | | | | | | | | | | |
| 7041 | Other Tenant Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 | 0.00 | 0.00 | 25.00 |
| 7050 | Total Tenant Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 | 0.00 | 0.00 | 25.00 |
| 7060028000 | HUD Grant - EHV Service Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 351,890.00 | 0.00 | 0.00 | 0.00 | 88,003.00 | 439,893.00 |
| 7071 | Section 8 HAP Subsidies | 4,618,877.00 | 4,434,895.00 | 5,121,417.00 | 4,739,245.00 | 7,855,345.00 | 5,540,822.00 | 5,274,480.00 | 7,304,480.00 | 12,101,934.00 | 0.00 | 7,312,275.00 | 6,397,453.00 | 70,701,223.00 |
| 7081 | Section 8 Administrative Fees | 371,151.00 | 499,093.00 | 491,310.87 | 632,259.72 | 422,816.95 | 390,661.35 | 421,512.81 | 489,173.00 | 796,502.00 | 0.00 | 647,822.00 | 268,123.97 | 5,430,426.67 |
| 7151 | Other Income | 0.00 | 0.00 | 0.00 | 70,990.63 | 0.00 | 0.00 | -70,990.63 | 0.00 | 18,310.82 | 47,004.14 | 0.00 | 4.86 | 65,319.82 |
| 7152 | Interest Income | 46.51 | 46.51 | 43.51 | 48.02 | 0.00 | 0.00 | 0.00 | 224.45 | 48.00 | 55.03 | 46.15 | 28.01 | 586.19 |
| 7999 | Total Revenue | 4,990,074.51 | 4,934,034.51 | 5,612,771.38 | 5,442,543.37 | 8,278,161.95 | 5,931,483.35 | 5,625,002.18 | 8,145,767.45 | 12,916,794.82 | 47,084.17 | 7,960,143.15 | 6,753,612.84 | 76,637,473.68 |
| | EXPENSES: | | | | | | | | | | | | | |
| 9051 | Administrative | 252,345.38 | 209,701.39 | 220,901.45 | 214,220.57 | 316,808.87 | 260,224.89 | 247,791.14 | 242,439.65 | 215,919.06 | 250,500.33 | 287,914.00 | 308,389.52 | 3,027,156.25 |
| 9101 | Administrative Fees | 99,537.00 | 125,357.90 | 99,690.70 | 149,957.10 | 108,848.80 | 108,167.20 | 108,350.90 | 125,356.90 | 186,876.70 | 29,535.00 | 111,122.50 | 113,871.60 | 1,366,672.30 |
| 9201 | Tenant Services | 76,356.77 | 136,466.24 | 61,521.62 | 125,034.40 | 93,717.36 | 84,829.14 | 35,216.72 | 22,313.51 | -8,280.61 | 18,795.30 | 25,631.99 | 19,288.45 | 690,890.89 |
| 9401 | Maintenance | 933.26 | 917.22 | 866.66 | 1,099.23 | 389.49 | 969.68 | 940.97 | 1,069.55 | 1,201.15 | 425.39 | 750.62 | 1,090.75 | 10,653.97 |
| 9611 | Insurance | 4,761.05 | 4,847.23 | 4,675.79 | 7,937.58 | 10,528.98 | 5,045.72 | 3,208.81 | 3,507.68 | 3,573.08 | 3,253.20 | 5,005.06 | 86,037.45 | 142,381.63 |
| 9621 | Other General Expenses | 0.00 | 0.00 | 1,417.50 | 0.00 | 151.00 | 2,295.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,864.18 |
| 9671 | Housing Assistance Payments | 4,801,592.49 | 5,084,704.19 | 5,269,946.18 | 5,372,603.61 | 5,638,274.74 | 5,987,282.61 | 6,216,032.54 | 6,387,383.33 | 6,589,692.57 | 6,751,761.25 | 6,789,011.48 | 6,856,490.02 | 71,744,775.01 |
| 9681 | FSS Escrows | 15,126.00 | 16,001.00 | 15,440.00 | 14,781.00 | 14,935.00 | 14,930.00 | 14,555.00 | 16,533.00 | 25,714.00 | 23,257.00 | 20,507.00 | 19,965.00 | 211,744.00 |
| 9691 | Total Operating Expenses | 5,250,651.95 | 5,577,995.17 | 5,674,459.90 | 5,885,633.49 | 6,183,654.24 | 6,463,744.92 | 6,626,096.08 | 6,798,603.62 | 7,014,695.95 | 7,077,527.47 | 7,239,942.65 | 7,405,132.79 | 77,198,138.23 |
| 9999 | NET INCOME | -260,577.44 | -643,960.66 | -61,688.52 | -443,090.12 | 2,094,507.71 | -532,261.57 | -1,001,093.90 | 1,347,163.83 | 5,902,098.87 | -7,030,443.30 | 720,200.50 | -651,519.95 | -560,664.55 |

Housing Authority of the County of Monterey

Balance Sheet

Period = Jun 2024

| | | Current Balance |
|-----------------|---|-----------------|
| 1000-000 | ASSETS | |
| 1100-000 | CURRENT ASSETS | |
| 1110-000 | Cash: | |
| 1110-010 | Cash - Unrestricted | 4,469,072.19 |
| 1110-020 | Cash - Restricted | 8,890,709.22 |
| 1199-000 | Total Cash | 13,359,781.41 |
| 1200-000 | Accounts Receivable: | |
| 1210-000 | Accounts Receivable - Tenants | 823,839.38 |
| 1220-000 | Accounts Receivable - Agency | -1,164,643.00 |
| 1240-000 | Accounts Receivable - Other | 989,288.39 |
| 1250-000 | Accrued Interest Receivable | 16,263,123.94 |
| 1260-000 | Less: Allowance for Doubtful Accounts | -996,435.02 |
| 1269-000 | Total Receivables, Net of Allowance | 15,915,173.69 |
| 1300-000 | Current Investments: | |
| 1300-010 | Investments - Unrestricted | 1,010,513.72 |
| 1399-000 | Total Current Investments | 1,010,513.72 |
| 1420-010 | Prepaid Expenses | 508,126.68 |
| 1430-010 | Inventories, Net of Obsolete Inventories | 728,561.17 |
| 1440-010 | Interprogram - Due From | -490,405.67 |
| 1500-000 | TOTAL CURRENT ASSETS | 31,031,751.00 |
| 1600-000 | NONCURRENT ASSETS | |
| 1610-000 | Capital Assets: | |
| 1610-010 | Land | 3,569,623.47 |
| 1610-020 | Buildings & Improvements | 21,251,256.67 |
| 1610-025 | Site Improvements | 4,998.35 |
| 1610-030 | Furniture & Equipment | 816,018.40 |
| 1610-040 | Less: Depreciation | -14,479,628.87 |
| 1669-000 | Total Capital Assets, Net of Depreciation | 11,162,268.02 |
| 1670-010 | Construction In Progress | 1,061,539.65 |
| 1700-010 | Notes Receivable | 72,428,614.14 |
| 1740-010 | Other Noncurrent Assets | 4,048,321.44 |
| 1790-000 | Less: Accumulated Amortization | -553,927.88 |
| 1800-000 | TOTAL NONCURRENT ASSETS | 88,146,815.37 |
| 1900-000 | TOTAL ASSETS | 119,178,566.37 |
| 3000-000 | LIABILITIES & EQUITY | |

Housing Authority of the County of Monterey

Balance Sheet

Period = Jun 2024

| | | Current Balance |
|----------|--------------------------------------|-----------------|
| 3000-010 | LIABILITIES | |
| 3000-020 | CURRENT LIABILITIES | |
| 3110-000 | Accounts Payable: | |
| 3110-010 | Accounts Payable - Vendors | -161,532.63 |
| 3110-020 | Accounts Payable - Other | 112,319.98 |
| 3110-030 | Accrued Wages/Taxes/Benefits Payable | 1,107,081.82 |
| 3110-040 | Accrued Interest Payable | 699,850.77 |
| 3110-050 | Accounts Payable - Agency | 2,475.05 |
| 3100-060 | Tenant Security Deposits | 110,215.20 |
| 3199-000 | Total Accounts Payable | 1,870,410.19 |
| 3420-010 | Deferred Revenues | 278,735.95 |
| 3430-010 | Developer Fees Payable | 30,000.00 |
| 3450-010 | FSS Escrows | 360,408.61 |
| 3460-010 | Other Current Liabilities | 263,077.20 |
| | TOTAL CURRENT LIABILITIES | 2,802,631.95 |
| 3500-000 | NONCURRENT LIABILITIES | |
| 3510-010 | Long-Term Hard Debt | 7,452,657.34 |
| 3510-020 | Long-Term Subordinate Debt | -1,073,442.47 |
| 3600-000 | TOTAL NONCURRENT LIABILITIES | 6,379,214.87 |
| 3999-000 | TOTAL LIABILITIES | 9,181,846.82 |
| 5000-000 | EQUITY/NET ASSETS: | |
| 5000-010 | Equity/Net Assets at Prior Year-end | 95,624,015.96 |
| 5000-020 | Current Year Retained Earnings | 14,372,703.30 |
| 6000-000 | TOTAL LIABILITIES AND EQUITY | 119,178,566.08 |

Monterey County Housing Development Corp.

Balance Sheet

Period = Jun 2024

| | | Current Balance |
|-----------------|---|-----------------|
| 1000-000 | ASSETS | |
| 1100-000 | CURRENT ASSETS | |
| 1110-000 | Cash: | |
| 1110-010 | Cash - Unrestricted | 3,560,686.36 |
| 1110-020 | Cash - Restricted | 254,827.21 |
| 1199-000 | Total Cash | 3,815,513.57 |
| 1200-000 | Accounts Receivable: | |
| 1210-000 | Accounts Receivable - Tenants | 69,806.88 |
| 1220-000 | Accounts Receivable - Agency | 290,134.00 |
| 1230-000 | Accounts Receivable - Developer Fees | 3,303,633.22 |
| 1240-000 | Accounts Receivable - Other | 3,057,075.47 |
| 1250-000 | Accrued Interest Receivable | 4,040,336.40 |
| 1260-000 | Less: Allowance for Doubtful Accounts | -38,419.89 |
| 1269-000 | Total Receivables, Net of Allowance | 10,722,566.08 |
| 1420-010 | Prepaid Expenses | -6,398.44 |
| 1440-010 | Interprogram - Due From | 169,968.01 |
| 1500-000 | TOTAL CURRENT ASSETS | 14,701,649.22 |
| 1600-000 | NONCURRENT ASSETS | |
| 1610-000 | Capital Assets: | |
| 1610-010 | Land | 5,009,826.00 |
| 1610-020 | Buildings & Improvements | 13,959,608.07 |
| 1610-030 | Furniture & Equipment | 19,947.46 |
| 1610-040 | Less: Depreciation | -1,540,280.06 |
| 1669-000 | Total Capital Assets, Net of Depreciation | 17,449,101.47 |
| 1670-010 | Construction In Progress | 467,775.18 |
| 1700-010 | Notes Receivable | 36,182,576.44 |
| 1740-010 | Other Noncurrent Assets | 1,401.00 |
| 1800-000 | TOTAL NONCURRENT ASSETS | 54,100,854.09 |
| 1900-000 | TOTAL ASSETS | 68,802,503.31 |
| 3000-000 | LIABILITIES & EQUITY | |
| 3000-010 | LIABILITIES | |
| 3000-020 | CURRENT LIABILITIES | |
| 3110-000 | Accounts Payable: | |
| 3110-010 | Accounts Payable - Vendors | 48,979.24 |

Monterey County Housing Development Corp.

Balance Sheet

Period = Jun 2024

| | | Current Balance |
|----------|--------------------------------------|-----------------|
| 3110-020 | Accounts Payable - Other | -12,210.14 |
| 3110-030 | Accrued Wages/Taxes/Benefits Payable | 179,611.66 |
| 3110-040 | Accrued Interest Payable | 1,366,433.22 |
| 3100-060 | Tenant Security Deposits | 115,907.56 |
| 3199-000 | Total Accounts Payable | 1,698,721.54 |
| | | |
| 3420-010 | Deferred Revenues | 1,182,837.98 |
| 3430-010 | Developer Fees Payable | 404,393.00 |
| 3460-010 | Other Current Liabilities | 30,722.54 |
| | TOTAL CURRENT LIABILITIES | 3,316,675.06 |
| | | |
| 3500-000 | NONCURRENT LIABILITIES | |
| 3510-010 | Long-Term Hard Debt | 10,159,826.49 |
| 3510-020 | Long-Term Subordinate Debt | 13,272,250.00 |
| 3550-010 | Other Noncurrent Liabilities | -180,803.80 |
| 3600-000 | TOTAL NONCURRENT LIABILITIES | 23,251,272.69 |
| | | |
| 3999-000 | TOTAL LIABILITIES | 26,567,947.75 |
| | | |
| 5000-000 | EQUITY/NET ASSETS: | |
| 5000-010 | Equity/Net Assets at Prior Year-end | 33,129,057.56 |
| 5000-020 | Current Year Retained Earnings | 9,105,498.00 |
| | | |
| 6000-000 | TOTAL LIABILITIES AND EQUITY | 68,802,503.31 |



MEMORANDUM

TO: Board of Commissioners
THRU: Zulieka Boykin Executive Director
FROM: Mayra Zesati Asset Manager
RE: **Property Management Report Re-Cap 06.2024**
DATE: July 10, 2024

Waiting List:

- Minimal movement in waitlist, goals will be set by the end of the year to purge waiting lists and identify interested applicants. Future waitlists will be online.

Rent Café:

- Personnel began assisting residents at the communities. These efforts will stretch to early September 2024.

Collections:

- Managers will be identifying all delinquent accounts to address past due balances and take legal action if necessary.

Vacancies:

- The vacancy rate is high, goals and strategies are being drafted to hold staff accountable in housing families.

Annual Recertifications:

- Late annual recertifications, mostly from 803 due to staffing issues. Goals are now in place for staff to achieve completion of work by early September 2024.

Property Curb Appeal:

- New landscaper doing a mass clean up of the sites and any specific needs all within the contract cost. Property Management and Procurement met with a landscaping company, to go over expectations. Maintenance and PM will continue to work with the new vendor to achieve a high standard of curb appeal.

| Objective's | Target Date | Status | Detail |
|---|--------------------|------------------------------------|---|
| OCAF Submission | June 1, 2024 | Resubmission permitted by HUD | Market-to -Market denied, Submitted OCAF effective 6/1/24. Montecito/Watson in progress |
| HUD Compliance Submission- PM Department | June 18, 2024 | Requested Doc's sent July 16, 2024 | Feedback, RAD ledgers write off's |
| Tax Credit File Scan Project | September 1, 2024 | In progress | Files in process of organizing – Job will be completed In-House |
| Internal AR Audit Review | August 1, 2024 | Completed | Complete |
| Rippling River transaction Yardi Implementation | June 30, 2024 | In Progress | Yardi implementation complete, Finance to enter backlog and Rent Café in progress |
| Housing Counseling Application | September 30, 2024 | Pending HUD Review | Appointed Rep., pending First review |
| Tax Credit Rent – Yardi | April 1, 2024 | Completed | Pending Yardi support for RAD's correct rent |
| Increase utilization in Residents to 100% | September 1, 2024 | In Progress 46% | Utilization increase of 12% |
| HOTMA Discretionary Implementation Items | September 1, 2024 | In progress | Draft of recommended enforcement policies in progress. |

| Monitoring Compliance Audits | | | |
|---------------------------------|--|--|--|
| Agency | Scheduled Date | Status | Findings |
| Tax Credit Allocation Committee | Physical Audit/Inspection completed, June 4, 2024 | Submission of corrections sent July 31, 2024. | Pending Corrections review |
| Tax Credit Allocation Committee | Physical Audit/ Inspection completed, June 6, 2024 | Submission of corrections sent July 31, 2024. | Pending Corrections review |
| NSPIRE | Physical Inspection completed June 17, 2024 | Pending Final Score, as of July 8/5/24 no updates online | 9 H&S 3 Sever 4 Low Deficiency |
| HUD Compliance Review | July 10-12, 2024 | Sent requested documentation July 16, 2024 | Pending any further response |
| CCRC | July 10, 2024 | Completed | N/A |
| NEF -RADs | July 12, 2024 | Submitted July 11, 2024 | Pending review with feedback |
| HCD - PDM | July 18, 2024 | Inspection Completed | HCD to schedule second visit once units 98% occupied |
| CREA – Haciendas 3 | September 3, 2024 | On Notice | N/A |
| Tax Credit Allocation Committee | N/A | Received 2023 Final Notices | Two 2883 Issues for 802 & 801. No action to take. |

BY THE NUMBERS

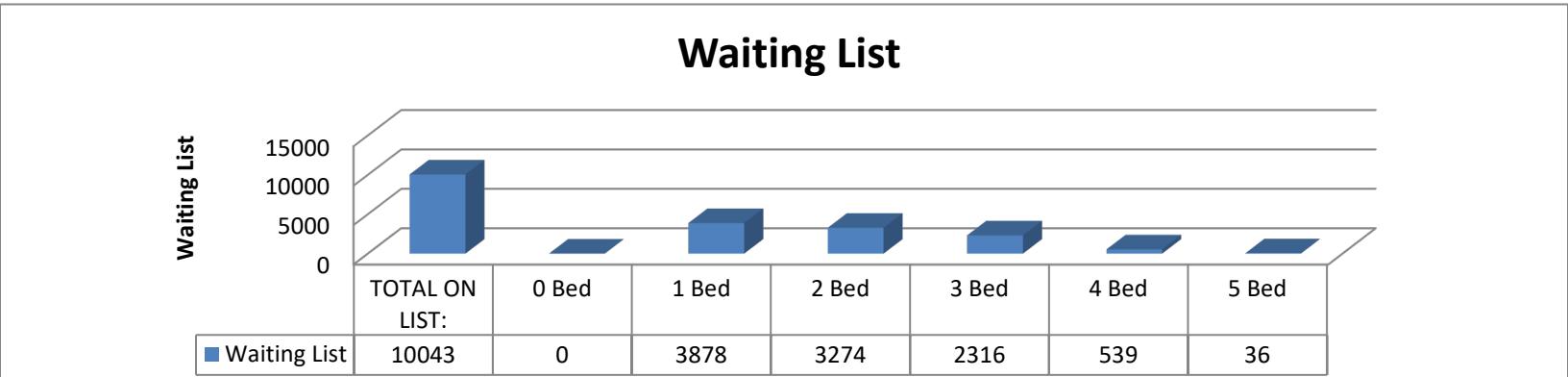
WAITING LIST

Public Housing Applicants:

| | | | | | | |
|----------------|-------|-------|-------|-------|-------|-------|
| TOTAL ON LIST: | 0 Bed | 1 Bed | 2 Bed | 3 Bed | 4 Bed | 5 Bed |
| 10043 | 0 | 3878 | 3274 | 2316 | 539 | 36 |

Transfers - Public Housing

| | |
|--|----|
| TOTAL on Transfer List: | 48 |
| <i>Administrative: Over/Under Housed, Reasonable Accommodations, VAWA etc.</i> | |



| CURRENT VACANCIES | | | | | |
|--------------------|-------------|------------------|-----------|----------------|----------------|
| Development | Total Units | Out of Occupancy | Vacancies | Total Occupied | Occupancy Rate |
| Rippling River | 77 | 1 | 2 | 75 | 97% |
| Castroville FLC LP | 54 | 0 | 2 | 52 | 96% |
| One Parkside | 80 | 0 | 4 | 76 | 95% |
| One Haciendas | 53 | 0 | 0 | 53 | 100% |
| Haciendas 2 LP | 46 | 0 | 1 | 45 | 98% |
| Dai-Ichi Village | 41 | 0 | 0 | 41 | 100% |
| Haciendas 3 LP | 50 | 0 | 4 | 46 | 92% |
| TOTAL: | 401 | 1 | 13 | 388 | 97% |
| PBV Vacancies | | | 7 | | |

| CURRENT VACANCIE. PBV Units in Green -HACM | | | | | |
|--|-------------|------------------|-----------|----------------|----------------|
| Development | Total Units | Out of Occupancy | Vacancies | Total Occupied | Occupancy Rate |
| Oak Grove | 5 | 0 | 0 | 5 | 100% |
| Portola Vista Monterey | 64 | 0 | 4 | 60 | 94% |
| Montecito/ Watson | 13 | 0 | 0 | 13 | 100% |
| Jardines Del Monte | 11 | 0 | 0 | 11 | 100% |
| Pueblo Del Mar | 55 | 55 | 0 | 0 | 0% |
| Casanova Plaza | 86 | 0 | 2 | 84 | 98% |
| Single Family Homes | 9 | 0 | 0 | 9 | 100% |
| Chualar FLC | 29 | 0 | 3 | 26 | 90% |
| Salinas FLC | 57 | 1 | 4 | 52 | 91% |
| South County RAD | 70 | 0 | 6 | 64 | 91% |
| Salinas Family RAD | 170 | 0 | 0 | 170 | 100% |
| East Salinas Family RAD | 202 | 0 | 6 | 196 | 97% |
| Gonzales Family RAD | 30 | 0 | 0 | 30 | 100% |
| King City Migrant Center | 81 | 0 | 1 | 80 | 99% |
| TOTAL: | 882 | 56 | 26 | 800 | 91% |

Note:

Pueblo del Mar; anticipated occupancy to begin August
 PMGoal to fill 50% - 75% vacant units by 8/30/24



RENT CAFÉ

| Rent Café Utilization | |
|-----------------------|--------------|
| 51% Portfolio | |
| Property | % Registered |
| Haciendas 1 | 51% |
| Haciendas 2 | 51% |
| Dai-Ichi Village | 80% |
| Haciendas 3 | 76% |
| Casanova Plaza | 31% |
| Castroville FLC | 58% |
| Chualar FLC | 38% |
| Salinas FLC | 56% |
| East Salinas Fam. RAD | 73% |
| Gonzales Fam. RAD | 33% |
| Salinas Fam. RAD | 45% |
| South County Fam. RAD | 29% |
| Jardines del Monte | 45% |
| Montecito/Watson | 46% |
| Oak Grove | 40% |
| One Parkside | 22% |
| Portola Vista | 50% |
| Single Family Homes | 62% |

Note:

We have dedicated one staff member to assist tenants sign up for Rent Café at all sites. Utilization has gone up from 39% to 51%. Staff will continue to work with tenants through the first week of September.



Online Payment Utilization from June to July 2024

51%

% Registered

93

Paying Online

18%

% Paying Online

ROUTINE WORK ORDERS -HDC

| Development | Open W/O Fwd Prior Mon. | Routine W/O Received | Routine W/O Completed | Total Days to Complete | Average Days to Complete | YTD |
|-------------------------------|-------------------------------|-------------------------|--------------------------|---------------------------|-----------------------------|------------|
| Rippling River | 0 | 10 | 10 | 5 | 7 | 10 |
| Castroville FLC LP | 0 | 12 | 12 | 9 | 7 | 121 |
| One Parkside | 0 | 7 | 7 | 5 | 5 | 89 |
| One Haciendas | 0 | 3 | 3 | 2 | 2 | 78 |
| Haciendas 2 LP | 0 | 7 | 7 | 2 | 1 | 68 |
| Dai-Ichi Village FKA Ha. Snr. | 0 | 0 | 0 | 0 | 0 | 45 |
| Haciendas 3 LP | 0 | 2 | 2 | 6 | 4 | 30 |
| TOTAL: | 0 | 41 | 41 | 29 | 4 | 441 |

EMERGENCY WORK ORDERS -HDC

| Development | Emergency W/O Complete | Total Days to Complete | Average Days to Complete | YTD Emergency W/O |
|-------------------------------|---------------------------|------------------------|-----------------------------|----------------------|
| Rippling River | 0 | 0 | 1 | 1 |
| Castroville FLC LP | 2 | 1 | 1 | 15 |
| One Parkside | 3 | 1 | 1 | 3 |
| One Haciendas | 0 | 0 | 0 | 4 |
| Haciendas 2 LP | 1 | 15 | 15 | 2 |
| Dai-Ichi Village FKA Ha. Snr. | 2 | 8 | 5 | 4 |
| Haciendas 3 LP | 2 | 5 | 2 | 4 |
| TOTAL: | 10 | 30 | 3 | 33 |

ROUTINE WORK ORDERS -HACM

| Development | Routine Open W/O Fwd | Routine W/O Received | Routine W/O Complete | Total Days to Complete | Average Days to Complete | YTD Routine W/O |
|-------------------------|----------------------------|-------------------------|-------------------------|---------------------------|-----------------------------|-----------------------|
| Oak Grove | 0 | 0 | 0 | 0 | 0 | 16 |
| Portola Vista Monterey | 0 | 10 | 10 | 12 | 8 | 169 |
| Montecito/Watson | 0 | 2 | 2 | 12 | 3 | 32 |
| Pueblo Del Mar | 0 | 3 | 3 | 12 | 7 | 24 |
| Casanova Plaza | 0 | 17 | 17 | 27 | 9 | 168 |
| SingleFamily Homes | 0 | 3 | 3 | 1 | 1 | 25 |
| Chualar FLC | 0 | 1 | 1 | 24 | 24 | 29 |
| Salinas FLC | 0 | 13 | 13 | 11 | 3 | 132 |
| Jardines Del Monte | 0 | 0 | 0 | 0 | 0 | 2 |
| South County RAD | 0 | 4 | 4 | 20 | 4 | 15 |
| Salinas Family RAD | 0 | 36 | 36 | 23 | 5 | 222 |
| East Salinas Family RAD | 0 | 32 | 32 | 15 | 12 | 297 |
| Gonzales Family RAD | 0 | 1 | 1 | 6 | 6 | 6 |
| Total: | 0 | 122 | 122 | 163 | 82 | 1137 |

EMERGENCY WORK ORDERS - HACM

| Development | Emergency W/O Received | Emergency W/O Complete | Total Days to Complete | Average Days to Complete | YTD Emergency W/O |
|-------------------------|---------------------------|---------------------------|------------------------|--------------------------------|-------------------------|
| Oak Grove | 0 | 0 | 0 | 0 | 14 |
| Portola Vista Monterey | 0 | 0 | 0 | 0 | 145 |
| Montecito/Watson | 0 | 0 | 0 | 0 | 27 |
| Pueblo Del Mar | 0 | 0 | 0 | 0 | 5 |
| Casanova Plaza | 1 | 1 | 1 | 1 | 144 |
| SingleFamily Homes | 0 | 0 | 0 | 0 | 20 |
| Chualar FLC | 0 | 0 | 0 | 0 | 15 |
| Salinas FLC | 0 | 0 | 0 | 0 | 107 |
| Jardines Del Monte | 0 | 0 | 0 | 0 | 1 |
| South County RAD | 0 | 0 | 0 | 0 | 15 |
| Salinas Family RAD | 1 | 1 | 1 | 1 | 296 |
| East Salinas Family RAD | 1 | 1 | 1 | 1 | 89 |
| Gonzales Family RAD | 1 | 1 | 1 | 1 | 6 |
| TOTAL: | 4 | 4 | 4 | 1 | 884 |

ANNUAL RECERTIFICATIONS HDC & HACM

| Development | Total Units | Late | Due in 30 Days | No Required Annual Recertification |
|-------------------------------|-------------|-----------|----------------|------------------------------------|
| Oak Grove | 5 | 0 | 0 | X |
| Portola Vista Monterey | 64 | 0 | 0 | |
| Montecito/Watson | 13 | 0 | 0 | |
| Pueblo Del Mar | 55 | 0 | 0 | X |
| Casanova Plaza | 86 | 0 | 0 | X |
| SingleFamily Homes | 9 | 0 | 0 | X |
| Chualar FLC | 29 | 0 | 0 | |
| Salinas FLC | 57 | 0 | 0 | |
| King City Migrant Center | 81 | 0 | 0 | X |
| Jardines Del Monte | 11 | 0 | 1 | |
| South County RAD | 70 | 1 | 0 | |
| Salinas Family RAD | 170 | 1 | 0 | |
| East Salinas Family RAD | 202 | 87 | 2 | |
| Gonzales Family RAD | 30 | 4 | 2 | |
| Rippling River | 77 | 0 | 1 | |
| Castroville FLC LP | 54 | 1 | 2 | |
| One Parkside | 80 | 0 | 0 | |
| One Haciendas | 53 | 0 | 1 | |
| Haciendas 2 LP | 46 | 0 | 1 | |
| Dai-Ichi Village FKA Ha. Snr. | 41 | 0 | 10 | |
| Haciendas 3 LP | 50 | 0 | 5 | |
| Total: | 1283 | 94 | 25 | |

Note:

PMGoal to complete 50%-75% of late Certifications by 8/20/24.

Property 803, plan set forth to reach goal in August 2024.





MEMORANDUM

TO: Board of Commissioners

THRU: Zulieka Boykin Executive Director

FROM: Mayra Zesati Asset Manager

RE: **August Property Management Report**

DATE: August 10, 2024

| HACM Strategic Goals | | | |
|--|------------|--------------|--|
| <ul style="list-style-type: none">○ Utilize Yardi to digitize key elements of HACM operations. 100% utilization of the following systems by year end:<ul style="list-style-type: none">○ Complete the transition to electronic payment for tenants as the default.○ Move the voucher waitlist and site-based waiting lists to Yardi with auto-generated notification emails.○ Move annual income certification online. | On-Going | On Track | <p>Properties are 100% live with online features for: online payments, work order submission and certifications. Rippling River Rent Café set up in progress. PM completed items assigned from implementation, 4 units to correct historic rent and Voucher updates.</p> <p>PM launched Rent Café with its waitlists already closed and in place, once current waitlists are exhausted, we will open all waitlists online.</p> <p>PM sites did not maximize online certifications, will implement forward.</p> |
| Create a plan to ensure that all properties are financially self-sustaining and | 12/31/2024 | 39% Achieved | Preliminary outline in process, will submit for review on 9/24 to allow for feedback and |

| | | | |
|---|---------|--|--|
| maintained to a high level of quality by 12/31/2024. | | | revision. |
| Transition away from warehouse model. | | 15% Achieved | Preliminary draft in progress |
| Reduce workers' comp claims. Safety. | | In Progress | Plan draft in progress |
| Build the capacity of the PM by training staff from professional agencies and senior staff members. | Ongoing | In Progress: Property Managers & Maintenance | July: Re-application of Fees in Ledger & Security Deposit Reimbursement training(s). Emergency On-call procedures & Microsoft basic training |

| Objective's | Target Date | Status | Detail |
|---|--------------------|------------------------------------|---|
| OCAF Submission | June 1, 2024 | Resubmission permitted by HUD | Market-to -Market denied, Submitted OCAF effective 6/1/24. Montecito/Watson in progress |
| HUD Compliance Submission- PM Department | June 18, 2024 | Requested Doc's sent July 16, 2024 | Feedback, RAD ledgers write off's |
| Tax Credit File Scan Project | September 1, 2024 | In progress | Files in process of organizing – Job will be completed In-House |
| Internal AR Audit Review | August 1, 2024 | Completed | Complete |
| Rippling River transaction Yardi Implementation | June 30, 2024 | In Progress | Yardi implementation complete, Finance to enter backlog and Rent Café in progress |
| Housing Counseling Application | September 30, 2024 | Pending HUD Review | Appointed Rep., pending First review |
| Tax Credit Rent – Yardi | April 1, 2024 | Completed | Pending Yardi support for RAD's correct rent |
| Increase utilization in Residents to 100% | September 12, 2024 | In Progress | Utilization increase of 12% |
| HOTMA Discretionary Implementation Items | September 1, 2024 | In Progress 46% | Draft of recommended enforcement policies in progress. |

| Tenant Evictions | |
|-----------------------|-----|
| Open during the Month | YTD |
| 3 | 14 |

| Monitoring Compliance Audits | | | |
|---------------------------------|--|--|--|
| Agency | Scheduled Date | Status | Findings |
| Tax Credit Allocation Committee | Physical Audit/Inspection completed, June 4, 2024 | Submission of corrections sent July 31, 2024. | Pending Corrections review |
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| HCD - PDM | July 18, 2024 | Inspection Completed | HCD to schedule second visit once units 98% occupied |
| CREA – Haciendas 3 | September 3, 2024 | On Notice | N/A |
| Tax Credit Allocation Committee | N/A | Received 2023 Final Notices | Two 2883 Issues for 802 & 801. No action to take. |

BY THE NUMBERS

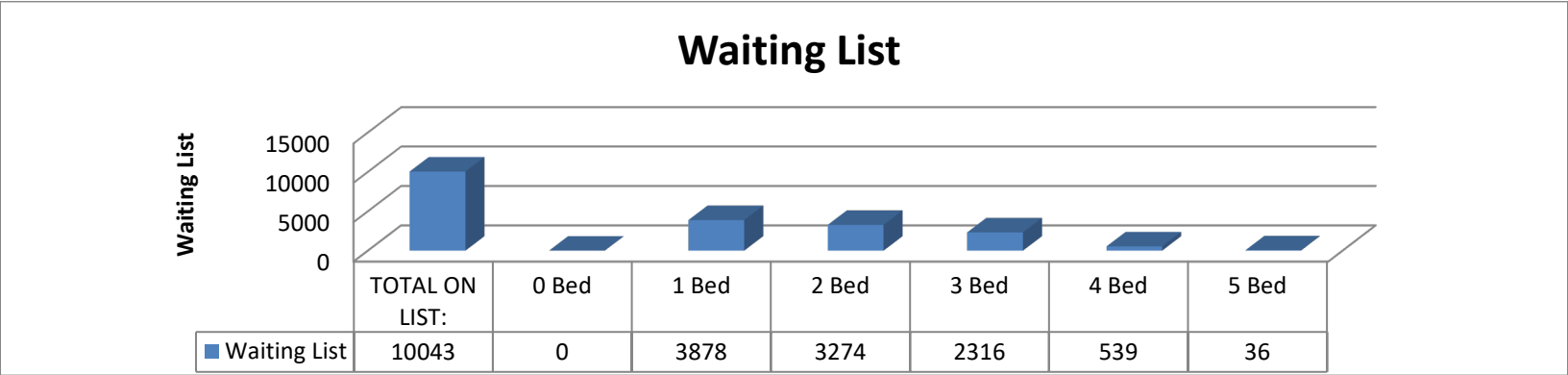
WAITING LIST

Public Housing Applicants:

| | | | | | | |
|----------------|-------|-------|-------|-------|-------|-------|
| TOTAL ON LIST: | 0 Bed | 1 Bed | 2 Bed | 3 Bed | 4 Bed | 5 Bed |
| 10043 | 0 | 3878 | 3274 | 2316 | 539 | 36 |

Transfers - Public Housing

| | |
|---|----|
| TOTAL on Transfer List: | 48 |
| Administrative: Over/Under Housed, Reasonable Accommodations, VAWA etc. | |



COLLECTIONS -HDC

| Development | Rent Billed | Subsidy Billed | Total Billed | Rent Collected | Subsidy Collected | Total Collected | Vacancy Loss | Current Arrears |
|-----------------------------------|---------------|----------------|---------------|----------------|-------------------|-----------------|----------------|-----------------|
| Rippling River | \$ 31,266.00 | \$ 105,692.00 | \$ 136,958.00 | \$ 31,411.00 | \$ 108,801.00 | \$ 140,212.00 | \$ (2,834.19) | \$ 21,158.50 |
| Castroville FLC LP | \$ 50,021.00 | \$ 46,367.00 | \$ 96,388.00 | \$ 51,046.94 | \$ 45,580.00 | \$ 96,626.94 | \$ (3,115.71) | \$ (3,557.86) |
| One Parkside | \$ 28,598.00 | \$ 121,702.00 | \$ 150,300.00 | \$ 32,983.25 | \$ 125,051.00 | \$ 158,034.25 | \$ (2,987.10) | \$ (9,261.45) |
| One Haciendas | \$ 44,123.00 | \$ 54,335.00 | \$ 98,458.00 | \$ 42,461.74 | \$ 60,607.00 | \$ 103,068.74 | \$ - | \$ 10,209.12 |
| Haciendas 2 LP | \$ 42,539.00 | \$ 33,476.00 | \$ 76,015.00 | \$ 42,872.00 | \$ 43,286.00 | \$ 86,158.00 | \$ (1,490.00) | \$ 2,642.65 |
| Dai-Ichi Village FKA Ha. Snr. | \$ 12,103.00 | \$ 49,637.00 | \$ 61,740.00 | \$ 14,318.66 | \$ 52,287.00 | \$ 66,605.66 | \$ - | \$ 2,012.05 |
| Haciendas 3 LP | \$ 38,215.00 | \$ 53,876.00 | \$ 92,091.00 | \$ 40,180.61 | \$ 53,736.00 | \$ 93,916.61 | \$ (4,784.32) | \$ 13,958.54 |
| TOTALS: | \$ 246,865.00 | \$ 465,085.00 | \$ 711,950.00 | \$ 255,274.20 | \$ 489,348.00 | \$ 744,622.20 | \$ (15,211.32) | \$ 37,161.55 |
| PORTFOLIO PERFORMANCE | | | | | | | | |
| Total Collection Against Arrears: | | \$707,461 | | | | | | |
| Average Vacancy: | | \$ (2,173) | | | | | | |
| Average Collection: | | \$ 106,375 | | | | | | |

COLLECTIONS -HACM

| Development | Rent Billed | Subsidy Billed | Total Billed | Rent Collected | Subsidy Collected | Total Collected | Vacancy Loss | Current Arrears |
|--------------------------|---------------|----------------|---------------|----------------|-------------------|-----------------|----------------|-----------------|
| Oak Grove | \$ 5,470.00 | \$ 4,786.00 | \$ 10,256.00 | \$ 5,463.00 | \$ 4,792.00 | \$ 10,255.00 | \$ - | \$ 90.50 |
| Portola Vista Monterey | \$ 23,025.00 | \$ 97,453.00 | \$ 120,478.00 | \$ 23,440.81 | \$ 102,015.00 | \$ 125,455.81 | \$ (6,455.36) | \$ (84.50) |
| Montecito/Watson | \$ 9,008.00 | \$ 4,288.00 | \$ 13,296.00 | \$ 8,956.00 | \$ 4,112.00 | \$ 13,068.00 | \$ - | \$ (7,289.56) |
| Pueblo Del Mar | \$ - | | \$ - | \$ - | \$ - | \$ - | | |
| Single Family Homes | \$ 12,415.00 | \$ 22,745.00 | \$ 35,160.00 | \$ 10,480.00 | \$ 18,268.00 | \$ 28,748.00 | \$ - | \$ (2,824.50) |
| Casanova Plaza | \$ 46,980.00 | \$ 133,728.00 | \$ 180,708.00 | \$ 47,007.31 | \$ 119,698.00 | \$ 166,705.31 | \$ (3,974.00) | \$ 24,875.28 |
| Chualar FLC | \$ 25,930.00 | \$ 4,031.00 | \$ 29,961.00 | \$ 29,317.28 | \$ 4,031.00 | \$ 33,348.28 | \$ (3,465.00) | \$ 4,711.14 |
| Salinas FLC | \$ 52,010.00 | \$ 11,472.00 | \$ 63,482.00 | \$ 54,802.03 | \$ 11,472.00 | \$ 66,274.03 | \$ (3,795.00) | \$ 2,309.48 |
| Jardines Del Monte | \$ 10,900.00 | \$ 7,238.00 | \$ 18,138.00 | \$ 10,904.00 | \$ 6,787.00 | \$ 17,691.00 | \$ - | \$ 199.93 |
| South County RAD | \$ 21,548.00 | \$ 21,367.00 | \$ 42,915.00 | \$ 21,179.19 | \$ 18,801.00 | \$ 39,980.19 | \$ (3,685.16) | \$ (7,010.10) |
| Salinas Family RAD | \$ 114,836.00 | \$ 51,182.00 | \$ 166,018.00 | \$ 113,891.19 | \$ 49,023.00 | \$ 162,914.19 | \$ - | \$ 717.00 |
| East Salinas Family RAD | \$ 158,403.00 | \$ 47,047.00 | \$ 205,450.00 | \$ 165,902.09 | \$ 47,616.00 | \$ 213,518.09 | \$ (7,510.00) | \$ 24,055.13 |
| Gonzales Family RAD | \$ 28,443.00 | \$ 6,629.00 | \$ 35,072.00 | \$ 24,159.00 | \$ 7,257.00 | \$ 31,416.00 | \$ - | \$ 24,685.56 |
| King City Migrant Center | \$ 27,187.00 | \$ - | \$ 27,187.00 | \$ 29,965.64 | \$ - | \$ 29,965.64 | \$ (80.50) | \$ 10,711.00 |
| TOTAL: | \$ 536,155.00 | \$ 411,966.00 | \$ 948,121.00 | \$ 545,467.54 | \$ 393,872.00 | \$ 939,339.54 | \$ (28,965.02) | \$ 75,146.36 |

PORTAFOLIO PERFORMANCE

| | |
|--|---------------|
| Average Total Collection Against Arrears | \$ 864,193.18 |
| Average Vacancy | \$ (2,228.08) |
| Average Collection | \$ 67,095.68 |

| CURRENT VACANCIES | | | | | |
|--------------------|-------------|------------------|-----------|----------------|----------------|
| Development | Total Units | Out of Occupancy | Vacancies | Total Occupied | Occupancy Rate |
| Rippling River | 77 | 1 | 2 | 75 | 97% |
| Castroville FLC LP | 54 | 0 | 2 | 52 | 96% |
| One Parkside | 80 | 0 | 4 | 76 | 95% |
| One Haciendas | 53 | 0 | 0 | 53 | 100% |
| Haciendas 2 LP | 46 | 0 | 1 | 45 | 98% |
| Dai-Ichi Village | 41 | 0 | 0 | 41 | 100% |
| Haciendas 3 LP | 50 | 0 | 4 | 46 | 92% |
| TOTAL: | 401 | 1 | 13 | 388 | 97% |
| PBV Vacancies | | | 7 | | |

| CURRENT VACANCIE. PBV Units in Green -HACM | | | | | |
|--|-------------|------------------|-----------|----------------|----------------|
| Development | Total Units | Out of Occupancy | Vacancies | Total Occupied | Occupancy Rate |
| Oak Grove | 5 | 0 | 0 | 5 | 100% |
| Portola Vista Monterey | 64 | 0 | 4 | 60 | 94% |
| Montecito/ Watson | 13 | 0 | 0 | 13 | 100% |
| Jardines Del Monte | 11 | 0 | 0 | 11 | 100% |
| Pueblo Del Mar | 55 | 55 | 0 | 0 | 0% |
| Casanova Plaza | 86 | 0 | 2 | 84 | 98% |
| Single Family Homes | 9 | 0 | 0 | 9 | 100% |
| Chualar FLC | 29 | 0 | 3 | 26 | 90% |
| Salinas FLC | 57 | 1 | 4 | 52 | 91% |
| South County RAD | 70 | 0 | 6 | 64 | 91% |
| Salinas Family RAD | 170 | 0 | 0 | 170 | 100% |
| East Salinas Family RAD | 202 | 0 | 6 | 196 | 97% |
| Gonzales Family RAD | 30 | 0 | 0 | 30 | 100% |
| King City Migrant Center | 81 | 0 | 1 | 80 | 99% |
| TOTAL: | 882 | 56 | 26 | 800 | 91% |

Note:

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RENT CAFÉ

| Rent Café Utilization | |
|-----------------------|--------------|
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| Property | % Registered |
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| Haciendas 2 | 51% |
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| Haciendas 3 | 76% |
| Casanova Plaza | 31% |
| Castroville FLC | 58% |
| Chualar FLC | 38% |
| Salinas FLC | 56% |
| East Salinas Fam. RAD | 73% |
| Gonzales Fam. RAD | 33% |
| Salinas Fam. RAD | 45% |
| South County Fam. RAD | 29% |
| Jardines del Monte | 45% |
| Montecito/Watson | 46% |
| Oak Grove | 40% |
| One Parkside | 22% |
| Portola Vista | 50% |
| Single Family Homes | 62% |

Note:

We have dedicated one staff member to assist tenants sign up for Rent Café at all sites. Utilization has gone up from 39% to 51%. Staff will continue to work with tenants through the first week of September.



Online Payment Utilization from June to July 2024

51%

% Registered

93

Paying Online

18%

% Paying Online

ROUTINE WORK ORDERS -HDC

| Development | Open W/O Fwd Prior Mon. | Routine W/O Received | Routine W/O Completed | Total Days to Complete | Average Days to Complete | YTD |
|-------------------------------|-------------------------------|-------------------------|--------------------------|---------------------------|-----------------------------|------------|
| Rippling River | 0 | 10 | 10 | 5 | 7 | 10 |
| Castroville FLC LP | 0 | 12 | 12 | 9 | 7 | 121 |
| One Parkside | 0 | 7 | 7 | 5 | 5 | 89 |
| One Haciendas | 0 | 3 | 3 | 2 | 2 | 78 |
| Haciendas 2 LP | 0 | 7 | 7 | 2 | 1 | 68 |
| Dai-Ichi Village FKA Ha. Snr. | 0 | 0 | 0 | 0 | 0 | 45 |
| Haciendas 3 LP | 0 | 2 | 2 | 6 | 4 | 30 |
| TOTAL: | 0 | 41 | 41 | 29 | 4 | 441 |

EMERGENCY WORK ORDERS -HDC

| Development | Emergency W/O Complete | Total Days to Complete | Average Days to Complete | YTD Emergency W/O |
|-------------------------------|---------------------------|------------------------|-----------------------------|----------------------|
| Rippling River | 0 | 0 | 1 | 1 |
| Castroville FLC LP | 2 | 1 | 1 | 15 |
| One Parkside | 3 | 1 | 1 | 3 |
| One Haciendas | 0 | 0 | 0 | 4 |
| Haciendas 2 LP | 1 | 15 | 15 | 2 |
| Dai-Ichi Village FKA Ha. Snr. | 2 | 8 | 5 | 4 |
| Haciendas 3 LP | 2 | 5 | 2 | 4 |
| TOTAL: | 10 | 30 | 3 | 33 |

ROUTINE WORK ORDERS -HACM

| Development | Routine Open W/O Fwd | Routine W/O Received | Routine W/O Complete | Total Days to Complete | Average Days to Complete | YTD Routine W/O |
|-------------------------|----------------------------|-------------------------|-------------------------|---------------------------|-----------------------------|-----------------------|
| Oak Grove | 0 | 0 | 0 | 0 | 0 | 16 |
| Portola Vista Monterey | 0 | 10 | 10 | 12 | 8 | 169 |
| Montecito/Watson | 0 | 2 | 2 | 12 | 3 | 32 |
| Pueblo Del Mar | 0 | 3 | 3 | 12 | 7 | 24 |
| Casanova Plaza | 0 | 17 | 17 | 27 | 9 | 168 |
| SingleFamily Homes | 0 | 3 | 3 | 1 | 1 | 25 |
| Chualar FLC | 0 | 1 | 1 | 24 | 24 | 29 |
| Salinas FLC | 0 | 13 | 13 | 11 | 3 | 132 |
| Jardines Del Monte | 0 | 0 | 0 | 0 | 0 | 2 |
| South County RAD | 0 | 4 | 4 | 20 | 4 | 15 |
| Salinas Family RAD | 0 | 36 | 36 | 23 | 5 | 222 |
| East Salinas Family RAD | 0 | 32 | 32 | 15 | 12 | 297 |
| Gonzales Family RAD | 0 | 1 | 1 | 6 | 6 | 6 |
| Total: | 0 | 122 | 122 | 163 | 82 | 1137 |

EMERGENCY WORK ORDERS - HACM

| Development | Emergency W/O Received | Emergency W/O Complete | Total Days to Complete | Average Days to Complete | YTD Emergency W/O |
|-------------------------|---------------------------|---------------------------|------------------------|--------------------------------|-------------------------|
| Oak Grove | 0 | 0 | 0 | 0 | 14 |
| Portola Vista Monterey | 0 | 0 | 0 | 0 | 145 |
| Montecito/Watson | 0 | 0 | 0 | 0 | 27 |
| Pueblo Del Mar | 0 | 0 | 0 | 0 | 5 |
| Casanova Plaza | 1 | 1 | 1 | 1 | 144 |
| SingleFamily Homes | 0 | 0 | 0 | 0 | 20 |
| Chualar FLC | 0 | 0 | 0 | 0 | 15 |
| Salinas FLC | 0 | 0 | 0 | 0 | 107 |
| Jardines Del Monte | 0 | 0 | 0 | 0 | 1 |
| South County RAD | 0 | 0 | 0 | 0 | 15 |
| Salinas Family RAD | 1 | 1 | 1 | 1 | 296 |
| East Salinas Family RAD | 1 | 1 | 1 | 1 | 89 |
| Gonzales Family RAD | 1 | 1 | 1 | 1 | 6 |
| TOTAL: | 4 | 4 | 4 | 1 | 884 |

ANNUAL RECERTIFICATIONS HDC & HACM

| Development | Total Units | Late | Due in 30 Days | No Required Annual Recertification |
|-------------------------------|-------------|-----------|----------------|------------------------------------|
| Oak Grove | 5 | 0 | 0 | X |
| Portola Vista Monterey | 64 | 0 | 0 | |
| Montecito/Watson | 13 | 0 | 0 | |
| Pueblo Del Mar | 55 | 0 | 0 | X |
| Casanova Plaza | 86 | 0 | 0 | X |
| SingleFamily Homes | 9 | 0 | 0 | X |
| Chualar FLC | 29 | 0 | 0 | |
| Salinas FLC | 57 | 0 | 0 | |
| King City Migrant Center | 81 | 0 | 0 | X |
| Jardines Del Monte | 11 | 0 | 1 | |
| South County RAD | 70 | 1 | 0 | |
| Salinas Family RAD | 170 | 1 | 0 | |
| East Salinas Family RAD | 202 | 87 | 2 | |
| Gonzales Family RAD | 30 | 4 | 2 | |
| Rippling River | 77 | 0 | 1 | |
| Castroville FLC LP | 54 | 1 | 2 | |
| One Parkside | 80 | 0 | 0 | |
| One Haciendas | 53 | 0 | 1 | |
| Haciendas 2 LP | 46 | 0 | 1 | |
| Dai-Ichi Village FKA Ha. Snr. | 41 | 0 | 10 | |
| Haciendas 3 LP | 50 | 0 | 5 | |
| Total: | 1283 | 94 | 25 | |

Note:

PMGoal to complete 50%-75% of late Certifications by 8/20/24.

Property 803, plan set forth to reach goal in August 2024.



MEMORANDUM

To: Board of Commissioners
From: Nora Ruvalcaba, Interim Director of Development
Thru: Zulieka Boykin, Executive Director/President/CEO
Date: August 9, 2024
Re: MONTHLY DEVELOPMENT DEPARTMENT REPORT



Development Department Highlights

- **Development Partner RFP:**

The selection committee has vetted the submissions and moved forward with the recommendation of the lowest most responsive bidder to the Executive Director.

The recommended selection is being reviewed by the Executive Director.

- **City of Salinas CHDO Application:**

Staff are working with an attorney to establish the W.I.S.H Monterey County non-profit to be utilized for the proposed CHDO Application to the City of Salinas.

- **Loan Extensions (Rippling River and Benito FLC):**

Citibank has approved our extension request for Rippling River and is pending Freddie Mac's approval to finalize the extension.

Citibank is working on its internal process for Benito FLC LP. In addition, the staff is working with the City of Soledad to obtain the necessary consent documents needed to submit to Citibank.

- **One Parkside, LP:**

The California Tax Credit Allocation Committee has approved the submitted Placed-in-service documentation and issued the Regulatory Agreement that will need to be recorded to move forward with requesting having the 8609s issued.

Once 8609s are issued we will submit a request for final Capital Contribution from the Investor for \$205,979.00.

- **Portola Vista:**

Development staff conducted a site inspection of the common areas and residential units to assist in identifying and addressing areas of concern.

Potential Development Opportunities – Pending Initial Feasibility Determination:

- Potential family site in Salinas.
- Potential Senior site in Greenfield.
- One potential family site in Soledad.
- One potential site in Carmel Valley.
- One potential site in King City.

One Parkside, LP -



One Parkside, LP is a new construction infill multifamily housing development for seniors aged sixty-two and over. The eighty-one- and two-bedroom units replaced the forty dilapidated 1970s-era units that were on the site.

Project Description:

Address: 1108, 1110, 1112 Parkside St.
Salinas, Ca. 93906

Project Type: Acquisition/New Construction

Number of Units: 80

PBVs: 79

Target Population: Low-Income Seniors

Affordability Targeting: 30-60% of AMI

Architect: Paul Davis Group

General Contractor: Palisade Builders

Property Management: HACM

Total Development Cost: \$48,715,862

Permanent Funding Sources:

| | |
|---------------------------|--------------|
| Tax Exempt Perm Loan | \$13,269,000 |
| Seller Carryback Loan | \$4,055,000 |
| Accrued/Deferred Interest | \$747,459 |
| HDC Sponsor Loan | \$6,984,956 |
| HDC Sponsor Loan (second) | \$500,000 |
| MCHI Loan | \$4,100,000 |

| | |
|------------------------------|--------------|
| City of Salinas Fee Deferral | \$394,943 |
| HOME | \$957,540 |
| PHLA | \$756,505 |
| Deferred Developer Fee | \$1,020,900 |
| Tax Credit Equity | \$20,597,892 |

Approved Equity Disbursements to Date:

DDF in the amount of \$1,959,883.00

Pending on Equity Disbursements:

DDF in the amount of \$240,117.00

Current Project Status: NOC issued 10-27-2022 and converted to Permanent Financing 11-30-2023

Construction Progress:

| | |
|-----------------------------|------|
| Completion Percentage: | 100% |
| Occupancy Percentage: | 100% |
| Rent Collection Percentage: | 100% |

New Hires:

| | |
|----------------------------|----|
| Number of New Hires: | 01 |
| Number of Section 3 Hires: | 0 |

Construction Contract Status:

| | |
|------------------------------|------------------------|
| Original Contract Amount | \$25,150,331.00 |
| Approved Change Orders | \$1,276,477.00 |
| Final Contract Amount | \$26,426,808.00 |

Milestones:

- Submitted Placed-in-service package approved by CTCAC on 8/2/24.
- Pending recording of issued Regulatory Agreement by 8/22/24.
- Pending issuance of 8609's and release of final Equity Contribution will be released.

Pueblo Del Mar – HOPE Housing Modernization



Pueblo Del Mar – Hope Housing is a collaborative effort between the Housing Authority of the County of Monterey and Monterey County Behavioral Health provides an affordable short-and-mid-term residential bridge housing community that combines housing services and behavioral health services. Each participant will collaborate with a care team to reach health and housing goals.

Project Description:

| | |
|--|--|
| Project Address: 3026-3044 Kwajalein Ct and 3048-3100 Regiment Ct., Marina. | Affordability Targeting: 30-60 |
| Project Type: Rehabilitation | Other Uses: Transitional Housing |
| Number of Units: 55 units/110 Beds | General Contractor: MCHADC |
| PBVs: 0 | Property Manager: Sun Street |
| Target Population: Homelessness who have been diagnosed with mental illness and/or substance use disorders. | Service Provider: Sun Street and Interim Inc. |
| | Total Project Cost: \$2,825,492.00 |

Permanent Funding Sources:

- Behavioral Health Bridge Housing Funds (“BHBH”)

Approved Affiliate Funding:
BHBH Grant: \$2,825,492.00

Disbursements to Date:
None – Expected Receipt 7/31/2024

Current Project Status:

- PDM-Hope Housing Modernization Work began on 6/27/2024.
- Phase one of the modernization work included the interior work of the Nancy Dodd Community Center (flooring, painting, and kitchen upgrades) and the abatement of the landscaping of the exterior of the center and residential units. This work is now complete.
- Following the work in the Nancy Dodd Community Center, we proceeded with the replacement of tubs and enclosures in nine residential units. The demolishing of restrooms was completed and the work to install the tubs and renovate those restrooms has begun. Work is projected to be completed by 8/25/24.
- The next phase of work will include modernization work that requires RFPs to be issued. The RFPs were issued on 8/1/24 and 8/3/24 for various trades included in the project plan. Submission deadlines are the first week of September.
- In addition, there has been scope of work added to the project plan to include upgrades in the interior of the residential units. This work is in process and the projected completion date is 8/29/24.
- Services Providers are in the process of leasing the twenty-one units they have possession of.
- The remaining units are projected to be transferred to the possession of the Service Providers by 8/31/24.
- Once all the units are in the possession of the Monterey County Behavior Health staff, HACM will be receiving the amounts agreed upon for rent and security deposits as outlined in the executed MOU to cover the duration of the Hope Housing four-year program.

Milestones Completed Past Month:

| | |
|--|--|
| <ul style="list-style-type: none"> HACM received the modernization funds of \$2,825,492.00 on 7/16/24 from the Monterey County Behavioral Health Department as agreed upon in the executed MOU. Modernization work in the Nancy Dodd Community Center was completed to allow for Monterey County Behavioral Health Department and Sun Street Centers staff to move into the Nancy Dodd Community Center. Twenty-one units were made ready, and keys were given to the Service Providers on 7/18/2024 to allow them to begin moving in families. | |
| Modernization Progress: Completion Percentage: 10 % Occupancy Percentage: 0% Rent Collection Percentage: 0% | |

Pueblo Del Mar – Nancy Dodd Community Center Modernization –

Exterior of Community Center (weed abatement)

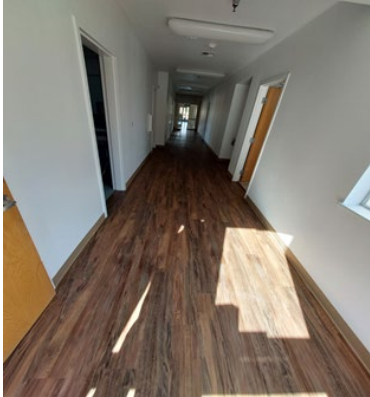
Before



After



Interior of Community Center (flooring and paint)



Capital Improvement Projects (CIP)

Capital Needs Assessments are conducted by on-site staff as part of the ongoing daily operations and the Development Department team conducts monthly site visits to identify any items needing to be addressed.

The Project Manager is in the process of collaborating with on-site teams to solicit bids for as-needed services for various developments and to create a scope for projects to be included in the 2025 proposed Operational budgets.

- **CIP/Modernization Projects in progress:**
Approved CIP projects:

- Monterey Street FLC LP:
 - Roof moss removal and clean gutters
- Haciendas 1 LP and Haciendas 2 LP:
 - Metals project: Maintenance staff performing repairs on rusted railings and fascia.

CIP Projects pending approvals:

- Tynan Village Affordable Housing LP:
 - Interior Hallway Paint. To be performed by on-site staff.
 - Asphalt Resealing and Striping. Pending bids.
 - Irrigation Zone valves. Pending bids.
- Fano Vista LP:
 - Installation of four cameras near building 17. Pending bids.
 - Pressure washing of all buildings. Pending bids.
- Benito FLC LP:
 - Addition of exterior lighting. Pending review of bids.
- Salinas Family RAD LP:
 - 44 Natividad – Installation of 350ft retaining wall. Pending bids.
 - 44 Natividad – Exterior pressure wash and paint. Pending bids.
 - 350 Casentini – Installation of retaining wall. Pending bids.
 - 350 Casentini – Exterior pressure wash.
- One Parkside LP:
 - Installation of Privacy Fence. Pending review of bids and Investor approval.
 - Installation of exterior cameras. Pending bids.
 - Installation of Monumental sign. Pending review of bids and Investor approval.

Photos of CIP Projects:

One Parkside, LP ramp installation –



Tynan Village Affordable Housing, LP – Awning Installation:



Monterey Street Affordable Housing, LP – Retore and waterproof deck in building six:



Benito Street Affordable Housing, LP – Retore and waterproof deck in building six:



Haciendas Sr. LP – Replacement of landings in front of elevators:



Development Department Goals and Progress Tracking

The Development Department has outlined several strategic goals for 2024-2025, focusing on key areas such as executive team hires, employee relations, and organizational culture. Below is a summary of our goals and the progress made to date:

HACM Strategic Goals

- **Activity Goals**
 - Third-Party Developer Deal: In process. Put together a third-party developer deal to a municipality for review by 12/31/2024.
 - Affordable Housing Need Assessment: In process. Create top-down data on affordable housing needs by type (senior, family, supportive), unit size, geographic location by 12/31/2024.
 - In-House Development Deal: Pending. Initiate HACM's first post-merger in-house HDC development deal by 12/31/2025 (development concept approved by the Board).
 - Development Projects: In process. RFP for Parcel B implementation, Greenfield Elm Street Project and Rippling River Project.
- **Re-build HACM's in-house development capacity**
 - Reorganization: In Progress. Reorganize the staffing of the Housing Development Corporation.
 - Pueblo Del Mar: In Progress. Finalize the redevelopment plan for PDM and initiate redevelopment work at the site by the end of 2024.
 - Rippling River: In Progress. Create a plan for rehabilitation or new construction at Rippling River by 12/31/2024.
 - Staff Training: Enroll staff in development-based training through NeighborWorks.
 - Director of Development: Hire high caliber, long-term Director by 3/31/2025.
 - CHDO: Establish W.I.S.H. Monterey County Entity and set-up as agency CHDO with the City of Salinas.

Tracking Progress

| Goal | Target Date | Status | Details |
|------------------------------------|-------------|-------------|--|
| Third-Party Developer Deal | 12/31/2024 | In process | RFP Issued for 3 rd Party Joint Developer. |
| Affordable Housing Need Assessment | 12/31/2024 | In process | Research and data collection in process. |
| In-House Development Deal | 12/31/2025 | Pending | |
| Development Projects | 12/31/2024 | In process | Initial proformas and renderings in draft form. |
| Department Reorganization | 12/31/2024 | In progress | Office Assistant added to department personnel compliment. |
| Pueblo Del Mar Modernization | 12/31/2024 | In process | Plan finalized and redevelopment work initiated 6/27/2024. |
| Rippling River Project | 12/31/2024 | In progress | Initial proforma and rendering in draft form. |
| Staff Training | 12/31/2024 | In progress | On-going for all staff. |
| Hire Director of Development | 03/31/2025 | Pending | Actions planned based on 2024 results |
| CHDO | 10/01/2024 | In process | Entity name established, formation documents in process with Attorney. |



JSCo Monthly Management Report

Monday, JULY 2024

BENITO AFFORDABLE/FARM LABOR

1. Vacancy:

- a.) Benito Affordable has 2 vacant units. For unit 413 (3BR) PBV unit- HA provided an applicant approved on their end and the delay will be that we were just given contact information for this applicant. I have interviewed the household, and they are currently providing me with all documents. The inspector will be out on 7-25-2024 to inspect the unit and clear it for move in. Unit 444B I have 2 files running and two will be ready to submit by 7-1-2024 for review. Compliance is asking for more documents on file and waiting for the items from applicant. Will resubmit files once all documents have been updated.
- b.) Benito FLC – 1 vacant unit and will be doing a transfer from a 3 bd unit to this 5BR unit. Move in is set for 8-5-2024.

2. Audits Pending:

- a.) HOME Audit was scheduled for March 8, 2024, for Benito FLC. Corrections were submitted and I am waiting to hear back from Home if corrections have been accepted. Still waiting on the Financial Audit from HDC to submit over to Dawn McGee from HOME.
- b.) Benito Affordable has a HCD audit done on 7-23-2024 and is waiting for the report to see if any finding were found on exterior inspection and file reviews.

3. Resident Services:

- a.) LifeSteps is at the site 2 times a month, total 16 hrs. a month. Has a good turnout for the food distribution that Monterey County Food Bank provides to the sites. LifeSteps is still struggling to get services that will bring in residents to participate in the classes they offer. We are waiting to hear when the two days will be made up for the days that their staff were not on site.
- b.) Community rooms are open to the public subject to COVID safety protocols. The community room is being reserved by residents at least once a month.



4. Capital Improvement/ maintenance.

- a) Received updated proposal for the extra cameras for both sites. Core will do an upgrade to the current system.
- b) Waiting on the window replacement approval work to be done for Benito FLC from HDC. Will start will doing individual unit window replacement and working with King City Glass on this.
- c) Waiting for approval from HDC for the repair work on upstairs walkway for BEA/BEF. Waiting on vendor approval so work can be done on Building #8. The actual work will start on 7-8-2024 for repairs and should be complete in one week and from there work will be on Building #9 walkway for repairs and recoat. Work on this project has been complete as of 7-19-2024.

MONTEREY STREET AFFORDABLE

1. Vacancy: 100 % Occupancy -No vacancies

2. Reporting & Audits: CTCAC 2023 Audit completed

3. Resident Services: Life Steps is active:

- a. After school Program Coordinator, Severo Gasca, Mon- Friday 4:15-7 pm
- b. Director of Social Services, Sheila Morales, / Every other Tuesday (Twice Monthly) 9:00 am-5:00pm
- c. Community rooms open to for resident events.

4. Capital Improvement/ maintenance:

- a. King City Glass on-site windows replacements: Pending HA Approval
- b. Property Mulch, wood chips quotes submitted/ Pending Approval: Mission Lawn, Tree Brothers, Smith and Enright
- c. Camera bids: Currently obtaining updated proposals from Core, Adaptive
- d. Deck resurface Project Building 6 Monterey St: Work just completed by vendor
- e. Gutter & roof cleaning completed June 2024
- f. Tree Trimming proposals being obtained to send over to HA approval
- g. Proposal for Solar panel cleaning being obtained

5. Staffing:

- a. Full staff- New Property manager on board July 2024



FANOE VISTA APARTMENTS

1. Vacancy:
 - a. 1 vacancy, Unit 6 inspection pending, transfer scheduled 8/2/24
2. Reporting & Audits Pending
 - a. CTCAC Audit completed 6/13/23 -Close out letter received 3/27/24.
3. Resident Services: Services: Life Steps: On site Mondays 10-5:00pm -Edith Rodriguez for Social Services support
 - a. After School program in session Monday- Friday 3pm-5:00pm
 - b. Food bank distribution is scheduled for the first Monday each month.
 - c. Community rooms are open for resident events/rentals.
 - d. Community Policing meeting planning in process for August.
4. Capital Improvements/ maintenance:
 - a.) Trenching Project Behind Building H – completed June 2024.
 - b.) Property signage needs replacement- approved July 2024.
 - c.) Gutters and Roof cleaning, obtaining proposals
 - d.) Tree Trimming services needed, updating proposals to fit budget
 - e) Proposal for Rubber chips for playground structure needed
 - f.) Solar panel cleaning needed; proposals being obtained.

TYNAN VILLAGE APARTMENTS

1. Vacancy: 2 vacancies
 - a. 122 A-Move-out: 5/16/2024. Unit ready for move-in. Pending waitlist from HACM
 - b. 302 B-Move out: 5/31/2024. Pending list from HACM. Unit ready for move-in
2. Reporting & Audits Pending
 - a. City of Salinas 2023 completed.
3. Resident Services
 - a. Afterschool Program scheduled daily from 2-5 PM for the summer.
 - b. National Night Out planning is finalized. Several community agencies have been contacted and will be participating.



TYNAN VILLAGE APARTMENTS

4. Capital Improvements/Maintenance:

- a. Irrigation-Pending revision of proposals.
- b. Piping near bakery needs to be redone. 3 proposals pending approval.
- c. Paint for all hallways and stairways approved. Paint rendering complete. site staff will be painting the interior hallways beginning September 2024.
- d. Proposals for fencing along property line pending.
- e. Axis working on issues caused during modernization project, 2 units have containment.
- f. Proposals for RA's pending HDC approval (3 units)
- g. Concrete near building A has been approved by HDC. Vendor agreement approved. The vendor made final measurements and we are pending parts scheduling.
- i. Camera proposal obtained. Pending 2 additional because of pricing.
- j. Playgrounds were inspected, and staff is working on addressing findings.

for

5. Staffing Update:

- a. Full staff

| JSCo Monthly Occupancy Summary for HACM Properties | | | | | | | | | | | | 7/31/2024 | |
|--|-------------|----------------------|------------------|--------------------|--------------------------|------------------------|----------------------------|------------------|-------------------------|-----------------------|--------------------|-----------|---|
| Property Name | Total Units | Total Units Occupied | Percent Occupied | Total Units Vacant | Total PBV Units Occupied | Total PBV Units Vacant | Security Deposits Received | Apps. In Process | PBS8 Vouchers Residents | HC Vouchers Residents | Apps. on Wait List | Comments | |
| Benito Affordable | 70 | 68 | 92% | 2 | 24 | 23 | 1 | 2 | 3 | 26 | 2 | 359 | 444B- running 3 applicants, two files ready to submit for review. Waiting applicant to provide more paperwork that compliance has request and will resubmit the file again. |
| Benito FLC | 73 | 72 | 99% | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 88 | 581-is vacant and a 3Br household will transfer over to this unit due to household size. Will be doing move in for this unit 8-5-2024. |
| Fanoe Vista | 44 | 43 | 98% | 1 | 43 | 43 | 0 | 0 | 0 | 43 | 0 | N/A | HA Inspection scheduled 8/1/24 Transfer/Move in scheduled for 8/2/24 |
| Monterey Street | 52 | 52 | 100% | 0 | 10 | 10 | 0 | 0 | 0 | 10 | 3 | 225 | MST 100% Occupancy |
| Tynan Village | 171 | 169 | 99% | 2 | 42 | 40 | 2 | 0 | 0 | 41 | 31 | 442 | 2 vacancies 122A, 302B No applicants in process, Pending waiting list from HACM |
| Totals | 410 | 404 | 98% | 6 | 199 | 192 | 9 | 4 | 30 | 190 | 36 | 1490 | |

Note: Security Deposits received are from applicants pending approval/move-in.

| Property | Inspection | Date | Findings Y/N | Comments or corrections | Property | Inspection | Date | Findings Y/N | Comments or Corrections |
|-------------------|----------------------------|------------|-----------------|---------------------------------------|-----------------|--|--------------------------------------|-----------------|---|
| Benito Affordable | RBC | 1/27/2023 | no findings | Corrections completed | Monterey Street | CTCAC HDC Union Bank PBV | 6/13/2023 | Y | Corrections completed, pending close out letter |
| | PBV | 5/25/2023 | | | | | | | |
| | CTCAC HACM | 2/16/2023 | pending | | | | | | |
| Benito FLC | HOME | 3/6/2024 | | Working on corrections for home audit | | | | | |
| | RBC | 1/27/2023 | no findings | | | | | | |
| | HACM USDA | | | | | | | | |
| | CTCAC | 5/25/2023 | pending | | | | | | |
| Fanoe Vista | Alliant | 11/14/2022 | N/A | Close out letter received 3/27/24 | Tynan | CTCAC City of Salinas HACM Alliant HCD | 12/19/2022 2/20/2024 1/12/2023 | Y | Corrections done, pending close out letter 2020 data uploaded to CDS; 2021 in progress. Complete. All findings cured. |
| | PBV | 6/13/2023 | Y | | | | | | |
| | CTCAC Housing Authority | | | | | | | | |

[illegible]



901 30th Street
Paso Robles, CA 93446
(805) 238-4015

REPORT TO HDC REGULAR BOARD MEETING, July 2024

OAK PARK 1, 80 Units, 100% Tax Credit with HOME, and USDA

1. Vacancy:
 - a. None- 100% occupied
2. Audits Pending
 - a. None
3. Resident Services
 - a. Youthworks daily activity- Summer Program, 4 hours a day, Mon- Thurs
 - b. Food Distribution, 2 times a month
4. Capital Improvement/ Maintenance
 - a. Annual Unit Inspections will end this month.
 - b. No capital improvements or major maintenance pending.

OAK PARK 2, 70 Units, 100% Tax Credit

1. Vacancy:
 - a. None- 100% occupied
2. Reporting & Audits Pending
 - a. CTCAC Audit/Inspection- June 6, 2024- awaiting final report
3. Resident Services
 - a. Youthworks daily activity- Summer Program, 4 hours a day Mon- Thurs
 - b. Food Distribution, 2 times a month
4. Capital Improvement/ Maintenance
 - a. No capital improvements or major maintenance pending.

MEMORANDUM

TO: Board of Commissioners
FROM: Jonathan Campbell, Housing Programs Director
THRU: Zulieka Boykin, Executive Director/CEO
SUBJECT: Housing Programs Report – July 2024
DATE: August 13, 2024



Executive Summary

HUD Happenings

No New HUD Happenings

- HOTMA Update – NSPIRE effective date changed to October 2025

Housing Programs Updates/Concerns

- Rent Café Implementation
 - Workflow for Eligibility Intake
 - Workflow for Annual Reexaminations Live
 - Landlord Portal
- SEMAP Certification
 - Corrective Action Plan – Lease Up and Bi-Annual HQS Inspections
 - Initial Wait List Draw – 500 families
 - Full Staff Eligibility Screening – 329 families
 - Warm-up for Voucher Issuance Event
 - Alert Rent Café issues
 - Pre-event voucher issuance for eligible families
 - Voucher Issuance Event

Staff Training

- HUD Fair Housing Training July 23, 2024
- Ongoing Rent Café Training

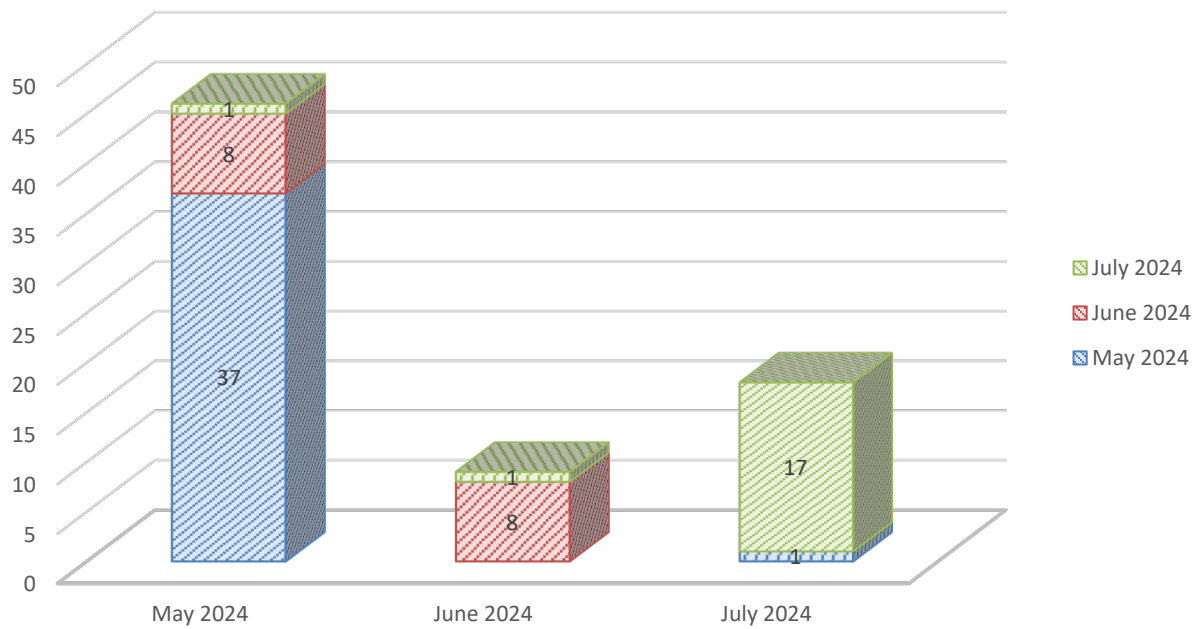
Housing Authority of the County of Monterey HCV Report July 2024

| HCV Annual Budget Authority | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-----|-----|-----|-----|-----|
| Monthly HUD HAP Disbursements | \$4,936,819 | \$7,304,480 | \$6,050,967 | \$6,050,967 | \$7,307,995 | \$6,955,197 | \$6,396,480 | | | | | |
| Monthly HAP Payments | \$5,969,083 | \$6,182,022 | \$6,380,375 | \$6,584,082 | \$6,634,623 | \$6,690,714 | \$6,762,747 | | | | | |
| YTD HAP Expenditure | \$5,969,083 | \$12,151,105 | \$18,531,480 | \$25,115,562 | \$31,750,185 | \$38,440,899 | \$45,203,646 | | | | | |
| Monthly HAP Difference | -\$1,032,264 | \$1,122,458 | -\$329,408 | -\$533,115 | \$673,372 | \$264,483 | -\$366,267 | | | | | |
| Initial 2024 Budget Authority Funding | \$62,572,085 | \$62,572,085 | \$62,572,085 | \$62,572,085 | \$62,572,085 | \$62,572,085 | \$62,572,085 | | | | | |
| Voucher Utilization (Includes Mainstream and EHV) | | | | | | | | | | | | |
| Voucher Allocation | 5117 | 5117 | 5117 | 5117 | 5117 | 5117 | 5117 | | | | | |
| Vouchers Leased-Up | 3903 | 3954 | 3983 | 4017 | 4026 | 4045 | 4061 | | | | | |
| Per Unit Cost | \$1,529 | \$1,563 | \$1,602 | \$1,639 | \$1,648 | \$1,654 | \$1,665 | | | | | |
| Eligibility | | | | | | | | | | | | |
| Vouchers Issued | 86 | 55 | 43 | 93 | 47 | 9 | 18 | | | | | |
| Annual Reexaminations | | | | | | | | | | | | |
| Completed | 373 | 296 | 283 | 267 | 256 | 218 | 275 | | | | | |
| Late Reexaminations | 2% | 1% | 3% | 0% | 1% | 1% | 0% | | | | | |
| Watchlist Programs (Utilization Under 90%) | | | | | | | | | | | | |
| PBV | N/A | N/A | N/A | N/A | 88% | 88% | 88% | | | | | |
| FYI | 11% | 11% | 11% | 11% | 15% | 17% | 17% | | | | | |
| Family Self-Sufficiency Program | | | | | | | | | | | | |
| Total Participating Families | 103 | 117 | 111 | 126 | 130 | 133 | 133 | | | | | |
| Monthly Escrow Accrued | 29 | 30 | 33 | 40 | 39 | 47 | 47 | | | | | |
| Escrow Balance | \$17,739 | \$15,491 | \$19,015 | \$22,472 | \$21,440 | \$23,594 | \$24,892 | | | | | |
| Reasonable Accommodation | | | | | | | | | | | | |
| Reasonable Accommodation Requests | 26 | 21 | 20 | 7 | 21 | 16 | 15 | | | | | |
| Requests Approved | 24 | 18 | 20 | 4 | 20 | 15 | 14 | | | | | |
| Requests Denied | 2 | 3 | 0 | 3 | 1 | 1 | 1 | | | | | |

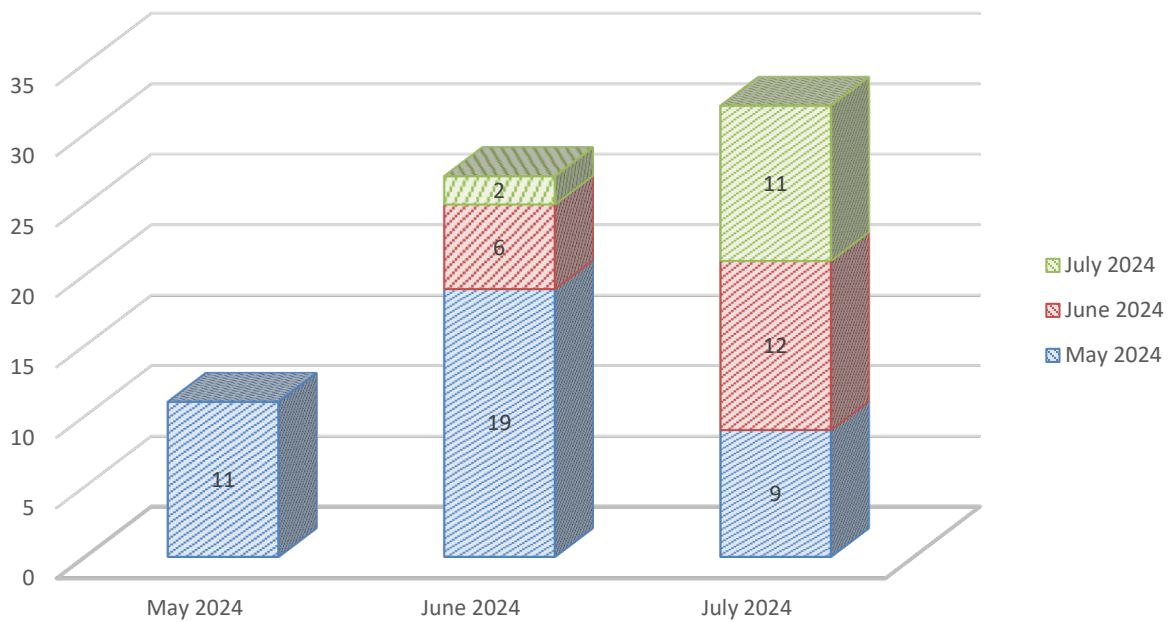
SEMAP Report July 2024

| SEMAP Indicator | Possible Points | Maximum Score | FY 2022 Score | FY 2023 Final Score | Final Score Notes |
|--|------------------|---------------|---------------|---------------------|--|
| 1. Selection from the Waiting List (QC) | 0 or 15 | 15 | 15 | 15 | 18 minimum files to QC. Minimum 98% to meet selection criteria (100%) |
| 2. Reasonable Rent (QC) | 0, 15 or 20 | 20 | 20 | 20 | 41 minimum files to QC. Minimum 98% to meet criteria (98%) |
| 3. Determination of Adjusted Income (QC) | 0, 15 or 20 | 20 | 20 | 20 | 41 minimum files to QC. Minimum 90% to meet criteria (100%) |
| 4. Utility Allowance Schedule (QC) | 0 or 5 | 5 | 5 | 5 | UA schedule updated December 2023 |
| 5. HQS Quality Control Inspections (QC) | 0 or 5 | 5 | 5 | 5 | 41 minimum inspections to QC |
| 6. HQS Enforcement (QC) | 0 or 10 | 10 | 10 | 10 | In compliance |
| 7. Expanding Housing Opportunities (QC) | 0 or 5 | 5 | 5 | 5 | In compliance |
| 8. Payment Standards (QC) | 0 or 5 | 5 | 0 | 5 | Change Effective January 1, 2024. Exception Payment Standards approved by HUD |
| 9. Annual Reexaminations (PIC) | 0, 5 or 10 | 10 | 10 | 10 | Confirmed in PIC, less than 5% late annual reexaminations (1%) |
| 10. Correct Tenant Rent Calculations (PIC) | 0 or 5 | 5 | 5 | 5 | In compliance per PIC |
| 11. Pre-Contract HQS Inspections (PIC) | 0 or 5 | 5 | 5 | 5 | In compliance per PIC |
| 12. Annual HQS Inspections (PIC) | 0, 5 or 10 | 10 | 0 | 0 | The PHA receives a score of 10 for this indicator if it certifies that it has completed a timely inspection of over 95% of units, 5 points between 90% and 95% of units, and zero points in less than 90% of units (11%). Down from 23% over the last quarter of FY 2023 |
| 13. Lease-up (VMS) | 0, 15 or 20 | 20 | 0 | 0 | The PHA receives 20 points for this indicator if the percent of units leased <u>OR</u> the percent of allocated budget authority expended during the last PHA fiscal year was 98% or more. (73% of Units Available Leased/Occupied) |
| 14. Family Self-Sufficiency (PIC) | 0, 3, 5, 8 or 10 | 10 | N/A | 10 | FSS Participation is greater than 80% of mandatory slots (138%); More than 30% of participating families have an escrow balance (35%) |
| 15. Bonus Indicator - Deconcentration (QC) | 0 or 5 | N/A | N/A | N/A | |
| | Total | 145 | 100 | 115 | |
| | | Percentage | 74% | 79% | |

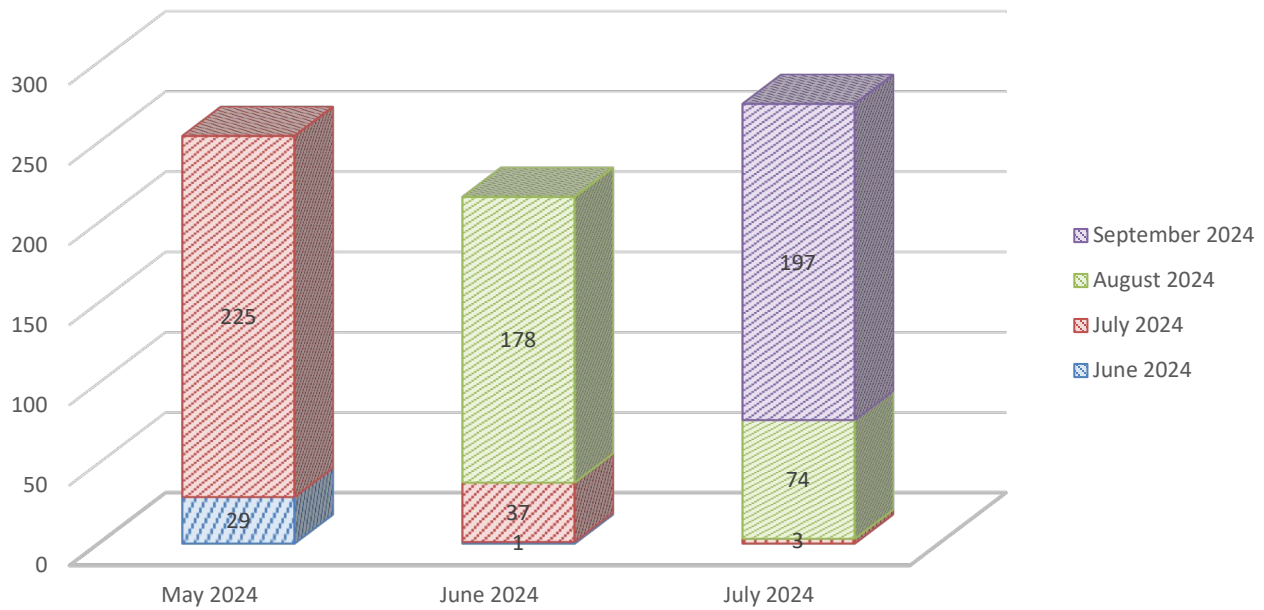
VOUCHERS ISSUED



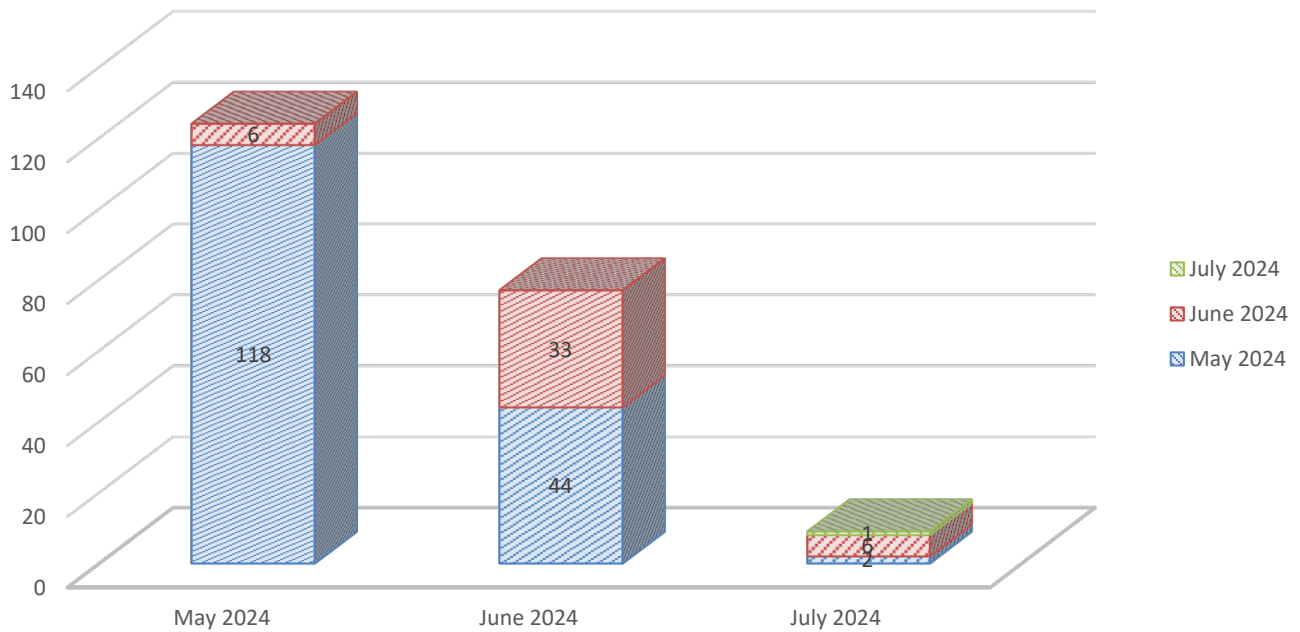
NEW ADMISSIONS



ANNUAL REEXAMINATIONS



HQS INSPECTIONS



| Strategic Goals | | | |
|--|-------------|-------------|--|
| Goal | Target Date | Status | Details |
| Implement industry best practices to enhance operational efficiency | | | |
| Implement Landlord Portal on Rent Café | 12/31/2024 | Completed | •All Landlord have received registration codes to sign up for the Landlord Portal |
| | | | •HCV Staff has encouraged all existing and new landlords on creating their portal |
| Establish the voucher waitlist and PBV waiting lists to Rent Café incorporating auto-generated notification emails | 12/31/2024 | Completed | •Launched new HCV waiting list online, receiving more than 5,000 applications |
| Begin Online Annual Reexaminations through Rent Café | 12/31/2024 | Completed | •Participants with December annuals have been sent registration codes to complete annual online |
| | | | •Train HCV Department on the online workflows |
| Complete the transition to remote/virtual voucher briefings | 12/31/2024 | In Progress | •Conducted nationwide survey of PHAs that are performing remote briefings |
| | | | •Reviewed Nan McKay's briefing video |
| | 8/12/2024 | Next Step | •Currently researching AI technologies and its implications on briefings •Test AI Driven Briefing Video |

| | | | |
|---|------------|-------------|--|
| Go live on Rent Café RFTA Tracking Portal | 12/31/2024 | In Progress | •Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager) |
| | 8/31/2024 | Next Step | •Train with Rent Café's Technical Account Manager |
| | | | |
| Transition the HAP contract procedure into an online process | 12/31/2024 | In Progress | •Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager) |
| | 9/30/2024 | Next Step | •Train with Rent Café's Technical Account Manager |
| | | | |
| Set up autogenerated emails through Yardi to correspond with participants and landlords | 12/31/2024 | In Progress | •Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager) |
| | 9/30/2024 | Next Step | •Establish a transitional period between HCV staff and participants/landlords |
| | | | |
| Transition to direct deposit/electronic payments | 12/31/2024 | In Progress | •Landlord were first notified of the change in April 2024 during the Landlord Symposium |
| | | | •As of April 2024, all new landlords have enrolled for direct deposit |
| | | | •Landlords who are currently receiving physical checks were sent the required forms by mail during the last two check runs |

| | | | |
|--|-----------|-----------|--|
| | 9/30/2024 | Next Step | •Establish a deadline for the implementation of direct deposit |
|--|-----------|-----------|--|

| Executive Director Goals | | | |
|--|-------------|-------------|---|
| Goal | Target Date | Status | Details |
| HOTMA (Housing Opportunity Through Modernization Act) | | | |
| Implementation of HOTMA and Housing Information Portal (HIP) HUD’s replacement for IMS/PIC | 12/31/2024 | In Progress | •Placed on hold until further notice |
| | | Next Step | •Continue PIC clean up efforts to ensure smooth transition once HIP becomes live |
| •Administrative Policy Revision | 12/31/2024 | In Progress | •Conducted National Survey of High Performing PHAs |
| | | Next Step | |
| Voucher Utilization | | | |
| Increase total leased up vouchers by 15% from 3,875 to 4,456 (4,061) | 12/31/2024 | In Progress | •Launched new HCV waiting list online, receiving more than 5,000 applications |
| | 9/30/2024 | Next Step | •HCV Department is determining eligibility for the first 500 selected off the waiting list and preparing for our Voucher Issuance Event |
| • Increase foster youth voucher utilization to 50% from 7 to 32 (11) | 12/31/2024 | In Progress | •On May 2024, JC presented to service providers through the Youth Systems Meeting on FYI Process |
| | | | •Met with Service Providers to obtain their information to submit referrals through Rent Café |
| | 9/30/2024 | Next Step | •Sign up providers through Rent Café so they can start submitting referrals |
| | | | |

| SEMAP (Section Eight Management Assessment Program) | | | |
|--|------------|-------------|--|
| Increase rating on Indicator 8: Payment Standards | 8/29/2024 | Completed | •Effective January 1, 2024, Payment Standards have been updated |
| Increase rating on Indicator 14: FSS | 8/29/2024 | Completed | •As of July 2024, FSS Participation was greater than 80% of the mandatory slots (138%) and more than 30% of participating families are escrowing (35%) |
| Increase rating on Indicator 12: Inspections | 8/26/2024 | In Progress | •PIC clean-up was conducted to remove any participants who were not part of the program but were showing up on the report |
| | | | •HCV Staff continued to work through the backlog in inspections |
| | 9/30/2024 | Next Step | •Develop procedures to ensure timeliness with Annual Inspection (outsourcing inspections) |
| Increase rating on Indicator 13: Lease Ups | 8/26/2024 | In Progress | •Launched new HCV waiting list online, receiving more than 5,000 applications |
| | 12/31/2024 | Next Step | •Increase the number of vouchers searching and house at least 1000 families by end of CY 2024 |



GONZALES FAMILY RAD (FORMERLY CASA SANTA LUCIA)



Locations:

- 8th St., Gonzales, CA 93926
- 9th St., Gonzales, CA 93926
- 10th St., Gonzales, CA 93926
- Alta St., Gonzales, CA 93926
- Belden St., Gonzales, CA 93926

Property Overview:

Gonzales Family RAD is a 30-unit Multifamily housing project catering to households of all ages. This property was converted from Public Housing to Affordable Housing under the Rental Assistance Demonstration (RAD) program in 2016. Situated in the charming city of Gonzales, California, this scattered-site development is committed to providing quality housing for families within the community.

Eligibility Requirements:

To qualify for housing at Gonzales Family RAD, families must meet the following criteria:

- Income must not exceed 50% of the Area Median Income (AMI).
 - Applicants must have an acceptable credit history.
 - Applicants must pass a criminal background check.

Funding Sources:

The financing for this property is layered with support from the California Tax Credit Allocation Committee (CTCAC) and Project Based Rental Assistance (PBRA) vouchers. These funding sources ensure the long-term affordability and sustainability of the property.

Mobility Choice Voucher:

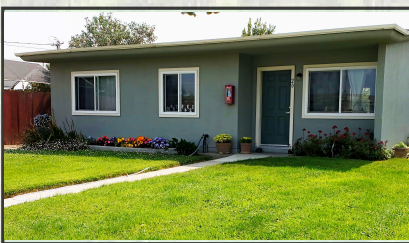
After 12 months of successful participation in the PBRA program, families are eligible to apply for a Mobility Choice Voucher, providing them with greater flexibility and choice in their housing options.

Financial Performance (Year-to-Date as of 6/30/2024):

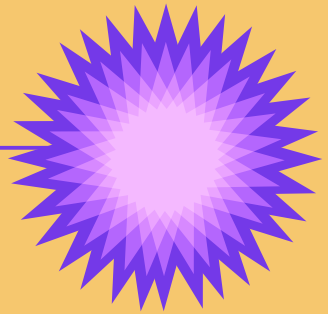
- Net Collection: \$356,153.60 (January 2024 - June 2024)
- Profit: \$57,721.46

Loan Information:

Loan Holder: California Community Reinvestment Corporation (CCRC)
Annual Payment: \$80,132.52
Maturity Date: 10/1/2036
Loan Balance: \$1,305,208.78



DIRECTOR SPOTLIGHT



**NORA
RUVALCABA**

INTERIM DIRECTOR OF DEVELOPMENT



COMMISSIONER COMMENTS

&

ADJOURNMENT



AGENDA
HYBRID BOARD MEETING FOR
THE MONTEREY COUNTY HOUSING AUTHORITY DEVELOPMENT CORPORATION
BOARD OF DIRECTORS

DATE: MONDAY, AUGUST 26, 2024

TIME: 6:00 P.M.

QR CODE:



LINK: <https://us02web.zoom.us/j/3501891938?pwd=N3d4QWM3MjRQQUtnYnYwZ3dtekxDdz09>

Phone: (669) 900-6833 (*9 to raise hand, *6 to unmute)

Meeting ID: 350 189 1938

Passcode: 438419

LOCATION: Housing Authority of the County of Monterey
Central Office 123 Rico Street, Salinas, CA 93907

1. CALL TO ORDER (Pledge of Allegiance)

2. ROLL CALL

Chair Francine Goodwin
Vice Chair Yuri Anderson
Director Kathleen Ballesteros
Director Hans Buder
Director Maria Orozco
Director Kevin Healy
VACANT, Director

PRESENT

ABSENT

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

3. COMMENTS FROM THE PUBLIC

4. CONSENT AGENDA

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions for clarification may be made by Directors without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

A. Minutes - Approval of Minutes of the Regular Board Meeting held on May 28, 2024.

5. PRESENTATION

HDC FY23 Audit Presentation by Jon Adkins & Rich Larsen, Novogradac.

6. OLD BUSINESS

- A. HDC - MDC – 235 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025.

7. NEW BUSINESS

- A. HDC - MDC – 236 – Approval of Write-offs of the RAD Properties; South County RAD, Salinas Family RAD, East Salinas Family RAD & Gonzalez Family RAD
- B. HDC - MDC – 237 – Authorizing a Partnership with Monterey County to Provide Youth Permanent Supportive Housing Referred to as the Las Vivienda’s Project
- C. HDC - MDC – 238 – Resolution Awarding the Request for Proposal for a Development Partner to Milestone Housing Group.

8. DIRECTOR COMMENTS

9. ADJOURNMENT

This agenda was posted on the Housing Authority’s Bulletin Boards at 123 Rico Street, Salinas, CA.

The Board of Directors will next meet at the Regular Board Meeting on **September 23, 2024, at 6:00 p.m.**



COMMENTS FROM THE PUBLIC



California's Brown Act mandates public comment periods in government meetings, but it's crucial to understand that these sessions aren't intended for dialogue. Instead, they provide citizens with a platform to express their views or concerns, while officials typically refrain from engaging in discussion or debate during this time.

For inquiries regarding specific items in the report, please send questions to grivero@hamonterey.org



ACTION
MINUTES OF THE REGULAR BOARD MEETING OF
THE MONTEREY COUNTY HOUSING AUTHORITY DEVELOPMENT CORPORATION
HELD MAY 28, 2024

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL (Pledge of Allegiance)

CALL TO ORDER:

Chair Goodwin called the meeting to order at 6:35 p.m.

2. ROLL CALL:

PRESENT:

Chair Francine Goodwin
Vice-Chair Yuri Anderson
Director Kevin Healy
Director Kathleen Ballesteros

ABSENT:

Director Hans Buder

Director Maria Orozco

Also present: Zulieka Boykin, Executive Director; James Maynard-Cabrera, Director of Human Resources; Michael Underwood, Director of Finance; Nora Ruvalcaba, Interim Director of Development. Recorder: Gabriela Rivero

3. COMMENTS FROM THE PUBLIC

None

4. CONSENT AGENDA

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions for clarification may be made by Directors without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

- A. Minutes - Approval of Minutes of the Special Board Meeting held on March 12, 2024.
- B. Minutes - Approval of Minutes of the Regular Board Meeting held on March 28, 2024.

Upon motion by Director Ballesteros, seconded by Director Orozco, the Board of Directors moved to approve the items listed on the Consent Agenda. The board unanimously carried the motion through a roll call vote:

AYES: Goodwin, Ballesteros, Orozco, Anderson

NOES: None

ABSENT: Buder

ABSTAIN: Healy

5. NEW BUSINESS

- A. HDC - MDC – 235 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025.

Motion to tale HDC - MDC – 235 - Resolution Approving the Operating Budget for the Fiscal Year Beginning July 1st, 2024, and Ending June 30th, 2025 was made by Director Healy and seconded by Director Ballesteros. The motion was carried through a roll call vote.

AYES: Ballesteros, Healy, Goodwin, Orozco, Anderson

NOES: None

ABSENT: Buder

6. DIRECTOR COMMENTS

Directors collectively thanked everyone involved in today's meeting.

7. ADJOURMENT

There being no further business to come before the Board, the meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Gabriela Rivero
Executive Assistant/Clerk of the Board

Chairperson

ATTEST:

President/CEO

Date



Presenting:

FY23 Audit

by Jon Adkins & Rich Larsen



HDC 2024-2025 Proposed Budget: Variance Explanation

| Budget Item | HDC 2024 | HDC 2025 | VARIANCE | PERCENTAGE CHANGE | EXPLANATION |
|-------------------|-------------|-------------|---------------|-------------------|--|
| TENANT REVENUE | \$2,898,344 | \$3,894,660 | \$996,316 | 34.38% | Tenant revenue has an expected increase of \$93,038 and tenant subsidies an increase of \$88,867. Also, tenant subsidies are \$1,574,247, listed in another budget category. Overall tenant revenue increased by 34.38%. |
| EXPENSES | \$2,162,574 | \$3,222,126 | (\$1,059,552) | -49.0% | Expenses for 2025 are expected to increase by 49%, which is an additional \$1,059,552 dollars. This increase is the result of increased administrative costs, insurance, and expected costs for future developments. Future development is listed under property 400. The COLA increase for employees is also reflected. |
| OTHER INC/EXPENSE | \$766,713 | \$417,909 | \$348,804 | 45.49% | We anticipate a 45.49% decrease in expenses. Most costs are generated from interest expenses. The loan from JLL for Casanova needs to be revisited due to the monthly interest payments. |
| NET INCOME | -\$30,944 | \$254,625 | \$223,681 | 7.23% | |
| | | | | | |
| | | | | | |

Tenant Rent is generated from the following properties:

- Casanova
- Single Family Homes

Tenant Subsidies are generated from Casanova and Single-Family Homes.

HAP payments for voucher holders and project-based voucher contracts revenue is included in “Other Income”.

We are revisiting the payment structure and allocation methods of other properties under HDC. Any future budget adjustments will be prepared and submitted for board approval.

MEMORANDUM

TO: Board of Commissioners
THRU: Zulieka Boykin, Executive Director
FROM: Michael Underwood, Director of Finance
RE: **FY 2024-2025 Proposed Operation Budget HDC**
DATE: August 20, 2024 (Revision)



The proposed bottom line for the operating budget of the Monterey County Housing Authority Development Corporation (HDC), is a positive net income of \$254,625M. The forecast for FY24 is a loss of \$31k. The change between years is estimated as an improvement in bottom-line income of \$285,568. This change reflects increased collection of waterfall payments for past projects. The waterfall payments are being assessed and have not been included.

| | HDC FCST 2024 | HDC BUDGET 2025 | 24 FCST VS 25 BUDGET ()=unfavor |
|-------------------|-----------------------------------|-------------------------------------|---|
| TOTAL REVENUE | \$2,898,344 | \$3,894,660 | \$996,316 |
| EXPENSES | \$2,162,574 | \$3,222,126 | (\$1,059,552) |
| OTHER INC/EXPENSE | \$766,713 | \$417,909 | \$348,804 |
| NET INCOME | \$ (30,944) | \$254,625 | \$285,568 |

Commentary:

- Budget includes \$500,000 provision for pre-development costs for Parcel B and Greenfield.
- Open Director Position is being searched for replacement salary dollars included in budget.

Board Action: Adopt Resolution MDC-xxx, approval of the operating budget for the fiscal year 2024-25

HDC – MDC - 235

RESOLUTION APPROVING THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025

WHEREAS, Staff has prepared and submitted to the Board of Directors the Operating Budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025 as attached; and

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Housing Authority of the County of Monterey, in accordance with the Budget Policy as adopted at their May 29, 2024, meeting, hereby adopts the Operating Budget for fiscal year 2024-2025 as attached, with revenues and expenditures stated by consolidated budget.

THEREFORE, BE IT FURTHER RESOLVED that the Board of Directors hereby approves and authorizes the Executive Director to conduct operations during the period of July 1, 2024, through June 30, 2025, according to said Operating Budget.

Chairperson

ATTEST:

Secretary

Date

PASSED AND ADOPTED this 29th day of May 2024, upon motion of _____,
Seconded by _____, and carried by the following vote to-wit:

AYES
NOES
ABSENT

MEMORANDUM

TO: Board of Directors
THRU: Zulieka Boykin Executive Director
FROM: Mayra Zesati Asset Manager
RE: **Resolution HDC - MDC – 236: Approval of Write-offs of the RAD Properties; South County RAD, Salinas Family RAD, East Salinas Family RAD, Gonzalez Family RAD**
DATE: August 20, 2024



During April 2024, the Housing Authority of the County of Monterey (HACM) was under review for the 2023 Annual Audit of Salinas Family RAD and East Salinas Family RAD by Novogradac & Company LLP. During the audit review it was brought to our attention that there were many aged-delinquent and pre-paid rent balances for these properties. HACM was asked to create a plan to address these large balances.

After further review, it was discovered that most of these balances were previously approved by the Board of Commissioners for write-off in 2022. The Board of Commissioners reviewed and passed resolutions MDC 217; South County Family RAD in November 2022, MDC 220; Salinas Family RAD in December 2022, MDC 221; East Salinas Family RAD in December 2022 and MDC-216; Gonzales Family RAD in October 2022, to write off the bad debt balances pertaining to all the RAD ledgers. However, these write-offs were not performed in the management software system in 2022. The accounts were reviewed but the actions were not completed in the software system. In April 2024, HACM committed to perform all the write-offs and clean-up for the tenant ledger accounts in these properties.

During the month of June and July of 2024, the Property Management team reviewed and adjusted the tenant ledgers to all RAD properties to make the necessary adjustments as per the approved resolutions and comments from the 2023 Annual Audit by Novogradac & Company LLP. These adjustments were completed as zero batch clean up activity. A zero batch is used when there is no true and correct monetary value. This creates a wash for all the affected accounts and zero's out the ledgers making the process easier to track and manage by finance. Because these balances were created primarily by errors in TRACS and with the 50059 forms this was an acceptable form of reconciliation. However, because the balances were on the property ledgers and a cleanup is necessary for auditing purposes an approved resolution for the write-off amounts is necessary.

In order to prevent this from reoccurring, additional training for the staff has been performed and a new monthly monitoring procedure to address all accounts is in place.

The write-off amounts total \$925,703.84 and are broken out as follows:

- South County RAD - \$39,915.56

- Salinas Family RAD - \$463,024.72
- East Salinas RAD - \$328,871.17
- Gonzales Family RAD - \$93,892.39

I highly recommend that the Board of Directors approve this resolution for the write off the RAD balances noted in this memo. This write-off is crucial to correcting operations at the properties and adhering to the request made by agency auditors.

RESOLUTION MDC-236

AUTHORIZATION OF HOUSING MANAGEMENT WRITE OFFS OF BAD DEBTS FOR RAD PROPERTIES

WHEREAS in June 2016, the Housing Authority of the County of Monterey (HACM) and the Monterey County Housing Authority Development Corporation (HDC) entered into an agreement with HUD to convert the HACM Public Housing portfolio into HUD's Rental Assistance Demonstration Program (RAD); and

WHEREAS the RAD projects known as South County RAD, Salinas Family RAD, East Salinas Family RAD, and Gonzales Family RAD are included in this conversion; and

WHEREAS the 2023 Annual Audit conducted by Novogradac & Company LLP identified aged-delinquent and pre-paid rent balances that require resolution; and

WHEREAS previous resolutions MDC-216, MDC-217, MDC-220, and MDC-221, approved by the Board of Directors in 2022 authorized the write-off of these balances, but the actions were not completed in the management software system; and

WHEREAS the Property Management team has since reviewed and adjusted the tenant ledgers for all RAD properties to reflect these approved write-offs; and

WHEREAS the adjustments were completed as a zero-batch clean-up activity to ensure accurate and manageable financial records; and

WHEREAS the total amount of the write-offs for these RAD properties is \$925,703.84, broken down as follows:

- South County RAD - \$39,915.56
- Salinas Family RAD - \$463,024.72
- East Salinas Family RAD - \$328,871.17
- Gonzales Family RAD - \$93,892.39

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Monterey County Housing Authority Development Corporation does hereby authorize the President/CEO Zulieka Boykin to write off the RAD balances in the total amount of \$925,703.84 as detailed above.

Chairperson

ATTEST:

Secretary

Date

PASSED AND ADOPTED this 26th day of August 2024, upon motion of _____, Seconded by _____, and carried by the following vote to-wit:

AYES:

NOES:

ABSENT:

MEMORANDUM

To: Board of Directors

From: Zulieka Boykin, Executive Director/President/CEO

RE: Executive Director Board Report

Date: August 20, 2024

Re: Partnership with Monterey County for Quadraplex Acquisition in City of Soledad



Monterey County Housing Authority Development Corporation (HDC) would like to enter a partnership with Monterey County to purchase and operate a quadraplex property site in the City of Soledad.

The project is referred to as Las Vivienda's Permanent Supportive Housing and Campus Drop In Center Project. The target population is youth aged 18-24. This project's purpose is to purchase residential property with 4 separate units in the City of Soledad. It will provide PSH for unhoused pregnant or parenting youth ages 18-24 that otherwise would not have access to housing programs to service their accompanying minors. Las Vivienda's is a newly constructed unit.

The property will be purchased with Community Project Funding (CPF) grant award of \$2,000,000 million dollars. The units will be leased at affordability, and supportive services and drop-in services will be provided. The drop-in services may occur at the Housing Authorities Benito Affordable site due to its proximity to the units. The Housing Authority and the County will work together to create a sustainable budget for the next five years including project reserves. HACM will not incur any additional staffing costs due to the proximity of Benito Affordable and the awarded grant funds for the purchase.

One of the goals of this project is to align with the recently adopted study, Lead Me Home, a 5-year plan to reduce homelessness in Monterey and San Benito County.

Desired Outcomes:

- Minimum 75% of participants shall be South Monterey County residents.
- 95% will remain at unit or exit to Permanent Supportive Housing
- 100% attain employment, attend school or a vocational program.
- 50% will utilize the campus drop-in center; the drop-in center will provide a linkage to supportive services

The developer is requesting a \$16,000 dollar down payment and an executed Purchase and Sale Agreement to hold the quadraplex. The funds will be placed in escrow. A final decision is being made concerning the payment of the deposit. Either the HDC or the City of Soledad will place the funds in escrow. The remaining funds and execution of the sale will commence on or near October 31, 2024. The funding will be provided through a grant from Monterey County. A separate discussion and/or

agreement will be entered into to ensure that if the acquisition is unsuccessful the HDC will be refunded the entirety of the deposit.

I strongly recommend the Board of Directors consider and approve resolution number #232 to move forward with the partnership and execution of the Las Vivienda's Project Purchase and Sale Agreement.

RESOLUTION MDC-237

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTEREY COUNTY HOUSING AUTHORITY DEVELOPMENT CORPORATION AUTHORIZING A PARTNERSHIP WITH MONTEREY COUNTY TO PROVIDE YOUTH PERMANENT SUPPORTIVE HOUSING REFERRED TO AS THE LAS VIVIENDA'S PROJECT

WHEREAS the Monterey County Housing Authority Development Corporation ("HDC") desires to expand affordable housing in Monterey County; and

WHEREAS HDC desires to assist youth ages 18-24 with permanent supportive housing and supportive services; and

WHEREAS HDC desires to acquire property in the City of Soledad.

NOW THEREFORE BE IT RESOLVED that HDC is authorized to enter a partnership with Monterey County for the Las Viviendas project; and

BE IT FURTHER RESOLVED that the President/CEO of HDC, or the designee of the President/CEO, acting alone, is authorized to execute a partnership agreement and any and all other documents or agreements necessary or desirable to carry out the transactions contemplated by this Resolution; and

BE IT FURTHER RESOLVED that the President/CEO, or the designee of the President/CEO, acting alone, is authorized to sign any form of resolution requested by third parties that incorporates the substance of the matters covered by this Resolution; and

BE IT FURTHER RESOLVED that this Resolution would take effect immediately upon its passage.

Chairperson

ATTEST:

Secretary

Date

PASSED AND ADOPTED this 26th day of August 2024, upon motion of _____,
seconded by _____ and carried by the following vote-to-wit:

AYES:

NOES:

ABSENT:

MEMORANDUM

TO: Board of Commissioners

THRU: Zulieka Boykin, Executive Director

FROM: Delayna Cambunga & Pablo Verdugo
Procurement and Contracts Managers

RE: **Development Partner**

DATE: August 20, 2024



The Monterey County Housing Development Corporation ("HDC") recently released an RFP for development partners. HDC has a history of providing affordable housing throughout Monterey County and would like to partner with other agencies to create more affordable housing opportunities.

On June 3rd, 2024, a Request for Proposals was solicited for a Development Partner. The Request for Proposals (RFP) detailed the need of qualified persons or entities to be a development partner with Monterey County Housing Development Corporation (HDC)), in acquiring, developing, revitalizing and/or rehabilitating affordable residential real estate in the County. There was also a requirement for the Respondent to be qualified to obtain financing. The RFP was released on June 3rd, 2024.

Within the 30-day solicitation time-frame, Milestone Housing Group received a proposal. In accordance with the Procurement Policy, the proposal was reviewed and evaluated against the criteria outlined in the RFP. It was agreed that Milestone Housing Group has met all the qualifications and is a responsive candidate by the RFP Review Committee.

Key details from the proposal are as follows:

1. There are two alternatives outlined for working with HDC.
2. HDC and Milestone would be co-developers.
3. Milestone Construction Group, LLC would be the general contractor.
4. The HACM would be the property management entity.
5. Milestone and the HDC would jointly oversee all operations.
6. Milestone will train the HDC staff as desired by executive leadership.
7. The land will be owned by the Authority.
8. Developer Fee would be 50/50.

Key details from the committee discussion; Milestone's expertise in large scale affordable housing projects suggests a confident partnership for HDC. They offer an advantage in

performing both construction and development responsibilities, with their sister company Milestone Construction Group, LLC. Their extensive knowledge of HUD regulations relative to the RFP's scope was imperative.

I highly recommend the Board of Directors approve the attached award letter to Milestone Housing Group.

Additional Materials:

Letter of Award

Master Score Card

August 05, 2024

Milestone Housing Group
51 University Ave, Ste D
Los Gatos, CA 95030

Sent via USPS Mail and Email to marcus@milestonehousing.com

AWARD NOTIFICATION LETTER

Subject: Notice of Award HACM-RFP-2024-01 Development Partner

Dear Marcus Griffin,

In response to your Development Partner proposal, we are pleased to inform you that your proposal has been carefully reviewed and your bid for this project has been accepted. The Housing Authority County of Monterey (HACM) intends to award the said contract to Milestone Housing Group, LLC.

The Evaluation Committee reviewed all proposals in strict accordance with the evaluation criteria set forth in the RFP and have concluded that Milestone Housing Group, LLC proposed plan best matches the needs of HACM. Please submit a proposed contract that reflects our requirements for our review.

Thank you for your interest in meeting the needs of the Housing Authority County of Monterey. Your participation in the process is appreciated.

Sincerely,

Zulieka Boykin
Executive Director



Master Score Sheet Totals

Instructions: Complete the Master Score Sheet below providing all the requested information for each bidder that submitted a proposal in response to the IFB. This document is to be included in the Selection Package submitted to Zulieka Boykin Executive Director for review/approval

| Score Sheet for HACM-RFP-2024-01 Development Partner | | | | | | | |
|--|---------------|-------------------------|--------|-------------------|------------------|---------------|-----------|
| PROPOSAL SUBMITTED BY: | | Milestone Housing Group | | | | | |
| EVALUATION COMMITTEE: | | Nora Ruvalcaba | Jin Lu | Jonathan Campbell | Ricardo Calderon | Jorge Camacho | |
| EVALUATION ITEM | POINTS AVAIL. | | | | | | AVG TOTAL |
| Experience of Respondent | 25 | 25 | 20 | 15 | 22 | 25 | |
| Experience of Staff Assigned | 20 | 15 | 16 | 15 | 20 | 20 | |
| Methodology | 15 | 15 | 12 | 10 | 14 | 10 | |
| Proposed Ownership/ Fee Structure | 20 | 20 | 20 | 20 | 20 | 20 | |
| Respondent Risk | 10 | 10 | 5 | 5 | 10 | 9 | |
| MBE/ WBE and Section 3 Goals | 10 | 10 | 5 | 5 | 10 | 10 | |
| Total: | 100 | 95 | 78 | 70 | 96 | 94 | |
| | | 95% | 78% | 70% | 96% | 94% | 87% |

HDC - MDC – 238

RESOLUTION OF THE BOARD OF DIRECTORS OF THE HOUSING AUTHORITY DEVELOPMENT CORPORATION OF THE COUNTY OF MONTEREY AWARDING THE RFP FOR A DEVELOPMENT PARTNER TO MILESTONE HOUSING GROUP

WHEREAS, the Housing Authority Development Corporation of the County of Monterey ("HDC") issued a Request for Proposals ("RFP") on June 3rd, 2024, seeking a qualified Development Partner to assist in the acquisition, development, revitalization, and/or rehabilitation of affordable residential real estate within the County of Monterey; and

WHEREAS, the RFP required respondents to be qualified in obtaining financing and managing large-scale affordable housing projects in compliance with U.S. Department of Housing and Urban Development ("HUD") regulations; and

WHEREAS, within the 30-day submission period, a proposal was received from Milestone Housing Group, which was reviewed and evaluated according to the criteria set forth in the RFP; and

WHEREAS, the Development Partner Review Committee has determined that Milestone Housing Group meets all qualifications and is a responsive and responsible candidate, particularly noting their expertise in large-scale affordable housing projects and their partnership with Milestone Construction Group, LLC; and

WHEREAS, the President/CEO has recommended awarding the RFP to Milestone Housing Group based on the submission from the Development Partner Review Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Housing Authority Development Corporation of the County of Monterey, as follows:

1. **Award Approval:** The Board of Directors hereby award the Request for Proposals for a Development Partner to Milestone Housing Group.
2. **Authorization:** The Board authorizes the President/CEO, Zulieka Boykin, to execute the award letter and other documents necessary to implement the partnership as outlined in the RFP.
3. **Effective Date:** This resolution is effective immediately upon adoption.

Chairperson

ATTEST:

Secretary

Date

PASSED AND ADOPTED this 26th day of August 2024, upon motion of _____, Seconded by _____, and carried by the following vote to-wit:

AYES:

NOES:

ABSENT:



DIRECTOR COMMENTS

&

ADJOURNMENT