

HASLO has returned to in-person meetings for the Board of Commissioners.

LOCATION: Pacific Western Bank, Conference Room, 997 Monterey St., 3RD Floor, San Luis Obispo

The public may join in person or via the Zoom link.

Join Zoom Meeting:

<https://zoom.us/j/98057177103?pwd=TXljeW5UMVMYTS8rcS81Y0hiUjNOUT09>

Meeting ID: 980 5717 7103

Passcode: 975423

Dial in by phone: 253-215-8782

12:00 PM

REGULAR MEETING

**997 Monterey St.
3rd Floor**

CALL TO ORDER: Chairman Ashlea Boyer

ROLL CALL: Commissioners Boyer, Crotser, Jeffries, Odenthal, Shower, Souza, Steinberg

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (not to exceed 15 minutes total)

The Board welcomes your input. You may address the Board by completing a speaker slip and giving it to the staff clerk prior to the meeting. At this time, you may address the Board on items that are not on the agenda. Time limit is three minutes. State law does not allow the Board to discuss or take action on issues not on the agenda, except that members of the Board or staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights (Gov. Code Sec. 54954.2). Staff may be asked to follow up on such items.

*** FAMILY SELF-SUFFICIENCY PARTICIPANT TO BE RECOGNIZED FOR COMPLETION OF THE PROGRAM**

EXECUTIVE DIRECTOR REPORT

The Executive Director's report is intended to brief the Commission on items, issues, key dates, etc., that do not require specific action, and are not "agendized" as separate items on the HASLO Commission Agenda.

CONSENT AGENDA

A member of the public or a Commissioner may request the Board to pull an item for discussion, clarification, and/or separate action. Pulled items shall be heard at the close of the Consent Agenda unless a majority of the Board chooses another time. The public may comment on any and all items on the Consent Agenda within the three-minute time limit.

All items on the Consent Agenda are adopted by one motion.

RECOMMENDED ACTION: Approve Consent Agenda Items as Presented

- C1. **MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF AUGUST 17, 2023.**
Approve the Minutes of the Regular Meeting of the Board of Commissioners of August 17, 2023.
- C2. **HASLO MONTHLY DISBURSEMENT REGISTER** (available for review at the meeting)
- C3. **HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. **VACANCY SUMMARY REPORT**
- C5. **CONSTRUCTION & DEVELOPMENT REPORTS**

DISCUSSION ITEMS

1. **APPLICATION FOR THE HOMEKEY PROGRAM**

This resolution assigns Scott Collins, Executive Director, as executor for Paso Homekey.

RECOMMENDED ACTION: Adopt Resolution No. 20 (2023 Series) Authorizing Application to the Homekey Program

2. **HASLO ANNUAL BUDGET (see attached)**

Ken Litzinger, Director of Finance, to present proposed annual budget for FY 2023.

RECOMMENDED ACTION: Adopt Resolution 21 (2023 Series) Adopting HASLO's Annual Budget for the Fiscal Year October 1, 2023, through September 30, 2024.

RECOMMENDED ACTION: Adopt Resolution 22 (2023 Series) Approving Operating Budget and Certifications Listed on Form HUD-52574 Attached Project CAL 64-A Fiscal Year Ending September 30, 2024.

The next Regular Meeting will be held on October 19th, 2023, at 12:00 p.m., at 997 Monterey Street, 3rd Floor.

REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED AT 5:00 P.M. ON SEPTEMBER 14, 2023, PRIOR TO THE 72-HOUR NOTICING REQUIREMENT.



HASLO wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the Executive Director's Assistant at (805) 594-5321 at least 48 hours before the meeting, if possible.

**** DRAFT ****

MINUTES

HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO

August 17, 2023

CALL TO ORDER

The Regular Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Thursday, August 17, 2023, at 12:04 p.m. at 997 Monterey St., San Luis Obispo, by Chair Ashlea Boyer.

ROLL CALL

PRESENT: Commissioners Boyer, Jeffries, Odenthal, Shower, Souza, Steinberg

ABSENT: Commissioner Crotser

STAFF: Scott Collins, Michael Burke, Michelle Pedigo, and Vicky Culman

PUBLIC COMMENT:

None.

EXECUTIVE DIRECTOR'S REPORT:

Scott Collins, Executive Director, reported that we received the anticipated TCAC funding for Maxine Lewis, Bridge Street, and Cleaver & Clark Commons, the Grover Beach project in partnership with PSHH, People's Self-Help Housing.

12:06 P.M. Commissioner Crotser now present.

Paso Homekey has completed renovations. There are currently 30 clients housed, and 30 more will move in during the month of September. A grand opening event is to be determined.

Demolition started on Leff Street. The site served us well for 50 years. It was built in the 70s when just 20 staff members worked there. Now we have 80 employees serving nearly 5,000 residents county-wide with expanded programs and partnerships. (Commissioners and staff discussed saving a plaque that had been installed on the building for a client who fell prior to the ramp being built.)

We applied for and were approved for Affordable Housing Funds from the City of Arroyo Grande for our Oak Park project.

Discussions are underway with the City of San Luis Obispo regarding funding for our Bridget Street project. Escrow was extended for Mesa Trails in Nipomo; we hope to close on Monday.

A class and compensation study for our employees is underway to determine how we rank compared to other agencies.

We are looking at ways to decarbonize our older projects. Newer projects are now all electric. There appears to be lots of funding available for new improvements; we are looking into how to harness those funds.

Supply chain issues have affected Morro Bay and Toscano because they are all electric. Morro Bay is three to four months behind schedule. Lease-up should begin in December for both properties with January or February move in dates.

We are trying to install a banner to draw customers to the businesses near the Anderson Hotel construction site, but there have been some problems in completing that.

Ken Litzinger and Sandra Bourbon are meeting with Congressman Carbajal at *860 on the Wye*. The meeting was originally scheduled for 10:00 but had to be moved to 12:00. Topics of discussion include CDBG funding for Maxine Lewis and the reserves appropriated by HUD.

I enjoyed playing Yahtzee with the seniors at Atascadero Senior Housing yesterday.

The City of San Luis Obispo will be adding a four-way stop near the Anderson to slow traffic.

CONSENT AGENDA:

- C1. MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF JULY 20, 2023, AND THE SPECIAL MEETING OF JULY 31, 2023**
- C2. HASLO MONTHLY DISBURSEMENT REGISTER** (available for review at the meeting)
- C3. HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. VACANCY SUMMARY REPORT**
- C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT**
- C6. CONSTRUCTION AND DEVELOPMENT REPORT**

ACTION TAKEN: A motion to approve all Consent Agenda items was made by Commissioner Crotser, seconded by Commissioner Steinberg, and approved on the following roll call vote:

AYES:	Commissioners Crotser, Steinberg, Boyer, Jeffries, Odenthal, Shower, Souza
NOES:	None
ABSENT:	None
ABSTAINED:	None

DISCUSSION ITEMS:

1. UPDATING ADMIN PLAN TO PROVIDE HOUSING NOW SET-ASIDE VOUCHERS

ACTION TAKEN: A motion to adopt **Resolution No. 16 (2023 Series) Approving Amendments to the Housing Authority of San Luis Obispo's Administrative Plan – Approval of Modifications to the Setaside Voucher Commitment for Housing Now** was made by Commissioner Souza, seconded by Commissioner Shower, and unanimously approved on the following roll call vote:

AYES:	Commissioners Souza, Shower, Boyer, Crotser, Jeffries, Odenthal, Steinberg
NOES:	None
ABSENT:	None
ABSTAINED:	None

2. ADDING A FULL-TIME POSITION TO THE CONSTRUCTION AND DEVELOPMENT DEPARTMENT

ACTION TAKEN: A motion to adopt **Resolution No. 17 (2023 Series) Approving Addition of a Full-Time Position to the Construction & Development Department** was made by Commissioner Crotser, seconded by Commissioner Jeffries, and unanimously approved on the following roll call vote:

AYES:	Commissioners Crotser, Jeffries, Boyer, Odenthal, Souza, Shower, Steinberg
NOES:	None
ABSENT:	None
ABSTAINED:	None

3. AUTHORIZATION TO PURCHASE TWO ADDITIONAL MAINTENANCE VEHICLES

ACTION TAKEN: A motion to adopt **Resolution No. 18 (2023 Series) Authorizing the Purchase of Additional Maintenance Vehicles** was made by Commissioner Steinberg, seconded by Commissioner Crotser, and unanimously approved on the following roll call vote:

AYES: Commissioners Steinberg, Crotser, Boyer, Jeffries, Odenthal, Souza, Shower
NOES: None
ABSENT: None
ABSTAINED: None

4. REQUEST FOR ONE-TIME PAYMENT TO HASLO STAFF

ACTION TAKEN: A motion to adopt **Resolution No. 19 (2023 Series) Authorizing a One-Time Payment HASLO Staff at the End of the Fiscal Year** was made by Commissioner Jeffries, seconded by Commissioner Souza, and unanimously approved on the following roll call vote:

AYES: Commissioners Jeffries, Souza, Boyer, Crotser, Odenthal, Shower, Steinberg
NOES: None
ABSENT: None
ABSTAINED: None

12:40 P.M. Commissioner Steinberg now absent.

5. KOBLE COLLABORATIVE INC. – HASLO TEAM ENGAGEMENT AND ORGANIZATIONAL STRATEGY

Carolyn Berg from Koble Collaborative conducted a workshop with the Commissioners.

1:30 P.M. Carolyn Berg now absent.

Commissioners and staff discussed an email received by both Commissioners Boyer and Jeffries.

There being no further business, the meeting was adjourned at 1:34 p.m.

Respectfully submitted,

Scott Collins, Secretary

Executive Summary

Housing Choice Vouchers (“Section 8”)

- **SEMAP Report**
 - The closing for PIC was successful for the month of August and the SEMAP report is attached.
- **HOTMA Update**
 - HUD has published a list of discretionary policies – “This chart is meant to help PHAs think about the policies they need to set in their Administrative Plan. The information provided here is subject to change, pending the final PIH Notice implementing HOTMA 102 and 104.”
 - Staff is using this list of discretionary policies to establish what HASLO “may” want to implement in the Admin Plan, versus the “musts” that will also be required by the new regulations.
 - We are attending multiple training sessions hosted by Nan McKay in the month of September to receive their guidance and recommendations for best practices.
- **Voucher Funding Update**
 - No updates to report at this time.
 - Attached graphical analysis of average family income, average rent to owner and average HAP shows the predicted results through Sept 2023. For the first time in a very long time, we may see average HAP/voucher decline as rent to owners stay flat and average family income continues to rise
- **Emergency Housing and Mainstream Vouchers**
 - We have had some turnover in the emergency housing program vouchers and are reaching out to applicants to lease up approximately 10 vouchers. The deadline for leasing up new applicants is September 30th, 2023. After that date, this becomes a declining voucher program – participants are still able to move between units but if they forfeit or lose their voucher, it cannot be reissued to a new applicant off the waiting list
 - We will continue to issue mainstream vouchers as there is turnover in participants in the mainstream program.
- **HUD FMR’s (Fair Market Rents)**
 - HUD published the 2024 FMR’s at the end of August. The effective date of the FMR’s is October 1st and PHA’s have 90 days to implement the new rents into their payment standards
 - The FMR’s showed a 10.7% increase over the prior year
 - The required range for payment standards is 90-110% of FMR’s and our current payment standards are within this range. Therefore, there is no mandatory requirement to update the published payment standards
 - Under our current funding parameters, we will not be implementing any changes at this time

SEMAP Indicators Report

As of August 31, 2023

Housing Authority: **CA064**
Housing Authority FYE: **September 30**

 Download in Excel
 Print Page
 Back to Report

Current SEMAP Indicator Information	Most Recent SEMAP Indicator Information
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Reporting Rate as of August 31, 2023

Program Type	VMS Units Leased	As of MM/YY	Port-Outs	Port-Ins	Number of 50058s Required (#)	Number of 50058s Reported (#)	Reporting Rate (%)
All Voucher Funded Assistance	2517	07/23	14	32	2535	2742	100

Indicator 9: Annual Reexaminations

Note: For Indicators 9-12 and 14, HUD mandates for SEMAP a Reporting Rate of atleast 95 percent by the PHA's fiscal year end. If this threshold is not met, the PHA will receive zero points for these four indicators.

Percent of Families with reexaminations overdue (%) (Percentage includes all reexaminations more than 2 months overdue. SEMAP scores: Under 5% = 10 points; 5% - 10% = 5 points; greater than 10% = 0 points. Percentages shown as red and bold result in reduced SEMAP scores.)	0
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Number of Families in Current Database	Number of Late Reexaminations
2934	2

[\[+\] Families with reexaminations overdue](#)

Indicator 10: Correct Tenant Rent Calculations

Percent of Families with incorrect rent calculation (%) (SEMAP scores zero points when more than 2% of the Housing Authority's tenant rent calculations are incorrect as indicated by percentages shown in red & bold.)	0
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Number of Families in Current Database	Number of Rent Discrepancies
1814	0

[\[+\] Families with incorrect rent calculation\(s\)](#)

Indicator 11: Precontract HQS Inspections

Percent of units that did pass HQS inspection before the beginning date of the assisted lease and HAP contract (%) (SEMAP scores zero points when fewer than 98 percent of newly leased units pass the HQS inspection before the beginning of the lease/HAP as indicated by percentages as shown in red and bold.)	100
--	-----

Number of Families in Current Database	Number of Inspections On or Before Effective Date
573	573

[\[+\] Families where HQS inspection did not pass before lease and HAP contract](#)

**Indicator 12:
Annual HQS Inspections**

Percent of units under contract where annual HQS inspection is overdue (%) (Percentage includes all HQS Inspections more than 2 months overdue. SEMAP scores: Under 5% = 10 points; 5% - 10% = 5 points; greater than 10% = 0 points. Percentages shown as red and bold result in reduced SEMAP scores.) **0**

Number of Families in Current Database	Number of Late Inspections
2376	0

[\[+\] Families with annual HQS inspections overdue](#)

**Indicator 13:
Lease-Up**

Note: This data is not currently available.

**Indicator 14:
Family Self-Sufficiency Enrollment**

Enrolled	Escrow Balance	Points
80% or more	30% or more	10
60%-79%	30% or more	8
80% or more	Less than 30%	5
Less than 60%	30% or more	5
60%-79%	Less than 30%	3
Less than 60%	Less than 30%	0

Percentages shown in red and bold result in reduced SEMAP scores.

Number of Mandatory Slots (#)*	Number of Families Enrolled (#)	Percent of Families Enrolled (%)	Number of Families with Progress Report and Escrow Balances (#)	Percent of Families with Progress Report and Escrow Balances (%)
0	63	0	44	83

[\[+\] Families enrolled in Voucher FSS Program](#)

[\[+\] Families completing FSS Contract](#)

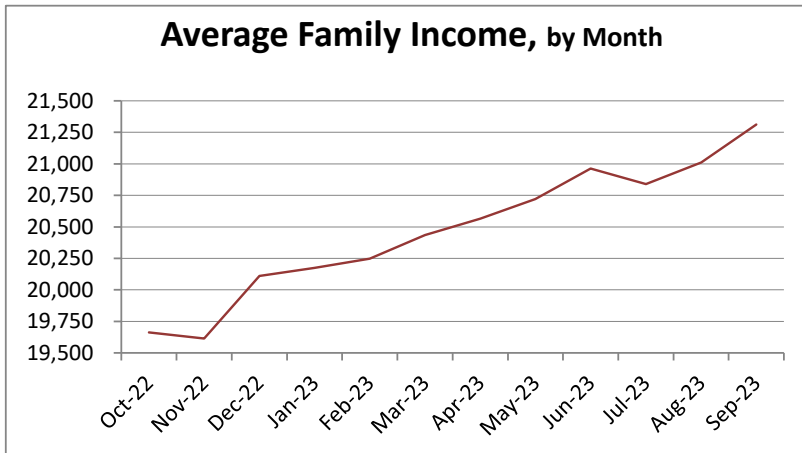
* - As reported by the PHA in Indicator 14 (a) from the last SEMAP Certification and confirmed by the Field Office. This number may have decreased as families have graduated from the program. Also data may not include approved exceptions to mandatory slots.

HASLO

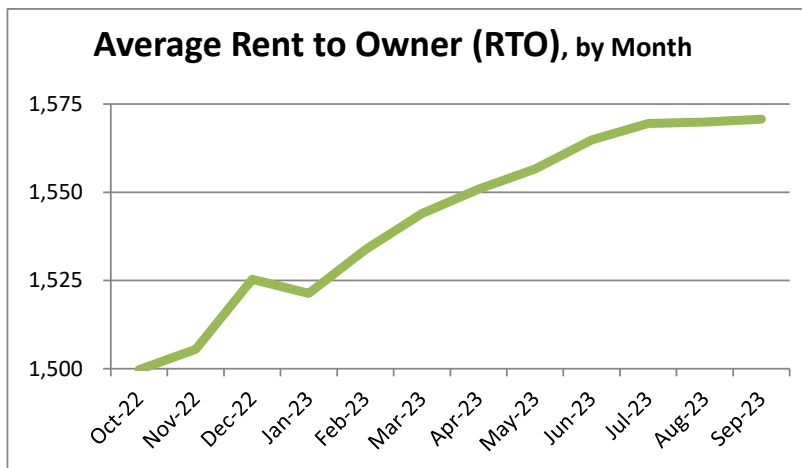
Voucher Monthly Analysis (VMA)

Rolling 12 months, with projections through Sept 2023

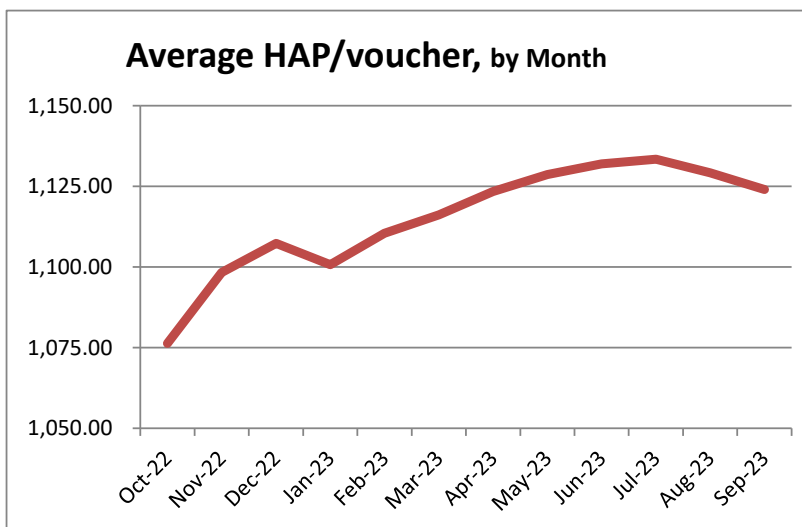
Note: includes Welcome Home Vouchers (EHV)



Average HH Income, 12 month % change: 8.4%



RTO, 12 month % change:
(including new leases) 4.7%



Average HAP, 12 month % change: 4.4%

Notes:

- average HAP/voucher may differ from Finance submissions to HUD, due to timing/reporting differences
- represents averages across the programs/voucher types

[illegible]

Tax Credit Properties (rolling 12 months)

SLONP Properties (rolling 12 months)

ElHC Properties *(rolling 12 months)*

50059/Other Properties (rolling 12 months)

\$9,808	\$191,101	Overall Average=	1.72%	49	12%	4	99%
\$17,955		Prior Month Overall=	1.72%	52	12%	4	98%
-45% **		net change	0.00%	-3	0%	0	1%

***two units taken offline for staff*

HASLO Development Outlook

					2024												2025																			
Month	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.								
Anderson Hotel Reno 9%	Construction																Lease-Up																			
68 Units Special Needs 405 Atascadero 9%	Switchgear Delay																Qualified Occupancy																			
36 Large Family Units Tosceno 9%	Switchgear Delay				Lease-Up				Qualified Occupancy																											
38 Large Family Units Office	Switchgear Delay				Lease-Up				Qualified Occupancy																											
Shell Beach Road 9%	Construction Phase																Move In																			
26 Senior Units	Construction Phase																Lease-Up				Qualified Occupancy															
Arroyo Terrace 9%	Raise Funding/Tax Credit Application				Tax Credit Award/Closing												Construction Phase																			
68 Large Family Units Bridge Street 9%	Phase 1 Tax Credit Award/Closing				Phase 1 Construction Phase																															
94 Senior/Large Family Units 1422 Monterey 9%	Raise Funding/Tax Credit Application				Tax Credit Award/Closing												Construction Phase																			
105 Senior/Large Family Units Maxima Lewis 9%	Tax Credit Award/Closing				Construction Phase																															
40 Special Needs Units Mesa Trails 4%	Entitlements				Raise Funding/Tax Credit Application												Tax Credit Award/Closing																			
70 Senior/Family Units	Entitlements				Tax Credit Award/Closing												Construction Phase																			
Victoria Yard Site 9%					Entitlements												Raise Funding/Tax Credit Application				Tax Credit Award/Closing															
30+ Large Family Units Cleaver Park 9%	Tax Credit Award/Closing				Construction Phase																															
50+ Large Family Units 1708 Beach Office 9% Seniors					Entitlements												Raise Funding/Tax Credit Application				Tax Credit Award/Closing															

Development Update



Date of Update	9/12/2023	
DEVELOPMENT		
	PROJECT	ACTION
	Anderson Hotel	Construction
		Concrete grade beams have been poured, phase 2 of the concrete work is beginning
		Encroachment and traffic signage revisions suggested by City Public Works, ongoing neighborhood dialogue continues
		Improvements to heating system ongoing, and roofing work is almost complete
		Working to implement enhanced marketing campaign to assist the Morro Street businesses with the construction impacts
		Coordination with Spectrum to clean up their infrastructure is on going
	Project HomeKey	Turn Over
	Cleaver Site, Grover	Grand Opening scheduled for October 3, 2023
		Strategy
		Partnership with PSHHC for 53 units of affordable housing
		Entitlements
		Fully Entitled, City Council approved the project on 12/13/2021
		Financing
		Tax Credit (TCAC) award recipient; Construction to start in Q1 of 2024
	1422 & 1480 Monterey	
		Acquisition
		Escrow closed on 1/11/2021
		Strategy
		Partnership with Jim Rendler, 100+ units of mixed-use housing. JB Enterprises to manage the commercial tenants
		Entitlements
		Project is fully entitled
		Financing
		Submitted multiple financing application to the state. If recommended for funding we could proceed with TCAC apps as early as spring of 2024
	Toscano Site	
		Construction
		Project broke ground on 1/10
		Switchgear component delay has pushed out PG&E schedule, anticipate turnover to Property Management (PM) and occupancy in December 2023.
	Office	
		Construction
		Utility companies have delayed the project slightly, asbestos abatement complete, full demo and grading activities to commence 9/18
	2655 Shell Beach Road	
		Construction
		Roof has been framed
		Rain has delayed the project 3 months, working to make up time
		Rough in Mechanical, Electrical and Plumbing (MEPs) ongoing
	405 Atascadero Road	
		Construction
		Finish work is underway
		New delay with switchgear will delay the occupancy of the project, project will defer some developer fee due to prolific archeological findings and ROW conflicts.
		Anticipated occupancy is now January of 2024
	736 Orcutt Road	
		Strategy
		40+ units of special needs housing, built around the old house
		Entitlements
		Project is approved
		Financing
		TCAC award; out to bid for Investors and will be out to bid for construction by end of September, construction to start in Q1 of 2024
	2690 Victoria	
		Strategy
		A redesign has been authorized for the project to serve either senior, special needs, or other SRO populations
		Entitlements
		Under new zoning regs, we will apply for Director Action. This aims to be a streamlined approach
		Financing
		TCAC application planned for 2025
	Arroyo Terrace	
		Strategy
		63 units of large family mixed use housing
		Entitlements
		Fully approved
		Financing
		Received City of Arroyo Grande funding; needs additional funding, tax credit application planned for 2024
	279 Bridge Street	
		Strategy
		94 units of large family/senior mixed use housing
		Financing
		Phased TCAC applications beginning in 2023
		Financing
		TCAC award; out to bid for Investors and will be out to bid for construction by end of September, construction to start in Q1 of 2024
	Empire Apartments	
		Strategy
		Renovate the existing 13 units and add 19 units
		Entitlements
		Entitlement extension approved at Planning Commission
		Financing
		TCAC application planned for 2025
	Macadero Apartments	
		Strategy
		Renovate the existing 19 units and add 6 units
		Entitlements
		Entitlement extension approved at Planning Commission
		Construction
		Moving forward with "face lift," Mr. Lemus soliciting bids currently
	Mesa Trails Nipomo	
		Entitlements
		CUP application has been deemed complete. ER and public hearing process to commence
		Community Outreach is ongoing
		Acquisition strategy has changed, HASLO has taken down full acreage under the terms of the Restated Development Agreement, and PSA assignment



Toscano



Anderson foundation improvements

AUTHORIZING RESOLUTION	
Resolution No.: 20 (2023 Series)	
A RESOLUTION OF THE GOVERNING BODY OF THE HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO AUTHORIZING SIGNERS FOR THE HOMEKEY PROGRAM	
WHEREAS:	
<p>A. The Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (“NOFA”), dated July 16, 2020, for the Homekey Program (“Homekey” or “Homekey Program”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)</p> <p>B. The Housing Authority of the City of San Luis Obispo (“Applicant”) desires to participate in the program for Homekey grant funds. Towards that end, Applicant has submitted an application for Homekey funds (“Application”) to the Department for review and consideration.</p> <p>C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“Standard Agreement”), and all other legal requirements of the Homekey Program.</p> <p>D. Applicant was authorized by the Board of Commissioners to submit said Application to the Department, in a total amount not to exceed \$20,000,000, on August 20, 2020.</p> <p>F. Applicant was awarded Homekey grant funds in the amount of \$11,600,000 on September 14, 2022.</p> <p>G. Applicant wishes to authorize an individual to execute the Standard Agreement with the Department.</p>	
THEREFORE, IT IS RESOLVED THAT:	
<p>1. Scott Collins, Executive Director, or his designee is authorized to execute the Standard Agreement and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.</p>	
PASSED AND ADOPTED this _____ day of _____, 2023, by the following vote:	
AYES:_____ NAYES:_____ ABSTAIN:_____ ABSENT:_____	
The undersigned, Ashlea Boyer, Chairman of the Board of Commissioners of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.	
SIGNATURE:	DATE:
NAME: Ashlea Boyer	TITLE: Chairman

On motion of Commissioner _____, seconded by Commissioner _____, and on the following roll call votes:

- AYES:
NOES:
ABSENT:
ABSTAINED:

The foregoing Resolution was duly adopted and passed this 21st day of September 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:

ATTEST:

VICKY CULMAN, CLERK OF THE BOARD

***HOUSING AUTHORITY
OF THE CITY OF SAN LUIS OBISPO***

*Proposed Agency Wide Budget
Fiscal Year End 9/30/2024*



Housing Authority of the City of San Luis Obispo
Agency Wide Operating Budget
Fiscal Year End 9/30/2024

	VOUCHER PROGRAM				LOCAL AUTHORITY				LAW APARTMENTS				TOTAL AGENCY BUDGET
	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	
INCOME													
Net Tenant Income	-	-	-	-	735,869	744,113	992,151	913,974	100,246	98,225	130,966	133,512	1,047,486
Grant Income	28,727,707	26,601,198	35,468,264	40,220,151	16,770,878	4,758,113	6,986,118	84,634	-	-	-	-	40,304,785
Admin Fee & Other Income	2,988,738	2,890,678	3,854,238	3,845,895	-	-	-	-	-	-	-	-	3,845,895
Other Income	31,977	5,227	6,970	13,460	4,418,970	3,615,341	4,820,454	6,398,316	516	54	72	780	6,412,556
TOTAL INCOME	31,748,422	29,497,103	39,329,471	44,079,506	21,925,717	9,117,567	12,798,723	7,396,923	100,762	98,279	131,038	134,292	51,610,722
EXPENSES													
Administrative Salaries & Benefits	1,769,956	2,012,549	2,696,398	3,001,374	1,788,696	1,249,133	1,665,631	1,781,272	21,921	19,777	26,370	26,328	4,808,974
Other Admin Expenses	94,230	83,197	110,929	169,220	55,885	76,571	102,095	108,548	11,739	11,843	15,790	15,754	293,522
Miscellaneous Admin Expenses	544,237	534,280	712,374	422,855	81,261	46,819	62,425	57,915	3,759	2,871	3,828	5,640	486,410
Total Administrative Expenses	2,408,423	2,630,026	3,519,701	3,593,449	1,925,842	1,372,523	1,830,151	1,947,735	37,419	34,491	45,988	47,722	5,588,905
Tenant Services Expense	11,621	190,046	254,609	268,598	45,860	47,388	63,182	672,972	(1)	3,269	4,359	4,337	945,907
Utility Expense	11,170	11,325	15,100	13,595	34,497	40,640	54,187	46,032	21,947	19,380	25,840	31,504	91,131
Maintenance And Operations													
General Maint Expense	2,954	3,746	4,995	4,430	717,987	764,340	1,019,109	1,010,929	13,868	3,087	4,115	4,026	1,019,385
Materials	248	105	140	370	38,081	28,579	38,105	52,300	9,403	1,404	1,872	15,300	67,970
Contract Costs	31,970	28,200	37,600	34,495	207,978	74,516	100,016	79,785	8,616	15,987	21,316	21,496	135,776
Total Maintenance Expenses	35,173	32,051	42,735	39,295	964,046	867,436	1,157,231	1,143,014	31,887	20,478	27,303	40,822	1,223,131
General Expenses													
Benefits					(2)	-	-	-					-
Pension Expense					-	45,000	60,000	60,000					60,000
Casualty Loss-Insurance Proceeds					(1,065)	-	-	-					-
Property Insurance	-	-	-	-	8,796	7,418	9,890	11,575	1,482	1,427	1,903	2,331	13,906
Liability Insurance	14,338	13,811	18,415	22,580	15,535	7,429	9,905	18,505	125	132	176	202	41,287
Auto Insurance Expense	1,080	1,013	1,350	1,700	7,552	7,418	9,890	10,570	-	-	-	-	12,270
OPEB (GASB 45)	-	2,516	3,355	1,583	-	75	100	100	-	-	-	-	1,683
OPEB Maintenance (GASB 45)	-	-	-	-	-	75	100	100	-	-	-	-	100
Payments in Lieu of Taxes (PILOT)	-	-	-	-	4,058	4,616	6,155	5,520	-	-	-	-	5,520
Misc Taxes/Lic/Ins	-	-	-	-	70	158	210	195	-	-	-	-	195
Property Taxes	-	-	-	-	-	4,587	6,116	-	-	408	544	544	544
Property Tax: Fire		-	-	-	-	49	65	-			-	-	-
Bad Debt-Other	-	-	-	-	-	-	-	-	-	-	-	-	-
HOA Dues	-	-	-	-	88,493	89,075	118,766	120,431	-	-	-	-	120,431
Security	-	-	-	-	-	-	-	-			-		-
Total General Expenses	15,418	17,340	23,120	25,863	123,438	165,898	221,197	226,996	1,607	1,967	2,623	3,077	255,936

	VOUCHER PROGRAM				LOCAL AUTHORITY				LAW APARTMENTS				TOTAL AGENCY BUDGET
	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	6/30/2023 Actuals	6/30/2023 Budget	FYE 2023 Budget	FYE 2024 Budget	
Housing Assistance Payments	28,886,646	27,521,800	36,695,734	40,464,079	925	10,946	14,595	-	-	-	-	-	40,464,079
OPERATING EXPENSES	31,368,451	30,402,588	40,550,999	44,404,878	3,094,607	2,504,831	3,340,544	4,036,750	92,860	79,585	106,113	127,462	48,569,090
FINANCING EXPENSE													
Interest Expense - Courtland	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Expense - HTF	-	-	-	-	44,573	-	-	-	-	-	-	-	-
Interest Expense - HELP	-	-	-	-	8,006	7,916	10,555	10,555	-	-	-	-	10,555
Interest - Mortgage	-	-	-	-	85,682	96,458	128,610	114,240	-	-	-	-	114,240
Interest Expense	-	-	-	-	(750)	-	-	-	-	-	-	-	-
Property Appraisals	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
FINANCING EXPENSES	-	-	-	-	137,511	104,374	139,165	124,795	-	-	-	-	124,795
NON-OPERATING ITEMS			-										
Depreciation -Buildings	-	4,459	5,945	5,945	-	53,287	71,050	71,050	-	9,067	2,015	12,090	89,085
Operating Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/Loss from Sale of Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-
Gain/Loss from Sale of Real Property	-	-	-	-	(3,102,103)	-	-	-	-	-	-	-	-
TOTAL NON-OPERATING ITEMS	-	4,459	5,945	5,945	(3,102,103)	53,287	71,050	71,050	-	9,067	2,015	12,090	89,085
CAPITAL GRANTS & OTHER													
CFP Grant Funds Earned	-	-	-	-	-	-	-	-	-	-	-	-	-
Franchise Tax	-	-	-	-	800	-	-	-	-	-	-	-	-
Inc/Loss From Moylan Terrace	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL GRANTS & OTHER	-	-	-	-	800	-	-	-	-	-	-	-	-
TOTAL EXPENSES	31,368,451	30,407,047	40,556,944	44,410,823	130,815	2,662,493	3,550,759	4,232,595	92,860	88,652	108,128	139,552	48,782,970
NET INCOME	379,971	(909,943)	(1,227,473)	(331,317)	21,794,902	6,455,074	9,247,964	3,164,329	7,902	9,626	22,910	(5,260)	2,827,752

CASH FLOW ADJUSTMENTS

OPEB (GASB 45)	-	2,516	3,355	1,583	-	150	200	200	-	-	-	-	1,783
Depreciation -Buildings	-	4,459	5,945	5,945	-	53,287	71,050	71,050	-	9,067	2,015	12,090	89,085
Capital Repairs	-	-	-	-	-	-	-	-	(10,638)	-	-	-	-
Prepaid Ground Lease	-	-	-	-	2,301,206	(52,562)	(70,082)	(144,067)	-	-	-	-	(144,067)
Construction Costs	-	-	-	-	(4,896,870)	(300,000)	(400,000)	(963,185)	-	-	-	-	(963,185)
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement Reserves	-	-	-	-	-	(17,250)	-	-	6,722	(3,600)	(5,568)	(5,568)	(5,568)
Residual Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-
Related Party Debt	-	-	-	-	(1,179,773)	(245,030)	(326,706)	(1,476,961)	-	-	-	-	(1,476,961)
Devel. Notes/Prepaid Land Lease	-	-	-	-	(15,918,291)	(41,813)	(55,750)	(53,009)	-	-	-	-	(53,009)
Land Purchases - Devel. in Progress	-	-	-	-	-	-	-	-	-	-	-	-	-
Developer Fees	-	-	-	-	-	570,375	760,500	74,250	-	-	-	-	74,250
NET CASH FLOW	379,971	(902,968)	(1,218,173)	(323,789)	2,101,174	6,422,232	9,227,176	672,607	3,986	15,094	19,357	1,262	350,080

**PROPOSED OPERATING BUDGET
HOUSING CHOICE VOUCHER PROGRAM
FYE 9-30-2024**



BACKGROUND

The Housing Choice Voucher (HCV) program administers 2,900 vouchers in the county of San Luis Obispo. The program receives HAP funds that are used to pay a portion of participants' rents in the open market. HASLO receives an administrative fee for each assisted participant, which funds program operations.

Vouchers – Unrestricted

The Voucher program has outperformed budget through June 2023. This is partially due to increased administrative fees earned for vouchers that are leased up. Our budget projects used an 88% proration factor. However, HUD is providing 89.5% of the fees earned. We were also awarded additional Mainstream vouchers, which comes with admin fee funding, and we have kept leasing higher than anticipated in the budget.

Recent notifications from HUD indicate that admin fee prorations would be approximately 97%. We've assumed 95% for the first three months of the fiscal year, then decreased it to 87% for the remainder of the year due to uncertainty with the federal budget.

The amount awarded for the Resident Opportunity & Self Sufficiency (ROSS) grant increased in 2022 and we expect that to continue in 2024. This grant covers salaries for the Family Self Sufficiency program. These salaries would otherwise be paid from our admin fees, so this grant helps our admin fees pay for more housing specialists and housing assistants to keep the voucher program running smoothly.

Salaries have increased in the 2024 budget. We have the same number of positions in the budget, however past COLA increases have increased the overall salary budget. We've also assumed a 3% COLA for all employees in the coming year, plus a 3% placeholder for potential increases related to the salary survey that is in process.

We've included increased training in this budget. HUD has released guidance on several large programmatic changes and staff training will be needed.

Unrestricted cash and investments remain strong at close to \$5M. The HCV program has no external debt.

Vouchers - Restricted

Much uncertainty exists for the 2023-2024 Federal Budget and the funding levels that HUD will receive for the Housing Choice Voucher program. It is very likely our final funding numbers will not be received until well into the fiscal year.

HUD's 2023-2024 Fair Market Rents for San Luis Obispo increased by 10.7%. In a year where sufficient HCV funding is available, we could anticipate receiving a similar inflationary increase to our

funding. However, because of the substantial uncertainty, we are assuming a 4% inflation increase for our Housing Assistance Payment (HAP) funding. Our goal is to keep our lease up at a 98% or higher utilization rate. However, this is directly dependent on the funding received.

At the initial drafting of this budget, we anticipated starting the 2023-2024 fiscal year with a very small amount of HAP reserves due to HUD expectedly taking back over \$672,000 of HASLO's reserves. Now we have learned that HUD has corrected this error and will not be taking back any of our reserves for this fiscal year. This means we will have funds to cover the negative cash flow shown on the "Restricted" budget. Keeping our leasing high and using accumulated reserves helps future funding and ensures we can continue to add clients to the program. These reserves also help us weather the uncertainty around fund award amounts.

We have applied for set-aside funding from HUD in several categories, but are waiting on HUD to award these funds.

In 2023 we received additional awards for Family Unification Program (FUP) and Mainstream vouchers. We are in the process of applying for additional Veterans Affairs Supporting Housing (VASH) vouchers.

**Vouchers - Unrestricted
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed Budget
INCOME					
TOTAL GRANT INCOME	322,259.00	387,131.00	170,250.03	227,000.00	241,000.00
TOTAL ADMIN FEE & OTHER INCOME	3,681,703.58	2,988,738.22	2,890,678.14	3,854,237.51	3,845,894.77
TOTAL OTHER INCOME	9,173.70	31,977.01	5,227.47	6,970.00	13,460.00
TOTAL INCOME	4,013,136.28	3,407,846.23	3,066,155.64	4,088,207.51	4,100,354.77
EXPENSES					
ADMINISTRATIVE					
Administrative Salaries					
Administrative Salaries	1,631,659.16	1,228,694.39	1,446,007.86	1,928,010.48	2,093,525.56
Employee Benefits - Admin	647,921.75	522,581.70	539,812.53	732,750.00	870,415.00
Workers Comp - Admin	26,084.04	18,679.97	26,728.11	35,637.48	37,433.44
Total Administrative Salaries	2,305,664.95	1,769,956.06	2,012,548.50	2,696,397.96	3,001,374.00
Total Other Admin Expenses	54,619.73	94,229.96	83,196.90	110,929.12	169,219.65
Total Miscellaneous Admin Expenses	649,843.78	544,236.80	534,280.14	712,373.51	422,855.00
TOTAL ADMINISTRATIVE EXPENSES	3,010,128.46	2,408,422.82	2,630,025.54	3,519,700.59	3,593,448.65
TOTAL TENANT SERVICES EXPENSES	11,456.77	11,621.49	190,045.62	254,609.04	268,597.65
TOTAL UTILITY EXPENSES	11,390.59	11,169.74	11,324.97	15,100.00	13,595.00
MAINTENANCE AND OPERATIONS					
TOTAL General Maint Expense	5,597.30	2,954.28	3,746.25	4,995.00	4,430.00
TOTAL Materials	394.41	248.08	105.03	140.04	370.00
Total Contract Costs	36,528.03	31,970.28	28,200.06	37,600.08	34,495.00
TOTAL MAINTENACE EXPENSES	42,519.74	35,172.64	32,051.34	42,735.12	39,295.00
GENERAL EXPENSES					
Pension Expense	-737,856.00	0.00	0.00	0.00	0.00
Liability Insurance	15,591.00	14,337.72	13,811.22	18,414.96	22,580.00
Auto Insurance Expense	1,143.00	1,080.00	1,012.50	1,350.00	1,700.00
OPEB (GASB 45)	1,583.00	0.00	2,516.22	3,355.00	1,583.00
Misc Taxes/Lic/Ins	0.00	0.00	0.00	0.00	0.00
Bad Debt-Other	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL EXPENSES	-719,539.00	15,417.72	17,339.94	23,119.96	25,863.00
Port-In HAP Paid	33,596.00	387,131.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	2,389,552.56	2,868,935.41	2,880,787.41	3,855,264.71	3,940,799.30
NON-OPERATING ITEMS					
Depreciation -Buildings	8,426.96	0.00	4,458.78	5,945.00	5,945.00
Gain/Loss Sale of Fixed Assets	0.00	0.00	0.00	0.00	0
TOTAL NON-OPERATING ITEMS	8,426.96	0.00	4,458.78	5,945.00	5,945.00
NET INCOME	1,615,156.76	538,910.82	180,909.45	226,997.80	153,610.47

**Vouchers - Unrestricted
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed Budget
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)	1,583.00	0.00	2,516.22	3,355.00	1,583.00
Depreciation -Buildings	8,426.96	0.00	4,458.78	5,945.00	5,945.00
NET CASH FLOW	1,625,166.72	538,910.82	187,884.45	236,297.80	161,138.47

**Vouchers - Restricted
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed
INCOME					
TOTAL GRANT INCOME	31,589,832	28,340,576	26,430,948	35,241,264	39,979,151
TOTAL OTHER INCOME	0	0	0	0	0
TOTAL INCOME	31,589,832	28,340,576	26,430,948	35,241,264	39,979,151
EXPENSES					
TOTAL HOUSING ASSISTANCE PAYMENTS	32,340,204	28,499,515	27,521,800	36,695,734	40,464,079
TOTAL OPERATING EXPENSES	32,340,204	28,499,515	27,521,800	36,695,734	40,464,079
NET INCOME	-750,372	-158,940	-1,090,853	-1,454,470	-484,927
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)	0	0	0	0	0
Depreciation -Buildings	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0
Replacement Reserves	0	0	0	0	0
Related Party Debt	0	0	0	0	0
NET CASH FLOW	-750,372	-158,940	-1,090,853	-1,454,470	-484,927

**Vouchers
Balance Sheet
6/30/23**

	Balance Current Period	Beginning Balance	Net Change
ASSETS			
CURRENT ASSETS:			
CASH			
Unrestricted Cash			
Cash - Checking	3,478,187.61	2,837,407.69	640,779.92
Total Unrestricted Cash	3,478,187.61	2,837,407.69	640,779.92
Restricted Cash			
Rest. Cash - Vouchers PWB	-122,930.67	-299,228.58	176,297.91
Total Restricted Cash	-122,930.67	-299,228.58	176,297.91
TOTAL CASH	3,355,256.94	2,538,179.11	817,077.83
ACCOUNTS AND NOTES RECEIVABLE			
A/R - Tenants	0.00	40.00	-40.00
A/R - Fraud Recovery	1,068,210.59	1,142,921.96	-74,711.37
Allowance for Doubtful A/R - Vouchers	-1,068,210.59	-1,137,220.96	69,010.37
A/R - HUD	0.00	363,324.31	-363,324.31
A/R - Other Government	21,176.07	6,790.67	14,385.40
Accrued Interest Receivable	0.00	1.96	-1.96
TOTAL ACCOUNTS AND NOTES RECEIVABLE	21,176.07	375,857.94	-354,681.87
OTHER CURRENT ASSETS			
Investments-Unrestricted	1,517,321.84	1,382,159.88	135,161.96
Investments - FSS Escrow	315,932.82	320,155.25	-4,222.43
Prepaid Insurance	5,139.28	20,557.00	-15,417.72
TOTAL OTHER CURRENT ASSETS	1,838,393.94	1,722,872.13	115,521.81
TOTAL CURRENT ASSETS	5,214,826.95	4,636,909.18	577,917.77
NONCURRENT ASSETS:			
FIXED ASSETS			
FIXED ASSETS (NET)			
Furn & Equip - Admin	23,910.50	23,910.50	0.00
Automotive Equipment	149,182.95	149,182.95	0.00
TOTAL Fixed Assets	173,093.45	173,093.45	0.00
ACCUMULATED DEPRECIATION			
Accum Depreciation	-101,464.30	-101,464.30	0.00
TOTAL Accum Depn	-101,464.30	-101,464.30	0.00
NET FIXED ASSETS	71,629.15	71,629.15	0.00
Deferred Outflows	931,869.00	931,869.00	0.00
Deferred Outflows - OPEB	5,869.00	5,869.00	0.00
TOTAL NONCURRENT ASSETS	1,009,367.15	1,009,367.15	0.00
TOTAL ASSETS	6,224,194.10	5,646,276.33	577,917.77

Vouchers
Balance Sheet
6/30/23

	Balance Current Period	Beginning Balance	Net Change
LIABILITIES & EQUITY			
LIABILITIES:			
CURRENT LIABILITIES:			
A/P Vendors and Contractors	-111,537.51	7,853.00	-119,390.51
Payables to LHA	226,694.94	0.00	226,694.94
A/P to SLONP	3,456.00	0.00	3,456.00
A/P-HUD	15,248.45	15,248.45	0.00
Accrued Expenses	2,669.00	2,669.00	0.00
Accrued OPEB (GASB)	89,879.00	89,879.00	0.00
Accrued Compensated Absences-Current	75,656.00	75,656.00	0.00
Accrued Payroll & Payroll Taxes	31,757.00	31,757.00	0.00
Unearned Grant Funds	179,280.70	61,943.79	117,336.91
TOTAL CURRENT LIABILITIES	513,103.58	285,006.24	228,097.34
NONCURRENT LIABILITIES:			
Accrued Compensated Absences-LT	57,046.00	57,046.00	0.00
FSS Escrow Payable	290,065.74	320,155.25	-30,089.51
Deferred Inflows	396,799.00	396,799.00	0.00
Net Pension Liability	2,029,049.00	2,029,049.00	0.00
TOTAL NONCURRENT LIABILITIES	2,772,959.74	2,803,049.25	-30,089.51
TOTAL LIABILITIES	3,286,063.32	3,088,055.49	198,007.83
EQUITY			
CONTRIBUTED CAPITAL:			
Invested in Capital Assets-Net of Debt	80,056.11	80,056.11	0.00
TOTAL CONTRIBUTED CAPITAL	80,056.11	80,056.11	0.00
RESERVED FUNDS BALANCE:			
Restricted Net Assets	750,371.68	750,371.68	0.00
TOTAL RESERVED FUND BALANCE	750,371.68	750,371.68	0.00
RETAINED EARNINGS:			
Retained Earnings-Unrestricted Net Assets	2,107,702.99	1,727,793.05	379,909.94
TOTAL RETAINED EARNINGS:	2,107,702.99	1,727,793.05	379,909.94
TOTAL EQUITY	2,938,130.78	2,558,220.84	379,909.94

**Vouchers - Combined
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed
INCOME					
TENANT INCOME					
TOTAL GRANT INCOME	31,912,091	28,727,707	26,601,198	35,468,264	40,220,151
TOTAL ADMIN FEE & OTHER INCOME	3,681,704	2,988,738	2,890,678	3,854,238	3,845,895
TOTAL OTHER INCOME	9,174	31,977	5,227	6,970	13,460
TOTAL INCOME	35,602,969	31,748,422	29,497,103	39,329,471	44,079,506
EXPENSES					
Total Administrative Salaries	2,305,665	1,769,956	2,012,549	2,696,398	3,001,374
Total Legal Expense	0	0	0	0	0
Total Other Admin Expenses	54,620	94,230	83,197	110,929	169,220
Total Miscellaneous Admin Expenses	649,844	544,237	534,280	712,374	422,855
TOTAL ADMINISTRATIVE EXPENSES	3,010,128	2,408,423	2,630,026	3,519,701	3,593,449
TOTAL TENANT SERVICES EXPENSES	11,457	11,621	190,046	254,609	268,598
UTILITIES					
Water	2,059	1,506	1,733	2,310	2,260
Electricity	7,675	8,506	8,152	10,870	9,600
Gas	179	218	180	240	325
Garbage/Trash Removal	0	0	0	0	0
Sewer	1,477	940	1,260	1,680	1,410
TOTAL UTILITY EXPENSES	11,391	11,170	11,325	15,100	13,595
MAINTENANCE AND OPERATIONS					
TOTAL General Maint Expense	5,597	2,954	3,746	4,995	4,430
TOTAL Materials	93	248	105	140	370
Total Contract Costs	36,528	31,970	28,200	37,600	34,495
TOTAL MAINTENANCE EXPENSES	42,218	35,173	32,051	42,735	39,295
GENERAL EXPENSES					
Employee Benefits					
Benefits	0	0	0	0	0
Pension Expense	-737,856	0	0	0	0
Unallocated Benefits	0	0	0	0	0
W/C-FSS	0	0	0	0	0
Workers Compensation Exp	0	0	0	0	0
Property Insurance	0	0	0	0	0
Liability Insurance	15,591	14,338	13,811	18,415	22,580
Auto Insurance Expense	1,143	1,080	1,013	1,350	1,700
OPEB (GASB 45)	1,583	0	2,516	3,355	1,583
Misc Taxes/Lic/Ins	0	0	0	0	0
Bad Debt-Other	0	0	0	0	0
Security	0	0	0	0	0
TOTAL GENERAL EXPENSES	-719,539	15,418	17,340	23,120	25,863
TOTAL HOUSING ASSISTANCE PAYMENTS	32,373,800	28,886,646	27,521,800	36,695,734	40,464,079
NON-OPERATING ITEMS					
Depreciation -Buildings	8,427	0	4,459	5,945	5,945
Gain/Loss on Sale of Fixed Assets	0	0	0	0	0

**Vouchers - Combined
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed
TOTAL NON-OPERATING ITEMS	8,427	0	4,459	5,945	5,945
TOTAL EXPENSES	34,737,882	31,368,451	30,407,047	40,556,944	44,410,823
NET INCOME	865,086	379,971	-909,943	-1,227,473	-331,317
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)	1,583	0	2,516	3,355	1,583
Depreciation -Buildings	8,427	0	4,459	5,945	5,945
NET CASH FLOW	875,096	379,971	-902,968	-1,218,173	-323,789

**PROPOSED OPERATING BUDGET
LOCAL AUTHORITY
FYE 9-30-2024**



BACKGROUND

Local Authority (LHA) is the non-HUD/unrestricted arm of the Housing Authority. Local Authority has three core lines of business: owned rental property, property management, and project development. Rental property consists of 38 owned apartment units and 1 rental home. Local Authority provides property management and maintenance services for all of our affiliated non-profits, tax credit, and HUD Multifamily properties. Local Authority also serves as the development arm of the Housing Authority and is currently active in developing a number of projects.

BUDGETS

All of the budgets assume a Cost-of-Living Adjustment of 3%. We have also included a 3% placeholder for anticipated salary increases from the results of the salary survey that is in process. We don't yet have details on which positions will require an increase. We anticipate providing updates and recommendations to the Commission in early 2024.

Rental Property

LHA's rental properties, led by our Parkwood property, continue to generate solid cash flows and have strong demand as units become available. Parkwood is restricted to those earning up to moderate income. This has provided HASLO flexibility to provide housing for those whose income exceeds the limits for Tax Credit properties. This housing serves a critical need in our community.

The budget for income is higher than the prior year due to an increase in the Section 8 rents at the property. Since this property is not subsidized in any way we've started increasing the Section 8 rents to be in line with what we pay other landlords in the community. Vacancy loss varies; however, we've budgeted at 2.12% of gross rents based on the history of the last three years.

We've budgeted for flooring replacement and turnover repairs to go along with the vacancy rate. We expect a healthy 38% profit margin in 2024.

Property Management

Property management currently manages approximately 900 housing units, with several new developments being added in the 2024/2025 fiscal year including, Toscano, Rockview (Morro Bay), Anderson, and Shell Beach Senior. The primary sources of income for this segment are management fees and work order fees. Management fee income continues to grow as new units are built and added to the portfolio.

When HASLO acquired and placed Paso Homekey into service, it was quickly clear that supportive housing staffing was critical to the success of this homeless "housing first" project. Many of the State funding opportunities now require "housing first" units to be competitive. Both the Anderson Hotel and Maxine Lewis will require extensive supportive housing services and staffing. To meet this need, HASLO is investing significant resources into the creation and establishment of a supportive housing department. Included in this budget is funding for a supportive housing manager, and 5 supportive housing staff.

We received a grant from the county that has been covering some of these salaries. However, these funds are competitive and may not continue. We have found supportive housing to be a very important program across all our properties, and we are looking into other funding sources for supportive housing. A large portion of supportive housing salaries will be allocated to Anderson Hotel and Maxine Lewis once these projects are placed into service. Until that time, property management income will cover these costs. As a result, we are projecting cash flow to be just above break-even for this year. Should there be a budget shortfall, we would utilize reserves and/or cash flow from the rental property segment.

Maintenance salaries have increased with the addition of staff; however, those costs are reimbursed by the property that the maintenance staff work on.

Development

LHA Development is very active in building and developing affordable housing projects. This year, we have received tax credit awards for three of our projects, and also added new projects to the development pipeline.

The decrease in budgeted grant funds is due to wrapping up the work on the Paso Homekey project and not a reflection of a slowdown in development. These funds were “pass-through” funds going directly to the project.

We anticipate receiving developer fee payments from RAD 175, Willow Walk (Nipomo), Toscano, Morro Bay, Bridge Street, and Maxine Lewis (Orcutt Road). We also plan to close on and be reimbursed for the significant cash investment for Maxine Lewis and Bridge Street. The negative net cash flow reflects funds this segment will be spending to build the new HASLO offices. This will partially be reimbursed from the other segments that will be contributing to the office.

Balance Sheet

Cash and investments are projected to be strong ranging from \$7.6 million to \$10 million for the 2023-2024 fiscal year. Current assets include over \$9 million invested in current and future projects.

Current liabilities owed to 3rd parties total less than \$500,000, compared to a very strong current asset balance. The Notes Receivables from various projects will continue to provide annual cash flow from tax credit projects.

Local Authority - Rentals
Operating Budget
Fiscal Year End 9/30/2024

	9/30/22 Actual	6/30/23 Actual	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed
INCOME					
NET TENANT INCOME	722,969	576,813	546,871	729,162	769,307
TOTAL OTHER INCOME	8,766	913	3,938	5,250	1,220
TOTAL INCOME	731,736	577,726	550,809	734,412	770,527
EXPENSES					
ADMINISTRATIVE					
Administrative Salaries					
Administrative Salaries	33,651	27,797	31,581	42,264	48,624
Compensated Absences	22,894	0	0	0	0
Employee Benefit - Admin	37,381	21,697	19,008	25,404	31,908
Workers Comp - Admin	1,251	469	3,658	4,877	1,191
On-Site Manager Comp	20,192	9,270	19,341	25,788	25,884
Salary Survey Increases (estimated)					6,798
Total Administrative Salaries	115,369	59,233	73,588	98,333	114,405
Other Admin Expenses					
Staff Training	388	464	345	460	2,400
Travel	555	23	322	430	30
Auditing & Tax Fees	0	0	0	0	0
Legal Expense	176	2,451	375	500	500
Management Fee	0	0	0	0	0
Marketing	0	0	0	0	0
Office Rent	0	1,876	3,517	4,690	6,253
Total Other Admin Expenses	1,120	4,813	4,560	6,080	9,183
Total Miscellaneous Admin Expenses	6,356	7,683	5,096	6,795	10,245
TOTAL ADMINISTRATIVE EXPENSES	122,844	71,729	83,244	111,208	133,833
TOTAL TENANT SERVICES EXPENSES	4,225	2,704	9,999	13,330	23,338
TOTAL UTILITY EXPENSES	16,723	12,097	14,317	19,090	16,360
MAINTENANCE AND OPERATIONS					
TOTAL General Maint Expense	49,255	59,722	63,814	85,074	96,955
TOTAL Materials	32,522	37,498	26,933	35,910	49,050
Total Contract Costs	77,021	50,865	39,293	53,051	56,350
TOTAL MAINTENANCE EXPENSES	158,798	148,086	130,039	174,035	202,355
GENERAL EXPENSES					
Benefits	0	0	0	0	0
Pension Expense	-56,143	0	0	0	0
Workers Compensation Exp	0	0	0	0	0
Insurance Expense	10,064	9,326	7,924	10,565	12,315
OPEB	132	0	150	200	200
Taxes and Insurance	5,356	4,058	4,740	6,320	5,620
Bad Debt-Tenant Rents	0	0	0	0	0
HOA Dues	117,655	88,493	89,075	118,766	120,431
Title/Escrow Fees	18,735	0	0	0	0
TOTAL GENERAL EXPENSES	95,798	101,878	101,888	135,851	138,566

Local Authority - Rentals
Operating Budget
Fiscal Year End 9/30/2024

	9/30/22	6/30/23	6/30/23	9/30/23	9/30/24
	Actual	Actual	Budget	Budget	Proposed
FINANCING EXPENSE					
Interest Expense - Courtland	0	0	0	0	0
TOTAL FINANCING EXPENSES	0	0	0	0	0
NON-OPERATING ITEMS					
Depreciation -Buildings	71,048	0	53,287	71,050	71,050
Gain/Loss from Sale Disposition of Real	-122,526	0	0	0	0
TOTAL NON-OPERATING ITEMS	-51,479	0	53,287	71,050	71,050
TOTAL EXPENSES	346,910	336,493	392,775	524,564	585,502
NET INCOME	384,826	241,233	158,034	209,848	185,025
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)		200	150	200	200
Depreciation -Buildings		0	53,287	71,050	71,050
Debt Service		0	0	0	0
Replacement Reserves		0	-17,250	0	
NET CASH FLOW	384,826	241,433	194,221	281,098	256,275

**Local Authority - Property Mgmt
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actual	6/30/23 Actual	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed
INCOME					
NET TENANT INCOME	100	0	0	0	0
TOTAL GRANT INCOME	117,230	88,724	22,196	29,595	164,634
TOTAL OTHER INCOME	1,843,560	1,512,812	1,501,871	2,002,495	2,082,766
TOTAL INCOME	1,960,890	1,601,536	1,524,068	2,032,090	2,247,400
EXPENSES					
Total Administrative Salaries	579,692	609,041	530,354	707,138	479,680
Total Other Admin Expenses	12,796	27,671	41,875	55,833	69,173
Total Miscellaneous Admin Expenses	48,048	69,112	34,399	45,865	41,105
TOTAL ADMINISTRATIVE EXPENSES	640,536	705,824	606,627	808,836	589,958
TOTAL TENANT SERVICES EXPENSES	12,622	43,156	37,389	49,852	649,635
TOTAL UTILITY EXPENSES	9,225	7,831	7,444	9,925	10,440
MAINTENANCE AND OPERATIONS					
TOTAL General Maint Expense	709,869	656,302	700,526	934,035	913,974
TOTAL Materials	16,864	396	1,646	2,195	3,000
Total Contract Costs	18,086	11,845	15,773	21,030	13,720
TOTAL MAINTENANCE EXPENSES	744,819	668,544	717,945	957,260	930,694
GENERAL EXPENSES					
Employee Benefits					
Benefits	0	-2	0	0	0
Pension Expense	-1,034,943	0	0	0	0
Pension Expense-Offset	-106,232	0	0	0	0
Workers Compensation Exp	0	0	0	0	0
Insurance Expense	15,954	21,492	14,340	19,120	28,335
OPEB	3,481	0	0	0	0
Misc Taxes/Lic/Ins	73	70	83	110	95
HOA Dues	0	0	0	0	0
Security	0	0	0	0	0
Other General Expense	0	0	0	0	0
TOTAL GENERAL EXPENSES	-1,121,667	21,560	14,423	19,230	28,430
TOTAL HOUSING ASSISTANCE PAYMEN	9,728	925	10,946	14,595	0
OTHER DISTRIBUTIONS					
FINANCING EXPENSE					
Interest Exp-	25	0	0	0	0
TOTAL FINANCING EXPENSES	25	0	0	0	0
NON-OPERATING ITEMS					
Depreciation -Buildings	23,420	0	0	0	0
Gain/Loss on Sale of Fixed Assets	0	0	0	0	0
TOTAL NON-OPERATING ITEMS	23,420	0	0	0	0
TOTAL EXPENSES	318,708	1,447,840	1,394,774	1,859,698	2,209,157
NET INCOME	1,642,183	153,696	129,294	172,392	38,243

**Local Authority - Property Mgmt
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22	6/30/23	6/30/23	9/30/23	9/30/24
	Actual	Actual	Budget	Budget	Proposed
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)		0	0	0	0
Depreciation -Buildings		0	0	0	0
Inc/Loss From Moylan Terrace		0	0	0	0
Debt Service		0	0	0	0
Replacement Reserves		0	0	0	0
Related Party Debt		0	0	0	0
NET CASH FLOW		153,696	129,294	172,392	38,243

**Local Authority - Development
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actual	6/30/23 Actual	6/30/23 Budget	9/30/23 Budget	9/30/24 Budget
INCOME					
NET TENANT INCOME	348,123	159,056	197,242	262,989	144,067
GRANT INCOME					
HUD PHA Operating Grants/Subsidy	135	0	0	0	0
Capital Fund Grants-Soft Costs	259,819	0	0	0	0
ESG-CV Grant Income	1,199,515	291,394	481,475	641,966	-80,000
CDBG-CV Grant Income	0	957,029	4,254,442	641,967	0
Other Government Grants	0	15,433,731	0	5,672,590	0
TOTAL GRANT INCOME	1,459,469	16,682,154	4,735,917	6,956,523	-80,000
TOTAL OTHER INCOME	6,072,326	2,905,245	2,109,532	2,812,709	4,314,330
TOTAL INCOME	7,879,918	19,746,455	7,042,691	10,032,221	4,378,396
EXPENSES					
ADMINISTRATIVE					
Administrative Salaries					
Administrative Salaries	655,773	554,261	465,615	620,748	844,656
Employee Benefit Contribution-Admin	229,683	560,664	173,817	231,732	371,716
Workers Comp-Admin	6,454	5,497	5,760	7,680	10,476
On-Site Manager Comp	0	0	0	0	0
Salary Survey Increases (estimated)					36,805
Total Administrative Salaries	891,911	1,120,422	645,192	860,160	1,263,653
Other Admin Expenses					
Staff Training	2,574	2,853	851	1,135	3,805
Travel	2,609	4,719	2,250	3,000	6,290
Legal Expense	19,368	2,833	17,940	23,920	3,775
Management Fee	10,200	5,100	0	0	0
Marketing	0	0	0	0	0
Property & Service Expense	0	3,855	0	0	0
Office Rent	0	4,042	9,095	12,127	16,322
Total Other Admin Expenses	34,751	23,402	30,137	40,182	30,192
Miscellaneous Admin Expenses					
Advertising	0	160	0	0	215
Office Supplies	485	145	416	555	195
Computer Parts	7	0	7	10	0
Telephone	0	0	0	0	0
Postage	0	100	75	100	100
Copiers	0	0	0	0	0
Printer Supplies	0	0	0	0	0
Software	1,775	0	1,999	2,665	0
Internet	2,028	1,436	1,924	2,565	1,915
Cell Phones/Pages	150	113	128	170	150
Contract-IT Contracts	0	975	0	0	1,300
Small Office Equipment	1,801	1,268	2,025	2,700	1,690
Bank Fees	25	76	375	500	500
COVID Supplies	0	0	0	0	0

**Local Authority - Development
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22 Actual	6/30/23 Actual	6/30/23 Budget	9/30/23 Budget	9/30/24 Budget
Other Misc Admin Expenses	966	193	375	500	500
Total Miscellaneous Admin Expenses	7,238	4,465	7,324	9,765	6,565
TOTAL ADMINISTRATIVE EXPENSES	933,900	1,148,289	682,652	910,107	1,300,410
TOTAL UTILITY EXPENSES	27,270	14,569	18,879	25,172	19,232
TOTAL MAINTENANCE EXPENSES	21,671	147,416	19,451	25,935	9,965
GENERAL EXPENSES					
Employee Benefits					
Benefits	0	0	0	0	0
Pension Expense	-252,779	0	45,000	60,000	60,000
Workers Compensation Exp	0	0	0	0	0
Casualty Loss-Insurance Proceeds	-3,156	0	0	0	0
Property Insurance	0	0	0	0	0
Liability Insurance	0	0	0	0	0
Auto Insurance	0	0	0	0	0
OPEB (GASB 75)	594	0	0	0	0
OPEB Maintenance (GASB 75)	0	0	0	0	0
Payments in Lieu of Taxes (PILOT)	0	0	0	0	0
Misc Taxes/Lic/Ins	0	0	0	0	0
Property Taxes	0	0	4,587	6,116	0
Bad Debt - Tenant Rents	-383	0	0	0	0
Bad Debt - Other	0	0	0	0	0
HOA Dues	198	0	0	0	0
Title/Escrow Fees	500	0	0	0	0
Security	0	0	0	0	0
TOTAL GENERAL EXPENSES	-255,026	0	49,587	66,116	60,000
FINANCING EXPENSE					
OTHER DISTRIBUTIONS					
Interest Expense - HTF	0	44,573	0	0	0
Interest Expense - HELP	11,497	8,006	7,916	10,555	10,555
Interest Expense - Mortgage	114,633	85,682	96,458	128,610	114,240
Interest Expense - LHA Notes	0	-750	0	0	0
Property Appraisals	4,000	0	0	0	0
Bank Fees	3,918	0	0	0	0
TOTAL FINANCING EXPENSES	134,048	137,511	104,374	139,165	124,795
NON-OPERATING ITEMS					
Depreciation - Buildings	70,025	0	0	0	0
Gain/Loss from Sale Disposition of Real Pr	-21,071	-3,102,103	0	0	0
TOTAL NON-OPERATING ITEMS	48,954	-3,102,103	0	0	0
TOTAL CAPITAL GRANTS & OTHER	800	800	0	0	0
TOTAL EXPENSES	911,616	-1,653,519	874,944	1,166,496	1,514,403
NET INCOME	6,968,301	21,399,974	6,167,747	8,865,725	2,863,994

**Local Authority - Development
Operating Budget
Fiscal Year End 9/30/2024**

	9/30/22	6/30/23	6/30/23	9/30/23	9/30/24
	Actual	Actual	Budget	Budget	Budget
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)			0	0	0
Prepaid ground lease			-52,562	-70,083	-144,067
Depreciation -Buildings			0	0	0
Inc/Loss From Moylan Terrace			0	0	0
Construction in Progress			-300,000	-400,000	-963,185
Debt Service			0	0	0
Replacement Reserves			0	0	0
Related Party Debt - Interest Income			-245,030	-326,706	-1,476,961
Development Notes/Prepaid Land Lease			-41,813	-55,750	-53,009
Land Purchases - Development in Progress			0	0	0
Developer Fees			570,375	760,500	74,250
NET CASH FLOW	6,968,301	21,399,974	6,098,717	8,773,686	301,023

**PROPOSED OPERATING BUDGET
LAW APARTMENTS
FYE 9-30-2024**



BACKGROUND

Law Apartments is a 9 unit family project. This project is subsidized by HUD as a Multifamily complex. Law Apartments is in a very desirable location, and historically has had very little turnover.

BUDGET

We did not include a rent increase in this budget. We were successful in getting a fairly significant rent increase two years ago. Due to COVID and staff shortages we weren't able to complete all the maintenance projects anticipated in the budget. The current rents are sufficient for current operations and to catch up on those projects. Many of those maintenance projects have been carried over into this budget, so there is no significant change to the maintenance contracts budget. The property has healthy reserves to cover any unexpected maintenance items and make improvements.

During the 2013 fiscal year, the HUD backed mortgage was paid off in full. However, the regulatory agreement on the property extends for many years to come. The mortgage being paid off does open the possibility of renegotiating some of the terms with HUD.

Dan Law
Operating Budget
Fiscal Year End 9/30/2024

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed Budget
INCOME					
TENANT INCOME					
Rental Income					
Tenant Rent	71,946.00	61,993.00	55,227.15	73,636.20	73,636.20
Tenant Assistance Payments	65,472.00	38,029.00	43,322.85	57,763.80	57,763.80
Less: Vacancies	0.00	-4,900.00	-2,503.44	-3,337.92	-5,483.67
Laundry and Vending	1,643.99	495.00	963.00	1,284.00	744.00
Laundry - Electronic Payments	1,461.48	1,499.99	1,116.00	1,488.00	2,244.00
Subsidy Adjustments	254.00	65.00	0.00	0.00	0.00
Total Rental Income	140,777.47	97,181.99	98,125.56	130,834.08	128,904.33
Total Other Tenant Income	98.00	3,064.19	99.00	132.00	4,608.00
NET TENANT INCOME	140,875.47	100,246.18	98,224.56	130,966.08	133,512.33
TOTAL OTHER INCOME	136.30	515.83	54.00	72.00	780.00
TOTAL INCOME	141,011.77	100,762.01	98,278.56	131,038.08	134,292.33
EXPENSES					
Total Administrative Salaries	28,562.97	21,921.44	19,777.14	26,369.52	26,328.20
Total Other Admin Expenses	14,864.00	11,739.48	11,842.65	15,790.20	15,753.77
Total Miscellaneous Admin Expenses	3,313.65	3,758.53	2,871.00	3,828.00	5,640.00
TOTAL ADMINISTRATIVE EXPENSES	46,740.62	37,419.45	34,490.79	45,987.72	47,721.97
TOTAL TENANT SERVICES EXPENSES	38.61	-0.80	3,269.16	4,358.88	4,337.32
TOTAL UTILITY EXPENSES	23,307.35	21,946.80	19,379.97	25,839.96	31,504.00
MAINTENANCE AND OPERATIONS					
TOTAL General Maint Expense	5,128.62	13,868.36	3,086.55	4,115.40	4,026.34
TOTAL Materials	1,298.43	9,402.86	1,404.00	1,872.00	15,300.00
Total Contract Costs	11,449.80	8,616.03	15,987.06	21,316.08	21,496.00
TOTAL MAINTENANCE EXPENSES	17,876.85	31,887.25	20,477.61	27,303.48	40,822.34
GENERAL EXPENSES					
Employee Benefits	0.00	0.00	0.00	0.00	0.00
Benefits	0.00	0.00	0.00	0.00	0.00
Pension Expense	-11,867.00	0.00	0.00	0.00	0.00
Workers Compensation Exp	0.00	0.00	0.00	0.00	0.00
Property Insurance	1,609.12	1,482.12	1,426.95	1,902.60	2,331.00
Liability Insurance	152.88	125.10	132.30	176.40	201.60
OPEB (GASB 75)	13.00	0.00	0.00	0.00	0.00
OPEB Maintenance (GASB 75)	14.00	0.00	0.00	0.00	0.00
Property Taxes	579.70	0.00	407.97	543.96	544.00
Bad Debt-Tenant Rents	0.00	0.00	0.00	0.00	0.00
Security	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL EXPENSES	-9,498.30	1,607.22	1,967.22	2,622.96	3,076.60
TOTAL NON-OPERATING ITEMS	13,780.85	0.00	9,067.41	2,014.98	12,089.88
TOTAL EXPENSES	92,245.98	92,859.92	88,652.16	108,127.98	139,552.11

Dan Law
Operating Budget
Fiscal Year End 9/30/2024

	9/30/22 Actuals	6/30/23 Actuals	6/30/23 Budget	9/30/23 Budget	9/30/24 Proposed Budget
NET INCOME	48,765.79	7,902.09	9,626.40	22,910.10	-5,259.77
CASH FLOW ADJUSTMENTS					
OPEB (GASB 45)	27.00	0.00	0.00	0.00	0.00
Depreciation -Buildings	13,780.85	0.00	9,067.41	2,014.98	12,089.88
Replacement Reserve	0.00	6,722.39	-3,600.00	-5,568.00	-5,568.00
Residual Receipts	0.00	0.00	0.00	0.00	0.00
Capital Repairs	0.00	-10,637.72	0.00	0.00	0.00
NET CASH FLOW	62,573.64	3,986.76	15,093.81	19,357.08	1,262.11

Dan Law
Balance Sheet
6/30/23

	Balance	Beginning	Net
	Current Period	Balance	Change
ASSETS			
CURRENT ASSETS:			
CASH			
Unrestricted Cash			
Cash - Checking	15,287.13	61,862.93	-46,575.80
Total Unrestricted Cash	15,287.13	61,862.93	-46,575.80
Restricted Cash			
Cash - Security Deposits	4,804.00	4,804.00	0.00
Cash - Replacement Reserves	79,407.59	75,067.98	4,339.61
Cash - Painting Reserve	14,859.51	14,828.19	31.32
Cash - Residual Receipts Reserve	144,575.71	88,336.62	56,239.09
Total Restricted Cash	243,646.81	183,036.79	60,610.02
TOTAL CASH	258,933.94	244,899.72	14,034.22
ACCOUNTS AND NOTES RECEIVABLE			
A/R - Tenants	2,576.99	786.00	1,790.99
A/R - Collections	963.00	963.00	0.00
Allowance for Doubtful Accts - Collection	-963.00	-963.00	0.00
Accrued Interest Receivable	0.00	9.28	-9.28
TOTAL ACCOUNTS AND NOTES RECEIVABLE	2,576.99	795.28	1,781.71
OTHER CURRENT ASSETS			
Investments-Unrestricted	815.63	767.54	48.09
Prepaid Insurance	535.78	2,143.00	-1,607.22
TOTAL OTHER CURRENT ASSETS	1,351.41	2,910.54	-1,559.13
TOTAL CURRENT ASSETS	262,862.34	248,605.54	14,256.80
NONCURRENT ASSETS:			
FIXED ASSETS			
FIXED ASSETS (NET)			
Land	456,000.00	456,000.00	0.00
Buildings	147,042.33	147,042.33	0.00
Buildings Improvement Costs	93,700.10	93,700.10	0.00
Furn & Equip - Dwelling	23,469.81	23,469.81	0.00
Capital Improve.(Mio): Law Apts	133,339.08	133,339.08	0.00
Capital Improve. Landscaping	15,031.90	15,031.90	0.00
TOTAL Fixed Assets	868,583.22	868,583.22	0.00
ACCUMULATED DEPRECIATION			
Accum Depreciation	-275,454.84	-275,454.84	0.00
TOTAL Accum Depn	-275,454.84	-275,454.84	0.00
NET FIXED ASSETS	593,128.38	593,128.38	0.00
Deferred Outflows	26,817.00	26,817.00	0.00
Deferred Outflows - OPEB	204.00	204.00	0.00
TOTAL NONCURRENT ASSETS	620,149.38	620,149.38	0.00
TOTAL ASSETS	883,011.72	868,754.92	14,256.80

Dan Law
Balance Sheet
6/30/23

	Balance	Beginning	Net
	Current Period	Balance	Change
LIABILITIES & EQUITY			
LIABILITIES:			
CURRENT LIABILITIES:			
Payables to LHA	4,655.93	0.00	4,655.93
A/P to SLONP	379.78	0.00	379.78
Tenant Security Deposits	4,207.00	4,504.00	-297.00
Security Deposit-Pet	300.00	300.00	0.00
A/P Other	0.00	188.00	-188.00
Accrued Expenses	52.00	52.00	0.00
Accrued OPEB (GASB)	2,627.00	2,627.00	0.00
Accrued Compensated Absences-Current	1,340.00	1,340.00	0.00
Accrued Payroll & Payroll Taxes	558.00	558.00	0.00
Accrued PILOT	464.86	464.86	0.00
Tenant Prepaid Rents	2,236.00	432.00	1,804.00
TOTAL CURRENT LIABILITIES	16,820.57	10,465.86	6,354.71
NONCURRENT LIABILITIES:			
Accrued Compensated Absences-LT	1,011.00	1,011.00	0.00
Deferred Inflows	6,291.00	6,291.00	0.00
Net Pension Liability	79,464.00	79,464.00	0.00
TOTAL NONCURRENT LIABILITIES	86,766.00	86,766.00	0.00
OTHER LIABILITIES			
HUD Capital Grant	581,937.00	581,937.00	0.00
HUD Project Imp Grant	123,008.00	123,008.00	0.00
TOTAL OTHER LIABILITIES	704,945.00	704,945.00	0.00
TOTAL LIABILITIES	808,531.57	802,176.86	6,354.71
EQUITY			
RETAINED EARNINGS:			
Retained Earnings-Unrestricted Net Assets	74,480.15	66,578.06	7,902.09
TOTAL RETAINED EARNINGS:	74,480.15	66,578.06	7,902.09
TOTAL EQUITY	74,480.15	66,578.06	7,902.09
TOTAL LIABILITIES AND EQUITY	883,011.72	868,754.92	14,256.80
TOTAL LIABILITIES AND EQUITY	877,079.46	868,754.92	8,324.54

RESOLUTION NO. 21 (2023 SERIES)

**RESOLUTION APPROVING THE AGENCY-WIDE OPERATING BUDGET
FOR THE HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024**

WHEREAS, the Board of Commissioners is required to approve Operating Budgets; and

WHEREAS, the Board of Commissioners, in its review of the budget has determined the following:

- A. The proposed expenditures are necessary in the efficient and economic operation of the Housing Authority for the purposes of serving low-income families; and
- B. The proposed expenditures include a 3% Cost of Living Adjustment (COLA) for Housing Authority employees; and
- C. The financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures; it does not provide for use of Federal funding in excess of that payable under the provisions of these regulations; and that all proposed rental charges and expenditures will be consistent with provision of law.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the City of San Luis Obispo that the Agency-Wide Operating Budget for Fiscal Year Ending 9-30-2024 is hereby approved.

On motion of Commissioner _____, seconded by Commissioner _____,
and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

The foregoing Resolution was duly adopted and passed this 21st day of September, 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:

ATTEST:

SCOTT SMITH, SECRETARY

RESOLUTION NO. 22 (2023 SERIES)

**RESOLUTION APPROVING OPERATING BUDGET AND
CERTIFICATIONS LISTED ON FORM HUD-52574 ATTACHED
PROJECT CAL 64-A (CAL 64 2,3,4,5,6,7,8,9; CA16-P064-013, -014 & -016)
FISCAL YEAR ENDING SEPTEMBER 30, 20234**

WHEREAS, the U.S. Department of Housing and Urban Development requires that the Board of Commissioners approve any Operating Budgets; and

WHEREAS, the Board of Commissioners, in its review of the budget has determined the following:

A. That proposed expenditures are necessary in the efficient and economic operation of the Housing Authority for the purpose of serving low-income families.

B. That the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures; it does not provide for use of Federal funding in excess of that payable under the provisions of these regulations; and that all proposed rental charges and expenditures will be consistent with provision of law and the Annual Contributions Contract.

WHEREAS, the Financial Management Handbook requires that the Housing Authority of the City of San Luis Obispo certify that it is in compliance with the requirements of 24CFR part 960.209, including any amendments thereto; and

WHEREAS, the Authority is required to certify that no PHA employee reflected in the Operating Budget is serving in a variety of positions which will exceed 100% allocation of their time; and

WHEREAS, the Authority is required to certify that it has taken the appropriate steps to provide a drug-free workplace; and

WHEREAS, the Authority is also required to certify to all additional requirements listed on form HUD-52574 attached.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the City of San Luis Obispo that the Operating Budget for Fiscal Year Ending 9-30-2024, Project CAL 64-A, is hereby approved; and

FURTHERMORE, that it certifies to all the requirements as evidenced by the Chairman's signature on form HUD-52574.

On motion of Commissioner _____, seconded by Commissioner _____,
and on the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

The foregoing Resolution was duly adopted and passed this 21st day of September, 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:

ATTEST:

SCOTT COLLINS, SECRETARY