

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

LOCATION: Quality Suites, Conference Room, 1631 Monterey St., 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

LOCATION: Via teleconference

TIME: 12:00 P.M.

12:00 PM	ANNUAL MEETING	487 Leff Street
-----------------	-----------------------	------------------------

CALL TO ORDER: Chairman Ashlea Boyer

ROLL CALL: Commissioners Beck, Boyer, Crotser, Gillett, Odenthal, 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.

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 JANUARY 19, 2023**
 Approve the Minutes of the Regular Board of Commissioners Meeting of January 19, 2023.
- C2. HASLO MONTHLY DISBURSEMENT REGISTER** (available for review at the meeting)
- C3. HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. VACANCY LOSS REPORT**
- C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT**
- C6. CONSTRUCTION AND DEVELOPMENT REPORT**

DISCUSSION ITEMS

1. AUTHORIZED SIGNERS

The new Executive Director, Scott Collins, is being added as an authorized signer for HASLO effective March 6, 2023.

RECOMMENDED ACTION: Adopt Resolution No. 4 (2022 Series) Authorizing Signers on behalf of the Housing Authority of the City of San Luis Obispo (HASLO) and All Partnerships and Limited Liability Companies where HASLO is the Manager or Managing General Partner

2. ANDERSON HOTEL APARTMENTS

These resolutions were drafted by our tax credit counsel and are required for closing on this project.

RECOMMENDED ACTIONS:

Adopt Resolution No. 5 (2023 Series) Authorizing Resolutions RE: Anderson Apartments, L.P.

Adopt Resolution No. 6 (2023 Series) Authorizing Resolutions RE: Purchase and Leasing of Land, Sponsor Loan, Homekey Grant, and Guarantying the Financing of Anderson Apartments, L.P.

CLOSED SESSION

Closed session, pursuant to section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property:	APN 002-431-007
Agency Negotiators:	Michelle Pedigo, Interim Executive Director Ken Litzinger, Director of Finance
Negotiating Parties:	The Housing Authority of the City of San Luis Obispo (HASLO) 955 Partnership (not present)
Under Negotiation:	The Negotiators' authority regarding the price and terms.

ADJOURNMENT

The next Regular Meeting will be held on March 16, 2023, at 12:00 p.m. location to be determined.

REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED AT 2:30 P.M. ON FEBRUARY 10, 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

January 19, 2023

CALL TO ORDER

The Regular Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Thursday, January 19, 2023, at 12:02 p.m. at 738 Higuera Street, San Luis Obispo, by Chair Jay C. Beck.

ROLL CALL

PRESENT: Commissioners Beck, Boyer, Crotser, Odenthal, Souza, Steinberg

ABSENT: Commissioner Gillett

STAFF: Michelle Pedigo, Ken Litzinger, Elaine Archer, Sandra Bourbon, Michael Burke, Clover Robinson, and Vicky Culman

PUBLIC COMMENT:

No public.

EXECUTIVE DIRECTOR'S REPORT:

Michelle Pedigo, Interim Executive Director, reported:

- 1) The federal budget has hit its debt ceiling. Our federal grants are fully funded and on track for our budget this year. Next year, our allocations may be reduced.
- 2) Our Oak Park project in Arroyo Grande was not awarded the HCD NOFA for Multifamily Housing Program. We had a great score, but the funding was oversubscribed. Our score was higher than People's Self-Help Housing's Grover Beach project, but their project was awarded. The process seemed somewhat subjective. Without the HCD funding, we are unsure if we will apply for TCAC in March.
- 3) We will, however, apply for Maxine Lewis in TCAC's first round.
- 4) Jim Rendler, our partner on the Monterey Street project, is working on securing capital in order to submit a 4% TCAC credit application.
- 5) The bids for building our new office came in several million dollars higher than planned. We are still moving the majority of our staff to the temporary space; Section 8 will remain in the main building at 487 Leff. The first step in the process will take place January 26-27 when the IT network is moved to the new site.
- 6) The California state budget has kept the tax credit housing funding intact. California adds 10,000 home units per year through TCAC. Our consultants report that, although we are fully funded now, it is not sufficient, and a bond measure may still be needed for 2024 budget.

DISCUSSION ITEM 1:

1. ELECTION OF OFFICERS – HASLO CHAIR AND VICE CHAIR ARE ELECTED EACH YEAR AT THE JANUARY MEETING

The Commissioners considered various nominations for Chair and Vice Chair before confirming Commissioner Boyer as Chair and Commissioner Souza as Vice Chair.

COMMISSION MEETING

January 19, 2023

Page 2

ACTION TAKEN: A motion to adopt **Resolution No. 1 (2023 Series) Electing Chair and Vice Chair of the Housing Authority of the City of San Luis Obispo**, was made by Commissioner **Steinberg**, seconded by Commissioner **Crotser**, and unanimously approved on the following roll call vote:

AYES: Commissioners **Steinberg, Crotser, Boyer, Beck, Odenthal, Souza**
NOES: **None**
ABSENT: **Commissioner Gillett**
ABSTAINED: **None**

ACTION TAKEN: A motion to adopt **Resolution No. 2 (2023 Series) Authorizing Signers on behalf of the Housing Authority of the City of San Luis Obispo (HASLO) and All Partnerships and Limited Liability Companies where HASLO is the Manager or Managing General Partner**, was made by Commissioner **Steinberg**, seconded by Commissioner **Crotser**, and unanimously approved on the following roll call vote:

AYES: Commissioners **Steinberg, Crotser, Steinberg, Boyer, Beck, Odenthal, Souza**
NOES: **None**
ABSENT: **Commissioner Gillett**
ABSTAINED: **None**

CONSENT AGENDA:

- C1. MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF DECEMBER 15, 2023**
- C2. HASLO MONTHLY DISBURSEMENT REGISTER** (available for review at the meeting)
- C3. HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. PROPERTY MANAGEMENT REPORT**
- C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT**
- C6. CONSTRUCTION AND DEVELOPMENT REPORTS**

ACTION TAKEN: A motion to approve all Consent Agenda items was made by Commissioner **Crotser**, seconded by Commissioner **Beck**, and unanimously approved by the Commissioners present.

The Commissioners complimented staff on their reports.

Staff and Commissioners discussed the EHV program and “HAP with a gap.” That occurs when participants are asked to leave by a landlord, and the participant continues to look for new housing, but HASLO is not paying HAP during their search. The Commissioners were updated on the Reasonable Accommodation Wait List (RAWL) which HASLO maintains to assist those participants living with disabilities. Because it may take those persons more time to find appropriate housing, they are reissued a voucher when they successfully find a place. Some of the barriers to finding housing for participants are poor landlord history, the ability to pay their portion of rent, and providing a security deposit.

DISCUSSION ITEMS: PART II

2. HASLO UTILITY ALLOWANCE FOR HOUSING CHOICE VOUCHER PROGRAMS

Ken Litzinger, Director of Finance, explained the laborious process successfully completed by Clover Robinson, Accounting Manager, each year to survey every city and community services district in the County.

ACTION TAKEN: A motion to adopt **Resolution No. 3 (2023 Series) Approving Utility Allowances for the Housing Choice Voucher Programs** was made by Commissioner Souza, seconded by Commissioner Boyer, and unanimously approved on the following roll call vote:

- AYES:** Commissioners Souza, Boyer, Beck, Crotser, Odenthal, Steinberg
- NOES:** None
- ABSENT:** Commissioner Gillett
- ABSTAINED:** None

12:30 P.M. Chair Boyer announced we were going into closed session.

12:31 P.M. Clover Robinson and Sandra Bourbon now absent.

CLOSED SESSION:

1. Closed session, pursuant to section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- Property: APN 002-431-007
- Agency Negotiators: Michelle Pedigo, Interim Executive Director
Ken Litzinger, Director of Finance
- Negotiating Parties: The Housing Authority of the City of San Luis Obispo (HASLO)
955 Partnership (not present)
- Under Negotiation: Update: The Negotiators’ authority regarding the price and terms.

2. Closed session, pursuant to section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

- Property: 092-579-005 through 092-579-009
- Agency Negotiators: Michael Burke, Director of Construction & Development
Ken Litzinger, Director of Finance
- Negotiating Parties: The Housing Authority of the City of San Luis Obispo (HASLO)
Abbott Reed Inc. (not present)
- Under Negotiation: The Negotiators’ authority regarding the price and terms.

COMMISSION MEETING

January 19, 2023

Page 4

3. Closed session, pursuant to section 54957

PUBLIC EMPLOYMENT – Interim Executive Director

4. Closed session, pursuant to section 54957

PUBLIC EMPLOYMENT – Executive Director

2:33 P.M. Chair Boyer announced that the closed session had ended and we were back in regular session.

The Commissioners agreed to ratify the purchase agreement with Abbott Reed for 222 N. Frontage Road.

There being no further business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Michelle Pedigo, Secretary

Executive Summary

Housing Choice Vouchers (“Section 8”)

- SEMAP Report
 - The closing for PIC was successful for the month of January and the SEMAP report is attached.
- Community Award
 - Lumina notified us that we were selected as their ALLY award winner for 2022. Recognition of the award will be at their fundraiser in March
 - The recognition came out of our customer service and inter-agency partnerships – in particular, Esther Castillo of the section 8 department was highlighted as demonstrating partnership in serving survivors
- Voucher Lease-up Activity
 - The last 6 months have been busy with intake and new leases. The activity for December and January reflects a typical slow-down in new leasing for the winter months:

Property	08/2022	09/2022	10/2022	11/2022	12/2022	01/2023	Total
Emergency	8	9	6	8	7	4	42
Foster Youth	2	0	1	0	0	0	3
Mainstream	4	8	4	6	2	4	28
Paso HomeKey	26	0	0	0	0	0	26
Veterans	0	1	1	5	1	2	10
Housing Choice	8	13	20	15	12	13	81
	48	31	32	34	22	23	190

- Emergency Housing Vouchers
 - The total voucher award is 196 vouchers. Lease-up totals as of the end of the year are as follows:
 - Leased up 177
 - Participants on a “hap with a gap” status 15
 - We have until Sept 30, 2023 to re-issue vouchers when a participant is terminated from the program (for a variety of reasons), but after that date, we cannot reissue vouchers
 - This will become a declining basis program – participants who are moving can continue to participate in the program unless their voucher expires before they are able to find housing (generally a voucher holder has 120 days to find housing, plus additional 60 days for those that are elderly or disabled or need a reasonable accommodation)

- HQS Inspections
 - We reviewed the HQS report in HUD's system with the closing for January and verified that most of the pending inspections due at the end of the year have cleared. Some will clear in February due to the timing of various submissions to PIC.
 - We are doing a master plan for the next two years for inspections. This involves planning out the timing and geographic distribution of inspections to ensure that all are completed within the requisite time frames.
 - Given the ongoing challenges with COVID, we will reinspect every 18 months, rather than wait for the 24-month deadline to ensure that we have time to schedule reinspections where required.
 - The regulations required that Housing Choice Vouchers (HCV's) be inspected every 24 months and Project-Based assisted units (PBV's) are randomly inspected every 2 years – we are required to inspect a minimum of 20% of the units in each building with PBV assisted units.

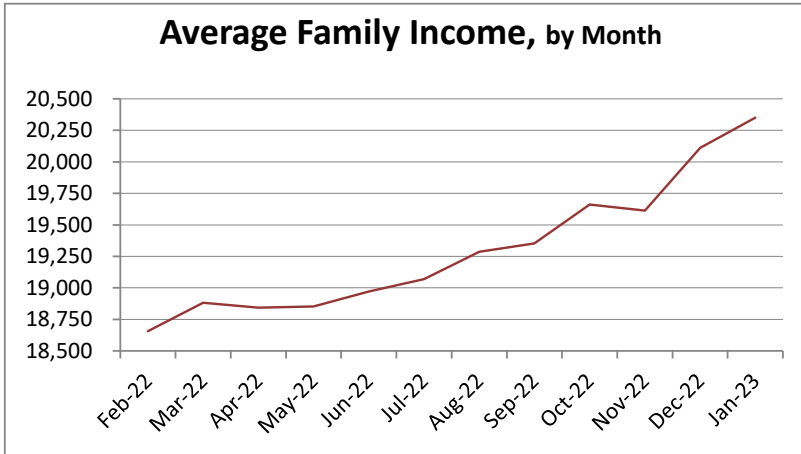
- Mainstream Vouchers
 - We have started the intake on the new allotment of mainstream vouchers
 - We expect that it may take up to 6 months to fully lease-up the award of 30 additional vouchers

HASLO

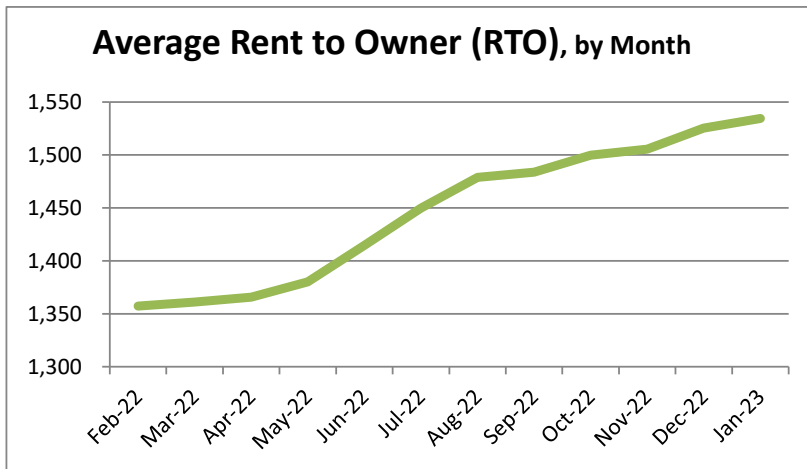
Voucher Monthly Analysis (VMA)

Rolling 12 months

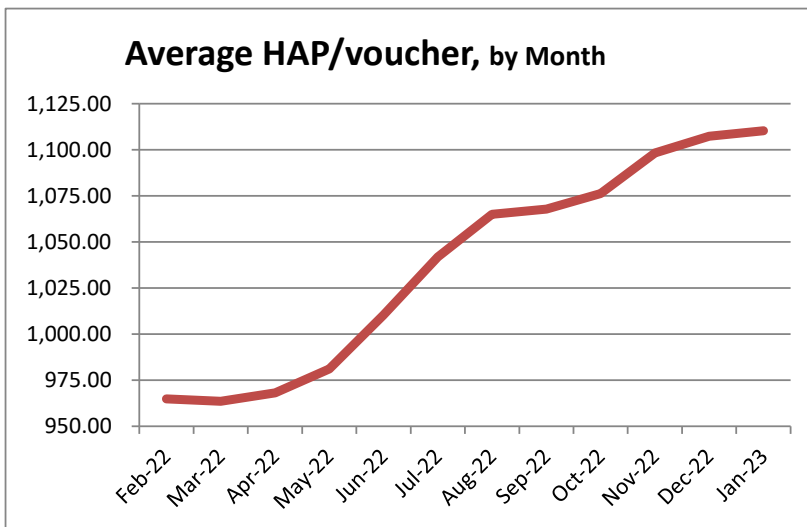
Note: includes Welcome Home Vouchers (EHV)



Average HH Income, 12 month % change: 9.1%



RTO, 12 month % change: 13.1%
 (including new leases)
 FMR Increase, as of 10/1/2021 (Fair Market Rents) 13.4%



Average HAP, 12 month % change: 15.1%

Notes:

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

SEMAP Indicators Report

As of January 31, 2023

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

Current SEMAP Indicator Information

Most Recent SEMAP Indicator Information

Reporting Rate as of January 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	2404	12/22	15	23	2412	2649	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

Number of Families in Current Database

2836

Number of Late Reexaminations

5 – all due to data submission challenges to PIC

[\[+\] 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

Number of Families in Current Database

1550

Number of Rent Discrepancies

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

710

Number of Inspections On or Before Effective Date

710

[+] 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.) **1**

Number of Families in Current Database	Number of Late Inspections
2275	12 – 1 late, 4 looking for housing, 7 inspections done & clear in Feb 2023

[+] 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	69	0	50	81

[+] 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.

Housing Authority of San Luis Obispo
Housing Choice Voucher Lease up and Funding Analysis
February 2023

The summary at the top of the page shows the year-to-date leasing activity for our “Regular” Housing Choice Voucher program. The Regular vouchers are comprised of 2,222 general vouchers, 226 Veterans vouchers, and 47 Family Unification/Foster Youth Initiative vouchers for a total of 2,495 available vouchers. In addition, HASLO administers 183 Mainstream and 196 Emergency Housing Vouchers (EHV) that HUD considers separate stand-alone programs for tracking and funding purposes.

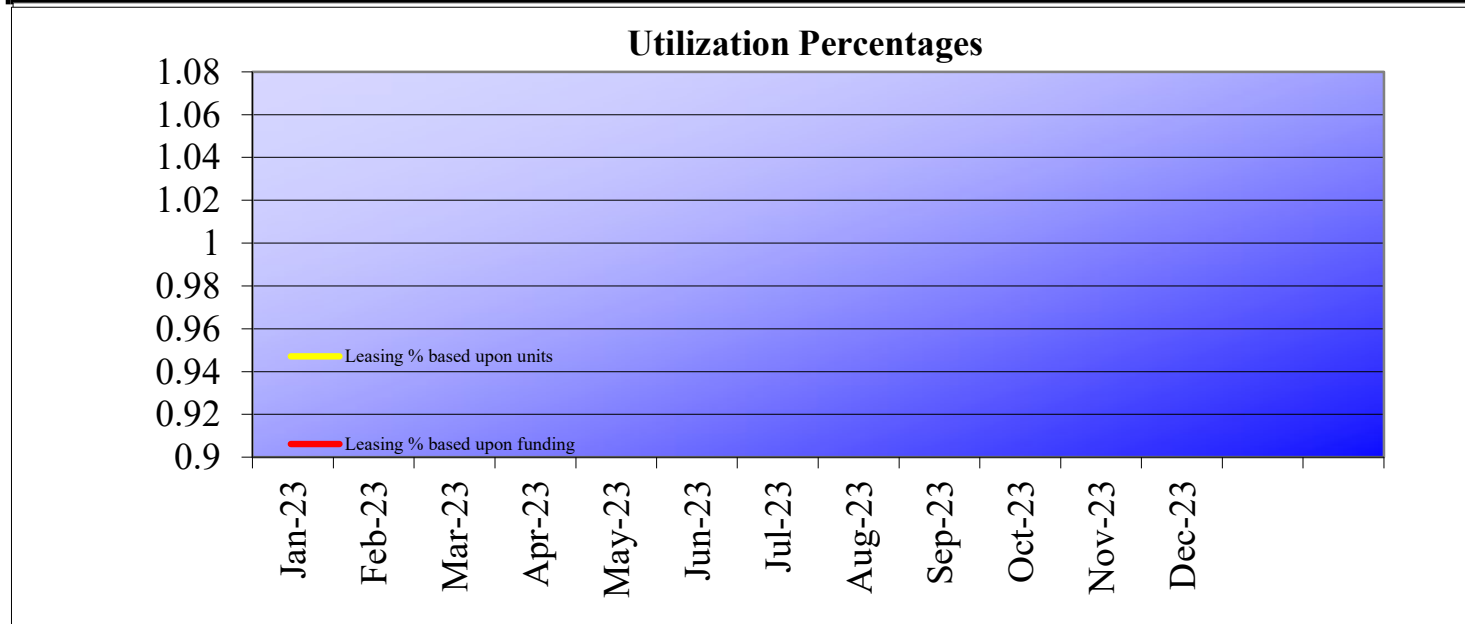
We are projecting that the Average Housing Assistance Payment (HAP) will increase materially as landlords become aware of the increases to the HASLO payment standard and request rent increases. The rental market continues to be very competitive, which is resulting in increasing market rents. We were notified that we received a net of \$113,267 in set-aside funding for the following categories: Portability, Project-Based Vouchers, and VASH. HUD released an estimated 7.6% inflation factor for our 2023 funding.

The Mainstream voucher program continues to have strong leasing numbers. We have been awarded an additional 30 vouchers for our Mainstream program. We have chosen December 1, 2022 as the effective date for these new vouchers.

Reserves remain strong at around \$2.1 million, which allows us to maintain a high lease up through the first half of the year.

**Housing Authority San Luis Obispo
HCV Leasing Financial Analysis
February 2023**

	Unit Months Available	Unit Months Leased	Leasing % based upon units	ABA /HAP Funding Allocation	HAP Expenses Paid	Funding Surplus / (Shortfall)	Leasing % based upon funding	Per Unit HAP
January 2023	2,495	2,399	96.15%	\$ 2,564,646	\$ 2,666,752	\$ (102,106)	103.98%	\$ 1,112
February 2023	2,495	2,430	97.39%	\$ 2,564,646	\$ 2,644,592	\$ (79,946)	103.12%	\$ 1,088
March 2023								
April 2023								
May 2023								
June 2023								
July 2023								
August 2023								
September 2023								
October 2023								
November 2023								
December 2023								
YTD	4,990	4,829	96.77%	\$ 5,129,292	\$ 5,311,344	\$ (182,052)	103.55%	\$ 1,100



NRA + Prog Reserve Balance (Excess HAP) as of 1/1/2023	\$ 2,340,993	YTD Voucher	YTD	
HAP Funding YTD:	\$ 5,129,292	Months	Vouchers	
HAP Expenditures YTD:	\$ 5,311,344	Available	Leased	
HAP Revenue (Fraud, FSS Forfeits) YTD:	\$ -	Regular Vouchers	4,444	4,384 98.6%
Current Remaining NRA / Prog Reserve:	\$ 2,158,941	Veterans (VASH)	452	369 81.6%
Months in Reserves at Current Monthly Expense Levels		Family Unification	94	76 80.9%
Reserves as a Percentage of Budget Authority	7.0%	Total Vouchers	<u>4,990</u>	<u>4,829</u> 96.8%
Current Monthly Funding (a)	\$ 2,564,646			
Current Average HAP Payment (b)	\$ 1,088	Mainstream	366	328 89.6%
# of Units the Current Monthly Funding Would Support (a)/(b)	2,357	Emergency Housing	392	364 92.9%
# of Units Currently Leased	2,430			
Excess Units Leased, Current Month	73			
Current Year-to-Date Funding (a)	\$ 5,129,292			
Current Year-to-Date Average HAP Payment (b)	\$ 1,100			
# of Unit-Mos the Current Monthly Funding Supports (a)/(b)	4,664			
# of Unit-Mos Leased Year-to-Date	4,829			
Excess Unit-Mos Leased, Year-to-Date	165			

**Vacancy Summary
as of 01/31/23**

	<u>Vacancy Loss</u>		<u>GPR</u>	<u>Budgeted %</u>		<u>Avg Days Vacant</u>	<u>% Annual Turnover</u>	<u># of Units Turned</u>	<u>Total Units</u>	<u>% Occupied as of 01/31</u>
	<u>Current Month</u>	<u>Vacancy Loss Rolling 12 Month</u>		<u>of GPR</u>	<u>% of GPR</u>					
NOTE: All day counts include weekends										
<u>Tax Credit Properties</u> (rolling 12 months)										
860 on the Wye	\$0	\$1,592	\$255,030	0.95%	0.62%	45	5%	1	20	100%
Atascadero	\$0	\$7,069	\$261,036	1.76%	2.71%	68	21%	4	19	100%
Bishop Street Studios	\$0	\$2,952	\$486,024	1.01%	0.61%	54	6%	2	33	100%
Brizzolara	\$0	\$14,003	\$389,556	2.00%	3.59%	82	17%	5	30	100%
Carmel	\$0	\$3,069	\$263,988	1.18%	1.16%	45	11%	2	19	100%
Courtyard	\$3,245	\$12,361	\$600,168	1.15%	2.06%	38	26%	9	35	100%
DRT (Johnson)	\$969	\$5,598	\$617,544	0.79%	0.91%	36	18%	7	40	95%
Halcyon	\$0	\$1,709	\$261,936	1.00%	0.65%	64	5%	1	20	100%
Hidden Creek	\$0	\$6,244	\$1,181,316	0.26%	0.53%	25	13%	10	80	99%
Ironworks	\$2,387	\$10,707	\$779,004	2.46%	1.37%	47	11%	5	46	96%
RAD175/SLO Villages	\$7,583	\$25,148	\$2,853,156	1.00%	0.88%	35	10%	17	175	100%
Islay Hills (Ironbark)	\$0	\$8,960	\$303,216	1.27%	2.95%	77	15%	3	20	100%
Laurel (Marvin Gardens)	\$0	\$3,897	\$350,928	1.27%	1.11%	58	8%	2	24	100%
Pismo Buchon	\$996	\$11,439	\$183,684	1.27%	6.23%	101	27%	3	11	100%
Willow Walk	\$0	\$1,649	\$744,048	2.00%	0.22%	13	8%	3	39	100%
Total, Tax Credit Properties	\$15,180	\$116,397	Average=	1.29%	1.71%	52	14%	5		99%
<u>SLONP Properties</u> (rolling 12 months)										
Blue Heron	\$0	\$432	\$236,808	0.58%	0.18%	17	14%	2	14	100%
Empire	\$0	\$0	\$173,400	1.00%	0.00%	-	0%	0	13	100%
Ferrell	\$0	\$0	\$180,144	1.64%	0.00%	-	0%	0	8	100%
Macadero	\$975	\$24,469	\$336,984	9.06%	7.26%	102	32%	6	19	95%
Margarita	\$0	\$125	\$414,348	1.12%	0.03%	9	5%	1	21	100%
Total, SLONP Properties	\$975	\$25,026	Average=	2.68%	1.49%	43	10%	2		99%
<u>EIHC Properties</u> (rolling 12 months)										
Poinsettia	\$0	\$8,805	\$487,380	4.00%	1.81%	63	15%	3	20	100%
Total, EIHC Properties	\$0	\$8,805								
<u>50059/Other Properties</u> (rolling 12 months)										
Dan Law	\$1,225	\$2,252	\$131,400	2.54%	1.71%	44	11%	1	9	89%
Parkwood	\$0	\$16,923	\$639,948	4.00%	2.64%	80	6%	2	34	100%
Total, 50059/Other Properties	\$1,225	\$19,175	Average=	2.18%	2.18%	62	8%	2		94%
	\$17,380	\$169,403	Overall Average=	1.77%	1.77%	52	12%	4		94%
prior month	\$11,100		Prior Month Overall=	1.90%	1.90%	54	14%	4		92%
% increase/(decrease)	57%		net change	-0.13%	-0.13%	-2	-2%	0		2%



February 8, 2023

To: HASLO Board of Commissioners
 From: Sandra Bourbon, Director of Resident Services
 Re: January 2023

Family Self Sufficiency Program (FSS):

Continued outreach, case management and annual assessments. The below chart is as of 01-31-2023 (first month of 2022 FSS grant).

	Sandra	Traci	TOTAL
Active	34	37	71
New contracts added this month	0	0	0
Graduates this grant period	0	0	0
Terminated for Non-Compliance / Contract Expired / Voluntary Withdrawal within this grant period	0	0	0
Active participants who have ported out this grant period	0	0	0
Increase in Earned Income this month	475,831	371,124	846,955
Increase in Tenant Payment (TTP) this month	11,203	7,426	18,629
Total Escrow Accounts	26	22	48
New Escrow Accounts this grant period	0	2	2
Percentage of participants with an Escrow Account this month	76.47%	59.46%	67.61%
Total Escrow Account balance	226,820.29	97,742.61	324,562.90
Total of Escrow Account funds paid out to FSS Graduates for this grant period	0	0	0

***FSS graduates (2023):**

***FSS terminations (2023):**

SERVICES:

We, unfortunately, lost our most recent Resident Services Assistant. We are back actively recruiting for the position.

We have started services back in person at a few more of our senior sites to now include Marvin Gardens, Carmel, Willow Walk and Atascadero Senior Housing. In-person Learning Center activities continue at Hidden Creek and we will be going back to remote at South Hills Crossing (SHC) and Courtyard at the Meadows (CYM) until new staff is hired. In January, we held a New Year's Pizza Party at both locations that were well attended.





Development Update		
Date of Update	2/10/2023	
DEVELOPMENT		
	PROJECT	ACTION
	Anderson Hotel	NOTES/GOALS
		Feasibility
		Tank closure permit work has been completed. Closure letter issued by SLO City Fire
		Blach submitted a bid for 31 million. Working to revise scope to meet the proforma goal of 23.5 million
		Delivery
		Design/build or Design/assist, shortened feasibility period and technical difficulty does not allow for traditional design-bid-build
		Financing
		All financing has been committed to the project
		Merritt Capital has been selected as the Investor
		Relocation
		HCD approved the relocation plan. We are securing units throughout SLO for temporary housing. Mannikins Tailoring will be permanently displaced
		Construction
		Work will begin in March of 2023
	Project HomeKey	
		Construction
		Phase 2 sink addition has been completed in 2 buildings, working on the remaining building and expect to close out that grant by Feb.
		Ferreira is low bid for Phase 3, work is expected to be complete around 6/23
	Cleaver Site, Grover	
		Strategy
		Partnership with PSHHC for 53 units of affordable housing
		Entitlements
		Fully Entitled, City Council approved the project on 12/13/2021
		Financing
		PSHHC will be applying for 7 mil in HOME funds. TCAC app expected March of 2023
	1422 & 1480 Monterey	
		Acquisition
		Escrow closed on 1/11/2021
		Strategy
		Partnership with Jim Rendler, 100+ units of mixed-use housing. JB Enterprises to management the commercial tenants
		Entitlements
		Project is fully entitled
	Toscano Site	
		Construction
		Project broke ground on 1/10.
		Drywall is being installed in three buildings, framing and rough MEP to continue in Buildings 1 and 2
		Project is on budget, two of the buildings have slipped on the schedule due to design delays and switchgear delays.
	Office	
		Logistics
		Working with Braff on HASLO requirements for temporary space. Lease signed. Temporary move delayed until late January.
		Design Development
		Plans are in plan check
		Construction
		Bid received from Abbott Reed for 8.4 million. The start has been paused for financial assessment
	2655 Shell Beach Road	
		Construction
		Project is underway, pad compaction has been completed but is currently in weather delay
	405 Atascadero Road	
		Construction
		Preparing to finish improvements on Rockview, weather permitting
		Drywall and finish work is underway
		Highway 41 work will recommence, weather permitting
		Delay with switchgear might delay the occupancy of the project, project is on budget
	736 Orcutt Road	
		Strategy
		40+ units of special needs housing, built around the old house
		Entitlements
		Project is approved
		Financing
		TCAC application planned for July 2023, submitting local funding applications
	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 2024
	700 N. Oak Park	
		Strategy
		63 units of large family mixed use housing
		Entitlements
		Fully approved
		Financing
		Submitted MHP application to the State, tax credit application planned for 2023
	279 Bridge Street	
		Strategy
		94 units of large family/senior mixed use housing
		Financing
		Phased TCAC applications beginning in 2023
		Permitting
		Phase 1 has been submitted to the Building Department for review
	Empire Apartments	
		Strategy
		Renovate the existing 13 units and add 19 units
		Entitlements
		Approved at Planning Commission on 7/20/2021
		Financing
		TCAC application planned for 2025
	Macadero Apartments	
		Strategy
		Renovate the existing 19 units and add 6 units
		Entitlements
		Unanimously approved at Planning Commission on 9/7/2021
		Financing
		TCAC application planned for 2025
	Frontage Road Nipomo	
		Strategy
		Partnership with Abbott Reed to develop a 10 acre neighborhood of mixed-income rental housing of which, 70 doors will be for low income people.
		Entitlements
		CUP application is expected to be submitted by the end of the year.

HASLO Development Outlook

Month	2023												Jan.	Feb.	March	April
	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.				
Anderson Hotel Reno 9% 68 Units Special Needs	Tax Credit Award/Closing															
	Permitting															
	Construction															
405 Atascadero 9% 36 Large Family Units	Construction Phase															
	Lease-Up															
Toscano 9% 38 Large Family Units	Construction Phase															
	Lease-Up															
Office	Discuss feasibility															
	Construction Phase															
Shell Beach Road 9% 26 Senior Units	Construction Phase															
	Construction Phase															
Oak Park 9% 68 Large Family Units	Raise Funding/Tax Credit Application															
	Tax Credit Award/Closing															
Bridge Street 9% 94 Senior/Large Family Units	Raise Funding/Tax Credit Application															
	Tax Credit Award/Closing															
1422 Monterey 9% 105 Senior/Large Family Units	Raise Funding/Tax Credit Application															
	Raise Funding/Tax Credit Application															
736 Orcutt 9% 40 Special Needs Units	Raise Funding/Tax Credit Application															
	Tax Credit Award/Closing															
Frontage 4% 70 Senior/Family Units	Concepts Discussed/PSA															
	Entitlements															
Victoria Yard Site 9% 30+ Large Family Units	Entitlements															
	Entitlements															
PHK Shelter/Perm Housing	Construction Phase															
	Lease-Up															

RESOLUTION NO. 4 (2023 SERIES)

RESOLUTION AUTHORIZING SIGNERS ON BEHALF OF THE HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO (HASLO) AND ALL PARTNERSHIPS AND LIMITED LIABILITY COMPANIES WHERE HASLO IS THE MANAGER OR MANAGING GENERAL PARTNER

WHEREAS, the Housing Authority of the City of San Luis Obispo (HASLO) requires authorized signers on behalf of the Housing Authority and all partnerships and limited liability companies where it is manager or managing partners; and

WHEREAS, HASLO adopted Resolution No. 2 (2023 Series) authorizing signers at its annual meeting of January 19, 2023; and

WHEREAS, the HASLO Board of Commissioners selected Scott Collins as HASLO’s new Executive Director effective March 6, 2023; and

WHEREAS, an updated resolution is required to include Scott Collins as an authorized signer effective March 6, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of San Luis Obispo that the Commission Chair and Vice Chair, as designated in Resolution No. 1 of the 2023 Series (attached), are authorized to sign contracts, deeds, funding documents, grants, and other instruments on behalf of the Housing Authority of the City of San Luis Obispo and on behalf of all partnerships and limited liability companies where the Housing Authority is the manager or managing general partner;

BE IT FURTHER RESOLVED that Scott Collins, in his capacity as Executive Director/Secretary of the Housing Authority effective March 6, 2023; Ken Litzinger, in his capacity as the Finance Director; and Michelle Pedigo, in her capacity as Deputy Director of Finance, are also authorized to sign contracts, deeds, funding documents, grants, and other instruments on behalf of the Housing Authority of the City of San Luis Obispo and on behalf of all partnerships and limited liability companies where the Housing Authority is the manager or managing general partner.

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 16th day of February, 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:

ATTEST:

MICHELLE PEDIGO, SECRETARY

RESOLUTION NO. 5 (2023 SERIES)

**HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO
AUTHORIZING RESOLUTIONS
RE: ANDERSON APARTMENTS, L.P.**

At a duly constituted meeting of the Board of Commissioners of the Housing Authority of the City of San Luis Obispo, a public body, corporate and politic (the “Authority”) held on February 16, 2023, the following resolutions were adopted:

WHEREAS, San Luis Obispo Nonprofit Housing Corporation (“SLONPH”), an organization affiliated with the Authority, is entering into a first amended and restated limited partnership agreement (the “Partnership Agreement”) for Anderson Apartments, L.P., a California limited partnership (the “Partnership”), as the general partner and MCC Housing LLC, its successors and assigns, as the investor limited partner (the “Limited Partner”);

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to assist SLONPH and the Partnership in the syndication of the limited partnership interests with the Limited Partner and to enter into any and all agreements required by the Partnership or the Limited Partner, including but not limited to a continuing guaranty, a completion and development deficiency guaranty agreement, an indemnification agreement and any other agreements and to take any and all further actions necessary in connection with the syndication of the limited partnership interests with the Limited Partner;

NOW, THEREFORE, BE IT RESOLVED: That the Authority shall assist SLONPH and the Partnership in the syndication of the limited partnership interests with the Limited Partner and shall enter into any and all agreements required by the Partnership or the Limited Partner, including but not limited to a continuing guaranty, a completion and development deficiency guaranty agreement, an indemnification agreement and any other agreements and to take any and all further actions necessary in connection with the syndication of the limited partnership interests with the Limited Partner;

FURTHER RESOLVED: That all actions taken in connection with the Partnership by any officer of the Authority prior to the date of these resolutions is hereby approved and ratified;

FURTHER RESOLVED: That any officer of the Authority, acting alone, shall be authorized and directed to enter into any and all agreements necessary to assist in the syndication of the limited partnership interests in the Partnership and shall enter into any and all agreements necessary, including but not limited to a continuing guaranty, a completion and development deficiency guaranty agreement, an indemnification agreement and shall take any and all further actions necessary provided such actions are consistent with the Board action;

FURTHER RESOLVED: That the Secretary or any assistant or any other officer of the Authority is authorized to execute and certify any form of resolution required by any lender, regulator or other third party involved in the transaction, so long as the Chairman and counsel to the Authority determine that the substance of such resolutions does not materially conflict with the substance of this Resolution.

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 16th day of February, 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:

ATTEST:

MICHELLE PEDIGO, SECRETARY

CHAIRMAN’S CERTIFICATE

I HEREBY CERTIFY that I am the duly elected and acting Chairman of the Housing Authority of the City of San Luis Obispo, a public body, corporate and politic (the “Authority”); that the attached is a true and correct copy of resolutions duly and unanimously adopted at a meeting of the Board of Commissioners of the Authority on February 16, 2023 (collectively, the “Resolution”), all of the Commissioners being present necessary to constitute a quorum for the transaction of business; further, that such meeting was called in compliance with all applicable laws and the requirements of the charter of the Authority; that the Resolution does not conflict with the charter of the Authority, nor has the Resolution been in any way altered, amended, or repealed, and that it is in full force and effect, unrevoked and unrescinded, as of this day, and has been entered upon the regular minute book of the Authority, as of the aforementioned date, and that the Board of Commissioners of the Authority has, and at the time of adoption of the Resolution, had, full power and lawful authority to adopt the Resolution and to confer the powers thereby granted to the Authorized Officer(s) therein named who has (have) full power and lawful authority to exercise the same.

Chairman

Attest:

Title: Secretary

Dated: February 16, 2023

RESOLUTION NO. 6 (2023 SERIES)

**HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO
AUTHORIZING RESOLUTIONS
RE: PURCHASE AND LEASING OF LAND, SPONSOR LOAN, COUNTY ARPA
GRANT, THE CITY ARPA GRANT AND GUARANTYING THE FINANCING OF
ANDERSON APARTMENTS, L.P.**

At a duly constituted meeting of the Board of Commissioners of the Housing Authority of the City of San Luis Obispo, a public body, corporate and politic (the “Authority”) held on February 16, 2023, the following resolutions were adopted:

WHEREAS, Anderson Apartments, L.P., a California limited partnership (the “Partnership”), is an entity formed by the Authority with its affiliate San Luis Obispo Nonprofit Housing Corporation, as its general partner;

WHEREAS, the Partnership was formed to develop affordable housing on the real property located at 955 Monterey Street, City of San Luis Obispo, County of San Luis Obispo, California, California (the “Land”) which will be owned by the Authority and which the Authority will lease to the Partnership (the “Project”);

WHEREAS, 955 Partnership, a California limited partnership (“Seller”) is the fee owner of the Land which it desires to sell and transfer to the Authority;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to purchase the Land from the Seller for the approximate purchase price of \$12,100,000 (the “Purchase Price”) and to enter into a purchase and sale agreement and any and all documents necessary to purchase the Land from the Seller;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to lease the Land to the Partnership and to enter into any and all documents necessary to lease the Land to the Partnership, including but not limited to a ground lease, a memorandum of ground lease and any other documents necessary to lease the Land to the Partnership;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to sell the Residential portion of the Building the Land to the Partnership and to enter into any and all documents necessary to Sell the Residential portion of the Building to the Partnership, including but not limited to a ground lease, a Purchase & Sale Agreement and any other documents necessary to sell the Residential portion of the Building to the Partnership;

WHEREAS, in connection with the development of the Project, the Partnership is obtaining a loan from Pacific Western Bank (“PWB”) in an amount not to exceed \$33,000,000 (the “PWB Loan”);

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to guaranty the obligations of the Partnership under the PWB Loan and to enter into any and all documents, including but not limited to completion and payment guaranties, indemnity agreements and any other types of agreements necessary to assist the Partnership in obtaining the PWB Loan;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to obtain a grant of ARPA funds in an amount not to exceed \$2,000,000 (the "County ARPA Grant") from the County of San Luis Obispo ("County") and to enter into any and all agreements and documents in connection with the ARPA Grant, including but not limited to grant agreements, standard agreements, disbursement agreements and any other instruments necessary in connection with the ARPA Grant;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to obtain a grant of ARPA funds in an amount not to exceed \$2,000,000 (the "City ARPA Grant") from the City of San Luis Obispo ("City") and to enter into any and all agreements and documents in connection with the ARPA Grant, including but not limited to grant agreements, standard agreements, disbursement agreements and any other instruments necessary in connection with the ARPA Grant;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to obtain a grant of federal Community Project Funding in an amount not to exceed \$2,000,000 (the "Federal CFP Grant") from the Department of Housing and Urban Development (HUD) and to enter into any and all agreements and documents in connection with the CFP Grant, including but not limited to grant agreements, standard agreements, disbursement agreements and any other instruments necessary in connection with the CFP Grant;

WHEREAS, the Board of Commissioners of the Authority deems it to be in the best interests of the Authority to make a loan to the Partnership in an amount not to exceed \$18,500,000 (the "Authority Loan") and to enter into any and all documents required in connection with said loan, including but not limited to loan agreements, regulatory agreements, promissory notes, deeds of trust and any other documents necessary to consummate the Authority Loan;

NOW, THEREFORE, BE IT RESOLVED: That the Authority shall:

- (i) purchase the Land from the Seller for the Purchase Price;
- (ii) lease the Land to the Partnership;
- (iii) sell the residential portion of the building to the Partnership;
- (iv) guaranty the Partnership's obligations under the PWB Loan;
- (v) obtain the County ARPA Grant;
- (vi) obtain the City ARPA Grant;
- (vii) obtain the HUD CFP Grant;
- (viii) make the Authority Loan;

and shall enter into any and all documents required in connection with said authorizations, including but not limited to a purchase and sale agreement, a ground lease, a memorandum of

ground lease, completion and payment guaranties, indemnity agreements, grant agreements, standard agreements, disbursement agreements, loan agreements, regulatory agreements, promissory notes, deeds of trust and any other documents necessary to consummate the activities described in this Resolution;

FURTHER RESOLVED: That all actions taken in connection with the Land and the Project by any officer of the Authority to the date of this Resolution is hereby approved and ratified;

FURTHER RESOLVED: That any officer of the Authority, acting alone, shall be authorized and directed to enter into any and all agreements necessary to assist in the Partnership’s obtaining the PWB Loan, the purchasing of the Land from the Seller, the leasing of Land to the Partnership, the selling of the Building to the Partnership, obtaining the County ARPA Grant, obtaining the City ARPA Grant, obtaining the HUD CFP Grant, and making the Authority Loan to the Partnership and shall enter into any and all agreements necessary, including but not limited to a purchase and sale agreement, a ground lease, a memorandum of ground lease, completion and payment guaranties, indemnity agreements, grant agreements, standard agreements, disbursement agreements, loan agreements, regulatory agreements, promissory notes, deeds of trust and any other documents necessary to consummate the activities described in this Resolution and shall take any and all further actions necessary provided such actions are consistent with the Board action;

FURTHER RESOLVED: That the Secretary or any assistant or any other officer of the Authority is authorized to execute and certify any form of resolution required by any lender, regulator or other third party involved in the transaction, so long as the Chairman and counsel to the Authority determine that the substance of such resolutions does not materially conflict with the substance of this Resolution.

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 16th day of February, 2023.

ASHLEA BOYER, CHAIRMAN

SEAL:
ATTEST:

MICHELLE PEDIGO, SECRETARY

CHAIRMAN’S CERTIFICATE

I HEREBY CERTIFY that I am the duly elected and acting Chairman of the Housing Authority of the City of San Luis Obispo, a public body, corporate and politic (the “Authority”); that the attached is a true and correct copy of resolutions duly and unanimously adopted at a meeting of the Board of Commissioners of the Authority on February 16, 2023 (collectively, the “Resolution”), all of the Commissioners being present necessary to constitute a quorum for the transaction of business; further, that such meeting was called in compliance with all applicable laws and the requirements of the charter of the Authority; that the Resolution does not conflict with the charter of the Authority, nor has the Resolution been in any way altered, amended, or repealed, and that it is in full force and effect, unrevoked and unrescinded, as of this day, and has been entered upon the regular minute book of the Authority, as of the aforementioned date, and that the Board of Commissioners of the Authority has, and at the time of adoption of the Resolution, had, full power and lawful authority to adopt the Resolution and to confer the powers thereby granted to the Authorized Officer(s) therein named who has (have) full power and lawful authority to exercise the same.

Ashlea Boyer, Chairman

Attest:

Title: Michelle Pedigo, Secretary

Dated: February 16, 2023