

LOCATION: Pursuant to Executive Orders N-60-20 and N-08-21 executed by the Governor of California, and subsequently Assembly Bill 361, enacted in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.), Commissioners and members of the public may participate in this meeting by teleconference.

Join Zoom Meeting:

<https://zoom.us/j/98057177103?pwd=TXljeW5UMVMMyTS8rcS81Y0hiUjNOUT09>

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

REGULAR MEETING

487 Leff Street

CALL TO ORDER: Chairman Jay Beck

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 MEETINGS OF MAY 19 AND JUNE 16, 2022, AND THE SPECIAL MEETING OF JUNE 22, 2022

Approve the Minutes of the Regular Board of Commissioners Meetings of May 19 and June 16, 2022, and the Special Meeting of June 22, 2022.

C2. HASLO MONTHLY DISBURSEMENT REGISTER (available for review at the meeting)**C3. HOUSING CHOICE VOUCHER (SECTION 8)****C4. PROPERTY MANAGEMENT REPORTS****C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT****DISCUSSION ITEMS****1. HASLO Employee Compensation – Discussion and consideration of Employee Compensation Payment to Help Offset Impact of Inflation.**

Current inflation is running at 9.1% according to the June CPI All Items Index. Certain items such as Food and Energy are running particularly high at 10.4% and 41.6% respectively. Staff is recommending that the commission consider a fixed one-time payment to employees to help offset the impacts of these cost increases. Staff recommend that all staff receive the same dollar amount regardless of salary level, since lower wage employees arguably have the least flexibility in their household budgets, and are most impacted by the cost increases of these basic necessities. A staff analysis and specific dollar recommendation will be distributed prior to the meeting for discussion and consideration by the commission.

2. Development Update – Staff will update the Commission on the status of key development projects such as the Anderson Hotel, Pismo Beach Senior Housing, and the Maxine Lewis Site Redevelopment. No action required.**CLOSED SESSION**

Closed session, pursuant to section 54957

PUBLIC EMPLOYMENT

ADJOURNMENT

The next Regular Meeting will be held on August 18, 2022, at 12:00 p.m.

REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED AT 11:30 A.M. ON JULY 18, 2022, 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

May 19, 2022

CALL TO ORDER

The Regular Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Thursday, May 19, at 12:05 p.m. by Chair Jay C. Beck. Per CA Executive Orders N-60-20 and N-08-21 and Assembly Bill 361, the meeting was authorized to be held via teleconferencing and was made accessible to the public telephonically.

ROLL CALL

PRESENT: Commissioners Beck, Boyer, Crotser, Odenthal
ABSENT: Commissioners Gillett, Souza, Steinberg
STAFF: Scott Smith, Ken Litzinger, Elaine Archer, Sandra Bourbon, Michael Burke, Michelle Pedigo, and Vicky Culman

PUBLIC COMMENT:

Pauline Verdugo

EXECUTIVE DIRECTOR'S REPORT:

Scott Smith, Executive Director, reminded the Commissioners of the Toscano Wall-Raising scheduled for Thursday, May 26. He then provided the Commissioners with his vacation schedule the week of May 30th.

12:12 P.M. Commissioner Souza now present.

CONSENT AGENDA:

- C1. MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF MARCH 17, 2022**
- C2. HASLO MONTHLY DISBURSEMENT REGISTER (available for review at the meeting)**
- C3. HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. PROPERTY MANAGEMENT REPORTS**
- C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT**
- C6. CONSTRUCTION AND DEVELOPMENT REPORT**

Commissioner Beck congratulated staff on the additional \$3.9 million in renewal funding for the HCV program.

Chair Beck asked Elaine Archer, Director of Housing Management, to follow up with the public speaker, Pauline Verdugo.

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

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

DISCUSSION ITEMS**1. MID-YEAR BUDGET REPORT**

Ken Litzinger, Director of Finance, began with the Housing Choice Voucher program. He said HASLO had a great first half of the year as we continue to grow the program. We were awarded additional EHV's (Emergency Housing Vouchers). We received an additional \$3.9 million in funding over our 2021 HAP renewal funding.

12:18 P.M. Commissioner Steinberg now present.

With the additional funding, we are able to increase our landlord payment standards a bit closer to market rents. Lease up is strong. HUD increased the proration of administrative fees to 88%, although additional staff is required for many of the new Section 8 programs. HAP reserves are very strong at over 6% of Budget Authority.

Local Authority had a strong first half as HASLO owned rentals continued to do well. Property Management performing well financially. Projects such as Project Homekey and Anderson Hotel require us to expand our Supportive Housing Program and budget in order to successfully house the homeless and at risk populations at these sites. Development should receive a TCAC award for Shell Beach, which will result in starting construction by December 2022. Morro Bay, Toscano, Paso Homekey, and RAD175 are still active. Our liabilities are low compared to HASLO's asset position.

Vacancies are intentionally not being filled at the Anderson Hotel, and the vacancy loss will remain high is expected to have high vacancy loss for the rest of 2022 as preparations for rehab are underway. The City, County, and federal funds are committed totaling \$5.5 million. —HASLO applied for Homekey funding and should know the results in two weeks. Michael Burke, Director of Construction and Development, added that the due diligence is continuing on the underground storage tank. Litzinger asked the Commission to vote acknowledging the budget for the Anderson. The Commissioners present unanimously voted to approve the Anderson mid-year budget.

12:38 P.M. Pauline Verdugo now absent.

Smith added that we are providing the tenants with regular updates.

Dan Law Apartments were approved for a large rent increase thanks to Michelle Pedigo, Deputy Director of Finance. The increase allows for capital projects to be addressed.

ACTION TAKEN: A vote to acknowledge and accept the Mid-Year Budget Report was made by Commissioner **Beck**, seconded by Commissioner **Steinberg**, and approved on the following roll call vote:

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

2. ANDERSON HOTEL UPDATE

Smith said that the financial commitments from the City, County, and Federal Government total \$5.5 million. We will know about the results from our Homekey application prior to submitting the TCAC application on June 28, 2022. Solutions to the underground storage tank, leakage and remediation at Anderson are still being evaluated with the City and consultants.

12:51 P.M. Chair Beck announced we were going into closed session.

12:51 P.M. Sandra Bourbon and public now absent.

CLOSED SESSION: Minutes from the Closed Session are in the Executive Session binder.

1. 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.
Briefing update only. No action required.

2. Closed session, pursuant to section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 066-066-007

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)
Monica King on behalf of the Irons (not present)

Under Negotiation: The Negotiators' authority regarding the price and terms.
Briefing update only. No action required.

1:20 P.M. Ken Litzinger, Elaine Archer, Michael Burke, Michelle Pedigo, and Vicky Culman now absent.

3. Closed session, pursuant to section 54957

PUBLIC EMPLOYMENT

1:30 P.M. Commissioner Boyer now absent.

There being no further business, the meeting was adjourned at 2:00 p.m.

Respectfully submitted,

COMMISSION MEETING

May 19, 2022

Page 4

Scott Smith, Secretary

DRAFT

MINUTES

HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO

June 16, 2022

CALL TO ORDER

The Regular Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Thursday, June 16, at 12:03 p.m. by Chair Jay C. Beck. Per CA Executive Orders N-60-20 and N-08-21 and Assembly Bill 361, the meeting was authorized to be held via teleconferencing and was made accessible to the public telephonically.

ROLL CALL

PRESENT: Commissioners Beck, Boyer, Odenthal, Steinberg

ABSENT: Commissioners Crotser, Gillett, Souza

STAFF: Scott Smith, Ken Litzinger, Elaine Archer, Michael Burke, Michelle Pedigo, and Vicky Culman

PUBLIC COMMENT:

None.

EXECUTIVE DIRECTOR'S REPORT:

Scott Smith, Executive Director, spoke of the success of the Toscano Wall-Raising on May 26. He was glad to see that Commissioners Beck and Boyer were in attendance as well as Director Jeffries from the SLONP Board. Also in attendance were the Mayor, Erica Stewart, and SLO City Council members Jan Marx and Michelle Shoresman, along with City Manager Derek Johnson and Community Development Director Michael Codron. Smith thanked Michael Burke and Vicky Culman for their onsite preparations.

Smith mentioned that a Special Meeting of the Commissioners will be required next week for completion of the TCAC application due June 30 for the Anderson Hotel.

Smith said the July meeting will include a discussion about how to assist HASLO employees through inflationary times.

12:05 P.M. Commissioner Gillett now present.

CONSENT AGENDA:

- C1. MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF MAY 19, 2022**
- C2. HASLO MONTHLY DISBURSEMENT REGISTER (available for review at the meeting)**
- C3. HOUSING CHOICE VOUCHER (SECTION 8)**
- C4. PROPERTY MANAGEMENT REPORTS**
- C5. FAMILY SELF-SUFFICIENCY & RESIDENT SERVICES PROGRAM REPORT**
- C6. CONSTRUCTION AND DEVELOPMENT REPORT**

Commissioner Beck had several questions regarding the Consent Agenda.

He asked for changes to the minutes of the May 19 meeting. Ken Litzinger, Director of Finance, will provide the details to the Clerk of the Board. The May 19 minutes will be pulled from the Consent Agenda and reviewed at next month's meeting.

COMMISSION MEETING**June 16, 2022****Page 2****12:10 P.M. Commissioner Souza now present.**

Commissioner Beck requested an explanation of the two items in red on the SEMAP report. Elaine Archer, Director of Housing Management, addressed both issues. The reason Indicator 12, Annual HQS Inspections, reports 37% of units are overdue inspections is due to the COVID waiver that was in effect until June 2022. HASLO has until December 2022 to complete the overdue inspections. Indicator 14, Family Self-Sufficiency Enrollment, shows 0% of families enrolled in the program because FSS stopped reporting that field. Smith said it was not mandatory. Commissioner Beck requested that the report include commentary if HASLO is out of compliance in any areas.

Regarding the Resident Services report, Commissioner Beck asked about services for the Willow Walk residents. He also requested more information about HUD changes to FSS and how that will impact our program. He was pleased to see that 860 on the Wye still has many of the original residents.

Archer said that 12 of the 40 residents at Willow Walk are from the Anderson Hotel. Staff is working with them. Three clients moved to Willow Walk from 40 Prado Homeless Services Center. Next week Supportive Housing and Resident Services are introducing themselves to the Willow Walk residents at a Meet-and-Greet. 37 of the 40 units are leased; two Anderson residents back out.

Regarding the HUD FSS Final Rule, HASLO has six months to implement the changes. One of the changes has to do with the participants who leave the program. In the past, their savings were forfeited, but the new rule allows the money to be used for other participants. HUD is scrambling to make appropriate software updates.

12:25 P.M. Commissioner Crotser now present.

ACTION TAKEN: A motion to **approve all Consent Agenda items, except for the May 19 minutes,** was made by Commissioner **Gillett**, seconded by Commissioner **Beck**, and approved on the following roll call vote:

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

DISCUSSION ITEMS**1. HASLO ANNUAL PLAN – REVIEW, CONSIDER, COMMENT, AND APPROVE RESOLUTION NO. 13**

Smith explained that this annual process must be submitted 75 days prior to the start of the new fiscal year. The Annual Plan is more streamlined than the 5-Year Plan.

Smith asked if there was any public comment on the report; there was none.

Smith highlighted that Section 8 is assisting 2,800 with vouchers, a significant increase from 10 to 12 years ago. HUD has promised an additional 40 vouchers. Smith discussed the progress made on the goals outlined in the 5-Year Plan. Staff and Commissioners discussed the Diversity, Inclusion, and Equity goal. All agreed it should read Diversity, Equity, and Inclusion to change the acronym for DIE to DEI. Commissioners requested amending the language to more clearly state the goal of training and why it is being done. They also requested adding that HASLO pursues Diversity, Equity, and Inclusion awareness among both staff and the clients we serve. The Commissioners feel it is possibly the most important goal going forward.

ACTION TAKEN: A motion to adopt **Resolution No. 13 (2022 Series) Adopting the Housing Authority of San Luis Obispo's Annual Plan**, with the modification to Goal 7 to provide more descriptive language to clearly state the goal, was made by Commissioner **Crotser**, seconded by Commissioner **Boyer**, and approved on the following roll call vote:

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

2. UPDATING ADMIN PLAN FOR HOUSING QUALITY STANDARD INSPECTIONS

Smith explained that every Section 8 unit must be inspected and pass the Housing Quality Standards (HQS) established by HUD. Each Housing Authority has the discretion to pass a unit if there is a deficiency that is not life threatening (NLT) granted there is a plan to address the deficiency.

HQS requires a kitchen sink separate from the bathroom sink. The units at Paso Homekey are having a second sink installed. HASLO will make Housing Assistance Payments on Paso Homekey units that fail to meet HQS provided the unit only has NLT deficiencies. HASLO will make this exception only for the Paso Homekey project. This must be codified in our Admin Plan.

ACTION TAKEN: A motion to **approve all Consent Agenda items, except for the May 19 minutes**, was made by Commissioner **Gillett**, seconded by Commissioner **Steinberg**, and approved on the following roll call vote:

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

CLOSED SESSION:

1. Closed session, pursuant to section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property 1:

APNs 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.
Briefing update only. No action required.

COMMISSION MEETING

June 16, 2022

Page 4

Property 2:
APN 066-066-007

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)
Monica King on behalf of the Irons (not present)

Under Negotiation: The Negotiators' authority regarding the price and terms.
Briefing update only. No action required.

1:30 P.M. Chair Beck announced that the closed session had ended, and we were back in regular session.

The Commissioners were updated. There were no actions to report from the closed session.

There being no further business, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Scott Smith, Secretary

MINUTES
SPECIAL MEETING
HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO
June 22, 2022

CALL TO ORDER

A Special Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Wednesday, June 22, at 10:01 a.m. by Chair Jay Beck. Per CA Executive Order N-60-20 and N-08-21 and Assembly Bill 361, the meeting was authorized to be held via teleconferencing and was made accessible to the public telephonically.

ROLL CALL

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

ABSENT: Commissioner Gillett

STAFF: Scott Smith, Ken Litzinger, Vicky Culman

PUBLIC COMMENT:

No public in attendance.

DISCUSSION ITEMS:

1. AUTHORIZATION TO LEND FEDERAL COMMUNITY PROJECTS FUNDING OF \$2 MILLION RECEIVED FOR THE ANDERSON HOTEL PRESERVATION

The \$2 million federal funding for the Anderson Hotel is to be granted to HASLO. HASLO will then loan the money to the LP being formed. This resolution authorizes HASLO to make that loan to the project.

ACTION TAKEN: A motion to adopt **Resolution No. 15 (2022 Series) Authorizing a Loan of \$2 Million for the Preservation of the Anderson Hotel Apartments, Utilizing Federal Community Project Funds Awarded by Congress**, was made by Commissioner **Boyer**, seconded by Commissioner **Souza**, and approved on the following roll call vote:

AYES: Commissioners Crotser, Boyer, Beck, Gillett, Odenthal, Souza, Steinberg

NOES: None

ABSENT: None

ABSTAINED: None

2. AUTHORIZATION TO LOAN UP TO \$11.6 MILLION IN FUNDING FOR THE ANDERSON HOTEL PRESERVATION FOR THE PURPOSES OF A JUNE 30, 2022 LOW INCOME HOUSING TAX CREDIT APPLICATION

Smith explained that HASLO is seeking authorization from the Commissioners to loan up to \$11.6 million to the Anderson Hotel Project. The purpose of this commitment is to act as a placeholder for the State Homekey funding award, in the event a State commitment is not provided by the June 30 LIHTC application deadline. If we do not receive the Homekey grant, we will withdrawal our TCAC application.

ACTION TAKEN: A motion to adopt **Resolution No. 16 (2022 Series) Authorizing a Loan for the Preservation of the Anderson Hotel Apartments** was made by Commissioner **Crotser**, seconded by Commissioner **Steinberg**, and approved on the following roll call vote:

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

NOES: None

ABSENT: Commissioner Gillett

ABSTAINED: None

There being no further business, the meeting was adjourned at 10:14 a.m.

Respectfully submitted,

Scott Smith, Secretary

Executive Summary

Housing Choice Vouchers (“Section 8”)

- Housing Choice Voucher
 - We selected 150 names in the Feb/2022 opening of the waiting list and have been working through the applications on a bi-weekly basis. We estimate that we will have gone through all the applications by the end of July.
 - Here is a chart of the status of the 150 names selected in the last lottery. While only 5% have leased up at this point in time, 85 names are currently in process with the final 12 to be processed by the end of July.
 - We are encouraged to see that applicants are successful in finding housing as they are competing with the new allocation of Welcome Home Program Vouchers that have the incentive payments for Landlords.

Status of 2022 Waiting List Applicants		
Leased	7	5%
<u>In Progress:</u>		
To be processed in July	12	8%
Voucher Issued	25	17%
In Progress	60	40%
<u>Removed:</u>		
Incorrect Preference Info Provided	20	13%
Deceased	1	1%
Forfeit	2	1%
No Response	19	13%
Does not meet program requirements	1	1%
Over Income	2	1%
Denied - Criminal	1	1%
	46	31%
	150	100%

- The 2022 Section 8 Waiting List will be reopened on July 19th. At this time, we will select another 250 names from the waiting list.
- Our staff has opened their schedules in order to be readily available to assist any person living with a disability, with Limited English Proficiency, or limited computer access to apply to the waiting list via phone with a Housing Specialist or Assistant.
- Our staff has also coordinated with America’s Job Center for applicants to have access to their computers for the duration of the waiting list opening.
- Distribution of Vouchers
 - The chart below shows the breakdown of unit type by program and breakdown of “regular vouchers” versus “special purpose vouchers”
 - For our PBV Units, we have moved the 4-bedroom unit waiting lists for SLO Villages, Madonna Road Apartments, and Oak Park 1 & 2 to be continuously open.

Vouchers, by Program Type
Trend Analysis Report
6/30/2022

	HUD Ctrct		# of Leased Participants, by voucher size					
	Maximum # Units	TOTAL Leased	Studio	1 bd	2 bd	3 bd	4 bd	5 bd
HCV & TPV	1,702	1,631	6	1,015	379	196	34	1
RAD / PBV	175	170	9	18	56	57	29	1
PBV	328	319	24	106	87	90	12	
	2,205	2,120						
VASH	201	157	3	129	15	8	2	
PBV-VASH	25	24		22	2			
Welcome Home	196	145		68	46	26	5	
FUP	38	32		4	15	12	1	
FYI	9	4		3	1			
Mainstream	153	141	5	108	23	4	1	
	622	503						
	2,827	2,623	47	1,473	624	393	84	2
<i>distribution by voucher size</i>			2%	56%	24%	15%	3%	0.1%

- Welcome Home Program
 - We have a new allocation of 40 more Welcome Home Vouchers and those have been added to the chart and total voucher allocation in the previous chart
 - Our housing specialists are in frequent communication with partnering agencies and case managers in an effort to assist participants to stay leased up.
 - Looking at the turn-over rate for Welcome Home specifically, we have about an 8% turnover rate, which is slightly less than the agency-wide statistic
 - Main Reasons for turnover are:
 - Program Violations/Eviction
 - Port-Out of County
 - Forfeiture of Voucher
 - Deceased
- VASH
 - The VA has recently hired on two new Social Workers to aid in Case Management and referrals.
 - In the past two months, we have received 10 new referrals for the program – the most referrals we’ve seen across the past year.
 - We currently have 157 active voucher participants out of the 226 allocation.

SEMAP Indicators Report

As of June 30, 2022

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****Reporting Rate as of June 30, 2022**

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	2366	05/22	16	22	2372	2551	100

**Indicator 9:
Annual Reexaminations**

Note: For Indicators 9-12 and 14, HUD mandates for SEMAP a Reporting Rate of at least 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

2724

Number of Late Reexaminations

5 – Reviewed; PIC submission discrepancies which will be resolved.

[+] 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 percent of the Housing Authority's tenant rent calculations are incorrect as indicated by % shown in red and bold.) **0**

Number of Families in Current Database

1415

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

638

Number of Inspections On or Before Effective Date

638

[+] 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.) **36**

Number of Families in Current Database

2165

Number of Late Inspections

786 – covid related delays that will be completed by 12/31/22

[+] 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	64	0	44	80

[+] Families enrolled in Voucher FSS Program**[+] Families completing FSS Contract**

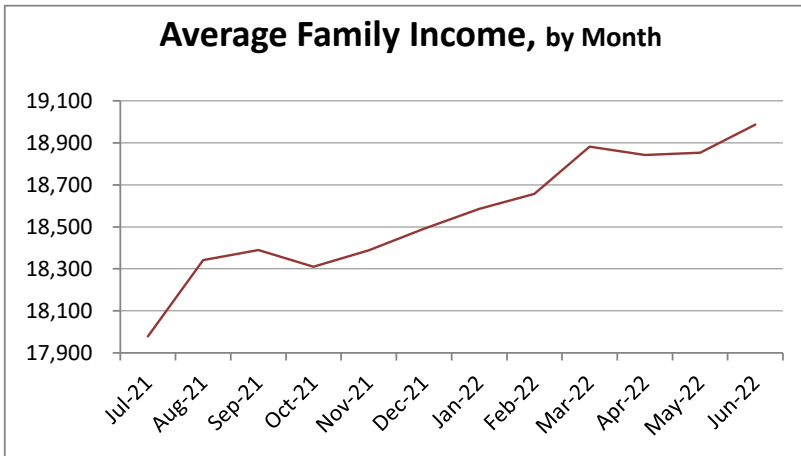
* - As reported by the PHA in Indicator 14 (a) from the last SEMAP Certification and confirmed by the Field Office. This number may have decreased as families have graduated from the program. Also data may not include approved exceptions to mandatory slots.

HASLO

Voucher Monthly Analysis (VMA)

Rolling 12 months

Note: includes Welcome Home Vouchers (EHV)

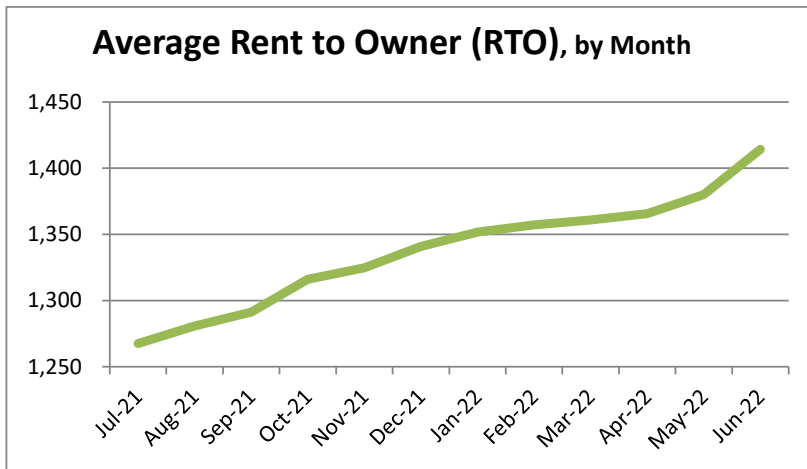


Average HH Income, 12 month % change: 5.6%

AMI March 2020, pre pandemic 17,451
 AMI, current 18,987
 increase since start of COVID 8.8%

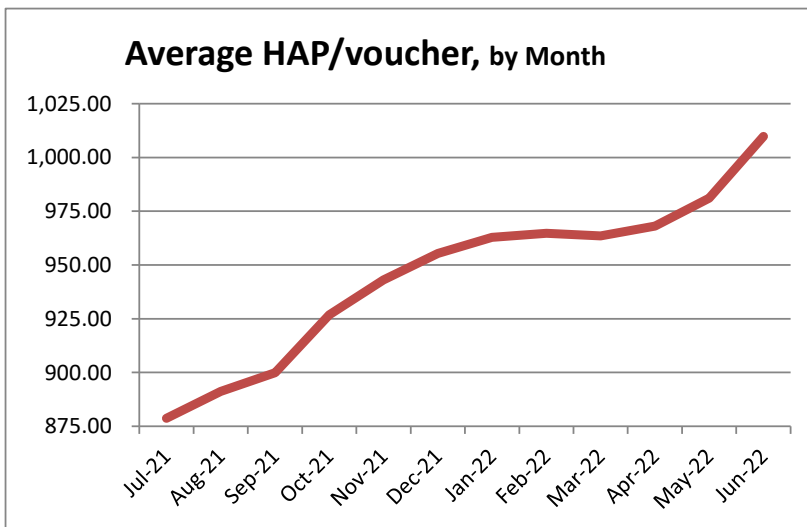
(average, for EHV vouchers: 16,331)

Average % of AMI, all families: 22%



RTO, 12 month % change: 11.6%

FMR Increase, as of 10/1/2021 (Fair Market Rents) 13.4%



Average HAP, 12 month % change: 14.9%

Notes:

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

Housing Authority of San Luis Obispo
Housing Choice Voucher Lease up and Funding Analysis
July 2022

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 2,205 general vouchers, 226 Veterans vouchers, and 47 Family Unification/Foster Youth Initiative vouchers for a total of 2,478 available vouchers. In addition, HASLO administers 153 Mainstream and 196 Emergency Housing Vouchers (EHV) that HUD considers as 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 are applying for set-aside funding and are hopeful we will receive additional funding.

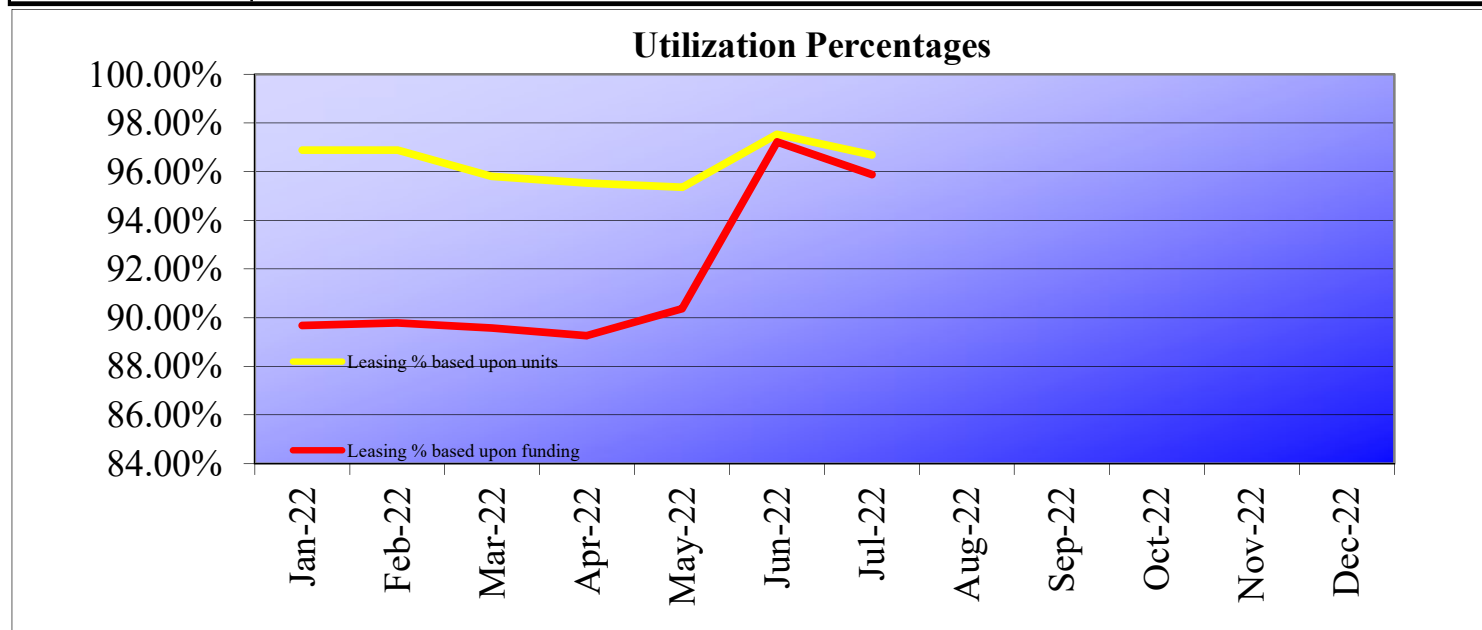
The Mainstream voucher program continues to have strong leasing numbers. We have recently applied for 30 more Mainstream vouchers and are hopeful we will receive this award.

Reserves remain strong at around \$2.5 million, which allow us to maintain a high lease up through the remainder of the year.

Housing Authority San Luis Obispo
HCV Leasing Financial Analysis
July 2022

	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 2022	2,476	2,399	96.89%	\$ 2,547,469	\$ 2,284,512	\$ 262,957	89.68%	\$ 952
February 2022	2,477	2,400	96.89%	\$ 2,547,469	\$ 2,287,235	\$ 260,234	89.78%	\$ 953
March 2022	2,477	2,373	95.80%	\$ 2,547,469	\$ 2,282,009	\$ 265,460	89.58%	\$ 962
April 2022	2,478	2,367	95.52%	\$ 2,547,469	\$ 2,273,893	\$ 273,576	89.26%	\$ 961
May 2022	2,478	2,363	95.36%	\$ 2,547,469	\$ 2,302,139	\$ 245,330	90.37%	\$ 974
June 2022	2,478	2,417	97.54%	\$ 2,547,469	\$ 2,476,801	\$ 70,668	97.23%	\$ 1,025
July 2022	2,478	2,396	96.69%	\$ 2,547,469	\$ 2,442,417	\$ 105,052	95.88%	\$ 1,019
August 2022								
September 2022								
October 2022								
November 2022								
December 2022								

YTD	17,342	16,715	96.38%	\$ 17,832,283	\$ 16,349,006	\$ 1,483,277	91.68%	\$ 978
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NRA + Prog Reserve Balance (Excess HAP) as of 1/1/2022	\$ 1,030,563	YTD Voucher	YTD	
HAP Funding YTD:	\$ 17,832,283	Months	Vouchers	
HAP Expenditures YTD:	\$ 16,349,006	Available	Leased	
HAP Revenue (Fraud, FSS Forfeits) YTD:	\$ 211	Regular Vouchers	15,435	15,188 98.4%
Current Remaining NRA / Prog Reserve:	\$ 2,514,051	Veterans (VASH)	1,582	1,276 80.7%
Months in Reserves at Current Monthly Expense Levels		Family Unification	325	251 77.2%
Reserves as a Percentage of Budget Authority	8.2%	Total Vouchers	17,342	16,715 96.4%
Current Monthly Funding (a)	\$ 2,547,469			
Current Average HAP Payment (b)	\$ 1,019	Mainstream	1,071	1,020 95.2%
# of Units the Current Monthly Funding Would Support (a)/(b)	2,499	Emergency Housing	1,132	1,065 94.1%
# of Units Currently Leased	2,373			
Excess Units Leased, Current Month	(126)			
Current Year-to-Date Funding (a)	\$ 17,832,283			
Current Year-to-Date Average HAP Payment (b)	\$ 978			
# of Unit-Mos the Current Monthly Funding Supports (a)/(b)	18,232			
# of Unit-Mos Leased Year-to-Date	16,715			
Excess Unit-Mos Leased, Year-to-Date	(1,517)			

Executive Summary
Property & Asset Management

- Key Priorities for the Property Management team continue to be:
 - Vacancies / Lease-Up
 - ✓ Willow Walk is fully rented up! The process went really well
 - ✓ We are reaching out to contact agency partners to ensure that ADA compliant units are being filled with families that need the features of the ADA unit. This may take more time to fill a vacancy as we work through the application and eligibility process

 - Maintenance
 - ✓ We had a new staff member start in June, which is exciting. We continue to search for one more person
 - ✓ Focus is on doing inspections at all of our properties. They are scheduled throughout the rest of the year

 - Property Management
 - ✓ We have become responsible for the day-to-day property management for Bishop Street Studios through an agreement with TMHA

 - Supportive Housing Program
 - ✓ We are working with some of the new tenants at Willow Walk
 - ✓ At Paso Home Key, we continue to work with tenants during the construction

 - Paso Home Key
 - ✓ We have created a variety of weekly team meetings to ensure we have effective and appropriate collaboration onsite.
 - ✓ The key project for the next 6 months is the renovation work to get the homes renovated to be compliant with section 8 HQS requirements.
 - ✓ We have created a tentative relocation plan.

Vacancy Summary
as of 6/30/22

	<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 06/30</u>
	<u>Current Month</u>	<u>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	\$1,773	\$250,620	0.97%	0.71%	46	10%	2	20	100%
Atascadero	\$1,902	\$6,632	\$246,031	0.88%	2.70%	69	16%	3	19	89%
Bishop Street Studios	\$0	\$5,685	\$486,660	1.78%	1.17%	51	9%	3	33	100%
Brizzolara	\$1,087	\$18,665	\$398,496	0.45%	4.68%	73	27%	8	30	97%
Carmel	\$0	\$2,859	\$260,868	0.91%	1.10%	39	16%	3	19	100%
Courtyard	\$1,257	\$9,474	\$577,884	2.00%	1.64%	35	26%	9	35	100%
DRT (Johnson)	\$2,402	\$6,317	\$562,044	0.40%	1.12%	40	15%	6	40	95%
Halcyon	\$0	\$1,366	\$261,960	2.00%	0.52%	41	5%	1	20	100%
Hidden Creek	\$15	\$3,501	\$1,162,920	0.40%	0.30%	23	10%	8	80	100%
Ironworks	\$1,482	\$14,312	\$796,982	4.54%	1.80%	45	15%	7	46	98%
RAD175/SLO Villages	\$2,007	\$11,261	\$2,804,988	5.00%	0.40%	28	4%	7	175	100%
Islay Hills (Ironbark)	\$1,279	\$4,132	\$292,884	0.29%	1.41%	39	15%	3	20	95%
Laurel (Marvin Gardens)	\$1,208	\$3,277	\$331,956	0.29%	0.99%	38	8%	2	24	96%
Pismo Buchon	\$152	\$3,804	\$163,992	0.29%	2.32%	76	18%	2	11	100%
Total, Tax Credit Properties	\$12,791	\$93,058	Average=	1.44%	1.49%	46	14%	5		98%
<u>SLONP Properties</u> (rolling 12 months)										
Blue Heron	\$0	\$824	\$241,848	2.94%	0.34%	31	14%	2	14	93%
Empire	\$0	\$0	\$173,400	1.00%	0.00%	-	0%	0	13	100%
Ferrell	\$0	\$0	\$187,200	2.07%	0.00%	-	0%	0	8	100%
Macadero	\$2,825	\$35,913	\$328,200	2.58%	10.94%	110	32%	6	19	84%
Margarita	\$0	\$4,767	\$345,360	2.52%	1.38%	132	0%	0	21	100%
Total, SLONP Properties	\$2,825	\$41,504	Average=	2.22%	2.53%	91	9%	2		95%
<u>EIHC Properties</u> (rolling 12 months)										
Poinsettia	\$0	\$25,906	\$448,488	3.56%	5.78%	45	30%	6	20	95%
Total, EIHC Properties	\$0	\$25,906								
<u>50059/Other Properties</u> (rolling 12 months)										
Anderson	\$35,209	\$250,882	\$993,786	4.00%	25.25%	232	41%	28	68	47%
Anderson Commercial	\$7,569	\$87,992	\$229,041		38.42%					
Dan Law	\$0	\$0	\$100,548	6.10%	0.00%	-	0%	0	9	100%
Parkwood	\$187	\$26,595	\$541,522	2.00%	4.91%	86	21%	7	34	100%
Total, 50059/Other Properties	\$42,965	\$365,469	Average=		17.14%	159	21%	12		82%
	\$58,581	\$525,937	Overall Average=		4.49%	158	18%	6		92%
prior month	\$46,607		Prior Month Overall=		4.25%	160	18%	6		92%
% increase/(decrease)	26%				net change					



July 12, 2022

To: HASLO Board of Commissioners
 From: Sandra Bourbon, Director of Resident Services
 Re: June 2022

It is my understanding there were a couple of questions regarding this report at the last meeting. I wanted to address the questions that were relayed to me and also be open to discuss (in person) any questions that may still be out there regarding June and July's reports.

Q1: What were the major changes of the HUD FSS Final Rule and the impact of those changes?

All in all, in the long run, the changes will be a benefit to ongoing and new participants.

*We had to stop all new FSS enrollments as of June 16, 2022

*New enrollments can only start up again once HUD has approved our updated FSS Action Plan and our software company (Yardi) has made the necessary escrow calculation changes. HUD anticipates this to be late Fall.

* Expand eligibility for program enrollment from only the Head of Household to now any adult member as designated by the family (still only one contract per household)

*Base Contract of Participation (CoP) is now 5 years from the next rent certification after enrollment as opposed to 5 years from effective date (gives participant more time)

*"120-day rule" is gone. Enrollment baseline numbers are now the most recent rent certification not matter how much time has passed.

*Escrow calculation removes cap on increases in escrow monthly savings for participants making between 50% and 80% of AMI.

*Forfeited escrow is not longer returned to the PHA. Forfeited escrow now goes into a separate account to be used for the benefit of FSS families. HUD goal is for that account to have little to no money.

* "Good Cause" for extensions is now expanded to include participants who are actively engaging and pursuing self-sufficiency goals (previously "good cause" was only for reasons out of a participants control). Additional reasons will be accepted as long as they are in the updated FSS Action Plan.

* "Welfare Free" requirement is now at graduation and no longer 12 consecutive months prior to graduation.

*Adds a disposition of the Contract of Participation for families that become disabled where they cannot continue with the FSS Program and have not yet met all of the required goals.

*HUD Field Offices will be implementing FSS Program monitoring as of 2023.

*Mandatory annual Self-Assessment form to HUD

*Annual completion of Period of Performance

Next steps: we will continue to attend HUD trainings on all of the changes and start to update our FSS Action Plan with a goal of getting the final to HUD no later than the end of September. Once approved we will need to update all of our "current" contracts to the new contract and enroll new participants.

Q2: What types of services will we be offering to the Willow Walk residents:

We held a "Meet and Greet" for the residents in late June to welcome them to the property. We will be following up with a survey and face to face conversations regarding what they would like to see offered in their community room. Some ideas are financial literacy (maybe the self-paced Money Smart program), computer assistance, some type of physical activities, budgeting, learning how to read their





credit report, games, social time, book club, etc... Starting mid August (or whenever the community room is furnished), Resident Services will be on-site twice a week.

FSS:

Continued outreach, case management and annual assessments. The below chart is as of 06-30-2022.

	Sandra	Traci	TOTAL
Active	34	28	62
New contracts added this month	3	2	5
Graduates this grant period	4	2	6
Terminated for Non-Compliance / Contract Expired / Voluntary Withdrawal within this grant period	0	5	5
Active participants who have ported out this grant period	0	0	0
Increase in Earned Income this month	368,790	277,987	646,777
Increase in Tenant Payment (TTP) this month	8,718	5,216	13,934
Total Escrow Accounts	26	17	43
New Escrow Accounts this grant period	0	5	5
Percentage of participants with an Escrow Account this month	76.47%	60.71%	69.35%
Total Escrow Account balance	195,630.37	74,762.47	270,392.84
Total interim withdrawals paid within this grant period	0	0	0
Total of Escrow Account funds paid out to FSS Graduates for this grant period	47,444.35	53,686.84	101,131.19

***FSS graduates (2022):** B. Kingsland-Medical Assistant, \$28,225.20 as of 02/28/2022 (tw). C. Peters-Teacher, \$19,800.40 as of 02/28/2022 (sb). S. Waller-Office Technician, \$4,125.07 as of 03/31/2022 (sb). **A. Perez-Bookkeeper, \$14,830.35 as of 05/31/2022(sb). A. Maghni-Banking, \$25,449.90 as of 05/31/2022 (tw). K. DiPeri-Driver/warehouse, \$8,598.53 as 05/31/2022 (sb).**

***FSS terminations (2022):** A. Carveo as of 02/28/2022 forfeited \$11,142. J. Velasquez as of 02/28/2022 forfeited \$146.21. E. Delagarza as of 04/30/2022 \$0 escrow. M. Valdez as of 04/30/2022 \$0 escrow. M. McKenna as of 05/19/2022 forfeited voucher \$0 escrow.

*HUD FSS NOFA coming out this summer.

SERVICES:

We continue on-site services at 860 on the Wye and Hidden Creek. Other Learning Centers are still operating online due to a shortage of staff. Our goal is to get someone hired to resume in person services a couple of times a week at South Hills Crossing and Courtyard at the Meadows. Also, as stated earlier in this report, we will be starting in person at Willow Walk. A good time was had by all at the 5-Year celebration at 860 on the Wye. The "Meet & Greet" at Willow Walk was nice but we were a bit disappointed in the turnout. We are hoping once the residents get settled and more comfortable the participation will increase. We had individual lunches for them and ended up delivering door to door and introducing ourselves to those who were unable to attend.

