

LOCATION: PER CA EXECUTIVE ORDER N-25-20, THIS MEETING WILL BE HELD BY TELECONFERENCE. PUBLIC MAY PARTICIPATE WITH THE SAME LINKS:

Join Zoom Meeting:

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

Meeting ID: 980 5717 7103

Passcode: 975423

Dial in by phone: 669-900-9128

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 "agendaized" 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 MAY 20, 2021, AND THE SPECIAL MEETING OF JUNE 2, 2021

Approve the Minutes of the Regular Board of Commissioners Meeting of May 20, 2021, and the Special Meeting of June 2, 2021.

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

DISCUSSION ITEM:

D1. HASLO ANNUAL PLAN – REVIEW, CONSIDER, COMMENT, AND APPROVE RESOLUTION NO. 10

This is a public hearing for the Commission to consider the draft Annual Plan, receive public comment, and adopt the Annual Plan. The Plan must be submitted to HUD no later than July 16th, 75 days prior to the commencement of our fiscal year.

RECOMMENDED ACTION: 1) Receive Public Comment; and 2) Adopt Resolution 10 (2021 Series) Adopting the Housing Authority of San Luis Obispo’s Annual Plan.

D2. 1206 WEST GRAND AVENUE, GROVER BEACH: AUTHORIZATION TO CLOSE

RECOMMENDED ACTION: Adopt Resolution No. 11 (2021 Series) Authorizing the Housing Authority of the City of San Luis Obispo to Close Escrow on 1206 West Grand Avenue, Grover Beach

CLOSED SESSION

1. Closed session, pursuant to section 54956.8**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: APN 002-431-007

Agency Negotiators: Scott Smith, 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: APN 004-811-036

Agency Negotiators: Scott Smith, Executive Director
Ken Litzinger, Director of Finance

Negotiating Parties: The Housing Authority of the City of San Luis Obispo (HASLO)
Bridge Squared, LLC (not present)

Under Negotiation: Update: The Negotiators’ authority regarding the price and terms.

3. Closed session, pursuant to section 54957**PUBLIC EMPLOYEE EMPLOYMENT STATUS**

ADJOURNMENT

The next Regular Meeting will be held on July 15, 2021, at 12:00 p.m. virtually.

REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED AT 4:00 P.M. ON JUNE 10, 2021, 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.

MINUTES**HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO****May 20, 2021****CALL TO ORDER**

The Regular Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Thursday, May 20, at 12:03 p.m. by Chair Jay C. Beck. Per CA Executive Order N-25-20, the meeting was authorized to be held via teleconferencing and was made accessible to the public telephonically.

ROLL CALL

PRESENT: Commissioners Beck, Boyer, Crotser, Gillett, Odenthal, Souza, Steinberg
ABSENT: None
STAFF: Scott Smith, Ken Litzinger, Elaine Archer, Sandra Bourbon, Michael Burke, Michelle Pedigo, and Vicky Culman

PUBLIC COMMENT:

Paula McGrath introduced herself as an employee of the County of SLO. She mentioned her interest was in the Anderson hotel and had no further comment.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Scott Smith shared that our project at 700 Oak Park won unanimous approval at the Tuesday evening Arroyo Grande Planning Commission. There was a request that we work with the planning director for more open space for children which is difficult to accommodate due to the steep topography and numerous oak trees. Smith had included a closed session related to the land purchase for this project in the event it was not approved by the PC. Due diligence was completed and we must close escrow by June 4. The Commission requested a resolution be prepared for the title company authorizing close of escrow. Staff will schedule a Special Meeting to vote on that resolution prior to the close of escrow.

Smith explained to Ms. McGrath that there would be no open discussion of the Anderson today but staff would be happy to meet with her at any time to discuss the project.

CONSENT AGENDA:

- C1. MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING OF APRIL 15, 2021**
- 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**

ACTION TAKEN: A motion to approve all Consent Agenda items was made by Commissioner Gillett, seconded by Commissioner Steinberg, and unanimously approved.

DISCUSSION ITEMS:**D1. MID-YEAR BUDGET UPDATE**

The board received a mid-year budget report along with narrative describing key points. Revenue meets or exceeds expenses for all programs. The board discussed the update and thanked staff for the thorough presentation.

D2. GROVER BEACH PROJECT

This project is a collaboration between HASLO, People's Self-Help Housing (PSHH), and the City of Grover Beach which donated land. HASLO and PSHH recommend assigning the Grand Avenue purchase agreement to HASLO from PSHHC. This will reduce pre-construction costs, since HASLO will receive a property tax exemption. The Housing Trust Fund has provided a financing commitment for the acquisition. The parcel must be acquired by July 20.

Staff presented the due diligence materials including an environmental report that recommends installation of a vapor barrier below the slab foundation to mitigate low levels of soil contamination. This is similar to what was required for HASLO at our 860 on the Wye project. The City of Grover Beach is aware of the circumstances.

12:47 P.M. Sandra Bourbon now present.

Staff do not view the assignment of the PSA and escrow closing by HASLO as presenting any significant risk. However, HASLO and PSHH also have a project MOU that provides for sharing risks and rewards equally, further reducing any risks to HASLO.

ACTION TAKEN: A motion to move forward with the assignment of the Grover Beach parcel from PSHH to HASLO was made by Commissioner Crotser, seconded by Commissioner Gillett, and unanimously approved. Staff briefed the Commissioners that a specific resolution authorizing the closing may be required by the title company and would be included in the June agenda.

D3. HOUSING CHOICE VOUCHERS (SECTION 8) ACTIONS

1. **PAYMENT STANDARD** – Archer explained that our Payment Standards are too low; we have to negotiate with landlords on every lease. We are raising our standards to 110% of FMR (Fair Market Rents) which is the maximum allowed. These new rates will be effective June 1, 2021, and will be applied immediately to current voucher holders.

ACTION TAKEN: A motion to adopt **Resolution No. 7 (2021 Series) Authorizing a Change in the Housing Authority of San Luis Obispo's Payment Standard** was made by Commissioner Gillett, seconded by Commissioner Boyer, and approved on the following roll call vote:

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

2. EMERGENCY HOUSING VOUCHERS

HASLO received 156 Emergency Housing Vouchers (EHVs) because of our point-in-time homeless count and our great lease-up numbers. 100 vouchers is the average award nationally. The Payment Standard for EHVs is authorized at 120% of FMR. The payment standard for regular voucher holders is capped by HUD at 110%. Landlords will have to be encouraged to rent to Continuum of Care clients and lower-income residents. We are permitted to request additional funds for EHVs unlike regular vouchers.

ACTION TAKEN: A motion to adopt **Resolution No. 8 (2021 Series) Authorizing a Change in the Housing Authority of San Luis Obispo's Payment Standard for Emergency Housing Vouchers** was made by Commissioner Steinberg, seconded by Commissioner Souza, and approved on the following roll call vote:

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

1:06 P.M. Chair Beck announced we were going into closed session.

1:06 P.M. Sandra Bourbon now absent.

CLOSED SESSION:

Closed session, pursuant to section 54956.8

1. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: APN 007-011-010 through 077-011-013
Agency Negotiators: Scott Smith, Executive Director
Ken Litzinger, Director of Finance
Negotiating Parties: The Housing Authority of the City of San Luis Obispo (HASLO)
Com-Spec Properties, Inc. (not present)
Under Negotiation: Update: The Negotiators' authority regarding the price and terms.

2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: APN 002-431-007
Agency Negotiators: Scott Smith, 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.

1:23 P.M. Chair Beck announced that the closed session had ended, we were back in regular session, and there were no actions to report.

There being no further business, the meeting was adjourned at 1:24 p.m.

Respectfully submitted,

Scott Smith, Secretary

MINUTES
SPECIAL MEETING
HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO
June 2, 2021

CALL TO ORDER

A Special Meeting of the Housing Authority of the City of San Luis Obispo was called to order on Wednesday, June 2, at 11:01 a.m. by Vice-Chair Ashlea Boyer. Per CA Executive Order N-25-20, the meeting was authorized to be held via teleconferencing and was made accessible to the public telephonically.

ROLL CALL

PRESENT: Commissioners Boyer, Crotser, Souza, Steinberg

ABSENT: Commissioners Beck, Gillett, Odenthal

STAFF: Scott Smith, Vicky Culman

PUBLIC COMMENT:

No public in attendance

11:02 A.M. Ken Litzinger now present.

DISCUSSION ITEM:

700 N. OAK PARK, ARROYO GRANDE: AUTHORIZATION TO CLOSE

ACTION TAKEN: A motion to adopt **Resolution No. 9 (2021 Series) Authorizing the Housing Authority of the City of San Luis Obispo to Close Escrow on 700 N. Oak Park Avenue, Arroyo Grande** was made by Commissioner Crotser, seconded by Commissioner Boyer, and approved on the following roll call vote:

AYES: Commissioners Crotser, Boyer, Souza, Steinberg

NOES: None

ABSENT: Commissioners Beck, Gillett, Odenthal

ABSTAINED: None

There being no further business, the meeting was adjourned at 11:04 p.m.

Respectfully submitted,

Scott Smith, Secretary

Executive Summary

Housing Choice Vouchers (“Section 8”)

- COVID-19 Related Actions:
 - All landlords that should have their unit inspected in the next 6 months have been notified with 100% response rate.
 - We are working on scheduling all of the inspections. This is a major project to schedule all inspections over the next 18 months in order to comply with the latest extensions granted by HUD waivers.
- Waiting List Lease-up Activity:
 - Housing Choice Voucher
 - We are surveying all waiting list applicants to see if they are eligible for the Emergency Housing Vouchers.
 - We are starting to set up policies and procedures for the Emergency Housing Vouchers, which start July 1st.
 - Statistics for the % success rate by year is:

Year	Lottery Size	Leased-up	% Leased	Rent-in-Place % of Leased-up	% white of leased-up	% Hispanic of leased-up
2015	500	133	26%	did not track	70%	29%
2017	250	97	38%	28%	67%	39%
2018	500	203	40%	30%	75%	28%
2018-Fall	250	81	32%	unknown	80%	30%
2020	250	77	31%	24%	75%	32%
				<i>County statistics</i>	<i>89%</i>	<i>23%</i>

- Average Housing Assistant Payment (HAP) Analysis –
 - We continue to see encouraging signs with the voucher program in terms of average family income and average HAP.
 - We are seeing some upward pressure on Rent to Owner and are watching market rents.
 - Incomes have recovered to pre-pandemic levels.
- Mainstream Voucher Activity
 - We continue to receive referrals for the program and have already leased up 36 vouchers of the new award of 75 vouchers.
- Net Voucher Activity Analysis:
 - New analysis to be included each month to show the breakdown of new and EOP (end of participation) activity by major program
 - Generally, there will be a significant rent-up of PBV vouchers over the course of the year.
 - Now that we have an award of EHV, we expect that the mainstream vouchers will remain static for the foreseeable future since the EHV's have higher payment standards.

50058 Analytics

Voucher Analysis - 2021

	<u>HCV</u>		<u>PBV</u>		<u>VASH</u>		<u>FUP</u>		<u>Mainstream</u>	
	<u>new</u>	<u>EOP</u>	<u>new</u>	<u>EOP</u>	<u>new</u>	<u>EOP</u>	<u>new</u>	<u>EOP</u>	<u>new</u>	<u>EOP</u>
January	12	-13	2	-4	4	-2	1	0	7	0
February	13	-11	8	-5	3	-1	3	0	11	-4
March	6	-14	4	-2	1	1	0	0	5	0
April	4	-9	4	-8	0	-3	0	0	11	0
May	2	-8	1	-2	3	-3	0	0	1	0
June										
July										
August										
September										
October										
November										
December										
YTD Totals	37	-55	19	-21	11	-8	4	0	35	-4
YTD Net Program		-18		-2		3		4		31

- Distribution of Vouchers

- The chart below shows the breakdown of unit type by program and breakdown of “regular vouchers” versus “special purpose vouchers”

Vouchers, by Program Type

Trend Analysis Report

6/8/2021

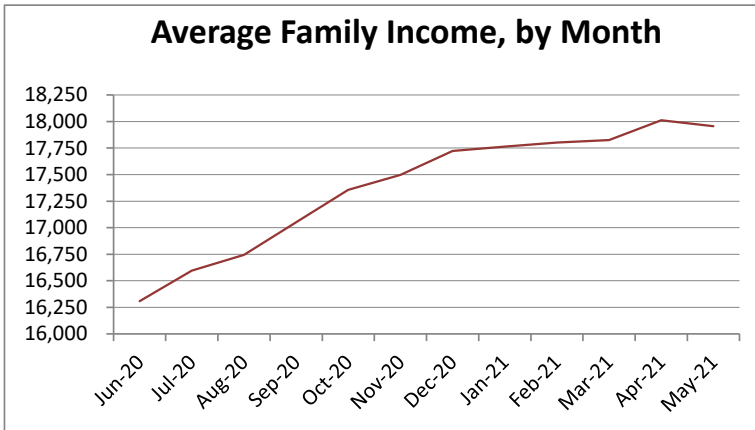
	HUD Ctrct		# of Leased Participants, by voucher size						avg HAP	avg HAP	%
	<u>Maximum</u>	<u>TOTAL</u>	<u>Studio</u>	<u>1 bd</u>	<u>2 bd</u>	<u>3 bd</u>	<u>4 bd</u>	<u>5 bd</u>	<u>Curr Mo</u>	<u>pre-COVID</u>	<u>chge</u>
HCV & TPV	1,702	1,709	8	1,054	403	203	39	2	\$910	\$814	11.8%
RAD / PBV	175	117	10	13	45	32	15	2	\$751	\$713	5.3%
PBV	328	319	26	104	89	88	12		\$815	\$760	7.2%
	2,205	2,145									
VASH	201	159	20	108	19	11	1		\$735	\$684	7.5%
PBV-VASH	25	24		22	2				\$743	\$726	2.3%
FUP	38	38	1	2	25	9	1		\$1,336	\$1,182	13.0%
Mainstream	153	112	24	63	19	4	2		\$914	\$320	185.7%
	417	333									
	2,622	2,478	89	1,366	602	347	70	4	\$886	\$796	11.3%
<i>distribution by voucher size</i>			4%	55%	24%	14%	3%	0.2%			

- HUD requires that we track special purpose vouchers– VASH, FUP and Mainstream

HASLO

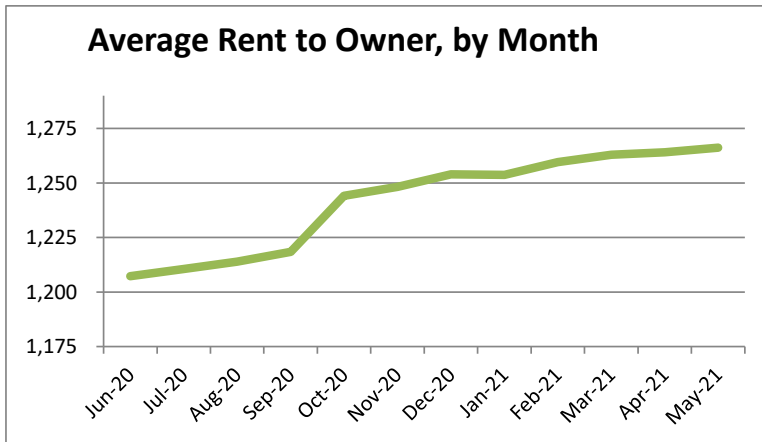
Voucher Monthly Analysis (VMA)

Rolling 12 months

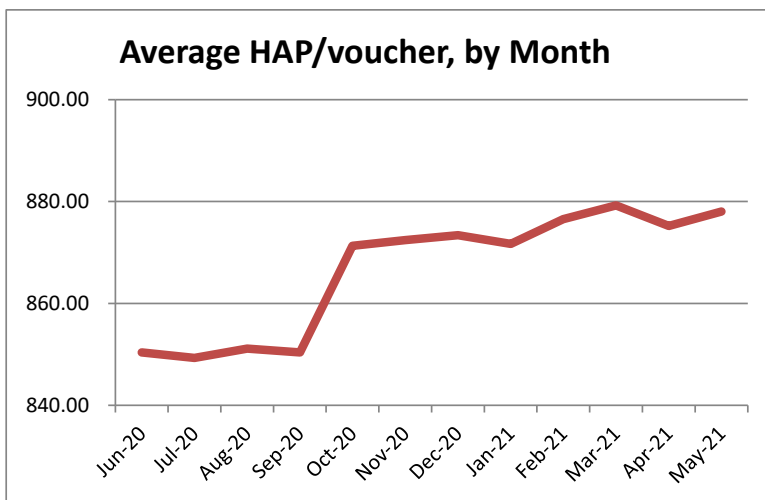


Average HH Income, 12 month % change: 10.1%

AMI March 2020, pre pandemic 17,451
 AMI, current 17,957
 relative AMI comparison: 102.9%



RTO, 12 month % change: 4.9%



Average HAP, 12 month % change: 3.2%

of HH members assisted, beg of year: **4,407**
 # of HH members assisted, end of 12 months: **4,547**
 % change 3%

SEMAP Indicators Report

As of May 31, 2021

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 May 31, 2021

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	2394	04/21	17	26	2403	2421	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. % shown as red and bold result in reduced SEMAP scores.)	1
--	---

Number of Families in Current Database	Number of Late Reexaminations
2564	16

[+] 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 percentages shown in red and bold.)	0
--	---

Number of Families in Current Database	Number of Rent Discrepancies
1838	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
--	---

603

603

[+] 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. % shown as red and bold result in reduced SEMAP scores.) **30**

Number of Families in Current Database	Number of Late Inspections
2072	617

[+] 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	68	0	43	68

[+] 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
June 2021

Our average HAP trended up slightly this month.

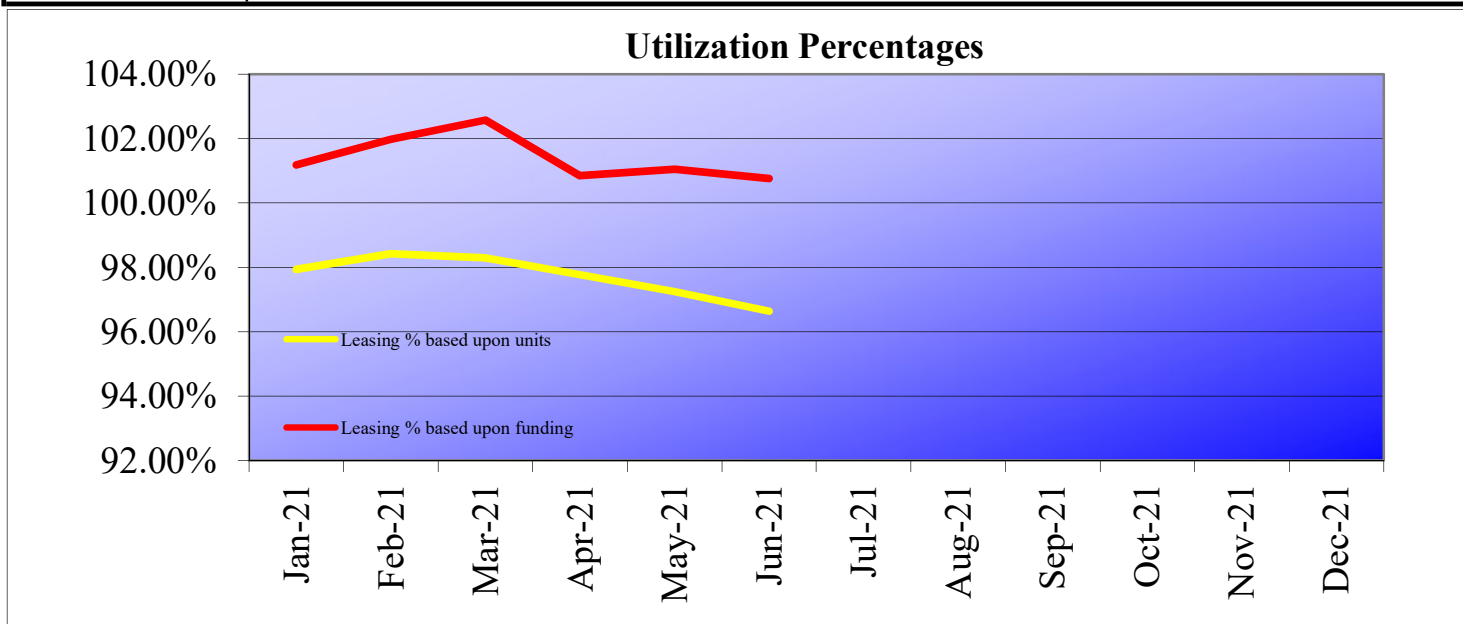
We have just been notified by HUD that we will be receiving 156 Emergency Housing Vouchers. We are pleased with this amount as it is more than we were expecting. These new vouchers will be effective July 1st.

We have applied for set-aside funding and are hopeful we will receive additional funding.

Our reserves are currently \$1.5 million representing 5.9% of our total 2021 funding. We will keep this in mind as we closely monitor our leasing until we know if further funding will be awarded.

Housing Authority San Luis Obispo
HCV Leasing Financial Analysis
June 2021

	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 2021	2,469	2,418	97.93%	\$ 2,120,005	\$ 2,145,052	\$ (25,047)	101.18%	\$ 887
February 2021	2,469	2,430	98.42%	\$ 2,120,005	\$ 2,162,002	\$ (41,997)	101.98%	\$ 890
March 2021	2,469	2,427	98.30%	\$ 2,120,005	\$ 2,174,502	\$ (54,497)	102.57%	\$ 896
April 2021	2,469	2,414	97.77%	\$ 2,120,005	\$ 2,137,861	\$ (17,856)	100.84%	\$ 886
May 2021	2,469	2,401	97.25%	\$ 2,120,005	\$ 2,142,158	\$ (22,153)	101.04%	\$ 892
June 2021	2,469	2,386	96.64%	\$ 2,120,005	\$ 2,136,033	\$ (16,028)	100.76%	\$ 895
July 2021								
August 2021								
September 2021								
October 2021								
November 2021								
December 2021								
YTD	14,814	14,476	97.72%	\$ 12,720,031	\$ 12,897,608	\$ (177,577)	101.40%	\$ 891



NRA + Prog Reserve Balance (Excess HAP) as of 1/1/2021	\$ 1,672,901	YTD Voucher	YTD	
HAP Funding YTD:	\$ 12,720,031	Months	Vouchers	
HAP Expenditures YTD:	\$ 12,897,608	Available	Leased	
HAP Revenue (Fraud, FSS Forfeits) YTD:	\$ -	Regular Vouchers	13,230	13,146 99.4%
Current Remaining NRA / Prog Reserve:	\$ 1,495,324	VASH Vouchers	1,356	1,107 81.6%
Months in Reserves at Current Monthly Expense Levels	93.3	Family Unification	228	223 97.8%
Reserves as a Percentage of Budget Authority	5.9%	Total Vouchers	14,814	14,476 97.7%
Current Monthly Funding (a)	\$ 2,120,005			
Current Average HAP Payment (b)	\$ 892	Mainstream	918	640 69.7%
# of Units the Current Monthly Funding Would Support (a)/(b)	2,376			
# of Units Currently Leased	2,401			
Excess Units Leased, Current Month	25			
Current Year-to-Date Funding (a)	\$ 12,720,031			
Current Year-to-Date Average HAP Payment (b)	\$ 891			
# of Unit-Mos the Current Monthly Funding Supports (a)/(b)	14,277			
# of Unit-Mos Leased Year-to-Date	14,476			
Excess Unit-Mos Leased, Year-to-Date	199			

Executive Summary
Property & Asset Management

- Key Priorities for the Property Management team continue to be:
 - COVID-19 Related Activities:
 - ✓ We received a 92% response rate on the request for tenants to complete a self-inspection of their units. Approximately 9% of the tenants reported a water leak, so this was a very helpful exercise to learn about serious conditions in the unit.
 - Deferral of rents for COVID related reasons
 - ✓ June will (likely) be the last month for the eviction protections in place due to the covid-19 pandemic
 - Vacancies
 - ✓ SLO Villages continues to be a high priority for filling units as they are renovated.
 - ✓ The next property for completion is Palm View apartments in June
 - ✓ Vacancy loss is down substantially compared to prior months
 - Maintenance
 - ✓ Regular work order processing is occurring
 - ✓ We are getting ready to develop the annual inspection calendar for 2021-2022
 - RAD
 - ✓ We are entering the final stages of the project, with the last 3 properties under renovation
 - Community and Family Support
 - ✓ Substantial time is being spent at the Anderson, doing annual recertifications, working the waiting list for the vacant units and answering tenant questions
 - ✓ We hold a monthly ZOOM meeting with the Anderson tenants to give them an update on the progress for whether HASLO will be purchasing the building
 - Paso Home Key
 - ✓ Renovations
 - New locks have been installed, replacing the motel key card system – everyone is very excited!
 - Fencing and a gated parking lot are in the process of being installed
 - We are working with the City of Paso Robles to create a unit addressing system to enable tenants to receive mail at the property
 - A security camera system was installed; in the meantime, we continue to have security guard assistance at the property

- Paso Home Key - continued
 - ✓ Permanent Housing
 - All of the designated units have been filled in the month of May
 - Only 12 of the 52 tenants have a vehicle
 - Accomplishments in the month of May:
 - 8-10 tenants are being connected to the FSP program or placed on their waiting list. The Full Service Partnership is operated by TMHA. This will provide wrap-around community based services and is intended for the most severely mentally ill who are the highest utilizers of the systems (hospital, jail, in-patient care, etc.)
 - Staff have arranged for the Probation Dept staffing to come to the property on a regular basis to meet with and/or perform drug testing with their probationers. If necessary, using CenCal transport and Ride-on to coordinate rides to medical appointments, probation and drug and alcohol
 - Referrals have been made with IHSS for caregiving services
 - Hosting Zoom meetings for Court Appointments for those on probation or pending charges. Coordinate with public defenders and coordinate care
 - Connected 6 tenants with the Atascadero Mental Health clinic so that they can get medication and therapy
 - Connected tenants with CalFresh so that tenants are getting food stamps. Replaced lost cards, established new service, etc.
 - Engaged in active discussions with the neighbors about traffic to the property for those who are seeking services
 - Obtained a coupon booklet for rides to/from Probation in SLO
 - Challenges facing the property and the services provided:
 - TMHA has closed their Paso Robles Wellness Center due to a lack of funding which means that tenants do not have a local place to attend groups (such as peer support groups, depression, grief, yoga, cooking, etc.) Typically there would be classes all day long
 - Drug and Alcohol does not provide services for people with severe and persistent mental health issues, only mild to moderate. This will affect 6-10 tenants who are not able to attend Drug and Alcohol groups to address their dependency issues or to engage in drug-testing and accountability
 - Drug and Alcohol does not have a Paso Robles office, only an Atascadero, which is a challenge for most tenants as they do not have a vehicle
 - Due to the temperatures in Paso Robles, there are very few options for those who are homeless to find somewhere cool to be and so the homes of our new tenants are an attractive option
 - Constant flow of traffic onto the property looking for services for ECHO during the day is very disruptive to staff



June 9, 2021

To: HASLO Board of Commissioners
 From: Sandra Bourbon, Director of Resident Services
 Re: May 2021

FSS:

Continued outreach, case management and annual assessments. The below chart is as of 05-31-2021. This month again we have seen about a \$65,000 increase in earned income averaged between both caseloads on top of last month.

	Sandra	Traci	TOTAL
Active	38	30	68
New contracts added this month	0	0	0
Graduates this grant period	2	1	3
Terminated for Non-Compliance / Contract Expired / Voluntary Withdrawal within this grant period	0	3	3
Active participants who have ported out this grant period	0	0	0
Increase in Earned Income this month	311,685	225,683	537,368
Increase in Tenant Payment (TTP) this month	6,903	5,329	12,232
Total Escrow Accounts	26	16	42
New Escrow Accounts this grant period	1	0	1
Percentage of participants with an Escrow Account this month	68.42%	53.33%	61.76%
Total Escrow Account balance	164,769.23	126,799.17	291,568.40
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	23,578.44	13,367.80	36,946.24

***FSS graduates:** 01/31/2021 (sb) \$11,327.67, 04/30/2021 (sb) \$12,250.77, 05/31/2021 (tw) \$13,367.80


***FSS terminations:** 2/28/2021 (tw) \$0 forfeited voucher/contract not complete. 04/30/2021 (tw) \$0 contract expired. 05/31/2021 (tw) forfeited \$12.04 contract not complete

SERVICES:

Exciting news, we have made an offer for the Resident Services Assistant position and hope to have her start later this month. She comes with experience as she previously was employed with PSHH.

- Resident Service's continue to offer after school programs and activities online, but hope to start some in person activities next month following social distancing guidelines, masks and temperature checks. We are not exactly sure what this will look like, but hopefully a step in the right direction. Learning Center/Community Room information is delivered to our residents by a monthly calendar specific to each property/project.
- Weekly pick-up and delivery of food from the SLO Food Bank. Property distribution is spread throughout the month.
- Support and referrals to residents interested in vaccination appointments and transportation.
- Staff continue to work closely with Property Management assisting with pre-lease interviews for all potential new residents.



Development Update			
Date of Update	6/10/2021		
DEVELOPMENT			
	PROJECT	ACTION	NOTES/GOALS
	Anderson Hotel		
		Feasibility	Material testing and geotechnical investigation ongoing.
			Smith Structural Group and Buehler Engineering will be performing seismic risk analysis, expect report by end of June
			Lead and asbestos reports received for interior spaces
			Phase 1 ESA in process
			TCAC issued unfavorable response, strategizing a rebuttal
			Pankow, Blach and Kitchell have interest in preconstruction and construction services
	Project HomeKey	Delivery	Design/build or Design/assist, shortened feasibility period does not allow for traditional design-bid-build
	Cleaver Site, Grover	Construction	HEAP grant work is wrapping up. Next phase of work to be completed by 6/2022
		Strategy	Partnership with PSHHC for 53 units of affordable housing
		Entitlements	Project is in design development, PSHHC is preparing for City Council on June 28th.
		Acquisition	Escrow expected to close on 7/20/2021
	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	Pre-application review completed, City comments are extensive,
	RAD Conversion		
		Construction	Palm View, Hathway and Leff are under construction, shooting for late August/September completion. Punch list and warranty follow-up is ongoing.
	The Courtyard	Construction	Complete and 100% leased up
		Financing	Rolling over to perm
	Toscana Site		
		Site control	Deeded to HASLO
		Financing	Reservation of 9% credits confirmed
		Construction	Project will go out to bid in September. 12/15/2021 anticipated construction start
	Office		
		Entitlements	Received Planning Commission approval on 6/10/20
		Design Development	Working with RRM on spatial planning, aiming to be construction in summer of 2022
	Nipomo Senior 40		
		Construction	Building A framing, building B underslab MEPs
			Project is on schedule and on budget.
	2655 Shell Beach Road		
		Acquisition	Escrow closed on 12/23/2020
		Strategy	20+ units of senior housing, co-developing with Pacific Development Group
		Entitlements	Fully approved
		Financing	Will be applying for 9% credits in July, need additional "public" sources to boost tiebreaker
	405 Atascadero Road		
		Entitlements	Project is approved.
			Working with Tribes to determine appropriate mitigation measures
		Strategy	35 units of large family housing, co-developing with Jim Rendler
		Financing	Will be applying for 4% credits this month, and plan to submit in July for 9% round based on potential outcome of the CDLAC/TCAC re-application, need additional "public" sources to boost tiebreaker
	736 Orcutt Road		
		Strategy	40+ units of special needs housing, built around the old house
		Entitlements	Project has been deemed incomplete, working on those items and expect to turn the project back in, in July.
		Financing	TCAC application planned for 7/22

PROJECT	ACTION	NOTES/GOALS
2690 Victoria	Strategy	30+ units of large family mixed use housing on the former maintenance yard site
	Entitlements	This project is being evaluated internally.
	Financing	TBD
700 N. Oak Park	Strategy	60+ units of large family mixed use housing, Donald DeChance Owner
	Site acquisition	Closed escrow on June 4th.
	Entitlements	Fully approved, except trash enclosures...
	Financing	TCAC large family application 2022
279 Bridge Street	Strategy	100+ units of large family/senior mixed use housing, Devin Gallagher Owner
	Site acquisition	Total Consideration 3,150,000. 6/28/2021 anticipated closing. 280,000 non refundable money if we do not perform. Seller not interested in an extension for longer than a couple of months
	Entitlements	Still in completeness phase, City has requested updated biological studies to assist with a CEQA determination.
	Financing	Phased TCAC applications
Iron Works Mixed-Use	Construction	Hired NK Builders. TI permit approved. Construction completion scheduled for 12/2021.
	Lease Up	HASLO to occupy the commercial spaces temporarily. Searching for broker to assist with the apartment lease-up.



Ironworks Mixed Use



Nipomo Senior

Streamlined Annual PHA Plan <i>(HCV Only PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 02/29/2016
--	---	---

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p>PHA Name: _____ PHA Code: _____</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) _____</p> <p>PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The public can review and/or obtain HASLO's Annual Plan, Plan Elements, or Five Year Plan at our office located at 487 Leff Street, San Luis Obispo, CA 93401. Additional information regarding policies in the Plan but excluded from the streamlined submission may also be obtained at the Leff Street office or by emailing info@haslo.org</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																																
Lead HA:																																				

B. Annual Plan.	
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission? Y N No changes. Our Plan was submitted just 8 months ago, 10-15-20, due to a Covid waiver</p> <p> <input type="checkbox"/> <input type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs. <input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. <input type="checkbox"/> <input type="checkbox"/> Financial Resources. <input type="checkbox"/> <input type="checkbox"/> Rent Determination. <input type="checkbox"/> <input type="checkbox"/> Operation and Management. <input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures. <input type="checkbox"/> <input type="checkbox"/> Homeownership Programs. <input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. <input type="checkbox"/> <input type="checkbox"/> Substantial Deviation. <input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification. </p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year? Y N Project Based Vouchers. <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit? Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: No findings.</p>
B.4	<p>Civil Rights Certification Form HUD-50077 <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.5	<p>Certification by State or Local Officials. Form HUD 50077-SL <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.6	<p>Progress Report. Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p> <p style="text-align: center; font-size: 1.2em; margin-top: 20px;">See Attachment B</p>
B.7	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

B.2 New Activity. If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

Project-Based Vouchers (PBV). Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

NARRATIVE B2 & B6

B2. Project Based Vouchers

There are two likely uses of new Project Based Vouchers this Annual Plan year.

- 1) Paso Homekey – 60 units of Permanent Supportive Housing for the homeless. Location: Paso Robles, CA. Amount: 60 PBVs. Anticipated date: June 2022. Paso Homekey involved the acquisition of a 122 room Motel 6 in Paso Robles. 60 rooms are operated by HASLO as permanent supportive housing, and 42 rooms are used by El Camino Homeless Organization to provide Covid-safe emergency shelter. The balance of rooms re used for tenant services. The project become operational December 2020, and funding included Project Based rent subsidies from California Dept of Housing for the 60 supportive housing units. However, those subsidies expire in June 2022, and HASLO anticipates the need to utilize Project Based Vouchers in order to continue the viability of this housing.
- 2) Nipomo Senior Housing – 40 units for very low and extremely low-income seniors 62 and older. Location: Nipomo, CA. Amount: 39 PBVs. Anticipated date: June 2022.

Project basing is consistent with HASLO’ 5-Year Plan: 1) It is essential for increasing the extremely short supply of affordable rental housing, which is a top goal in HASLO’s plan. California’s LIHTC program (an essential source for building affordable rental housing in California) incentivizes use of PBVs, and it is difficult to win the LIHTC completion without them. 2) HASLO’s plan includes providing permanent supportive housing to the homeless, such as Paso Homekey. Many of the homeless have 0 income. Even under LIHTC and other programs, it is not possible to provide an affordable rental to this population without monthly rental subsidies. Additionally, the same holds true for senior housing. Affordable rents even under the LIHTC program are still generally not affordable to a very large segment of the senior population. 3) Finally, 1-bedroom apartments are by far in greatest demand and have the longest waiting lists in San Luis Obispo County. At least 90% of the Nipomo apartments are expected to be one bedrooms.

B6. Progress Report

Description of progress toward meeting mission and goals of 5-Year Plan

HASLO’s 5-Year Plan was approved by HUD October 15, 2020 (8 months ago). The following is a re-statement of those goals, and a description of progress made.

1. Goal: Expand the Supply of Affordable Housing

San Luis Obispo County has one of the most severe affordable housing problems in California. The “housing affordability gap” (disparity between incomes and housing costs) is large, and additionally the region struggles with a 1.7% rental housing vacancy rate, one of the lowest in the state.

Objective: HASLO on its own and through partnering with for-profit and non-profit organizations will pursue development opportunities and resources that increase the supply of affordable housing. These resources include Low-Income Housing Tax Credits, Home and CDBG funds, City Affordable Housing Funds, Inclusionary Zoning land donations, San Luis Obispo County Housing Trust Fund, State funding and Project Based Vouchers.

The following are some of the properties we anticipate developing during the Plan period. Each site is currently owned or controlled by HASLO.

Project	# Units	Housing Type	Progress
Nipomo	40	senior	In construction
Toscana	38	family	Approved by City. Construction pending LIHTC award.
Courtyard	36	family- in construction	Completed
Monterey St	100	mixed income family & senior	Site acquired. Planning in progress.
Bridge Street	80	family & senior	Entered into Option to Purchase. Environmental review in progress
Morro Bay	35	family	Project approved by City. Construction pending LIHTC award.
Arroyo Grande	65	family	Project approved by City. Site acquired.
Paso	113	Homeless (Project Homekey)	Project acquired. 100% occupancy. Renovations in progress.
Orcutt Rd	40	homeless	Entitlement plans submitted to City for project approval.
Victoria St	40	mixed	City Architectural Review Commission completed. Plans being revised based on ARC comments.
Broad St Mixed Use	9	mixed income	Project 75% complete
Leff St New Office Construction	13,000 s.f.		Entitlement plans approved by City. Space planning and construction drawings in progress.
TOTAL New Housing	596	Units added	

2. Goal: HASLO will work to preserve existing affordable housing Objectives

- a. Complete rehabilitation work on former public housing converted to non-public housing under the RAD Program. 14 scattered sites. 175 units.
Progress: 75% complete. Anticipated final completion December 2021.
- b. Rehabilitate and preserve older tax credit and non-tax credit properties throughout San Luis Obispo County. Estimate 80 units.

Progress: In planning process. The RAD public housing conversions/rehabilitation has taken priority in the rehabilitation department.

3. Goal: Maximize Housing Choice Voucher Program Utilization

Objectives

a. Maintain average utilization rate of at least 98%. **Progress:** We are leased (utilization rate) at 99.4% for regular vouchers and 97.7% overall including specialty vouchers such as FUP and VASH.

b. Maintain Payment Standard that is competitive and enables clients to lease housing.

Progress: HASLO recently raised its payment standard to 110% of FMR for most unit types.

c. Maintain good relationships with landlord community.

Progress: HASLO is planning a landlord outreach program which will include various media outreach as well as landlord incentives.

d. Apply and obtain additional HCV HAP and Voucher commitments whenever possible in order to increase the number of households served and decrease the long wait for assistance.

Progress: HASLO recently increased our voucher supply with an award of 156 Emergency Housing Vouchers from HUD.

e. Consider utilization of a limited number of HCV as project based vouchers if necessary to increase rental options for very low income families, as well as to provide housing choice in high cost, low vacancy, job center communities. Currently the lack of rental housing supply, competition for scarce vacant units, and significant inflation in rental costs are the largest barriers to HCV utilization.

Progress: HASLO anticipates utilizing Project Based Vouchers at two projects this Plan Year: Nipomo senior housing, and Paso Homekey permanent supportive housing for the homeless. See description in Section B2.

4. Goal: Promote self-sufficiency of assisted households

Objective: Continue to pursue and utilize HUD Self-Sufficiency grant funds to operate a family self-sufficiency program. Additionally, continue to support a services program that assists special needs and “at risk” assisted households through case management and coordination with collaborative social service agencies, including CAPSLO (Community Action Partnership), America’s Job Center, Tri-Counties Regional Center, Restorative Partners, Transitions Mental Health/County Mental Health & Drug and Alcohol, and Veterans Services Center.

Progress: HASLO continues to operate its Family Self-Sufficiency Program. Currently there are 68 families enrolled. Their total increase in earned income since enrolling is \$537,368. 62% have FSS escrow accounts, and the total combined balances equal \$291,568. HASLO recently hired Licenses Clinical Social Worker to oversee our Supportive Housing Program, initially at Paso Homekey (housing first homeless project). Several additional case managers were also hired.

5. Goal: Continue to support the Continuum of Care efforts and the 10 Year Plan to End Homelessness in order to reduce homelessness

Objective: Pursuant to PIH NOTICE 2013-15 continue to explore collaborative opportunities with key services providers, such as CAPSLO, ECHO (El Camino Homeless Organization), 5

Cities Homeless Coalition, Transitions Mental Health, Rise, Women’s Shelter Program, and Restorative Partners.

Progress: HASLO continues to have setaside vouchers pursuant to PIH 2013-15 under MOU’s with the above agencies to target the homeless. Additionally, HASLO recently partnered with El Camino Homeless Organization (ECHO) to purchase and operate permanent housing (HASLO 60 units) and Covid-safe interim housing (ECHO 42 units) under Paso Homekey (purchase and conversion of Motel 6 in Paso Robles, CA.

6. Goal: Maintain positive community relations and effective working collaborations with business, local government and non-profit community.

Objective: Maintain positive community relations and provide regular educational opportunities to the community through ongoing staff participation in various committees and task forces, including chamber of commerce, Mayor’s advisory committee, law enforcement roundtables, school SAFE programs, the countywide Housing Coalition (business, labor and non-profits), Homeless Services Oversight Council, and others. **Progress:** HASLO continues to be an active participant in many collaborative groups, including the Chamber of Commerce Economic Development Committee, the Supportive Housing Consortium and the Homeless Services Oversight Council.

7. Goal: Diversity, Inclusion and Equity.

Objective: Establish a Diversity Initiative to examine and make recommendations regarding diversity, inclusion and equity throughout HASLO programs and operations. Consider a framework that is institutionalized, so that these values and qualities are sustained over time. Engage other community organizations in this process to identify shared concerns and solutions in San Luis Obispo County. **Progress:** A large number of HASLO staff and several board members are enrolled in a training later in June on “Perspectives on Equity and Inclusion” hosted by NAHRO, National Association of Housing and Redevelopment Officials.

**Certification by State or Local
 Official of PHA Plans Consistency
 with the Consolidated Plan or
 State Consolidated Plan
 (All PHAs)**

U. S Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
 Consistency with the Consolidated Plan or State Consolidated Plan**

I, _____, the _____
Official's Name *Official's Title*

certify that the ~~5-Year PHA Plan~~ and/or Annual PHA Plan of the

Housing Authority of the City of San Luis Obispo
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

County of San Luis Obispo, CA

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date

<p>Certifications of Compliance with PHA Plans and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)</p>	<p>U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 02/29/2016</p>
---	---

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan for the PHA fiscal year beginning _____, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of San Luis Obispo

CA064

PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2021-22 _____

5-Year PHA Plan for Fiscal Years 20____ - 20_____

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

<p>Name of Authorized Official</p> <p>Jay Beck</p>	<p>Title</p> <p>Chairman</p>
<p>Signature</p>	<p>Date</p>

RESOLUTION NO. 10 (2021 SERIES)

**RESOLUTION ADOPTING THE HOUSING AUTHORITY OF
SAN LUIS OBISPO’S ANNUAL PLAN**

WHEREAS, HUD requires the Housing Authority of San Luis Obispo (hereinafter “HASLO”) to adopt an Annual Plan regarding its Housing Choice Voucher and Public Housing Programs; and

WHEREAS, HASLO has drafted a new Annual Plan (the “Plan”) pursuant to HUD guidelines for the period commencing October 1, 2021; and

WHEREAS, a Legal Public Notice was published May 3rd inviting the public to review the draft Plan and solicit comments and suggestions for inclusion in the Plan; and

WHEREAS, the HASLO Commission held a public meeting to review the Plan and all comments on June 17, 2021; and

WHEREAS, the Plan must be submitted to HUD at least 75 days prior to the start of the fiscal year.

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners approves the Annual Plan and its submittal to HUD.

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 17th day of June, 2021.

JAY C. BECK, CHAIRMAN

SEAL:

ATTEST:

SCOTT SMITH, SECRETARY

RESOLUTION NO. 11 (2021 SERIES)**RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF SAN LUIS OBISPO TO CLOSE ESCROW ON 1206 WEST GRAND AVENUE, GROVER BEACH**

WHEREAS, the Housing Authority of the City of San Luis Obispo (HASLO), People's Self-Help Housing Corporation (PSHHC), and San Luis Obispo Nonprofit Housing Corporation (SLONP) have entered into a Memorandum of Understanding (MOU) to develop the property at 1206 West Grand Avenue, Grover Beach, for low-income affordable housing; and

WHEREAS, People's Self-Help Housing Corporation has assigned the Purchase and Sale Agreement for 1206 West Grand Avenue, Grover Beach, to HASLO, and HASLO intends to purchase the site on or about July 20, 2021; and

WHEREAS, HASLO has secured an acquisition funding commitment of \$1,000,000 plus fees and closing costs from the Housing Trust Fund (HTF) as outlined in the attached loan commitment in order to finance the purchase, and intends to borrow these funds; and

WHEREAS, all conditions related to the purchase have been satisfied and HASLO wishes to close escrow on the purchase.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of San Luis Obispo:

1. That HASLO is authorized to close escrow on the property at 1206 West Grand Avenue, Grover Beach, in an amount not to exceed \$1,100,000 plus closing costs and fees; and
2. HASLO is authorized to borrow from the Housing Trust Fund (HTF) in order to finance the purchase, an amount not to exceed \$1,200,000 with simple interest not to exceed 5.0% and a minimum 3-year term; and
3. That the Executive Director, Director of Finance, and/or the Deputy Director of Finance are authorized to enter into any and all documents with respect to this land purchase.

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 17th day of June, 2021.

JAY C. BECK, CHAIRMAN

SEAL:

ATTEST:

SCOTT SMITH, SECRETARY



April 26, 2021

Delivered via e-mail to: KLitzinger@haslo.org
San Luis Obispo, CA 93401

RE: \$1,000,000 loan commitment for Grand Ave, Grover Beach land acquisition

Dear Mr. Litzinger,

The San Luis Obispo County Housing Trust Fund (the "HTF") has approved a loan up to \$1,000,000 for your Grand Ave, Grover Beach land acquisition and Cleaver Park Pre-Development (the "Project").

This is a conditional loan commitment for the pre-development phase of the Project. The following terms and conditions apply for this loan commitment.

Borrower:	HASLO
Project	Grand Ave, Grover Beach
Loan Amount:	\$1,000,000
Loan Term:	Up to 5 years (no prepayment penalty) to be paid off with TCAC construction loan
Interest Rate:	4.25% simple interest - 365/365 accrual
Loan Fee:	1% (\$10,000) plus actual costs due at loan closing
Payment Schedule:	Interest monthly
Disbursement:	100% at close of escrow
Collateral:	1st Deed of Trust on the property
Additional Collateral:	1st Deed of Trust to be pledged on the 14 th Street Grover Beach property after it is granted by the City of Grover Beach.
Closing Condition:	Review and acceptance of the appropriate environmental reports
Closing Date:	As soon as possible
Commitment Term:	This commitment will expire on November 30, 2021

Please do not hesitate to contact me should you have any questions.

Sincerely,

Kathy McClenathen

Kathy McClenathen
Deputy Director of Lending/Loan Portfolio Manager

Acknowledgement of delivery and Acceptance of the Terms and Conditions of this loan commitment.

Housing Authority of San Luis Obispo

By: 

KEN LITZINGER, CFO 4/27/21
Name / Title / Date