



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

DATE: MONDAY, NOVEMBER 25, 2024

TIME: 5:00 P.M.

QR CODE:



LINK: https://us02web.zoom.us/j/3501891938?pwd=N3d4QWM3MjROQUtnYnYwZ3dtekxDdz09

Phone: (669) 900-6833 (*9 to raise hand, *6 to unmute)
Meeting ID: 350 189 1938
Passcode: 438419

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

ALTERNATE LOCATIONS WITH ZOOM CONNECTON OPEN TO THE PUBLIC:

10109 St Albans Ave, Bakersfield, CA 93311
Yuri Anderson's Open Meeting Location

1. CALL TO ORDER (Pledge of Allegiance)

2. ROLL CALL

Table with 3 columns: Name, PRESENT, ABSENT. Rows include Chair Hans Buder, Vice Chair Kathleen Ballesteros, Commissioner Kevin Healy, Commissioner Francine Goodwin, Commissioner Maria Orozco, Commissioner Yuri Anderson, Commissioner, Vacant.

ADDITIONS AND CORRECTIONS BY THE EXECUTIVE DIRECTOR

The Executive Director will announce agenda corrections and proposed additions, which may be acted on by the Board in accordance with Section 54954.2 of the California Government Code.

3. COMMENTS FROM THE PUBLIC

4. **MINUTES**

A. Approval of Minutes of the Annual Board Meeting held on October 28, 2024

5. **REPORTS OF COMMITTEES**

Board Reports Ad Hoc Committee
Development Ad Hoc Committee
Policy Committee

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

6. **REPORT OF SECRETARY**

A. Executive Report

7. **INFORMATION**

- A. Human Resource Report
- B. Finance Report
- C. Property Management Report
- D. Development Report
- E. Housing Programs Report
- F. Property Spotlight: Montecito Watson RAD
- G. Director Spotlight: Jin Lu, Director of Finance

8. **COMMISSIONER COMMENTS**

9. **ADJOURNMENT**

 This agenda was posted on the Housing Authority’s Bulletin Boards at 123 Rico Street, Salinas, CA.
 The Board of Commissioners will next meet at the Regular Board Meeting on **December 16, 2024, at 4:30 p.m.**

THE PLEDGE OF ALLEGIANCE

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

And to the Republic for which it stands

One nation, under God

Indivisible with liberty and justice for all



ROLL CALL

Chair Hans Buder

Vice Chair Kathleen Ballesteros

Commissioner Kevin Healy

Commissioner Francine Goodwin

Commissioner Maria Orozco

Commissioner Yuri Anderson



COMMENTS FROM THE PUBLIC



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

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



Minutes

Report will be uploaded upon completion



REPORTS OF COMMITTEES

Board Report Committee

Commissioners: Buder and Healy

Development Ad Hoc Committee

Commissioners: Healy & Orozco

Policy Committee

Commissioners: Anderson, Ballesteros, and Goodwin

MEMORANDUM

TO: Board of Commissioners

FROM: Zulieka Boykin
Executive Director

RE: Executive Director Report

DATE: November 20, 2024

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

INFORMATIONAL UPDATE

No Updates

CHSP – Coalition of Homeless Service Providers

The Authority is working with the Coalition to begin the 2024 Youth Homelessness Demonstration Program. We want to ensure that the participants do not have a lapse in services.

San Francisco HUD Field Office

- The SEMAP Rating for the Housing Choice Program has been received from the field office. Our agency received a STANDARD Rating. Our total score is 78 and we have two categories that received zero points. These areas were not unexpected because they are directly correlated to lease-up and inspections. Because we received a zero, a corrective action plan must be submitted to the field office. These issues were already being addressed and we anticipate receiving a Superior Rating in 2025. The SEMAP correspondence is attached for review.

City of Salinas- Community Development Department

- Projects are moving on to the next steps but there are no updates currently.

City of Soledad

- Attended a site visit in Soledad to discuss potential avenues for a joint project with the city. I will have a follow-up meeting and present a report detailing changes or next steps.

County of Monterey

- Working with the County on possible partnership opportunities.
- Working with Behavioral Health on proposed changes to the existing Memorandum of Understanding for PDM. Once all changes are agreed upon, if necessary, the new version will be presented for board approval.



HACM/HDC

PROPERTY MANAGEMENT

- Creating strategic plans for all properties to ensure efficient operations and cash flow. The following plans are attached to this report for your review as well as a revised workflow.
- Interviews for the Director of Property Management are being scheduled. We have received new applicants from the recruiting firm.
- See enclosed PowerPoint presentation

FINANCE DEPARTMENT

- The renewal agreement for BDO is being reviewed for execution. The agreement is for November 15, 2024, through November 14, 2025. It aligns with the existing agreed upon contract that has an expiration date of November 14, 2027.

DEVELOPMENT DEPARTMENT

- We are working on the existing projects and anticipate providing more information during the December meeting.
- Pacific Meadows limited partnership transfer is scheduled for December 31, 2024.

HCV DEPARTMENT

- The HCV department is undergoing a restructuring to improve efficiency, utilization, and customer service. Changes are currently being implemented as a trial for the next 60 days and if successful a resolution will be prepared for permanent changes to the organizational chart with affected job descriptions.
- See enclosed PowerPoint presentation

HUMAN RESOURCES DEPARTMENT

- No updates currently.

MCHI/MCHI AA

- No updates currently.

MISCELLANEOUS

Housing Programs

Section 8 Program Reimagined

Why Change Is Necessary



The HACM Housing Choice Voucher Program has experienced growth and expanded affordable housing options for the families in Monterey County. We have improved our relationship with HUD and the program has ascended from a position of impending receivership to obtaining a Standard rating for the past two years. This is a great achievement; however, we still need to make the necessary changes to obtain a Superior rating and 95% utilization.



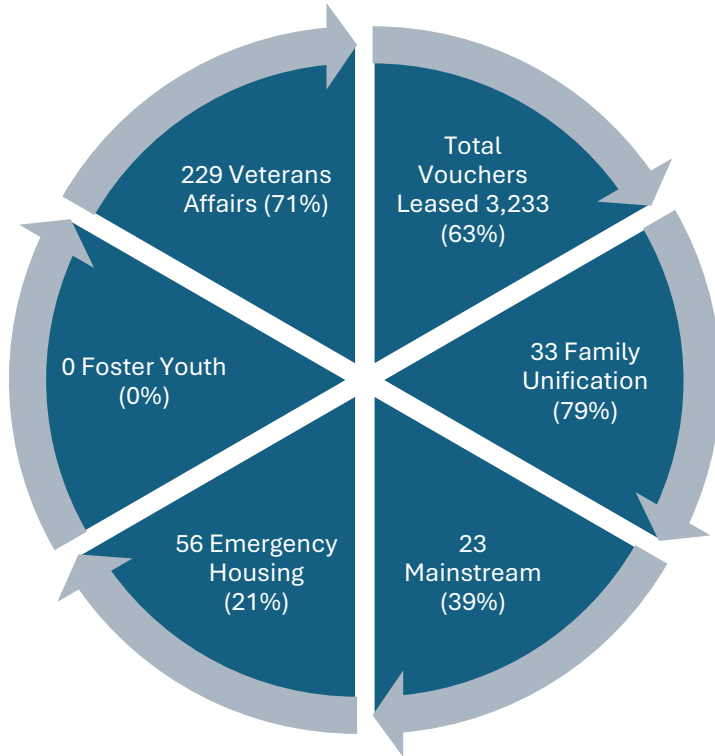
Program success is impressive but there remains a need for improvement. Our current processes and structure have weaknesses with quality control, voucher issuance, RFTA tracking, follow-up, and employee engagement.



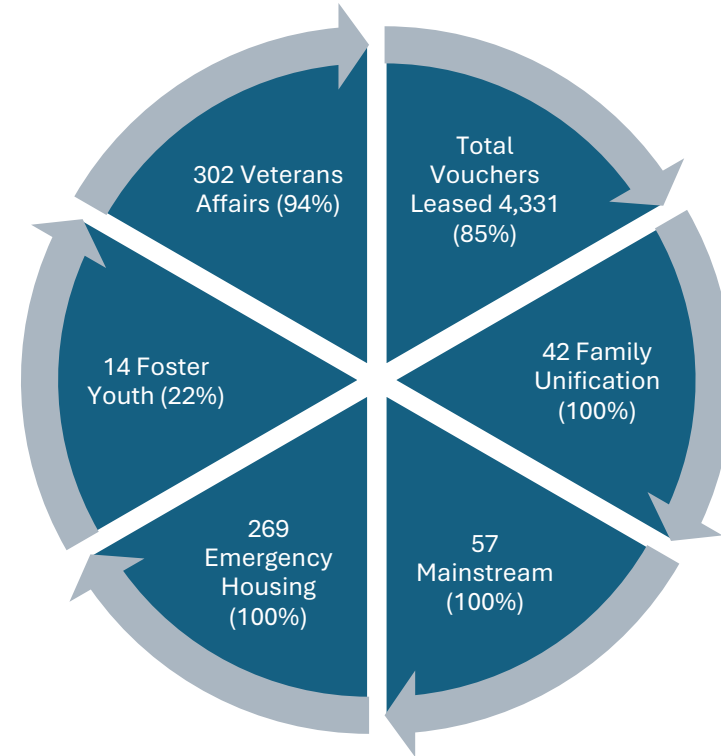
This presentation will present opportunities for change that will address our weaknesses through a strategic approach founded in vision for the department. There will be an inconsequential financial impact which is offset by funds generated through increasing utilization.

Program Growth Analysis

November 30, 2022



October 31, 2024



The program has increased utilization from 63% to 85% and housed over 1,000 new families. There was a substantial amount of cleanup which caused attrition of 420 families: 27 families 2022, 296 families 2023 and 97 families for 2024.

Increased Funding

Housing Assistance Payments Received

Year	Vouchers Common Funding Source	Mainstream Vouchers	Emergency Housing Vouchers
2022	\$46,801,850	\$396,657	\$1,450,070
2023	\$48,018,939	\$446,518	\$767,253
2024	\$64,052,924	\$1,039,644	\$6,850,788

Administration Fees Received

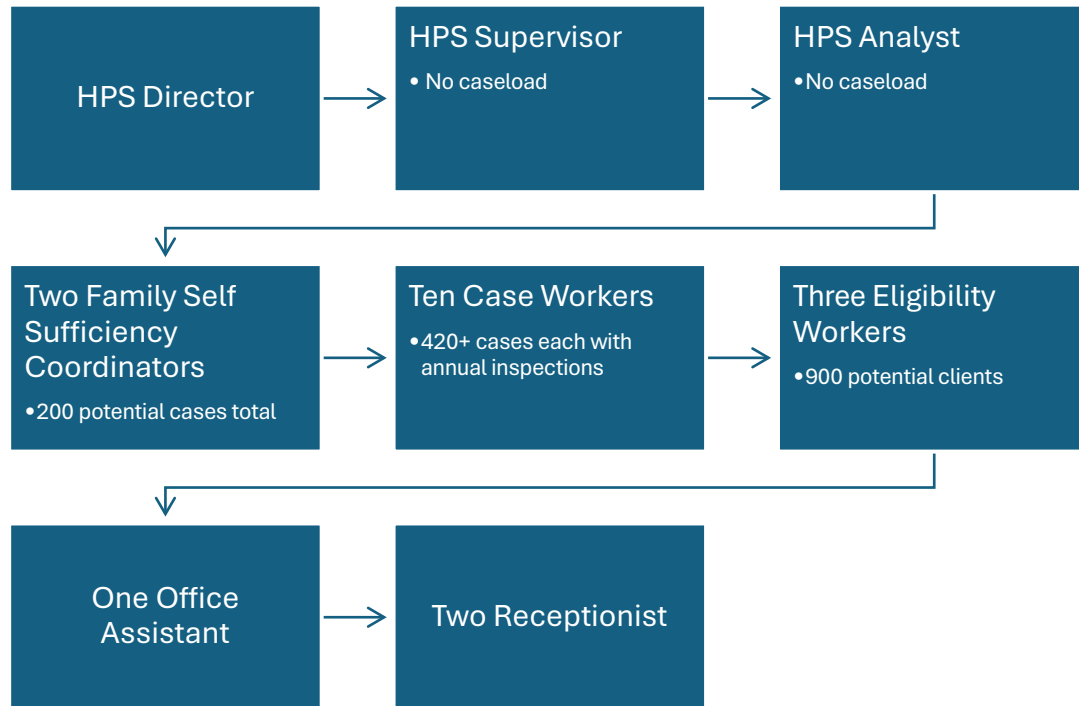
Year	Vouchers Common Funding Source	Mainstream Vouchers	Emergency Housing Vouchers
2022	\$3,881,469	\$34,291	\$233,548
2023	\$4,186,193	\$36,690	\$360,235
2024	\$4,739,678	\$47,170	\$852,633

HAP Funds Increased annually for all three programs. The reduction in 2023 and surge in 2024 for EHV is due to adjustments required for program compliance. **HAP funds increased \$23,294,779 dollars since 2022.**

Administrative Fees have increased for all three programs . **Administrative fees have increased \$1,490,173 dollars since 2022.**

Organizational Structure

Current Staffing (21 employees)



SWOT Analysis

<p>STRENGTHS</p> <ul style="list-style-type: none"> • Community Knowledge • Tenure at HACM 	<p>WEAKNESS</p> <ul style="list-style-type: none"> • Resistance to Change • Resistance to assist new employees • Technology Deficiencies • Inter-department relationships- currently seem very territorial • Lost Files • Lost RFTA's • Little to no follow-up • Managing 4000 clients
<p>OPPORTUNITIES</p> <ul style="list-style-type: none"> • Technology Upgrades • Increased training • Increase Program Knowledge • Increase HUD Knowledge • Inter-department relationships 	<p>THREATS</p> <ul style="list-style-type: none"> • Lack of HUD Rules and Regulations understanding • Lack of Yardi skills • Community Perception • Lack of urgency • Utilization • Inspections

Finances

Administrative Salaries- \$273,814.00

A waterfall chart with five horizontal bars of decreasing length from top to bottom. The bars are colored orange, yellow, light green, medium green, and dark green. Downward-pointing arrows connect the right end of each bar to the start of the next bar below it. The text is white on a dark background.

Caseworker Salaries- \$698,571.00

Eligibility Salaries- \$212,858.00.00

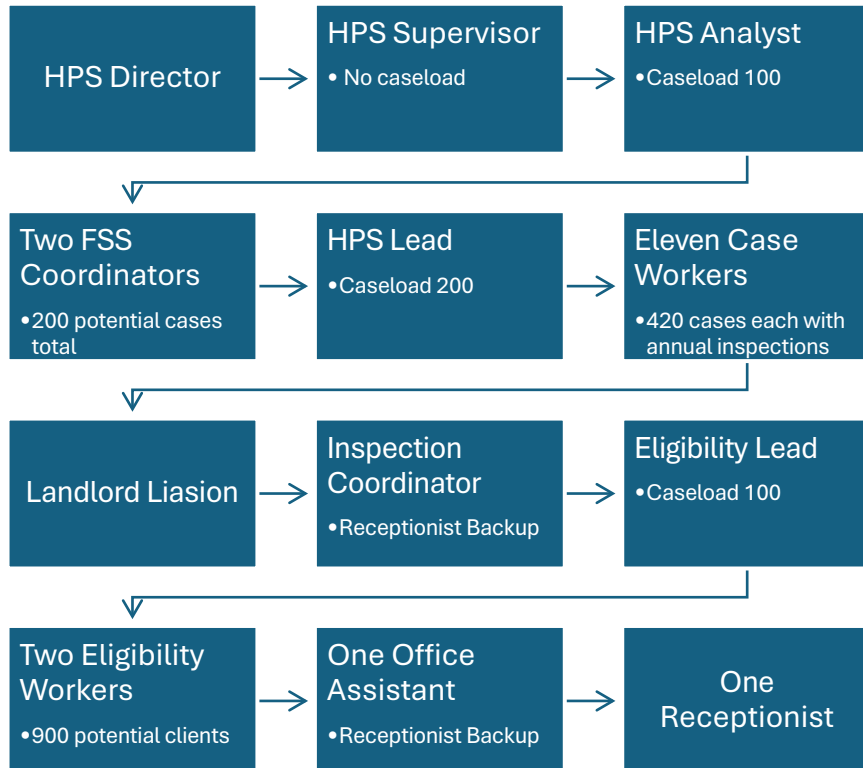
Front Desk/ Office Assistant- \$171,487.00

Total- \$1,347,498

Proposed Organizational Structure

Proposed Staffing (24 employees)

SWOT ANALYSIS IMPACT



- This model enhances the strengths and opportunities while addressing existing weakness and threats by implementing increased internal and quality control checks.

Finances

Administrative Salaries- \$273,814.00

Caseworker Salaries- \$671,628.00

Inspection Salaries- \$136,864.00

Eligibility Salaries- \$218,565.00

Front Desk/ Office Assistant- \$116,396.00

Total - \$1,417,267.00

Variance- \$69,769.00

FRONT DESK



Receptionist monitors front desk and is primarily assisted by the office assistant and inspection coordinator.

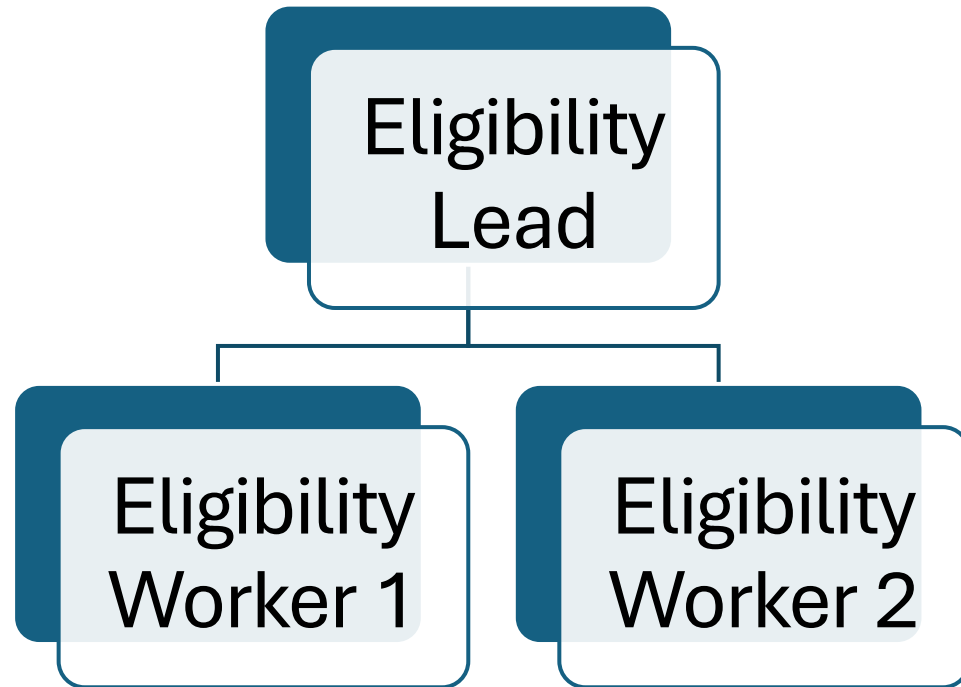


Depending on activity level, we may invest in a kiosk machine for document uploads, access to Rent Café, and the Landlord Portal.



The front desk reports to the HPS Supervisor.

ELIGIBILITY STRUCTURE/FUNCTIONS



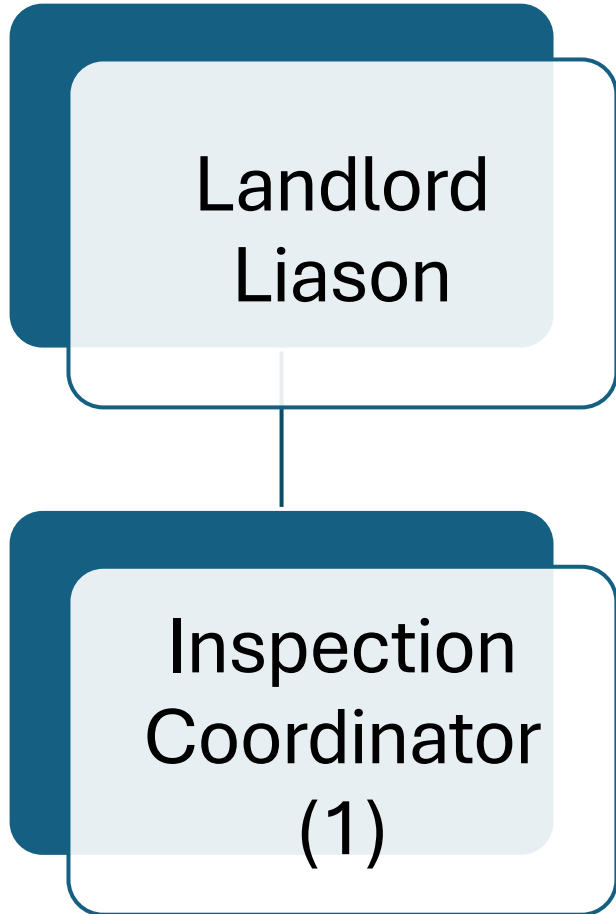
Eligibility Lead- oversees eligibility workers by assisting with daily operations and utilization. **This position will also have a caseload of 100 to assist with program growth. Assist applicants with Yardi Rent Café Intake Process.**

Eligibility Worker 1- responsible for eligibility determination, waitlist, special programs (voucher issuance)

Eligibility Worker 2- responsible for eligibility determination, waitlist, special programs (voucher issuance)

Eligibility is directly correlated to the first steps in the Voucher Life Cycle and this strategy is designed to mirror that process.

LEASING STRUCTURE/FUNCTIONS



Landlord Liaison- Assist landlords with issues related to rent, move-in dates, inspections, payments, and YARDI Landlord Portal/RFTA Tracking. Oversees Inspection Coordinator activities

Inspection Coordinator- Receives RFTA's from eligibility and assist landlords and/or property managers with scheduling inspections and addressing failed inspections. Other inspection types will be addressed as needed. This person will also perform Rent Reasonableness along with Liaison.

The volunteer participants of the HQS Pilot Program will assist in performing all types of inspections as needed. This also addresses the current SEMAP Indicators that received ZERO points and will be mentioned in the Corrective Action Plan.

This steps directly correlates with the second phase of the voucher life cycle.

HPS LEAD STRUCTURE/FUNCTIONS

QUALITY
CONTROL
CHECK 3



Housing Programs Specialist Lead- oversees HPS Caseworkers by assisting with daily operations, training, and case assignments. **The HPS Lead will work with participants on Rent Café Compliance.**

Housing Specialist Programs (13) - each worker will have approximately 350-380 cases and is responsible for all bi-annual inspections of their caseload.

This directly correlates with the fourth phase of the voucher life cycle.

HPS ANALYST STRUCTURE/FUNCTIONS

QUALITY
CONTROL
CHECK 4

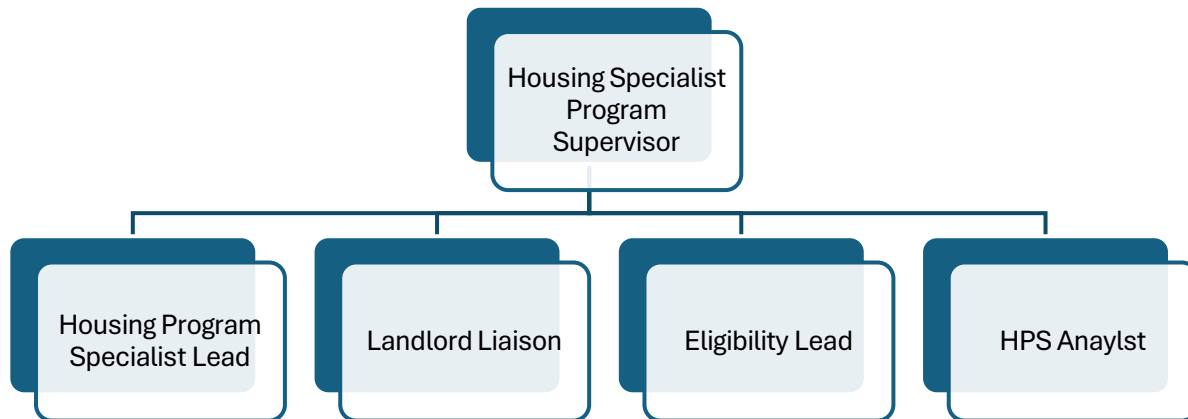
Housing Specialist Program Analyst

Housing Program Specialist Analyst – The analyst is responsible for PIC reporting, EIV compliance, reconciling HCV Two Year Tool, VMS reporting, SEMAP, and monitoring program budget authority concerns. This position does not have a caseload, but may assist with inspections. **Yardi Rent Café and Voyager are monitored.**

The Analyst position directly correlates to the 3rd phase of the voucher life cycle. The 3rd and 4th phases are done simultaneously in the department.

HP SUPERVISOR STRUCTURE/FUNCTIONS

QUALITY
CONTROL
CHECK 5



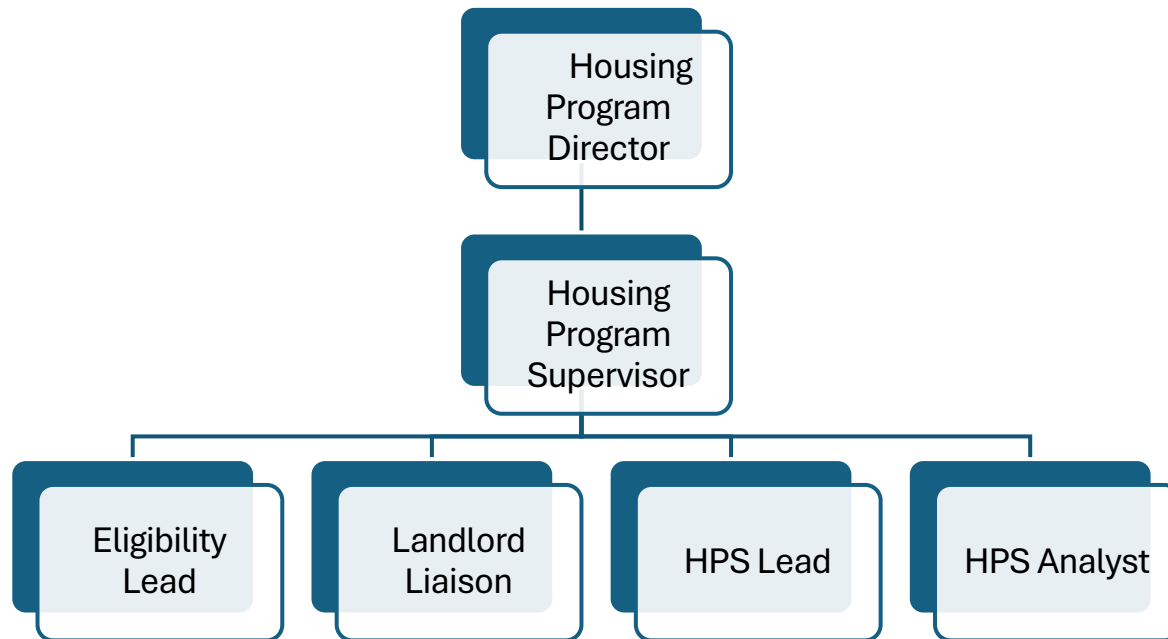
HPS Supervisor- oversees all day-to-day operations of the Housing Programs Department. They have four direct reports and hold bi-weekly meetings with staff. This position reports directly to the Director of Housing Programs.

This position makes recommendation to the Director for disciplinary actions.

This is the 5th and final phase of the voucher life cycle. The tracking of zero hap families, conflict files, and portability is addressed by the supervisor.

HP DIRECTOR STRUCTURE/FUNCTION

QUALITY
CONTROL
CHECK
FINAL



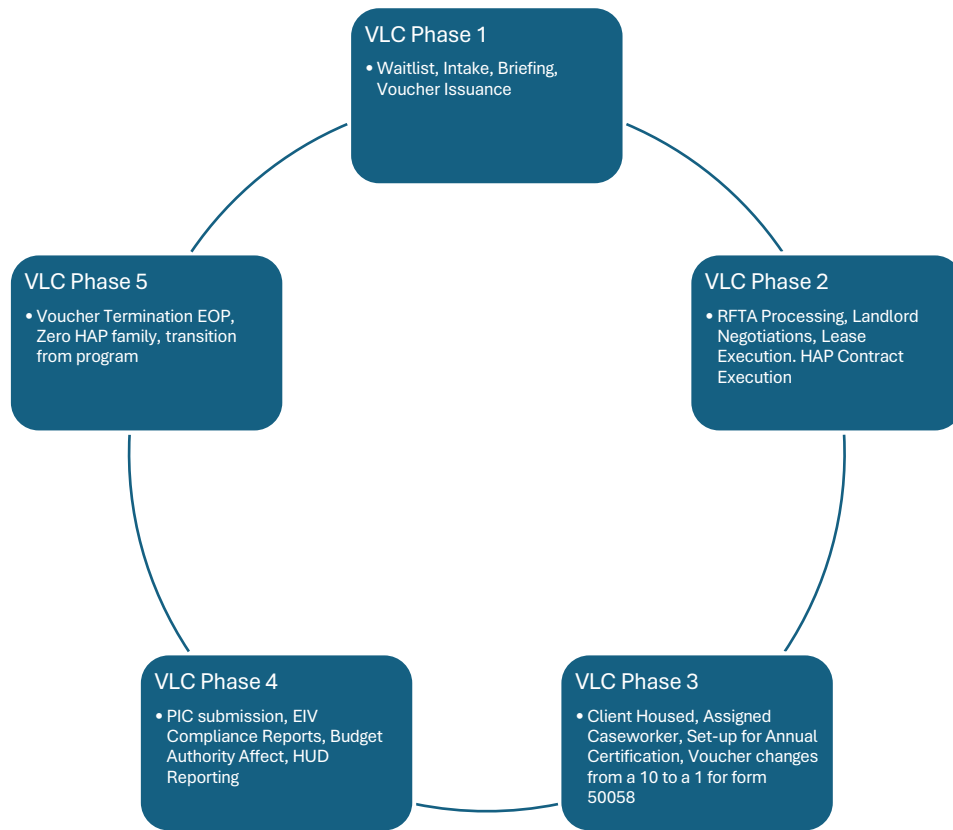
Housing Programs Director- responsible for department oversight and administration. Performs all high-level functions related to Housing Programs such as: attends all required meetings, policy creations/changes, Admin Plan, SEMAP rating, payment standards. HOTMA conversion, YARDI Implementation, utilization goals, and manages budget authority.

This position approves or denies disciplinary actions recommended by the HPS Supervisor.

This is an additional layer of quality control; especially rent reasonableness and project based voucher task.

Voucher Life Cycle Workflow Comparison

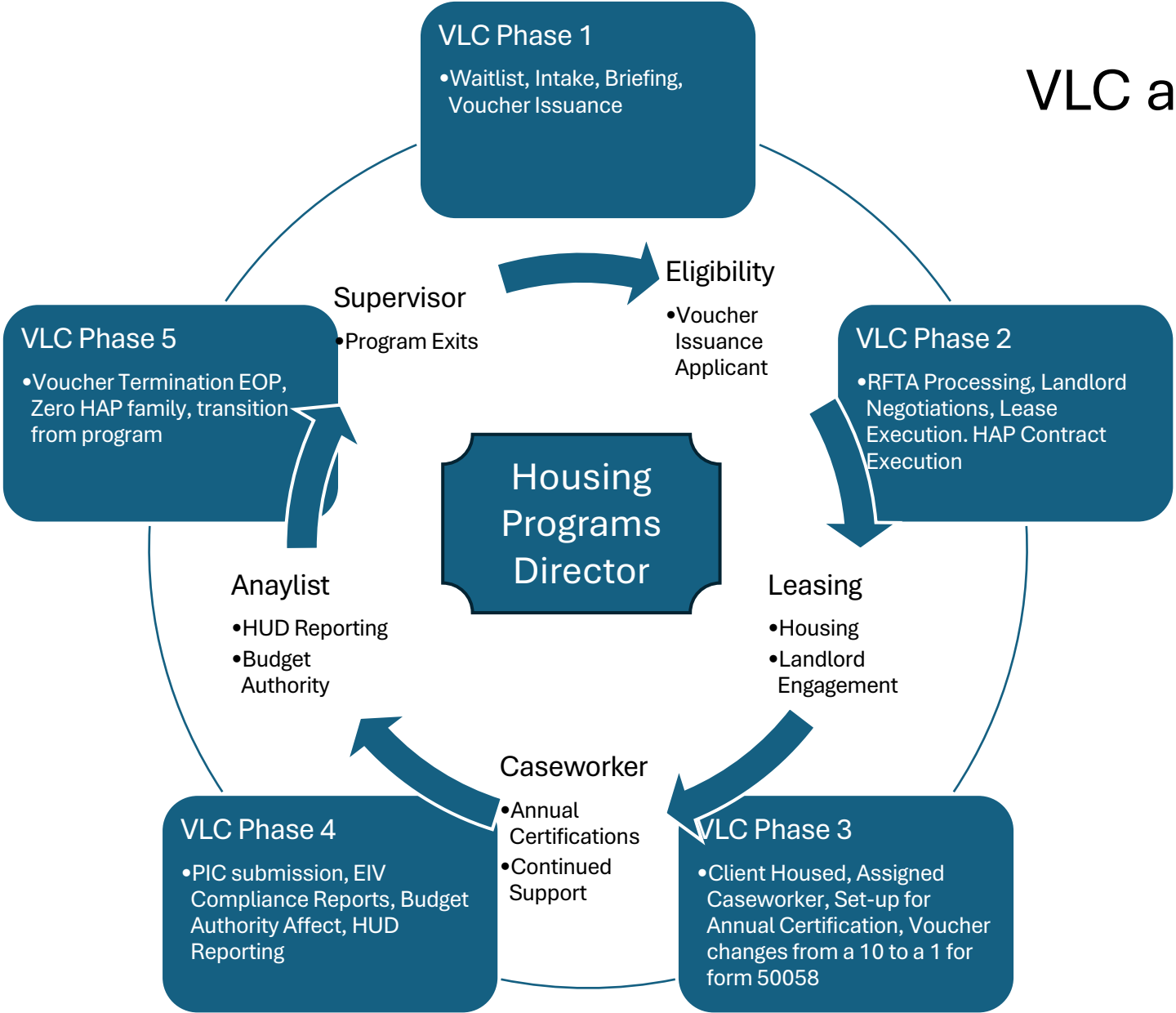
Voucher Life Cycle



HPS Workflow



VLC and Workflow Overlay



SEMAP Rating FY23

- The Housing Choice Voucher Program is rated annually based on 14 key performance indicators. If any indicator receives a zero rating the PHA must submit a corrective action plan to the HUD Field Office. In our latest rating the agency received a "Standard"; however, we have two areas that received zero points.
 - Indicator #12 – Annual HQS Inspections 24 CFR 982.405(a)
 - Overdue inspections was greater than 10% which causes a zero rating; currently there are approximately 400 late inspections. There were approximately 2500 in 2023.
 - Indicator #13 – Lease Up
 - If utilization and budget authority is less than 95% you receive a zero. Utilization has not reached 80%; however, we are in gaining momentum in both areas.



U.S. Department of Housing and Urban Development
 San Francisco Regional Office - Region IX
 One Sansome Street, Suite 1200
 San Francisco, California 94104-4430
 www.hud.gov
 espanol.hud.gov

November 12, 2024

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

Dear Ms. Boykin:

This letter provides the scoring information for the **Housing Authority of the County of Monterey's** Section 8 Management Assessment Program (SEMAP) for fiscal year ending **June 30, 2024**. SEMAP enables HUD to better manage the Housing Choice Voucher (HCV) program by identifying PHA capabilities and deficiencies related to the administration of the HCV program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **Housing Authority of the County of Monterey's** final score for fiscal year ending **June 30, 2024**, is **78%**. The Housing Authority's overall designation is **Standard**. The following are the scores for each indicator:

Indicator 1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator 2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(D)(7) and 982.507)	20
Indicator 3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator 4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator 5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator 6	HQS Enforcement (24 CFR 982.404)	10
Indicator 7	Expanding Housing Opportunities	5
Indicator 8	Payment Standards (24 CFR 982.503)	5
Indicator 9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator 10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
Indicator 11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
Indicator 12	Annual HQS Inspections (24 CFR 982.405(a))	0
Indicator 13	Lease-Up	0
Indicator 14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	N/A
Indicator 15	Deconcentration Bonus	N/A

Your housing authority has failed (scored zero on) at least one of the above mandatory performance indicators. It will be necessary for the housing authority to take immediate corrective actions to ensure compliance with program requirements within 45 calendar days from the date of this letter. You must provide HUD with a written report describing the corrective actions you have taken to resolve all "zero" indicators within 45 calendar days from the date of this letter. If the corrective actions that your agency will take cannot resolve a "zero" indicator within the 45 calendar days from the date of this letter, it will be necessary to submit a Corrective Action Plan (CAP) within 30 calendar days from the date of this letter. Detailed guidance on how to develop a CAP is contained in PIH Notice 2005-33.

Thank you for your cooperation with the SEMAP process. Should you have any questions concerning your scores or required corrective actions, you may contact Sarah Glover Johnson, Portfolio Management Specialist, at (415) 489-6448.

Sincerely,

for
 Gerard R. Windt
 Director
 Office of Public Housing, San Francisco

UNION IMPLICATIONS

- **Creating these positions falls under Article 6 of the current MOU. Article 6 describes management rights and for purposes of the test period any assignments fall under section 18.1 Temporary Special Assignment Pay.**
- **Article 6. MANAGEMENT RIGHTS**
ARTICLE 6. MANAGEMENT RIGHTS The HACM will continue to have, whether exercised or not, all the rights, powers and authority heretofore existing, including, but not limited to the following: Determine the standards of services to be offered by the constituent departments; determine the standards of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work, lack of funds, or for other legitimate reasons; issue and enforce rules and regulations; maintain the efficiency of governmental operations; **determine the methods, means and personnel by which the HACM operations are to be conducted; determine job classifications of HACM employees;** exercise complete control and discretion over its work and fulfill all of its legal responsibilities. All the rights, responsibilities and prerogatives that are inherent in the HACM by virtue of all federal, state, and local laws and regulation provisions cannot be subject to any grievance or arbitration proceeding. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board of Commissioners, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the United States and the Constitution and laws of the 11 HACM BOARD APPROVED: 10/24/2023 State of California and the exercise by the HACM through its Board and management representatives of its rights hereunder shall not in any way, directly or indirectly, be subject to the grievance procedure set forth herein. It is agreed and understood that the exercise of management rights (above) are limited by the provisions and express terms of this Agreement, State, and/or Federal law.
- **Article 18. WORKING OUT OF CLASSIFICATION**
- **18.1 Temporary Special Assignment Pay Subject to approval of the Executive Director**, employees temporarily assigned to perform the duties of a job assignment requiring a skill level beyond the regular scope of their classifications shall receive, in addition to their regular rate of pay, a temporary special assignment pay of five percent (5%). **Temporary Special Assignment Pay may be used when the Agency is undergoing significant changes in staffing, organizational restructuring and/or has an unexpected special project for completion.** Temporary Special Assignments are an administrative tool that provides a vehicle for ensuring that appropriate and necessary staffing levels are maintained during employee absences and certain approved administrative actions. **Temporary Special Reassignment shall not exceed 180 days unless specifically approved by the Agency Executive Director and are not intended to resolve long-term or permanent staffing issues.**

Job Classification New Positions

Under the current Memorandum of Understanding it is not allowable for Union employees to supervise other Union employees. To maintain compliance with the MOU the following positions will be exempt.

- Eligibility Lead – oversees and trains eligibility staff
- Landlord Liaison – oversees and trains inspection coordinator
- Housing Programs Specialist Lead – oversees and trains caseworkers

VOUCHER PROGRAMS ADMINISTERED

VETERANS AFFAIRS SUPPORTIVE HOUSING 324 VOUCHERS

PROJECT BASED 800 VOUCHERS

FOSTER YOUTH INITIATIVE 65 VOUCHERS

EMERGENCY HOUSING 269 VOUCHERS

FAMILY UNIFICATION 42 VOUCHERS

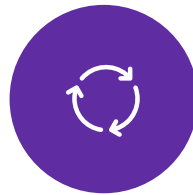
TENANT BASED 3,562 VOUCHERS

MAINSTREAM 59 VOUCHERS

CONCLUSION



Moving forward with this idea is financially viable for the agency/department.



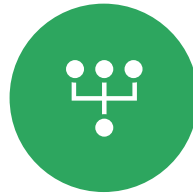
The workflow changes will increase efficiency and provide an in-use model for training purposes.



The voucher life cycle is captured at each phase of the workflow.



There are no violations to the MOU with the Union.



The change will assist current staff in performing their job duties and provide assistance in bringing processes up-to-date.



Boost employee moral and inter-department relationships.



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Thank you for your cooperation with the SEMAP process. Should you have any questions concerning your scores or required corrective actions, you may contact Sarah Glover Johnson, Portfolio Management Specialist, at (415) 489-6448.

Sincerely,

A handwritten signature in cursive script that reads "Trevor Anser".

for

Gerard R. Windt

Director

Office of Public Housing, San Francisco

PROPERTY MANAGEMENT

RESTRUCTURE CY2024

Created by: Zulieka Boykin
November 2024

Acronym Definitions

- **PUC – Per Unit Cost**
- **PUM – Per Unit Monthly Cost**
- **PUCA – Per Unit Cost Annually**
- **PMI -- Property Management I**
- **PMII – Property Management II**
- **MWI – Maintenance Worker I**
- **MWII – Maintenance Worker II**
- **MWIII – Maintenance Worker III**

CY2023

Property Management Staffing vs. Units

(1283 units)

PROPERTY MANAGEMENT STAFFING

- Staff pay without fringe benefits or overtime
 - \$53,001.41 bi-weekly
 - \$1,378,036.66 annually
 - Bi-Weekly PUC = \$41.31
 - Monthly PUM = \$89.51
 - Annual PUCA = \$1,074.07

MAINTENANCE STAFFING

- Staff pay without fringe benefits or overtime
 - \$56,131.05 bi-weekly
 - \$1,459,407.03 annually
 - Overtime approximately \$142,000 per year
 - Bi-Weekly PUC = \$43.75
 - Monthly PUM = \$94.79
 - Annual PUCA = \$1,137.50
 - Overtime PUCA = \$111.00

CY2024

Property Management Staffing vs. Units

(1283 units)

PROPERTY MANAGEMENT STAFFING

- Staff pay without fringe benefits or overtime
 - \$36,523.34 bi-weekly
 - \$949,606.84 annually
 - Bi-Weekly PUC = \$28.47
 - Monthly PUM = \$61.69
 - Annual PUCA = \$740.15

MAINTENANCE STAFFING

- Staff pay without fringe benefits or overtime
 - \$50,851.05 bi-weekly
 - \$1,322,127 annually
 - Overtime approximately \$142,000 per year
 - Bi-weekly PUC = \$39.64
 - Monthly PUM = \$85.89
 - Annual PUCA = \$1,030.50
 - Overtime PUC = \$111.00

PROPERTY MANAGERS CLASSIFICATION COST ANALYSIS

- Property Management has two classifications for managers. Property manager one and a property manager two. Both roles have the same responsibilities, and experience is the determining factor for a designation of a one or two.
- Previously HACM has assigned property managers one 100 or less units and property managers two 100 or more units. **This is not a mandate from HUD and is an unusual practice for the field of property management. This is a flawed and costly approach.**
- Property managers are assigned units based on age, population, restrictions, and program requirements.
- For example, property 803 is a RAD property with 201 units. The property has two positions allocated a PM1 and PM2.
 - PM1 oversees 85 units at a base rate of pay the cost is PUM of \$53.39 and PUCA of \$640.64.
 - PM2 oversees 116 units at a base rate of pay the cost is PUM of \$43.87 and PUCA of \$526.46.
 - For new hires, the agency salary expense without fringes is a higher cost for the PM1 with less coverage.
 - **Most property managers whether they are categorized as a one or two have higher salaries and PUM average is \$85.56 and PUCA is \$1,026.70, or higher.**
 - **If you add Maintenance salaries the PUM is \$156.78 and PUCA is \$ 1,881.29.**
 - The properties cannot afford this structure, and it contributes to the issues with customer service and performance.

Property Management Manager Deficiencies

- Having two managers working separately on one property causes numerous issues.
 - Customer Service is provided differently to the community.
 - Certifications are not started or completed at the same time.
 - Curb appeal is noticeably different throughout the property.
 - Notices, evictions, meetings, and community services are planned separately causing confusion among tenants.
 - Required audits and inspections performed by HUD have mixed reporting comments.
 - This model also causes issues with the maintenance team expectations and reporting. Directives are not clear and the level of satisfaction for job completion varies depending on manager involved in process.

Property Management

Maintenance Deficiencies

- Maintenance Workers are classified as Maintenance Workers I, Maintenance Workers II, and Maintenance III.
- Maintenance III are the only maintenance workers that perform On-call assignments, and they are first for overtime pay/assignments.
- Maintenance III's can direct and lead the other maintenance classifications.
- HACM has one maintenance person assigned to each project; however, a property can contain two projects at one location.
 - For example, Haciendas I and Haciendas II each have a dedicated maintenance person but are both on one site. Haciendas I has 86 units and Haciendas II has 46 units.
 - This is the same philosophy used to assign property managers. However, as previously stated there is **no restriction on the number of units a maintenance technician can be allocated**. Numerous factors need to be taken into consideration such as the property age, population, restrictions, and regulations.

Property Management Analysis

PROPERTY MANAGERS

- Property managers should be responsible for the entire site and a PMI and PMII have no limitation on the number of units assigned. Assignments should be based on property factors and experience level required.
- Yardi Rent Café has created a paperless, efficient process, that limits resident interactions and has a quality control function for compliance.
- A property manager and an office assistance can operate any property without separation of the site into batches of 100 or less.
- The agency has 1283 total units that has been administered by 13 property managers. This averages to 98 units per manager at an annual cost of approximately \$1026.70 PUCA . If the maintenance workers are added this number changes to \$1881.29 PUCA.

TEST STRUCTURE

These changes have been discussed with the Union to ensure transparency and compliance.

TEST STRUCTURE PROPERTY MANAGERS

- There should be one property manager per property with an office assistant. This will provide continuous, consistent coverage with easily identifiable accountability and responsibility.
- The PUM and PUCA would decrease, and this increase financial sustainability for all properties.

TEST MAINTENANCE STRUCTURE

- Maintenance staff is being assigned based on property conditions; however, a plan is being created to analyze the current classifications. Some maintenance workers have been MW1 for 20 years. There is no path outlined for promotion.
- The maintenance classifications also cause a skewed on-call calendar for workers. Only MW III's perform on-call even though some MWI's and II's have the skill set to perform the task.



The current warehouse model does not promote efficiency for the maintenance staff, create a savings, or assist in shortening maintenance work order completion times.



We have begun moving all parts frequently used to the sites for use by the maintenance staff. This allows the maintenance worker to have the parts on hand to expedite repairs.



Larger items can be drop shipped by places such as Home Depot, Lowes, or HD Supply to the site. This will decrease the amount of inventory required for large purchases and assist in reducing inventory control errors.



The warehouse will be repurposed to provide more office space for the staff located at the Rico Street address and to provide needed additional storage space.

WAREHOUSE MODEL

SUMMARY

According to HUD's 2024 Public Housing Management Fee Table the 80th percentile of management fee paid in HUD's Multifamily Housing Programs based on the most recently filed 2022 and 2023 Annual Financial Statements (AFS). Nationally, the 80th percentile management fee is \$81.08 PUM and \$87.14 under the San Francisco Field Office. HACM's management fee is \$138.95 or higher depending on the property.

CHANGE

IS

NECESSARY

FOR

GROWTH

WAREHOUSE MODEL

Reimagined design promoting efficiency across three departments.

By: Zulieka Boykin
November 2024

WAREHOUSE FUNCTIONS

The current warehouse located at 123 Rico Street is used to store appliances, parts, and some small supplies. The warehouse has an open ceiling and has climate control issues.

The Human Resources department and procurement are currently housed in the warehouse.

There is great potential for unused space that would benefit the agency. The main office location does not offer sufficient office space for all employees, limited storage, and training areas.

FUNCTIONALITY ADJUSTMENTS

- Many of the property sites have storage space for parts and supplies needed by the maintenance staff to complete work orders. By moving these supplies to the sites, it has improved work order completion times.
- The number of trips a maintenance person makes to the main office has been cut by over 60% because of the location change for supplies. This has also decreased the mileage and gas expenses for maintenance vehicles.
- Implementing delivery to the sites will decrease the need for the warehouse further.

REMOVAL OF THE WAREHOUSE MODEL

- Removing the warehouse model creates opportunities to expand the office by addressing the need for more office space, filing areas, storage space, and remodeling started in 2022.
- The largest staff is the Housing Choice Voucher department. Currently, they utilize cubicles with limited work areas, filing cabinet location issues, and limited office space.
- These issues can be resolved by transforming the warehouse by addressing these growing concerns.

HCV RELOCATION

- The Authority has an existing funding designated to make changes to the warehouse space at the Rico Street location. This funding combined with a contribution from the Authority can repurpose the warehouse to house the HCV department.
- Currently the HCV department require new flooring and cubicles. The agency is soliciting quotes for comparison to the warehouse budget.
- The following slides will present the draft floor plans and estimated cost.
- Staff currently housed in the warehouse would be moved to other areas of the building. Four staff persons would be impacted.

CONCLUSION

- This is the first draft for the proposed relocation of the HCV department. The staff has welcomed the idea, and I believe it assist in the restructuring of the department, boost employee morale, and improve efficiency of not only the department but the building for the agency.
- Some changes will be made to draft and adjustments to the final budget, which will be presented in the January board meeting.

THANK YOU FOR CONSIDERING THIS PROPOSAL

MEMORANDUM

TO: Board of Commissioners

THRU: Zulieka Boykin
Executive Director/CEO

FROM: James Maynard-Cabrera
Director of Human Resources

RE: **Human Resources Report**

DATE: November 18, 2024



The Human Resources Department is committed to fostering a positive and resilient work environment that aligns with HACM's mission of providing quality, affordable housing. Our focus is to attract, develop, and retain talent through strategic recruitment, employee relations, and culture-building initiatives. This report highlights November's key activities, reflecting our commitment to an engaged and supportive workforce that drives HACM's goals forward.

Human Resources Department Goals and Progress Tracking

HR departmental goals are aligned with HACM's broader strategic objectives, driving our mission to provide quality, affordable housing. These goals are essential to HACM's success and support the ongoing transformation of our workplace culture to foster retention, engagement, and a strong sense of shared purpose.

1) Executive Team Hires

Recruitment efforts for the Director of Housing Management and Director of Development roles remain a top priority. As of November, we have received approximately 16-17 applications for these critical positions. After consulting with our recruiter, the following insights emerged:

- Candidates who declined cited a significant pay cut as a primary reason, with an average reduction ranging between \$100,000 and \$150,000 annually.
- Some candidates were unwilling to commit to a daily commute or relocate due to the high cost of living in California.

While there is interest from some candidates, the pay cut remains a significant barrier for many, particularly given the financial realities of living and working in this region.

Despite these challenges, we have identified some promising candidates and will be conducting interviews within the next two weeks. HR continues to review applications as they are submitted and is collaborating with the Executive Director to ensure we secure strong leaders for these critical roles.

2) Employee Relations

Employee Recognition

Our Employee Spotlight for October shines on Janie Skinner, Property Management Specialist II, Janie began her journey with HACM in November 2019 and has been an invaluable asset to the Property Management Team. Her dedication to training and supporting both new and seasoned employees, willingness to take on additional tasks with a smile, and her infectious “can-do” attitude make her a standout contributor. Thank you, Janie, for your exceptional contributions in making HACM a great place to work and supporting our mission.



Labor and Union Relations

HR is in the process scheduling our quarterly labor meeting to discuss key updates and address any concerns that have surfaced since our last meeting that was held with SEIU Local 521. Any relevant updates will be provided in December’s HR Board Report.

3) Organizational Culture

Cultivating a strong, resilient workplace culture is an ongoing focus, and we are implementing strategic initiatives that align with HACM’s broader goals of creating an engaged and cohesive workforce.

➤ **Positive Indicators of Team Spirit and Dedication**

The culture at HACM continues to be shaped by employees' willingness to go above and beyond in their contributions to both the workplace and the community:

- **HQS Inspections Pilot Program:** Since its launch in October, employees volunteering for the HQS Inspections Pilot Program have exemplified dedication and teamwork by balancing their regular duties with inspections. This effort highlights the commitment of HACM staff to supporting the agency’s mission and ensuring affordable housing standards are met.

- **HCV Voucher Event:** The September HCV Voucher Event showcased employee collaboration and passion as teams worked together to serve the community effectively. These initiatives serve as prime examples of the resilience and adaptability of HACM’s workforce.

➤ **Employee Engagement and Wellness Committee**

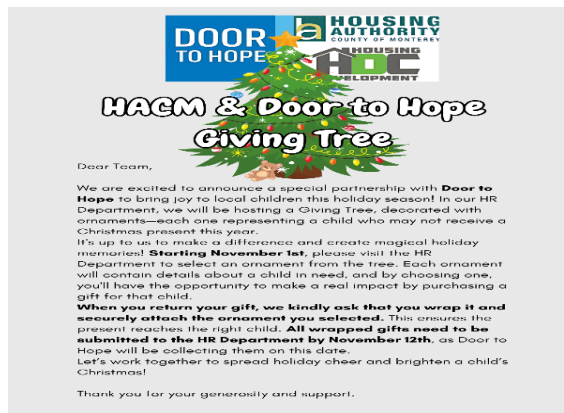
In November, HR officially renamed the HACM Fun Committee to the Employee Engagement and Wellness Committee to better reflect its mission to foster connection, well-being, and a positive workplace culture. This change underscores the importance of creating a balanced work environment that prioritizes both engagement and overall employee wellness.



The committee successfully launched its first initiative, the **HACM Halloween Luncheon**, which invited all employees to participate. Employees proudly showcased their Halloween costumes, bringing joy and camaraderie to the workplace. This event highlighted the committee’s potential to create memorable experiences that foster stronger connections among staff. Building on this momentum, the committee is already planning additional activities throughout the year and into 2025 to continue promoting workplace engagement and fun.

➤ **Giving Back to the Community: The Giving Tree Initiative**

HR has partnered with **Door to Hope** to launch the **Giving Tree Initiative**, which provides HACM employees with the opportunity to brighten the holidays for children and at-risk youth across Monterey County. The initiative allows employees to select ornaments containing gift wish lists for individuals in need.



The response from HACM employees has been extraordinary, with overwhelming participation. Many employees not only selected ornaments themselves but also involved their friends and

family, amplifying the initiative's impact. The enthusiasm was so great that HR had to request additional ornaments to accommodate the demand. This remarkable display of generosity demonstrates HACM employees' deep commitment to their community and their desire to

As the year progresses into 2025, HR and the Employee Engagement and Wellness Committee will continue building on these successes by planning initiatives that strengthen employee morale, foster workplace connections, and further integrate HACM's culture of care and giving.

Tracking Progress

Goal	Target Date	Status	Details
Hire Director of Finance	12/31/2024	Completed	Jin Lu hired
Hire Director of Property Management	12/31/2024	In Progress	Actively recruiting for this position.
Hire Director of Development	12/31/2024	In Progress	Actively recruiting for this position.
Revise Employee Handbook	12/31/2024	In Progress	Policies are currently being reviewed.
Manage Workers' Compensation Claims	12/31/2024	In Progress	Actively monitoring EE workplace incidents.
Increase Aspire Usage	12/31/2024	In Progress	Partnering with Department Heads to ensure learning courses are aligned correctly with relevant employee courses.
Improve Employee Morale (2024)	12/31/2024	In Progress	EE Engagement and Wellness Committee has been established to help increase morale within the agency.
Provide Training & Resources	12/31/2024	In Progress	Planned leadership courses have been created.

I. HR METRICS & ANALYTICS

Tracking our HR metrics allows us to gauge the effectiveness of our initiatives and adjust our strategies as needed. Below are key HR metrics for November:

- Total Number of Employees: **73**
- Number of Vacant Positions: **2**
- Promotions/Transfers: **0**
- Terminations: **0**
- Turnover Rate (*January – November 2024*): **27.3%** Goal: *Below 10%*

Current Vacant Positions/Active Recruitments (2)

- ❖ Director of Housing Management
- ❖ Director of Development

Temporary Employees (3)

- ❖ Yvonne Martinez Matias, Office Assistant – Property Management
 - ❖ Lidia Escalera, Office Assistant -- Property Management
 - ❖ Victoria Suarez, Office Assistant – Housing Programs
-

II. RECRUITMENT & STAFFING

- Executive Roles
Approximately 16-17 applicants have applied since the launch with CPS HR Recruiting. Feedback from those declining indicated pay concerns and commuting challenges. HR continues to collaborate with the recruiter and Executive Director to address these barriers and identify candidates who align with HACM’s mission and potential growth opportunities.
 - Temporary Staffing
Successfully onboarded an office assistant for the Housing Choice Voucher (HCV) department to address operational needs and support timely service delivery.
 - Active review of applications for critical roles and ongoing collaboration with department heads to align staffing needs with HACM’s strategic objectives
-

III. EMPLOYEE DEVELOPMENT & TRAINING

- **A Comprehensive Guide to Progressive Discipline**
HR has developed this guide to provide HACM management with a structured and transparent framework for addressing employee performance and conduct issues. The guide emphasizes:
 - Ensuring all employees are treated equitably, with clear steps outlined for corrective action.

- Offering detailed explanations and examples of disciplinary actions and procedures to avoid ambiguity.
- Aligning disciplinary practices with HACM’s established policies, the MOU, and applicable labor laws.
- Encouraging managers to address issues in a way that supports employee growth and improves overall team dynamics.

This tool is designed not only as a reference for disciplinary actions but also as a resource to foster constructive conversations that lead to positive outcomes for both employees and the organization.

➤ **A Guide on Navigating in a Unionized Environment**

This resource equips HACM management with practical insights and strategies for operating effectively within a unionized workplace. Key components of the guide include:

- Highlighting critical provisions of the Memorandum of Understanding (MOU) to ensure managers are well-versed in union agreements and their obligations.
- Offering actionable strategies to build and maintain collaborative relationships with union representatives and employees.
- Providing clear guidance on handling sensitive issues, such as grievances or policy changes, in a manner that ensures compliance with labor laws and avoids potential disputes.
- Including examples and case studies to prepare managers for real-world situations and enhance their problem-solving skills in a unionized environment.

Both the Comprehensive Guide to Progressive Discipline and the Guide on Navigating in a Unionized Environment will be integrated into HACM’s leadership training curriculum to ensure that managers are not only familiar with these tools but also confident in applying them effectively in their roles.

- Training sessions will incorporate interactive components, such as case studies, role-playing scenarios, and group discussions, to deepen understanding and application of the guides.
- Managers will explore real-world examples to learn how to handle challenging situations, such as performance improvement plans or navigating labor disputes, while aligning with organizational policies and values.
- Post-training, managers will have access to HR for consultation and guidance, ensuring they feel supported as they implement these strategies in their day-to-day operations.

IV. EMPLOYEE ENGAGEMENT & TEAM BUILDING

➤ **Employee Engagement and Wellness Committee**

The newly renamed Employee Engagement and Wellness Committee launched its first event, the HACM Halloween Luncheon, fostering camaraderie and fun among employees. Plans for additional activities in December and throughout 2025 are underway, aimed at strengthening workplace bonds and morale.

➤ **Team Collaboration Successes**

The HQS Inspections Pilot Program and the HCV Voucher Event demonstrated outstanding teamwork and dedication, reinforcing the value of cross-departmental collaboration in achieving HACM's mission. Future initiatives will include interdepartmental team-building exercises and recognition programs to enhance employee engagement further.

V. DIVERSITY, EQUITY & INCLUSION (DEI)

➤ **Policy Enhancements for Inclusivity**

HR has made significant strides in updating HACM's policies to reflect a more inclusive and equitable work environment:

▪ **Paid Time Off (PTO) Policy**

Expanded the definition of family in the bereavement leave provision to include diverse family structures. Employees now have the flexibility to take leave for relationships beyond traditional family definitions, ensuring support during challenging times.

▪ **NARCAN Administration Policy**

Developed and implemented this policy to train staff in administering life-saving medication for opioid overdoses. This initiative emphasizes the importance of equitable access to emergency medical care and fosters a culture of safety and preparedness.

➤ **Door to Hope Partnership – Giving Tree Initiative**

HR partnered with Door to Hope to launch the Giving Tree Initiative, allowing employees to select ornaments with gift wish lists for children and at-risk youth throughout Monterey County. The overwhelming participation from HACM staff—many involving their friends and family—highlights the organization's commitment to community inclusivity and social impact. Additional ornaments were sourced to meet the high demand, showcasing HACM employees' generosity and dedication to giving back.

➤ **Future DEI Plans**

HR is exploring inclusivity-focused workshops for 2025 that address workplace diversity and unconscious bias. These efforts aim to enhance understanding and respect for the diverse backgrounds and experiences of HACM's workforce and the community it serves. Continued recruitment efforts will emphasize the importance of diversity in leadership roles to ensure representation and equity across all levels of the organization.

VI. COMPLIANCE & RISK MANAGEMENT

As of October 2024, HR has managed a total of 476 workers' compensation claims, with 16 remaining open. Indemnity and medical costs remain the largest expense categories. This report highlights claims activity, trends, and recommendations for mitigating future risks.

Key Metrics:

- **Total Incurred Costs to Date:** \$6,581,837
- **Recoveries:** \$181,138
- **Net Incurred Costs:** \$6,400,699
- **October Costs:** \$2,963.54

Claims Overview

The Housing Authority of the County of Monterey has managed workers' compensation claims since at least 1991, with the first recorded claim filed on May 18, 2000. This long history underscores the need for ongoing attention to workplace safety and claims management.

- **Total Claims:** 476 (16 open, 460 closed)
- **October Activity:** 1 new claim filed, 1 claim closed.
- **Temporary Disability Payments (October):** \$1,470.90

Financial Breakdown (October 2024)

Category	Paid	Reserves	Incurred Total
Indemnity	\$1,470.90	-\$1,619.36	\$1,163.54
Medical Only	\$0.00	\$1,800.00	\$1,800.00
Total	\$1,470.90	\$180.64	\$2,963.54

Workers' Compensation Claims Analysis (2022-2024)

Since the new administration took office in 2022, HACM has experienced a drastic decrease in workers' compensation claims, demonstrating the positive impact of strategic leadership and targeted safety initiatives. The decline in claims reflects a proactive approach to risk management and an unwavering commitment to employee safety.

Key Metrics

- **2022:** 35 claims filed
- **2023:** 25 claims filed (*↓28.6% decrease from 2022*)
- **2024:** 16 claims filed (*↓36% decrease from 2023*)

Financial Impact

- **Total Incurred Costs (to date):** \$6,581,837
- **Recoveries:** \$181,138
- **Net Incurred Costs:** \$6,400,699

Analysis

The sustained reduction in claims from 2022 to 2024 highlights:

- 1) **Proactive Safety Measures:**
 - Increased employee participation in safety training programs.
 - Regular workplace audits to identify and mitigate potential hazards.
- 2) **Enhanced Claims Management:**
 - Timely resolution of cases.
 - Focused attention on high-cost claims to reduce future liabilities.

Future Goals

- Expand employee safety programs and ergonomic workplace solutions to maintain the declining trend in claims.
- Leverage data analytics to predict and prevent workplace injuries.
- Collaborate with department heads to ensure ongoing compliance with safety regulations.

The decline in workers' compensation claims reflects HACM's commitment to creating a safer work environment, reducing financial liabilities, and fostering employee well-being.

VII. COMPENSATION & BENEFITS

The HR Department successfully completed the Open Enrollment period for the 2025 benefits year, ensuring all employees had access to updated benefits options. Informational sessions were held with health vendors to assist employees in making informed decisions, with an 85% participation rate reported during enrollment.

Enhanced communication efforts, including emails and one-on-one meetings, ensured clarity on plan details, costs, and coverage options.

VIII. STRATEGIC HR INITIATIVES

As we reflect on the achievements of November, the Human Resources Department remains steadfast in its commitment to supporting HACM's strategic goals through thoughtful leadership development, employee engagement, and community-focused initiatives. From advancing key recruitment efforts to fostering a culture of inclusivity and wellness, HR is dedicated to building a resilient workforce that aligns with HACM's mission of providing quality, affordable housing.

MEMORANDUM

TO: Board of Commissioners
THRU: Zulieka Boykin, Executive Director
FROM: Jin Lu, Director of Finance
RE: **September 2024 Finance Report**
Status Report: Finance Report for September 2024
DATE: November 20, 2024



Highlights:

HACM/HDC - Non-Quarterly Financial Reports

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

Audit Status Summary:

- **2023 Audits** – Tynan Audit is in the final stage.
- FY23 Cash surplus distributions were completed in Nov 2024
- FY 2023-2024 LP Audits – 6 of 24 Audits have been initiated, 2 completed.
- All Tax Returns for 2023 have been completed and filed
- HACM and HDC FY24 Financial Audits start.

Key Departmental Activities:

- Implementation of Payscan for automated AP
- Bank accounts and loan accounts review
- Payroll journal entry review
- Subledger vs general ledger review
- Accounting staff workload review and hiring Financial Specialist 1
- Creating standard of procedure (SOP) and updating accounting policies on an ongoing basis
- Smartsheet for calendar function and tracking of projects and corporate due dates
- Cash handling of rent in new module used by property management

Hi-Level Explanation of Financial Results Sep 2024 (FY2025)
(thousands of \$)

	Sep					YTD			
HACM Results	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Revenue	\$ 7,856	\$ 7,855	\$ 1	0.0%	Revenue	\$ 30,437	\$ 23,564	\$ 6,873	29.2%
Operating Expenses	\$ 7,830	\$ 7,706	\$ (124)	-1.6%	Operating Expenses	\$ 22,868	\$ 23,119	\$ 251	1.1%
Other Inc/Expense	\$ 13	\$ 56	\$ 43	76.8%	Other Inc/Expense	\$ 79	\$ 167	\$ 88	52.7%
Net Income	\$ 13	\$ 93	\$ (80)	-86.0%	Net Income	\$ 7,490	\$ 278	\$ 7,212	2594.2%

	Sep					YTD			
HDC Results	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Revenue	\$ 305	\$ 325	\$ (20)	-6.2%	Revenue	\$ 920	\$ 815	\$ 105	12.9%
Operating Expenses	\$ 194	\$ 268	\$ 74	27.6%	Operating Expenses	\$ 510	\$ 700	\$ 190	27.1%
Other Inc/Expense	\$ 62	\$ 62	\$ -	0.0%	Other Inc/Expense	\$ 185	\$ 166	\$ (19)	-11.4%
Net Income	\$ 49	\$ (5)	\$ 54	-1080.0%	Net Income	\$ 225	\$ (51)	\$ 276	-541.2%

	Sep					YTD			
Total Entity	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>
Revenue	\$ 8,161	\$ 8,180	\$ (19)	-0.2%	Revenue	\$ 31,357	\$ 24,379	\$ 6,978	28.6%
Operating Expenses	\$ 8,024	\$ 7,974	\$ (50)	-0.6%	Operating Expenses	\$ 23,378	\$ 23,819	\$ 441	1.9%
Other Inc/Expense	\$ 75	\$ 118	\$ 43	36.4%	Other Inc/Expense	\$ 264	\$ 333	\$ 69	20.7%
Net Income	\$ 62	\$ 88	\$ (26)	-29.5%	Net Income	\$ 7,715	\$ 227	\$ 7,488	3298.7%

Commentary:

HACM - Revenue

Tenant rent is less than the budget YTD \$15K.

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

YTD HACM total revenue is favorable \$6.8M or 29%. Of this number, HAP increased \$4.9M and PDM capital grant \$2.8M without expense, other revenue decreased 702K

HACM - Expenses

Total expenses YTD are \$353K less than budget. The increased HAP \$1.47M was offset by decrease of admin and admin fees \$1.44M and tenant service \$234K

HACM - Bottomline

HACM YTD net gain is \$7.2M, including \$2.8M PDM capital grant (will be capitalized as asset and expense via depreciation) and \$3.5M HAP subsidies FY24 short fall payment and FY25 HAP subsidies increase \$1.4M.

HDC - Revenue

Total revenue YTD is \$920K less than budget \$815K. This is due primarily to tenant rent unfavorable \$104K offset by increased interest income \$243K.

HDC - Expenses

Total expenses YTD are \$190K favorable to budget \$700K, including Administrative expenses \$188K favorable due to lower headcount and benefits and maint and utility \$56K favorable.

HDC - Bottomline is \$225K, 277K favorable to budget loss \$51K.

Total -Entity

Entity revenue favorable due to higher voucher placements \$4.9M (including HAP FY24 short fall payment \$3.5M) and PDM capital grant \$2.8M, total entity revenue YTD is favorable \$7.4M or 3298%.

HACM expenses is unfavorable \$441K, due to higher voucher payments and less admin expense.

Bottomline for the agency is actual YTD net gain \$7.7M, including PDB grant \$2.8M and HAP FY24 shortfall payment in July \$3.5M.

Attached is a table that shows what each property produces in revenue, expenses and bottomline for Sep2024

HOUSING AUTHORITY BALANCE SHEET SUMMARY SEP 2024

(thousands of \$)

	<u>HDC</u>	<u>HACM</u>	<u>TOTAL</u>
CASH	\$ 3,760	\$ 24,692	\$ 28,452
INVESTMENTS	\$ -	\$ 1,065	\$ 1,065
TOTAL CASH	\$ 3,760	\$ 25,757	\$ 29,517
RECEIVABLES	\$ 11,542	\$ 21,062	\$ 32,604
DEFERRED CHARGES	\$ 61	\$ 781	\$ 842
TOTAL CURRENT ASSETS	\$ 15,363	\$ 47,600	\$ 62,963
FIXED ASSETS (NET)	\$ 17,449	\$ 10,798	\$ 28,247
CONSTRUCTION IN PROGRESS	\$ 446	\$ 369	\$ 815
NOTE RECEIVABLE	\$ 36,182	\$ 72,360	\$ 108,542
OTHER NONCURRENT ASSETS	\$ 1	\$ 3,459	\$ 3,460
TOTAL ASSETS	\$ 69,441	\$ 134,586	\$ 204,027
CURRENT LIABILITIES	\$ 3,154	\$ 7,402	\$ 10,556
LONG TERM LIABILITIES	\$ 23,129	\$ 6,230	\$ 29,359
TOTAL LIABILITIES	\$ 26,283	\$ 13,632	\$ 39,915
RETAINED EARNINGS			
PRIOR YEAR	\$ 33,129	\$ 95,624	\$ 128,753
CURRENT YEAR	\$ 10,029	\$ 25,330	\$ 35,359
TOTAL EQUITY	\$ 43,158	\$ 120,954	\$ 164,112
TOTAL LIABILITIES & EQUITY	\$ 69,441	\$ 134,586	\$ 204,027

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

	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY
	24-Jun	24-Jul	24-Aug	24-Sep
Starting July				
204 OAK GROVE				
205^206 PUEBLO DEL MAR	21,129.23	2,826,760.43	2,593,360.63	2,331,647.05
212 PORTOLA VISTA	46,010.24	103,487.20	80,040.25	74,225.08
214 MONTECITO WATSON	(46,736.23)	8,177.75	13,511.42	19,095.48
904 CHULAR FLC	134.20	12.17	23.24	34.67
906 SALINAS FLC	338.88	30.73	58.67	87.54
TOTAL HACM PROPERTIES	20,876.32	2,938,468.28	2,686,994.21	2,425,089.82
400 HDC ADMIN	943,611.55	(107,762.35)	(166,165.65)	
552 SINGLE FAMILY HOMES	141,904.68	28,748.24	54,629.46	80,661.69
555 CASANOVA	519,491.21	100,738.38	63,523.48	150,775.30
TOTAL HDC	1,605,007.44	21,724.27	(48,012.71)	231,436.99
Starting Janyary				
801 SOUTH COUNTY RAD	57,984.79	65,527.50	65,449.86	46,537.21
802 SALINAS FAMILY RAD	177,779.40	265,713.80	279,664.90	298,463.74
803 EAST SALINAS FAMILY RAD	303,367.96	419,575.67	440,766.53	538,106.33
804 GONZALES FAMILY RAD	13,844.04	37,224.97	56,340.82	75,759.38
960^970 RIPPLING RIVER	(91,603.03)	(4,820.35)	(94,381.28)	(62,216.88)
965 TYNAN	682,046.37	755,752.01	832,722.34	878,193.30
972 BENITO FLC	145,773.95	145,094.39	98,532.34	118,779.44
973 MONTEREY AFFORDABLE	184,140.69	195,121.10	207,995.02	201,925.66
974 BENITO STREET AFFORDABLE	364,155.43	393,108.62	458,463.69	531,175.45
980 FANOE	430,045.96	501,438.98	582,340.86	662,593.90
984 CASTROVILLE	(17,872.30)	21,458.55	3,136.93	50,579.41
985 HACIENDA 1	(41,538.15)	11,712.16	37,372.13	82,567.52
986^987 HACIENDA 2	112,455.91	147,235.08	142,111.73	150,476.80
988 HACIENDA SR	159,727.56	182,714.58	184,208.66	204,124.10
989 HACIENDA 3	171,552.47	224,775.73	223,826.39	244,385.40
990 OAK PARK 1	176,799.34	142,921.57	165,989.19	183,276.59
991 OAK PARK 2	135,786.51	84,364.29	112,995.15	138,446.79
992 ONE PARKSIDE	(633,862.89)	(547,527.39)	(497,627.77)	(463,300.18)
TOTAL LIMITED PARTNERSHIPS	2,330,584.01	3,041,391.26	3,299,907.49	3,879,873.96
TOTAL PROPERTIES	3,956,467.77	6,001,583.81	5,938,888.99	6,536,400.77

THIS SCHEDULE SHOWS THE CHANGE IN CASH BY PROPERTY.

YTD PERFORMANCE SUMMARY FOR AGENCY SEP 24

		REVENUE	EXPENSES	OTHER	TOTAL EXPENSES	NET BOTTOM LINE	DEPRECIATION	ADJUSTED BOTTOM LINE	CUMULATIVE
Starting July									
204	OAK GROVE	\$ 30,506.00	\$ 12,525.35	\$ -	\$ 12,525.35	\$ 17,980.65	\$ -	\$ 17,980.65	\$ 17,980.65
205^206	PUEBLO DEL MAR	\$ 2,825,594.74	\$ 188,415.46	\$ -	\$ 188,415.46	\$ 2,637,179.28	\$ -	\$ 2,637,179.28	\$ 2,655,159.93
212	PORTOLA VISTA	\$ 365,747.34	\$ 146,562.39	\$ -	\$ 146,562.39	\$ 219,184.95	\$ -	\$ 219,184.95	\$ 2,874,344.88
214	MONTECITO WATSON	\$ 39,724.40	\$ 26,714.17	\$ -	\$ 26,714.17	\$ 13,010.23	\$ -	\$ 13,010.23	\$ 2,887,355.11
904	CHULAR FLC	\$ 91,138.62	\$ 62,376.14	\$ -	\$ 62,376.14	\$ 28,762.48	\$ -	\$ 28,762.48	\$ 2,916,117.59
906	SALINAS FLC	\$ 199,804.56	\$ 111,912.65	\$ -	\$ 111,912.65	\$ 87,891.91	\$ -	\$ 87,891.91	\$ 3,004,009.50
	TOTAL HACM PROPERTIES	\$ 3,552,515.66	\$ 548,506.16	\$ -	\$ 548,506.16	\$ 3,004,009.50	\$ -	\$ 3,004,009.50	
Starting July									
400	HDC ADMIN	\$ 254,701.94	\$ 71,471.86	\$ 185,249.17	\$ 256,721.03	\$ (2,019.09)	\$ -	\$ (2,019.09)	\$ (2,019.09)
552	SINGLE FAMILY HOMES	\$ 100,565.94	\$ 26,029.32	\$ -	\$ 26,029.32	\$ 74,536.62	\$ -	\$ 74,536.62	\$ 72,517.53
555	CASANOVA	\$ 565,173.90	\$ 412,285.14	\$ -	\$ 412,285.14	\$ 152,888.76	\$ -	\$ 152,888.76	\$ 225,406.29
	TOTAL HDC	\$ 920,441.78	\$ 509,786.32	\$ 185,249.17	\$ 695,035.49	\$ 225,406.29	\$ -	\$ 225,406.29	
Starting January									
801	SOUTH COUNTY RAD	\$ 437,009.95	\$ 591,618.07	\$ 220,405.95	\$ 812,024.02	\$ (375,014.07)	\$ (220,405.95)	\$ (154,608.12)	\$ (154,608.12)
802	SALINAS FAMILY RAD	\$ 1,636,168.84	\$ 1,682,385.60	\$ 609,828.75	\$ 2,292,214.35	\$ (656,045.51)	\$ (605,245.91)	\$ (50,799.60)	\$ (205,407.72)
803	EAST SALINAS FAMILY RAD	\$ 2,021,351.98	\$ 1,935,635.67	\$ 634,662.36	\$ 2,570,298.03	\$ (548,946.05)	\$ (634,662.36)	\$ 85,716.31	\$ (119,691.41)
804	GONZALES FAMILY RAD	\$ 378,220.08	\$ 367,820.66	\$ 143,418.42	\$ 511,239.08	\$ (133,019.00)	\$ (143,418.42)	\$ 10,399.42	\$ (109,291.99)
960	RIPPLING RIVER	\$ 1,180,862.43	\$ 1,658,255.00	\$ 305,681.16	\$ 1,963,936.16	\$ (783,073.73)	\$ (301,617.81)	\$ (481,455.92)	\$ (590,747.91)
965	TYNAN	\$ 3,497,355.17	\$ 2,724,351.95	\$ 1,051,703.66	\$ 3,776,055.61	\$ (278,700.44)	\$ (988,095.15)	\$ 709,394.71	\$ 118,646.80
972	BENITO FLC	\$ 866,389.56	\$ 761,840.04	\$ 522,551.60	\$ 1,284,391.64	\$ (418,002.08)	\$ (492,958.10)	\$ 74,956.02	\$ 193,602.82
973	MONTEREY AFFORDABLE	\$ 762,675.58	\$ 630,433.94	\$ 347,734.57	\$ 978,168.51	\$ (215,492.93)	\$ (312,719.34)	\$ 97,226.41	\$ 290,829.23
974	BENITO STREET AFFORDABLE	\$ 1,237,103.57	\$ 811,156.61	\$ 619,958.71	\$ 1,431,115.32	\$ (194,011.75)	\$ (560,808.00)	\$ 366,796.25	\$ 657,625.48
980	FANOE	\$ 1,044,464.56	\$ 459,171.28	\$ 264,374.14	\$ 723,545.42	\$ 320,919.14	\$ (239,924.42)	\$ 560,843.56	\$ 1,218,469.04
984	CASTROVILLE	\$ 886,009.96	\$ 834,160.22	\$ 1,300.00	\$ 835,460.22	\$ 50,549.74	\$ -	\$ 50,549.74	\$ 1,269,018.78
985	HACIENDA 1	\$ 952,121.36	\$ 675,082.51	\$ 301,580.66	\$ 976,663.17	\$ (24,541.81)	\$ (297,717.66)	\$ 273,175.85	\$ 1,542,194.63
986^987	HACIENDA 2	\$ 723,797.40	\$ 660,475.73	\$ 340,610.94	\$ 1,001,086.67	\$ (277,289.27)	\$ (340,610.94)	\$ 63,321.67	\$ 1,605,516.30
988	HACIENDA SR	\$ 561,819.08	\$ 365,708.20	\$ 254,579.22	\$ 620,287.42	\$ (58,468.34)	\$ (254,579.22)	\$ 196,110.88	\$ 1,801,627.18
989	HACIENDA 3	\$ 866,054.95	\$ 793,184.06	\$ 593,102.97	\$ 1,386,287.03	\$ (520,232.08)	\$ (593,102.97)	\$ 72,870.89	\$ 1,874,498.07
990	OAK PARK 1	\$ 1,067,463.98	\$ 798,721.14	\$ 520,044.75	\$ 1,318,765.89	\$ (251,301.91)	\$ (520,044.75)	\$ 268,742.84	\$ 2,143,240.91
991	OAK PARK 2	\$ 984,404.88	\$ 858,433.65	\$ 494,927.91	\$ 1,353,361.56	\$ (368,956.68)	\$ (494,927.91)	\$ 125,971.23	\$ 2,269,212.14
992	ONE PARKSIDE	\$ 1,411,736.40	\$ 1,443,704.45	\$ -	\$ 1,443,704.45	\$ (31,968.05)	\$ -	\$ (31,968.05)	\$ 2,237,244.09
	TOTAL LIMITED PARTNERSHIPS	\$ 20,515,009.73	\$ 18,052,138.78	\$ 7,226,465.77	\$ 25,278,604.55	\$ (4,763,594.82)	\$ (7,000,838.91)	\$ 2,237,244.09	
	TOTAL PROPERTIES	\$ 24,987,967.17	\$ 19,110,431.26	\$ 7,411,714.94	\$ 26,522,146.20	\$ (1,534,179.03)	\$ (7,000,838.91)	\$ 5,466,659.88	
Starting July									
602	HR	\$ 31.00	\$ 62,207.83	\$ -	\$ 62,207.83	\$ (62,176.83)	\$ -	\$ (62,176.83)	
604	FINANCE	\$ 1,099.90	\$ 266,758.62	\$ -	\$ 266,758.62	\$ (265,658.72)	\$ -	\$ (265,658.72)	
601	ADMIN	\$ 422,089.78	\$ 100,122.44	\$ -	\$ 100,122.44	\$ 321,967.34	\$ -	\$ 321,967.34	
670	MAINTENANCE	\$ -	\$ 53,125.34	\$ -	\$ 53,125.34	\$ (53,125.34)	\$ -	\$ (53,125.34)	
660	PROPERTY MANAGEMENT	\$ -	\$ 45,081.68	\$ -	\$ 45,081.68	\$ (45,081.68)	\$ -	\$ (45,081.68)	
	TOTAL OVERHEAD	\$ 423,220.68	\$ 527,295.91	\$ -	\$ 527,295.91	\$ (104,075.23)	\$ -	\$ (104,075.23)	
Starting July									
059	S8 FSS ADMIN	\$ 43,339.05	\$ 25,394.88	\$ -	\$ 25,394.88	\$ 17,944.17	\$ -	\$ 17,944.17	
078	MAINSTREAM	\$ 465,806.00	\$ 314,289.00	\$ -	\$ 314,289.00	\$ 151,517.00	\$ -	\$ 151,517.00	
080	EHV HOMELESS	\$ 1,655,565.00	\$ 1,758,306.12	\$ -	\$ 1,758,306.12	\$ (102,741.12)	\$ -	\$ (102,741.12)	
PLUG	ALL OTHER S8	\$ 23,619,870.00	\$ 19,580,038.81	\$ -	\$ 19,580,038.81	\$ 4,039,831.19	\$ -	\$ 4,039,831.19	
	TOTAL SECTION 8	\$ 25,784,580.55	\$ 21,678,028.81	\$ -	\$ 21,678,028.81	\$ 4,106,551.24	\$ -	\$ 4,106,551.24	
TOTAL	S8	\$ 25,784,580.55	\$ 21,678,028.81	\$ -	\$ 21,678,028.81	\$ 4,106,551.74	\$ -	\$ 4,106,551.74	
TOTAL	HACM OTHER	\$ 4,652,348.23	\$ 1,189,830.81	\$ 79,200.46	\$ 1,269,031.27	\$ 3,383,316.96	\$ -	\$ 3,383,316.96	
	TOTAL HACM	\$ 30,436,928.77	\$ 22,867,859.62	\$ 79,200.46	\$ 22,947,060.08	\$ 7,489,868.70	\$ -	\$ 7,489,868.70	
TOTAL	HDC	\$ 920,441.78	\$ 509,786.32	\$ 185,249.17	\$ 695,035.49	\$ 225,406.29	\$ -	\$ 225,406.29	
TOTAL	AGENCY	\$ 31,357,370.55	\$ 23,377,645.94	\$ 264,449.63	\$ 23,642,095.57	\$ 7,715,274.99	\$ -	\$ 7,715,274.99	

REVENUE SOURCES BY PROPERTY

Sep-24

		Tenant Rental Revenue		Non Dwelling Rent		Subsidy		Type of Subsidy
		CY - 2024	FY 2023-2024	CY - 2024	FY 2023-2024	CY - 2024	FY 2023-2024	
440	Tynan Land Lease	5,807.06		5,184.51		0.00		Bakery / HDC Office Rental Income
		\$ 5,807.06	\$ -	\$ 5,184.51	\$ -	\$ -	\$ -	
205	Pueblo Del Mar		0.00		0.00		0.00	Grant Income OMS
903	King City Migrant		0.00		0.00		0.00	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
204	Oak Grove		9,419.00		0.00		0.00	HCV
552	Single Family Homes		32,800.00		0.00		0.00	HCV
555	Casanova		185,306.00		0.00		0.00	HCV
934	Jardines		0.00		0.00		0.00	HCV
970	Rippling River - New	152,895.00		0.00		0.00		HCV
960	Rippling River	0.00		0.00		0.00		HCV
965	Tynan Affordable	375,511.00		0.00		-6,994.00		HCV
973	Monterey Affordable	85,759.00		0.00		-2,620.00		HCV
974	Benito Affordable	138,126.00		750.00		-427.00		HCV
980	Fanoe Vista	114,623.00		0.00		0.00		HCV
985	Haciendas 1	101,691.00		0.00		0.00		HCV
986	Haciendas 2	81,152.33		0.00		-99.33		HCV
988	Haciendas Senior	63,344.00		0.00		0.00		HCV
989	Haciendas 3	98,659.00		0.00		-6,593.00		HCV
990	Oak Park I	105,611.00		0.00		12,371.00		HCV
991	Oak Park 2	106,038.00		1,400.00		0.00		HCV / USDA
		\$ 1,423,409.33	\$ 227,525.00	\$ 2,150.00	\$ -	\$ (4,362.33)	\$ -	
212	Portola Vista		22,775.00		0.00		97,907.00	PBRA
214	Montecito Watson		9,182.00		0.00		4,045.00	PBRA
801	South County RAD	28,806.40		0.00		25,440.60		PBRA
802	Salinas Family RAD	130,994.57		0.00		48,485.43		PBRA
803	East Salinas Family RAD	180,445.79		0.00		42,199.21		PBRA
804	Gonzales Family RAD	32,584.00		0.00		10,481.00		PBRA
		\$ 372,830.76	\$ 31,957.00	\$ -	\$ -	\$ 126,606.24	\$ 101,952.00	
992	One Parkside	151,764.00		0.00		0.00		PBV
		\$ 151,764.00	\$ -	\$ -	\$ -	\$ -	\$ -	
904	Chualar FLC		25,786.00		0.00		3,508.00	USDA
906	Salinas FLC		53,315.00		0.00		11,464.00	USDA
972	Benito FLC	76,739.00		0.00		16,474.00		USDA
984	Castroville FLC	53,299.34		0.00		39,581.66		USDA
		\$ 130,038.34	\$ 79,101.00	\$ -	\$ -	\$ 56,055.66	\$ 14,972.00	
TOTAL		\$ 2,083,849.49	\$ 338,583.00	\$ 7,334.51	\$ -	\$ 178,299.57	\$ 116,924.00	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Note:

Tynan Land Lease	\$ 5,807.06
Tenant Rev FY Total	\$ 338,583.00
Subsidy FY Total	\$ 116,924.00
Total:	\$ 461,314.06

HACM Tenant Revenue	\$ 122,173.06
HACM Tenant Subsidy	\$ 121,035.00
HDC Tenant Revenue	\$ 61,335.00
HDC Tenant Subsidy	\$ 156,771.00
Total:	\$ 461,314.06

Variance:	\$ -
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Voucher Funding and HCV Payments

	31-Jul	31-Aug	30-Sep	Total
HUD Grant - HAP Payments	\$ 10,036,282	\$ 7,289,061	\$ 6,818,547	\$ 24,143,890
Total Housing Assistance Payments	\$ 6,952,671	\$ 6,994,365	\$ 7,054,102	\$ 21,001,139

Finance Transactional Statistics - SEPTEMBER 2024	HCV		AP		TOTALS	
	Transactions	Amounts	Transactions	Amounts	Transactions	Amounts
Receipts	57	\$ 9,196	3392	\$ 2,347,644	3449	\$ 2,356,840
Charges	94	\$ -	3287	\$ 1,959,632	3381	\$ 1,959,632
Journal Entries	532	\$ 41,172	1048	\$ 20,747,126	1580	\$ 20,788,298
Payables	4594	\$ 7,122,195	1123	\$ 1,361,465	5717	\$ 8,483,660
Checks	1443	\$ 7,058,852	242	\$ 1,466,786	1685	\$ 8,525,638
Transaction Amts Processed*	6720	\$ 14,231,415	9092	\$ 27,882,652	15812	\$ 42,114,067

Housing Authority of the County of Monterey Budget Comparison

Period = Sep 2024

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7000	REVENUE:									
7031	Tenant Rents	147,126.56	147,713.33	-586.77	-0.40	416,583.18	443,139.99	-26,556.81	-5.99	1,772,559.56
7037	Tenant Subsidies	121,035.00	117,726.00	3,309.00	2.81	366,420.00	353,178.00	13,242.00	3.75	1,412,711.00
7041	Other Tenant Income	1,393.09	1,829.00	-435.91	-23.83	4,002.09	5,487.00	-1,484.91	-27.06	21,935.57
7050	Total Tenant Revenue	269,554.65	267,268.33	2,286.32	0.86	787,005.27	801,804.99	-14,799.72	-1.85	3,207,206.13
7071	Section 8 HAP Subsidies	6,818,547.00	6,407,716.66	410,830.34	6.41	24,143,890.00	19,223,149.98	4,920,740.02	25.60	76,892,600.00
7081	Section 8 Administrative Fees	439,474.21	580,444.75	-140,970.54	-24.29	1,705,316.05	1,741,334.25	-36,018.20	-2.07	6,965,337.00
7060060000	PDM Hope Housing Project	0.00	0.00	0.00	N/A	2,825,492.00	0.00	2,825,492.00	N/A	0.00
7095	Operating Grants (Non-HUD)	0.00	45,317.00	-45,317.00	-100.00	42,127.76	135,951.00	-93,823.24	-69.01	543,807.00
7151	Other Income	126,841.29	343,774.01	-216,932.72	-63.10	328,481.57	1,031,322.03	-702,840.46	-68.15	4,125,302.00
7152	Interest Income	201,477.68	210,174.33	-8,696.65	-4.14	604,616.12	630,522.99	-25,906.87	-4.11	2,522,090.00
7999	Total Revenue	7,855,894.83	7,854,695.08	1,199.75	0.02	30,436,928.77	23,564,085.24	6,872,843.53	29.17	94,256,342.13
	EXPENSES:									
9051	Administrative	511,527.26	686,959.87	175,432.61	25.54	1,006,149.67	2,060,879.61	1,054,729.94	51.18	8,243,421.40
9101	Administrative Fees	18,920.08	149,255.00	130,334.92	87.32	56,760.24	447,765.00	391,004.76	87.32	1,791,041.00
9201	Tenant Services	8,240.21	86,767.19	78,526.98	90.50	26,565.22	260,301.57	233,736.35	89.79	1,041,206.25
9301	Utilities	42,669.29	40,260.01	2,409.28	-5.98	140,953.49	120,780.03	20,173.46	-16.70	483,073.00
9401	Maintenance	121,942.69	168,853.90	46,911.21	27.78	405,688.48	506,561.70	100,873.22	19.91	2,026,262.08
9501	Protective Services	3,051.00	1,401.00	-1,650.00	-117.77	10,435.93	4,203.00	-6,232.93	-148.30	16,796.00
9611	Insurance	41,768.74	23,366.48	-18,402.26	-78.76	107,417.29	70,099.44	-37,317.85	-53.24	280,403.50
9621	Other General Expenses	18,053.50	40,300.16	22,246.66	55.20	60,771.60	120,900.48	60,128.88	49.73	483,602.00
9631	Payments in Lieu of Taxes	8,098.92	9,012.00	913.08	10.13	22,116.87	27,036.00	4,919.13	18.19	108,130.00
9671	Housing Assistance Payments	7,027,578.26	6,489,311.67	-538,266.59	-8.29	20,934,572.83	19,467,935.01	-1,466,637.82	-7.53	77,871,740.00
9681	FSS Escrows	27,903.00	11,000.00	-16,903.00	-153.66	96,428.00	33,000.00	-63,428.00	-192.21	132,000.00
9691	Total Operating Expenses	7,829,752.95	7,706,487.28	-123,265.67	-1.60	22,867,859.62	23,119,461.84	251,602.22	1.09	92,477,675.23
9702	Interest Expense	13,597.75	35,712.00	22,114.25	61.92	79,200.46	107,136.00	27,935.54	26.07	428,557.00
9711	Extraordinary Maintenance	0.00	5,646.00	5,646.00	100.00	0.00	16,938.00	16,938.00	100.00	67,763.00
9741	Depreciation Expense	0.00	14,166.67	14,166.67	100.00	0.00	42,500.01	42,500.01	100.00	170,000.00
9999	NET INCOME	12,544.13	92,683.13	-80,139.00	-86.47	7,489,868.69	278,049.39	7,211,819.30	2,593.72	1,112,346.90

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

Period = Sep 2024

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
7000	REVENUE:								
7031	Tenant Rents	147,126.56	147,713.33	-586.77	-0.40	147,126.56	147,713.33	-586.77	-0.40
7037	Tenant Subsidies	121,035.00	117,726.00	3,309.00	2.81	121,035.00	117,726.00	3,309.00	2.81
7041	Other Tenant Income	1,393.09	1,829.00	-435.91	-23.83	1,393.09	1,829.00	-435.91	-23.83
7050	Total Tenant Revenue	269,554.65	267,268.33	2,286.32	0.86	269,554.65	267,268.33	2,286.32	0.86
7071	Section 8 HAP Subsidies	6,818,547.00	6,407,716.66	410,830.34	6.41	6,818,547.00	6,407,716.66	410,830.34	6.41
7081	Section 8 Administrative Fees	439,474.21	580,444.75	-140,970.54	-24.29	439,474.21	580,444.75	-140,970.54	-24.29
7095	Operating Grants (Non-HUD)	0.00	45,317.00	-45,317.00	-100.00	0.00	45,317.00	-45,317.00	-100.00
7151	Other Income	126,841.29	343,774.01	-216,932.72	-63.10	126,841.29	343,774.01	-216,932.72	-63.10
7152	Interest Income	201,477.68	210,174.33	-8,696.65	-4.14	201,477.68	210,174.33	-8,696.65	-4.14
7999	Total Revenue	7,855,894.83	7,854,695.08	1,199.75	0.02	7,855,894.83	7,854,695.08	1,199.75	0.02
	EXPENSES:								
9051	Administrative	511,527.26	686,959.87	175,432.61	25.54	511,527.26	686,959.87	175,432.61	25.54
9101	Administrative Fees	18,920.08	149,255.00	130,334.92	87.32	18,920.08	149,255.00	130,334.92	87.32
9201	Tenant Services	8,240.21	86,767.19	78,526.98	90.50	8,240.21	86,767.19	78,526.98	90.50
9301	Utilities	42,669.29	40,260.01	-2,409.28	-5.98	42,669.29	40,260.01	-2,409.28	-5.98
9401	Maintenance	121,942.69	168,853.90	46,911.21	27.78	121,942.69	168,853.90	46,911.21	27.78
9501	Protective Services	3,051.00	1,401.00	-1,650.00	-117.77	3,051.00	1,401.00	-1,650.00	-117.77
9611	Insurance	41,768.74	23,366.48	-18,402.26	-78.76	41,768.74	23,366.48	-18,402.26	-78.76
9621	Other General Expenses	18,053.50	40,300.16	22,246.66	55.20	18,053.50	40,300.16	22,246.66	55.20
9631	Payments in Lieu of Taxes	8,098.92	9,012.00	913.08	10.13	8,098.92	9,012.00	913.08	10.13
9671	Housing Assistance Payments	7,027,578.26	6,489,311.67	-538,266.59	-8.29	7,027,578.26	6,489,311.67	-538,266.59	-8.29
9681	FSS Escrows	27,903.00	11,000.00	-16,903.00	-153.66	27,903.00	11,000.00	-16,903.00	-153.66
9691	Total Operating Expenses	7,829,752.95	7,706,487.28	-123,265.67	-1.60	7,829,752.95	7,706,487.28	-123,265.67	-1.60
9702	Interest Expense	13,597.75	35,712.00	22,114.25	61.92	13,597.75	35,712.00	22,114.25	61.92
9711	Extraordinary Maintenance	0.00	5,646.00	5,646.00	100.00	0.00	5,646.00	5,646.00	100.00
9741	Depreciation Expense	0.00	14,166.67	14,166.67	100.00	0.00	14,166.67	14,166.67	100.00
9999	NET INCOME	12,544.13	92,683.13	-80,139.00	-86.47	12,544.13	92,683.13	-80,139.00	-86.47

**Monterey County Housing Development Corp.
Budget Comparison**

Period = Sep 2024

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7000	REVENUE:									
7031	Tenant Rents	61,335.00	162,816.00	-101,481.00	-62.33	187,386.00	332,412.00	-145,026.00	-43.63	393,438.00
7037	Tenant Subsidies	156,771.00	145,000.00	11,771.00	8.12	474,591.00	435,000.00	39,591.00	9.10	1,740,000.00
7041	Other Tenant Income	469.00	751.25	-282.25	-37.57	2,289.94	1,198.75	1,091.19	91.03	-1,550.00
7050	Total Tenant Revenue	218,575.00	308,567.25	-89,992.25	-29.16	664,266.94	768,610.75	-104,343.81	-13.58	2,131,888.00
7151	Other Income	2,080.67	13,206.84	-11,126.17	-84.25	4,238.63	37,995.52	-33,756.89	-88.84	142,235.00
7152	Interest Income	83,978.81	2,780.75	81,198.06	2,920.01	251,936.21	8,339.25	243,596.96	2,921.09	33,347.00
7999	Total Revenue	304,634.48	324,554.84	-19,920.36	-6.14	920,441.78	814,945.52	105,496.26	12.95	2,307,470.00
	EXPENSES:									
9051	Administrative	101,259.10	152,398.02	51,138.92	33.56	246,393.58	434,047.06	187,653.48	43.23	1,597,322.00
9101	Administrative Fees	21,495.37	17,642.34	-3,853.03	-21.84	64,954.81	47,404.02	-17,550.79	-37.02	156,482.00
9201	Tenant Services	0.00	416.67	416.67	100.00	0.00	1,246.01	1,246.01	100.00	4,960.00
9301	Utilities	20,019.58	33,137.67	13,118.09	39.59	68,228.28	68,507.01	278.73	0.41	88,599.00
9401	Maintenance	26,248.31	41,092.25	14,843.94	36.12	70,993.24	87,579.75	16,586.51	18.94	136,101.00
9501	Protective Services	607.50	634.00	26.50	4.18	1,110.00	1,393.00	283.00	20.32	2,519.00
9611	Insurance	13,626.63	18,610.67	4,984.04	26.78	45,906.41	46,608.01	701.60	1.51	131,081.00
9621	Other General Expenses	0.00	4,202.67	4,202.67	100.00	1,000.00	12,572.01	11,572.01	92.05	50,072.00
9631	Payments in Lieu of Taxes	11,200.00	377.33	-10,822.67	-2,868.22	11,200.00	987.99	-10,212.01	-1,033.61	3,090.00
9691	Total Operating Expenses	194,456.49	268,511.62	74,055.13	27.58	509,786.32	700,344.86	190,558.54	27.21	2,170,226.00
9702	Interest Expense	61,942.35	57,666.67	-4,275.68	-7.41	185,249.17	149,128.01	-36,121.16	-24.22	453,280.00
9711	Extraordinary Maintenance	0.00	833.33	833.33	100.00	0.00	2,499.99	2,499.99	100.00	10,000.00
9720	Casualty Losses - Non-Capitalized	0.00	1,166.67	1,166.67	100.00	0.00	3,500.01	3,500.01	100.00	14,000.00
9741	Depreciation Expense	0.00	2,159.00	2,159.00	100.00	0.00	11,356.00	11,356.00	100.00	74,699.00
9999	NET INCOME	48,235.64	-5,782.45	54,018.09	934.17	225,406.29	-51,883.35	277,289.64	534.45	-414,735.00

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

Period = Sep 2024

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
7000	REVENUE:								
7031	Tenant Rents	61,335.00	162,816.00	-101,481.00	-62.33	61,335.00	162,816.00	-101,481.00	-62.33
7037	Tenant Subsidies	156,771.00	145,000.00	11,771.00	8.12	156,771.00	145,000.00	11,771.00	8.12
7041	Other Tenant Income	469.00	751.25	-282.25	-37.57	469.00	751.25	-282.25	-37.57
7050	Total Tenant Revenue	218,575.00	308,567.25	-89,992.25	-29.16	218,575.00	308,567.25	-89,992.25	-29.16
7151	Other Income	2,080.67	13,206.84	-11,126.17	-84.25	2,080.67	13,206.84	-11,126.17	-84.25
7152	Interest Income	83,978.81	2,780.75	81,198.06	2,920.01	83,978.81	2,780.75	81,198.06	2,920.01
7999	Total Revenue	304,634.48	324,554.84	-19,920.36	-6.14	304,634.48	324,554.84	-19,920.36	-6.14
	EXPENSES:								
9051	Administrative	101,259.10	152,398.02	51,138.92	33.56	101,259.10	152,398.02	51,138.92	33.56
9101	Administrative Fees	21,495.37	17,642.34	-3,853.03	-21.84	21,495.37	17,642.34	-3,853.03	-21.84
9201	Tenant Services	0.00	416.67	416.67	100.00	0.00	416.67	416.67	100.00
9301	Utilities	20,019.58	33,137.67	13,118.09	39.59	20,019.58	33,137.67	13,118.09	39.59
9401	Maintenance	26,248.31	41,092.25	14,843.94	36.12	26,248.31	41,092.25	14,843.94	36.12
9501	Protective Services	607.50	634.00	26.50	4.18	607.50	634.00	26.50	4.18
9611	Insurance	13,626.63	18,610.67	4,984.04	26.78	13,626.63	18,610.67	4,984.04	26.78
9621	Other General Expenses	0.00	4,202.67	4,202.67	100.00	0.00	4,202.67	4,202.67	100.00
9631	Payments in Lieu of Taxes	11,200.00	377.33	-10,822.67	-2,868.22	11,200.00	377.33	-10,822.67	-2,868.22
9691	Total Operating Expenses	194,456.49	268,511.62	74,055.13	27.58	194,456.49	268,511.62	74,055.13	27.58
9702	Interest Expense	61,942.35	57,666.67	-4,275.68	-7.41	61,942.35	57,666.67	-4,275.68	-7.41
9711	Extraordinary Maintenance	0.00	833.33	833.33	100.00	0.00	833.33	833.33	100.00
9720	Casualty Losses - Non-Capitalized	0.00	1,166.67	1,166.67	100.00	0.00	1,166.67	1,166.67	100.00
9741	Depreciation Expense	0.00	2,159.00	2,159.00	100.00	0.00	2,159.00	2,159.00	100.00
9999	NET INCOME	48,235.64	-5,782.45	54,018.09	934.17	48,235.64	-5,782.45	54,018.09	934.17

Voucher Program Only Budget Comparison

Period = Sep 2024

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7000	REVENUE:									
7041	Other Tenant Income	0.09	0.00	0.09	N/A	0.09	0.00	0.09	N/A	0.00
7050	Total Tenant Revenue	0.09	0.00	0.09	N/A	0.09	0.00	0.09	N/A	0.00
7071	Section 8 HAP Subsidies	6,818,547.00	6,407,716.66	410,830.34	6.41	24,143,890.00	19,223,149.98	4,920,740.02	25.60	76,892,600.00
7081	Section 8 Administrative Fees	439,474.21	580,444.75	-140,970.54	-24.29	1,705,316.05	1,741,334.25	-36,018.20	-2.07	6,965,337.00
7151	Other Income	0.00	16,875.00	-16,875.00	-100.00	-64,861.31	50,625.00	-115,486.31	-228.12	202,500.00
7152	Interest Income	90.41	0.00	90.41	N/A	235.72	0.00	235.72	N/A	0.00
7999	Total Revenue	7,258,111.71	7,005,036.41	253,075.30	3.61	25,784,580.55	21,015,109.23	4,769,471.32	22.70	84,060,437.00
	EXPENSES:									
9051	Administrative	202,745.26	282,169.60	79,424.34	28.15	505,799.56	846,508.80	340,709.24	40.25	3,386,035.00
9101	Administrative Fees	0.00	130,000.00	130,000.00	100.00	0.00	390,000.00	390,000.00	100.00	1,560,000.00
9201	Tenant Services	8,240.21	85,517.19	77,276.98	90.36	26,565.22	256,551.57	229,986.35	89.65	1,026,206.25
9401	Maintenance	1,087.97	750.00	-337.97	-45.06	13,608.21	2,250.00	-11,358.21	-504.81	9,000.00
9611	Insurance	15,924.84	5,204.65	-10,720.19	-205.97	34,488.99	15,613.95	-18,875.04	-120.89	62,455.75
9621	Other General Expenses	0.00	1,083.33	1,083.33	100.00	0.00	3,249.99	3,249.99	100.00	13,000.00
9671	Housing Assistance Payments	7,054,102.26	6,489,311.67	-564,790.59	-8.70	21,001,138.83	19,467,935.01	-1,533,203.82	-7.88	77,871,740.00
9681	FSS Escrows	27,903.00	11,000.00	-16,903.00	-153.66	96,428.00	33,000.00	-63,428.00	-192.21	132,000.00
9691	Total Operating Expenses	7,310,003.54	7,005,036.44	-304,967.10	-4.35	21,678,028.81	21,015,109.32	-662,919.49	-3.15	84,060,437.00
9999	NET INCOME	-51,891.83	-0.03	-51,891.80	-172,972,666.67	4,106,551.74	-0.09	4,106,551.83	4,562,835,366.67	0.00

**Voucher Program Only
Budget Comparison (with PTD)**

Period = Sep 2024

		MTD Actual	MTD Budget	Variance	% Var	PTD Actual	PTD Budget	Variance	% Var
7000	REVENUE:								
7041	Other Tenant Income	0.09	0.00	0.09	N/A	0.09	0.00	0.09	N/A
7050	Total Tenant Revenue	0.09	0.00	0.09	N/A	0.09	0.00	0.09	N/A
7071	Section 8 HAP Subsidies	6,818,547.00	6,407,716.66	410,830.34	6.41	6,818,547.00	6,407,716.66	410,830.34	6.41
7081	Section 8 Administrative Fees	439,474.21	580,444.75	-140,970.54	-24.29	439,474.21	580,444.75	-140,970.54	-24.29
7151	Other Income	0.00	16,875.00	-16,875.00	-100.00	0.00	16,875.00	-16,875.00	-100.00
7152	Interest Income	90.41	0.00	90.41	N/A	90.41	0.00	90.41	N/A
7999	Total Revenue	7,258,111.71	7,005,036.41	253,075.30	3.61	7,258,111.71	7,005,036.41	253,075.30	3.61
	EXPENSES:								
9051	Administrative	202,745.26	282,169.60	79,424.34	28.15	202,745.26	282,169.60	79,424.34	28.15
9101	Administrative Fees	0.00	130,000.00	130,000.00	100.00	0.00	130,000.00	130,000.00	100.00
9201	Tenant Services	8,240.21	85,517.19	77,276.98	90.36	8,240.21	85,517.19	77,276.98	90.36
9401	Maintenance	1,087.97	750.00	-337.97	-45.06	1,087.97	750.00	-337.97	-45.06
9611	Insurance	15,924.84	5,204.65	-10,720.19	-205.97	15,924.84	5,204.65	-10,720.19	-205.97
9621	Other General Expenses	0.00	1,083.33	1,083.33	100.00	0.00	1,083.33	1,083.33	100.00
9671	Housing Assistance Payments	7,054,102.26	6,489,311.67	-564,790.59	-8.70	7,054,102.26	6,489,311.67	-564,790.59	-8.70
9681	FSS Escrows	27,903.00	11,000.00	-16,903.00	-153.66	27,903.00	11,000.00	-16,903.00	-153.66
9691	Total Operating Expenses	7,310,003.54	7,005,036.44	-304,967.10	-4.35	7,310,003.54	7,005,036.44	-304,967.10	-4.35
9999	NET INCOME	-51,891.83	-0.03	-51,891.80	-172,972,666.67	-51,891.83	-0.03	-51,891.80	-172,972,666.67

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1100-000-000	Cash:	
1110-000-000	Operating Cash:	
1110-010-000	Cash - Operating Cash	1,924,232.83
1110-011-000	Cash - Operating Cash 2	200.00
1110-012-000	Cash - Operating Cash 3	200.00
1110-013-000	Constr Disb Account	2,327,393.97
1110-020-000	Cash - Payroll	12,105.06
1110-020-001	Cash - FSA Acct	3,094.93
1110-030-000	Cash - Section 8	11,628,995.67
1110-040-000	Cash - Interest Bearing	1,672,158.48
1110-900-000	Cash - Petty cash	500.00
1110-910-000	Cash - Change fund	39.00
1110-999-999	Total Operating Cash	17,568,919.94
1130-000-000	Cash - Other Restricted:	
1130-005-020	RAD Excess Receipts	1,564,322.73
1130-010-000	FSS Escrow	516,003.10
1130-020-000	Insurance Reserve	54,937.67
1130-030-000	Operating Reserve	2,072,620.50
1130-030-001	Operating Reserve - PDM 17th Regiment	201,840.27
1130-030-002	Operating Reserve - PDM Kwajalein	41,130.22
1130-040-000	Replacement Reserve	2,209,228.05
1130-040-001	Replacement Reserve - PDM 17th Regiment	228,901.45
1130-040-002	Replacement Reserve - PDM Kwajalein	23,623.52
1130-040-005	Repairs Reserve	40,067.48
1130-100-000	Other Restricted	72,082.22
1130-999-999	Total Other Restricted Cash	7,024,757.21
1140-000-000	Cash - Tenant Security Deposits	
1140-010-000	Cash - Tenant Security Deposits	89,268.99
1140-010-001	Cash - Tenant Security Deposits - PDM 17th Regiment	2,640.81
1140-010-002	Cash - Tenant Security Deposits - PDM Kwajalein	6,146.61
1140-999-999	Total Tenant Security Deposit Cash	98,056.41
1199-000-000	Total Cash	24,691,733.56
1200-000-000	Accounts and Notes Receivables:	
1220-000-000	Accounts Receivable - HUD	
1220-001-000	Accts Rec - HUD	1,366,799.58
1220-999-999	Total Accounts Receivable - HUD	1,366,799.58
1240-000-000	Accounts Receivable - Other Government	
1240-010-000	Accts Rec - State	-345,920.43
1240-030-000	Accts Rec - Other Agency	13,109.00
1240-999-999	Total Accounts Receivable - Other Government	-332,811.43
1250-000-000	A/R - Miscellaneous	
1250-020-000	Accts Rec - Other Agency	12,046.00

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1250-070-000	Accts Rec - Refunds	400.00
1250-200-000	Accts Rec - Other	82,716.49
1250-300-000	Accts Rec - Mgmt fees	612,357.93
1250-999-999	Total A/R - Other	707,520.42
1260-010-000	Accounts Receivable - Tenants	845,077.51
1261-010-000	Allowance for Doubtful Accounts - Dwelling Rents	-212,279.46
1262-010-000	Allowance for Doubtful Accounts - Other	-297,358.01
1281-010-000	Allowance for Doubtful Accounts - Fraud	-541,234.14
1290-000-000	Accrued Interest Receivable	
1290-342-000	Accr Int Receivable - HELP #3	46,151.59
1290-555-001	Accr Int Rec - HDC LLC2 #2	169,277.94
1290-801-000	Accr Int Rec - SC RAD #1	656,333.42
1290-801-001	Accr Int Rec - SC RAD #2	693,825.13
1290-801-002	Accr Int Rec - SC RAD #3	118,936.18
1290-801-003	Accr Int Rec - SC RAD #4	49,530.06
1290-802-000	Accr Int Rec - Salinas RAD #1	2,055,730.54
1290-802-001	Accr Int Rec - Salinas RAD #2	1,724,437.62
1290-802-002	Accr Int Rec - Salinas RAD #3	64,757.65
1290-803-000	Accr Int Rec - East Sal RAD #1	900,519.96
1290-803-001	Accr Int Rec - East Sal RAD #2	1,698,227.78
1290-803-002	Accr Int Rec - East Sal RAD #3	74,637.98
1290-803-003	Accr Int Rec - East Sal RAD #4	562.50
1290-804-000	Accr Int Rec - Gonz RAD #1	148,734.00
1290-804-001	Accr Int Rec - Gonz RAD #2	772,575.76
1290-804-002	Accr Int Rec - Gonz RAD #3	54,749.34
1290-804-003	Accr Int Rec - Gonz RAD #4	1,469.34
1290-935-000	Accr Int Rec HACM Notes - King City Elderly	293,850.33
1290-941-000	Accr Int Rec Notes - Casanova Plaza	79,301.04
1290-942-000	Accr Int Rec Notes - Parkside Manor	186,380.52
1290-960-000	Accr Int Rec - Rippling River	8,822,851.95
1290-989-000	Accr Int Rec - Haciendas 3	913,864.73
1290-999-999	Total Accrued Interest Receivable	19,526,705.36
1299-000-000	Total Receivables, Net of Allowances for Doubtful Acco	21,062,419.83
1300-000-000	Investments and Other Current Assets:	
1310-000-000	Investments - Unrestricted	
1310-010-000	Investments - LAIF	1,064,759.25
1310-999-999	Total Investments - Unrestricted	1,064,759.25
1420-000-000	Prepaid	
1420-001-000	Prepaid	142,209.15
1420-015-000	Prepaid Insurance	176,093.82
1420-030-000	Prepaid Postage	2,226.75
1420-075-000	Prepaid Property Taxes	63,080.73
1420-999-999	Total Prepaid	383,610.45

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1430-000-000	Inventory	
1430-001-000	Inventory - Main warehouse	274,985.19
1430-002-000	Inventory - ARRA appl	36.00
1430-010-000	Inventory - Force account	2,805.47
1430-999-999	Total Inventory	277,826.66
1431-000-000	Allowance for Obsolete Inventories	
1431-001-000	Allowance for Obsolete Inventories - Main warehouse	-34,747.62
1431-999-999	Total Allowance for Obsolete Inventories	-34,747.62
1440-000-000	I/F Due To/From	
1440-000-019	I/F Due To/From - COVID19	0.30
1440-000-106	I/F Due To/From - Rider Manor	1,264.19
1440-000-112	I/F Due To/From - Los Ositos	-78.95
1440-000-205	I/F Due To/From - Pueblo Del Mar	-186.34
1440-000-206	I/F Due To/From - Nancy Dodd Community Center	-2,887.16
1440-000-400	I/F Due To/From - Unfunded Development	15,504,566.55
1440-000-401	I/F Due To/From - Dev Fee RR	-1,470,825.71
1440-000-402	I/F Due To/From - Tynan Village	734,603.26
1440-000-403	I/F Due To/From - Dev Fee MryAff	-1,618,816.37
1440-000-404	I/F Due To/From - Dev Fee Ben FLC	-972,881.80
1440-000-405	I/F Due To/From - Benito St Affordable/WF	-1,256,114.01
1440-000-406	I/F Due To/From - Dev Fee Fanoe	-3,183,880.89
1440-000-407	I/F Due To/From - HDC Office Bldg	440,436.90
1440-000-410	I/F Due To/From - HDC Prop Mgmt	575,628.98
1440-000-420	I/F Due To/From - Sec 32 Homeownership	62,455.65
1440-000-421	I/F Due To/From - Greenfield Homeownership	618,330.01
1440-000-422	I/F Due To/From - Castroville rehab 2012	1,007,790.62
1440-000-423	I/F Due To/From - RAD Development	-5,722,660.95
1440-000-424	I/F Due To/From - Parkside Rehab	641,750.90
1440-000-425	I/F Due To/From - Tynan Const Defect 2021	-35,324.20
1440-000-454	I/F Due To/From - Haciendas Pre Dev	-5,815,777.37
1440-000-457	I/F Due To/From - Ukiah	154,546.18
1440-000-458	I/F Due To/From - Paso Robles	-1,703,792.53
1440-000-459	I/F Due To/From - Castroville rehab 2010	127,489.90
1440-000-480	I/F Due To/From - RRA LLC	27,615.28
1440-000-481	I/F Due To/From - HA LLC	-4,553.18
1440-000-482	I/F Due To/From - MCAH LLC	24,628.83
1440-000-483	I/F Due To/From - SAH LLC	22,956.57
1440-000-484	I/F Due To/From - SNMDC LLC	27,101.54
1440-000-485	I/F Due To/From - TVI	692.50
1440-000-486	I/F Due To/From - HA LLC 2	18,049.12
1440-000-487	I/F Due to/Due From HALLC3	16,655.56
1440-000-488	I/F Due to/Due From HALLC4	18,109.69
1440-000-489	I/F Due To/From - HA RAD LLC 1	13,454.36
1440-000-490	I/F Due To/From - HA RAD LLC 2	13,038.98

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1440-000-491	I/F Due To/From - HA RAD LLC 3	10,742.91
1440-000-492	I/F Due To/From - HA RAD LLC 4	13,105.23
1440-000-493	I/F Due To/From - HA LLC 5	12,009.63
1440-000-494	I/F Due To/From - HDC LLC 1	5,618.92
1440-000-495	I/F Due To/From - HDC LLC 2	255.75
1440-000-498	I/F Due to/From - HDC Fees for Service	132,804.72
1440-000-499	I/F Due To/From - Development	2,594,232.26
1440-000-550	I/F Due To/From - Haciendas Ph 0-A	-109,945.51
1440-000-551	I/F Due To/From - Haciendas PH 0-B	-108,166.24
1440-000-552	I/F Due To/From - Single Family Homes	-1,069,372.35
1440-000-553	I/F Due To/From - HDC 134 E Rossi	176,606.40
1440-000-555	I/F Due To/From - Casanova Plaza	45,033.00
1440-000-601	I/F Due To/From - Administration	-0.39
1440-000-602	I/F Due To/From - Human Resources	-0.04
1440-000-625	I/F Due To/From - COCC Allocating Prop	75,000.00
1440-000-699	I/F Due To/From - Revolving	-17.88
1440-000-801	I/F Due To/From - South County RAD	50,034.80
1440-000-802	I/F Due To/From - Salinas Family RAD	100,607.60
1440-000-803	I/F Due To/From - East Salinas Family RAD	133,593.66
1440-000-804	I/F Due To/From - Gonzales Family RAD	-5,966.16
1440-000-930	I/F Due To/From - Monterey County Housing, Inc.	814,155.62
1440-000-934	I/F Due To/From - Jardines del Monte	-257,914.79
1440-000-935	I/F Due To/From - Leo Meyer Senior Plaza	-398,266.09
1440-000-940	I/F Due To/From - MCHI Affordable Acquistions, Inc.	1,752,826.21
1440-000-941	I/F Due To/From - Casanova	-1,538,889.91
1440-000-942	I/F Due To/From - Parkside	-1,525,227.96
1440-000-965	I/F Due To/From - Tynan Village	11,814.27
1440-000-970	I/F Due To/From Rippling River 970	84,963.83
1440-000-972	I/F Due To/From - Benito FLC	6,122.17
1440-000-973	I/F Due To/From - Mry Aff	29,237.39
1440-000-974	I/F Due To/From - Ben Aff	20,486.53
1440-000-980	I/F Due To/From - Fanoe Vista	53,766.62
1440-000-984	I/F Due To/From - Castroville FLC LP	54,318.71
1440-000-985	I/F Due To/From - Haciendas LP	3,047.30
1440-000-986	I/F Due To/From - Haciendas 2	18,025.25
1440-000-988	I/F Due To/From - Haciendas Senior, LP	10,908.95
1440-000-989	I/F Due To/Due From Haciendas 3	12,463.66
1440-000-990	I/F Due To/From - Oak Park 1, LP	-23,642.42
1440-000-991	I/F Due To/From - Oak Park 2, LP	-21,909.01
1440-000-992	I/F Due To/From - One Parkside, LP	473,556.15
1440-001-987	I/F Due To/From - Torres-Gil Community Center	254,870.02
1440-999-999	Total I/F Due To/From	<u>154,275.22</u>
1499-000-000	Total Investements and Other Current Assets	<u>1,845,723.96</u>
1500-000-000	TOTAL CURRENT ASSETS	47,599,877.35

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1602-000-000	Fixed Assets:	
1610-000-000	Land	3,569,623.47
1620-000-000	Buildings	
1620-010-000	Buildings	21,251,256.67
1620-030-000	Site Improvements	3,055.41
1620-999-999	Total Buildings and Improvements	21,254,312.08
1630-010-000	Furniture, Equipment & Vehicles - Dwelling	52,083.97
1640-010-000	Furniture, Equipment & Vehicles - Administrative	763,934.43
1660-000-000	Accumulated Depreciation	
1660-010-000	Accumulated Depreciation - Bldgs & Bldg Improvements	-14,329,540.69
1660-020-000	Accumulated Depreciation - Dwelling Furniture & Equip	-230,129.01
1660-030-000	Accumulated Depreciation - Administrative Furniture & E	-281,834.53
1660-090-001	Accumulated Amortization	-0.32
1660-999-999	Total Accumulated Depr & Amort	-14,841,504.55
1670-000-000	Construction in Progress	
1670-010-000	Construction in Progress - Building	-2,409,548.99
1670-020-000	Construction in Progress - Building Imp	2,774,379.90
1670-030-000	Construction in Progress - Other Management Improvem	4,099.06
1670-999-999	Total Construction in Progress	368,929.97
1699-000-000	Total Fixed Assets, Net of Accumulated Depreciation	11,167,379.37
1710-000-000	Notes Receivable	
1710-001-000	Notes Rec - Other	709,330.00
1710-010-000	Notes Rec - Section 8 Promissory Notes	-992.93
1710-010-099	Note Contra - Section 8	992.93
1710-555-000	Note Rec - Casanova	714,825.00
1710-801-000	Note Rec - SC RAD #1	3,575,556.00
1710-801-001	Note Rec - SC RAD #2	2,969,444.00
1710-801-002	Note Rec - SC RAD #3	1,373,550.00
1710-801-003	Note Rec - SC RAD #4	574,345.00
1710-801-004	Notes Rec - SC RAD #5	215,385.00
1710-802-000	Note Rec - Salinas RAD #1	12,358,494.00
1710-802-001	Note Rec - Salinas RAD #2	7,373,847.00
1710-802-002	Note Rec - Salinas RAD #3	750,000.00
1710-802-004	Note Rec - Salinas RAD #5	523,077.00
1710-803-000	Note Rec - East Sal RAD #1	13,062,087.00
1710-803-001	Note Rec - East Sal RAD #2	7,353,826.00
1710-803-002	Note Rec - East Sal RAD #3	800,000.00
1710-803-003	Note Rec - East Sal RAD #4	75,000.00
1710-803-004	Note Rec - East Sal RAD #5	621,538.00
1710-804-000	Note Rec - Gonz RAD #1	1,166,225.97
1710-804-001	Note Rec - Gonz RAD #2	3,352,058.00
1710-804-002	Note Rec - Gonz RAD #3	657,488.00
1710-935-000	Note Rec - Leo Meyer	600,000.00

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
1710-941-000	Notes Rec - Casanova Residual Receipts Note	437,038.96
1710-942-000	Notes Rec - Parkside Residual Receipts Note	1,027,110.21
1710-960-000	Notes Rec - Rippling River	8,070,000.00
1710-989-000	Note Rec - Haciendas 3	4,000,000.00
1710-999-999	Total Notes Receivable	72,360,225.14
1740-010-000	Other Assets	3,189,554.16
1740-010-001	Other Assets - Accum Amort	-589,664.56
1740-999-999	Total Other Assets	-589,664.56
1760-000-000	Investment in Joint Ventures -	
1760-010-000	Investment in Joint Ventures -	858,762.28
1760-999-999	Total Investment in Joint Ventures	858,762.28
1800-000-000	TOTAL NONCURRENT ASSETS	86,986,256.39
1900-000-000	TOTAL ASSETS	134,586,133.74
3120-000-000	Accounts Payable < = 90 Days	
3120-001-000	Accounts Payable < = 90 Days	5,377,481.16
3120-010-000	Misc Accrued Accounts Payable	74.75
3120-020-000	Contract Retention	-32,091.24
3120-999-999	Total Accounts Payable <= 90 Days	5,345,464.67
3210-000-000	Accrued Wages/Payroll Taxes	
3210-070-000	Accrued Taxes & Benefits - Health Insurance	18,735.65
3210-090-000	Accrued Taxes & Benefits - Union Dues	-0.01
3210-125-000	Pre-Tax Child Care/Presc	571.20
3210-140-000	Accrued Taxes & Benefits - AFLAC & AFLA	5,597.25
3210-300-000	Accrued Taxes & Benefits - Workers' Comp	243,259.24
3210-999-999	Total Accrued Wages/Payroll Taxes	268,163.33
3220-010-000	Accrued Compensated Absences - Current Portion	-21.00
3250-000-001	Accrued Interest Payable	
3250-040-001	Accr Int Payable - HOME - PDM 17th Regiment	560,567.12
3250-040-002	Accr Int Payable - HOME - PDM Kwajalein	135,433.97
3250-070-000	Accr Int Payable - HELP	16,731.56
3250-999-999	Total Accrued Interest Payable	712,732.65
3310-010-000	Accounts Payable - HUD	2,518.12
3330-000-000	Accounts Payable - Other Government	
3330-040-000	St of CA - OMS payable	31.98
3330-999-999	Total Accounts Payable - Other Government	31.98
3410-000-000	Tenant Security Deposits	
3410-010-000	Tenant Security Deposits	107,474.81
3410-020-000	Pet Deposit	2,600.00
3410-030-000	Parking Permit Deposit	475.00
3410-040-000	Gate Card Deposit	2,270.00
3410-900-000	Security Deposit Interest	466.63
3410-999-999	Total Tenant Security Deposits	113,286.44
3415-010-000	Security Clearing Account	-3,213.69

Housing Authority of the County of Monterey Balance Sheet

Period = Sep 2024

		Current Balance
3420-000-000	Deferred Revenues	
3420-001-000	Deferred Revenues - Other	73,372.00
3420-005-000	Deferred Revenue- PG&E CARE discount	73,145.02
3420-020-000	Prepaid Rent	56,777.88
3420-040-000	Prepaid HUD Subsidy	136.00
3420-060-000	Prepaid Port-In Admin Fee	-445.78
3420-999-999	Total Deferred Revenue	202,985.12
3450-010-000	Other Current Liabilities	-0.01
3450-120-000	HAP Suspense Receivable	948.00
3450-130-000	Subsidy Suspense Receivable	13,095.00
3460-000-000	Accrued Liabilities	
3460-001-000	Accrued Liabilities - Other	263,077.21
3460-002-000	Developer Fee Payable	30,000.00
3460-020-000	FSS Escrows	453,168.60
3460-999-999	Total Accrued Liabilities	746,245.81
3499-000-000	TOTAL CURRENT LIABILITIES	746,245.81
3500-000-000	NONCURRENT LIABILITIES:	
3510-000-000	Long-Term Debt - Capital Projects	
3510-010-000	LTD - USDA #1	2,039,855.08
3510-010-001	LTD - USDA #2	-1,854.88
3510-040-001	LTD - HCD HOME PDM 17th Regiment	764,444.00
3510-040-002	LTD - HCD HOME PDM Kwajalein	187,985.00
3510-070-000	LTD - HELP Program	423,144.63
3510-080-002	LTD - Construction Loans	1,758,129.68
3510-090-045	LTD - Rockhall	3,083,891.28
3510-900-000	LTD - Notes Payable Contra	-2,025,871.47
3510-999-999	Total Long Term Debt Capital Projects	6,229,723.32
3600-000-000	TOTAL NONCURRENT LIABILITIES	6,229,723.32
3999-000-000	TOTAL LIABILITIES	13,631,959.74
5000-000-000	EQUITY/NET ASSETS	
5071-010-000	Retained Earnings	25,330,157.75
5081-010-000	Net Assets Invested in Capital Assets, Net of Related Det	41,227.00
5111-010-000	Restricted Net Assets	-95,836.10
5121-000-000	Unrestricted Net Assets	
5121-001-000	Net Assets	95,442,184.78
5121-007-001	General Partner Capital Contributions	236,440.28
5121-999-999	Total Unrestricted Net Assets	95,678,625.06
5999-000-000	TOTAL EQUITY/NET ASSETS	120,954,173.71
6000-000-000	TOTAL LIABILITIES AND EQUITY/NET ASSETS	134,586,133.45
9999-000-000	TOTAL OF TOTALS	0.29

Monterey County Housing Development Corp. Balance Sheet

Period = Sep 2024

		Current Balance
1100-000-000	Cash:	
1110-000-000	Operating Cash:	
1110-010-000	Cash - Operating Cash	2,947,627.53
1110-011-000	Cash - Operating Cash 2	125,154.21
1110-012-000	Cash - Operating Cash 3	409,987.96
1110-999-999	Total Operating Cash	3,482,769.70
1130-000-000	Cash - Other Restricted:	
1130-020-000	Insurance Reserve	107,874.96
1130-040-000	Replacement Reserve	80,638.92
1130-999-999	Total Other Restricted Cash	188,513.88
1140-000-000	Cash - Tenant Security Deposits	
1140-010-000	Cash - Tenant Security Deposits	88,879.35
1140-999-999	Total Tenant Security Deposit Cash	88,879.35
1199-000-000	Total Cash	3,760,162.93
1200-000-000	Accounts and Notes Receivables:	
1240-000-000	Accounts Receivable - Other Government	
1240-030-000	Accts Rec - Other Agency	312,204.00
1240-999-999	Total Accounts Receivable - Other Government	312,204.00
1250-000-000	A/R - Miscellaneous	
1250-200-000	Accts Rec - Other	3,374,082.35
1250-400-000	Accts Rec - Developer fees	3,303,633.22
1250-999-999	Total A/R - Other	6,677,715.57
1260-010-000	Accounts Receivable - Tenants	81,927.88
1290-000-000	Accrued Interest Receivable	
1290-984-000	Accr Int Rec Notes - Castroville FLC LP	1,288,773.12
1290-985-000	Accr Int Rec Notes - Haciendas 1	183,782.14
1290-986-000	Accr Int Rec Notes - Haciendas 2	864,323.02
1290-986-001	Accr Int Rec Notes - Hac 2 loan 2	53,916.98
1290-988-000	Accr Int Rec - Haciendas Sr	213,114.31
1290-989-000	Accr Int Rec - Haciendas 3	646,958.94
1290-992-000	Accr Int Rec - One Parkside #1	428,426.00
1290-992-001	Accr Int Rec - One Parkside #2	737,623.45
1290-992-002	Accr Int Rec - One Parkside #3	52,821.03
1290-999-999	Total Accrued Interest Receivable	4,469,738.99
1299-000-000	Total Receivables, Net of Allowances for Doubtful Acco	11,541,586.44
1300-000-000	Investments and Other Current Assets:	
1420-000-000	Prepaid	
1420-001-000	Prepaid	5,000.00
1420-015-000	Prepaid Insurance	18,157.37
1420-999-999	Total Prepaid	23,157.37
1440-000-000	I/F Due To/From	

Monterey County Housing Development Corp. Balance Sheet

Period = Sep 2024

		Current Balance
1440-000-400	I/F Due To/From - Unfunded Development	-15,504,566.55
1440-000-401	I/F Due To/From - Dev Fee RR	1,470,825.71
1440-000-402	I/F Due To/From - Tynan Village	-734,603.26
1440-000-403	I/F Due To/From - Dev Fee MryAff	1,618,816.37
1440-000-404	I/F Due To/From - Dev Fee Ben FLC	972,881.80
1440-000-405	I/F Due To/From - Benito St Affordable/WF	1,256,114.01
1440-000-406	I/F Due To/From - Dev Fee Fanoe	3,183,880.89
1440-000-407	I/F Due To/From - HDC Office Bldg	-440,436.90
1440-000-410	I/F Due To/From - HDC Prop Mgmt	-575,628.98
1440-000-420	I/F Due To/From - Sec 32 Homeownership	-62,455.65
1440-000-421	I/F Due To/From - Greenfield Homeownership	-618,330.01
1440-000-422	I/F Due To/From - Castroville rehab 2012	-1,007,790.62
1440-000-423	I/F Due To/From - RAD Development	5,722,660.95
1440-000-424	I/F Due To/From - Parkside Rehab	-641,750.90
1440-000-425	I/F Due To/From - Tynan Const Defect 2021	35,324.20
1440-000-454	I/F Due To/From - Haciendas Pre Dev	5,815,777.37
1440-000-457	I/F Due To/From - Ukiah	-154,546.18
1440-000-458	I/F Due To/From - Paso Robles	1,703,792.53
1440-000-459	I/F Due To/From - Castroville rehab 2010	-127,489.90
1440-000-480	I/F Due To/From - RRA LLC	-27,615.28
1440-000-481	I/F Due To/From - HA LLC	4,553.18
1440-000-482	I/F Due To/From - MCAH LLC	-24,628.83
1440-000-483	I/F Due To/From - SAH LLC	-22,956.57
1440-000-484	I/F Due To/From - SNMDC LLC	-27,101.54
1440-000-485	I/F Due To/From - TVI	-692.50
1440-000-486	I/F Due To/From - HA LLC 2	-18,049.12
1440-000-487	I/F Due to/Due From HALLC3	-16,655.56
1440-000-488	I/F Due to/Due From HALLC4	-18,109.69
1440-000-489	I/F Due To/From - HA RAD LLC 1	-13,454.36
1440-000-490	I/F Due To/From - HA RAD LLC 2	-13,038.98
1440-000-491	I/F Due To/From - HA RAD LLC 3	-10,742.91
1440-000-492	I/F Due To/From - HA RAD LLC 4	-13,105.23
1440-000-493	I/F Due To/From - HA LLC 5	-12,009.63
1440-000-498	I/F Due to/From - HDC Fees for Service	-132,804.72
1440-000-499	I/F Due To/From - Development	-2,594,232.26
1440-000-550	I/F Due To/From - Haciendas Ph 0-A	109,945.51
1440-000-551	I/F Due To/From - Haciendas PH 0-B	108,166.24
1440-000-552	I/F Due To/From - Single Family Homes	1,069,372.35
1440-000-553	I/F Due To/From - HDC 134 E Rossi	-176,606.40
1440-000-555	I/F Due To/From - Casanova Plaza	-45,033.00
1440-999-999	Total I/F Due To/From	37,675.58
1499-000-000	Total Investements and Other Current Assets	60,832.95
1500-000-000	TOTAL CURRENT ASSETS	15,362,582.32

Monterey County Housing Development Corp. Balance Sheet

Period = Sep 2024

		Current Balance
1602-000-000	Fixed Assets:	
1610-000-000	Land	5,009,826.00
1620-000-000	Buildings	
1620-010-000	Buildings	13,438,579.69
1620-999-999	Total Buildings and Improvements	13,438,579.69
1630-010-000	Furniture, Equipment & Vehicles - Dwelling	331.00
1640-010-000	Furniture, Equipment & Vehicles - Administrative	19,616.46
1650-010-000	Leasehold Improvements	521,028.38
1660-000-000	Accumulated Depreciation	
1660-010-000	Accumulated Depreciation - Bldgs & Bldg Improvements	-1,520,334.62
1660-020-000	Accumulated Depreciation - Dwelling Furniture & Equip	-329.00
1660-030-000	Accumulated Depreciation - Administrative Furniture & E	-19,616.44
1660-999-999	Total Accumulated Depr & Amort	-1,540,280.06
1670-000-000	Construction in Progress	
1670-010-000	Construction in Progress - Building	-38,393,404.19
1670-020-000	Construction in Progress - Building Imp	38,839,661.74
1670-999-999	Total Construction in Progress	446,257.55
1699-000-000	Total Fixed Assets, Net of Accumulated Depreciation	17,895,359.02
1710-000-000	Notes Receivable	
1710-001-000	Notes Rec - Other	1,511,338.00
1710-427-000	Notes Rec - Tynan Village	3,930,584.08
1710-984-000	Notes Rec - Castroville FLC	5,015,932.00
1710-984-001	Notes Rec - Castroville FLC	949,961.00
1710-984-002	Notes Rec - Castroville FLC	4,000,092.00
1710-985-000	Notes Rec - Haciendas 1	3,159,714.11
1710-986-000	Notes Rec - Haciendas 2	3,164,998.98
1710-988-000	Notes Rec - Haciendas Senior	1,050,000.00
1710-989-000	Note Rec - Haciendas 3	1,860,000.00
1710-992-001	Notes Rec - One Parkside	4,055,000.00
1710-992-002	Notes Rec - One Parkside	500,000.00
1710-992-003	Notes Rec - One Parkside	6,984,956.27
1710-999-999	Total Notes Receivable	36,182,576.44
1740-010-000	Other Assets	100.00
1760-000-000	Investment in Joint Ventures -	
1760-010-000	Investment in Joint Ventures -	1,301.00
1760-999-999	Total Investment in Joint Ventures	1,301.00
1800-000-000	TOTAL NONCURRENT ASSETS	54,079,336.46
1900-000-000	TOTAL ASSETS	69,441,918.78
3120-000-000	Accounts Payable < = 90 Days	
3120-001-000	Accounts Payable < = 90 Days	38,482.15
3120-999-999	Total Accounts Payable <= 90 Days	38,482.15
3250-000-001	Accrued Interest Payable	
3250-030-000	Accr Int Payable - Resid Rec Note #1	1,228,275.67

Monterey County Housing Development Corp.
Balance Sheet

Period = Sep 2024

		Current Balance
3250-030-001	Accr Int Payable - Resid Rec Note #2	169,278.86
3250-070-000	Accr Int Payable - HELP	46,151.59
3250-999-999	Total Accrued Interest Payable	<u>1,443,706.12</u>
3410-000-000	Tenant Security Deposits	
3410-010-000	Tenant Security Deposits	111,194.00
3410-020-000	Pet Deposit	1,800.00
3410-030-000	Parking Permit Deposit	30.00
3410-040-000	Gate Card Deposit	1,105.00
3410-900-000	Security Deposit Interest	15.63
3410-999-999	Total Tenant Security Deposits	<u>114,144.63</u>
3420-000-000	Deferred Revenues	
3420-001-000	Deferred Revenues - Other	810,121.48
3420-020-000	Prepaid Rent	19,124.68
3420-999-999	Total Deferred Revenue	<u>829,246.16</u>
3450-130-000	Subsidy Suspense Receivable	315,947.00
3460-000-000	Accrued Liabilities	
3460-002-000	Developer Fee Payable	404,393.00
3460-004-000	Accrued HACM Management Fee	8,374.56
3460-999-999	Total Accrued Liabilities	<u>412,767.56</u>
3499-000-000	TOTAL CURRENT LIABILITIES	<u>412,767.56</u>
3500-000-000	NONCURRENT LIABILITIES:	
3510-000-000	Long-Term Debt - Capital Projects	
3510-001-000	Long-Term Debt	203,348.00
3510-030-000	LTD - Residual Receipts #1 Note	714,825.00
3510-030-001	LTD - Residual Receipts #2 Note	12,557,425.00
3510-070-000	LTD - HELP Program	505,982.00
3510-090-045	LTD - Rockhall	9,328,451.11
3510-999-999	Total Long Term Debt Capital Projects	<u>23,310,031.11</u>
3530-010-000	Noncurrent Liabilities - Other	-180,803.80
3600-000-000	TOTAL NONCURRENT LIABILITIES	<u>23,129,227.31</u>
3999-000-000	TOTAL LIABILITIES	<u>26,283,520.93</u>
5000-000-000	EQUITY/NET ASSETS	
5071-010-000	Retained Earnings	10,029,340.29
5121-000-000	Unrestricted Net Assets	
5121-001-000	Net Assets	33,104,057.56
5121-070-000	Unrestricted Net Assets - Other Grants	25,000.00
5121-999-999	Total Unrestricted Net Assets	<u>33,129,057.56</u>
5999-000-000	TOTAL EQUITY/NET ASSETS	<u>43,158,397.85</u>
6000-000-000	TOTAL LIABILITIES AND EQUITY/NET ASSETS	<u>69,441,918.78</u>
9999-000-000	TOTAL OF TOTALS	<u>0.00</u>

Housing Authority of the County of Monterey Statement (12 months)

Period = Jul 2024-Sep 2024

		Jul 2024	Aug 2024	Sep 2024	Total
7000	REVENUE:				
7031	Tenant Rents	121,019.06	148,437.56	147,126.56	416,583.18
7037	Tenant Subsidies	122,714.00	122,671.00	121,035.00	366,420.00
7041	Other Tenant Income	606.00	2,003.00	1,393.09	4,002.09
7050	Total Tenant Revenue	244,339.06	273,111.56	269,554.65	787,005.27
7071	Section 8 HAP Subsidies	10,036,282.00	7,289,061.00	6,818,547.00	24,143,890.00
7081	Section 8 Administrative Fees	667,711.58	598,130.26	439,474.21	1,705,316.05
7060060000	PDM Hope Housing Project	2,825,492.00	0.00	0.00	2,825,492.00
7095	Operating Grants (Non-HUD)	42,127.76	0.00	0.00	42,127.76
7151	Other Income	77,593.08	124,047.20	126,841.29	328,481.57
7152	Interest Income	201,492.78	201,645.66	201,477.68	604,616.12
7999	Total Revenue	14,095,038.26	8,485,995.68	7,855,894.83	30,436,928.77
	EXPENSES:				
9051	Administrative	84,845.27	409,777.14	511,527.26	1,006,149.67
9101	Administrative Fees	18,920.08	18,920.08	18,920.08	56,760.24
9201	Tenant Services	9,318.02	9,006.99	8,240.21	26,565.22
9301	Utilities	45,755.30	52,528.90	42,669.29	140,953.49
9401	Maintenance	140,867.31	142,878.48	121,942.69	405,688.48
9501	Protective Services	7,384.93	0.00	3,051.00	10,435.93
9611	Insurance	32,505.02	33,143.53	41,768.74	107,417.29
9621	Other General Expenses	24,664.60	18,053.50	18,053.50	60,771.60
9631	Payments in Lieu of Taxes	0.00	14,017.95	8,098.92	22,116.87
9671	Housing Assistance Payments	6,934,926.19	6,972,068.38	7,027,578.26	20,934,572.83
9681	FSS Escrows	40,280.00	28,245.00	27,903.00	96,428.00
9691	Total Operating Expenses	7,339,466.72	7,698,639.95	7,829,752.95	22,867,859.62
9702	Interest Expense	51,929.96	13,672.75	13,597.75	79,200.46
9999	NET INCOME	6,703,641.58	773,682.98	12,544.13	7,489,868.69

**Monterey County Housing Development Corp.
Statement (12 months)**

Period = Jul 2024-Sep 2024

		Jul 2024	Aug 2024	Sep 2024	Total
7000	REVENUE:				
7031	Tenant Rents	62,506.00	63,545.00	61,335.00	187,386.00
7037	Tenant Subsidies	159,054.00	158,766.00	156,771.00	474,591.00
7041	Other Tenant Income	464.00	1,356.94	469.00	2,289.94
7050	Total Tenant Revenue	222,024.00	223,667.94	218,575.00	664,266.94
7151	Other Income	-30.75	2,188.71	2,080.67	4,238.63
7152	Interest Income	83,978.94	83,978.46	83,978.81	251,936.21
7999	Total Revenue	305,972.19	309,835.11	304,634.48	920,441.78
	EXPENSES:				
9051	Administrative	46,783.84	98,350.64	101,259.10	246,393.58
9101	Administrative Fees	21,714.36	21,745.08	21,495.37	64,954.81
9301	Utilities	20,353.44	27,855.26	20,019.58	68,228.28
9401	Maintenance	20,630.97	24,113.96	26,248.31	70,993.24
9501	Protective Services	502.50	0.00	607.50	1,110.00
9611	Insurance	16,716.47	15,563.31	13,626.63	45,906.41
9621	Other General Expenses	1,000.00	0.00	0.00	1,000.00
9631	Payments in Lieu of Taxes	0.00	0.00	11,200.00	11,200.00
9691	Total Operating Expenses	127,701.58	187,628.25	194,456.49	509,786.32
9702	Interest Expense	61,269.71	62,037.11	61,942.35	185,249.17
9999	NET INCOME	117,000.90	60,169.75	48,235.64	225,406.29

Voucher Program Only Statement (12 months)

Period = Jul 2024-Sep 2024

		Jul 2024	Aug 2024	Sep 2024	Total
7000	REVENUE:				
7041	Other Tenant Income	0.00	0.00	0.09	0.09
7050	Total Tenant Revenue	0.00	0.00	0.09	0.09
7071	Section 8 HAP Subsidies	10,036,282.00	7,289,061.00	6,818,547.00	24,143,890.00
7081	Section 8 Administrative Fees	667,711.58	598,130.26	439,474.21	1,705,316.05
7151	Other Income	-64,861.31	0.00	0.00	-64,861.31
7152	Interest Income	58.89	86.42	90.41	235.72
7999	Total Revenue	10,639,191.16	7,887,277.68	7,258,111.71	25,784,580.55
	EXPENSES:				
9051	Administrative	109,162.79	193,891.51	202,745.26	505,799.56
9201	Tenant Services	9,318.02	9,006.99	8,240.21	26,565.22
9401	Maintenance	444.83	12,075.41	1,087.97	13,608.21
9611	Insurance	9,011.16	9,552.99	15,924.84	34,488.99
9671	Housing Assistance Payments	6,952,671.19	6,994,365.38	7,054,102.26	21,001,138.83
9681	FSS Escrows	40,280.00	28,245.00	27,903.00	96,428.00
9691	Total Operating Expenses	7,120,887.99	7,247,137.28	7,310,003.54	21,678,028.81
9999	NET INCOME	3,518,303.17	640,140.40	-51,891.83	4,106,551.74



MEMORANDUM

TO: Board of Commissioners
 THRU: Zulieka Boykin Executive Director
 FROM: Mayra Zesati Asset Manager
 RE: **Property Management Report**
 DATE: October 15, 2024

HACM Strategic Goals

<ul style="list-style-type: none"> ○ Utilize Yardi to digitize key elements of HACM operations. 100% utilization of the following systems by year end: <ul style="list-style-type: none"> ○ Complete the transition to electronic payment for tenants as the default. ○ Move the voucher waitlist and site-based waiting lists to Yardi with auto-generated notification emails. ○ Move annual income certification online. 	<p>On-Going: Online payments, optional currently. Next waitlist opening will be fully online at least 3 sites anticipated to begin this online waitlist process. Paperless annual recertifications will be required to maximize utilization, reduce operations costs and remain in compliance with monitoring agency requirements. Managers are required to begin this process this year.</p>	<p align="center">On Track</p>	<p>Properties are 100% live with online features for: online payments, work order submission and certifications.</p>
<p>Create a plan to ensure that all properties are financially self-sustaining and</p>	<p align="center">12/31/2024</p>	<p align="center">90% Achieved</p>	<p>Preliminary outline submitted for review.</p>

maintained to a high level of quality by 12/31/2024.			
Transition away from warehouse model.		60% Achieved	Preliminary draft reviewed. Pending second revision.
Reduce workers' comp claims. Safety.		85% Achieved	Working on second draft with inspection sheets etc.
Build the capacity of the PM by training staff from professional agencies and senior staff members.	Ongoing	In Progress: Property Managers & Maintenance ✓ HQS ✓ Multifamily Training	October: Caretaker meeting; job duties and collaboration with staff and team building activity for Department Mission.

Objective's	Target Date	Status	Detail
OCAF Submission	June 1, 2024	Approved OCAF and Rents updated effective 6/1/24 in Yardi: 801 803 212 Pending: 214, 802 and 804	Pending on final executed HUD forms for OCAF rent adjustments
CAHI Transition	September 1, 2024	Complete Transition: Montecito/ Watson. Salinas Fam. RAD & South County RAD.	214 Voucher on Track. 801 & 802- CAHI in process of voucher review: September 2024 – paid October/ November 2024 – cleared payment in process.
Tax Credit File Scan Project	December 31, 2024	In progress: below goals October 31 st , 34% November 30 th , 33% December 31 st , 33%	On Track: 802, 984, 992, 985, 986, 989. Contingency Plan: 801, 804, 803 Complete- 970, 988
Spectrum Reporting	November 2024	Will Begin working on electronic submission	Pending Response from Rep.
Rippling River transaction Yardi Implementation	June 30, 2024	Complete	Live on voyager, rents are entered to date, online payments active
Housing Counseling Application	September 30, 2024	Pending HUD final approval	Application currently in QC review.
HOTMA Discretionary Implementation Items	April 2025	HUD has moved the implementation date to 7/2025	Anticipated document review and revision to begin 1/2025

Tenant Evictions	
Open during the Month	YTD
7	18

Monitoring Compliance Audits

Agency	Scheduled Date	Status	Findings
Tax Credit Allocation Committee – Castroville	Physical Audit/Inspection completed, June 4, 2024	9/25/24 CTCAC : under review	Last update 11/14/24 still working on review
Tax Credit Allocation Committee – Dia-Ichi Village	Physical Audit/ Inspection completed, June 6, 2024	9/25/24 CTCAC : under review	Last update 11/14/24 still working on review
Haciendas 3 CREA LIHTC	Electronic Submission 10/1/24	Pending review and response	N/A
Castroville FLC CREA LIHTC	Electronic Submission 10/21/24	Pending review and response	N/A
City of Salinas Audit	2021, 2022 & 2023	Review completed for Haciendas 1,2,3, & 4. Received response with findings.	Pending turn around on opportunity to correct prior findings
NEF -RADs	July 12, 2024	Submitted July 11, 2024, follow up sent 10/14/24.	Auditor has informed close out will be closer to end of November
HCD - PDM	July 18, 2024	Inspection Completed but not closed out.	HCD to schedule second visit once units 98% occupied. Pending future notice inspection date.
Tax Credit – One Parkside	September 12, 2024	Audit & Inspection completed on 9/12/24, working on findings	Response due 11/29/24
Hudson Audit – One Parkside	September 16, 2024	Audit is closed, no findings reported	Pending final report

BY THE NUMBERS

WAITING LIST

Public Housing Applicants:

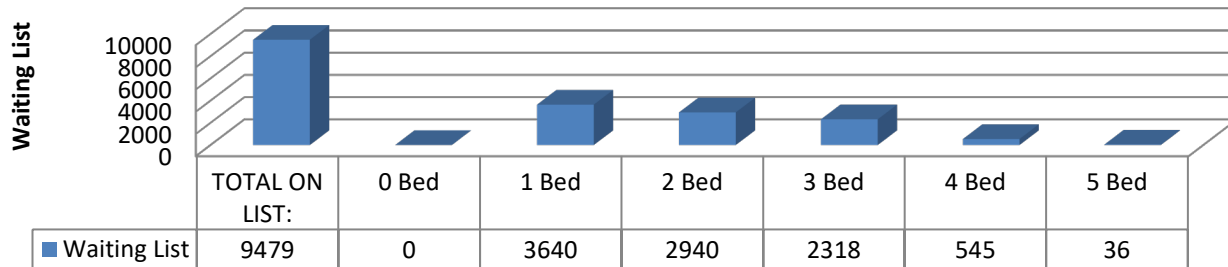
TOTAL ON LIST:	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed
9479	0	3640	2940	2318	545

Transfers - Public Housing

TOTAL on Transfer List: 48

Administrative: Over/Under Housed, Reasonable Accommodations, VAWA etc.

Waiting List



Note:

Identified need to open several waiting lists and staff will engage in this process this year: Portola Vista, Oak Grove and Chualar FLC.

COLLECTIONS -HACM

Development	Rent Billed	Subsidy Billed	Total Billed	Rent Collected	Subsidy Collected	Total Collected	Vacancy Loss	Current Arrears
Oak Grove	\$ 4,477.00	\$ 3,267.00	\$ 7,744.00	\$ 4,480.00	\$ 3,267.00	\$ 7,747.00	\$ (994.00)	\$ -
Portola Vista Monterey	\$ 23,159.00	\$ 101,403.00	\$ 124,562.00	\$ 23,055.50	\$ 101,830.00	\$ 124,885.50	\$ (4,084.00)	\$ 84.00
Montecito/Watson	\$ 9,251.00	\$ 4,045.00	\$ 13,296.00	\$ 9,232.00	\$ 4,045.00	\$ 13,277.00	\$ -	\$ (7,237.20)
Pueblo Del Mar	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Single Family Homes	\$ 12,465.00	\$ 23,735.00	\$ 36,200.00	\$ 12,208.00	\$ 17,077.00	\$ 29,285.00	\$ (152.26)	\$ 2,300.50
Casanova Plaza	\$ 41,265.00	\$ 132,301.00	\$ 173,566.00	\$ 46,651.00	\$ 132,126.00	\$ 178,777.00	\$ (2,820.26)	\$ 30,128.78
Chualar FLC	\$ 27,358.00	\$ 3,068.00	\$ 30,426.00	\$ 31,212.73	\$ 3,260.00	\$ 34,472.73	\$ (3,055.16)	\$ 6,245.14
Salinas FLC	\$ 54,367.00	\$ 11,464.00	\$ 65,831.00	\$ 54,775.16	\$ 11,142.00	\$ 65,917.16	\$ (2,530.00)	\$ 3,124.48
South County RAD	\$ 23,312.00	\$ 23,853.00	\$ 47,165.00	\$ 24,525.32	\$ 31,307.00	\$ 55,832.32	\$ (2,375.22)	\$ 2,073.00
Salinas Family RAD	\$ 117,893.00	\$ 49,058.00	\$ 166,951.00	\$ 117,535.00	\$ -	\$ 117,535.00	\$ (1,382.00)	\$ 6,085.74
East Salinas Family RAD	\$ 169,561.00	\$ 46,685.00	\$ 216,246.00	\$ 167,378.48	\$ 47,692.00	\$ 215,070.48	\$ -	\$ 2,280.20
Gonzales Family RAD	\$ 28,161.00	\$ 8,387.00	\$ 36,548.00	\$ 26,042.00	\$ 11,618.00	\$ 37,660.00	\$ -	\$ 12,482.70
King City Migrant Center	\$ 13,272.00	\$ -	\$ 13,272.00	\$ 27,120.97	\$ -	\$ 27,120.97	\$ -	\$ -
TOTAL:	\$ 524,541.00	\$ 407,266.00	\$ 931,807.00	\$ 544,216.16	\$ 363,364.00	\$ 907,580.16	\$ (17,392.90)	\$ 57,567.34

PORTAFOLIO PERFORMANCE

Average Total Collection Less Arrears	\$ 850,012.82	Properties on Watch List	0-30 Day	31-61 Day	61-90 Day	Over 90
Average Vacancy	\$ (1,449.41)	Rippling River:	\$ 2,427.00	\$ 2,431.00	\$ -	\$ 18,045.00
Average Collection	\$ 69,813.86	Haciendas 3:	\$ 7,981.00	\$ 2,552.00	\$ 120.00	\$ 16,992.76

COLLECTIONS -HACM

Development	Rent Billed	Subsidy Billed	Total Billed	Rent Collected	Subsidy Collected	Total Collected	Vacancy Loss	Current Arrears
Oak Grove	\$ 4,477.00	\$ 3,267.00	\$ 7,744.00	\$ 4,480.00	\$ 3,267.00	\$ 7,747.00	\$ (994.00)	\$ -
Portola Vista Monterey	\$ 23,159.00	\$ 101,403.00	\$ 124,562.00	\$ 23,055.50	\$ 101,830.00	\$ 124,885.50	\$ (4,084.00)	\$ 84.00
Montecito/Watson	\$ 9,251.00	\$ 4,045.00	\$ 13,296.00	\$ 9,232.00	\$ 4,045.00	\$ 13,277.00	\$ -	\$ (7,237.20)
Pueblo Del Mar	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Single Family Homes	\$ 12,465.00	\$ 23,735.00	\$ 36,200.00	\$ 12,208.00	\$ 17,077.00	\$ 29,285.00	\$ (152.26)	\$ 2,300.50
Casanova Plaza	\$ 41,265.00	\$ 132,301.00	\$ 173,566.00	\$ 46,651.00	\$ 132,126.00	\$ 178,777.00	\$ (2,820.26)	\$ 30,128.78
Chualar FLC	\$ 27,358.00	\$ 3,068.00	\$ 30,426.00	\$ 31,212.73	\$ 3,260.00	\$ 34,472.73	\$ (3,055.16)	\$ 6,245.14
Salinas FLC	\$ 54,367.00	\$ 11,464.00	\$ 65,831.00	\$ 54,775.16	\$ 11,142.00	\$ 65,917.16	\$ (2,530.00)	\$ 3,124.48
South County RAD	\$ 23,312.00	\$ 23,853.00	\$ 47,165.00	\$ 24,525.32	\$ 31,307.00	\$ 55,832.32	\$ (2,375.22)	\$ 2,073.00
Salinas Family RAD	\$ 117,893.00	\$ 49,058.00	\$ 166,951.00	\$ 117,535.00	\$ -	\$ 117,535.00	\$ (1,382.00)	\$ 6,085.74
East Salinas Family RAD	\$ 169,561.00	\$ 46,685.00	\$ 216,246.00	\$ 167,378.48	\$ 47,692.00	\$ 215,070.48	\$ -	\$ 2,280.20
Gonzales Family RAD	\$ 28,161.00	\$ 8,387.00	\$ 36,548.00	\$ 26,042.00	\$ 11,618.00	\$ 37,660.00	\$ -	\$ 12,482.70
King City Migrant Center	\$ 13,272.00	\$ -	\$ 13,272.00	\$ 27,120.97	\$ -	\$ 27,120.97	\$ -	\$ -
TOTAL:	\$ 524,541.00	\$ 407,266.00	\$ 931,807.00	\$ 544,216.16	\$ 363,364.00	\$ 907,580.16	\$ (17,392.90)	\$ 57,567.34

PORTAFOLIO PERFORMANCE

Average Total Collection Against Arrears	\$ 850,012.82
Average Vacancy	\$ (1,449.41)
Average Collection	\$ 69,813.86

Note:

2024 Balance's: nonpayment of rent- evictions & re-payments, late fees, NSF charges, and work order charges.

2023 to past years: missed or partial rent payments, unit transfer charges, late fees, NSF charges, and work order charges.

- Property ledgers reviewed: 801, 802, 803, 804.
- Pending to review by end of 2024: 970 and 214.
- To review by 2/2025: 984, 985, 986, 988, 989, 904, 906, 212, 555, and 552
- To review by 3/2025: 992

Property	Arrears	Comments
Rippling River Increase.from.last.month	\$23,852.47	<ul style="list-style-type: none"> Debt \$24,049.97 \$23,821 owed in rent; 4 units under eviction nonpayment of rent <ul style="list-style-type: none"> Credit (197.5) Balance.review.target.date.78-8680
Castroville FLC Decrease.from.last.month	(3,192.65)	<ul style="list-style-type: none"> Debt \$8,392.35 Credit (5,199.7) Missed.partial.payment.balances.carried.from.prior.years Manager.reviewing.accounts.to.ensure.accuracy.on.account.balance.target.date.8-8680
One Parkside Decrease.from.last.month	(2,280.66)	<ul style="list-style-type: none"> Debt \$7,713.15 - \$3,846 is due to new MI's, pending City security deposits and rent payments for 3 units Credit (9,993.81) Most.balances.associated.w-S rent implementation. in.8689.and.forward?pending.review.Target.date.9-8680
Haciendas 1 Decrease.from.last.month	\$8,410.65	<ul style="list-style-type: none"> Debt \$21,778.02 Credit (13,367.37) Balances carried over from unit transfers, missed or partial rent payments from prior years Tenant accounts in review, target date 2/2025
Haciendas 2 Decrease.from.last.month	\$4,423.97	<ul style="list-style-type: none"> Debt \$8,457.55 Credit (4033.58) Work order balances, partial & missed rent payments, from prior years being carried over Tenant accounts in review, target date 2/2025
Haciendas Senior 4 Decrease.from.last.month	15.94	<ul style="list-style-type: none"> \$7,910.66 \$4,576 large balance from 1 unit in eviction <ul style="list-style-type: none"> (7,926.61) Miscellaneous charges from prior years and missed or partial rent payments Tenant accounts in review, target date 2/2025
Haciendas 3 Increase.from.last.month	\$18,670.16	<ul style="list-style-type: none"> Debt \$27,822.16 Credit (9,152) Pending new move in payments, missed or partial rent payments, erroneous entries from prior years Tenant accounts in review, target date 2/2025
Portola Vista Decrease.from.last.month	\$84	<ul style="list-style-type: none"> Debt \$2,517 \$1,469 rent for 1 unit, under eviction <ul style="list-style-type: none"> Credits (2,433) Potential erroneous credits, tenant accounts in review, target date 2/2025
Montecito /Watson Decrease.from.last.month	(7,237.20)	<ul style="list-style-type: none"> Debt 177.8 Credit (7,415) Tenant accounts to be reviewed, target date 12/2024
Single Family Homes	\$2,300.5	<ul style="list-style-type: none"> Debt \$10,887 Balance generated by 4 units <ul style="list-style-type: none"> Credit (8,586.5) Balance generated by 4 units Tenant ledger in review, target date 1/2025
		<ul style="list-style-type: none">

Casanova Plaza Increase.from.last.month.	\$30,128.78	<ul style="list-style-type: none"> • Debt \$40,198.96 One unit under eviction One repayment plan <ul style="list-style-type: none"> • Credit (10,070.18) Partial, missed rent payments, miscellaneous balances carried over from prior years Tenant ledgers in review, target date 2/2025
Chualar FLC Decrease.from.last.month.	\$6,245.14	<ul style="list-style-type: none"> • Debt \$11,073.16 • Credit (4,828.02) Unit transfer balances, missed rent payments, late fees from current year, miscellaneous balances carried over from prior years Tenant ledgers in review, target date 2/2025
Salinas FLC Increase.from.last.month	\$3,124.48	<ul style="list-style-type: none"> • Debt \$15,546 • Credit (12,421.52) Missed payments, unit transfer charges, potential erroneous entries. Tenant accounts in review, target date 2/2025
South County Family RAD Decrease.from.last.month	\$2,073	<ul style="list-style-type: none"> • Debt \$4,442 • Credit (2,636) Management will address balance, target date 12/2025 Missed or partial rent payments, staffing issues through 2024
Salinas Family RAD Decrease.from.last.month	\$6,085.74	<ul style="list-style-type: none"> • Debt \$16,184.88 • Credit (10,099.14) Double posting, work order charges, NSF, some credits need proper reconciliation in system
East Salinas Family RAD Decrease.from.last.month	\$2,280.20	<ul style="list-style-type: none"> • Debt \$46,139.7 \$25,411.12 in past due rent from 2024 for 6 units. Repayment plans in place and two potential evictions. <ul style="list-style-type: none"> • Credit (43,895.50) To review proper reconciliation.
Gonzales Family RAD Increase.from.last.month	\$12,482.7	<ul style="list-style-type: none"> • Debt \$14,266.20 -\$ 11, 299 of debt is in re-payment agreement for 2 units <ul style="list-style-type: none"> • Credit (1,783.5) Missed or partial rent payments, staffing issues through 2024
Pueblo.Del.Mar.	Amount. Billed. 3,037,313	<ul style="list-style-type: none"> • No.arrears_ • PDM.on_time.transaction.billing.in.rent.with.an.effective.date.of.76-7-8680.for.the.period.of.0.consecutive.years

CURRENT VACANCIES

Development	Total Units	Out of Occupancy	Vacancies	Total Occupied	Occupancy Rate
Rippling River	79	0	4	75	97%
Castroville FLC LP	54	0	1	53	98%
One Parkside	80	0	5	75	94%
One Haciendas	53	0	0	53	100%
Haciendas 2 LP	46	0	1	45	98%
Dai-Ichi Village	41	0	1	40	98%
Haciendas 3 LP	50	0	3	47	94%
TOTAL:	401	0	15	388	97%
<i>Project Based Vacant Units</i>			13		

CURRENT VACANCIES. PBV Units in Green -HACM

Development	Total Units	Out of Occupancy	Vacancies	Total Occupied	Occupancy Rate
Oak Grove	5	0	1	4	80%
Portola Vista Monterey	64	0	2	62	97%
Montecito/ Watson	13	0	0	13	100%
Pueblo Del Mar	56	39	0	17	30%
Casanova Plaza	86	0	2	84	98%
Single Family Homes	9	0	1	8	89%
Chualar FLC	29	0	3	26	90%
Salinas FLC	57	1	2	54	95%
South County RAD	70	0	4	66	94%
Salinas Family RAD	170	0	2	168	99%
East Salinas Family RAD	202	0	3	199	99%
Gonzales Family RAD	30	0	0	30	100%
King City Migrant Center	81	37	0	44	54%
TOTAL:	872	77	20	775	89%

Note:

- Strong focus on housing all units until reaching 98% occupancy.
- South County RAD & East Salinas Family RAD staffing issues. processing applicants.
- Pueblo Del Mar vacancies not counting against loss.
- King City Migrant Center has season come to end.



ROUTINE WORK ORDERS -HDC

Development	Open W/O Fwd Prior Mon.	Routine W/O Received	Routine W/O Completed	Total Days to Complete	Average Days to Complete	YTD
Rippling River	0	34	34	14	10	104
Castroville FLC LP	0	48	48	27	7	285
One Parkside	0	13	13	45	18	211
One Haciendas	0	18	18	91	24	200
Haciendas 2 LP	0	19	19	5	4	180
Dai-Ichi Village FKA Ha. Snr.	0	4	4	1	1	132
Haciendas 3 LP	0	24	24	36	10	170
TOTAL:	0	160	160	219	11	1282

EMERGENCY WORK ORDERS -HDC

Development	Emergency W/O Complete	Total Days to Complete	Average Days to Complete	YTD Emergency W/O
Rippling River	2	6	2	17
Castroville FLC LP	1	1	1	15
One Parkside	6	1	1	9
One Haciendas	2	5	3	13
Haciendas 2 LP	2	5	3	7
Dai-Ichi Village FKA Ha. Snr.	4	5	1	12
Haciendas 3 LP	3	1	1	187
TOTAL:	20	24	2	260

ROUTINE WORK ORDERS -HACM

Development	Routine Open W/O Fwd	Routine W/O Received	Routine W/O Complete	Total Days to Complete	Average Days to Complete	YTD Routine W/O
Oak Grove	0	2	2	1	1	15
Portola Vista Monterey	0	2	2	1	1	294
Montecito/Watson	0	4	4	4	4	42
Pueblo Del Mar	0	1	1	14	14	218
Casanova Plaza	0	30	30	2	2	314
SingleFamily Homes	0	1	1	1	1	45
Chualar FLC	0	3	3	57	16	61
Salinas FLC	0	34	34	16	5	204
South County RAD	0	1	1	8	8	140
Salinas Family RAD	0	39	39	47	11	582
East Salinas Family RAD	0	42	42	69	18	618
Gonzales Family RAD	0	0	0	0	0	5
Total:	0	159	159	220	81	2538

EMERGENCY WORK ORDERS - HACM

Development	Emergency W/O Received	Emergency W/O Complete	Total Days to Complete	Average Days to Complete	YTD Emergency W/O
Oak Grove	0	0	0	0	6
Portola Vista Monterey	0	0	0	0	46
Montecito/Watson	1	1	1	1	9
Pueblo Del Mar	0	0	0	0	33
Casanova Plaza	3	1	1	1	72
SingleFamily Homes	0	0	0	0	18
Chualar FLC	3	1	1	7	32
Salinas FLC	1	1	1	1	55
South County RAD	0	0	0	0	30
Salinas Family RAD	6	1	1	1	84
East Salinas Family RAD	17	1	1	1	63
Gonzales Family RAD	1	1	1	1	12
TOTAL:	32	7	7	1	460

Note:

Work orders will be monitored to closed; accordingly, 24 hr. emergency & 72 hr. routine Staff to implement Preventive Maintenance Plan to reduce work orders.



ANNUAL RECERTIFICATIONS HDC & HACM

Development	Total Units	Late	Due in 30 Days	No Required Annual Recertification
Oak Grove	5	0	0	X
Portola Vista Monterey	64	1	1	
Montecito/Watson	13	0	0	
Pueblo Del Mar	55	0	0	X
Casanova Plaza	86	0	0	X
Single Family Homes	9	0	0	X
Chualar FLC	29	1	8	
Salinas FLC	57	0	8	
King City Migrant Center	81	0	0	X
South County RAD	70	0	0	
Salinas Family RAD	170	0	0	
East Salinas Family RAD	202	0	0	
Gonzales Family RAD	30	0	0	
Rippling River	77	0	1	
Castroville FLC LP	54	0	0	
One Parkside	80	0	3	
One Haciendas	53	0	25	
Haciendas 2 LP	46	0	1	
Dai-Ichi Village FKA Ha. Snr.	41	0	12	
Haciendas 3 LP	50	0	1	
Total:	1272	2	60	

Note:

Continued monitoring throughout the year for all sites.



RENT CAFÉ

Rent Café Utilization					
Property	Total Units	% Registered	Num. Regd.	Num. Paying	% Paying
Haciendas 1	53	102%	54	0	0%
Haciendas 2	46	98%	45	4	9%
Dai-Ichi Village	41	88%	36	3	7%
Haciendas 3	50	90%	45	17	34%
Casanova Plaza	86	73%	63	6	7%
Castroville FLC	54	104%	56	16	30%
Chualar FLC	29	90%	26	0	0%
Salinas FLC	57	102%	58	0	0%
East Salinas Fam.RAD	202	100%	202	39	19%
Gonzales Fam. RAD	30	97%	29	0	0%
Salinas Fam. RAD	170	100%	170	15	9%
South Co. Fam.RAD	70	100%	70	0	0%
Montecito/Watson	13	62%	8	2	15%
Oak Grove	5	100%	5	0	0%
One Parkside	80	40%	32	1	1%
Portola Vista	64	91%	58	6	9%
Single Family Homes	9	100%	9	1	11%
Rippling River	79	34%	27	0	0%
Total:	1138	87%	993	110	11%

Note:



- Managers, Life Steps & other community agencies will continue to assist tenants with registrations.
- Working on raising utilization for Rippling River & One Parkside
- Not anticipated to use Rent Café: PDM managed by Sun Street Centers & KCMC seasonal housing.

MEMORANDUM

To: Board of Commissioners
From: Nora Ruvalcaba, Interim Director of Development
Thru: Zulieka Boykin, Executive Director/President/CEO
Date: November 18, 2024
Re: MONTHLY DEVELOPMENT DEPARTMENT REPORT



Development Department Highlights

▪ **Development Partner RFP:**

The agreement is pending finalization and execution with the selected bidder.

▪ **City of Salinas CHDO Application:**

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

▪ **Tynan Village Affordable Housing LP - City of Salinas Notice of Violation:**

The City of Salinas issued a notice of non-compliance to the project for violations of the HOME Program Regulatory Agreement and Declaration of Covenant and Restrictions. The issues of non-compliance were identified in the AMI unit mix designations for various households for the reporting years of 2019, 2020, 2021, 2022, and 2023.

Included with the notification is a request to provide a Remediation Plan and repayment of overpayments in the amount of \$46,500.00, and monitoring fees for oversight of these corrections in the amount of \$33,200.00.

We have reached out to the John Stewart Company staff who currently perform the Property Management of this site to provide corrections, an action plan to resolve the non-compliance issues and a response to the City of Salinas Housing and Community Development Division.

▪ **HUD Service Coordinator Grants:**

HUD issued a notice of Service Coordinators in Multifamily Housing (SCMF) Discretionary funds to support resident services at qualified sites. On May 23, 2024, we submitted applications for the following sites.

1. South County RAD, LP (Casa De Oro in Gonzales and Los Ositos in Greenfield) – Requested funds to support one full-time and one part-time position. The funds requested were \$540,816.00.
2. Portola Vista (in Monterey) - Requested \$359,575.00 to support one full-time position.

Recently we received notification that our applications were being reviewed for consideration and a request for additional documents which we provided.

- **Limited Partnership Interest – 15-year buyouts (Benito FLC, LP and Benito Street Affordable Housing, LP):**

Pending Freddie Mac approval of terms to proceed with Limited Partnership buyout for submission to Limited Partner, RBC.

- **One Parkside, LP:**

The Regulatory Agreement has been self-recorded and submitted to the California Tax Credit Allocation Committee.

The submission packet is in phase three of the PIS process and upon completion and approval will move to the final phase of the 8609 documents.

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

- **Las Viviendas:**

We are pending the Subrecipient agreement from the County of Monterey and the funds awarded to be transferred to HACM to move forward with acquisition of the site.

The office location for the Drop-in center has been selected.

Funds secured to support the project to date:

1. Community Project Funding:	\$2,000,000.00 (For acquisition and Operations)
2. HHAP Round 4 Funding:	\$225,292.00 (For Operations)
3. HHAP Round 5 Funding:	\$225,506.00 (For Operations)
4. HUD Youth Homelessness Demonstration Program (YHDP):	\$2,119,000.00 (For Drop-in Center)
Total Funds:	\$4,569,798.00

Potential Development Opportunities – Pending Initial Feasibility Determination:

1. Two potential sites in Salinas.

Funds secured to support this project to date:

Land Value:	\$1,380,000.00
Local Housing Trust Funds:	\$1,700,000.00
Total Funds:	\$3,080,000.00

2. Potential Senior site in Greenfield.

3. Two potential family sites in Soledad.

4. One potential site in Carmel Valley.

5. One potential site in King City.

Funds secured to support this project to date:

Encampment Resolution Funding Grant:	\$6,134,596.50
CCAH Grant:	\$5,178,680.21
CAL AIM Funding:	\$450,000.000
City Commitment of Fee Waivers:	\$420,000.00
City PLHA/General Funds:	\$510,000.00

County Health Department Construction Grant Funds:	\$300,000.00
HCD Funding:	\$2,100,000.00
COC HHAP 3 Grant for Construction:	\$465,056.95
Total Funds:	\$15,558,333.66

6. Potential supportive housing site in Salinas.

Funds secured to support this project to date:

City HOME Funds:	\$2,500,000.00
County Funds:	\$2,500,000.00
Total Funds:	\$5,000,000.00

One Parkside, LP -



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

Project Description:

Address: 1108, 1110, 1112 Parkside St. Salinas, Ca. 93906	Affordability Targeting: 30-60% of AMI
Project Type: Acquisition/New Construction	Architect: Paul Davis Group
Number of Units: 80	General Contractor: Palisade Builders
PBVs: 79	Property Management: HACM
Target Population: Low-Income Seniors	Total Development Cost: \$48,715,862

Permanent Funding Sources:

Tax Exempt Perm Loan	\$13,269,000	City of Salinas Fee Deferral	\$394,943
Seller Carryback Loan	\$4,055,000	HOME	\$957,540
Accrued/Deferred Interest	\$747,459	PHLA	\$756,505
HDC Sponsor Loan	\$6,984,956	Deferred Developer Fee	\$1,020,900
HDC Sponsor Loan (second)	\$500,000	Tax Credit Equity	\$20,597,892
MCHI Loan	\$4,100,000		

Approved Equity Disbursements to Date: DDF in the amount of \$1,959,883.00	Pending on Equity Disbursements: DDF in the amount of \$240,117.00
Current Project Status: NOC issued 10-27-2022 and converted to Permanent Financing 11-30-2023	
Construction Progress: Completion Percentage: 100% Occupancy Percentage: 100% Rent Collection Percentage: 100%	New Hires: Number of New Hires: 01 Number of Section 3 Hires: 0
Construction Contract Status: Original Contract Amount \$25,150,331.00 Approved Change Orders \$1,276,477.00 Final Contract Amount \$26,426,808.00	
Milestones: <ul style="list-style-type: none"> The PIS package is now in step three of the PIS review. Once this phase is completed the package will move to the final phase of IRS Tax Forms(s) 8609's being issued. Pending issuance of 8609's and release of final Equity Contribution will be released. 	

Pueblo Del Mar – HOPE Housing Modernization



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

Project Description:

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

Permanent Funding Sources:

- Behavioral Health Bridge Housing Funds (“BHBH”)

Approved Affiliate Funding:
BHBH Grant: \$2,825,492.00
BHBH Grant: \$3,064,813.00
(Rent and Security Deposits for 55 units)

Disbursements to Date:
Received – June 2024
Expected - \$3,064,813.00

Current Project Status:	
<ul style="list-style-type: none"> • All units have been transferred to Monterey County Behavioral Health’s possession as of 10/9/2024. • Service Providers continue to lease units in their possession with qualified participants. • Staff have submitted the invoice for the projected rent and security deposits in the amount of \$3,064,813. • Contractors are currently working on replacing two roofs and two stairwells that required urgent replacement. The projected completion date is 11/29/2024. • The next phase of work will include modernization work including roof replacements for five buildings, stairwell repairs on seven buildings, exterior paint, furnace replacements, window replacements, patio/deck repairs, and asphalt repairs. • Contractors have been selected for the award for the exterior paint, furnace replacements, patio/deck repairs and window replacements and are pending execution of contracts and scheduling. 	
Milestones Completed Past Month:	
<ul style="list-style-type: none"> • HACM submitted an invoice for rents and security deposits \$3,064,813 on 11/15/24 from the Monterey County Behavioral Health Department as agreed upon in the executed MOU. • Roof replacement and stairwell repairs began for urgent repairs. • RFP closed for various trades and selections made of the lowest and most responsive bidders to move forward with awards. 	
Modernization Progress:	
Completion Percentage:	70 %
Occupancy Percentage:	33%
Rent Collection Percentage:	0%

Pueblo Del Mar – Nancy Dodd Community Center Modernization

Exterior of Community Center (weed abatement)

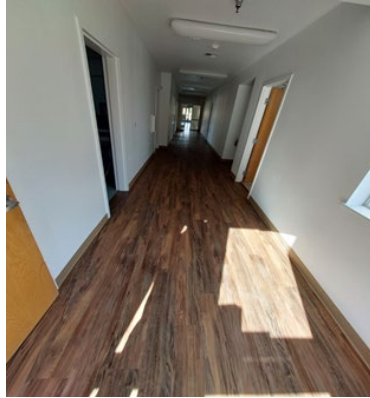
Before



After



Interior of Community Center (flooring and painting)



Nancy Dodd Community Center (Commercial Kitchen Upgrades)



New Appliances/Floors/Paint/Kitchen/Sink/Counters

Capital Improvement Projects (CIP)

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

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

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

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

CIP Projects pending approvals:

3. Tynan Village Affordable Housing LP:
 1. Asphalt Resealing and Striping. Pending bids.

2. Irrigation Zone valves. Pending bids.
 3. Retaining wall repair.
4. Fano Vista LP:
1. Installation of four cameras near building 17. Pending bids.
 2. Pressure washing of all buildings. Pending bids.
 3. Tree trimming of 37 trees.
5. Benito FLC LP:
1. Addition of exterior lighting. Pending review of bids.
6. Salinas Family RAD LP:
1. Natividad – Installation of 350ft retaining wall. Pending bids.
 2. Natividad – Exterior pressure wash and paint. Pending bids
 3. 350 Casentini – Installation of retaining wall. Pending bids.
 4. 350 Casentini – Exterior pressure wash.
- One Parkside LP:
 1. Installation of Privacy Fence. Pending review of bids and Investor approval.
 2. Installation of exterior cameras. Pending bids.
 3. Installation of Monumental sign. Pending review of bids and Investor approval.

Development Department Goals and Progress Tracking

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

Activity Goals

- Third-Party Developer Deal: In process. Put together a third-party developer deal to a municipality for review by 12/31/2024.
- Affordable Housing Need Assessment: In process. Create top-down data on affordable housing needs by type (senior, family, supportive), unit size, geographic location by 12/31/2024.
- In-House Development Deal: Pending. Initiate HACM’s first post-merger in-house HDC development deal by 12/31/2025 (development concept approved by the Board).
- Development Projects: In process. RFP for Parcel B implementation, Greenfield Elm Street Project and Rippling River Project.

Re-build HACM’s in-house development capacity

- Reorganization: In Progress. Reorganize the staffing of the Housing Development Corporation.
- Pueblo Del Mar: In Progress. Finalize the redevelopment plan for PDM and initiate redevelopment work at the site by the end of 2024.
- Rippling River: In Progress. Create a plan for rehabilitation or new construction at Rippling River by 12/31/2024.
- Staff Training: Enroll staff in development-based training through NeighborWorks.
- Director of Development: Hire high caliber, long-term Director by 3/31/2025.

Tracking Progress

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



REPORT TO HDC REGULAR BOARD MEETING, NOVEMBER 2024

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

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

OAK PARK 2, 70 Units, 100% Tax Credit

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



JSCo Monthly Management Report

Monday, October 2024

BENITO AFFORDABLE/FARM LABOR

1. Vacancy:

- a.) Benito Affordable has two vacancies. Unit 453 (3BR) is out on 10-1-2024, so no 30-day notice was given. Have 2 applicants in process for unit. Unit 429(3BR) is in legal for nonpayment of rent and has been given a move out date per the attorney of 9-30-2024. Have two applicants for this unit.
- b.) Benito FLC - 2 vacant units. 574B –(2BR unit) Existing residents that is in a 3br unit will be transfer into this unit due to not qualifying for the unit they reside in currently. Currently running 3 applicants for the 3bd units

2. Audits Pending:

- a.) HOME Audit was scheduled for March 8, 2024, for Benito FLC. Working on the corrections for the audit. Corrections were submitted and waiting to hear back from Home if corrections have been accepted. Still waiting on the Financial Audit from HDC to submit over to Dawn McGee from HOME. Waiting on the clearance letter from Dawn after all items have been submitted.
- b.) Benito Affordable has an HCD audit done on 7-23-2024 and is waiting for the report to see if any finding were found on exterior inspection and file reviews. Working on the finding to resubmit to HCD. All corrections were submitted to Regional Manager Clarissa Diaz so she can submit to HCD. Pending close out letter.

3. Resident Services:

- a.) LifeSteps is at the site 2 times a month, total 16 hrs. a month. Has a good turnout for the food distribution that Monterey County Food Bank provides to the sites. LifeSteps is still struggling to get services that will bring in residents to participate in the classes they offer. We are waiting to hear when the two days will be made up for the days that their staff were not on site. As of 8-27-2024 Shelia Morales reported to Benito Affordable/FLC it would be her last day at Benito's sites. We will be having a resident service person starting in September. A new DSS from LifeSteps, Ariana, has come on board and is reaching out to residents.



- b.) Community rooms are open to the public subject to COVID safety protocols. The community room is being reserved by residents at least once a month.

BENITO AFFORDABLE/FARM LABOR

4. Capital Improvement/ maintenance.
 - a) Received updated proposal for the extra cameras for both sites. Core will do an upgrade to the current system. The upgrade on camera system has been updated and now waiting for Core to see if we can get 2 cameras installed, one camera will be added to each site.
 - b.) Waiting on the window replacement approval work to be done for Benito FLC from HDC. Will start will doing individual unit window replacement and working with King City Glass on this. Started obtaining quotes from King City Glass to do one unit at a time to get project completed.
 - c.) Waiting on Rodriguez Tree services to give us a date on playground bark will be installed at both sites. Issues with the type of bark that was used. Clarissa Diaz (RM) AND Ricardo Calderon are aware of the concern. Ricardo has been in contact with the vendor regarding the issue.

MONTEREY STREET AFFORDABLE

1. Vacancy: 2 vacant units
 - a. 1353 & 1339 1 bds, 4 applicants in process pending approval
2. Reporting & Audits: None
3. Resident Services: Life Steps is active:
 - a. After school Program Coordinator, Severo Gasca, Mon- Friday 4:00 pm
6:00 pm
 - b. New DSS Ariana Leon is onboard / Every other Tuesday (Twice Monthly)
9:00 am-5:00pm
 - c. Community rooms open to for resident events.
4. Capital Improvement/ maintenance:
 - a. King City Glass on-site windows replacements: Pending HA Approval
 - b. Property Mulch, wood chips quotes submitted/ Pending Approval: Mission Lawn, Tree Brothers, Smith and Enright
 - c. Camera bids: Currently obtaining updated proposals from Core, Adaptive
 - d. Tree Trimming proposals being revised to submit to HDC
5. Staffing:



- a. Full staff

FANOE VISTA APARTMENTS

1. Vacancy:
 - a. 1 vacancy, Unit 9, Applicant approved, pending HA inspection of unit
2. Reporting & Audits Pending
 - a. None
3. Resident Services: Services: Life Steps: On site Mondays 10-5:00pm -New DSS Ariana Leon Rodriguez for Social Services support
 - a. After School program in session Monday- Friday 3:00 pm-5:00pm
 - b. Halloween Party & Costume Contest held 10/31/24
 - c. Food bank distribution is scheduled for the first Monday of each month.
 - d. Community rooms are open for resident events/rentals.
4. Capital Improvements/ maintenance:
 - a.) Property signage order in process, pending replacement.
 - b.) Tree Trimming services approved, completed Oct 2024
 - c.) Seeking Proposals for rubber chips for play structure
 - d.) Solar panel & Gutter needed pending approval on proposals from HDC to schedule work
 - e.) Playground structure equipment (rock wall) pending replacement- vendor will install

TYNAN VILLAGE APARTMENTS

1. Vacancy: 3 vacancies
 - a. 122 A-Move-out: 5/16/2024. Unit ready for move-in. 1 applicant approved. Pending HACM inspection.
 - b. 302 B-Move out: 5/31/2024. Unit ready for move-in. Received waitlist on 8/20/2024. Received 2nd WL on 9/9/2024. 5 applicants scheduled. 1 pending
 - c. 323 Move out 10/10/24 Unit turn in progress. 1 applicant pending approval
2. Reporting & Audits Pending



- a. None
- 3. Resident Services:
 - a. Afterschool Program scheduled daily from 3-5 PM
 - b. Holiday planning has started. Updates will be provided as we progress.
 - c. Halloween: Pumpkin patch complete. Costume parade and trunk or treat event held 10/31/24
 - d. Thanksgiving: Management will host turkey raffle for residents. We anticipate raffling 10 turkeys.
 - e. Christmas: Management will host a Christmas gathering for residents, and raffle 10 Christmas trees.

TYNAN VILLAGE APARTMENTS

- 4. Capital Improvements/Maintenance:
 - a. Irrigation-Pending revised proposals.
 - b. Piping near bakery needs to be redone. 3 proposals pending approval. Currently there is a cold patch in the area of concern.
 - c. Paint in building C hallways complete, Building A hallway paint will be complete by 10/31/24.
 - d. Proposals for fencing along property line pending HDC approval.
 - e. Axis working on issues caused during modernization project, 1 unit has containment.
 - f. Proposals for RA's pending HDC approval (3 units)
 - g. Concrete wall unstable. 1 proposal for wall repairs. Per HDC pending 2nd opinion from additional engineer
 - h. Tree trimming at back of property complete. Front of property pending proposals
 - i. Camera proposal obtained. 2 bids submitted, pending approval
 - j. Playground parts have been ordered. Once received will proceed with scheduling.
- 5. Staffing Update:
 - a. Full staff

MEMORANDUM

TO: Board of Commissioners
FROM: Jonathan Campbell, Housing Programs Director
THRU: Zulieka Boykin, Executive Director/CEO
SUBJECT: Housing Programs Report – October 2024
DATE: November 12, 2024



Executive Summary

HUD Happenings

- HUD appeal to second round of offset funding has been denied.
- HUD confirmed SEMAP at 78%. FSS marked as "N/A" by HUD and HACM self-reported full points. HACM will appeal but the change would only be 78%. Corrective Action Plan (CAP) due to HUD for Inspections and Lease-Up Indicators. CAP already fully executed.

Housing Programs Updates/Concerns

The Housing Programs Department has been utilizing assistance from HACM staff members to complete HQS inspections to improve to velocity of lease-ups. While slower than anticipated lease up levels continue to grow in pace throughout the month.

Staff Training

New hire training for HPS continued as HPS new hires continue to grow and assist with keeping up with workflow. 12 HACM (non-Housing Programs) staff took HQS training and all passed certification test.

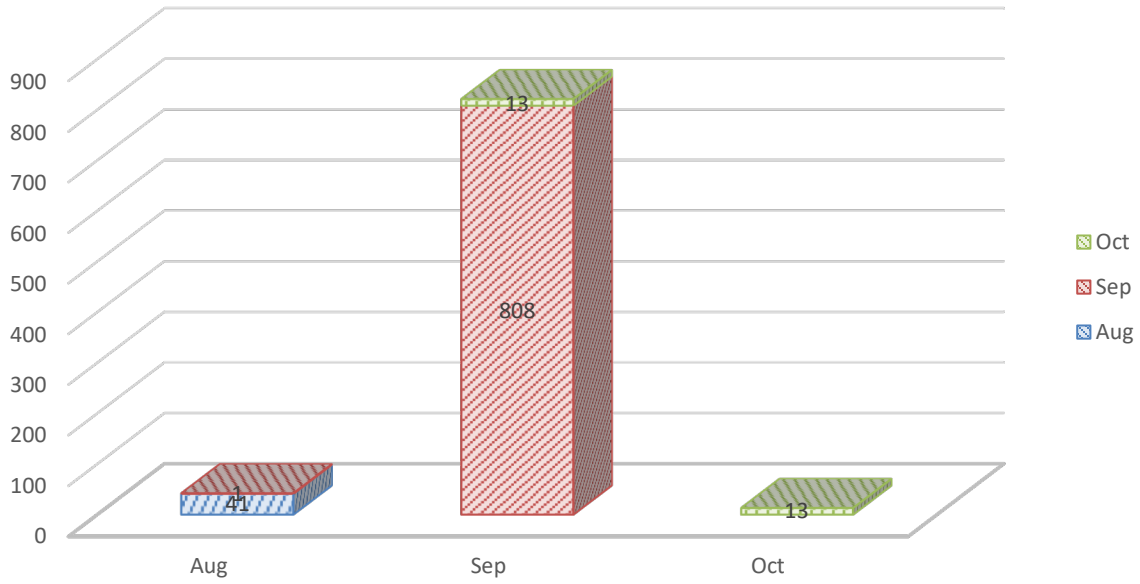
Housing Authority of the County of Monterey HCV Report October 2024

HCV Annual Budget Authority	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monthly HUD HAP Disbursements	\$5,274,480	\$7,304,480	\$6,050,967	\$6,050,967	\$7,440,024	\$6,397,453	\$9,904,253	\$7,277,901	\$6,818,547	\$6,742,833		
Monthly HAP Payments	\$5,969,083	\$6,182,022	\$6,380,375	\$6,584,082	\$6,634,623	\$6,690,714	\$6,762,747	\$6,841,395	\$6,900,540	\$6,984,090		
YTD HAP Expenditure	\$5,969,083	\$12,151,105	\$18,531,480	\$25,115,562	\$31,750,185	\$38,440,899	\$45,203,646	\$52,045,041	\$58,945,581	\$65,929,671		
Monthly HAP Difference	-\$694,603	\$1,122,458	-\$329,408	-\$533,115	\$805,401	-\$293,261	\$3,141,506	\$436,506	-\$81,993	-\$241,257		
Initial 2024 Budget Authority Funding	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085	\$62,572,085		
Voucher Utilization (Includes Mainstream and EHV)												
Voucher Allocation	5117	5117	5117	5117	5117	5117	5117	5117	5117	5117		
Vouchers Leased-Up	3903	3954	3983	4017	4026	4045	4061	4063	4081	4317		
Per Unit Cost	\$1,529	\$1,563	\$1,602	\$1,639	\$1,648	\$1,654	\$1,665	\$1,684	\$1,691	\$1,618		
Eligibility												
Vouchers Issued	86	55	43	93	47	9	17	40	793	13		
Annual Reexaminations												
Completed	396	299	295	268	264	219	268	265	129	446		
Late Reexaminations	2%	1%	3%	0%	1%	1%	0%	0%	0%	2%		
Watchlist Programs (Utilization Under 90%)												
FYI	11%	11%	11%	11%	15%	17%	17%	22%	22%	22%		
Family Self-Sufficiency Program												
Total Participating Families	103	117	111	126	130	133	133	136	136	131		
Monthly Escrow Accrued	29	30	33	40	39	47	47	51	53	56		
Escrow Balance	\$17,739	\$15,491	\$19,015	\$22,472	\$21,440	\$23,594	\$24,892	\$27,082	\$27,617	\$32,655		
Reasonable Accommodation												
Reasonable Accommodation Requests	26	21	20	7	21	16	15	29	29	36		
Requests Approved	24	18	20	4	20	15	14	26	26	29		
Requests Denied	2	3	0	3	1	1	1	3	3	7		
Housing Stabilization Grant												
Deposit Assistance				\$23,148		\$6,800		\$3,742	\$3,000	\$18,938		
Landlord Incentives										\$500		
Total										\$19,438		

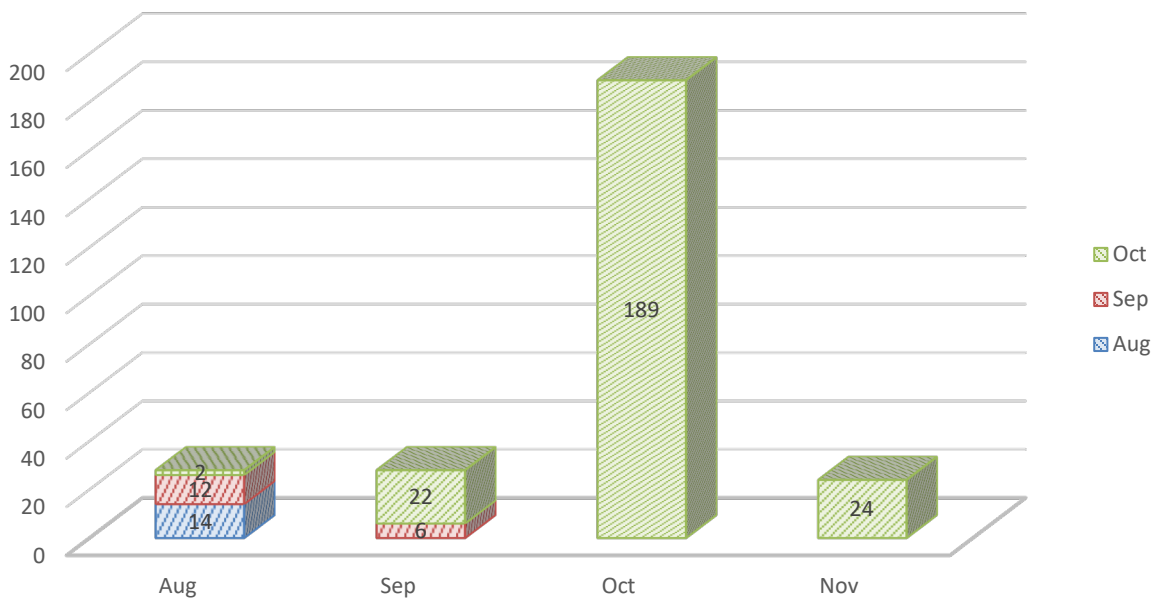
SEMAP Report October 2024

SEMAP Indicator	Possible Points	Maximum Score	FY 2024 Score	Q3 FY 2025 Score	Score Notes
1. Selection from the Waiting List (QC)	0 or 15	15	15	15	In Compliance. Minimum 98% to meet selection criteria (100%)
2. Reasonable Rent (QC)	0, 15 or 20	20	20	20	In Compliance. Minimum 98% to meet criteria (98%)
3. Determination of Adjusted Income (QC)	0, 15 or 20	20	20	20	In Compliance. Minimum 90% to meet criteria (100%)
4. Utility Allowance Schedule (QC)	0 or 5	5	5	5	UA schedule updated December 2023
5. HQS Quality Control Inspections (QC)	0 or 5	5	5	5	In compliance
6. HQS Enforcement (QC)	0 or 10	10	10	10	In compliance
7. Expanding Housing Opportunities (QC)	0 or 5	5	5	5	In compliance
8. Payment Standards (QC)	0 or 5	5	5	5	
9. Annual Reexaminations (PIC)	0, 5 or 10	10	10	10	Confirmed in PIC, less than 5% late annual reexaminations (2%)
10. Correct Tenant Rent Calculations (PIC)	0 or 5	5	5	5	In compliance per PIC as of October 31, 2024
11. Pre-Contract HQS Inspections (PIC)	0 or 5	5	5	5	In compliance per PIC as of October 31, 2024
12. Annual HQS Inspections (PIC)	0, 5 or 10	10	0	0	The PHA receives a score of 10 for this indicator if it certifies that it has completed a timely inspection of over 95% of units, 5 points between 90% and 95% of units, and zero points in less than 90% of units (11%) .
13. Lease-up (VMS)	0, 15 or 20	20	0	0	The PHA receives 20 points for this indicator if the percent of units leased OR the percent of allocated budget authority expended during the last PHA fiscal year was 98% or more. (73% of Units Available Leased/Occupied)
14. Family Self-Sufficiency (PIC)	0, 3, 5, 8 or 10	10	10	10	FSS Participation is greater than 80% of mandatory slots (136%) ; More than 30% of participating families have an escrow balance (35%)
15. Bonus Indicator - Deconcentration (QC)	0 or 5	N/A	N/A	N/A	
	Total	145	115	115	
		Percentage	79%	79%	

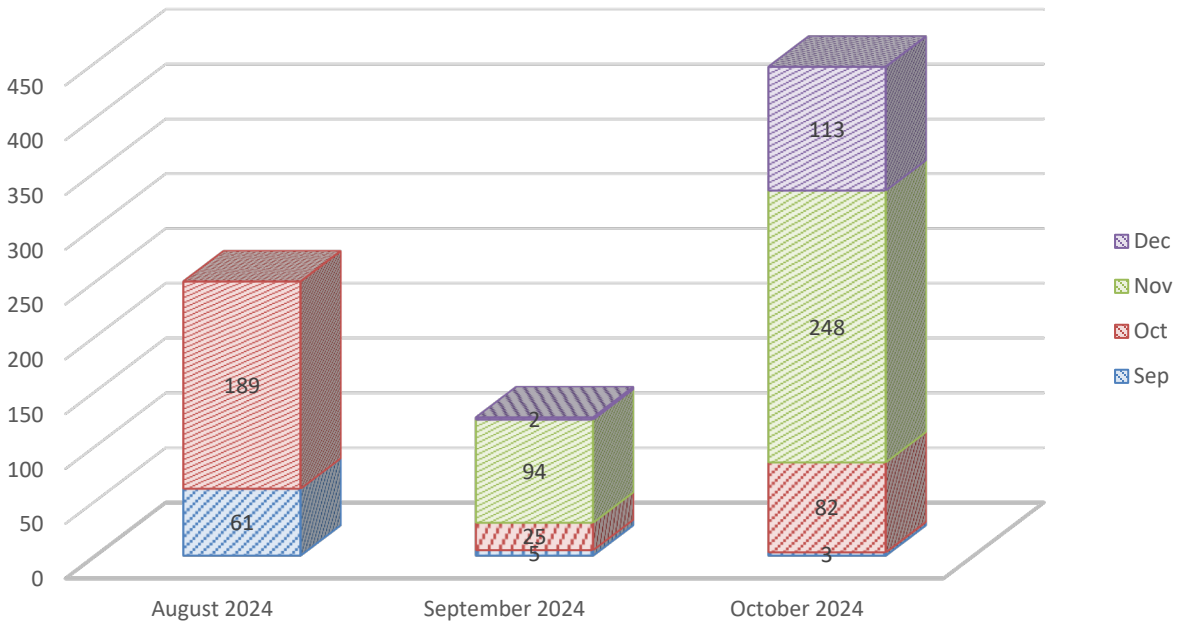
VOUCHERS ISSUED



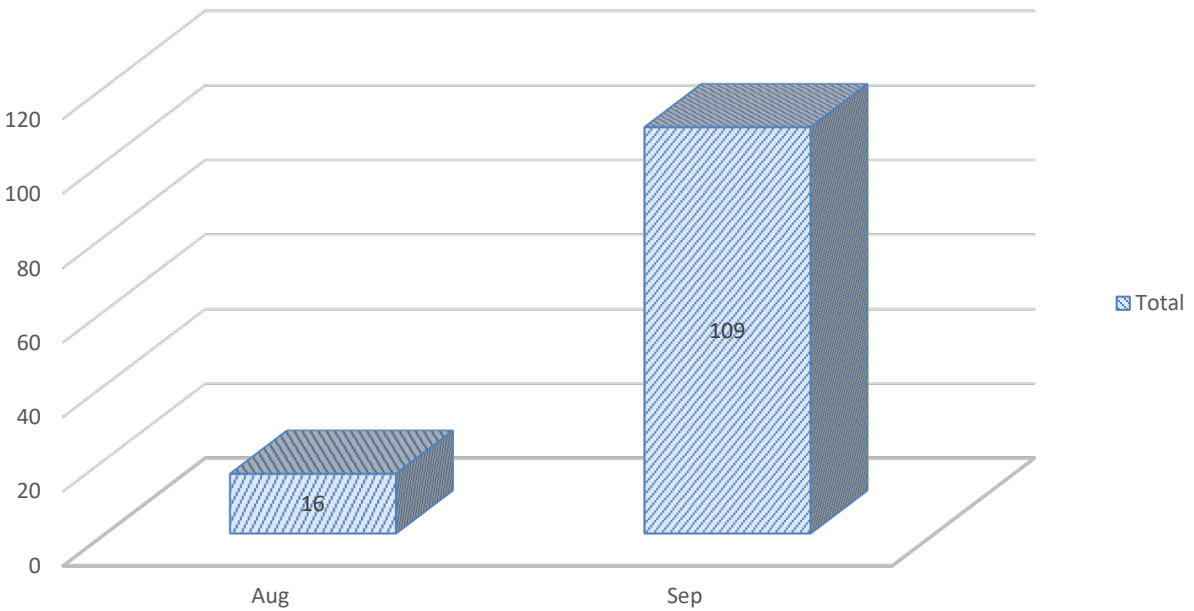
NEW ADMISSIONS



ANNUAL REEXAMINATIONS



HQS INSPECTIONS



Strategic Goals			
Goal	Target Date	Status	Details
<i>Implement industry's best practices to enhance operational efficiency</i>			
Implement Landlord Portal on Rent Café	12/31/2024	Completed	•All Landlord have received registration codes to sign up for the Landlord Portal
			•HCV Staff has encouraged all existing and new landlords on creating their portal
Establish the voucher waitlist and PBV waiting lists to Rent Café incorporating auto-generated notification emails	12/31/2024	Completed	•Launched new HCV waiting list online, receiving more than 5,000 applications
Begin Online Annual Reexaminations through Rent Café	8/30/2024	Completed	•Participants with December annuals have been sent registration codes to complete annual online
		Completed	•Train HCV Department on the online workflows
Complete the transition to remote/virtual voucher briefings	12/31/2024	Completed	•Conducted nationwide survey of PHAs that are performing remote briefings
			•Reviewed NanMcKay's briefing video
			•Currently researching AI technologies and its implications on briefings
	8/12/2024	Completed	•Test AI Driven Briefing Video
12/31/2024	In Progress	• Complete Briefing Video	
Go live on Rent Café RFTA Tracking Portal	8/30/2024	Completed	•Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager)
	10/11/2024	Completed	•Our Executive Director has officially approved the portal to go live. We anticipate reduced processing times, improved communication with applicants, and better tracking of RFTAs.
	10/15/2024	Completed	•Train with Rent Café's Technical Account Manager

Transition the HAP contract procedure into an online process	12/31/2024	In Progress	<ul style="list-style-type: none"> •Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager)
		Next Step	<ul style="list-style-type: none"> •Train with Rent Café's Technical Account Manager
Set up autogenerated emails through Yardi to correspond with participants and landlords	12/31/2024	In Progress	<ul style="list-style-type: none"> •Gone live with all other HCV-related Rent Café modules (required prerequisite per Rent Café's Technical Account Manager)
		Next Step	<ul style="list-style-type: none"> •Establish a transitional period between HCV staff and participants/landlords
Transition to direct deposit/electronic payments	12/31/2024	In Progress	<ul style="list-style-type: none"> •Landlord were first notified of the change in April 2024 during the Landlord Symposium
			<ul style="list-style-type: none"> •As of April 2024, all new landlords have enrolled for direct deposit
			<ul style="list-style-type: none"> •Landlords who are currently receiving physical checks were sent the required forms by mail during the last two check runs
		Next Step	<ul style="list-style-type: none"> •Establish a deadline for the implementation of direct deposit

Executive Goals			
Goal	Target Date	Status	Details
HOTMA			
Implementation of HOTMA and Housing Information Portal (HIP) HUD's replacement for IMS/PIC	12/31/2024	In Progress	•Placed on hold until further notice
		Next Step	•Continue PIC clean up efforts to ensure smooth transition once HIP becomes live
•Administrative Policy Revision	12/31/2024	In Progress	•Conducted National Survey of High Performing PHAs
		Next Step	
Voucher Utilization			
Increase total leased up vouchers by 15% from 3,875 to 4,456 (4,317)	8/1/2024	Completed	•Launched new HCV waiting list online, receiving more than 5,000 applications.
	9/18/2024	Completed	•HCV Department determined eligibility for 800 applicants selected off the waiting list in our Voucher Issuance Event
	10/23/2024	Completed	•Hosting our "Who wants to be a landlord" Event to bring in more landlords to the program. Our goal is to foster partnerships with both experienced and prospective landlords who are interested in our program while positively impacting the local housing community
	12/31/2024	In Progress	•There are 738 vouchers currently searching, 189 housed during the month of October, and 71 additional families housed for November
• Increase foster youth voucher utilization to 50% from 7 to 32 (14)	12/31/2024	In Progress	•On May 2024, JC presented to service providers through the Youth Systems Meeting on FYI Process
			•Met with Service Providers to obtain their information to submit referrals through Rent Café
	12/31/2024	In Progress	The Eligibility Department will focus on processing all FYI referrals and issuing those eligible for the program
	10/31/2024	Next Step	•Sign up providers through Rent Café so they can start submitting referrals
SEMAP			
Increase rating on Indicator 8: Payment Standards	8/29/2024	Completed	•Effective January 1, 2024, Payment Standards have been updated

Increase rating on Indicator 14: FSS	8/29/2024	Completed	<ul style="list-style-type: none"> •As of July 2024, FSS Participation was greater than 80% of the mandatory slots (138%) and more than 30% of participating families are escrowing (35%)
Increase rating on Indicator 12: Inspections	8/31/2024	Completed	<ul style="list-style-type: none"> •PIC clean-up was conducted to remove any participants who were not part of the program but were showing up on the report
	9/30/2024	Completed	<ul style="list-style-type: none"> •HCV was tasked with inspecting units whose biannual inspection is due September to December 2024. Project took place September 3-10, 2024
	10/31/2024	Completed	<ul style="list-style-type: none"> • HACM Agency Staff will train and certify for HQS Inspection to help with backlog and initial inspections
	12/31/2024	Next Step	<ul style="list-style-type: none"> •Develop procedures to ensure timeliness with Annual Inspection
Increase rating on Indicator 13: Lease Ups	7/12/2024	Completed	<ul style="list-style-type: none"> •Launched new HCV waiting list online, receiving more than 5,000 applications
	9/18/2024	Completed	<ul style="list-style-type: none"> • Hosted "Voucher 1000" Event to voucher and briefed more than 800 families to increase our lease up rating
	12/31/2024	Next Step	<ul style="list-style-type: none"> •Increase the number of vouchers searching and house at least 400 families by end of CY 2024



Property Spotlight

Report will be uploaded upon completion



COMMISSIONER COMMENTS

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ADJOURNMENT