

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING**
Wednesday, March 31, 2021 3:30 p.m.
Via Zoom

AGENDA

1. ROLL CALL
2. PUBLIC COMMENT – FIVE (5) MINUTES PER SPEAKER
3. CONSIDER A MOTION APPROVING TODAY’S AGENDA
4. CONSIDER A MOTION APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING HELD ON February 24, 2021.
5. CONSIDER A MOTION APPROVING THE MINUTES FOR THE SPECIAL BOARD MEETING HELD ON March 5, 2021.
6. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,448,273.71 FOR FEBRUARY 2021
7. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. FINANCE
 - c. EXECUTIVE DIRECTOR
 - d. SECTION 8
 - e. MAINTENANCE
 - f. CONTRACTS AND PROCUREMENT
 - g. REPORTS OF COMMITTEES
8. COMMISSIONER’S CORNER
9. EXECUTIVE SESSION

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.
10. ADJOURNMENT

The Pierce County Housing Authority Board of Commissioner will hold its meetings to ensure essential Housing Authority functions continue, however due to Governor Inslee’s [Emergency Proclamation 20-25 Stay Home – Stay Healthy](#) issued on March 23, 2020, in-person attendance by members of the public is NOT permitted at this time.

During this public health emergency, we will only accept public comment at Director@pchawa.org. Submit public comments any time before the Board of Commissioner’s meeting adjourns. All written comments will be part of the record. If you make public comments before noon on the day of the Board meeting, Board members will receive them prior to the meeting.

Board Minutes

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS REGULAR MEETING
Wednesday, February 24, 2021 3:30 p.m.
Via Zoom**

AGENDA

1. ROLL CALL
2. PUBLIC COMMENT – FIVE (5) MINUTES PER SPEAKER
3. CONSIDER A MOTION APPROVING TODAY’S AGENDA
4. CONSIDER A MOTION APPROVING THE MINUTES FOR THE REGULAR BOARD MEETING HELD ON January 27, 2021.
5. CONSIDER A MOTION APPROVING THE MINUTES FOR THE ANNUAL GENERAL MEETING HELD ON January 27, 2021.
6. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,171,538.38 FOR DECEMBER 2020
7. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,572,730.37 FOR JANUARY 2021
8. REPORTS
 - a. INTRODUCTION OF STAFF
 - b. FINANCE
 - c. EXECUTIVE DIRECTOR
 - i. Accounting manual
 - d. SECTION 8
 - e. MAINTENANCE
 - f. CONTRACTS AND PROCUREMENT
 - g. REPORTS OF COMMITTEES
9. COMMISSIONER’S CORNER
10. EXECUTIVE SESSION

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act.

Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

11. ADJOURNMENT

The Pierce County Housing Authority Board of Commissioner will hold its meetings to ensure essential Housing Authority functions continue, however due to Governor Inslee’s [Emergency Proclamation 20-25 Stay Home – Stay Healthy](#) issued on March 23, 2020, in-person attendance by members of the public is NOT permitted at this time.

During this public health emergency, we will only accept public comment at Director@pchawa.org. Submit public comments any time before the Board of Commissioner’s meeting adjourns. All written comments will be part of the record. If you make public comments before noon on the day of the Board meeting, Board members will receive them prior to the meeting.

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMISSIONERS OF THE PIERCE
COUNTY HOUSING AUTHORITY

February 24, 2021
603 SOUTH POLK STREET
TACOMA WA 98445

Location: via Zoom

In attendance: Commissioner Brammall
Commissioner Smith
Commissioner Walton
Chairperson Martinez

Also in attendance: Jim Stretz, Executive Director
Moreen Forde, Acting Financial Officer
Rodd Kowalski, Director of Operations
Tamara Meade, Director of Supported Housing Programs
Victor Lovelace, Maintenance Supervisor

Chairperson Martinez called the meeting to order at 3:00 pm. Roll call was taken.

There was public comment. Bianca Williams commented that she disapproves on how her annual income is being calculated. Kathy Fields commented on the problems she is having with her neighbor that are not being addressed.

Chairperson Martinez asked to review and approve the agenda. Commissioner Smith so moved.
Commissioner Brammall seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on January 27, 2021. Commissioner Brammall so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion approving the minutes of the annual board meeting held on January 27, 2021. Commissioner Smith so moved. Commissioner Brammall seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion ratifying the payment of cash disbursements for December. Commissioner Smith so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion ratifying the payment of cash disbursements for January. Commissioner Smith so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

Commissioner Brammall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked for the introduction of staff. There was no new staff to introduce

Chairperson Martinez asked for the finance report. Moreen went over the December and January cash disbursements. She went over the cash position reports. Sally asked if next month we could have as part of the report, details of the special items related to fraud. Moreen said she has the report ready and could go over it today. Sally said next month will be fine. Moreen then went over the financial statements. She went over her narrative. Commissioner Smith said last year once the audit had been completed, they then had auditors do a presentation to the board and would like it done again this year. Jim said he can arrange that.

Chairperson Martinez asked for the Executive Director report. Jim submitted the accounting manual but is not asking for approval at this time. He just wanted to show what changes have been made so far and will have to start from the beginning when the new software goes into effect. Hopefully software will be up and running in August.

Chairperson Martinez asked for the Section 8 report. Tamara said the inflation factor was increased. In regards to Voucher issuance we have the ability and funding this year to house 450 clients. The housing authority will notify twice as many due to a 67% success rate. Starting on March 1, 250 that had to be put back on the list in 2019 will be notified. Tamara says she has gotten a lot of calls from landlords on how to get section 8 tenants they were referred to the web site. 2021 so far is looking like a real good year. She gave an update on the Orting project.

Chairperson Martinez asked for the maintenance report. Victor went over his written report. He also explained what make ready status entails.

Chairperson Martinez asked for the Contracts and Procurements report. Rodd went over his contracting/procurement report. He then went over the affordable housing report. Rodd went over occupancy and delinquency report. Jim said the delinquency amount is cumulative.

Chairperson Martinez asked for the Commissioner's Corner report. Commissioner Smith said we have been working on the hotline implementation and our ethics and code of conduct need to be updated. Jim assigned Commissioner Smith to work with Jeanne and working on training for staff. There will be a policy for review at the end of April and implementation at the end of May. Commissioner Smith was contacted by the US attorney to remind us of the opportunity to submit statements due March 1.

An Executive Session was called for the purposed of discussing legal issues at 4:50 pm. The Executive Session ended at 5 pm.

Meeting adjourned at 5:01 pm.

**PIERCE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS SPECIAL MEETING
Friday, March 5, 2020 3 pm
BUILDING "B", 603 SOUTH POLK STREET
TACOMA WA 98444**

AGENDA

1. ROLL CALL
2. PUBLIC COMMENT – FIVE (5) MINUTES PER SPEAKER
3. CONSIDER A MOTION APPROVING TODAY'S AGENDA
4. CONSIDER A RESOLUTION 1902 APPROVING THE 2021 BUDGET
5. EXECUTIVE SESSION

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act.

Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

9. ADJOURNMENT

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE PIERCE
COUNTY HOUSING AUTHORITY**

**MARCH 5, 2021
603 SOUTH POLK STREET
TACOMA WA 98445**

Location: via Zoom

In attendance:
Commissioner Smith
Commissioner Walton
Chairperson Martinez

Also in attendance: Jim Stretz, Executive Director

Chairperson Martinez called the meeting to order at 3:03 pm. Roll call was taken.

Chairperson Martinez asked if there were any public comments. There were no public comments

Chairperson Martinez asked to review and approve the agenda. Commissioner Smith so moved. Commissioner Walton seconded the motion. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson Martinez asked the Board to consider a motion approving resolution 1902 approving the 2021 budget. Commissioner Smith so moved. Commissioner Walton seconded the motion. Jim went over the budget items and what the COVID funds were used for. Commissioner Smith asked if there was going to be any legal expense this coming year. Jim said he would use legal counsel if any personnel issues come up. Commissioner Smith asked if the Housing Authority were anticipating any fines or penalties regarding the audit. Jim said the auditor's office hasn't indicated that there were going to be any penalties or fines. Jim has been communicating with the auditor's office all day and the audit is close to being finished. A voice vote was taken with the following result:

	In favor	Opposed	Abstain	Absent
Commissioner Brammall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Executive Session was not needed.

Meeting adjourned at 3:15 pm.

Jennifer L. Groninga

From: BIANCA WILLIAMS <biancanilla@comcast.net>
Sent: Wednesday, March 31, 2021 3:10 PM
To: Jennifer L. Groninga
Subject: Please send this one to the Board Members

Follow Up Flag: Follow up
Flag Status: Flagged



Dear Board Members,

It states in chapter 11. C., CHANGES AFFECTING INCOME OR EXPENSES page 12

- The family may request an interim reexamination any time the family has experienced a change in circumstances since the last determination [24 CFR 982.516(b)(2)]. The PHA must process the request if the family reports a change that will result in a reduced family income [HCV GB,p.12-9].

It states in Chapter 11. D. PROCESSING THE INTERIM REEXAMINATION. page

13 http://www.pchawa.org/media/2012-adplan_chapter_11_section_8_admin_plan_2012_reexaminations.pdf

If the family share of the rent is to decrease:

- If the information is received by the 25th of the month, the decrease will be effective on the first day of the month following the month in which the change was reported and all required documentation was submitted. In cases where the change cannot be verified until after the date the change would have become effective, the change will be made retroactively. If the information is rec'd from the 26th to the last day of the month, the decrease will be effective on the first day of the 2nd month following the month in which the change was reported, and all the required documentation was submitted.

I believe PCHA broke the above policies - Please allow me to explain. I asked for a correction and reported a decrease of annual wages on Jan 8-12, 2021. The last determination was made on 12/16/20 using 4 paystubs they collected from Oct.2020.

In my change reported on Jan 8-12, I provided valid income documentation such as the YTD on the last paycheck of 2020, letter from employer and a w-2. PCHA would not adjust our annual income to the correct amount that was earned. Instead, they continued to use the 4 paystubs they collected from October 2020; which was over-projecting our annual wages \$4,600 higher than what was really earned at years end.

My housing specialist also over-projected the \$537 remaining of unemployment benefits to over \$13,000 higher, as if more was issued.. All together, these errors placed us into a much higher income, nearly \$17,400 over for Feb. 2021 and it was not our true income. No correction has been made.

Another error I noticed after going over my file is, Ms. Anderson disregarded the documentation from the state; which shows the maximum UI benefits being issued. She then did an annual average/projection of UI benefits instead of referring to the maximum amount listed on the

unemployment paperwork. Her calculations turned out to be nearly 14 thousand dollars over the maximum amount issued. That amount of UI benefits Ms. Anderson projected on 5/12/20 is false. That amount was never issued by the unemployment office and should not be falsely documented in my file. I ask that Board have PCHA update the information in my file for that time period to the correct amount; which is the maximum payout.

I asked for a review and Ms. Combs supported all the errors in her review dated 1/22/21. Ms. Combs even counted the extra pandemic benefits(FPUC) anyway; which is against section 2104 of HUD's rules. This is not the only time she supported errors in a review. She also did on 2/5/20 and that one got corrected in March of 2020.

It states under Section 2104: Federal Pandemic Unemployment Compensation (FPUC) program. This program provides eligible individuals who are collecting certain UI benefits, including regular unemployment compensation to receive an additional \$600 in federal benefits per week for weeks of unemployment ending on or before July 31, 2020. **HUD has determined that FPUC benefits meet the definition of temporary income and must NOT be included in annual income.** Pg.11 of 57 https://www.hud.gov/sites/dfiles/Housing/documents/HUD_Multifamily_Corona_QA_FINAL.pdf

I ask the Board to please review this practice that was used by Ms. Anderson, and supported by Ms. Combs and Ms. Meade. I do not think it's ethical and I believe it goes against policy. It works against the household benefit and causes hardship when income is over-projected. It take away from the program integrity. If this has happened to me, it may also be happening to others.

P.S. I have made myself familiar with the Administrative Plan and I do not see these staff members following it in it's entirety, but more so "cherry picking" and ignoring parts that are more conducive to the clients situation. In other words, working against the client benefit, as I stated earlier. This kind of work ethic is not integrous and makes room for a lot of errors to continue. As a concerned client on the program, I ask you to please look into what happened to me. Thank you.

Respectfully,
Bianca Williams

PIERCE COUNTY HOUSING AUTHORITY
Report of Cash Disbursements
Period Ending February, 2021

Below are the cash disbursements for the month of February, 2021

Account Name	Bank	Check and ACH Disbursements	ACH Direct Pays	Bank Fees	Total	Jan-21
Apts General	US Bank	525.00	541.60	-	\$1,066.60	1,446
General Operation	US Bank	405,312.75	162,180.22	1,252.62	\$568,745.59	\$918,370.09
Payroll	US Bank	133,752.00	-	-	\$133,752.00	\$139,111.43
Section 8 HAP	US Bank	2,541,846.35	-	-	\$2,541,846.35	\$2,507,304.74
LIPH Management	US Bank	3,502.98	-	-	\$3,502.98	\$3,416.00
FNMA T&I Escrow	Greystone	-	197,141.00	-	\$197,141.00	\$ -
TOTAL		3,084,939.08	359,862.82	3,471.81	<u>\$3,448,273.71</u>	\$ 3,571,867.05

NOTE: FNMA T&I Escrow Disbursement for LLC Annual Insurance

DISBURSEMENTS audited by the Auditing Officer as required by RCW 42-24-090,
have been recorded on a listing which has been made available to the Board of Commissioners
of the Housing Authority of Pierce County.

Dated this day, March 31, 2021 the Board of Commissioners
of the Pierce County Housing Authority ratifies the payment of the above disbursements in the grand total of: **\$3,448,273.71**

<http://www.leg.wa.gov/>



<http://www.leg.wa.gov/>

[42.24.080](#) << 42.24.090 >> [42.24.100](#)

RCW 42.24.090

Municipal corporations and political subdivisions -- Reimbursement claims by officers and employees.

No claim for reimbursement of any expenditures by officers or employees of any municipal corporation or political subdivision of the state for transportation, lodging, meals or any other purpose shall be allowed by any officer, employee or board charged with auditing accounts unless the same shall be presented in a detailed account: PROVIDED, That, unless otherwise authorized by law, the legislative body of any municipal corporation or political subdivision of the state may prescribe by ordinance or resolution the amounts to be paid officers or employees thereof as reimbursement for the use of their personal automobiles or other transportation equipment in connection with officially assigned duties and other travel for approved public purposes, or as reimbursement to such officers or employees in lieu of actual expenses incurred for lodging, meals or other purposes. The rates for such reimbursements may be computed on a mileage, hourly, per diem, monthly, or other basis as the respective legislative bodies shall determine to be proper in each instance: PROVIDED, That in lieu of such reimbursements, payments for the use of personal automobiles for official travel may be established if the legislative body determines that these payments would be less costly to the municipal corporation or political subdivision of the state than providing automobiles for official travel.

All claims authorized under this section shall be duly certified by the officer or employee submitting such claims on forms and in the manner prescribed by the state auditor.

[1995 c 301 § 73; 1981 c 56 § 1; 1965 c 116 § 2.]

Date: 03/25/2021
Time: 7:31:20 AM
By: dxs

A/P Trade Report

Page:1
Rpt:G:\HMS\REPORTS\aptrade.qrp

A/Employee				
	Name	Check Date	Check #	Check Amount
	Kristina Hansen	02/03/2021	6889	\$15.83
	Hyrum Montague	02/03/2021	6892	\$91.84
	Eric Torres Marquez	02/03/2021	6897	\$53.48
	Bobbie Jones	02/11/2021	6903	\$171.36
	Elinor G. Ottey	02/11/2021	6905	\$40.00
Total For : A/Employee				<u>\$372.51</u>

PIERCE COUNTY HOUSING AUTHORITY
Report of Cash and Investments
Period Ending February, 2021

Account Name	Bank	Balance	
		Feb-21	Jan-21
General Operating Accounts			
Apartments General	US Bank	\$ 106,779.28	\$ 155,733.08
Payroll	US Bank	100,697.72	97,045.51
General Operation	US Bank	899,388.00	768,201.06
US Bank Municipal Investment	USBank (TVI)	105,526.38	105,525.92
PCHA Special Item	US Bank	1,415,449.58	1,415,443.38
Homeownership	US Bank	450,750.09	449,949.12
Tenant Trust Accounts			
Damage Deposits	US Bank	249,709.30	246,568.48
Hud Trust Accounts			
Section 8	US Bank	3,588,385.08	3,697,852.48
LIPH Management	US Bank	1,083,247.35	1,035,239.16
LIPH Damage Deposits	US Bank	40,850.00	41,150.00
Section 8 FSS	US Bank	399,575.42	386,115.69
LIPH FSS	US Bank	37,343.98	36,480.84
Rural Development Funds			
Rural Development (Orting) Reserve	US Bank	86,256.39	86,256.07
FNMA Loan Reserve Account (Restricted)			
CR Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	59,640.19	59,638.16
DM Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	18,910.31	18,909.67
LV Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	26,286.58	26,285.69

PIERCE COUNTY HOUSING AUTHORITY

Report of Cash and Investments

Period Ending February, 2021

CR Replacement Reserve	Greystone (TTE)	188,789.90	188,783.49
DM Replacement Reserve	Greystone (TTE)	75,291.19	75,288.63
LV Replacement Reserve	Greystone (TTE)	98,873.88	98,870.52
CR FNMA Tax & Insurance Escrow	Greystone (TTE)	21,662.41	113,740.89
DM FNMA Tax & Insurance Escrow	Greystone (TTE)	-	32,975.12
LV FNMA Tax & Insurance Escrow	Greystone (TTE)	-	47,455.59
FNMA Reserve Total		<u>\$ 489,454.46</u>	<u>\$ 661,947.76</u>
TOTAL PCHA		<u><u>\$ 9,053,413.03</u></u>	<u><u>\$ 9,183,508.55</u></u>

Apartments General

An account used primarily for receipt of revenues from apartments finance with the 1998 Pooled Housing Refunding Revenue Bond ('98 Bond Projects) and Orting Senior Apartments. Recordkeeping segregates funds for subsequent distribution to designated programs and specific uses in accordance with bond and loan regulatory agreements.

Payroll

General operating account used for payment of employee wages.

General Operation

General operating account used for payment of goods and services and non-compensation payroll related liabilities for all PHA programs.

PCHA Special Item

PCHA net proceeds collected from fraud recovery.

Homeownership

Account used primarily for receipt of revenues from 5H Homeownership notes. Use of proceeds are regulated by 24 CFR 906.3 and 906.31 which state: § 906.3 Requirements applicable to homeownership programs previously approved by HUD. (a) Any existing section 5(h) or Turnkey III homeownership program continues to be governed by the requirements of part 906 or part 904 of this title, respectively, contained in the April 1, 2002, edition of 24 CFR, parts 700 to 1699. The use of other program income for homeownership activities continues to be governed by agreements executed with HUD. § 906.31 Requirements applicable to net proceeds resulting from sale. (a) PHA use of net proceeds. The PHA must use any net proceeds of any sales under a homeownership program remaining after payment of all costs of the sale for purposes relating to low-income housing and in accordance with its PHA plan.

Damage Deposits and Damage Deposit Investments

Trust account used to retain apartment tenant deposits as security for performance of the tenant's obligations during the lease/rental agreement period. Funds are restricted from general use in accordance with RCW 59.18.270.

Section 8 General Operating

Account used for receipt of revenues for the PHA's Section 8 programs, disbursements for housing assistance related payments to landlords, participants and receiving PHAs, and for distribution to the PHA's General Operating account for payment of administrative costs of the associated programs, predominantly Housing Choice Vouchers (HCV). Since 2004, all HCV housing assistance funding is restricted for use to pay current or future housing assistance and all administrative fee funding may only be used to cover costs incurred to perform PHA HCV administrative responsibilities in accordance with HUD regulations and requirements.

LIPH Management

An account used primarily for receipt of revenues for the PHA's Low-Income Public Housing (LIPH) program, and for distribution to the PHA's General Operating account for specific LIPH program uses in accordance with HUD regulations and requirements. A minor amount is disbursed to program participants for utility assistance payments. This account also retains proceeds from land sales in the LIPH program which are restricted for capital improvement projects.

LIPH Damage Deposits

Trust account used to retain LIPH participant deposits as security for performance of the tenant's obligations during the lease/rental agreement period. Funds are restricted from general use in accordance with RCW 59.18.270.

Section 8 and LIPH FSS

Trust account used to retain S8 and LIPH FSS participant escrow balances.

Rural Development (Orting) Reserve

A reserve account funded through contributions from project operating funds. It is used primarily to pay for large planned expenses for maintenance and improvements of capital items. The project's reserves must be held in a supervised account that requires the Rural Development approval for all withdrawals.

LLC Replacement Reserve and Restabilization Reserve

Reserve accounts individually funded through loan proceeds of the Chateau Rainier, DeMark and Lakewood Village LLCs, for the specific purposes outlined in the FNMA loan agreement. Funds are legally restricted and unavailable for use in daily routine operations. Funds are held by the lender and are expected to remain on account through the life of the loan term.



To: Honorable Chair and Members of the Board of Commissioners

From: Moreen Forde, Acting Chief Financial Officer

Date: March 29, 2021

Re: Budget Variance Report for January 31, 2021

BACKGROUND

This high-level, Budget Variance Report covers preliminary unaudited financial operating results for the period of January 31, 2021. These numbers are draft and subject to change.

It is important to note that the financial report includes three limited liability corporations (LLC) properties that make up the Greystone properties. During 2014, the Authority established three separate Limited Liability Companies: Chateau Rainier Apartments LLC, DeMark Apartments LLC and Lakewood Village Apartments LLC, for the purpose of debt refunding. The refunding occurred in 2015 and the Authority transferred all assets and liabilities to these three separate legal entities.

DISCUSSION

Overview

Year-to-date variances are as follows:

- Operating Revenues are under budget by \$2,018 (less than 1%).
 - Rental Income is under budget by \$535 and Other Income is under budget by \$1,483.
- Operating Expenses are under budget by \$6,254 (7%)
 - Central Administration expenses are under budget.
 - Utilities are slightly under budget.
 - Maintenance Costs are over budget.
 - Wages and Benefits on Site are slightly over budget.
 - General Taxes, Insurance is under budget.
 - HAP/FSS Payments are on budget.
 - Independent Audit Costs are over budget.
 - Vendor, Lender, Professional & Other Fees are under budget.
- Profit before non-Operating Revenues/Expenses is over budget by \$4,236 (1%) – This is also a positive variance (performing better than expected).
- Net Operating Income After Operating Costs is under budget by \$658.

Operations - Revenue

Rental income (Total Tenant Revenue) of \$603,778 is under budget by \$535 (less than 1%7%); and other income is under budget \$1,483 (12%). The budget for Housing Assistance Payments (HAP) and Low-Income Public Housing (LIPH) Operating Grants are reported as the actual amounts received from HUD since the amounts received from HUD are based on appropriations. Other income includes such items as fraud recovery from unreported income from families, fees from administering vouchers for other housing authorities (Portability) and forfeitures from the Family Self Sufficiency (FSS) program.

HCV administrative fee income is reported at the amount received from HUD. The factors that affect how much administrative fee PCHA receives are (1) the percentage of proration HUD announces (79% for the period of January – May; 81% for the period of June – October and 80% for November and December. (2) The number of units leased as of the first of each month. For the past several years, administrative fees from HUD have not been fully funded for the Housing Programs Department, this practice by HUD has pushed the Section 8 program into a deficit position. This deficit position has created an inter-program balance that, in time, will need to be reimbursed.

Operations - Expenses

Total Operating expenses are lower than the year-to-date budget by \$6,254 (less than 1%). A contributing factor to this reduction in expenses is the salary and benefit expense line as well as utilities costs and general expenses costs being under budget significantly. Maintenance costs are over budget by \$47,200. Management implemented daily cleaning instead of twice weekly cleaning.

Statement of Net Position

Currently PCHA has sufficient cash flow to timely pay vendors as their invoices come due and meet the salary and benefit liability of the current staff, basically maintain day-to-day operations.

OTHER ISSUES IMPACTING FINANCE DEPARTMENT

Nan McKay and Associates (NMA) has taken on the role of Acting Finance Director and continues to provide consulting services. They also prepare and submit the HUD's monthly Voucher Management System (VMS) to REAC.

Pierce County Housing Authority has now transferred all funds from Key Bank accounts to US Bank.

The new Executive Director is now on Board and is working with the finance department.

The unaudited submission for calendar year 2019 financial statements was submitted and approved by the Real Estate Assessment Center (REAC). Also, NMA has successfully uploaded the 2020 unaudited financial data to REAC, and this data is awaiting HUD's approval.

PCHA's 2019 financial audit is in progress. NMA and SAO are working together to accomplish a successful audit. Due to COVID-19, HUD issued PIH Notice 2020-05 which authorizes an extension of the audit submission due date for the December 31, 2019 FDS until March 31, 2021 (prior to this extension the due date was September 30, 2020).

Respectfully submitted,

Moreen Forde
Acting Chief Financial Officer

Attachment:

- Year to date financials budget to actual



Affordable Housing Board Report March 2021

Work continues on standardizing our practices and procedures across the portfolio. Lease updating continues to transfer all households to the new lease documents. Parking registration is on going at all of the communities.

We have been gathering the needed information related to unpaid rent to prepare for assisting our residents with rental assistance payments when the County announces their program to get rental assistance payments to the affected families and individuals. This requires reviewing each delinquent account to identify charges related to rent balances only separate from any other charges such as fees, deposits, repairs etc. Pierce County Human Services anticipates the program will begin near the end of 2021. The latest information I have is at: <https://www.co.pierce.wa.us/7142/Rental-Assistance> Across the portfolio we notified approximately 241 households of the available rental assistance. We followed up by entering them directly into the web site for Pierce County rental assistance so the service providers can reach out as well. Some households paid their balances right at the time the notices were delivered and others continue to pay on their balances so we are seeing progress in this area.

There are a number of reasonable accommodation requests for alteration to our properties and practices that are taken in each day from all of the sites and addressing them is a careful and sometimes challenging effort. The training on Fair Housing was conducted for all staff on 3/16 via zoom. We will continue the training around this issue on a regular basis. The feedback was that the training was welcomed and provided value to the staff.

We have begun the process of bringing Safe Streets Community Mobilization to all of our affordable housing communities. The efforts were very rewarding at DeMark last year and we want to expand on and continue the momentum created. More information on the program is at : <https://safest.org/neighborhood-groups/how-we-help/>

We planned to connect Eric our Business Operation Manager at DeMark with the Safe Streets outreach staff on Friday 19. The meeting was to be held virtually but the technology let us down. A re- schedule is in the works.

We also set up Trespass agreements with Lakewood PD to enforce the laws at our Brookridge Community in response to some escalating incidents of trespass and damage at the property. Partnering with law enforcement to help us address the car prowls and mail thefts is a focus across the portfolio. We will expand these efforts as needed.

The Occupancy and Delinquency report are attached covering the month of Feb 2021. The spikes on page 8 on the uncollected debt graphs for affordable and assisted are the product of the year end write downs prior to closing the year as opposed to monthly write downs that would have had a much less pronounced effect on the charting.

Contracting/Procurement

March 2021

Banking Services RFP

Set up of the additional system, relia – card for payments by us to our Utility allowance customers and a very few landlords is underway. This system is a subsidiary of the US Bank systems and we will process payments in the meantime to the existing accounts we have on file with no difference to the recipients. Waiting for approval of the marketing letters from US Bank to proceed. The letter was approved by US Bank for distribution to our clients.

Real – Estate Services RFP

The RFP was posted on the PCHA Web Page 7-9-20, questions were due by 7-20-20 and an addendum will be posted (if necessary) on 7-22. One offer was received for the RFP and I am beginning the initial review for compliance. Award will be made to Kidder Mathews 1st week of February. A real estate services agreement is being drafted to cover the range of services we intend to utilize the real estate firm to perform. Expected to deliver final draft to Kidder Matthews for their review and signature on 3/25/21.

Public Housing - Repositioning

I have been working on the relocation plan and relocation budget estimates that will help us prepare for the relocation costs and options the families may need.

The real estate services proposal includes appraisal services. Once the contract is awarded, I can begin setting up the appraisal process for all of the homes. No Change.

Lakewood Village – Dry Head sample testing 2020

Johnson Controls Fire Protection LP – State Contract # 03115

Award 9/23/2020 \$19,750.00

The replacement of the dry heads has been completed in the week of 12/7. John Messer on the maint team marshalled the effort on our behalf and is now scheduling the drywall repairs in the units where we had to make a small opening to gain access. The results of the tests were received from the contractor on 3-15-21. Of the 40 heads tested 38 failed. All remaining heads of this type will require replacement. I have Johnson Controls preparing a quote under the state contract we are using. Cost estimate should be available soon. Vic and I will work out the plan of replacement for the remaining 168 heads. It requires our staff be present to verify the work and double check for leaks in every unit before we release the contract workers for the day.

LIPH 005 Septic Replacement 2020

The septic system at this home has failed and will require replacement. Vic has the service company on relief pumping until the design and installation can be completed. I have been working with Pierce County to complete the Environmental Review in order to allow the design phase to continue by digging a perk test hole. The designer and installer are standing by to move ahead as soon as the Environmental Clearance is obtained.

I got a little ahead of myself in my zeal to get this one done, the ER is complete to the extent that Pierce County can sign off and send it to the section 106 review by Department of Archeology and Historic

Preservation and the Tribes for their review and comment. This comment period is 60 days minimum. No digging can occur until the approvals are received and or the time for comment expires. This is compounded by a system failure at DAHP which is requiring the County staff to do the section 106 letters and notifications manually as opposed to the electronic method we would prefer. We are still on hold and still providing weekly pumping to maintain the system. Latest word is the letters to the tribes had to be re- delivered causing a delay. I have a tentative approval date of the 27th from Pierce County staff. I received an email on 2/22/21 that the ER was completed with no concerns or comments received from the tribes. I should be receiving the signed decision letter and ER file by US Mail and once filed with HUD Seattle we will be able to do the required digging. Still awaiting the signed decision letter.

Greystone Lender inspections DeMark Lakewood Village and Chateau Rainier

The lender inspector notified us on Oct 12th of their intent to inspect the 3 sites on the 20th, 26th and 29th. I provided the property information and rent rolls etc and scheduled the site visits. Vic handled the site walks and the site staff teamed up to help each other prepare and deliver notices of entry and covid related precautions for the inspections. Awaiting the delivery of the reports from the inspections.

We received the first report from the inspection. Some of the work will be vendor support required. (asphalt replacement) We will prepare a plan to address the needs as soon as it can be accomplished. The reports for DeMark and Lakewood Village have been received as well. All of the work items will need to be coordinated for bidding and completion, hopefully as 1 package. Funds have been requested for the sizable repairs at CR and DM. Process for bidding will begin when funds are allocated. No Change

Pierce County Housing Authority
Statement of Revenues, Expenses and
Changes in Net Position Year To Date
January 31, 2021

	2021					2020				
	TOTAL PHA-WIDE CURRENT YEAR				Variance	TOTAL PHA-WIDE PRIOR YEAR				Variance
	November-20	Y-T-D	BUDGET	VARIANCE	%	November-19	Y-T-D	BUDGET	VARIANCE	%
Operating Revenues:										
Rent Income	\$ 603,778	\$ 603,778	\$ 604,313	\$ 535	0%	\$ 587,762	\$ 587,762	\$ 548,018	\$ (39,744)	-7%
Other Income	11,015	11,015	12,498	1,483	12%	4,019	4,019	56,082	52,063	93%
Housing Assistance Grants	2,383,574	2,383,574	2,383,574	-	0%	2,225,260	2,225,260	2,225,260	-	0%
Admin Operating Grant	183,862	183,862	183,862	-	0%	167,094	167,094	167,094	-	0%
LIPH Operating Grant	28,201	28,201	28,201	-	0%	31,089	31,089	31,089	-	0%
TOTAL OPERATING REVENUES	\$ 3,210,430	\$ 3,210,430	\$ 3,212,448	\$ 2,018	0%	\$ 3,015,224	\$ 3,015,224	\$ 3,027,543	\$ 12,319	0%
Operating Expenses:										
Central Administration	\$ 94,805	\$ 94,805	\$ 112,301	\$ 17,496	16%	\$ 117,176	\$ 117,176	\$ 160,696	\$ 43,520	27%
Utilities	36,641	36,641	72,783	36,142	50%	80,786	80,786	74,090	(6,696)	-9%
Maintenance Costs	137,571	137,571	90,371	(47,200)	-52%	93,838	93,838	223,472	129,634	58%
Wages & Benefits On Site	233,943	233,943	231,030	(2,913)	-1%	233,642	233,642	205,458	(28,184)	-14%
General-Taxes, Insurance	34,572	34,572	53,526	18,954	35%	35,525	35,525	82,287	46,762	57%
Housing Assistance/FSS Payments	2,333,814	2,333,814	2,333,814	-	0%	2,233,218	2,233,218	2,233,218	-	0%
Independent Audit Costs	22,292	22,292	6,000	(16,292)	-272%	281	281	7,824	7,543	96%
Vendor, Lender, Professional & Other Fees	4,105	4,105	4,172	67	2%	48,051	48,051	3,646	(44,405)	-1218%
				-						
TOTAL OPERATING EXPENSES	\$ 2,897,743	\$ 2,897,743	\$ 2,903,997	\$ 6,254	0%	\$ 2,842,517	\$ 2,842,517	\$ 2,990,691	\$ 148,174	5%
PROFIT (LOSS) AFTER OPERATING COSTS	\$ 312,687	\$ 312,687	\$ 308,451	\$ (4,236)	-1%	\$ 172,707	\$ 172,707	\$ 36,852	\$ (135,855)	-369%
Non Operating Revenues (Expenses):										
Special Items	\$ (3,717)	\$ (3,717)	\$ (3,717)	\$ -		\$ -	\$ -	\$ -	\$ -	0%
Gain (Loss) on Disposition of Assets	-	-	-	-	0%	1,153	1,153	1,153	-	0%
Investment/Interest Earnings	120	120	4,053	3,933	97%	399	399	14,024	13,625	97%
Depreciation	(132,214)	(132,214)	(132,214)	-	0%	(133,168)	(133,168)	(133,168)	-	0%
Interest Expense	(81,076)	(81,076)	(80,115)	961	-1%	(82,443)	(82,443)	(84,654)	(2,211)	3%
NET OPERATING INCOME (NOI)	\$ 95,800	\$ 95,800	\$ 96,458	\$ 658	1%	\$ (41,352)	\$ (41,352)	\$ (165,793)	\$ (124,441)	75%
Capital Contributions	\$ -	\$ -	\$ -	\$ -		\$ 209,050	\$ 209,050	\$ 209,050	\$ -	
Operating Transfers In (out)	-	-	-	-		-	-	-	-	
Prior Period Adjustment	-	-	-	-		-	-	-	-	
YTD CHANGE TO NET ASSETS	95,800	95,800	96,458	658	1%	167,698	167,698	43,257	(124,441)	-288%



Report of Maintenance Division

March 2021

Staff Projects

- I. Brookridge (69 units)
7342 was completed to make ready status. 7314 was started and will be reported when complete. Perimeter fencing was repaired in multiple areas. 20 work orders were completed this month.
- II. Chateau Rainer (248 units)
A104 and C208 were completed to make ready status. 74 work orders were completed this month.
- III. Demark (93 units)
C103 was completed to make status. 16 work orders were completed this month.
- IV. Lakewood Village (136 units)
E104 and was completed to make ready status. 12 work orders were completed this month.
- VI LIPH (124 units)
91 was completed to make ready status. 19 work orders were completed this month.

Training and Development

- I. This month's safety meeting will cover "Heat Related Illness" which will cover ways of adapting to working in indoor and outdoor heat, protecting workers, recognizing symptoms, and first aid training.

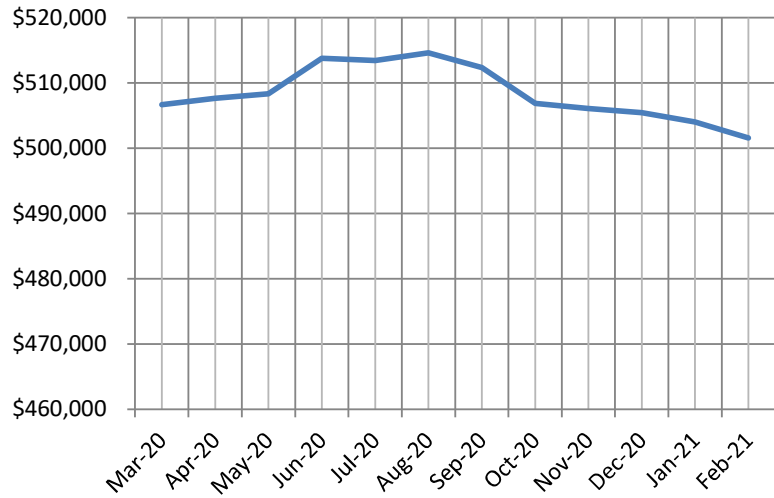
Occupancy and Leasing

Occupancy Statistics Apartments	Resident Manager in Charge	Total Units Available	2/2021 Total # Rented Units	PHA Occupancy %	Total Vacant PB S8 Units	PHA Adjusted Occupancy %	Market Avg Occupancy %	Occupancy April 15, 2021
Brookridge	Jennifer Sagastume	67	65	97%	-	97%	99%	93%
Chateau Rainier	Patti Carson	248	240	97%	1	97%	97%	97%
DeMark	Eric Torres	93	88	95%	2	97%	97%	95%
Hidden Village	Jennifer Sagastume	26	25	96%	-	96%	93%	92%
Lakewood Village	Ebonique Moore	136	135	99%	-	99%	98%	98%
Oakleaf	Marquez Taylor	26	24	92%	-	92%	92%	96%
Montgrove Manor	Marquez Taylor	30	27	90%	-	90%	97%	90%
Village Square	Marquez Taylor	38	36	95%	-	95%	97%	95%
Totals		664	640	96%	3	97%	97%	96%

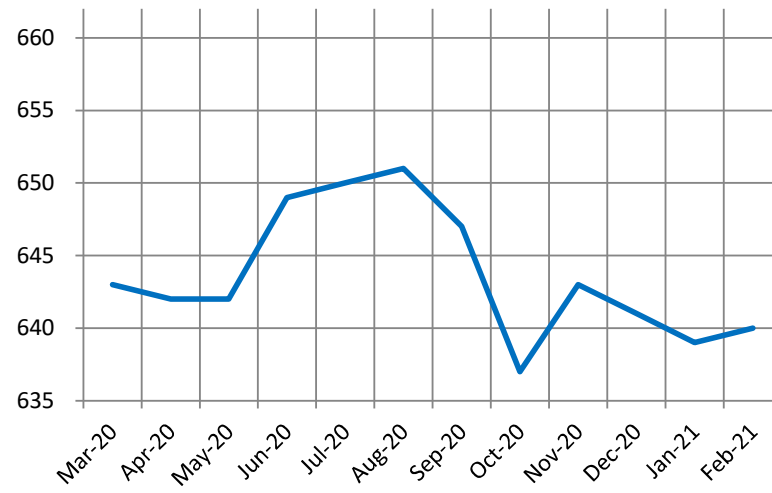
Turn-over Statistics	Trailing 12 Months Move Outs:	84	13%
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Occupancy Statistics Assisted Housing		Total Units Available	2/2021 Total # Rented Units	PHA Occupancy %	Total Units Under Modernization	PHA Adjusted Occupancy %
Orting	Ariel Daniels	20	20	100%	-	100%
LIPH	Ariel Daniels	124	122	98%	-	98%
Totals		144	142	99%	-	99%

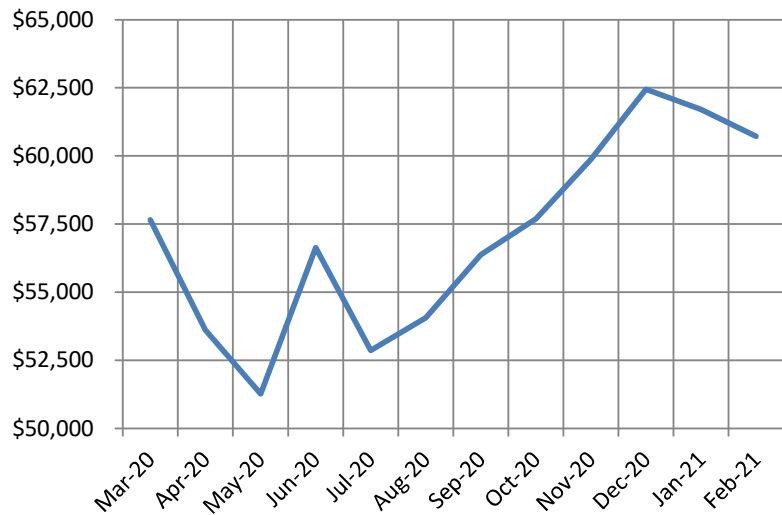
Affordable Housing Rent Income



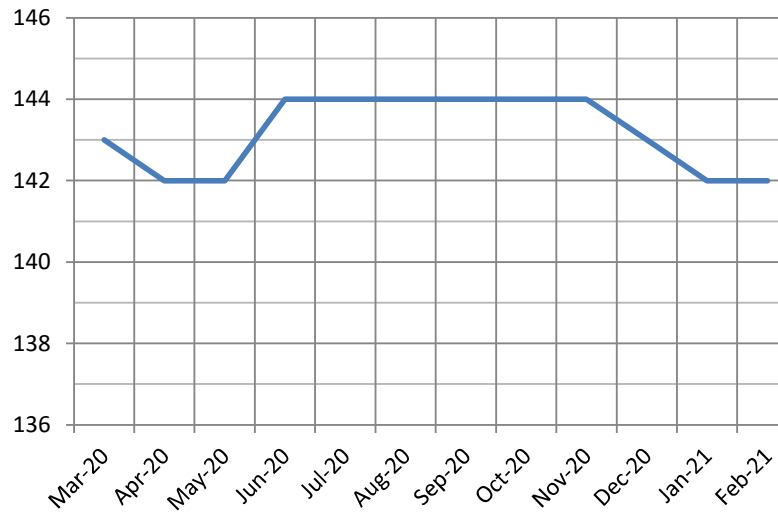
Affordable Housing Occupancy



Assisted Housing Rent Income



Assisted Housing Occupancy



	Oct-20		Nov-20		Dec-20		Jan-21		Feb-21		Average
Rent Roll Apartments Trailing History	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Average Monthly Rent Roll
Brookridge	\$ 42,450	\$ 428,513	\$ 42,450	\$ 470,963	\$ 41,484	\$ 512,447	\$ 41,620	\$ 41,620	\$ 41,620	\$ 83,240	\$ 42,482
Chateau Rainier	203,579	2,082,556	203,279	2,285,835	205,061	2,490,896	205,220	\$ 205,220	203,994	\$ 409,214	207,139
DeMark	74,450	736,361	73,555	809,916	74,371	884,287	72,660	\$ 72,660	73,470	\$ 146,130	73,833
Hidden Village	14,760	154,587	14,400	168,987	15,000	183,987	15,000	\$ 15,000	15,000	\$ 30,000	15,282
Lakewood Village	122,999	1,216,141	123,655	1,339,796	120,910	1,460,706	121,525	\$ 121,525	120,080	\$ 241,605	121,544
Oakleaf	13,275	131,896	13,275	145,171	13,275	158,446	13,275	\$ 13,275	13,275	\$ 26,550	13,204
Montgrove Manor	11,424	116,783	11,550	128,333	12,048	140,381	12,150	\$ 12,150	12,150	\$ 24,300	11,660
Village Square	23,915	233,044	23,915	256,959	23,305	280,264	22,580	\$ 22,580	21,970	\$ 44,550	23,257
Total Apartments Trailing History	\$ 506,852	\$ 5,099,881	\$ 506,079	\$ 5,605,960	\$ 505,454	\$ 6,111,414	\$ 504,030	\$ 504,030	\$ 501,559	\$ 1,005,589	\$ 508,401

Rent Roll Assisted Housing Trailing History	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Average Monthly Rent Roll
Orting	\$ 12,300	\$ 123,009	\$ 12,300	\$ 135,309	\$ 12,300	\$ 147,609	\$ 12,045	\$ 12,045	\$ 10,815	\$ 22,860	\$ 12,156
LIPH	45,393	437,194	47,574	484,768	50,147	534,915	49,665	\$ 49,665	49,905	\$ 99,570	\$ 44,920
Total Asst Housing Trailing History	\$ 57,693	\$ 560,203	\$ 59,874	\$ 620,077	\$ 62,447	\$ 682,524	\$ 61,710	\$ 61,710	\$ 60,720	\$ 122,430	\$ 57,075

	Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20	
Rent Roll Apartments Trailing History	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll
Brookridge	\$ 42,496	\$ 128,402	\$ 43,217	\$ 171,619	\$ 43,050	\$ 214,669	\$ 43,050	\$ 257,719	\$ 42,644	\$ 300,363	\$ 43,050	\$ 343,413	\$ 42,650	\$ 386,063
Chateau Rainier	207,302	621,747	207,807	829,554	209,584	\$ 1,039,138	211,594	1,250,732	210,739	1,461,471	208,973	1,670,444	208,533	1,878,977
DeMark	72,728	217,153	73,019	\$ 290,172	73,425	\$ 363,597	75,787	439,384	74,365	513,749	74,607	588,356	73,555	661,911
Hidden Village	15,387	45,987	15,600	\$ 61,587	15,600	\$ 77,187	15,600	92,787	15,600	108,387	15,600	123,987	15,840	139,827
Lakewood Village	120,418	364,196	120,555	\$ 484,751	119,720	\$ 604,471	120,335	724,806	122,105	846,911	123,947	970,858	122,284	1,093,142
Oakleaf	13,275	39,825	13,275	\$ 53,100	12,730	\$ 65,830	12,966	78,796	13,275	92,071	13,275	105,346	13,275	118,621
Montgrove Manor	12,600	37,365	11,700	\$ 49,065	11,744	\$ 60,809	11,250	72,059	10,800	82,859	11,250	94,109	11,250	105,359
Village Square	22,465	68,190	22,465	\$ 90,655	22,465	\$ 113,120	23,190	136,310	23,915	160,225	23,915	184,140	24,989	209,129
Total Apartments Trailing History	\$ 506,671	\$ 1,522,865	\$ 507,638	\$ 2,030,503	\$ 508,318	\$ 2,538,821	\$ 513,772	\$ 3,052,593	\$ 513,443	\$ 3,566,036	\$ 514,617	\$ 4,080,653	\$ 512,376	\$ 4,593,029

Rent Roll Assisted Housing Trailing History	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll	Rent Roll	YTD Rent Roll
Orting	\$ 12,300	\$ 36,900	\$ 12,309	\$ 49,209	\$ 12,300	\$ 61,509	\$ 12,300	\$ 73,809	\$ 12,300	\$ 86,109	\$ 12,300	\$ 98,409	\$ 12,300	\$ 110,709
LIPH	45,353	140,803	41,308	182,111	38,972	221,083	44,327	265,410	40,563	305,973	41,755	347,728	44,073	391,801
Total Asst Housing Trailing History	\$ 57,653	\$ 177,703	\$ 53,617	\$ 231,320	\$ 51,272	\$ 282,592	\$ 56,627	\$ 339,219	\$ 52,863	\$ 392,082	\$ 54,055	\$ 446,137	\$ 56,373	\$ 502,510

	Oct-20		Nov-20		Dec-20		Jan-21		Feb-21		Average	
Occupancy Apartments Trailing History	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	Average Monthly Occupancy	Average Monthly Occupancy %
Brookridge	66	99%	66	99%	65	97%	65	97%	65	97%	66	99%
Chateau Rainier	236	95%	240	97%	241	97%	241	97%	240	97%	243	98%
DeMark	88	95%	88	95%	89	96%	88	95%	88	95%	88	95%
Hidden Village	25	96%	26	100%	25	96%	25	96%	25	96%	26	99%
Lakewood Village	134	99%	135	99%	133	98%	133	98%	135	99%	134	98%
Oakleaf	24	92%	24	92%	24	92%	24	92%	24	92%	24	92%
Montgrove Manor	26	87%	26	87%	27	90%	27	90%	27	90%	26	87%
Village Square	38	100%	38	100%	37	97%	36	95%	36	95%	37	98%
Total Apartments Trailing History	637	96%	643	97%	641	97%	639	96%	640	96%	644	97%

Occupancy Assisted Housing Trailing History	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	Average Monthly Occupancy	Average Monthly Occupancy %
Orting	20	100%	20	100%	20	100%	20	100%	20	100%	20	100%
LIPH	124	100%	124	100%	123	99%	122	98%	122	98%	123	99%
Total Asst Housing Trailing History	144	100%	144	100%	143	99%	142	99%	142	99%	143	99%

	Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20	
Occupancy Apartments Trailing History	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy
Brookridge	67	100%	67	100%	67	100%	67	100%	67	100%	67	100%	67	100%
Chateau Rainier	243	98%	244	98%	244	98%	247	100%	246	99%	246	99%	245	99%
DeMark	87	94%	87	94%	88	95%	89	96%	89	96%	89	96%	87	94%
Hidden Village	26	100%	26	100%	26	100%	26	100%	26	100%	26	100%	26	100%
Lakewood Village	132	97%	131	96%	131	96%	133	98%	134	99%	136	100%	135	99%
Oakleaf	24	92%	24	92%	23	88%	24	92%	24	92%	24	92%	24	92%
Montgrove Manor	28	93%	26	87%	26	87%	25	83%	26	87%	25	83%	25	83%
Village Square	36	95%	36	95%	37	97%	38	100%	38	100%	38	100%	38	100%
Total Apartments Trailing History	643	97%	641	97%	642	97%	649	98%	650	98%	651	98%	647	97%

Occupancy Assisted Housing Trailing History	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy
Orting	20	100%	20	100%	20	100%	20	100%	20	100%	20	100%	20	100%
LIPH	123	98%	122	98%	122	98%	124	100%	124	100%	124	100%	124	100%
Total Asst Housing Trailing History	143	99%	142	98%	142	98%	144	100%	144	100%	144	100%	144	100%

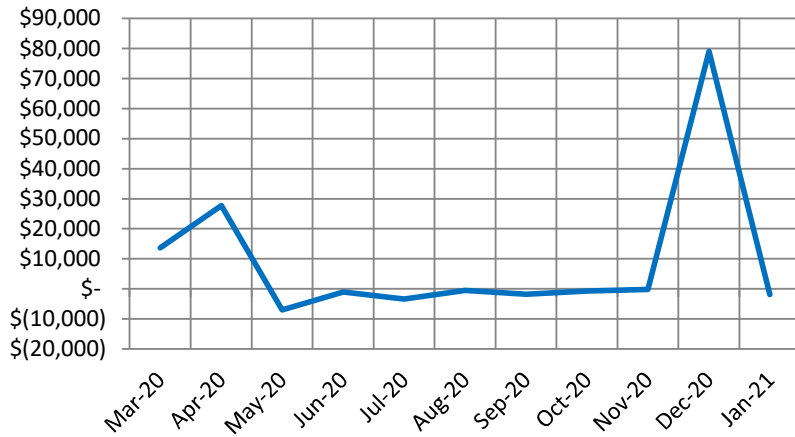
Delinquency and Debt

Delinquency Statistics Apartments	Resident Manager in Charge	2/2021 Rent Roll	Total Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives in Evictions	Delinquent Active HAP Section 8/Agency	Delinquent Active PB S8 Tenant Portion	Stipulation & Program Repayments	Adjusted Delinquent Actives	Adjusted % of Active Rents Delinquent
Brookridge	Jennifer Sagastume	\$ 41,620	\$ 6,355	15%	\$ -	\$ -	\$ -	\$ -	\$ 6,355	15%
Chateau Rainier	Patti Carson	\$ 203,994	\$ 29,581	15%	-	-	-	-	29,581	15%
DeMark	Eric Torres	\$ 73,470	\$ 25,780	35%	-	-	-	-	25,780	35%
Hidden Village	Jennifer Sagastume	\$ 15,000	\$ 3,822	25%	-	-	-	-	3,822	25%
Lakewood Village	Ebonique Moore	\$ 120,080	\$ 50,522	42%	-	-	-	-	50,522	42%
Oakleaf	Marquez Taylor	\$ 13,275	\$ 7,331	55%	-	-	-	-	7,331	55%
Montgrove Manor	Marquez Taylor	\$ 12,150	\$ 3,657	30%	-	-	-	-	3,657	30%
Village Square	Marquez Taylor	\$ 21,970	\$ 12,913	59%	-	-	-	-	12,913	59%
Totals		\$ 501,559	\$ 139,961	28%	\$ -	\$ -	\$ -	\$ -	\$ 139,961	28%

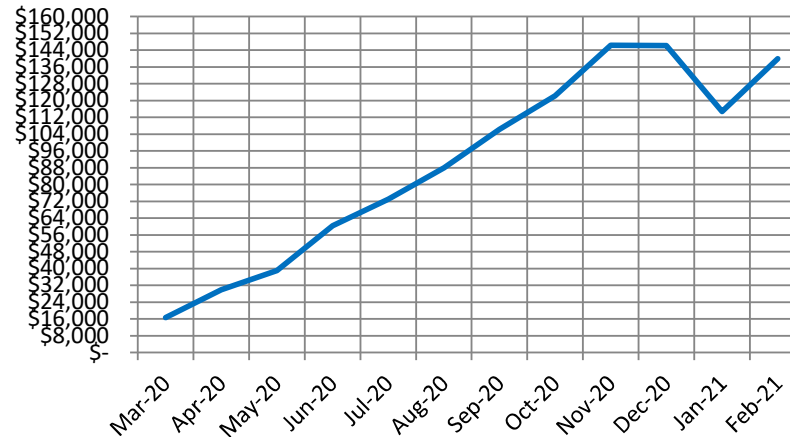
Delinquency Statistics Asst Housing	Resident Manager in Charge	2/2021 Rent Roll	Total Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives in Evictions	Delinquent Active Rural Devel	Delinquent Active On Debt Repay	Adjusted Delinquent Actives	Adjusted % of Active Rents Delinquent
Orting	Bobbie Jones	\$ 10,815	\$ 745	7%	\$ -	\$ -	\$ -	\$ 745	7%
LIPH	Bobbie Jones	\$ 49,905	\$ 58,104	116%	-	-	-	\$ 58,104	116%
Totals		\$ 60,720	\$ 58,849	97%	\$ -	\$ -	\$ -	\$ 58,849	97%

Evictions	# Active Eviction Proceedings	-
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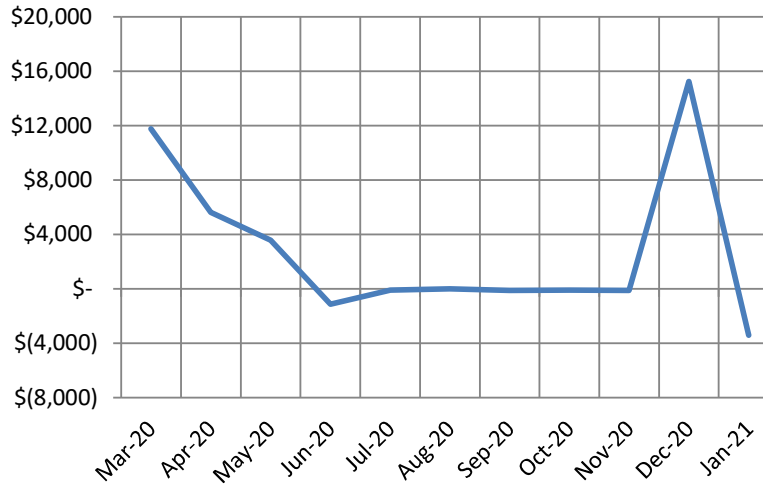
Affordable Housing Uncollected Debt



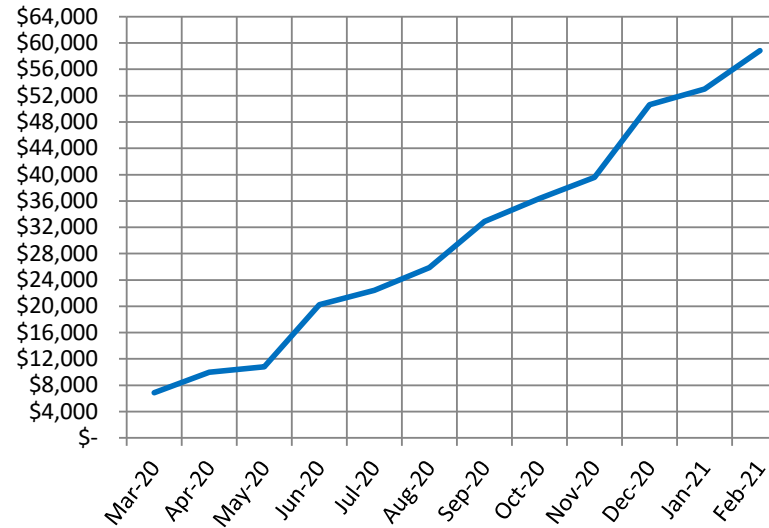
Affordable Housing Delinquent Debt



Assisted Housing Uncollected Debt



Assisted Housing Delinquent Debt



	Oct-20		Nov-20		Dec-20		Jan-21		Feb-21		Average	
Delinquency Statistics Apartments Trailing History	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Average Delinquent Actives	Average % of Active Rents Delinquent
Brookridge	\$ 6,995	16%	\$ 9,140	22%	\$ 9,250	22%	\$ 5,496	13%	\$ 6,355	15%	\$ 5,294	13%
Chateau Rainier	24,615	12%	31,193	15%	35,557	17%	21,653	11%	29,581	15%	18,774	10%
DeMark	26,705	36%	33,004	45%	27,998	38%	19,371	27%	25,780	35%	17,582	25%
Hidden Village	8,892	60%	5,276	37%	6,222	41%	3,876	26%	3,822	25%	4,386	31%
Lakewood Village	45,086	37%	52,975	43%	47,636	39%	42,113	35%	50,522	42%	33,412	29%
Oakleaf	3,825	29%	4,941	37%	6,159	46%	6,625	50%	7,331	55%	3,660	29%
Montgrove Manor	2,320	20%	2,577	22%	3,837	32%	3,850	32%	3,657	30%	2,775	25%
Village Square	3,833	16%	7,119	30%	9,461	41%	11,751	52%	12,913	59%	4,297	19%
Total Apartments Trailing History	\$ 122,271	24%	\$ 146,225	29%	\$ 146,120	29%	\$ 114,735	23%	\$ 139,961	28%	\$ 90,179	18%
S8 Delinquency	673		-		-		-		-		1,847	
Net Of S8 Variances	\$ 121,598	24%	\$ 146,225	29%	\$ 146,120	29%	\$ 114,735	23%	\$ 139,961	28%	\$ 88,332	17%

Delinquency Statistics Asst Housing Trailing History	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Average Delinquent Actives	Average % of Active Rents Delinquent
Orting	\$ 1,670	14%	\$ 1,963	16%	\$ 2,460	20%	\$ 710	6%	\$ 745	7%	\$ 1,093	9%
LIPH	34,706	76%	37,613	79%	48,179	96%	52,279	105%	58,104	116%	29,539	66%
Total Asst Housing Trailing History	\$ 36,376	63%	\$ 39,576	66%	\$ 50,639	81%	\$ 52,989	86%	\$ 58,849	97%	30,633	54%

	Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20	
Delinquency Statistics Apartments Trailing History	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent
Brookridge	\$ 110	0%	\$ 1,765	4%	\$ 3,330	8%	\$ 3,915	9%	\$ 5,180	12%	\$ 4,960	12%	\$ 7,030	16%
Chateau Rainier	2,908	1%	5,729	3%	6,785	3%	12,687	6%	16,790	8%	14,489	7%	23,296	11%
DeMark	444	1%	3,029	4%	5,184	7%	12,322	16%	12,301	17%	21,555	29%	23,293	32%
Hidden Village	415	3%	1,430	9%	1,350	9%	3,644	23%	4,990	32%	5,536	35%	7,182	45%
Lakewood Village	10,571	9%	14,913	12%	18,225	15%	22,064	18%	27,657	23%	33,584	27%	35,592	29%
Oakleaf	373	3%	918	7%	1,503	12%	2,124	16%	2,728	21%	3,385	25%	4,002	30%
Montgrove Manor	1,441	11%	1,863	16%	2,345	20%	2,834	25%	1,649	15%	3,945	0	2,983	27%
Village Square	343	2%	198	1%	228	1%	713	3%	1,675	7%	460	2%	2,870	11%
Total Apartments Trailing History	\$ 16,605	3%	\$ 29,845	6%	\$ 38,950	8%	\$ 60,303	12%	\$ 72,970	14%	\$ 87,914	17%	\$ 106,248	21%
S8 Delinquency	4,398		-		4,688		4,281		2,595		4,868		657	
Net Of S8 Variances	\$ 12,207	2%	\$ 29,845	6%	\$ 34,262	7%	\$ 56,022	11%	\$ 70,375	14%	\$ 83,046	16%	\$ 105,591	21%

Delinquency Statistics Asst Housing Trailing History	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives	% of Active Rents Delinquent
Orting	\$ 413	3%	\$ 457	4%	\$ 503	4%	\$ 790	6%	\$ 874	7%	\$ 1,134	9%	\$ 1,402	11%
LIPH	6,451	14%	9,521	23%	10,316	26%	19,470	44%	21,574	53%	24,766	59%	31,492	71%
Total Asst Housing Trailing History	\$ 6,864	12%	\$ 9,978	19%	\$ 10,819	21%	\$ 20,260	36%	\$ 22,448	42%	\$ 25,900	48%	\$ 32,894	58%

	Oct-20		Nov-20		Dec-20		Jan-21		Feb-21			
Bad Debt Write Off (Net of Collections GL) Apartments Trailing History	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Average Monthly Bad Debt Write Off (Net of Collections)	Average Monthly % Bad Debt (Net of Collections)
Brookridge	\$ -	0%	\$ -	0%	\$ 2,087	5%	\$ -	0%	\$ -	0%	\$ 298	1%
Chateau Rainier	(749)	0%	-	0%	25,454	12%	(1,394)	-1%	-	0%	2,422	1%
deMark	(20)	0%	(20)	0%	9,958	13%	(40)	0%	-	0%	801	1%
Hidden Village	-	0%	-	0%	5,399	36%	-	0%	-	0%	293	2%
Lakewood Village	-	0%	(200)	0%	15,349	13%	(450)	0%	-	0%	1,999	2%
Oakleaf	-	0%	-	0%	(217)	-2%	-	0%	-	0%	(30)	0%
Montgrove Manor	-	0%	-	0%	11,894	99%	-	0%	-	0%	1,678	14%
Village Square	-	0%	-	0%	9,048	39%	-	0%	-	0%	1,187	5%
Total Apartments Trailing History	\$ (769)	0%	\$ (220)	0%	\$ 78,972	16%	\$ (1,884)	0%	\$ -	0%	\$ 8,649	2%

Bad Debt Write Off (Net of Collections GL) Asst Housing Trailing History	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Average Monthly Bad Debt Write Off (Net of Collections)	Average Monthly % Bad Debt (Net of Collections)
Orting	\$ -	0%	\$ -	0%	\$ 306	2%	\$ -	0%	\$ -	0%	\$ 36	0%
LIPH	(75)	0%	(100)	0%	14,951	30%	(3,410)	-7%	-	0%	2,557	5%
Total Asst Housing Trailing History	\$ (75)	0%	\$ (100)	0%	\$ 15,257	24%	\$ (3,410)	-6%	\$ -	0%	\$ 2,593	4%

	Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20	
Bad Debt Write Off (Net of Collections GL) Apartments Trailing History	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)
Brookridge	\$ 1,192	3%	\$ 1,222	3%	\$ (922)	-2%	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%
Chateau Rainier	2,578	1%	9,935	5%	(5,114)	-2%	(863)	0%	(315)	0%	(467)	0%	-	0%
deMark	577	1%	(717)	-1%	-	0%	(100)	0%	-	0%	-	0%	(30)	0%
Hidden Village	(1,885)	-12%	-	0%	-	0%	-	0%	-	0%	-	0%	-	0%
Lakewood Village	8,347	7%	5,665	5%	(825)	-1%	(52)	0%	(2,073)	-2%	-	0%	(1,773)	-1%
Oakleaf	3	0%	-	0%	(123)	-1%	-	0%	(20)	0%	-	0%	-	0%
Montgrove Manor	2,887	23%	6,367	54%	-	0%	-	0%	(1,010)	-9%	-	0%	-	0%
Village Square	(2)	0%	5,202	23%	-	0%	-	0%	-	0%	-	0%	-	0%
Total Apartments Trailing History	\$ 13,697	1%	\$ 27,674	89%	\$ (6,984)	-1%	\$ (1,015)	0%	\$ (3,418)	-1%	\$ (467)	0%	\$ (1,803)	0%

Bad Debt Write Off (Net of Collections GL) Asst Housing Trailing History	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)	Bad Debt Write Off (Net of Collections)	% Bad Debt (Net of Collections)
Orting	\$ 90	1%	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%
LIPH	11,691	26%	5,629	14%	3,580	9%	(1,114)	-3%	(75)	0%	(2,855)	-7%	(100)	0%
Total Asst Housing Trailing History	\$ 11,781	20%	\$ 5,629	10%	\$ 3,580	7%	\$ (1,114)	-2%	\$ (75)	0%	\$ (2,855)	-5%	\$ (100)	0%

Pierce County Housing Authority- Supported Programs March 2021 Board Report

Vouchers- February 2021

Current Vouchers Housed (Annual Contribution Contract 2946)

- 2622
 - 2607 under contract, 15 housed- waiting on contract execution
 - 140 in PCHA owned properties
 - 228 Participants that have Ported Out to other PHA's (Included in our voucher count and HAP expense, but pay the Receiving Housing Authority an administrative fee)
- 117 Port In Vouchers (Housed in our jurisdiction but not part of our voucher count or HAP expense but PCHA earns an administrative fee for administering the voucher under our policies and procedures)

Vouchers issued and looking for housing

- 43
 - 6 VASH (1 Relocating and 5 New Issues)
 - 29 Relocations/Movers
 - 8 New admission-HCV

Subsidy-February 2021

Avg. Rental Subsidy by Bedroom

- 0 BR-\$561
- 1 BR-\$678
- 2 BR-\$787
- 3 BR-\$1122
- 4 BR-\$1456
- 5 BR-\$1401
- 6 BR-\$2010

PUC -February

\$907

Feb HCV Leasing and Spending Projection - The Goods

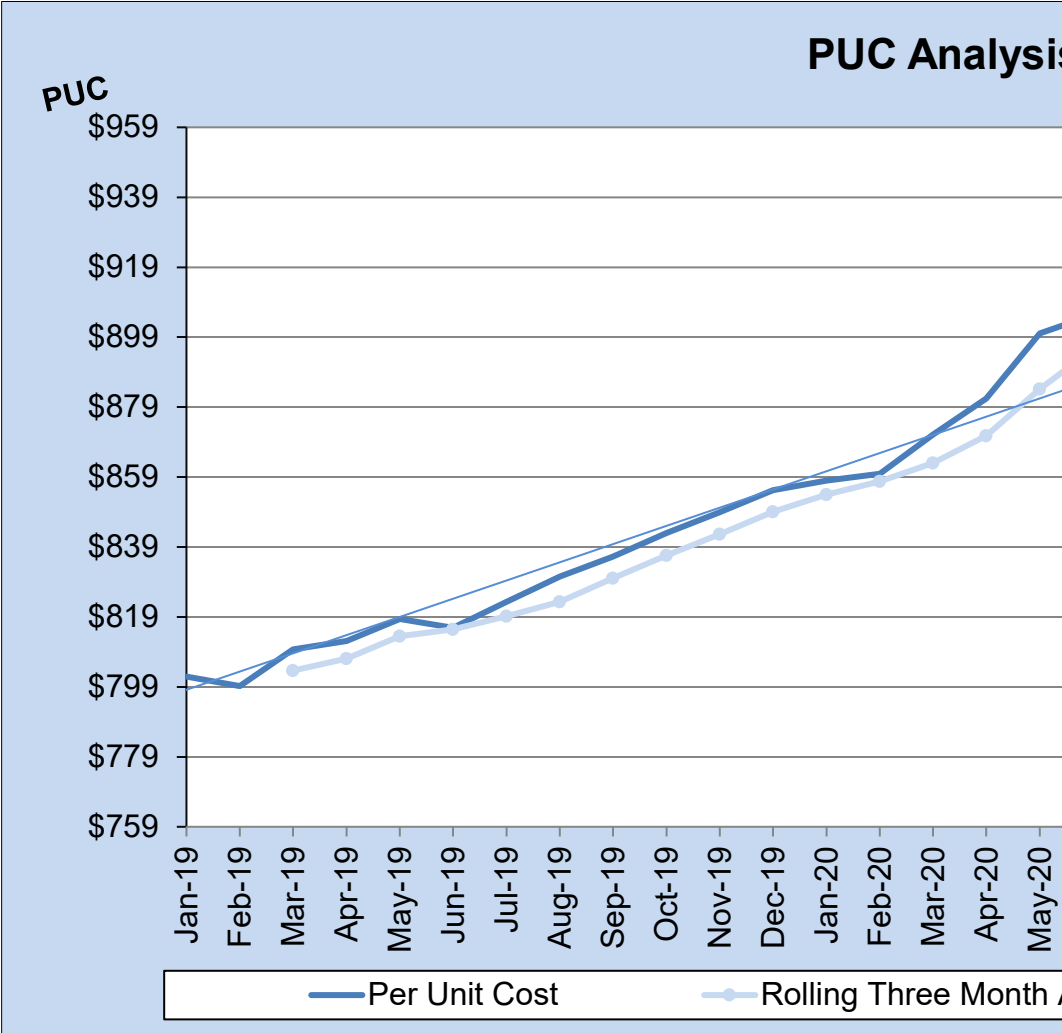
						Utilization Report:			UtilizationReport							TYT Guide		TYT Videos	
PHA Name	HA of Pierce County		PHA Number	WA054				Save	Access Additional Tools		Disclaimer		Print						
ACC/Funding Information					Funding Proration/Offset Levels			Program Projection Variables					Leasing and Spending Outcomes: Current and Following Year Projections						
ACC	Current Year (2020)	Year 2 (2021)	Year 3 (2022)		HAP			Success Rate	67%	Annual Turnover Rate	4.7%		2020		2021				
Beginning ACC Vouchers	2,946	2,946	2,946		Year 2 (2021) Rebenchmark	104.3%	<--Inflation Included!				PIC EOP % as of 2/28/2021 (122 EOPs): 4.67%		UML % of ACC (UMA)	89.8%	91.5%				
Funding Components	Current Year (2020)	Year 2 (2021)	Year 3 (2022)		Year 3 (2022) Rebenchmark	100.0%		Time from Issuance to HAP Effective Date (Current: 2.79 months)					HAP Exp as % All Funds	96.4%	98.0%				
Initial BA Funding (net offset)	\$28,268,406	\$29,605,450	\$30,051,887		Year 2 (2021) % 'Excess' Reserves Offset	40.0%		% leased in 30 days	27%		*Estimated* 2021 Inflation		HAP Exp as % of Eligibility only	100.4%	101.5%				
Offset of HAP Reserves	\$0	\$0	\$0		Year 3 (2022) % 'Excess' Reserves Offset	0.0%		% leased in 30 to 60 days	23%		4.3%		End of Year Results						
Set Aside Funding	\$0				Administrative Fees			% leased in 60 to 90 days	16%				Projected 12/31 Total HAP Reserves	\$1,065,625	\$619,187				
New ACC Units Funding	\$0	\$0	\$0		Year 1 (2020)	80.0%		% leased in 90 to 120 days	12%		Remember Income Change Effects on the PUC		HAP Reserves as % of ABA (Start: 4.0%)	3.8%	2.1%				
Total ABA Funding Provided	\$28,268,406	\$29,605,450	\$30,051,887		Year 2 (2021)	84.0%		% leased in 120 to 150 days	22%			"Excess" Reserves Subject To Offset	\$0	\$0					
PHA Income	\$49,505	\$0											End of Year 3 Results (2022)						
Total Cash-Supported Prior Year-End Reserves	\$1,132,613	\$1,065,625	\$619,187		HUD-Held Reconciliation Cash Sufficiency Check								(\$597,054)	-2.0%	Projected Total HAP Reserves ===== Reserves % BA				
				HUD-established CYE HHR	\$1,313,169		HUD-established CYE HHR												
Total Funding					HUD-estimated Net Excess Cash	(\$180,556)	\$0	PHA-Held Cash 12/31/2019 (VMS)			Administrative Fees Analysis		See Detail	2020	2021				
Total Funding Available	\$29,450,524	\$30,671,075	\$30,671,075		HUD-Reconciled	\$1,132,613	\$1,313,169	HUD-Reconciled (Cash Capped)		CARES Act Admin Fees - Round 1	<= 7,200 UMLs (No Proration)	> 7,200 UMLs (No Proration)	Admin Fees Earned (PY: \$2,094,268)	\$2,002,155	\$2,153,959				
					Lower of H17/I17 (May Override)	\$1,132,613		Lower of H17/I17 (May Override)		\$410,560	\$90.17	\$84.18	Expense	\$1,672,249	\$1,718,832				
					HUD-Reconciled Excess Cash v PHA RNP (12/31/2019)					Round 2	WA054 has a cost per UML of \$52.28 compared to its Earnings/UML & Size peer group of \$55.00 (a difference of -5.2%) and its state peer group (of all PHAs in the state) of \$59.88 (a difference of -14.5%).		Expense %	83.5%	79.8%				
					HUD v. PHA difference: (\$170,048.00) or -0.6% of Eligibility	(\$10,508)	<--VMS EOY RNP ===== EOY Excess Cash -->	(\$180,556)		\$533,300			Based on the most recent, official (end of fiscal year) UNP, WA054 has a projected 2020 Calendar Year-End (CYE) UNP of (\$857,563) (or -42.8% of CY 2020 Earned Admin Fees) and a 2021 CYE UNP of (\$422,436) (or -19.6% of CY 2021 Earned Admin Fees).						

Feb HCV Leasing and Spending Projection - The Goods

	2020	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected To Be Issued	Other Planned Additions/ Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Cumulative % Annual Leased	Cumulative % Eligibility Expended	Monthly UML %	Monthly ABA Expended %
	Jan-20	2,946	2,683	\$2,301,896					2,683	\$2,301,896	\$858		91.1%	97.7%	91.1%	97.7%
	Feb-20	2,946	2,674	\$2,299,410					2,674	\$2,299,410	\$860		90.9%	97.7%	90.8%	97.6%
	Mar-20	2,946	2,667	\$2,323,370					2,667	\$2,323,370	\$871		90.8%	98.0%	90.5%	98.6%
	Apr-20	2,946	2,661	\$2,345,498					2,661	\$2,345,498	\$881		90.7%	98.4%	90.3%	99.6%
	May-20	2,946	2,659	\$2,393,205					2,659	\$2,393,205	\$900		90.6%	99.0%	90.3%	101.6%
	Jun-20	2,946	2,650	\$2,399,160					2,650	\$2,399,160	\$905		90.5%	99.5%	90.0%	101.8%
	Jul-20	2,946	2,649	\$2,408,371					2,649	\$2,408,371	\$909		90.4%	99.9%	89.9%	102.2%
	Aug-20	2,946	2,636	\$2,397,747					2,636	\$2,397,747	\$910		90.3%	100.1%	89.5%	101.8%
	Sep-20	2,946	2,630	\$2,392,175					2,630	\$2,392,175	\$910		90.2%	100.3%	89.3%	101.5%
	Oct-20	2,946	2,617	\$2,380,252					2,617	\$2,380,252	\$910		90.0%	100.4%	88.8%	101.0%
	Nov-20	2,946	2,605	\$2,370,173					2,605	\$2,370,173	\$910		89.9%	100.4%	88.4%	100.6%
	Dec-20	2,946	2,607	\$2,373,642					2,607	\$2,373,642	\$910		89.8%	100.4%	88.5%	100.8%
	Total	35,352	31,738	\$28,384,899	0	0	0	0.0	31,738	\$28,384,899	\$894		89.8%	100.4%		
	2021															
	Jan-21	2,946	2,605	\$2,364,091					2,605	\$2,364,091	\$908		88.4%	95.8%	88.4%	95.8%
	Feb-21	2,946	2,581	\$2,342,059					2,581	\$2,342,059	\$907		88.0%	95.4%	87.6%	94.9%
	Mar-21	2,946			43				2,571	\$2,334,428	\$908	\$908	87.8%	95.1%	87.3%	94.6%
	Apr-21	2,946			250	35	8	-10.0	2,604	\$2,378,227	\$913	\$913	87.9%	95.4%	88.4%	96.4%
	May-21	2,946			50	1	52	-10.1	2,647	\$2,431,763	\$919	\$919	88.3%	96.1%	89.8%	98.6%
	Jun-21	2,946			50	1	52	-10.3	2,690	\$2,486,001	\$924	\$924	88.8%	96.9%	91.3%	100.8%
	Jul-21	2,946				1	47	-10.5	2,727	\$2,535,832	\$930	\$930	89.3%	97.7%	92.6%	102.8%
	Aug-21	2,946				1	40	-10.6	2,757	\$2,579,012	\$935	\$935	89.9%	98.6%	93.6%	104.5%
	Sep-21	2,946				1	46	-10.7	2,794	\$2,628,834	\$941	\$941	90.4%	99.4%	94.8%	106.6%
	Oct-21	2,946				1	11	-10.9	2,796	\$2,646,048	\$946	\$946	90.9%	100.2%	94.9%	107.3%
	Nov-21	2,946				1	7	-10.9	2,793	\$2,659,541	\$952	\$952	91.2%	100.9%	94.8%	107.8%
	Dec-21	2,946				1	0	-10.9	2,784	\$2,666,050	\$958	\$958	91.5%	101.5%	94.5%	108.1%
	Total	35,352	5,186	\$4,706,150	393	44	263	-104.9	32,349	\$30,051,887	\$929		91.5%	101.5%		
Graphs			SPVs: Additional SPV leasing should focus on the 92 unleased VASH vouchers and the 4 unleased NED vouchers. FINANCIAL: Beginning Year: Cash & Investments (VMS) of \$0 compares to RNP (VMS) of \$-213,167. Current: VMS Cash & Investments of \$0 compares to VMS RNP plus UNP of \$-213,167. PBVs: Currently, the PHA reports 189 leased PBVs, for a leased PBV rate of 90%. Additional leasing should focus on the 20 unleased PBVs, for which the PHA is making vacancy payments on 0. Finally, the PHA reports 30 PBVs under AHAP. Most importantly, the Two-Year Tool is not a problem to be solved, but a reality to be experienced.													Comments (VMS Comments in Note)

HCV Leasing and Spending Projection

PUC Analysis						
Year	Month	ACTUAL Leased Units	Actual HAP	Per Unit Cost	Monthly Change	Rolling Three Month Average
2019	J	2,532	\$2,030,645	\$801.99		
2019	F	2,549	\$2,037,245	\$799.23		
2019	M	2,544	\$2,060,036	\$809.76	↗ 1.32%	\$803.66
2019	A	2,560	\$2,079,072	\$812.14	↗ 0.29%	\$807.04
2019	M	2,581	\$2,112,354	\$818.42	↗ 0.77%	\$813.44
2019	J	2,612	\$2,131,218	\$815.93	↘ -0.30%	\$815.50
2019	J	2,627	\$2,162,967	\$823.36	↗ 0.91%	\$819.24
2019	A	2,641	\$2,193,482	\$830.55	↗ 0.87%	\$823.28
2019	S	2,673	\$2,235,166	\$836.20	↗ 0.68%	\$830.04
2019	O	2,687	\$2,265,154	\$843.00	↗ 0.81%	\$836.59
2019	N	2,691	\$2,284,382	\$848.90	↗ 0.70%	\$842.70
2019	D	2,677	\$2,289,500	\$855.25	↗ 0.75%	\$849.05
2020	J	2,683	\$2,301,896	\$857.96	↗ 0.32%	\$854.03
2020	F	2,674	\$2,299,410	\$859.91	↗ 0.23%	\$857.71
2020	M	2,667	\$2,323,370	\$871.15	↗ 1.31%	\$863.01
2020	A	2,661	\$2,345,498	\$881.43	↗ 1.18%	\$870.83
2020	M	2,659	\$2,393,205	\$900.04	↗ 2.11%	\$884.21
2020	J	2,650	\$2,399,160	\$905.34	↗ 0.59%	\$895.61
2020	J	2,649	\$2,408,371	\$909.16	↗ 0.42%	\$904.85
2020	A	2,636	\$2,397,747	\$909.62	↗ 0.05%	\$908.04
2020	S	2,630	\$2,392,175	\$909.57	↘ 0.00%	\$909.45
2020	O	2,617	\$2,380,252	\$909.53	↘ 0.00%	\$909.57
2020	N	2,605	\$2,370,173	\$909.86	↗ 0.04%	\$909.65
2020	D	2,607	\$2,373,642	\$910.49	↗ 0.07%	\$909.96
2021	J	2,605	\$2,364,091	\$907.52	↘ -0.33%	\$909.29
2021	F	2,581	\$2,342,059	\$907.42	↘ -0.01%	\$908.48
2021	M					
2021	A					
2021	M					
2021	J					



Remove
Abated Units
from PUC

R-Square

Choose PUC Method

Average Monthly Change

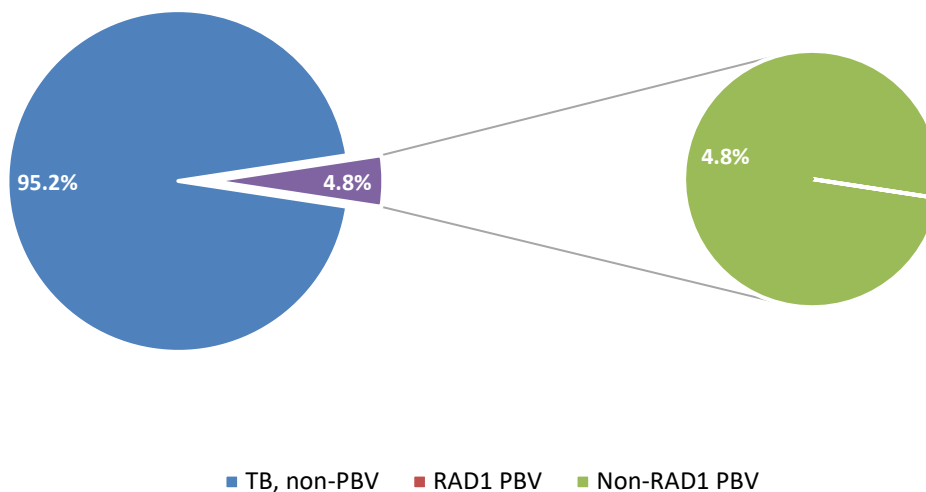
Material New Units at
a Material New PUC?

HCV Leasing and Spending Projection

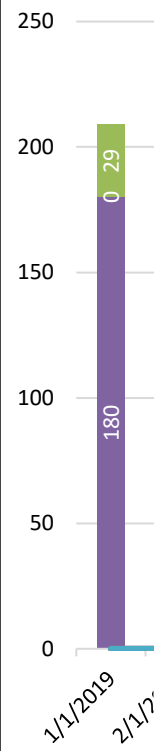
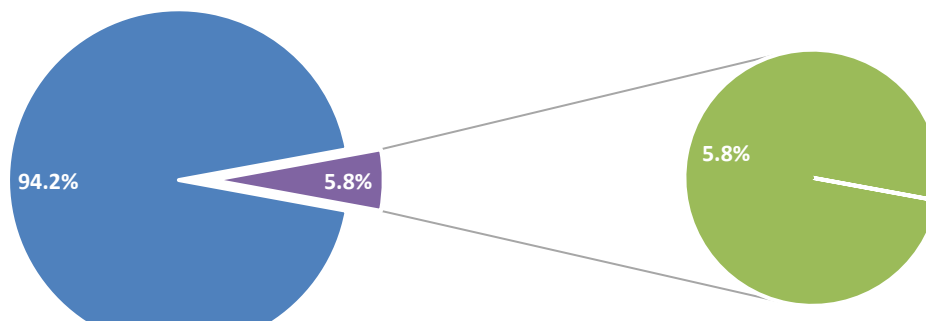


VMS Fields	CURRENT		
Number of PBV Under AHAP	30		
PBV Under HAP - Leased	189		
PBV Under HAP - Not Leased	20	9.6% Vacant PBV	
PBV Vacancy Payments	0		
RAD - Comp 1 UMLs	0	0	HUD- Anticipated UMAs
RAD - Comp 1 HAP	\$0		
RAD - Comp 2 UMLs	0		
RAD - Comp 2 HAP	\$0		
VMS Data Analysis			
Leased PBV, but NO unleased PBV?			
More RAD leased than PBV leased (RAD is subset of PBV)?			
Not reporting any RAD1, when RAD1 exists?			
Not reporting any RAD2, when RAD2 exists?			
Underreporting PBVs (leased and unleased) when RAD1/2 exists?			
PIC Data Analysis			

YTD Program Allocation, by HAP (PBV Estimated with PIC PUC)



YTD Program Allocation, by Units

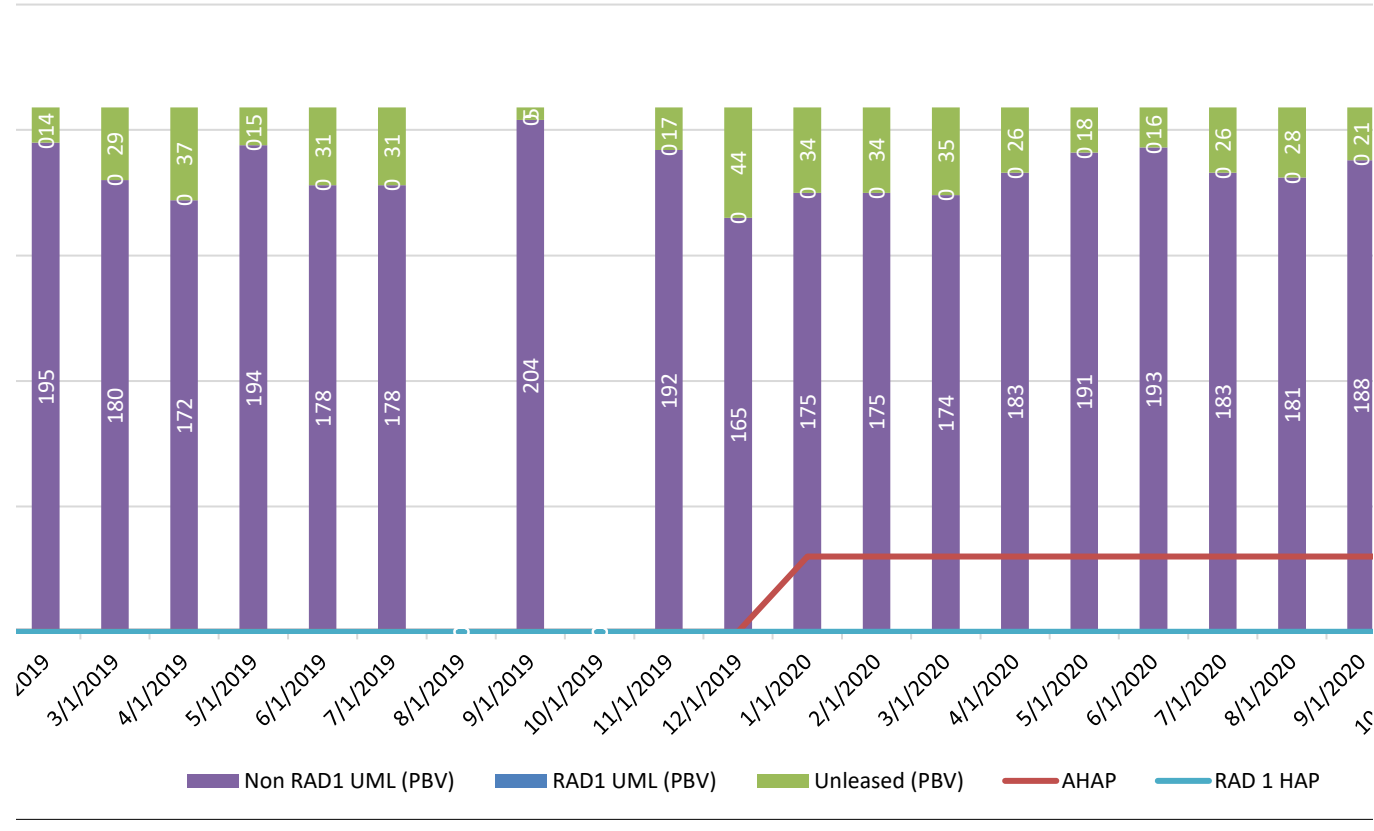




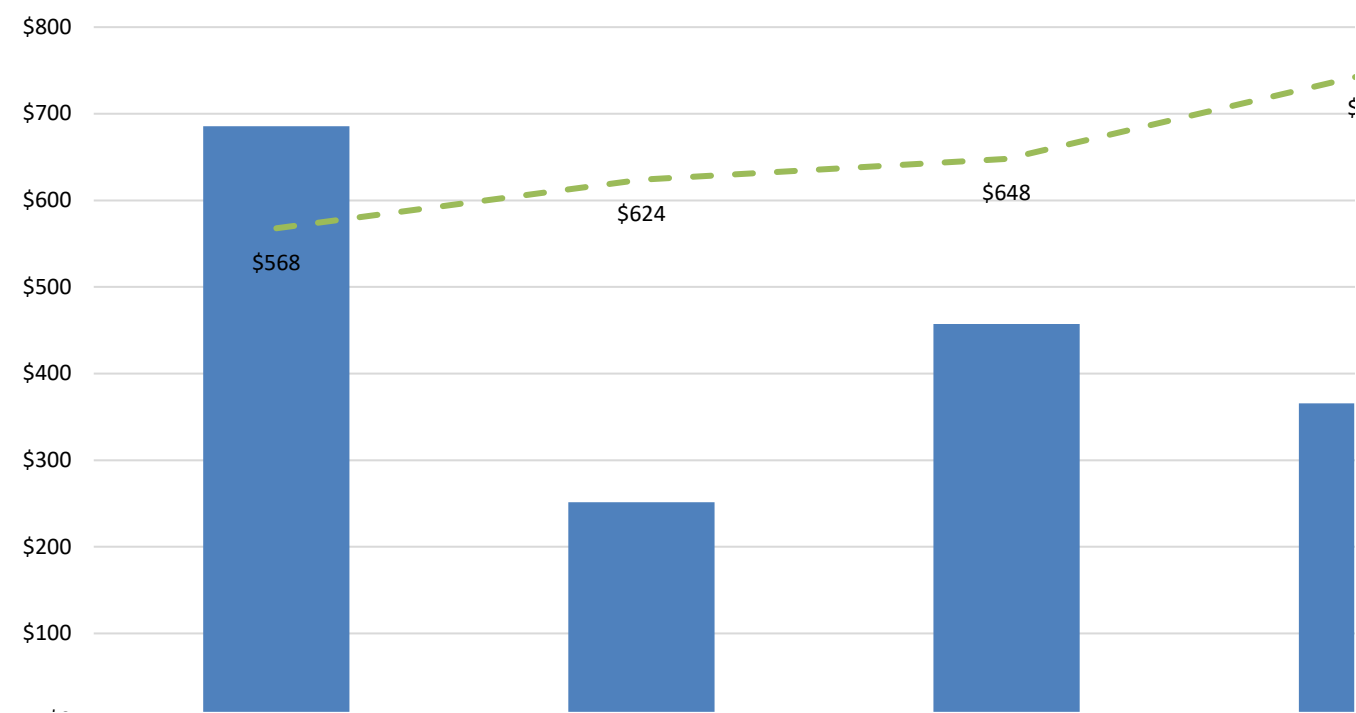
■ TB, non-PBV ■ RAD1 PBV ■ Non-RAD1 PBV

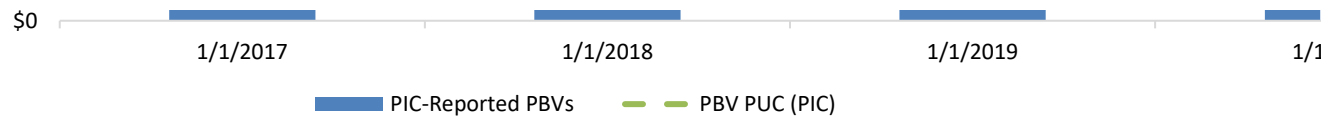
Project-Based Information

Project-Based, VMS

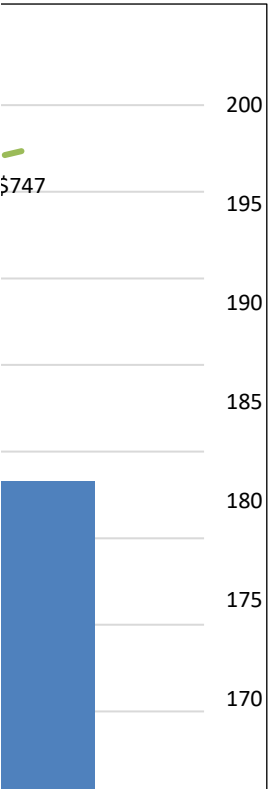
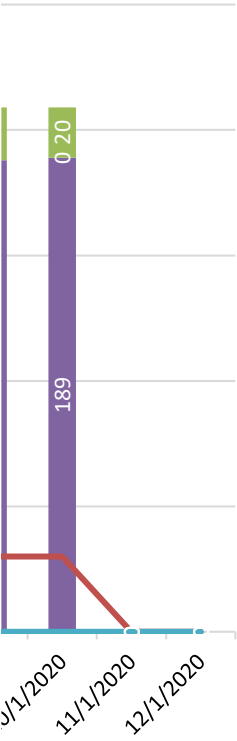


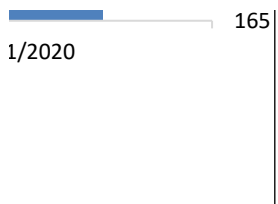
PIC PBV Data





Bar chart showing data for 2020.





Import DCR		Additional Disbursement for WA054 (HA of Pierce County) - FYE 12/31 (Obligations/Disbursements As of December 21, 2020)												
Housing Assistance Payments (HAP)														
Owner	PHA HELD										ESTIMATED HUD HELD			
Category (BOM: Beginning of Month EOM: End of Month)	Calculated BOM RNP ("Excess Cash")	Actual/Projected Disbursements (HUD to PHA)	Actual/Projected Expenses (PHA to landlords)	Disbursements Minus Expenditures	Fraud Recovery/ FSS Forfeitures (VMS)	Calculated EOM RNP	Reported EOM RNP (VMS)	EOM RNP Difference	Actual/Projected UMLs		BOM HHR	Obligations (in HUD's systems)	Actual/Projected Disbursements (HUD to PHA)	Receipt of Funds (RF)
Years	2020/2021										2020/2021			
January-20	(\$180,556)	\$2,225,260	\$2,301,896	(\$76,636)	\$901	(\$256,291)	(\$81,275)	(\$175,016)	2,683		\$1,313,169	\$1,651,283	\$2,225,260	\$0
February-20	(\$256,291)	\$2,459,816	\$2,299,410	\$160,406	\$1,356	(\$94,529)	\$80,284	(\$174,813)	2,674		\$739,192	\$2,720,761	\$2,459,816	\$0
March-20	(\$94,529)	\$2,308,199	\$2,323,370	(\$15,171)	\$2,466	(\$107,234)	\$67,376	(\$174,610)	2,667		\$1,000,137	\$2,348,316	\$2,308,199	\$0
April-20	(\$107,234)	\$2,514,468	\$2,345,498	\$168,970	\$18,220	\$79,956	\$74,687	\$5,269	2,661		\$1,040,255	\$2,344,761	\$2,514,468	\$0
May-20	\$79,956	\$2,327,993	\$2,393,205	(\$65,212)	\$4,337	\$19,081	\$14,411	\$4,670	2,659		\$870,548	\$2,339,386	\$2,327,993	\$0
June-20	\$19,081	\$2,302,194	\$2,399,160	(\$96,966)	\$1,598	(\$76,287)	(\$79,738)	\$3,451	2,650		\$881,941	\$2,462,281	\$2,302,194	\$0
July-20	(\$76,287)	\$2,302,194	\$2,408,371	(\$106,177)	\$2,190	(\$180,274)	(\$178,555)	(\$1,719)	2,649		\$1,042,028	\$2,462,281	\$2,302,194	\$0
August-20	(\$180,274)	\$2,290,643	\$2,397,747	(\$107,104)	\$1,777	(\$285,601)	(\$274,715)	(\$10,886)	2,636	\$1,202,115	\$2,450,730	\$2,290,643	\$0	
September-20	(\$285,601)	\$2,394,473	\$2,392,175	\$2,298	\$1,294	(\$282,009)	(\$260,462)	(\$21,547)	2,630	\$1,362,203	\$2,450,730	\$2,394,473	\$0	
October-20	(\$282,009)	\$2,394,473	\$2,380,252	\$14,221	\$852	(\$266,936)	(\$213,167)	(\$53,769)	2,617	\$1,418,460	\$2,345,958	\$2,394,473	\$0	
November-20	(\$266,936)	\$2,721,782	\$2,370,173	\$351,609	\$0	\$84,673	\$0	\$84,673	2,605	\$1,369,945	\$2,345,691	\$2,721,782	\$0	
December-20	\$84,673	\$2,413,582	\$2,373,642	\$39,940	\$0	\$124,613	\$0	\$124,613	2,607	\$993,853	\$2,346,227	\$2,413,582	\$0	
January-21	\$124,613	\$0	\$2,364,091	(\$2,364,091)	\$0	(\$2,239,478)	\$0	(\$2,239,478)	2,605	\$926,498	\$0	\$0	\$0	
February-21	(\$2,239,478)	\$0	\$2,342,059	(\$2,342,059)	\$0	(\$4,581,537)	\$0	(\$4,581,537)	2,581	\$926,498	\$0	\$0	\$0	
March-21	(\$4,581,537)	\$0	\$2,334,428	(\$2,334,428)	\$0	(\$6,915,965)	\$0	(\$6,915,965)	2,571	\$926,498	\$0	\$0	\$0	
April-21	(\$6,915,965)	\$0	\$2,378,227	(\$2,378,227)	\$0	(\$9,294,192)	\$0	(\$9,294,192)	2,604	\$926,498	\$0	\$0	\$0	
May-21	(\$9,294,192)	\$0	\$2,431,763	(\$2,431,763)	\$0	(\$11,725,955)	\$0	(\$11,725,955)	2,647	\$926,498	\$0	\$0	\$0	
June-21	(\$11,725,955)	\$0	\$2,486,001	(\$2,486,001)	\$0	(\$14,211,956)	\$0	(\$14,211,956)	2,690	\$926,498	\$0	\$0	\$0	
Total for CY 2020		\$28,655,077	\$28,384,899		\$34,991						\$28,268,406	\$28,655,077		
Total		\$28,655,077	\$42,721,468		\$34,991						\$28,268,406	\$28,655,077		
Color Key:		= Beginning Balance for the Year				= Calculated Fields			= VMS Data / or Projected Data			= HUDCAPS Data		
General Comments:														

Category	Amount	Comments	
Proposed Advance:	\$4,581,537		
Adjustments		Carry Forward?	
Prior Period			
HUD			
PHA			
BA Detail	SPV		

Save and Submit

Additional Information		
HHR/Current BA Available?		Date
Frontload Request to OPS?		
Referral to FO or SPT?		
Additional Disbursement Needed?	Yes	

Oct HCV Leasing and Spending Projection

?	Enter First Year			2019												2020												2021				
Issuance Month	VOs Issued	VOs Leased	VOs Failed	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Jan-19	49	29	20		4	6	4	4	11																							
Feb-19	32	22	10			4	9	6		3																						
Mar-19	75	53	22				14	15	6	8	10																					
Apr-19	81	59	22					15	9	10	6	19																				
May-19	67	47	20						12	15	6	6	8																			
Jun-19	50	32	18							7	4	9	6	6																		
Jul-19	74	54	20								16	9	10	5	14																	
Aug-19	64	39	25									13	7	8	3	8																
Sep-19	27	17	10										5	4	2	3	3															
Oct-19	22	11	11											3	4	2	1	1														
Nov-19	22	13	9												3	5	3	1	1													
Dec-19	24	17	7													9	2	2	2	2												
Jan-20	16	12	4														2	4	2	1	3											
Feb-20	22	14	8															7	2		1	4										
Mar-20	9	6	3																	4		2										
Apr-20	17	13	4																	3	4	1	4	1								
May-20	8	2	6																		1	1										
Jun-20	7	6	1																			2	1									
Jul-20	23	13 (yet)	6																				3	2	2	4	2					
Aug-20	20	15 (yet)	3																					6	3	1	3	2				
Sep-20	23	13 (yet)	6																						2	4	2	3	2			
Oct-20	19	13 (yet)	1																							4	5	2		2		
Nov-20	7	3 (yet)																									4					
Dec-20	14	0 (yet)																									3					
Total	772	446	236	0	4	10	27	40	38	43	42	56	36	26	26	27	11	15	7	10	9	8	10	9	9	14	15	7	2	2	0	0

Transfer Tab
new TYT

Summary Results							
Issuance Month	Success Rate	% in 30 days	% in 30-60 Days	% in 60-90 Days	% in 90-120 Days	% in 120-150 Days	Avg. Months
Jan-19	59.2%	13.8%	20.7%	13.8%	13.8%	37.9%	3.4
Feb-19	68.8%	18.2%	40.9%	27.3%	0.0%	13.6%	2.5
Mar-19	70.7%	26.4%	28.3%	11.3%	15.1%	18.9%	2.7
Apr-19	72.8%	25.4%	15.3%	16.9%	10.2%	32.2%	3.1
May-19	70.1%	25.5%	31.9%	12.8%	12.8%	17.0%	2.6
Jun-19	64.0%	21.9%	12.5%	28.1%	18.8%	18.8%	3.0
Jul-19	73.0%	29.6%	16.7%	18.5%	9.3%	25.9%	2.9
Aug-19	60.9%	33.3%	17.9%	20.5%	7.7%	20.5%	2.6
Sep-19	63.0%	29.4%	23.5%	11.8%	17.6%	17.6%	2.7
Oct-19	50.0%	27.3%	36.4%	18.2%	9.1%	9.1%	2.4
Nov-19	59.1%	23.1%	38.5%	23.1%	7.7%	7.7%	2.4
Dec-19	70.8%	52.9%	11.8%	11.8%	11.8%	11.8%	2.2
Jan-20	75.0%	16.7%	33.3%	16.7%	8.3%	25.0%	2.9
Feb-20	63.6%	50.0%	14.3%	0.0%	7.1%	28.6%	2.5
Mar-20	66.7%	0.0%	66.7%	0.0%	0.0%	33.3%	3.0
Apr-20	76.5%	23.1%	30.8%	7.7%	30.8%	7.7%	2.7
May-20	25.0%	50.0%	50.0%	0.0%	0.0%	0.0%	1.5
Jun-20	85.7%	33.3%	16.7%	0.0%	33.3%	16.7%	2.8
Jul-20							
Aug-20							
Sep-20							
Oct-20							
Nov-20							
Dec-20							
Cumulative	67.0%	26.9%	23.5%	15.9%	11.9%	21.7%	2.8

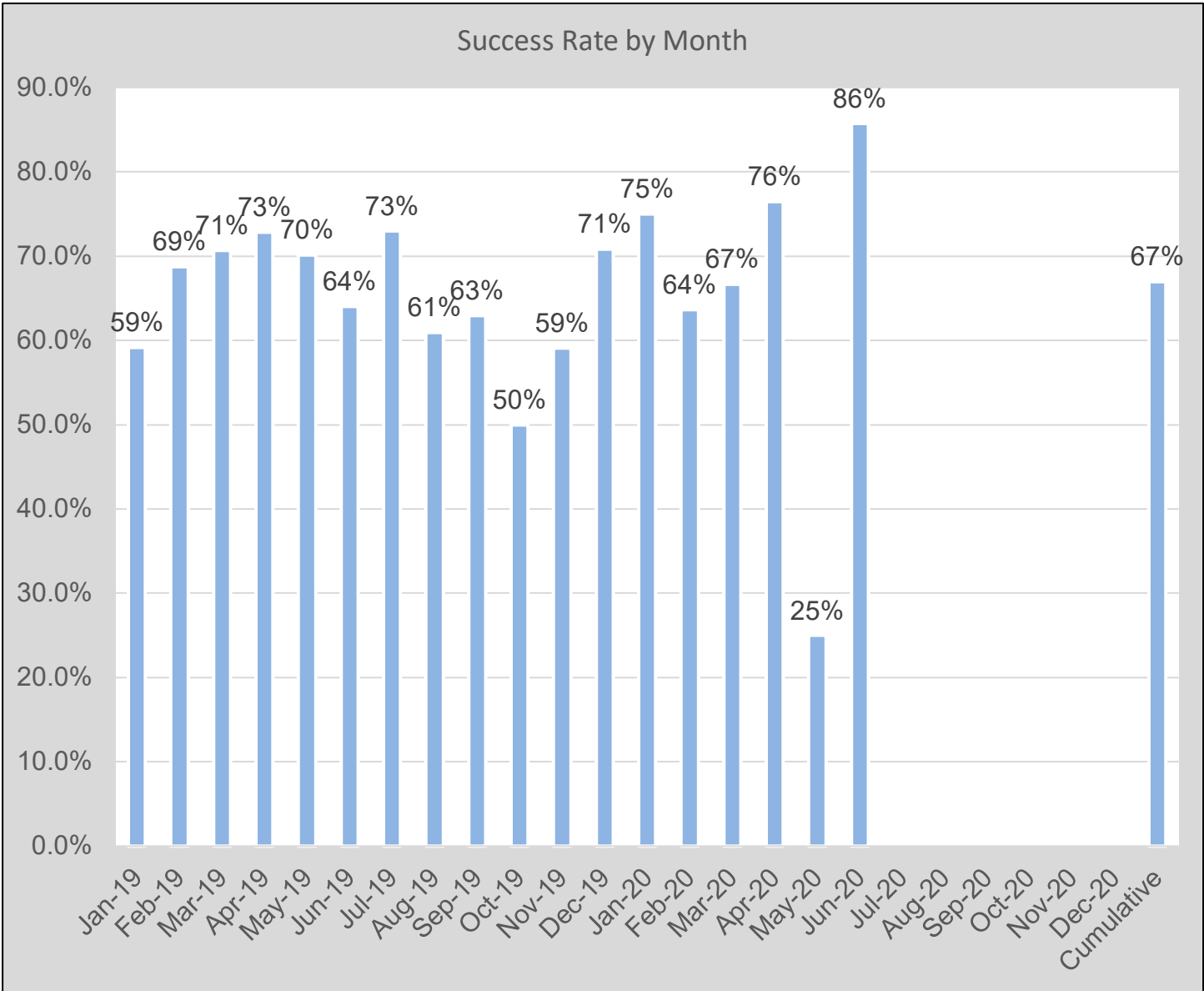
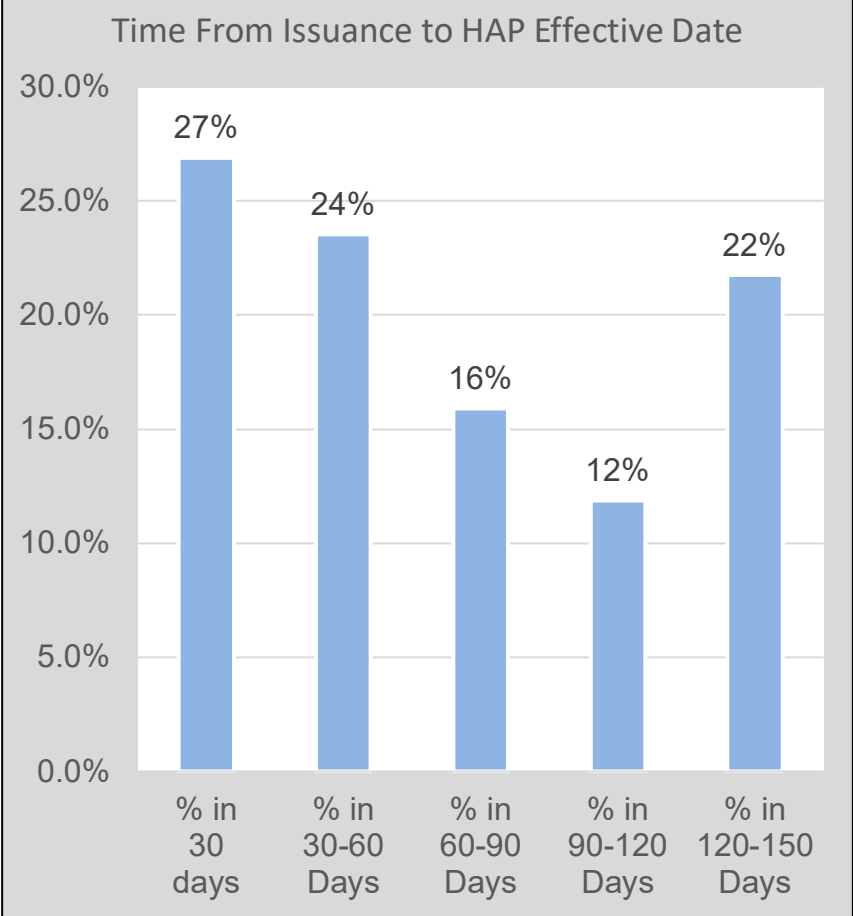
Move Success Rate and Time from Issuance to HAP to the Projection Tab

Need more than 150 days? Check this out.

How about changing the Success Rate at a certain point in the future? Yes, sir!

What about different types of vouchers with different types of rates? Bring it!

Wait List Success Rate				
Month	Pulled	Issued	Failed	%
Jan-19				
Feb-19				
Mar-19				
Apr-19				
May-19				
Jun-19				
Jul-19				
Aug-19				
Sep-19				
Oct-19				
Nov-19				
Dec-19				
Jan-20				
Feb-20				
Mar-20				
Apr-20				
May-20				
Jun-20				
Wait List Success Rate				



Oct HCV Leasing and Spending Projection