

**PIERCE COUNTY HOUSING AUTHORITY  
BOARD OF COMMISSIONERS REGULAR MEETING**  
**Wednesday, August 25, 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 July 28, 2021.
5. CONSIDER A MOTION APPROVING THE MINUTES FOR THE SPECIAL BOARD MEETING HELD ON November 20, 2020
6. CONSIDER A MOTION APPROVING THE MINUTES FOR THE SPECIAL BOARD MEETING HELD ON November 23, 2020
7. CONSIDER A MOTION APPROVING THE MINUTES FOR THE SPECIAL BOARD MEETING HELD ON November 24, 2020
8. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,117,511.13 FOR JULY 2021
9. REPORTS
  - a. INTRODUCTION OF STAFF
  - b. FINANCE - Moreen Ford Acting CFO
  - c. SECTION 8 – Tamara Meade
  - d. MAINTENANCE and FIXED ASSETS – Victor Lovelace
  - e. AFFORDABLE – Tina McCleod
  - f. EXECUTIVE DIRECTOR – Jim Stretz
  - g. REPORTS OF COMMITTEES
10. COMMISSIONER’S CORNER
11. 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.

**12. 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](mailto: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  
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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 May 26, 2021.
5. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,227,422.45 FOR MAY 2021
6. CONSIDER A MOTION RATIFYING THE PAYMENT OF CASH DISBURSEMENTS TOTALING \$3,294,937.51 FOR JUNE 2021
7. REPORTS
  - a. INTRODUCTION OF STAFF
  - b. FINANCE - Moreen Ford Acting CFO
  - c. SECTION 8 – Tamara Meade
  - d. MAINTENANCE and FIXED ASSETS – Victor Lovelace
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MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE PIERCE  
COUNTY HOUSING AUTHORITY

July 28, 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  
Tamara Meade, Director of Supported Housing Programs  
Victor Lovelace, Maintenance Director  
Tina McCleod, Director of Operations

Chairperson Martinez called the meeting to order at 3:30 pm. Roll call was taken.

There was public comment 4:05 pm. Bianca Williams was admitted for public comment since there was no objection from the commissioners. She feels there is unfair treatment from PCHA staff and misconduct towards her.

Chairperson Martinez asked to review and approve the agenda. Commissioner Brammall so moved. Commissioner Smith 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 May 26, 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 May. 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 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 June. 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 for the introduction of staff. There was no new staff to introduce.

Chairperson Martinez asked for the finance report. Moreen went over her written reports. Chairperson Martinez wanted to know what were the tablets for? Used with Covid money and currently a pilot program.

Chairperson Martinez asked for the Section 8 report. Tamara went over the two-year tool. She gave an update on the emergency voucher program - referrals will be from emergency shelters. Chairperson Martinez asked if there is still a lack for housing for tenants? Tamara said yes. Commissioner Walton wanted to know if landlord's increases are limited by a percentage? Tamara said no the unit only needs to meet rent reasonableness. Commissioner Smith asked how did you recalculate? Under current regulations, the only time they need to meet 40 % is the initial year of the unit.

Chairperson Martinez asked for the maintenance report. Victor went over his written report. Commissioner Martinez asked if there were more work orders because restrictions being lifted? Victor said yes and he is expecting an increase in work orders. Commissioner Smith asked if the maintenance department is still short staffed? Victor said he is still short staffed by 2.

Chairperson Martinez asked for the Executive Director report. Jim talked about new employee Sean McKenna and what his job duties will be. Gave an update on the repositioning. He also went over county's efforts on a possible merger between PCHA and Tacoma Housing Authority. Jim met with acting Executive Director for Tacoma Housing Authority and updated staff on the process and what they discussed. There will be a meeting with a developer who is building in Spanaway housing for veterans. Chairperson Martinez asked if the county is inserting themselves in the repositioning? They want to do an affordable home buyers' program. Commissioner Smith is concerned that we have one commissioner who is staying on despite resigning two years ago Her ends in August but will continue but we have an unfilled position and Chairperson Martinez's finished his term already. She is concerned that we are in a poor state with commissioners. She wanted to know if it is time to draft a letter for the county to address the issue. The rest of commissioners feel it is appropriate. Calls and messages are not working as hoped. Chairperson Martinez will draft a letter and give to the commissioners to review. Commissioner Smith would like the documentation of communication be included in letter.

Chairperson Martinez asked for the report of committees. There was none.

Chairperson Martinez asked for the Commissioner's Corner report. Commissioner Walton said we know we have a long waiting list. How do we get people capable to be off and people who need it to get on. Jim has talked to Tamara about this and found it is more complicated than he thought. Do we consider the level of need? Tamara said on HCV there are regulations in place that once someone is over income (30% of income is above the payment standard) for 180 days they are terminated from the program. We can also terminate when they do not abide by program rules. They all have due process rights. We do not get enough funding to

issue all 2900 vouchers. Commissioner Walton asked do we know how many are on the waitlist and could they be on multiple waitlists? Tamara said people can be on multiple waitlists. We currently have 9000 people on the waitlist. Problem is escalating rents. Commissioner Walton would like to see more success stories like Tausha who is an example that everyone should aspire to. Tamara said there is a lot of barriers that may be factoring for people. Commissioner Smith recommends a report on demographics for different programs may be helpful and have FSS come in and talk about the program and look at our success stories. Tausha joined board because she has insight into the FSS program that she could share

Executive Session - none

Meeting adjourned at 5:05 pm.

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

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

<b>Account Name</b>	<b>Bank</b>	<b>Check and ACH Disbursements</b>	<b>ACH Direct Pays</b>	<b>Bank Fees</b>	<b>Total July-21</b>	<b>Jun-21</b>	<b>Variance</b>
Apts General	US Bank	-	522.40	-	522.40	2,611.27	(2,088.87)
General Operation	US Bank	379,937.99	165,068.75	1,358.59	546,365.33	669,485.72	(123,120.39)
Payroll	US Bank	-	130,646.04	-	130,646.04	131,105.61	(459.57)
Section 8 HAP	US Bank	2,436,255.82	-	-	2,436,255.82	2,487,782.91	(51,527.09)
LIPH Management	US Bank	3,721.54	-	-	3,721.54	3,952.00	(230.46)
<b>TOTAL</b>		<b>2,819,915.35</b>	<b>296,237.19</b>	<b>1,358.59</b>	<b>\$3,117,511.13</b>	<b>\$3,294,937.51</b>	<b>(177,426.38)</b>

**NOTE:**

**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, August 25, 2021 the Board of Commissioners  
of the Pierce County Housing Authority ratifies the payment of the above disbursements in the grand total of: **\$3,117,511.13**

<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: 08/05/2021  
Time: 3:00:28 PM  
By: dxs

## A/P Trade Report

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

A/Employee				
	Name	Check Date	Check #	Check Amount
	Patti Carson	07/13/2021	7134	\$107.52
	Kristina Hansen	07/13/2021	7137	\$12.32
	Bobbie Jones	07/13/2021	7139	\$225.12
	Derika Cabanero	07/19/2021	7149	\$62.72
Total For : A/Employee				<u>\$407.68</u>



**PIERCE COUNTY HOUSING AUTHORITY**

**Report of Cash and Investments**

**Period Ending July, 2021**

Account Name	Bank	Balance		
		Jul-21	Jun-21	Variance
General Operating Accounts				
Apartments General	US Bank	\$ 276,670.37	\$ 183,978.45	\$ 92,691.92
Payroll	US Bank	94,569.28	101,179.41	(6,610.13)
General Operation	US Bank	149,764.93	271,302.31	(121,537.38)
US Bank Municipal Investment	USBank (TVI)	105,528.56	105,528.12	0.44
PCHA Special Item	US Bank	1,415,479.23	1,415,473.22	6.01
Homeownership	US Bank	455,460.56	454,659.63	800.93
Tenant Trust Accounts				
Damage Deposits	US Bank	261,791.73	259,691.73	2,100.00
Hud Trust Accounts				
Section 8	US Bank	4,715,580.64	4,405,071.48	310,509.16
LIPH Management	US Bank	1,308,965.27	1,251,726.89	57,238.38
LIPH Damage Deposits	US Bank	40,250.00	40,250.00	-
Section 8 FSS	US Bank	393,013.43	383,139.78	9,873.65
LIPH FSS	US Bank	42,310.77	41,147.60	1,163.17
Rural Development Funds				
Rural Development (Orting) Reserve	US Bank	86,258.17	86,257.81	0.36
FNMA Loan Reserve Account (Restricted)				
CR Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	59,648.51	59,647.04	1.47
DM Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	18,912.95	18,912.48	0.47
LV Restabilization Reserve (PB S8 HAPC)	Greystone (TTE)	26,290.25	26,289.60	0.65
CR Replacement Reserve	Greystone (TTE)	219,765.17	212,022.99	7,742.18
DM Replacement Reserve	Greystone (TTE)	75,301.70	75,299.84	1.86
LV Replacement Reserve	Greystone (TTE)	98,887.67	98,885.23	2.44
CR FNMA Tax & Insurance Escrow	Greystone (TTE)	61,993.25	53,692.73	8,300.52
DM FNMA Tax & Insurance Escrow	Greystone (TTE)	13,975.43	8,660.14	5,315.29
LV FNMA Tax & Insurance Escrow	Greystone (TTE)	17,544.51	12,480.97	5,063.54
FNMA Reserve Total		592,319.44	565,891.02	26,428.42
TOTAL PCHA		\$ 9,937,962.38	\$ 9,565,297.45	\$ 399,093.35

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: August 18, 2021

Re: Budget Variance Report for June 30, 2021

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## **BACKGROUND**

This high-level, Budget Variance Report covers preliminary unaudited financial operating results for the period of June 30, 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 \$119,834 (about 1%).
  - Rental Income is under budget by \$131,769.
  - Other Income is over budget by \$11,935.
- Operating Expenses are over budget by \$306,491 (less than 2%)
  - Central Administration expenses are over budget.
  - Utilities are over budget.
  - Maintenance Costs are over budget.
  - Wages and Benefits on Site are over budget.
  - General Taxes, Insurance is under budget.
  - HAP/FSS Payments are on budget.
  - Independent Audit Costs are under budget.
  - Vendor, Lender, Professional & Other Fees are over budget.
- Profit before non-Operating Revenues/Expenses is under budget by \$426,325 (25%)
- Net Operating Income after Operating Costs is under budget by \$429,476.

## Operations - Revenue

Rental income (Total Tenant Revenue) of \$3,494,111 is under budget by \$131,769 (4%); and other income is over budget \$11,935 (16%). 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 (80% for the period of January – March 2021; 82% for April through May 2021; and 82% for June through October. (2) The number of units leased as of the first of each month. Pierce County Housing Authority adopted a new allocation policy in CY 2020 and as a result the Administrative Fee account is accumulating equity.

## Operations - Expenses

Total Operating expenses are more than the year-to-date budget by \$306,491 (2%). A contributing factor to this overage in expenses is central administration, wages and benefits, maintenance costs as well as utilities costs being over budget. Maintenance costs was over budget by \$195,754 due to work orders are being performed again and upgrading the office space; wages and benefits are over by \$39,398 due to retirement cash out and overtime; utility costs are over budget by \$59,801 because delinquent utilities were paid for tenants as well as the City FIFE has double the costs for utilities. Central administration is over budget because of new hires.

## 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.

PCHA's audit for the 2019 financial statement were resubmitted to REAC and is still in review status

The unaudited submission for calendar year 2020 financial statements were submitted and approved by the Real Estate Assessment Center. The audit of the 2020 financial statement has commence. OMB has extended the due date for the 2020 audited submission to REAC until March 31, 2022.

Respectfully submitted,

Moreen Forde  
Acting Chief Financial Officer

Attachment: Year to date financials budget to actual

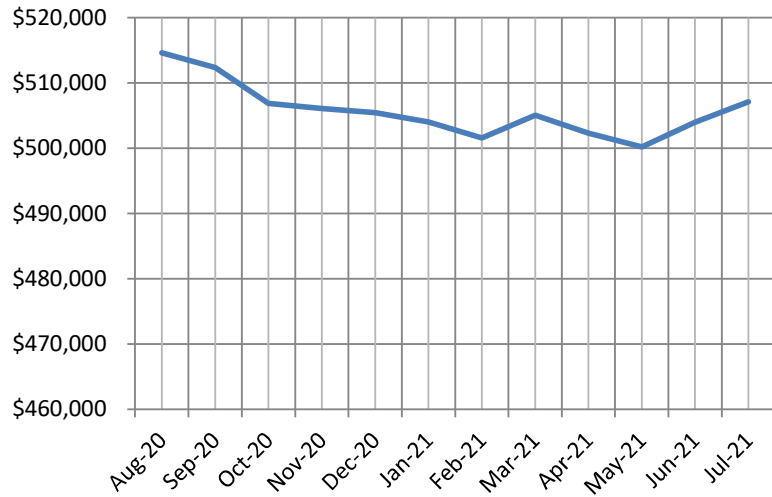
## Occupancy and Leasing

<b>Occupancy</b> Statistics Apartments	Resident Manager in Charge	Total Units Available	7/2021 Total # Rented Units	PHA Occupancy %	Total Vacant PB S8 Units	PHA Adjusted Occupancy %	Market Avg Occupancy %	Occupancy September 15, 2021
Brookridge	Ebonique Moore	67	67	100%	-	100%	99%	96%
Chateau Rainier	Patti Carson	248	241	97%	-	97%	97%	97%
DeMark	Eric Torres	93	89	96%	2	98%	97%	100%
Hidden Village	Eric Torres	26	24	92%	-	92%	93%	100%
Lakewood Village	Ebonique Moore	136	134	99%	-	99%	98%	98%
Oakleaf	Marquez Taylor	26	25	96%	-	96%	92%	96%
Montgrove Manor	Marquez Taylor	30	28	93%	-	93%	97%	93%
Village Square	Marquez Taylor	38	38	100%	-	100%	97%	97%
<b>Totals</b>		<b>664</b>	<b>646</b>	<b>97%</b>	<b>2</b>	<b>98%</b>	<b>97%</b>	<b>97%</b>

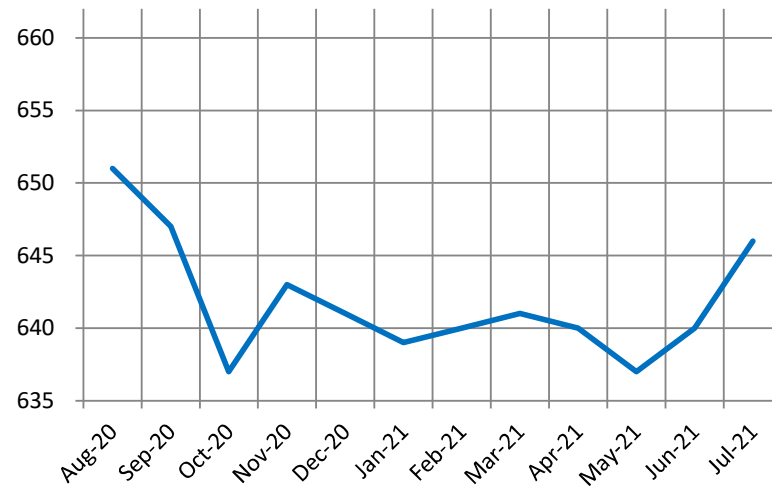
<b>Turn-over Statistics</b>	Trailing 12 Months Move Outs:	104	16%
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<b>Occupancy</b> Statistics Assisted Housing		Total Units Available	7/2021 Total # Rented Units	PHA Occupancy %	Total Units Under Modernization	PHA Adjusted Occupancy %
Orting	Ariel Daniels	20	18	90%	-	90%
LIPH	Ariel Daniels	124	120	97%	-	97%
<b>Totals</b>		<b>144</b>	<b>138</b>	<b>96%</b>	<b>-</b>	<b>96%</b>

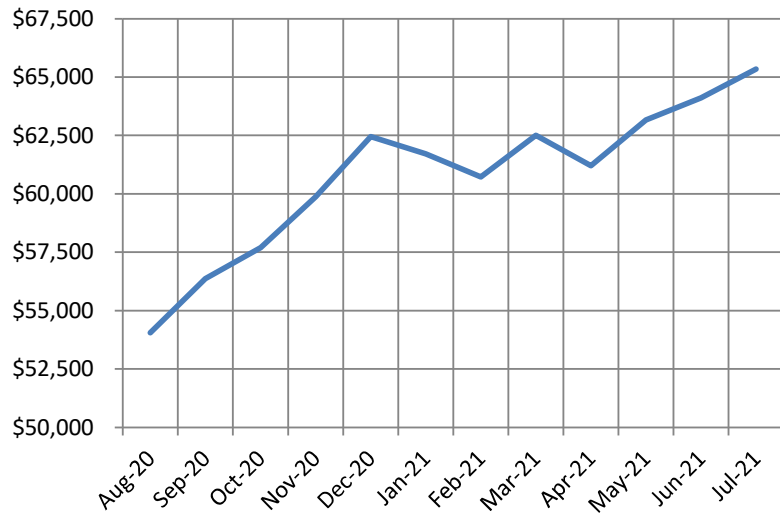
### Affordable Housing Rent Income



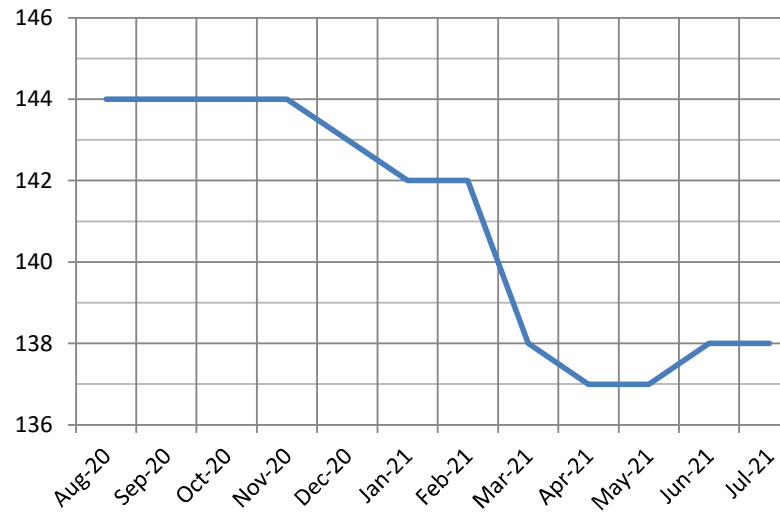
### Affordable Housing Occupancy



### Assisted Housing Rent Income



### Assisted Housing Occupancy



	Mar-21		Apr-21		May-21		Jun-21		Jul-21		Average	
<b>Occupancy Apartments Trailing History</b>	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	Average Monthly Occupancy	Average Monthly Occupancy %
Brookridge	66	99%	66	99%	64	96%	67	100%	67	100%	66	99%
Chateau Rainier	241	97%	240	97%	239	96%	240	97%	241	97%	241	97%
DeMark	88	95%	87	94%	89	96%	88	95%	89	96%	88	95%
Hidden Village	25	96%	24	92%	24	92%	23	88%	24	92%	25	95%
Lakewood Village	133	98%	134	99%	132	97%	133	98%	134	99%	134	99%
Oakleaf	25	96%	24	92%	24	92%	24	92%	25	96%	24	93%
Montgrove Manor	27	90%	28	93%	27	90%	27	90%	28	93%	27	89%
Village Square	36	95%	37	97%	38	100%	38	100%	38	100%	37	98%
<b>Total Apartments Trailing History</b>	<b>641</b>	<b>97%</b>	<b>640</b>	<b>96%</b>	<b>637</b>	<b>96%</b>	<b>640</b>	<b>96%</b>	<b>646</b>	<b>97%</b>	<b>642</b>	<b>97%</b>

<b>Occupancy Assisted Housing Trailing History</b>	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	Average Monthly Occupancy	Average Monthly Occupancy %
Orting	18	90%	18	90%	18	90%	18	90%	18	90%	19	96%
LIPH	120	97%	119	96%	119	96%	120	97%	120	97%	122	98%
<b>Total Asst Housing Trailing History</b>	<b>138</b>	<b>96%</b>	<b>137</b>	<b>95%</b>	<b>137</b>	<b>95%</b>	<b>138</b>	<b>96%</b>	<b>138</b>	<b>96%</b>	<b>141</b>	<b>98%</b>



	Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		Jan-21		Feb-21	
<b>Occupancy Apartments Trailing History</b>	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy	# Occupancy	% Occupancy
Brookridge	67	100%	67	100%	66	99%	66	99%	65	97%	65	97%	65	97%
Chateau Rainier	246	99%	245	99%	236	95%	240	97%	241	97%	241	97%	240	97%
DeMark	89	96%	87	94%	88	95%	88	95%	89	96%	88	95%	88	95%
Hidden Village	26	100%	26	100%	25	96%	26	100%	25	96%	25	96%	25	96%
Lakewood Village	136	100%	135	99%	134	99%	135	99%	133	98%	133	98%	135	99%
Oakleaf	24	92%	24	92%	24	92%	24	92%	24	92%	24	92%	24	92%
Montgrove Manor	25	83%	25	83%	26	87%	26	87%	27	90%	27	90%	27	90%
Village Square	38	100%	38	100%	38	100%	38	100%	37	97%	36	95%	36	95%
<b>Total Apartments Trailing History</b>	<b>651</b>	<b>98%</b>	<b>647</b>	<b>97%</b>	<b>637</b>	<b>96%</b>	<b>643</b>	<b>97%</b>	<b>641</b>	<b>97%</b>	<b>639</b>	<b>96%</b>	<b>640</b>	<b>96%</b>

<b>Occupancy Assisted Housing Trailing History</b>	# 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	124	100%	124	100%	124	100%	124	100%	123	99%	122	98%	122	98%
<b>Total Asst Housing Trailing History</b>	<b>144</b>	<b>100%</b>	<b>144</b>	<b>100%</b>	<b>144</b>	<b>100%</b>	<b>144</b>	<b>100%</b>	<b>143</b>	<b>99%</b>	<b>142</b>	<b>99%</b>	<b>142</b>	<b>99%</b>

	Mar-21		Apr-21		May-21		Jun-21		Jul-21		Average
<b>Rent Roll Apartments Trailing History</b>	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	\$ 42,104	\$ 125,344	\$ 42,210	\$ 167,554	\$ 41,135	\$ 208,689	\$ 42,478	\$ 251,167	\$ 43,050	\$ 294,217	\$ 42,192
Chateau Rainier	203,478	612,692	202,905	815,597	201,869	1,017,466	202,193	\$ 1,219,659	205,397	\$ 1,425,056	204,540
DeMark	73,499	219,629	73,030	292,659	74,515	367,174	74,340	\$ 441,514	73,560	\$ 515,074	73,801
Hidden Village	14,419	44,419	14,400	58,819	14,400	73,219	13,800	\$ 87,019	13,800	\$ 100,819	14,702
Lakewood Village	120,627	362,232	120,571	482,803	118,979	601,782	121,160	\$ 722,942	121,160	\$ 844,102	121,491
Oakleaf	13,775	40,325	13,230	53,555	13,230	66,785	13,230	\$ 80,015	13,335	\$ 93,350	13,310
Montgrove Manor	12,150	36,450	12,150	48,600	12,150	60,750	12,150	\$ 72,900	12,150	\$ 85,050	11,881
Village Square	25,020	69,570	23,818	93,388	23,915	117,303	24,640	\$ 141,943	24,640	\$ 166,583	23,885
<b>Total Apartments Trailing History</b>	<b>\$ 505,072</b>	<b>\$ 1,510,661</b>	<b>\$ 502,314</b>	<b>\$ 2,012,975</b>	<b>\$ 500,193</b>	<b>\$ 2,513,168</b>	<b>\$ 503,991</b>	<b>\$ 3,017,159</b>	<b>\$ 507,092</b>	<b>\$ 3,524,251</b>	<b>\$ 505,802</b>

<b>Rent Roll Assisted Housing Trailing History</b>	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	\$ 11,070	\$ 33,930	\$ 11,070	\$ 45,000	\$ 11,070	\$ 56,070	\$ 11,070	\$ 67,140	\$ 11,070	\$ 78,210	\$ 11,643
LIPH	51,440	151,010	50,138	201,148	52,089	253,237	53,040	\$ 306,277	54,276	\$ 360,553	\$ 49,125
<b>Total Asst Housing Trailing History</b>	<b>\$ 62,510</b>	<b>\$ 184,940</b>	<b>\$ 61,208</b>	<b>\$ 246,148</b>	<b>\$ 63,159</b>	<b>\$ 309,307</b>	<b>\$ 64,110</b>	<b>\$ 373,417</b>	<b>\$ 65,346</b>	<b>\$ 438,763</b>	<b>\$ 60,767</b>

	Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		Jan-21		Feb-21	
<b>Rent Roll Apartments Trailing History</b>	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	\$ 43,050	\$ 343,413	\$ 42,650	\$ 386,063	\$ 42,450	\$ 428,513	\$ 42,450	\$ 470,963	\$ 41,484	\$ 512,447	\$ 41,620	\$ 41,620	\$ 41,620	\$ 83,240
Chateau Rainier	208,973	1,670,444	208,533	1,878,977	203,579	\$ 2,082,556	203,279	2,285,835	205,061	2,490,896	205,220	205,220	203,994	409,214
DeMark	74,607	588,356	73,555	\$ 661,911	74,450	\$ 736,361	73,555	809,916	74,371	884,287	72,660	72,660	73,470	146,130
Hidden Village	15,600	123,987	15,840	\$ 139,827	14,760	\$ 154,587	14,400	168,987	15,000	183,987	15,000	15,000	15,000	30,000
Lakewood Village	123,947	970,858	122,284	\$ 1,093,142	122,999	\$ 1,216,141	123,655	1,339,796	120,910	1,460,706	121,525	121,525	120,080	241,605
Oakleaf	13,275	105,346	13,275	\$ 118,621	13,275	\$ 131,896	13,275	145,171	13,275	158,446	13,275	13,275	13,275	26,550
Montgrove Manor	11,250	94,109	11,250	\$ 105,359	11,424	\$ 116,783	11,550	128,333	12,048	140,381	12,150	12,150	12,150	24,300
Village Square	23,915	184,140	24,989	\$ 209,129	23,915	\$ 233,044	23,915	256,959	23,305	280,264	22,580	22,580	21,970	44,550
<b>Total Apartments Trailing History</b>	<b>\$ 514,617</b>	<b>\$ 4,080,653</b>	<b>\$ 512,376</b>	<b>\$ 4,593,029</b>	<b>\$ 506,852</b>	<b>\$ 5,099,881</b>	<b>\$ 506,079</b>	<b>\$ 5,605,960</b>	<b>\$ 505,454</b>	<b>\$ 6,111,414</b>	<b>\$ 504,030</b>	<b>\$ 504,030</b>	<b>\$ 501,559</b>	<b>\$ 1,005,589</b>

<b>Rent Roll Assisted Housing Trailing History</b>	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	\$ 98,409	\$ 12,300	\$ 110,709	\$ 12,300	\$ 123,009	\$ 12,300	\$ 135,309	\$ 12,300	\$ 147,609	\$ 12,045	\$ 12,045	\$ 10,815	\$ 22,860
LIPH	41,755	347,728	44,073	391,801	45,393	437,194	47,574	484,768	50,147	534,915	49,665	49,665	49,905	99,570
<b>Total Asst Housing Trailing History</b>	<b>\$ 54,055</b>	<b>\$ 446,137</b>	<b>\$ 56,373</b>	<b>\$ 502,510</b>	<b>\$ 57,693</b>	<b>\$ 560,203</b>	<b>\$ 59,874</b>	<b>\$ 620,077</b>	<b>\$ 62,447</b>	<b>\$ 682,524</b>	<b>\$ 61,710</b>	<b>\$ 61,710</b>	<b>\$ 60,720</b>	<b>\$ 122,430</b>

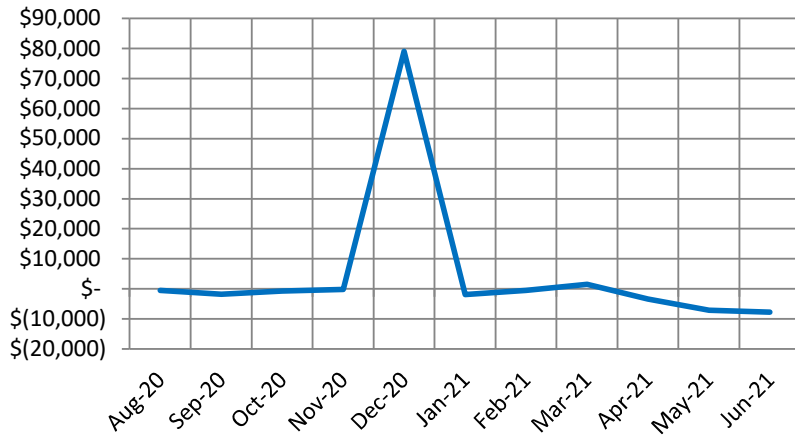
## Delinquency and Debt

<b>Delinquency</b> Statistics Apartments	Resident Manager in Charge	7/2021 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	Ebonique Moore	\$ 43,050	\$ 18,346	43%	\$ -	\$ -	\$ -	\$ -	\$ 18,346	43%
Chateau Rainier	Patti Carson	\$ 205,397	\$ 24,616	12%	-	-	-	371	24,245	12%
DeMark	Eric Torres	\$ 73,560	\$ 32,171	44%	-	-	-	-	32,171	44%
Hidden Village	Eric Torres	\$ 13,800	\$ 7,789	56%	-	-	-	-	7,789	56%
Lakewood Village	Ebonique Moore	\$ 121,160	\$ 54,959	45%	-	1,893	-	-	53,066	44%
Oakleaf	Marquez Taylor	\$ 13,335	\$ 13,726	103%	-	-	-	-	13,726	103%
Montgrove Manor	Marquez Taylor	\$ 12,150	\$ 1,107	9%	-	-	-	-	1,107	9%
Village Square	Marquez Taylor	\$ 24,640	\$ 21,045	85%	-	-	-	-	21,045	85%
Totals		\$ 507,092	\$ 173,759	34%	\$ -	\$ 1,893	\$ -	\$ 371	\$ 171,495	34%

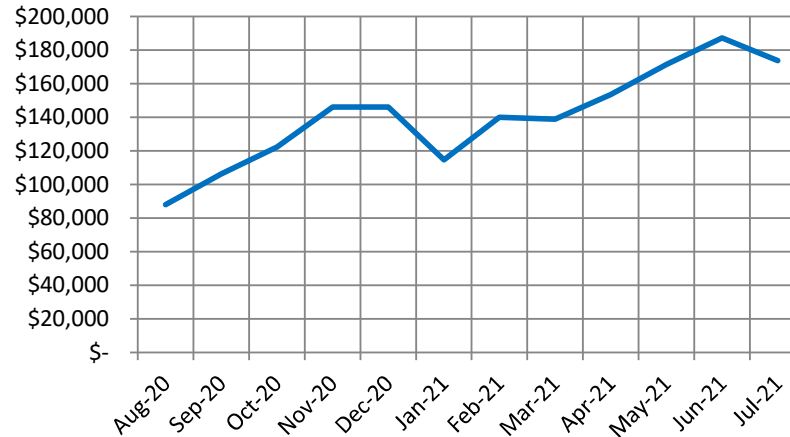
<b>Delinquency</b> Statistics Asst Housing	Resident Manager in Charge	7/2021 Rent Roll	Total Delinquent Actives	% of Active Rents Delinquent	Delinquent Actives in Evictions	Delinquent Active Rural Devel	Delinquent Active On Debt Repay	Adjusted Delinquent Actives	Adjusted % of Active Rents Delinquent
Orting	Bobbie Jones	\$ 11,070	\$ 2,014	18%	\$ -	\$ -	\$ -	\$ 2,014	18%
LIPH	Bobbie Jones	\$ 54,276	\$ 94,655	174%	-	-	-	\$ 94,655	174%
Totals		\$ 65,346	\$ 96,669	148%	\$ -	\$ -	\$ -	\$ 96,669	148%

<b>Evictions</b>	# Active Eviction Proceedings	-
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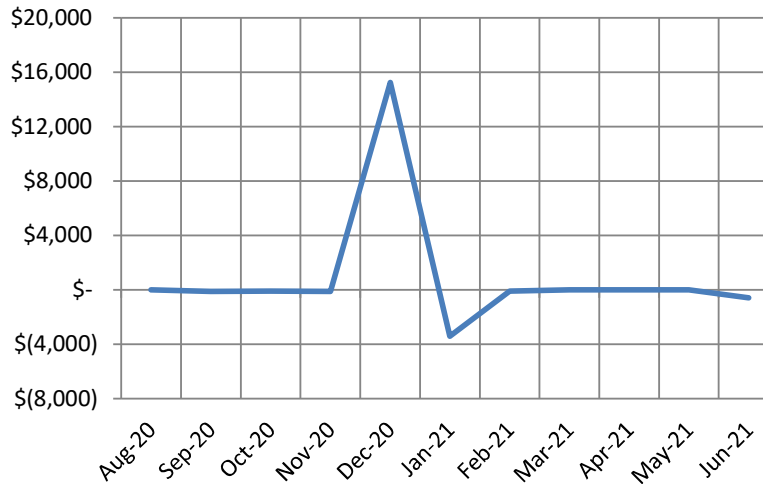
### Affordable Housing Uncollected Debt



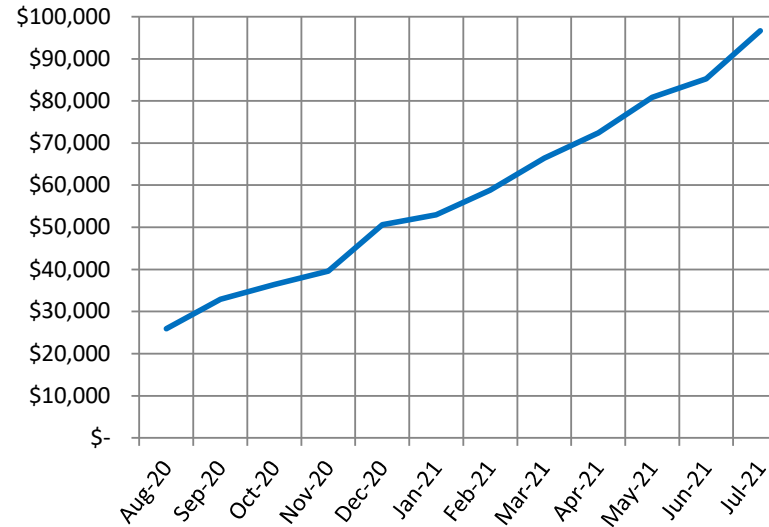
### Affordable Housing Delinquent Debt



### Assisted Housing Uncollected Debt



### Assisted Housing Delinquent Debt



	Mar-21		Apr-21		May-21		Jun-21		Jul-21		Average	
<b>Delinquency Statistics</b> 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	\$ 9,015	21%	\$ 10,913	26%	\$ 17,067	41%	\$ 16,102	38%	\$ 18,346	43%	\$ 10,056	25%
Chateau Rainier	26,447	13%	28,457	14%	35,212	17%	36,413	18%	24,616	12%	27,627	15%
DeMark	27,011	37%	30,756	42%	35,229	47%	39,496	53%	32,171	44%	28,531	41%
Hidden Village	4,368	30%	5,164	36%	5,455	38%	6,601	48%	7,789	56%	5,849	41%
Lakewood Village	45,949	38%	51,270	43%	49,623	42%	55,439	46%	54,959	45%	47,062	41%
Oakleaf	8,721	63%	9,811	74%	10,906	82%	12,367	93%	13,726	103%	7,650	57%
Montgrove Manor	2,324	19%	2,327	19%	1,260	10%	2,019	17%	1,107	9%	2,684	24%
Village Square	15,064	60%	14,868	62%	16,707	70%	18,868	77%	21,045	85%	11,247	48%
Total Apartments Trailing History	\$ 138,899	28%	\$ 153,566	31%	\$ 171,459	34%	\$ 187,305	37%	\$ 173,759	34%	\$ 140,705	28%
S8 Delinquency	-		-		-		-		-		517	
Net Of S8 Variances	\$ 138,899	28%	\$ 153,566	31%	\$ 171,459	34%	\$ 187,305	37%	\$ 173,759	34%	\$ 140,188	28%

<b>Delinquency Statistics</b> 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	\$ 757	7%	\$ 1,166	11%	\$ 829	7%	\$ 1,421	13%	\$ 2,014	18%	\$ 1,356	12%
LIPH	65,681	128%	71,283	142%	80,013	154%	83,858	158%	94,655	174%	56,886	116%
Total Asst Housing Trailing History	\$ 66,438	106%	\$ 72,449	118%	\$ 80,842	128%	\$ 85,279	133%	\$ 96,669	148%	58,242	96%

	Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		Jan-21		Feb-21	
<b>Delinquency Statistics</b> 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	\$ 4,960	12%	\$ 7,030	16%	\$ 6,995	16%	\$ 9,140	22%	\$ 9,250	22%	\$ 5,496	13%	\$ 6,355	15%
Chateau Rainier	14,489	7%	23,296	11%	24,615	12%	31,193	15%	35,557	17%	21,653	11%	29,581	15%
DeMark	21,555	29%	23,293	32%	26,705	36%	33,004	45%	27,998	38%	19,371	27%	25,780	35%
Hidden Village	5,536	35%	7,182	45%	8,892	60%	5,276	37%	6,222	41%	3,876	26%	3,822	25%
Lakewood Village	33,584	27%	35,592	29%	45,086	37%	52,975	43%	47,636	39%	42,113	35%	50,522	42%
Oakleaf	3,385	25%	4,002	30%	3,825	29%	4,941	37%	6,159	46%	6,625	50%	7,331	55%
Montgrove Manor	3,945	35%	2,983	27%	2,320	20%	2,577	22%	3,837	32%	3,850	0	3,657	30%
Village Square	460	2%	2,870	11%	3,833	16%	7,119	30%	9,461	41%	11,751	52%	12,913	59%
Total Apartments Trailing History	\$ 87,914	17%	\$ 106,248	21%	\$ 122,271	24%	\$ 146,225	29%	\$ 146,120	29%	\$ 114,735	23%	\$ 139,961	28%
S8 Delinquency	4,868		657		673		-		-		-		-	
Net Of S8 Variances	\$ 83,046	16%	\$ 105,591	21%	\$ 121,598	24%	\$ 146,225	29%	\$ 146,120	29%	\$ 114,735	23%	\$ 139,961	28%

<b>Delinquency Statistics</b> 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	\$ 1,134	9%	\$ 1,402	11%	\$ 1,670	14%	\$ 1,963	16%	\$ 2,460	20%	\$ 710	6%	\$ 745	7%
LIPH	24,766	59%	31,492	71%	34,706	76%	37,613	79%	48,179	96%	52,279	105%	58,104	116%
Total Asst Housing Trailing History	\$ 25,900	48%	\$ 32,894	58%	\$ 36,376	63%	\$ 39,576	66%	\$ 50,639	81%	\$ 52,989	86%	\$ 58,849	97%

	Mar-21		Apr-21		May-21		Jun-21		Jul-21			
<b>Bad Debt Write Off (Net of Collections GL)</b> 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%	\$ -	0%	\$ -	0%	\$ -	0%	\$ 174	0%
Chateau Rainier	(671)	0%	(2,099)	-1%	(1,278)	-1%	(7,740)	-4%	-	0%	913	0%
deMark	(31)	0%	(687)	-1%	(163)	0%	-	0%	-	0%	721	1%
Hidden Village	-	0%	-	0%	-	0%	-	0%	-	0%	450	3%
Lakewood Village	2,188	2%	(581)	0%	(5,724)	-5%	-	0%	-	0%	730	1%
Oakleaf	-	0%	-	0%	-	0%	-	0%	-	0%	(18)	0%
Montgrove Manor	-	0%	-	0%	-	0%	-	0%	-	0%	991	8%
Village Square	-	0%	-	0%	-	0%	-	0%	-	0%	754	3%
Total Apartments Trailing History	\$ 1,486	0%	\$ (3,367)	-1%	\$ (7,165)	-1%	\$ (7,740)	-2%	\$ -	0%	\$ 4,715	1%

<b>Bad Debt Write Off (Net of Collections GL)</b> 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%	\$ -	0%	\$ -	0%	\$ -	0%	\$ 28	0%
LIPH	-	0%	-	0%	-	0%	(579)	-1%	-	0%	705	1%
Total Asst Housing Trailing History	\$ -	0%	\$ -	0%	\$ -	0%	\$ (579)	-1%	\$ -	0%	\$ 733	1%



	Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		Jan-21		Feb-21	
<b>Bad Debt Write Off (Net of Collections GL)</b> 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	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	\$ 2,087	5%	\$ -	0%	\$ -	0%
Chateau Rainier	(467)	0%	-	0%	(749)	0%	-	0%	25,454	12%	(1,394)	-1%	(100)	0%
deMark	-	0%	(30)	0%	(20)	0%	(20)	0%	9,958	13%	(40)	0%	(321)	0%
Hidden Village	-	0%	-	0%	-	0%	-	0%	5,399	36%	-	0%	-	0%
Lakewood Village	-	0%	(1,773)	-1%	-	0%	(200)	0%	15,349	13%	(450)	0%	(44)	0%
Oakleaf	-	0%	-	0%	-	0%	-	0%	(217)	-2%	-	0%	-	0%
Montgrove Manor	-	0%	-	0%	-	0%	-	0%	11,894	99%	-	0%	-	0%
Village Square	-	0%	-	0%	-	0%	-	0%	9,048	39%	-	0%	-	0%
Total Apartments Trailing History	\$ (467)	0%	\$ (1,803)	0%	\$ (769)	0%	\$ (220)	0%	\$ 78,972	16%	\$ (1,884)	0%	\$ (465)	0%

<b>Bad Debt Write Off (Net of Collections GL)</b> 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	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	\$ 306	2%	\$ -	0%	\$ -	0%
LIPH	(2,855)	-7%	(100)	0%	(75)	0%	(100)	0%	14,951	30%	(3,410)	-7%	(80)	0%
Total Asst Housing Trailing History	\$ (2,855)	-5%	\$ (100)	0%	\$ (75)	0%	\$ (100)	0%	\$ 15,257	24%	\$ (3,410)	-6%	\$ (80)	0%

## AFFORDABLE HOUSING BOARD REPORT August 2021

The Affordable Housing team continues to provide quality customer service to residents and public of our eight affordable housing complexes while navigating the continued impacts of the pandemic.

### Highlights:

- **Parking Lot Improvement Projects**
  - DeMark Apartments – over past two weeks the parking lot improvements have commenced. Improvements include grinding out and new asphalt, ADA accessible ramps, seal-coating, and striping.
  - Chateau Rainier Apartments – we are working with the contractor to finalize the plan for work similar to DeMark and includes work to improve drainage in specific areas. The work is expected to be completed by end of September 2021.
- **Staffing Updates**
  - Vacancies/Abenses -One Business Operations Manager gave notice and exited PCHA for a position with a city government in alignment with their career goals. One Resident Services Specialist (RSS) is on leave due to military mobilization
  - Re-assignment of property management staff to cover both existing and unplanned vacancies. Here are Business Operations Managers and their assigned properties:
    - Ebonique Moore (222 apartments) – DeMark, Brookridge, Hidden Village, Montgrove Manor
    - Marquez Taylor (200 apartments) – Lakewood Village, Village Square, Oakleaf
    - Patti Carson (248 apartments) – Château Rainier
  - Contracted with WestSound Workforce staffing services to provide two (2) temporary full-time administrative assistants to support our Business Operations Managers until new staff is hired.
  - We are creating a new position/classification of Assistant Property Manager, and recruitment to fill three (3) Assistant Property Manager positions, which will replace three vacant RSS positions, will occur in September 2021. Each of these new staff will be paired with a Business Operations Manager for management of the assignments listed above.
- **Rental Arrears**
  - Affordable Housing and Supportive Housing divisions created a collaborative work-group to ensure PCHA is following state and federal guidance related to rental arrears, payments, payment plans, and eventual termination notices.
  - All Affordable Housing residents who are in rental arrears will be receiving the statewide approved Eviction Resolution Program (ERP) Opportunity for Early Resolution & Resource Information form with a copy of their account ledger of amount owed. These notices are being sent out over the next couple of weeks.
  - If residents who receive the ERP do not engage with PCHA or with the Pierce County Center of Dialog and Resolution and/or Northwest Justice Project within 14 days, then PCHA can proceed to issue 14-Day Pay or Vacate Notices in alignment with state landlord-tenant laws and the Eviction Moratorium Bridge Proclamation.
- **Occupancy and Delinquency Report for July 2021 is included in this report.**

Pierce County Housing Authority

Statement of Revenues and Expenses  
June 30, 2021

	2021					2020				
	TOTAL PHA-WIDE CURRENT YEAR				Variance %	TOTAL PHA-WIDE PRIOR YEAR				Variance %
	June-21	Y-T-D	BUDGET	VARIANCE		June-20	Y-T-D	BUDGET	VARIANCE	
<b>Operating Revenues:</b>										
Rent Income	\$ 582,924	\$ 3,494,111	\$ 3,625,880	\$ 131,769	4%	\$ 583,762	\$ 3,524,084	\$ 3,288,110	\$ (235,974)	-7%
Other Income	14,906	86,925	74,990	(11,935)	-16%	8,949	59,298	168,245	\$ 108,947	65%
Housing Assistance Grants	2,362,706	14,106,934	14,106,934	-	0%	2,302,194	14,137,930	14,137,930	-	0%
FSS Grant	10,839	65,546	65,546	-	0%	-	36,078	36,078	-	0%
Admin Operating Grant	187,193	1,205,172	1,205,172	-	0%	174,308	1,516,042	1,516,042	-	0%
LIPH Operating Grant	20,299	153,746	153,746	-	0%	41,251	160,547	160,547	-	0%
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 3,178,867</b>	<b>\$ 19,112,434</b>	<b>\$ 19,232,268</b>	<b>\$ 119,834</b>	<b>1%</b>	<b>\$ 3,110,464</b>	<b>\$ 19,433,979</b>	<b>\$ 19,306,952</b>	<b>\$ (127,027)</b>	<b>-1%</b>
<b>Operating Expenses:</b>										
Central Administration	\$ 168,579	\$ 800,076	\$ 673,803	\$ (126,273)	-19%	\$ 91,587	\$ 719,477	\$ 964,178	\$ 244,701	25%
Utilities	115,387	496,495	436,694	(59,801)	-14%	104,747	457,713	444,540	(13,173)	-3%
Maintenance Costs	136,937	737,980	542,226	(195,754)	-36%	73,564	456,588	1,340,834	884,246	66%
Wages & Benefits On Site	208,961	1,425,588	1,386,190	(39,398)	-3%	271,518	1,418,390	1,232,748	(185,642)	-15%
General-Taxes, Insurance	33,971	204,156	321,160	117,004	36%	32,779	242,614	493,723	251,109	51%
Housing Assistance/FSS Payments	2,320,883	14,089,947	14,089,947	-	0%	2,421,208	14,091,427	14,091,427	-	0%
Independent Audit Costs	113	31,713	35,998	4,285	12%	-	21,107	46,946	25,839	55%
Vendor, Lender, Professional & Other Fees	5,139	31,584	25,030	(6,554)	-26%	1,109	25,879	21,874	(4,005)	-18%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 2,989,970</b>	<b>\$ 17,817,539</b>	<b>\$ 17,511,048</b>	<b>\$ (306,491)</b>	<b>-2%</b>	<b>\$ 2,996,512</b>	<b>\$ 17,433,195</b>	<b>\$ 18,636,270</b>	<b>\$ 1,203,075</b>	<b>6%</b>
<b>PROFIT (LOSS) AFTER OPERATING COSTS</b>	<b>\$ 188,897</b>	<b>\$ 1,294,895</b>	<b>\$ 1,721,220</b>	<b>\$ 426,325</b>	<b>25%</b>	<b>\$ 113,952</b>	<b>\$ 2,000,784</b>	<b>\$ 670,682</b>	<b>\$ (1,330,102)</b>	<b>-198%</b>
<b>Non Operating Revenues (Expenses):</b>										
Special Items	\$ -	\$ (4,288)	\$ (4,288)	\$ -		\$ 701,298	\$ 1,036,012	\$ 1,036,012	\$ -	0%
Gain (Loss) on Disposition of Assets	(546)	(7,237)	(7,237)	-	0%	(260)	(4,861)	(4,861)	-	0%
Investment/Interest Earnings	47	366	366	-	0%	97	1,442	61,104	59,662	98%
Depreciation	(131,326)	(790,332)	(790,332)	-	0%	(133,265)	(798,985)	(798,985)	-	0%
Interest Expense	(80,349)	(483,920)	(480,690)	3,230	-1%	(81,807)	(492,759)	(507,924)	(15,165)	3%
<b>NET OPERATING INCOME (NOI)</b>	<b>\$ (23,277)</b>	<b>\$ 9,484</b>	<b>\$ 439,039</b>	<b>\$ 429,555</b>	<b>98%</b>	<b>\$ 600,015</b>	<b>\$ 1,741,633</b>	<b>\$ 456,028</b>	<b>\$ (1,285,605)</b>	<b>-282%</b>
Capital Contributions	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 209,050	\$ 209,050	\$ -	
Operating Transfers In (out)	-	-	-	-		-	-	-	-	
Prior Period Adjustment	(3,100)	437	437	-		-	-	-	-	
<b>YTD CHANGE TO NET ASSETS</b>	<b>(26,377)</b>	<b>9,921</b>	<b>439,476</b>	<b>429,555</b>	<b>98%</b>	<b>600,015</b>	<b>1,950,683</b>	<b>665,078</b>	<b>(1,285,605)</b>	<b>-193%</b>



## Report of Maintenance Division

August 2021

### Staff Projects

- I. Chateau Rainer (248 units)  
C307, N202, and Q304 were completed to make ready status. 117 work orders were completed this month.
  
- II. Hidden Village (30 units)  
16 was completed to make ready status. 11 work orders were completed this month.
  
- III. Lakewood Village (136 units)  
J101 and J201 are in the process of being completed to make ready status. AAA Fire completed an assessment of the indoor sprinkler system which will be followed by Sprinkler head replacements by Johnson Controls. 55 work orders were completed this month
  
- V. LIPH (124 units)  
106 was completed to make ready status. 24 is in the process of being completed.  
32 work orders were completed this month. 100% of the units received a green physical needs assessment this month which will extrapolate future costs.

### Training and Development

- I. This month's safety meeting will cover "Silica Awareness" which provides a general awareness of the risks and the regulatory requirements for protecting employees who work with substances and materials that contain silica, as required by OSHA.

PIERCE COUNTY HOUSING AUTHORITY

BOARD OF COMMISSIONERS SPECIAL MEETING

November 20, 2020, 1:30 – 3:30 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. 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.

5. 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](mailto: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.

**Pierce County Housing Authority  
Board of Commissioners  
Special Meeting 11/20/20, 1:30 – 3:30pm  
Location: Board Room and Zoom**

**Minutes**

**Call to Order:** The Chair called the meeting to order at 1:30 pm

Chair Martinez asked the Secretary to call the **roll call**:

**Present:** Mark Martinez, Chair; Narva Walton, Vice Chair; Margaret Brammall, Commissioner; Sally Porter Smith, Commissioner

**Also Present:** Ellie Ottey, Acting Executive Director

**Public Comment:** There was no public comment

**Motion to Adopt Agenda:** A motion was made and seconded to adopt the special meeting agenda.

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"/>

**Executive Session:** Chair Mark Martinez announced an Executive Session from 1:30 to 3:30 to consider the qualifications of an applicant for public employment.

At 3:30pm, following executive session, Commissioner Martinez reopened the Public Meeting.

The meeting was adjourned at 3:31pm with no further business.

PIERCE COUNTY HOUSING AUTHORITY

BOARD OF COMMISSIONERS SPECIAL MEETING with MINUTES

November 23, 2020, 1:00 – 3:00 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. 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.

5. 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](mailto: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.

**Pierce County Housing Authority  
Board of Commissioners  
Special Meeting 11/23/20, 1:00 – 3:00pm  
Location: Board Room and Zoom**

**Minutes**

**Call to Order:** The Chair called the meeting to order at 1:00 pm

Chair Martinez asked the Secretary to call the **roll call**:

**Present:** Mark Martinez, Chair; Narva Walton, Vice Chair; Margaret Brammall, Commissioner; Sally Porter Smith, Commissioner

**Also Present:** Ellie Ottey, Acting Executive Director

**Public Comment:** There was no public comment

**Motion to Adopt Agenda:** A motion was made and seconded to adopt the special meeting agenda.  
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"/>

**Executive Session:** Chair Mark Martinez announced an Executive Session from 1:00 to 3:00 to consider the qualifications of an applicant for public employment.

At 3:00pm, following executive session, Commissioner Martinez reopened the Public Meeting.

The meeting was adjourned at 3:02 pm with no further business.



PIERCE COUNTY HOUSING AUTHORITY

BOARD OF COMMISSIONERS SPECIAL MEETING

November 24, 2020, 1:00 –3:00 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. 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.

5. 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](mailto: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.

**Pierce County Housing Authority  
Board of Commissioners  
Special Meeting 11/24/2020, 1:00 – 3:00pm  
Location: Board Room and Zoom**

**Minutes**

**Call to Order:** The Chair called the meeting to order at 1:00 pm

Chair Martinez asked the Secretary to call the **roll call**:

**Present:** Mark Martinez, Chair; Narva Walton, Vice Chair; Margaret Brammall, Commissioner; Sally Porter Smith, Commissioner

**Also Present:** Ellie Ottey, Acting Executive Director

**Public Comment:** There was no public comment

**Motion to Adopt Agenda:** A motion was made and seconded to adopt the special meeting agenda.  
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"/>

**Executive Session:** Chair Mark Martinez announced an Executive Session from 1:00 to 3:00 to consider the qualifications of an applicant for public employment.

At 3:00pm, following executive session, Commissioner Martinez reopened the Public Meeting.

The meeting was adjourned at 3:02 pm with no further business.

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 (2021)		Year 2 (2022)		Year 3 (2023)				HAP				Success Rate		68%		Annual Turnover Rate		5.0%				2021		2022			
Beginning ACC Vouchers		2,946		2,946		2,946				Year 2 (2022) Rebenchmark		100.0%								PIC EOP % as of 7/31/2021 (110 EOPs): 5.00%				UML % of ACC (UMA)		89.1%		93.8%	
Funding Components		Current Year (2021)		Year 2 (2022)		Year 3 (2023)				Year 3 (2023) Rebenchmark		100.0%				Time from Issuance to HAP Effective Date (Current: 2.71 months)								HAP Exp as % All Funds		93.1%		100.1%	
Initial BA Funding (net offset)		\$29,598,631		\$28,518,584		\$30,675,126				Year 2 (2022) % 'Excess' Reserves Offset		25.0%				% leased in 30 days		28%						HAP Exp as % of Eligibility only		96.4%		107.6%	
Offset of HAP Reserves		\$0		\$0		\$0				Year 3 (2023) % 'Excess' Reserves Offset		0.0%				% leased in 30 to 60 days		30%						End of Year Results					
Set Aside Funding		\$0								Administrative Fees						% leased in 60 to 90 days		6%						Projected 12/31 Total HAP Reserves		\$2,116,209		-\$40,333	
New ACC Units Funding		\$0		\$0		\$0				Year 1 (2021)		82.0%				% leased in 90 to 120 days		15%						HAP Reserves as % of ABA (Start: 3.5%)		7.1%		-0.1%	
Total ABA Funding Provided		\$29,598,631		\$28,518,584		\$30,675,126				Year 2 (2022)		80.0%				% leased in 120 to 150 days		21%						"Excess" Reserves Subject To Offset		\$0		\$0	
PHA Income		\$6,485		\$0																				End of Year 3 Results (2023)					
Total Cash-Supported Prior Year-End Reserves		\$1,029,677		\$2,116,209		\$0				HUD-Held Reconciliation Cash Sufficiency Check														\$967,767		3.2%		Projected Total HAP Reserves ===== Reserves % BA	
										HUD-established CYE HHR		\$926,497		HUD-established CYE HHR															
		Total Funding						HUD-estimated Net Excess Cash		\$146,498		\$103,180		PHA-Held Cash 12/31/2020 (VMS)								Administrative Fees Analysis		See Detail		2021		2022	

HCV Leasing and Spending Projection - The Goods

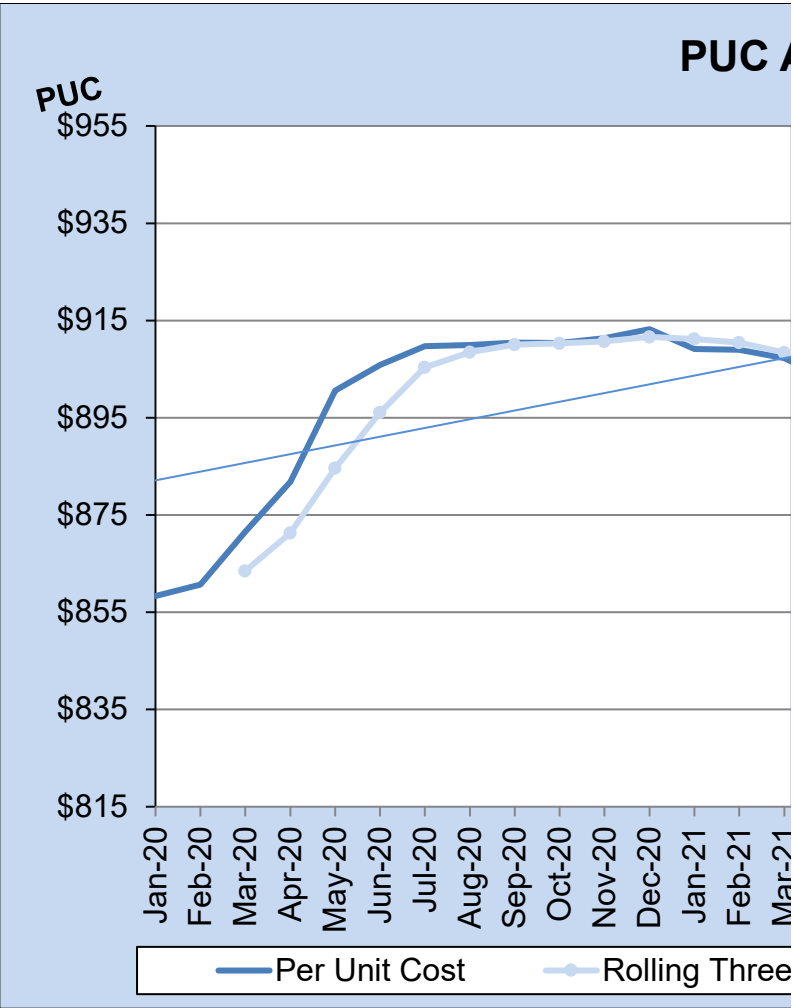
	Total Funding Available	\$30,634,793	\$30,634,793	\$30,675,126		HUD-Reconciled	\$1,072,995	\$1,029,677	HUD-Reconciled (Cash Capped)		CARES Act Admin Fees (2020)	<= 7,200 UMLs (No Proration)	> 7,200 UMLs (No Proration)	Admin Fees Earned (PY: \$2,220,212)	\$2,157,968	\$2,219,824
						Lower of H17/I17 (May Override)	\$1,029,677		Lower of H17/I17 (May Override)		\$943,860	\$95.58	\$89.23	Expense	\$1,749,284	\$1,712,340
	Set-Aside	UC-2a	LTAL-5	FY20 - UC		HUD-Reconciled Excess Cash v PHA RNP (12/31/2020)						WA054 has a cost per UML of \$59.67 compared to its Earnings/UML & Size peer group of \$79.78 (a difference of -33.7%) and its state peer group (of all PHAs in the state) of \$65.67 (a difference of -10.1%).		Expense %	81.1%	77.1%
	Likely Eligible?	-	-	-		HUD v. PHA difference: \$43,318.00 or 0.1% of Eligibility	\$103,180	<--VMS EOY RNP =====EOY Excess Cash -->	\$146,498					Based on the most recent, official (end of fiscal year) UNP, WA054 has a projected 2021 Calendar Year-End (CYE) UNP of \$405,221 (or 18.8% of CY 2021 Earned Admin Fees) and a 2022 CYE UNP of \$912,705 (or 41.1% of CY 2022 Earned Admin Fees).		

HCV Leasing and Spending Projection - The Goods

	2021	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-21	2,946	2,613	\$2,375,480					2,613	\$2,375,480	\$909		88.7%	96.3%	88.7%	96.3%
	Feb-21	2,946	2,611	\$2,373,308					2,611	\$2,373,308	\$909		88.7%	96.3%	88.6%	96.2%
	Mar-21	2,946	2,604	\$2,362,381					2,604	\$2,362,381	\$907		88.6%	96.1%	88.4%	95.8%
	Apr-21	2,946	2,587	\$2,335,604					2,587	\$2,335,604	\$903		88.4%	95.7%	87.8%	94.7%
	May-21	2,946	2,568	\$2,319,587					2,568	\$2,319,587	\$903		88.1%	95.4%	87.2%	94.0%
	Jun-21	2,946	2,560	\$2,295,949					2,560	\$2,295,949	\$897		87.9%	95.0%	86.9%	93.1%
	Jul-21	2,946	2,533	\$2,267,993					2,533	\$2,267,993	\$895		87.7%	94.6%	86.0%	91.9%
	Aug-21	2,946	0	\$0	150	5	0	-10.6	2,527	\$2,284,811	\$904	\$904	87.4%	94.3%	85.8%	92.6%
	Sep-21	2,946	0	\$0	80	130	29	-10.5	2,675	\$2,423,980	\$906	\$906	87.8%	94.8%	90.8%	98.3%
	Oct-21	2,946	0	\$0	50	5	46	-11.1	2,715	\$2,465,364	\$908	\$908	88.2%	95.3%	92.2%	100.0%
	Nov-21	2,946	0	\$0		5	32	-11.3	2,741	\$2,494,133	\$910	\$910	88.7%	95.8%	93.0%	101.1%
	Dec-21	2,946	0	\$0		5	29	-11.4	2,763	\$2,519,993	\$912	\$912	89.1%	96.4%	93.8%	102.2%
	Total	35,352	18,076	\$16,330,302	280	150	135	-55.0	31,498	\$28,518,584	\$905		89.1%	96.4%		
	2022															
	Jan-22	2,946				5	32	-11.5	2,788	\$2,548,467	\$914	\$914	94.6%	107.2%	94.6%	107.2%
	Feb-22	2,946				5	17	-11.6	2,798	\$2,563,117	\$916	\$916	94.8%	107.5%	95.0%	107.9%
	Mar-22	2,946				5	7	-11.7	2,799	\$2,569,155	\$918	\$918	94.9%	107.7%	95.0%	108.1%
	Apr-22	2,946				5	0	-11.7	2,792	\$2,568,624	\$920	\$920	94.8%	107.8%	94.8%	108.1%
	May-22	2,946				5	0	-11.6	2,785	\$2,568,092	\$922	\$922	94.8%	107.9%	94.5%	108.1%
	Jun-22	2,946				1	0	-11.6	2,775	\$2,563,846	\$924	\$924	94.7%	107.9%	94.2%	107.9%
	Jul-22	2,946				1	0	-11.6	2,764	\$2,559,598	\$926	\$926	94.6%	107.8%	93.8%	107.7%
	Aug-22	2,946				1	0	-11.5	2,754	\$2,555,349	\$928	\$928	94.4%	107.8%	93.5%	107.5%
	Sep-22	2,946				1	0	-11.5	2,743	\$2,551,098	\$930	\$930	94.3%	107.8%	93.1%	107.3%
	Oct-22	2,946				1	0	-11.4	2,733	\$2,546,846	\$932	\$932	94.1%	107.7%	92.8%	107.2%
	Nov-22	2,946				1	0	-11.4	2,722	\$2,542,593	\$934	\$934	94.0%	107.6%	92.4%	107.0%
	Dec-22	2,946				1	0	-11.3	2,712	\$2,538,339	\$936	\$936	93.8%	107.6%	92.1%	106.8%
	Total	35,352	0	\$0	0	32	55	-138.4	33,165	\$30,675,126	\$925		93.8%	107.6%		
Graphs			SPVs: Additional SPV leasing should focus on the 85 unleased VASH vouchers and the 5 unleased NED vouchers. FINANCIAL: Beginning Year: Cash & Investments (VMS) of \$194,729 compares to RNP (VMS) of \$194,729. Current: VMS Cash & Investments of \$194,729 compares to VMS RNP plus UNP of \$194,729. PBVs: Currently, the PHA reports 191 leased PBVs, for a leased PBV rate of 91%. Additional leasing should focus on the 18 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
2020	J	2,683	\$2,302,887	\$858.33		
2020	F	2,674	\$2,301,357	\$860.64		
2020	M	2,667	\$2,324,361	\$871.53	↗ 1.26%	\$863.50
2020	A	2,661	\$2,346,489	\$881.81	↗ 1.18%	\$871.33
2020	M	2,659	\$2,394,614	\$900.57	↗ 2.13%	\$884.63
2020	J	2,650	\$2,400,569	\$905.88	↗ 0.59%	\$896.08
2020	J	2,649	\$2,409,780	\$909.69	↗ 0.42%	\$905.38
2020	A	2,636	\$2,398,686	\$909.97	↗ 0.03%	\$908.51
2020	S	2,630	\$2,394,495	\$910.45	↗ 0.05%	\$910.04
2020	O	2,617	\$2,382,419	\$910.36	↘ -0.01%	\$910.26
2020	N	2,605	\$2,373,979	\$911.32	↗ 0.10%	\$910.71
2020	D	2,607	\$2,380,749	\$913.21	↗ 0.21%	\$911.63
2021	J	2,613	\$2,375,480	\$909.10	↘ -0.45%	\$911.21
2021	F	2,611	\$2,373,308	\$908.97	↘ -0.01%	\$910.43
2021	M	2,604	\$2,362,381	\$907.21	↘ -0.19%	\$908.43
2021	A	2,587	\$2,335,604	\$902.82	↘ -0.48%	\$906.33
2021	M	2,568	\$2,319,587	\$903.27	↗ 0.05%	\$904.43
2021	J	2,560	\$2,295,949	\$896.86	↘ -0.71%	\$900.98
2021	J	2,533	\$2,267,993	\$895.38	↘ -0.16%	\$898.50
2021	A					
2021	S					
2021	O					
2021	N					
2021	D					
2022	J					
2022	F					
2022	M					
2022	A					
2022	M					
2022	J					



Remove Abated Units from PUC

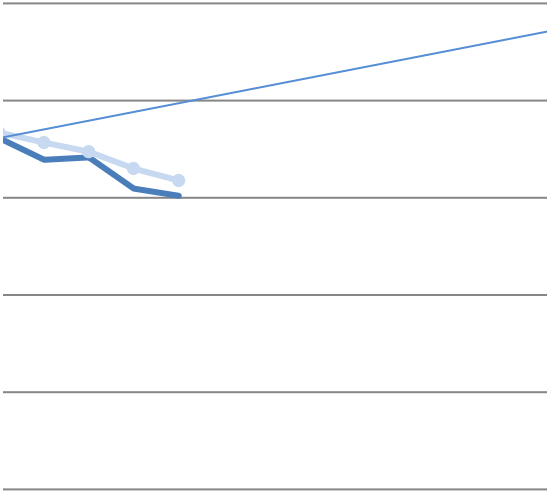
Choose PUC Method

Last Actual (Default)

Material New Units at a Material New PUC?

HCV Leasing and Spending Projection

Analysis

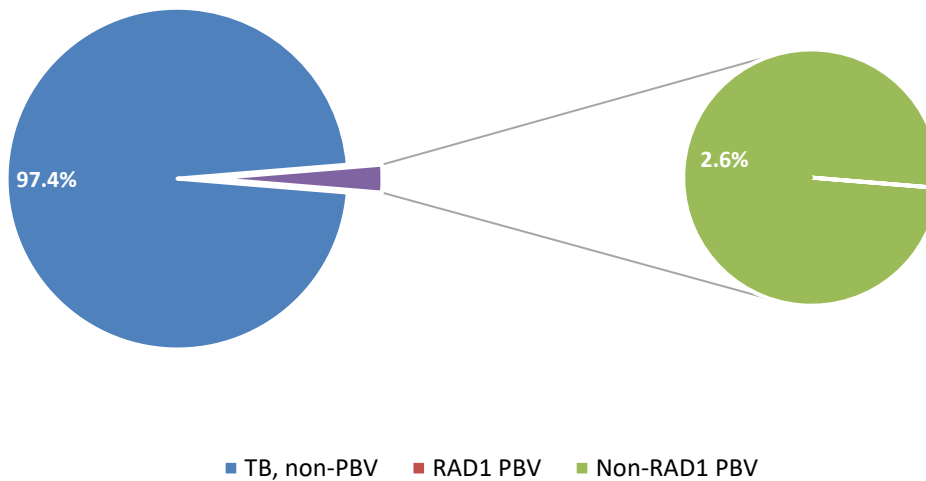


Month Average      Linear (Per U)

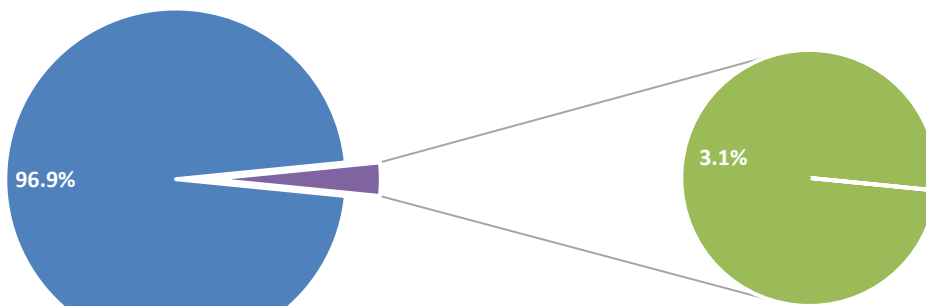
R-Squared, last 6 months

VMS Fields	CURRENT		
Number of PBV Under AHAP	30		
PBV Under HAP - Leased	191		
PBV Under HAP - Not Leased	18	8.6% 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?			
Underreporting PBV Under HAP - Not Leased based on RAD underleased?			
PIC Data Analysis			

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



YTD Program Allocation, by Units



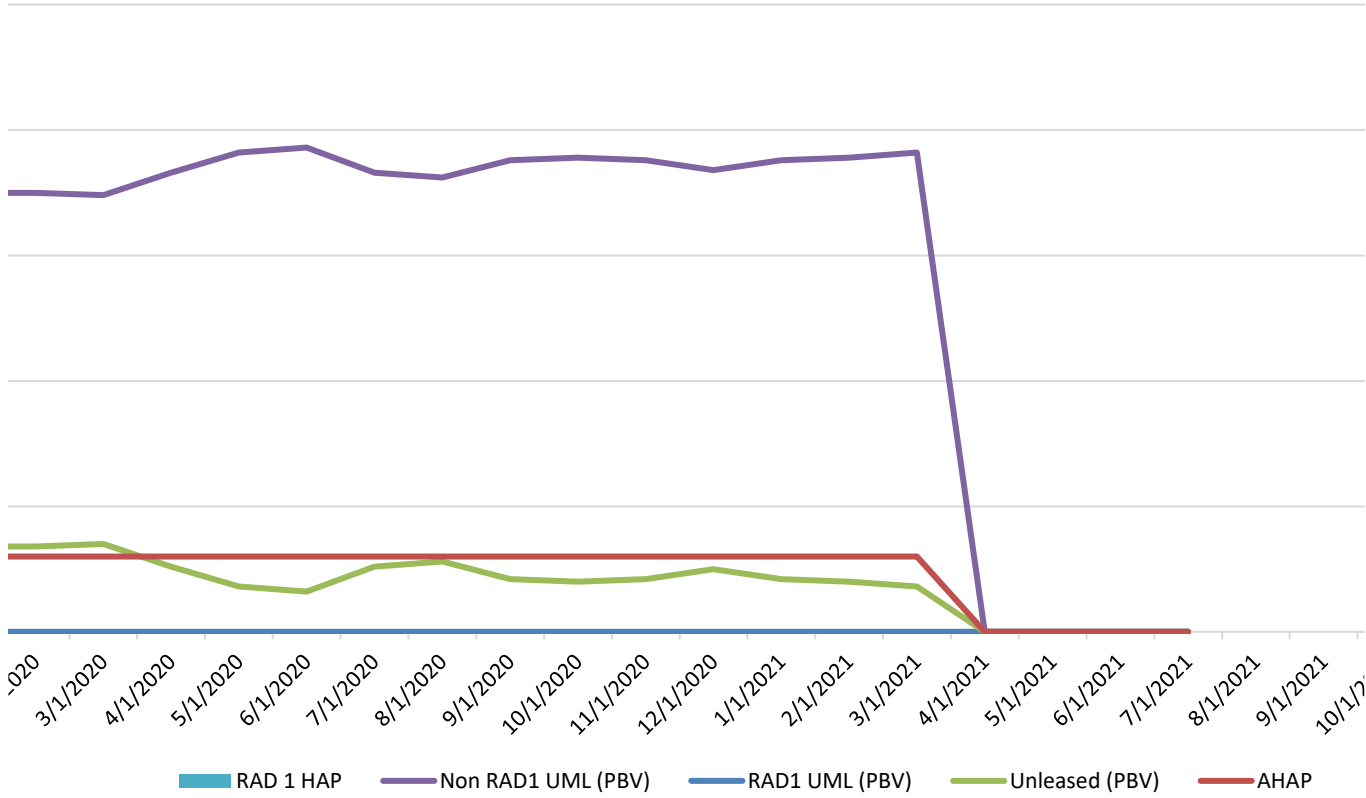




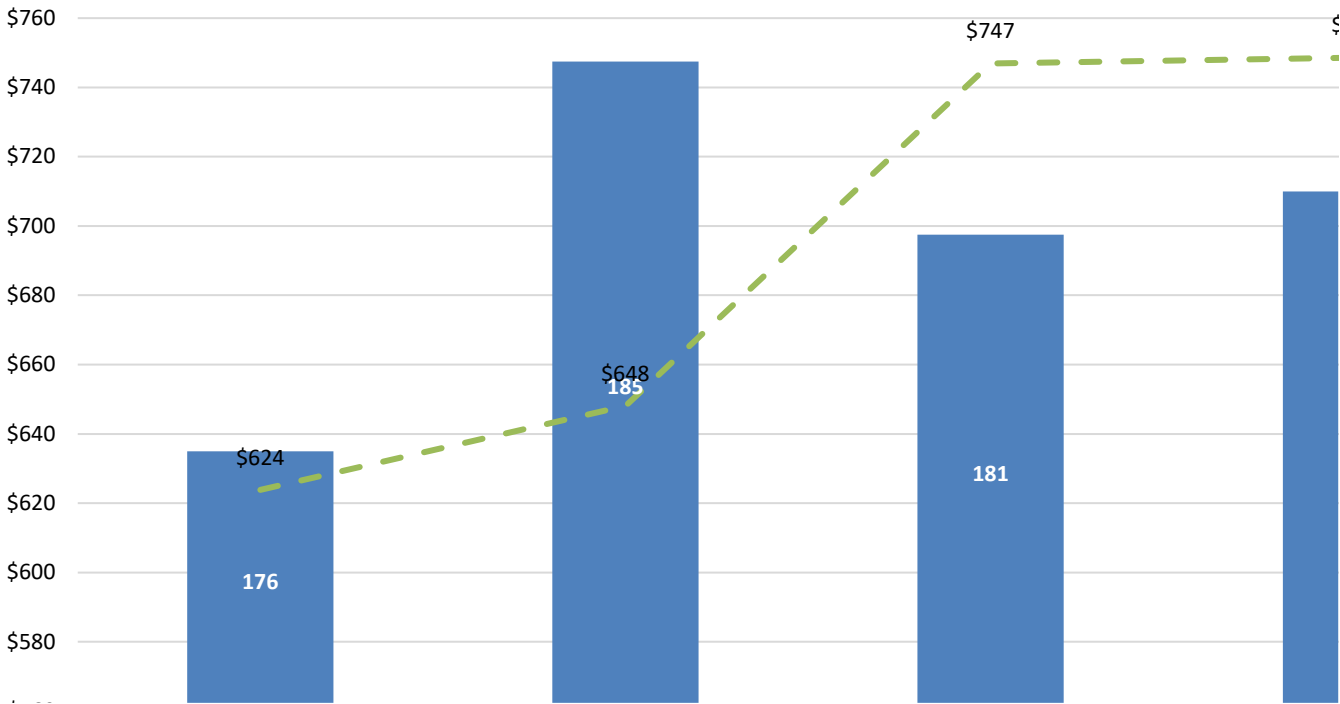
■ TB, non-PBV   ■ RAD1 PBV   ■ Non-RAD1 PBV

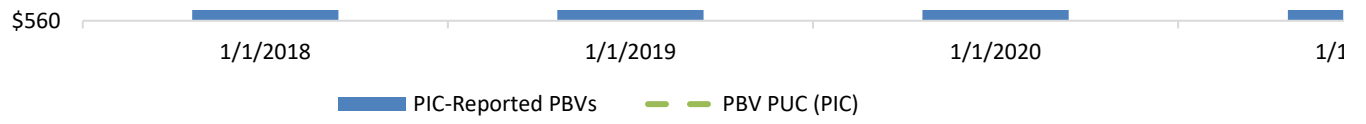
ect-Based Information

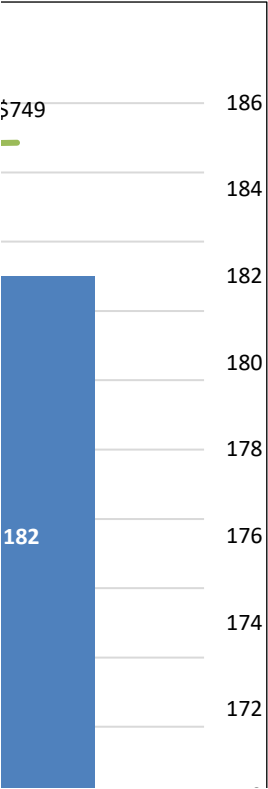
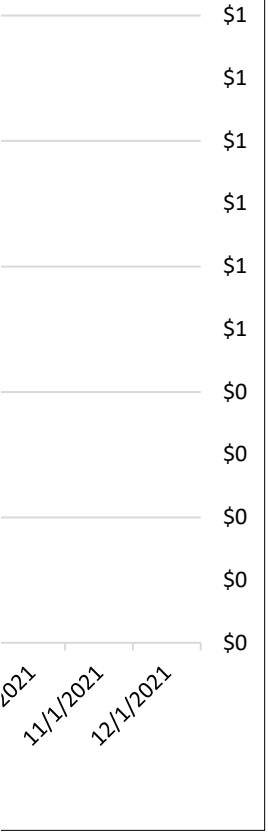
Project-Based, VMS

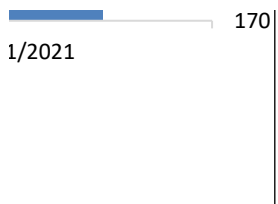


PIC PBV Data











Import DCR		Additional Disbursement for WA054 (HA of Pierce County) - FYE 12/31 (Obligations/Disbursements As of June 8, 2021)									
Housing Assistance Payments (HAP)											
Owner	PHA HELD									E	
Category (BOM: Beginning of Month EOM: End of Month)	Calculated BOM "Excess Cash"	Actual/Projected Disbursements (HUD to PHA)	Actual/Projected Expenses (PHA to landlords)	Disbursements Minus Expenditures	Fraud Recovery/ FSS Forfeitures (VMS)	Calculated EOM "Excess Cash"	Reported EOM RNP (VMS)	Difference	Actual/Projected UMLs	BOM HHR	Obligations (in HUD's systems)
Years	2020/2021										
January-21	\$146,498	\$2,383,574	\$2,375,480	\$8,094	\$2,070	\$156,662	\$116,799	\$39,863	2,613	\$926,497	\$2,438,042
February-21	\$156,662	\$2,383,574	\$2,373,308	\$10,266	\$1,290	\$168,218	\$140,605	\$27,613	2,611	\$980,965	\$2,438,042
March-21	\$168,218	\$2,380,436	\$2,362,381	\$18,055	\$3,125	\$189,398	\$194,729	(\$5,331)	2,604	\$1,035,432	\$2,462,531
April-21	\$189,398	\$2,380,436	\$2,335,604	\$44,832	\$0	\$234,230	\$0	\$234,230	2,587	\$1,117,527	\$2,438,183
May-21	\$234,230	\$2,216,208	\$2,319,587	(\$103,379)	\$0	\$130,851	\$0	\$130,851	2,568	\$1,175,274	\$2,438,183
June-21	\$130,851	\$2,362,706	\$2,295,949	\$66,757	\$0	\$197,608	\$0	\$197,608	2,560	\$1,397,248	\$2,495,998
July-21	\$197,608	\$0	\$2,267,993	(\$2,267,993)	\$0	(\$2,070,385)	\$0	(\$2,070,385)	2,533	\$1,530,541	\$2,495,998
August-21	(\$2,070,385)	\$0	\$2,284,811	(\$2,284,811)	\$0	(\$4,355,196)	\$0	(\$4,355,196)	2,527	\$4,026,539	\$2,495,998
September-21	(\$4,355,196)	\$0	\$2,423,980	(\$2,423,980)	\$0	(\$6,779,176)	\$0	(\$6,779,176)	2,675	\$6,522,538	\$2,495,998
October-21	(\$6,779,176)	\$0	\$2,465,364	(\$2,465,364)	\$0	(\$9,244,541)	\$0	(\$9,244,541)	2,715	\$9,018,536	\$2,466,554
November-21	(\$9,244,541)	\$0	\$2,494,133	(\$2,494,133)	\$0	(\$11,738,674)	\$0	(\$11,738,674)	2,741	\$11,485,090	\$1
December-21	(\$11,738,674)	\$0	\$2,519,993	(\$2,519,993)	\$0	(\$14,258,667)	\$0	(\$14,258,667)	2,763	\$11,485,090	\$1
January-22	(\$11,485,091)	\$0	\$2,548,467	(\$2,548,467)	\$0	(\$14,033,558)	\$0	(\$14,033,558)	2,788	\$11,485,091	\$0
February-22	(\$14,033,558)	\$0	\$2,563,117	(\$2,563,117)	\$0	(\$16,596,675)	\$0	(\$16,596,675)	2,798	\$11,485,091	\$0
March-22	(\$16,596,675)	\$0	\$2,569,155	(\$2,569,155)	\$0	(\$19,165,830)	\$0	(\$19,165,830)	2,799	\$11,485,091	\$0
April-22	(\$19,165,830)	\$0	\$2,568,624	(\$2,568,624)	\$0	(\$21,734,454)	\$0	(\$21,734,454)	2,792	\$11,485,091	\$0
May-22	(\$21,734,454)	\$0	\$2,568,092	(\$2,568,092)	\$0	(\$24,302,547)	\$0	(\$24,302,547)	2,785	\$11,485,091	\$0
June-22	(\$24,302,547)	\$0	\$2,563,846	(\$2,563,846)	\$0	(\$26,866,393)	\$0	(\$26,866,393)	2,775	\$11,485,091	\$0
Total for CY 2021		\$14,106,934	\$28,518,584		\$6,485						\$24,665,528
Total		\$14,106,934	\$43,899,885		\$6,485						\$24,665,528
Color Key:		= Beginning Balance for the Year			= Calculated Fields			= VMS Data / or Projected Data			= HUDCAPS Data
General Comments:											

Category	Amount	Comments	
Proposed Advance:	\$2,070,385		
		Adjustments	Carry Forward?
Prior Period			
HUD			
PHA			
BA Detail	SPV's		

Save and Submit

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

STIMATED HUD HELD	
Actual/Projected Disbursements (HUD to PHA)	Receipt of Funds (RF)
2020/2021	
\$2,383,574	\$0
\$2,383,574	\$0
\$2,380,436	\$0
\$2,380,436	\$0
\$2,216,208	\$0
\$2,362,706	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$0	\$0
\$14,106,934	
\$14,106,934	

	Date
Yes	