

**HOUSING AND COMMUNITY SERVICES  
M E M O R A N D U M**

DATE: May 21, 2018  
TO: HOUSING AUTHORITY COMMISSIONERS  
FROM: DAVID E. GOUIN, EXECUTIVE DIRECTOR  
HOUSING AUTHORITY  
SUBJECT: HOUSING AUTHORITY MONTHLY ACTIVITIES REPORT

- The Harris Village construction loan closed on April 4, 2018. The Housing Authority's loan in the amount of \$180,000 and the City Council's Affordable Housing Fund Incentive Pilot Program loan in the amount of \$220,000 will assist with the production of three new single-family homes and rehabilitation of one home for low-income households.
- Clover Drive Townhomes, an Infill Housing Contract property consisting of five units with one Very Low-Income unit, completed construction and the approved household moved into the unit May 1, 2018.
- Delegation of Approval Authority - The following items were approved by the Executive Director, pursuant to Housing Authority Reso. 1534 (Delegation of Approval Authority), during the period of time since the Housing Authority meeting of March 26, 2018:
  - Apple Valley Apartments – Extension of construction commencement date from March 15, 2018 to May 1, 2018 and construction completion from June 30, 2018 to August 15, 2018
  - Harris Village - Extension of construction commencement date from April 2, 2018 to May 1, 2018 and construction completion from October 15, 2019 to November 15, 2019
  - Apple Valley Apartments - Extension of construction commencement date from May 1, 2018 to June 1, 2018 and construction completion from August 15, 2018 to September 15, 2018
  - Harris Village - Extension of construction commencement date from May 1, 2018 to June 1, 2018 and construction completion from November 15, 2019 to December 15, 2019
- Chelsea Gardens rehabilitation loan closed on May 2, 2018. The Housing Authority Loan in the amount of \$416,841 will replace roofs and gutters on five apartment buildings for the benefit of very-low income households. The project is expected to be completed by May 30, 2018. The loan will start a 55-year term of affordability for 120 units.
- On an annual basis, Borrowers of Housing Authority funds are required to submit Audited Financial Statements detailing the finances of projects. For the 2017 calendar year, the Housing Authority will receive over \$475,000 in residual cash receipts which will be available to relend in future projects.
- The Housing Choice Voucher Program Waiting List opened on May 1 and will be open through May 31. Lottery applications are available widely throughout the city in English and Spanish, and staff is engaged in an extensive outreach campaign to notify the community. As of May 10, approximately 850 lottery applications had been received.