

## MONROVIA HOUSING AUTHORITY AGENDA REPORT



**DEPARTMENT:** Administrative Services **MEETING DATE:** December 15, 2020

PREPARED BY: Buffy Bullis, Director AGENDA LOCATION: MHA CC-2

**TITLE:** Fiscal Year 2019-2020 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2019-2020 Housing Successor Annual Report

**OBJECTIVE:** To receive and file the 2019-2020 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2019-2020 Housing Successor Annual Report

**BACKGROUND:** Upon the dissolution of redevelopment agencies on February 1, 2012, "housing successors" were established and were designated to assume all of the rights, obligations, and housing assets of the former redevelopment agencies. In Monrovia's case, the Monrovia Housing Authority ("the Authority") took on the role of housing successor for the former Monrovia Redevelopment Agency. As part of this transition of rights and responsibilities, all housing assets of the former redevelopment agency were transferred to the housing successor by operation of law on February 1, 2012, and were placed in a "Low and Moderate Income Housing Asset Fund." Applicable housing assets included land, capital assets, and loans and notes receivable.

On October 13, 2013, the Governor signed Senate Bill 341 ("SB 341"), which added Section 34176.1 to the Health and Safety Code ("HSC") and amended Section 34176. This change in law required housing successors to follow new expenditure and accounting rules beginning January 1, 2014. Pursuant to Section 34176.1(f), the housing successor is to conduct, and provide to its governing body, an independent financial audit of the Low and Moderate Income Housing Asset Fund within six months after the end of each fiscal year (which may be included in the independent financial audit of the host jurisdiction). If the housing successor is a city or county, pursuant to Section 65400 of the Government Code, it is to include in its report and post on its website all of the following information for the previous fiscal year:

- The amount deposited to the Low and Moderate Income Housing Asset Fund, distinguishing any amounts deposited for items listed on the Recognized Obligation Payment Schedule from other amounts deposited.
- A statement of the balance in the fund as of the close of the fiscal year, distinguishing any amounts held for items listed on the Recognized Obligation Payment Schedule from other amounts.
- A description of expenditures from the fund by category, including, but not limited to, expenditures (A) for monitoring and preserving the long-term affordability of units subject to affordability restrictions or covenants entered into by the redevelopment agency or the housing successor and administering the activities described in paragraphs (2) and (3) of subdivision (a), (B) for homeless prevention and rapid rehousing services for the development of housing described in paragraph (2) of subdivision (a), and (C) for the development of housing pursuant to paragraph (3) of subdivision (a).

MHA CC-2

- As described in paragraph (1) of subdivision (a), the statutory value of real property owned by the housing successor, the value of loans and grants receivable, and the sum of these two amounts.
- A description of any transfers made pursuant to paragraph (2) of subdivision (c) in the previous fiscal year and, if still unencumbered, in earlier fiscal years and a description of and status update on any project for which transferred funds have been or will be expended if that project has not yet been placed in service.
- A description of any project for which the housing successor receives or holds property tax revenue pursuant to the Recognized Obligation Payment Schedule and the status of that project.
- For interests in real property acquired by the former redevelopment agency prior to February 1, 2012, a status update on compliance with Section 33334.16. For interests in real property acquired on or after February 1, 2012, a status update on the project.
- A description of any outstanding obligations pursuant to Section 33413 that remained to transfer
  to the housing successor on February 1, 2012, the housing successor's progress in meeting those
  obligations, and the housing successor's plans to meet unmet obligations. In addition, the housing
  successor shall include in the report posted on its Internet website the implementation plans of
  the former redevelopment agency.
- The Income Test information required by subparagraph (B) of paragraph (3) of subdivision (a).
- The percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the previous 10 years in relation to the aggregate number of units of deedrestricted rental housing assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the same time period.
- The amount of any excess surplus, the amount of time that the successor agency has had excess surplus, and the housing successor's plan for eliminating the excess surplus.

**ANALYSIS:** In accordance with the requirements of HSC Section 34176.1(f), a financial audit of the Low and Moderate Income Housing Asset Fund was performed by Lance Soll & Lunghard, Certified Public Accountants, LLP. The audit included a review of the financial activity of the Low and Moderate Income Housing Asset Fund, and a review of the Authority's compliance with requirements of the Health and Safety Code sections applicable to California housing successor agencies. The audit resulted in an unqualified opinion, which means that the financial information presented in the Authority's accounting records and financial statements is accurately presented and is free from material misstatement. A copy of the audited financial statements is attached to this Agenda Report.

#### Financial Summary

The Monrovia Housing Authority's financial data is contained in one stand-alone fund, the Low and Moderate Income Housing Asset Fund. This Low and Moderate Income Housing Asset Fund includes housing assets that were transferred from the former Monrovia Redevelopment Agency to the Authority. Below is a summary of key data from the financial statements for the fiscal year ended June 30, 2020:

Balance Sheet
<b>Monrovia Housing Authority</b>
June 30, 2020

0 di 10 00, 2020		
Assets:		
Cash and Investments	\$	649,845
Receivables:	 	
Accounts	 	152
Notes and Loans		1,297,026
Deferred Loans		1,150,108
Advances to Successor Agency of the Former RDA (SERAF Loan)		
Total Assets		5,648,516
Liabilities, Deferred Inflows of Resources and Fund Balances		
Liabilities:		
Accrued liabilities		5,642
Total Liabilities		5,642
Deferred Inflows of Resources:		
Unavailable Revenues	i   	1,997,135
Total Deferred Inflows of Resources:	 	1,997,135
	i   	
Fund Balances:		
Restricted for:		
Housing		3,645,739
Total Fund Balances	i   	3,645,739
	i   	
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$	5,648,516

# Statement of Revenues, Expenditures and Changes in Fund Balances Monrovia Housing Authority Year Ended June 30, 2020

Revenues:	<u> </u>	
Use of Money and Property	\$	24,506
Contributions From City of Monrovia		92,676
Miscellaneous and Other Revenue		187,465
Total Revenues		304,647
Expenditures:		
Current:	<u> </u>	
Community Development		453,183
Total Expenditures		453,183
Excess (Deficiency) of Revenues Over (Under) Expenditures		(148,536)
Fund Balances, Beginning of Year, as Previously Reported		3,794,275
Fund Balances, End of the Year	\$	3,645,739

When redevelopment agencies were dissolved in February 2012, all unencumbered housing funds (e.g., unencumbered cash and investments) were required to be remitted to the County Auditor Controller, leaving only non-cash assets remaining in housing successors' funds and cash that had been encumbered by contracts entered into by June 27, 2011. At the time, the Monrovia Low and Moderate Income Housing Asset Fund did not have any unencumbered balances available for remittance; therefore, no funds were remitted from Monrovia. From that point forward, the only opportunity for revenue generation in the fund is from program income, interest earnings, repayment of notes and loans, and funds generated through land sales. At June 30, 2020, the Cash and Investments balance is \$649,845. It is important to note that, while the current receivable balance of notes and loans in the fund is \$2,447,134, it is highly unlikely that most of this balance will be repaid, as most loans were created with a forgiveness provision that is triggered if certain terms of the loan are met.

In addition to Cash and Investments of \$649,845 and Receivables of \$2,447,134, there is also a SERAF Loan Receivable of \$2,551,385.

As for revenue and expenditures during the year, \$24,506 was received for interest earnings, \$79,818 was received from the City of Monrovia for support for the Monrovia Area Partnership (MAP) program, \$1,500 in donations were received from donors to help provide support for the MAP Program, and \$198,823 were received in loan payoffs and other revenues. Current expenditures, totaling \$453,183, were comprised of \$94,378 in MAP Program costs, \$115,000 in homeless prevention and rapid rehousing expenditures, and \$243,805 in expenditures for preservation and administration expenses.

#### Housing Annual Report Summary

In addition to the audited financial statements, the Housing Successor Annual Report for the 2019-2020 fiscal year has been prepared by Staff and includes all eleven informational components required to be provided pursuant to HSC 34176.1(f). A copy of the Housing Successor Annual Report is attached to this Agenda Report. Below are key highlights from the report:

- A total of \$304,647 was deposited into the Low and Moderate Income Housing Asset Fund during the fiscal year. Of this amount, \$0 was held for items listed on the ROPS.
- At the close of the fiscal year, the ending balance in the Low and Moderate Income Housing Asset Fund was \$3,645,739. (Note: of this amount, \$2,995,894 is in non-spendable format.)
- The statutory value of real property owned by the Housing Successor and the value of loans and notes receivable total \$4,998,671. A breakdown of this amount can be found in the 2019-2020 Housing Annual Report.
- Based on staff calculations, there is an excess surplus of \$0 in the Low and Moderate Income
  Housing Asset Fund at the end of the 2019-2020 Fiscal Year. The Housing Successor expects
  to encumber the excess surplus for the purposes described in Health and Safety Code Section
  34176.1(a) (3) within the prescribed timeline (three fiscal years).

**ENVIRONMENTAL IMPACT:** There is no environmental impact associated with receiving and filing this report.

FISCAL IMPACT: There is no fiscal impact associated with receiving and filing this report.

**OPTIONS:** As this is a receive and file action, there are no options presented.

**RECOMMENDATION:** Staff recommends that the Board receive and file the reports as presented.

**COUNCIL ACTION REQUIRED:** If the Board concurs, the appropriate action would be a motion to receive and file the 2019-2020 Independent Financial Audit of the Low and Moderate Income Housing Asset Fund and the 2019-2020 Housing Successor Annual Report.



# MONROVIA HOUSING SUCCESSOR CITY OF MONROVIA, CALIFORNIA

FISCAL YEAR ENDED JUNE 30, 2020

FINANCIAL STATEMENTS

Focused on YOU



### MONROVIA HOUSING SUCCESSOR CITY OF MONROVIA, CALIFORNIA

COMPONENT UNIT FINANCIAL STATEMENTS

FISCAL YEAR ENDED JUNE 30, 2020

PREPARED BY: FINANCE DEPARTMENT

#### FOR THE FISCAL YEAR ENDED JUNE 30, 2020

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#### INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council Monrovia Housing Successor City of Monrovia, California

#### **Report on Financial Statements**

We have audited the accompanying financial statements of the governmental activities and Low-Mod Housing Asset fund of the Housing Successor of the City of Monrovia, (the Monrovia Housing Successor), a Special Revenue Fund of the City of Monrovia, California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Housing Successor's basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the Low-Mod Housing Asset Fund of the Monrovia Housing Successor, as of June 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.





To the Honorable Mayor and Members of the City Council Monrovia Housing Successor City of Monrovia, California

#### Other Matters

#### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### Other Information

We have audited the financial statements of Monrovia Housing Successor, (the Monrovia Housing Successor) as of and for the year ended June 30, 2020, and have issued our report thereon dated December 7, 2020, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying report on excess/surplus calculation is presented for purposes of additional analysis only and is not a required part of the financial statements. Such information is the responsibility of management and was derived from the financial statements. The report on excess/surplus calculation has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 7, 2020 on our consideration of the Monrovia Housing Successor's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Monrovia Housing Successor's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Monrovia Housing Successor's internal control over financial reporting and compliance.

#### **Emphasis of Matter**

As discussed in Note 1, the financial statements present only the Monrovia Housing Successor and do not purport to, and do not present fairly the financial position of the City of Monrovia, California, as of June 30, 2020 and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Brea, California December 7, 2020

Lance, Soll & Lunghard, LLP



#### INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH APPLICABLE REQUIREMENT AND ON INTERNAL CONTROL OVER COMPLIANCE

To the Honorable Mayor and Members of the City Council City of Monrovia, California

#### **Report on Compliance for the Housing Successor**

We have audited the City of Monrovia's Low-Mod Housing Asset fund, the Housing Successor of the City of Monrovia, (the Monrovia Housing Successor), a Special Revenue Fund of the City of Monrovia, California, with the type of compliance requirements described in the California Health and Safety Code sections applicable to California Housing Successor Agencies for the year ending June 30, 2020.

#### Management's Responsibility

Management is responsible for compliance with the California Health and Safety Code sections applicable to California Housing Successor Agencies.

#### Auditor's Responsibility

Our responsibility is to express an opinion on the Monrovia Housing Successor's compliance with the California Health and Safety Code sections applicable to California Housing Successor Agencies. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred above that could have a direct and material effect on Housing Successor occurred. An audit includes examining, on a test basis, evidence about the Housing Successor's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the Monrovia Housing Successor. However, our audit does not provide a legal determination of the Monrovia Housing Successor's compliance with those requirements.

#### **Opinion**

In our opinion, the Monrovia Housing Successor complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Monrovia Housing Successor for the year ending June 30, 2020.





To the Honorable Mayor and Members of the City Council City of Monrovia, California

#### **Report on Internal Control over Compliance**

Management of the Monrovia Housing Successor is responsible for establishing and maintaining effective internal control over compliance with the type of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Monrovia Housing Successor's internal control over compliance with the types of requirements that could have a direct and material effect on the Monrovia Housing Successor to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance and to test and report on internal controls over compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance.

Accordingly, we do not express an opinion on the effectiveness of the Monrovia Housing Successor's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance of California Health and Safety Code sections applicable to California Housing Successor Agencies on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that a material noncompliance with a type of compliance requirement of California Health and Safety Code sections applicable to California Housing Successor Agencies will not be prevented, or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### Report on Excess/Surplus Calculation

We have audited the financial statements of the governmental activities of the Monrovia Housing Successor as of and for the year ended June 30, 2020, and have issued our report thereon dated December 7, 2020, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying report on excess/surplus calculation is presented for purposes of additional analysis only and is not a required part of the financial statements. Such information is the responsibility of management and was derived from the financial statements. The report on excess/surplus calculation has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance.



To the Honorable Mayor and Members of the City Council City of Monrovia, California

Lance, Soll & Lunghard, LLP

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of California Health and Safety Code sections applicable to California Housing Successor Agencies. Accordingly, this communication is not suitable for any other purpose.

Brea, California

December 7, 2020

### STATEMENT OF NET POSITION JUNE 30, 2020

	Governmental Activities
Assets:	
Cash and investments	\$ 649,845
Receivables:	
Accounts	152
Notes and loans	1,297,026
Deferred loans	1,150,108
Advances to Successor Agency	2,551,385
Total Assets	5,648,516
Liabilities:	
Accrued liabilities	5,642
Total Liabilities	5,642
Net Position:	
Restricted for:	
Housing	5,642,874
Total Net Position	\$ 5,642,874

### STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2020

							Rev Cha	(Expenses) venues and nges in Net Position
	_	_	Cor	Program R perating atributions	Cap Contrib	outions		vernmental
		xpenses	an	d Grants	and G	rants		Activities
Functions/Programs Primary Government: Governmental Activities: Community Services	_\$	846,583	\$	172,876	_\$	<u>-</u>	\$	(673,707)
Total Governmental Activities	\$	846,583	\$	172,876	\$			(673,707)
		ral Revenues e of money and		ty				24,506
	Tota	al General Rev	enues					24,506
	Char	nge in Net Posi	tion					(649,201)
	Net I	Position at Beg	inning o	f Year, as pre	iously repo	rted		6,292,075
	Net	Position at En	d of Ye	ar			\$	5,642,874

#### BALANCE SHEET JUNE 30, 2020

	Low-Mod
	Housing Asset
	Fund
Assets:	ф 040.04 <b>г</b>
Pooled cash and cash equivalents Receivables:	\$ 649,845
Accounts	152
Notes	1,297,026
Deferred loans	1,150,108
Advances to Successor Agency of the former RDA	2,551,385
Total Assets	\$ 5,648,516
Liabilities, Deferred Inflows of Resources, and Fund Balances: Liabilities: Accrued liabilities	\$ 5,642
Total Liabilities	5,642
Deferred Inflows of Resources:	4.007.405
Unavailable revenues	1,997,135
Total Deferred Inflows of Resources	1,997,135
Fund Balances:	
Restricted for:	
Housing	3,645,739
Total Fund Balances	3,645,739
Total Liabilities, Deferred Inflows of	
Resources, and Fund Balances	\$ 5,648,516
	+ 0,010,010

## RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION JUNE 30, 2020

Fund balances of governmental funds	\$ 3,645,739
Amounts reported for governmental activities in the statement of net position are different because:	
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues	
in the governmental fund activity.	 1,997,135
Net Position of Governmental Activities	\$ 5,642,874

#### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES YEAR ENDED JUNE 30, 2020

	Low-Mod Housing Asset Fund
Revenues: Use of money and property Contributions from City of Monrovia Miscellaneous and other revenue	\$ 24,506 92,676 187,465
Total Revenues	304,647
Expenditures: Current: Community development	453,183
Total Expenditures	453,183
Excess (Deficiency) of Revenues Over (Under) Expenditures	(148,536)
Fund Balances, Beginning of Year	3,794,275
Fund Balances, End of Year	\$ 3,645,739

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES YEAR ENDED JUNE 30, 2020

Change in Net Position of Governmental Activities	\$ (649,201)
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities in the prior year. These are included as expenses in the governmental fund activity.	(500,665)
Amounts reported for governmental activities in the statement of activities are different because:	
Net change in fund balances - total governmental funds	\$ (148,536)

#### I. SIGNIFICANT ACCOUNTING POLICIES

#### Note 1: Summary of Significant Accounting Policies

#### a. Financial Reporting Entity

The City of Monrovia's Low-Mod Housing Asset Fund, the Housing Successor of the City of Monrovia (the Housing Successor), a Special Revenue Fund of the City of Monrovia, California, was established February 1, 2012, pursuant to the California Housing Authority Law codified under State of California Health and Safety Code, Section 34200 et seq. The fund was transferred into Monrovia's Housing Authority (the Authority) and is the only fund that makes up the Authority. The Authority was established on October 5, 2004, pursuant to the California Housing Authority Law codified under State of California Health and Safety Code, Section 34200 et seq. The City Council became the governing board commissioners of the Housing Authority. The Housing Authority was formed for purposes of construction and management of quality affordable housing within the City.

The Housing Authority is controlled by the City of Monrovia (the City) and, accordingly, the accompanying component unit financial statements are included as a component of the basic financial statements prepared by the City. A component unit is a separate governmental unit, agency or nonprofit corporation which, when combined with all other component units, constitutes the reporting entity as defined in the City's basic financial statements.

The Housing Successor accounts for transactions related to affordable housing activities. Revenues include contributions from the City of Monrovia, loan repayments and interest income. The financial statements present only the Low-Mod Housing Asset Fund and are not intended to present fairly the financial position and results of the operations of the City of Monrovia in conformity with accounting principles generally accepted in the United States of America. Complete financial statements of the city can be obtained from the City's Finance Department.

#### b. Basis of Presentation

The Agency's component unit financial statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Government Accounting Standards Board is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the United States of America.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the component unit. Eliminations have been made to minimize the double counting of internal activities. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

### NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

#### Note 1: Summary of Significant Accounting Policies (Continued)

While separate government-wide and fund financial statements are presented, they are interrelated.

#### c. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

#### d. Assets, Liabilities and Net Position or Equity

#### Cash and Investments

The Housing Successor's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. For financial statement presentation purposes, cash and cash equivalents are shown as both unrestricted and restricted cash and investments.

Investments are reported at fair value, the value at which a financial instrument could be exchanged in a current transaction between willing parties, other than a forced liquidation sale. The City's policy is generally to hold investments until maturity or until market values equal or exceed cost. The State Treasurer's Investment Pool operates in accordance with appropriate state laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

#### Land Held for Resale

Land purchased for resale is capitalized as inventory at acquisition costs or net realizable value, if lower. Land held for resale is offset by a fund balance reserve, which indicates that it does not constitute "available spendable resources." Other property held for resale is capitalized as inventory and is recorded at cost.

### NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

#### Note 1: Summary of Significant Accounting Policies (Continued)

#### Capital Assets

Capital assets, which include property and equipment, are reported in the applicable government-wide financial statements. Capital assets are defined by the City's policy, which the Housing Successor adheres to, as assets with an initial, individual cost of more than \$5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Property and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	<u>Years</u>
Structures and Improvements	50
Equipment, Furniture, & Vehicles:	
Furniture & Fixtures	5
Machinery & Equipment	5-10
Autos & Trucks	5-20
Infrastructures:	
Other infrastructure	15-50

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Housing Successor does not carry an item that qualifies for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from various sources: taxes, long-term loans, and grant monies. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

#### Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

### NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

#### Note 1: Summary of Significant Accounting Policies (Continued)

Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

#### **Fund Equity**

In the fund financial statements, government funds report the following fund balance classification:

<u>Nonspendable</u> include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted include amounts that are constrained on the use of resources by either (a) external creditors, grantors, contributors, or laws of regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

<u>Committed</u> include amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest authority, the Monrovia Housing Authority Board. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution. The Housing Successor did not have any committed fund balance as of June 30, 2020.

<u>Assigned</u> include amounts that are constrained by the government's intent to be used for specific purposes but are neither restricted nor committed. The City Manager is authorized to assign amounts to a specific purpose, which was established by the governing body in Resolution No. 2011-32 approved on June 21, 2011. The Housing Successor did not have any assigned fund balance as of June 30, 2020.

<u>Unassigned</u> include the residual amounts that have not been restricted, committed, or assigned to specific purposes.

An individual governmental fund could include nonspendable resources and amounts that are restricted or unrestricted (committed, assigned, or unassigned) or any combination of those classifications. Restricted amounts are to be considered spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available and committed, assigned, then unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

### NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

#### II. DETAILED NOTES

#### Note 2: Cash and Cash Equivalents

As of June 30, 2020, cash and investments were reported in the accompanying financial statements as follows:

Deposits with financial institutions \$ 649,845

Total cash and cash equivalents \$ 649,845

The Housing Successor's fund is pooled with the City of Monrovia's cash and investments in order to generate optimum interest income. The information required by GASB Statement No. 40 related to authorized investments, credit risk, etc. is available in the annual report of the City.

#### III. OTHER INFORMATION

#### Note 3: Loans and Deferred Loans Receivable

#### a. Notes Receivable

In October 2002, the former redevelopment agency issued a 30-year Note Receivable to Monrovia Heritage Park, L.P. for the rehabilitation of low and moderate income housing. The note bears interest at 3% per annum, compounded annually. Payments are due annually, beginning April 15, 2002, and are equal to 50% of all residual receipts after the payment of deferred developer fee notes. The full amount of the note, together with all accrued and unpaid interest, is due no later than April 15, 2032. As of June 30, 2020, the balance was:

\$ 161,401

On July 1, 2008, the former redevelopment agency issued a 45-year Note Receivable to San Gabriel Valley Habitat for Humanity for the sale of properties at 1214 & 1218 Sherman Avenue, for the development of 4 low-income housing units. The note will not accrue interest and will become due and payable if a unit is subsequently sold to a buyer that does not meet the income restriction level. In the event that the buyer remains on site for 45 years, the note will be forgiven in its entirety. The balance of the loan outstanding on June 30, 2020 was:

300,000

On October 1, 1992, the former redevelopment agency issued a 28-year note receivable in the amount of \$350,000, plus 5 % interest per year, to Regency Court LP for the development of a 115 unit senior apartment complex. The full amount of the note, together with all accrued interest and unpaid interest, is due no later than October 1, 2020. However, pursuant to the First Amendment to the Disposition and Development Agreement, dated June 15, 1993, the entire principal amount and accrued interest shall be forgiven by the Agency provided that no event of default exists. Subsequently, on March 24, 1994, the Regency Court Partners transferred the original loan obligation from Regency Court LP to five (5) separate individuals by executing a guaranty to repay the note, plus all interest, should any event of default occur before the loan forgiveness date of October 1, 2020. As of June 30, 2020, the balance was:

835,625

### NOTES TO FINANCIAL STATEMENTS (CONTINUED) JUNE 30, 2020

#### Note 3: Loans and Deferred Loans Receivable (Continued)

#### b. Deferred Loans Receivable

The City has made various rehabilitation and second trust deed loans bearing different interest rates to property owners within the City. The majority of the loans are payable upon sale of the property. However, if the property is not sold within a certain amount of years, as stated in each loan agreement, any principal and interest relating to the loan is forgiven. The balance of the loans outstanding as of June 30, 2020, was:

1,150,108

Total Loans and Deferred Loans Receivable:

\$ 2,447,134

### Note 4: Advance to the Successor Agency of the Former Monrovia Redevelopment Agency (Successor Agency)

On July 23, 2009, the State adopted legislation requiring a shift of monies during fiscal years 2009-2010 and 2010-2011 to be deposited into the County Supplemental Educational Revenue Augmentation Fund (SERAF). To accomplish these payments, Monrovia's former Redevelopment Agency borrowed from Monrovia's Redevelopment Agency Low/Mod Housing Fund. The balance outstanding of \$2,551,385 as of June 30, 2020, is due from the Private Purpose Trust Fund Successor Agency.

#### BUDGETARY COMPARISON SCHEDULE YEAR ENDED JUNE 30, 2020

	Budget /	Amounts	Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	\$3,794,275	\$ 3,794,275	\$ 3,794,275	\$ -
Resources (Inflows):				
Use of money and property	50,000	50,000	24,506	(25,494)
Miscellaneous and Other Revenue	4,000	4,000	187,465	183,465
Contributions from City of Monrovia	133,697	114,807	92,676	(22,131)
Amounts Available for Appropriations	3,981,972	3,963,082	4,098,922	135,840
Charges to Appropriations (Outflow):				
Community development	548,131	555,361	453,183	102,178
Total Charges to Appropriations	548,131	555,361	453,183	102,178
Budgetary Fund Balance, June 30	\$3,433,841	\$ 3,407,721	\$ 3,645,739	\$ 238,018

## COMPUTATION OF HOUSING SUCCESSOR EXCESS/SURPLUS (HSC 34176.1) JUNE 30, 2020

	Housing All Proje	Moderate g Funds ect Area , 2019	Low and Moderate Housing Funds All Project Area July 1, 2020		
Opening Fund Balance		\$ 3,794,275		\$ 3,645,739	
Less Unavailable Amounts: Advances to Successor Agency Loans receivable	\$ (2,551,385) (450,000)	(3,001,385)	\$ (2,551,385) (450,000)	(3,001,385)	
Available Housing Successor Funds		792,890		644,354	
Limitation (greater of \$1,000,000 or four years deposits) Aggregate amount deposited for last four years: 2019 - 2020 2018 - 2019 2017 - 2018 2016 - 2017 2015 - 2016	205,659 219,576 160,493 255,272		304,647 205,659 219,576 160,493		
Total	841,000		890,375		
Base Limitation	\$ 1,000,000		\$ 1,000,000		
Greater amount		1,000,000		1,000,000	
Computed Excess/Surplus		None		None	

**Please note:** If a housing successor has an excess surplus, the housing successor shall encumber the excess surplus for the purposes described in paragraph (3) of subdivision (a) of Health and Safety Code 34176.1 or transfer the funds pursuant to paragraph (2) of subdivision (c) of 34176.1 within three fiscal years. If the housing successor fails to comply with the subdivision, the housing successor, within 90 days of the end of the third fiscal year, shall transfer any excess surplus to the Department of Housing and Community Development for expenditure pursuant to the Multifamily Housing Program or the Joe Serna, Jr. Farmworker Housing Grant Program.

### HOUSING SUCCESSOR ANNUAL REPORT REGARDING THE

### LOW AND MODERATE INCOME HOUSING ASSET FUND FOR FISCAL YEAR 2019-2020

#### **PURSUANT TO**

### CALIFORNIA HEALTH AND SAFETY CODE SECTION 34176.1(f) FOR THE

#### MONROVIA HOUSING AUTHORITY

This Housing Successor Annual Report (Report) regarding the Low and Moderate Income Housing Asset Fund (LMIHAF) has been prepared pursuant to California Health and Safety Code Section 34176.1(f) and is dated as of December 7, 2020. This Report sets forth certain details of the Monrovia Housing Authority's (the Housing Successor) activities during Fiscal Year 2019-2020 (Fiscal Year). The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 (the Dissolution Law).

The following Report is based upon information prepared by Housing Successor staff and information contained within the independent financial audit of the Low and Moderate Income Housing Asset Fund for Fiscal Year 2019-2020 as prepared by Lance, Soll, and Lunghard, Certified Public Accountants, LLP. The financial audit is separate from this annual summary report. Further, this Report conforms with Sections I. through XI. of Section 34176.1(f) of the Dissolution Law:

I. Amount Deposited into LMIHAF: This section provides the total amount of funds deposited into the LMIHAF during the Fiscal Year. Any amounts deposited for items listed on the Recognized Obligation Payment Schedule (ROPS) must be distinguished from the other amounts deposited.

Source of Deposit	Amount	
Interest Earnings/Use of Money and Property	\$ 24,506	
Contributions From the City of Monrovia for the MAP Program & Operations	\$ 92,676	
Donations Received for the MAP Program	\$ 1,500	
Loan Repayment Proceeds and Other Revenue	\$ 185,965	
Deposits Received for the Payment of ROPS Enforceable Obligations	<u>\$ 0</u>	
Total Deposits Into LMIHAF	\$ 304,647	

A total of \$304,647 was deposited into the LMIHAF during the Fiscal Year. Of the total funds deposited into the LMIHAF, a total of \$0 was held for items listed on the ROPS.

**II. Ending Balance of LMIHAF:** This section provides a statement of the balance in the LMIHAF as of the close of the Fiscal Year. Any amounts deposited for items listed on the ROPS must be distinguished from the other amounts deposited.

At the close of the Fiscal Year, the ending balance in the LMIHAF was \$3,645,739 of which \$0 was being held for items listed on the ROPS.

**III. Description of Expenditures from LMIHAF:** This section provides a description of the expenditures made from the LMIHAF during the Fiscal Year. The expenditures are to be categorized.

The following is a description of expenditures from the LMIHAF by category:

Type of Expenditure	Amount		
Expenditures for Monitoring/Preserving/Administration	\$243,805		
Homeless Prevention and Rapid Rehousing Expenditures	\$115,000		
Housing Development Expenditures	\$ 0		
MAP Community Outreach Activities	\$ 94,378		
Total Expenditures From LMIHAF	<u>\$453,183</u>		

IV. Statutory Value of Assets Owned by Housing Successor: This section provides the statutory value of real property owned by the Housing Successor, the value of loans and grants receivables, and the sum of these two amounts.

Under the Dissolution Law and for purposes of this Report, the "statutory value of real property" means the value of properties formerly held by the former redevelopment agency as listed on the housing asset transfer schedule approved by the Department of Finance pursuant to Section 34176(a)(2), the value of the properties transferred to the Housing Successor pursuant to Section 34181(f), and the purchase price of properties purchased by the Housing Successor. Further, the value of loans and grants receivable should also be included in these reported assets held in the LMIHAF.

Asset Description	Amount		
Notes and Loans Receivable	\$1,297,178		
Deferred Rehabilitation and Second Trust Deed Loans Receivable	\$1,150,108		
Advances to Monrovia Successor Agency (SERAF Loan)	\$2,551,385		
Land Held for Resale (Statutory Value)	\$ 0		
Total Value of Real Property and Loans/Grants Receivable	<u>\$4,998,671</u>		

V. Description of Transfers: This section describes transfers, if any, to another housing successor agency made in previous fiscal year(s), including whether the funds are unencumbered and the status of projects, if any, for which the transferred LMIHAF will be used. The sole purpose of the transfers must be for the development of transit priority projects, permanent supportive housing, housing for agricultural employees or special needs housing.

The Housing Successor did not make any LMIHAF transfers to other housing successor(s) under Section 34176.1(c)(2) during the Fiscal Year.

**VI. Project Descriptions:** This section describes any project for which the Housing Successor receives or holds property tax revenue pursuant to the ROPS and the status of that project.

The Housing Successor did not receive or hold any property tax revenue pursuant to the ROPS during the Fiscal Year.

VII. Status of Compliance with Section 33334.16: This section provides a status update on compliance with Section 33334.16 for interests in real property acquired by the former redevelopment agency prior to February 1, 2012. For interests in real property acquired on or after February 1, 2012, this section provides a status update on the project.

With respect to interests in real property acquired by the former redevelopment agency prior to February 1, 2012, the time periods described in Section 33334.16 shall be deemed to have commenced on the date that the Department of Finance (DOF) approved the property as a housing asset in the LMIHAF. For real property acquired by the former redevelopment agency that is now being held by the Housing Successor in the LMIHAF, the Housing Successor must initiate activities consistent with the development of the real property for the purpose for which it was acquired within five years of the date the DOF approved such property as a housing asset.

The following provides a status update on the real property housing asset(s) that were acquired prior to February 1, 2012 and compliance with the five-year period:

Address	Date	DOF	Deadline	Status
of	Property	Transfer	To Initiate	of
Property	Acquired	Approval	Activity	Activity
N/A	N/A	N/A	N/A	No properties held at 6/30/20.

Section 34176.1 provides that Section 33334.16 does not apply to interests in real property acquired by the Housing Successor on or after February 1, 2012; however, this Report presents a status update on the project related to such real property.

The following provides a status update on the project(s) for properties that have been acquired by the Housing Successor using LMIHAF on or after February 1, 2012:

No properties have been acquired by the Housing Successor after February 1, 2012.

VIII. Description of Outstanding Obligations under Section 33413: This section describes the outstanding inclusionary and replacement housing obligations, if any, under Section 33413 that remained outstanding prior to dissolution of the former redevelopment agency as of February 1, 2012, along with the Housing Successor's progress in meeting those prior obligations, if any, of the former redevelopment agency and how the Housing Successor plans to meet unmet obligations, if any.

Replacement Housing: According to the 2009-2010 through 2013-2014 Implementation Plan for the former redevelopment agency, there are no Section 33413(a) replacement housing obligations that have been transferred to the Housing Successor. The former redevelopment agency's Implementation Plans are posted on the City's website at www.cityofmonrovia.org.

Inclusionary/Production Housing: According to the 2009-2010 through 2013-2014 Implementation Plan for the former redevelopment agency, there are no Section 33413(b) inclusionary/production housing obligations that were transferred to the Housing Successor. The former redevelopment agency's Implementation Plans are posted on the City's website at www.cityofmonrovia.org.

**IX. Income Test:** This section provides the information required by Section 34176.1(a)(3)(B), or a description of expenditures by income restriction for a five year period, with the time period beginning January 1, 2014 and whether the statutory thresholds have been met.

Section 34176.1(a)(3)(B) requires that the Housing Successor must require at least 30% of the LMIHAF to be expended for development of rental housing affordable to and occupied by households earning

30% or less of the area median income (AMI). If the Housing Successor fails to comply with the extremely-low Income requirement in any five-year report, then the Housing Successor must ensure that at least 50% of the funds remaining in the LMIHAF be expended in each fiscal year following the latest fiscal year following the report on households earning 30% or less of the AMI until the Housing Successor demonstrates compliance with the extremely-low Income requirement.

For the five-year period, there were no funds expended for the development of housing; therefore, no funds were expended for rental housing affordable to and occupied by households earning 30% or less of the area median income (AMI).

X. Senior Housing Test: This section provides the percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the Housing Successor, its former redevelopment Agency, and its host jurisdiction within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the Housing Successor, its former Redevelopment Agency and its host jurisdiction within the same time period. For this Report, the ten-year period reviewed is January 1, 2010 to January 1, 2019.

The Housing Successor is to calculate the percentage of units of deed-restricted rental housing restricted to seniors and assisted by the Housing Successor, the former redevelopment agency and/or the City within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted by the Housing Successor, the former redevelopment agency and/or City within the same time period. If this percentage exceeds 50%, then the Housing Successor cannot expend future funds in the LMIHAF to assist additional senior housing units until the Housing Successor or City assists, and construction has commenced, on a number of restricted rental units that is equal to 50% of the total amount of deed-restricted rental units.

The following provides the Housing Successor's Senior Housing Test for the 10 year period of 2010-2011 through 2019-2020:

Description	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20
# of Assisted Senior Rental Units	101	101	101	101	101	101	101	101	101	101
# of Total Assisted Rental Units	101	101	101	101	101	101	101	101	101	101
Senior Housing Percentage	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

XI. Excess Surplus Test: This section provides the amount of excess surplus in the LMIHAF, if any, the length of time that the Housing Successor has had excess surplus, and the Housing Successor's plan for eliminating the excess surplus.

Excess Surplus is defined in Section 34176.1(d) as an unencumbered amount in the account that exceeds the greater of one million dollars (\$1,000,000) or the aggregate amount deposited into the account during the Housing Successor's preceding four fiscal years, whichever is greater.

Year	Amount
Fiscal Year 2015-2016	\$ 255,272
Fiscal Year 2016-2017	\$ 160,493
Fiscal Year 2017-2018	\$ 219,576
Fiscal Year 2018-2019	\$ 205,659
Total	\$ 841,000
Greater of \$1,000,000 or Previous Four Fiscal Years' Deposits	\$1,000,000
Available Unencumbered Amount in LMIHAF @ 7/1/19	\$ 792,890
Computed Excess Surplus	\$ 0

Based on the calculation above, the LMIHAF does not have an excess surplus at 6/30/20.

#### Other:

This Report is to be provided to the Housing Successor's governing body by December 31, 2020. In addition, this Report and the former redevelopment agency's pre-dissolution Implementation Plans are to be made available to the public on the City's website at <a href="https://www.cityofmonrovia.org">www.cityofmonrovia.org</a>. Both requirements have been satisfied.