

MOH Monthly Project Update

Please complete this Monthly Project Update through RAD conversion and email the Word document to Daryl Higashi, Sarah Nusser, Helen Hale, and Toni Autry by the 8th of each month. Please focus on the relevant sections of project progress since the last report, and anticipate approvals that will be needed over the next 2 – 3 months. Use as much space as you need.

Project Summary Information

Project:	Plaza East
Address:	1300 Buchanan
Sponsor:	McCormack Baron Salazar
# Units:	193
Sponsor Project Mgr.:	Pauline UI
MOHCD Project Mgr.:	Sarah Nusser
SFHA Project Mgr.:	Alicia Sisca
Supervisorial District	5
Target Population:	Multifamily

Monthly Update

Month Covered: May 2021	Date of Report: June 8, 2021
Completed by: MBS and FRH	
Estimated Construction Start Date (if changed from previous update, please explain): Notice to Proceed was issued on May 26, 2021	
Estimated Total Development Cost (if changed from previous update, please explain): \$2.698,000	
<p>RAD MILESTONES – Emergency life and safety work</p> <p>Emergency work commenced on May 26th. The focus it is address scope items that were identified in the March 2021 inspection report, per Exhibit A – Scope of Work.</p> <ul style="list-style-type: none"> • Vacant Units: -11 units partially complete (flooring, windows and appliances remaining to be done per survey) • Occupied units: -11 complete -20 partial (appliances remaining to be done per survey) <p>1) RAD policies implementation (ie. lease/house rules, housing retention plan, tenant selection plan, tenant association MOU, property management model):</p> <ul style="list-style-type: none"> • John Stewart started Management on June 1st, but do changes to policies at this time. 	
<p>RELOCATION – Status of relocation planning, one-on-one engagement with households, communication with tenants at community meetings, phasing/schedule, identifying relocation units and moving companies/procedures</p> <ul style="list-style-type: none"> • No relocation has been needed to update 	

TENANT ENGAGEMENT - 1) most recent and next upcoming Community meeting date(s), number of attendees, general agenda covered. 2) # of one on one interviews / surveys completed, overview of topics addressed. 3) Other methods such as newsletters or flyers. 4) Percentage of residents reached this month 5) Issues of concern.

- April 28, 2021 (community meeting) # attendees: 32; Agenda: addressing emergency repairs, pm transitions, addressing transparency and conditions of the property; May 25, 2021 (property management meet and greet) # of attendees 19 Agenda: Meet and greet with new property management team from John Stewart; June 15, 2021 (pre-development mtg), Agenda: community development and building trust
- 11 one on one interviews, topics: repairs, pm conflicts, emergency referrals, programming on site
- Monthly newsletter's are issued to every household with updates on activities/events/meetings as well as upcoming events; flyers are distributed to every household 5-7 days per event/meeting/resident update
- Through letters, flyers, and newsletters 100%
- N/a

SERVICE CONNECTION – 1) Provide a list of the activities provided on site including number of clients served. 2) Identify service areas and topics covered in activities. 3) Identify successful strategies used for services engagement 4) Identify barriers to services and your plans to address them. 5) Share any concerns that need support from MOHCD or SFHA.

- In May Resident services co-presented a summer kick off with the P.E. Tenants Council 43 residents were in attendance (Community Building)
- We are engaging residents currently by using flyers and newsletters to keep them in the know of upcoming events and all activities onsite. In June we are launching a raffle to collect residents' most recent contact information and best ways to be reached so we can launch our one call system for multiple communication.
- Our current barrier is building trust with the residents since we are now physically more present on site, so we will be hosting many activities to meet and engage residents
- We have completed 5 surveys, 4 MOHCD income verifications, 4 service connection intakes, and have made contact with residents on our sign in forms from the April community meeting

FINANCING - Any changes in the scope, cost, schedule or financing plan?

- There is no change to overall schedule. However, access to units have impacted weekly schedule. The team is working with Property Management and Services to contact residents.

ENTITLEMENTS/PERMITS/UTILITIES (Planning Dept., DBI, SFFD, DPW, SFWD, MOD, PG&E and DRE) AND DESIGN

- Only permit needed is Fire Department and in progress

MOHCD SUPPORT - Major issues MOH needs to be aware of, including anything that may require MOH's involvement.

- None at this time

SFHA SUPPORT – Major issues that require SFHA support (Commission hearings, documents, staff communication, property concerns requiring immediate attention).

- **None at this time**

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Major issues, delays, etc.