

**A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO**

TO BE HELD AT 715 EAST BRIER DRIVE
SAN BERNARDINO, CALIFORNIA
June 9, 2026, AT 3:00 P.M.

AGENDA

PUBLIC SESSION

- 1) Call to Order and Roll Call.
- 2) Additions or deletions to the agenda.
- 3) General Public Comment - Any member of the public may address the Board of Commissioners on any matter not on the agenda that is within the subject matter jurisdiction of the Board. To make a comment on a specific agenda item, you may do so during the meeting or, alternatively, please submit your comments via email by 1:00 p.m. on the Tuesday of the Board meeting. Comments should be limited to 250 words or less. Please submit your comments via web at <https://hacsb.com/board-of-commissioners/> or email at publiccomment@hacsb.com. Your comments will be placed into the record at the meeting. Efforts will be made to read the comments into the record, but some comments may not be read due to time limitations.

DISCUSSION CALENDAR

(Public comment is available for each item on the discussion calendar)

- 4) Receive the Executive Director's Report for June 9, 2026.
(Page 1)
- 5) Receive the board building presentation for June 9, 2026, regarding preliminary information for the Fiscal Year 2026-2027 agency budget and the 2027 Moving to Work annual plan.
(Page 2)
- 6) Approve an increase in appropriations, effective July 1, 2026, for temporary help services – maintenance in the amount of \$160,000 split between two vendors not to exceed \$760,000; and approve Amendment No. 2 to Contract PC1314, effective July 1, 2026, for temporary help services – maintenance with AtWork Personnel Services and HB Staffing to exercise the second option year through June 30, 2027.
(Pages 3-12)
- 7) Retroactively approve Amendment No. 1 to contract PC1445 effective March 11, 2026, with Integrated Security Management Group for Armed Guard Services, increasing the current contract for additional temporary services by \$76,840 for a total amount not to exceed \$326,840 through June 3, 2026.
(Pages 13-18)

CONSENT CALENDAR

APPROVAL OF CONSENT ITEMS: 8-10

- 8) Approve the meeting minutes for the regular meeting of the Board of Commissioners of the Housing Authority of the County of San Bernardino held on May 12, 2026.
(Pages 19-24)
- 9) Approve and file agency-wide financial statements through January 2026.
(Pages 25-28)
- 10) Approve the expense of uncollectable vacated tenant accounts for the Authority Owned Portfolio to be written off as collection losses for the month of March 2026.
(Pages 29-34)

CLOSED SESSION

- 11) **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
Pursuant to Government Code Section 54956.8. Property: Alta Merita Apartments 12915 Foothill Blvd, Rancho Cucamonga, CA 91739. Agency Negotiator: Rishad Mitha, Deputy Executive Director and Fred Galante, Legal Counsel. Negotiating Parties: Aspen Real Estate Financial LLC.; Matt Benwitt, Lee and Associates. Under Negotiation: Price and terms of potential lease and acquisition.
- 12) Individual Board member comments.
- 13) Adjourn.

This agenda contains a brief description of each item of business to be considered at the meeting. In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting at the Housing Authority of the County of San Bernardino (HACSB) Building located at 715 East Brier Drive, San Bernardino, California, 92408. The agenda and its supporting documents can be viewed online at <http://www.hacsb.com>. However, the online agenda may not include all available supporting documents or the most current version of documents.

If you challenge any decision regarding any of the above agenda items in court, you may be limited to raising only those issues you or someone else raised during the public testimony period regarding that agenda item or in written correspondence delivered to the Board of Commissioners at, or prior to, the public meeting.

It is the intention of the HACSB to comply with the Americans with Disabilities Act (ADA). If you require special assistance, HACSB will attempt to accommodate you in every reasonable manner. Please contact Cynthia Robinson at (909) 890-5388 at least 48 hours prior to the meeting to inform us of your particular needs.

HACSB ofrece asistencia idiomática gratis. Para ayuda con este documento, por favor llámenos al (909) 890-0644.

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD
OF ACTION**

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Executive Director's Report for June 9, 2026

RECOMMENDATION(S)

Receive the Executive Director's Report for June 9, 2026.
(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #2: To be known as a trusted provider of safe, dignified, and desirable homes and environments that enrich and add value to the community.
Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

FINANCIAL IMPACT

There is no financial impact to the Housing Authority of the County of San Bernardino (HACSB) associated with this item.

BACKGROUND INFORMATION

The Executive Director's report summarizes ongoing initiatives of HACSB's strategic plan, Moving to Work activities, overall agency updates, as well as other initiatives federally regulated by the U.S. Department of Housing and Urban Development.

PROCUREMENT

Not applicable

ITEM ATTACHMENTS

Not applicable

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.

REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD OF ACTION

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Board Building Presentation for June 9, 2026

RECOMMENDATION(S)

Receive the board building presentation for June 9, 2026, regarding preliminary information for the Fiscal Year 2026-2027 agency budget and the 2027 Moving to Work annual plan. (Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

Aspirational Statement #5: To create, build and utilize partnerships that provide opportunities and create a meaningful difference in the lives of the families that we serve, maximizing our resources by mobilizing the talents of our community partners.

FINANCIAL IMPACT

There is no financial impact to the Housing Authority of the County of San Bernardino (HACSB) associated with this item.

BACKGROUND INFORMATION

Per the U.S. Department of Housing and Urban Development's (HUD) Commissioner Lead the Way Training and Moving to Work designation responsibilities, board building is required to provide the Board of Commissioners with information regarding ongoing initiatives of HACSB's strategic plan, Moving to Work (MTW) activities, overall agency updates, as well as other initiatives federally regulated by HUD.

This month's board building presentation will include preliminary information for the Fiscal Year 2026-2027 agency budget and the 2027 MTW annual plan.

PROCUREMENT

Not applicable

ITEM ATTACHMENTS

Not applicable

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD
OF ACTION**

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Appropriations Increase and Amendment to Contracts for Temporary Help Services – Maintenance

RECOMMENDATION(S)

1. Approve an increase in appropriations, effective July 1, 2026, for temporary help services – maintenance in the amount of \$160,000 split between two vendors not to exceed \$760,000.
2. Approve Amendment No. 2 to Contract PC1314, effective July 1, 2026, for temporary help services – maintenance with AtWork Personnel Services and HB Staffing to exercise the second option year through June 30, 2027.
3. Authorize and direct the Executive Director to execute and deliver the contract amendment to AtWork Personnel Services and HB Staffing and, upon consultation with Legal Counsel, to approve any non-substantive revisions necessary to complete the transaction.

(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #2: To be known as a trusted provider of safe, dignified, and desirable homes and environments that enrich and add value to the community.

Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

FINANCIAL IMPACT

The total amount for all temporary help services is not expected to exceed \$760,000 through June 30, 2027, which is funded by the Housing Authority of the County of San Bernardino's (HACSB) property operations.

BACKGROUND INFORMATION

HACSB has the need from time to time to provide temporary employees to work in various HACSB offices/facilities, on an as-needed basis to augment current staff, provide staffing for employees who are out on approved leave, and for staffing vacancies. The maintenance positions that are in need are General Laborer/Porter and Maintenance Technician. To provide a pool of qualified candidates, HACSB requires the services of temporary staffing firms to provide temporary employees. Due to the increase in vacant maintenance positions and the time it takes to recruit well-vetted and qualified staff, temporary maintenance staff needs have increased.

PROCUREMENT

On March 15, 2023, HACSB issued a Request for Proposal (RFP) PC1314 for Temporary Employment Services – Maintenance which resulted in the receipt of six proposals. Outreach efforts included advertisements in local newspapers, email invitations, posting on our electronic bidding website, Planet Bids, and posting on the agency website. The proposals were evaluated per the requirements of the RFP in which AtWork Personnel Services and HB Staffing were

Appropriations Increase and Amendment to Contracts for Temporary Help Services – Maintenance
June 9, 2026

deemed reasonably priced, considered responsive, and determined qualified to provide this service to HACSB.

On July 1, 2023, contracts with AtWork Personnel Services and HB Staffing for temporary help services – maintenance were executed providing a fee schedule for a two-year base term through June 30, 2025, with options to extend for up to three years through June 30, 2028.

On August 13, 2024, the Board of Commissioners of the Housing Authority of the County of San Bernardino (Board) approved an increase in appropriations of funds for an amount of \$150,000 for an overall amount not to exceed \$400,000 through June 30, 2025.

On March 17, 2025, the Board approved an increase in appropriations of funds for an amount of \$200,000 for an overall amount not to exceed \$600,000 through June 30, 2026.

ITEM ATTACHMENTS

- Contract - PC1314 Temp Help Services-Maintenance-Amendment 2 (AtWork Personnel)
- Contract - PC1314 Temp Help Services-Maintenance-Amendment 2 (HB Staffing)

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.



**AMENDMENT #2 TO CONTRACT FOR TEMP HELP SERVICES - MAINTENANCE
(PC1314)**

BETWEEN

**THE HOUSING AUTHORITY OF THE
COUNTY OF SAN BERNARDINO**

And

ATWORK PERSONNEL SERVICES

This Amendment No. 2 (“Second Amendment”), dated July 1, 2026 (“Effective Date”), to Agreement for Temporary Help Services - Maintenance (PC1314), is entered into by and between the Housing Authority of the County of San Bernardino, a California public body, (“Authority”) and AtWork Personnel Services (“Contractor”).

RECITALS

WHEREAS, the Authority and Contractor entered into that certain Consulting, Services, and Non-Routine Maintenance Related Services Agreement (Non-Construction), dated July 1, 2023 relating to Temp Help Services - Maintenance (“Agreement”) per fee schedule listed in the original Exhibit A;

WHEREAS, the Authority and Contractor entered into that First Amendment to the Agreement to exercise the first option year through June 30, 2026 and increase the aggregate contract amount.

WHEREAS, the Authority and Contractor now wish to enter into this Second Amendment to the Agreement to exercise the second option year through June 30, 2027 and increase the aggregate contract amount.

OPERATIVE PROVISIONS

NOW, THEREFORE, the foregoing Recitals being true and correct, and in consideration of the mutual covenants and obligations contained in this Second Amendment by the parties and other consideration, the sufficiency of which is hereby expressly acknowledged, the Parties hereto agree as follows:

Section 1. Article 3 of the Agreement is hereby amended to extend the term for an additional one (1) year and expiring on June 30, 2027. Except as so amended, the other provisions of Article 3 shall remain unmodified and in full force and effect.

Section 2. Article 4 of the Agreement, entitled “Price”, as amended in this Amendment No. 2, is hereby amended to increase the aggregate amount payable to Contractor as shown on Exhibit A-1 attached hereto for the provision of the Work based on the current fee schedule included in the First Amendment. Except as expressly modified herein, all other provisions of Article 4 shall remain unchanged and in full force and effect.

Section 3. Continuing Effect of Agreement. Except as amended by this Second Amendment, all provisions of the Agreement, as amended, shall remain unchanged and in full force and effect. From and after the date of this Second Amendment, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement, as amended by this Second Amendment.

Section 4. Affirmation of Agreement; Warranty Re Absence of Defaults. Authority and Consultant each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement, as amended. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than by way of this Second Amendment as provided herein. Each party represents and warrants to the other that the Agreement, as amended by this Second Amendment, is currently an effective, valid, and binding obligation.

Consultant represents and warrants to Authority that, as of the date of this Second Amendment, Authority is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Authority represents and warrants to Consultant that, as of the date of this Second Amendment, Consultant is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Section 5. Adequate Consideration. The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Second Amendment.

Section 6. Authorization. The persons executing this Second Amendment on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Second Amendment on behalf of said party, (iii) by so executing this Second Amendment, such party is formally bound to the provisions of this Second Amendment, and (iv) the entering into this Second Amendment does not violate any provision of any other agreement to which said party is bound.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Housing Authority of the County of San Bernardino and AtWork Personnel Services hereby execute this Second Amendment.

ATWORK PERSONNEL SERVICES

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO

By: _____

By: _____

Name: _____

Name: Maria Razo

Title: _____

Title: Executive Director

Date: _____

Date: _____

Exhibit A-1

Schedule Dates:

Effective Date: July 1, 2026

Completion Date: June 30, 2027

Total Agreement Cost: Not to exceed \$760,000.00

Original Agreement Amount Not to Exceed	\$400,000
Net Change Order – Previously Approved – Amendment #1	\$200,000
Net Change Order – Amendment #2	\$160,000
Agreement Value as Amended Not to Exceed	\$760,000



**AMENDMENT #2 TO CONTRACT FOR TEMP HELP SERVICES - MAINTENANCE
(PC1314)**

BETWEEN

**THE HOUSING AUTHORITY OF THE
COUNTY OF SAN BERNARDINO**

And

CATHYJON ENTERPRISES, INC. DBA HB STAFFING

This Amendment No. 2 (“Second Amendment”), dated July 1, 2026 (“Effective Date”), to Agreement for Temporary Help Services - Maintenance (PC1314), is entered into by and between the Housing Authority of the County of San Bernardino, a California public body, (“Authority”) and Cathy Jon Enterprises, Inc. dba HB Staffing (“Contractor”).

RECITALS

WHEREAS, the Authority and Contractor entered into that certain Consulting, Services, and Non-Routine Maintenance Related Services Agreement (Non-Construction), dated July 1, 2023 relating to Temp Help Services - Maintenance (“Agreement”) per fee schedule listed in the original Exhibit A;

WHEREAS, the Authority and Contractor entered into that First Amendment to the Agreement to exercise the first option year through June 30, 2026 and increase the aggregate contract amount.

WHEREAS, the Authority and Contractor now wish to enter into this Second Amendment to the Agreement to exercise the second option year through June 30, 2027, and increase the aggregate contract amount.

OPERATIVE PROVISIONS

NOW, THEREFORE, the foregoing Recitals being true and correct, and in consideration of the mutual covenants and obligations contained in this Second Amendment by the parties and other consideration, the sufficiency of which is hereby expressly acknowledged, the Parties hereto agree as follows:

Section 1. Article 3 of the Agreement is hereby amended to extend the term for an additional one (1) year and expiring on June 30, 2027. Except as so amended, the other provisions of Article 3 shall remain unmodified and in full force and effect.

Section 2. Article 4 of the Agreement, entitled “Price” is hereby amended to increase the aggregate amount payable to Contractor as shown on Exhibit A-1 attached hereto for the provision of the Work based on the current fee schedule included in the First Amendment. Except as so amended, the other provisions of Article 4 shall remain unmodified and in full force and effect.

Section 3. Continuing Effect of Agreement. Except as amended by this Second Amendment, all provisions of the Agreement, as amended, shall remain unchanged and in full force and effect. From and after the date of this Second Amendment, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement, as amended by this Second Amendment.

Section 4. Affirmation of Agreement; Warranty Re Absence of Defaults. Authority and Consultant each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement, as amended. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than by way of this Second Amendment as provided herein. Each party represents and warrants to the other that the Agreement, as amended by this Second Amendment, is currently an effective, valid, and binding obligation.

Consultant represents and warrants to Authority that, as of the date of this Second Amendment, Authority is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Authority represents and warrants to Consultant that, as of the date of this Second Amendment, Consultant is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Section 5. Adequate Consideration. The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Second Amendment.

Section 6. Authorization. The persons executing this Second Amendment on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Second Amendment on behalf of said party, (iii) by so executing this Second Amendment, such party is formally bound to the provisions of this Second Amendment, and (iv) the entering into this Second Amendment does not violate any provision of any other agreement to which said party is bound.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Housing Authority of the County of San Bernardino and Cathy Jon Enterprises, Inc. dba HB Staffing hereby execute this Second Amendment.

CATHY JON ENTERPRISES, INC. dba HB STAFFING

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO

By: _____

By: _____

Name: _____

Name: Maria Razo

Title: _____

Title: Executive Director

Date: _____

Date: _____

Exhibit A-1

Schedule Dates:

Effective Date: July 1, 2026

Completion Date: June 30, 2027

Total Agreement Cost: Not to exceed \$760,000.00

Original Agreement Amount Not to Exceed	\$400,000
Net Change Order – Previously Approved – Amendment #1	\$200,000
Net Change Order – Amendment #2	\$160,000
Agreement Value as Amended Not to Exceed	\$760,000

REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD OF ACTION

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Contract Amendment with Integrated Security Management Group for Armed Guard Services

RECOMMENDATION(S)

1. Retroactively approve Amendment No. 1 to contract PC1445 effective March 11, 2026, with Integrated Security Management Group for Armed Guard Services, increasing the current contract for additional temporary services by \$76,840 for a total amount not to exceed \$326,840 through June 3, 2026.
2. Authorize and direct the Executive Director to execute and deliver the contract amendment to Integrated Security Management Group and, upon consultation with Legal Counsel, to approve any non-substantive revisions necessary to complete the transaction.
(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #2: To be known as a trusted provider of safe, dignified, and desirable homes and environments that enrich and add value to the community.

Aspirational Statement #5: To create, build and utilize partnerships that provide opportunities and create a meaningful difference in the lives of the families that we serve, maximizing our resources by mobilizing the talents of our community partners.

FINANCIAL IMPACT

Approval of this amendment is not expected to exceed \$326,840 through June 3, 2026, and is funded by the Housing Authority of the County of San Bernardino's (HACSB) property operations budget.

BACKGROUND INFORMATION

HACSB currently contracts with Integrated Security Management Group (ISMG) for armed security guard services at select properties. These services are essential at low density and high acreage scattered sites, primarily for the overnight and weekend hours in the cities of San Bernardino and Victorville. Security services primarily include routine patrols with a marked patrol vehicle and armed guards who patrol by foot at random and rotating times of the day and night. The services provided are crime prevention and reporting, lease enforcement, vacant unit checks and general site monitoring.

HACSB contracted with ISMG to provide security fire watch services for the Housing Services office located at 15465 Seneca Road, Victorville, California. These are services that are not typically provided by ISMG but required as a result of the building's fire alarm system being out of service for more than 14 consecutive days due to the needed replacement of the fire panel. This fire watch is required by the city. Having an active fire alarm system is required per the California Fire Code.

Contract Amendment with Integrated Security Management Group for Armed Guard Services
June 9, 2026

These services are currently scheduled to be implemented for a period of 12 weeks and include continuous on-site patrols, hourly fire watch inspections, and detailed log documentation to ensure full compliance with fire safety monitoring requirements during this temporary period.

The existing fire monitoring vendor was unable to complete the necessary repairs within the required timeframe, necessitating this interim solution to maintain safety compliance. Repairs include the replacement of the fire panel. The plans for the new fire panel were approved on May 11th and a permit was provided. The interim solution to ensure compliance with fire safety was needed to be implemented immediately and has resulted in this item being presented before the Board of Commissioners retroactively. It is expected that all necessary repairs will be completed by May 26, 2026.

HACSB is actively addressing the performance concerns with the current fire monitoring vendor by compiling supporting documentation and preparing formal correspondence to outline these issues and pursue appropriate corrective action.

PROCUREMENT

The Procurement and Contracts Department previously advertised a Request for Proposal (RFP) for Armed Guard Services (RFP PC1445) on October 31, 2025. This resulted in the receipt of 14 proposals. Outreach efforts included email invitations via Planet Bids, our eBidding website as well as posting on the agency's external website. The proposals were evaluated per the requirements of the RFP. ISMG was deemed the most responsive, reasonably priced, and determined qualified to provide this service to HACSB.

On March 1, 2026, a contract was approved in an amount not to exceed \$250,000 for an initial two-year base term ending February 29, 2028, with three single-or multi-year option periods extending the term through February 28, 2031.

ITEM ATTACHMENTS

- Contract – Amendment 1 – TO CONTRACT FOR ARMED GUARD SERVICES (PC1445)

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.



**AMENDMENT #1 TO CONTRACT FOR ARMED GUARD SERVICES
(PC1445)**

BETWEEN

**THE HOUSING AUTHORITY OF THE
COUNTY OF SAN BERNARDINO**

And

INTEGRADED SECURITY MANAGEMENT GROUP (ISMG)

This Amendment No. 1 (“First Amendment”), dated June 9, 2026, to Agreement for Armed Guard Services (PC1445), is entered into by and between the Housing Authority of the County of San Bernardino, a California public body, (“Authority”) and Integrated Security Management Group (ISMG) (“Contractor”).

RECITALS

WHEREAS, the Authority and Contractor entered into that certain Consulting, Services, and Non-Routine Maintenance Related Services Agreement (Non-Construction), dated March 1, 2026 relating to Armed Guard Services (“Agreement”) with a total price of \$250,000.00;

WHEREAS, the Authority and Contractor now wish to enter into this first Amendment to the Agreement to add temporary Fire Watch monitoring services to the Victorville HCV office located at 15465 Seneca Rd, Victorville, CA. for a period of 12 weeks (85 days) effective retroactive to March 11, 2026 through June 3, 2026 and increase the contract by \$76,840 for a total amount not-to-exceed \$326,840.

OPERATIVE PROVISIONS

NOW, THEREFORE, the foregoing Recitals being true and correct, and in consideration of the mutual covenants and obligations contained in this First Amendment by the parties and other consideration, the sufficiency of which is hereby expressly acknowledged, the Parties hereto agree as follows:

Section 1. Article 4 of the Agreement, entitled “Price” is hereby amended to increase the compensation payable to Contractor for the provision of the Work for the total not-to-exceed sum as shown in the Total Agreement Cost set forth on Exhibit “A-1. Exhibit A-1 also includes hourly rates for the temporary fire watch monitoring services. Except as so amended, the other provisions of Article 4 shall remain unmodified and in full force and effect.

Section 2. Continuing Effect of Agreement. Except as amended by this First Agreement, all provisions of the Agreement, as amended, shall remain unchanged and in full force and effect. From and after the date of this First Amendment, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement, as amended by this First Amendment.

Section 3. Affirmation of Agreement; Warranty Re Absence of Defaults. Authority and Consultant each ratify and reaffirm each and every one of the respective rights and obligations arising under the Agreement, as amended. Each party represents and warrants to the other that there have been no written or oral modifications to the Agreement other than by way of this First Amendment as provided herein. Each party represents and warrants to the other that the Agreement, as amended by this First Amendment, is currently an effective, valid, and binding obligation.

Consultant represents and warrants to Authority that, as of the date of this First Amendment, Authority is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Authority represents and warrants to Consultant that, as of the date of this First Amendment, Consultant is not in default of any material term of the Agreement and that there have been no events that, with the passing of time or the giving of notice, or both, would constitute a material default under the Agreement.

Section 4. Adequate Consideration. The parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this First Amendment.

Section 5. Authorization. The persons executing this First Amendment on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this First Amendment, such party is formally bound to the provisions of this First Amendment, and (iv) the entering into this First Amendment does not violate any provision of any other agreement to which said party is bound.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Housing Authority of the County of San Bernardino and Integrated Security Management Group (ISMG) hereby execute this First Amendment.

**INTEGRADED SECURITY MANAGEMENT
GROUP (ISMG)**

**HOUSING AUTHORITY OF THE COUNTY OF
SAN BERNARDINO**

By: _____

By: _____

Name: _____

Name: Maria Razo

Title: _____

Title: Executive Director

Date: _____

Date: _____

Exhibit A-1

Schedule Dates:

Effective Date: March 11, 2026

Completion Date: June 3, 2026 (temporary services only)

Total Agreement Cost: Not to exceed \$326,840

Hourly Rates:

<u>Regular Hourly Billing Rate</u>	<u>Legal Holiday Billing Rate:</u>
\$37.70	\$46.70

Original Agreement Amount Not to Exceed	\$250,000.00
Net Change Orders Previously Approved	\$0.00
Net Change Order Previously Approved – Amendment #1	\$76,840.00
Agreement Value as Amended Not to Exceed	\$326,840.00

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD
OF ACTION**

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Minutes for Board Meeting Held on May 12, 2026

RECOMMENDATION(S)

Approve the meeting minutes for the regular meeting of the Board of Commissioners of the Housing Authority of the County of San Bernardino held on May 12, 2026.
(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #2: To be known as a trusted provider of safe, dignified, and desirable homes and environments that enrich and add value to the community.

Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

FINANCIAL IMPACT

There is no financial impact to the Housing Authority of the County of San Bernardino (HACSB) associated with this item.

BACKGROUND INFORMATION

The HACSB Board of Commissioners (Board) meeting took place on May 12, 2026. The meeting minutes are attached for review and approval by the Board.

PROCUREMENT

Not applicable

ITEM ATTACHMENTS

- Attachment 1 – Minutes for May 12, 2026 Board Meeting

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 19, 2026.

**MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO
May 12, 2026**

The Board of Commissioners of the Housing Authority of the County of San Bernardino met in a regular meeting at the Administration Office, at 715 East Brier Drive, San Bernardino, California at 3:00 p.m. on May 12, 2026.

Details of the meeting discussion can be obtained through the recording of the Board of Commissioners meeting through a Public Records Request submitted in person or through the HACSB website: <https://hacsb.com/public-records-request/>

1) Call to Order and Roll Call

The meeting was called to order at 3:00 p.m., and upon roll call, the following were present:

Chair Cooper
Vice-Chair MacDuff
Commissioner Miller
Commissioner Thomas
Commissioner Jain

Also in attendance were Maria Razo, Executive Director; Rishad Mitha, Deputy Executive Director; Kristin Maithonis, Director of Housing Services; Nicole Beydler, Director of Policy and Communications; Jesse Diaz, Director of Business Services; Jennifer Dawson, Director of Administrative Services; Angie Lardapide, Procurement and Contracts Supervisor; John Moore, Director of Development; Lucy Leslie, Director of Housing Communities; Garrett Dalton, Information Technology Manager; George Silva, Family Empowerment Services Manager; Edgar Sedano, Junior Project Manager; Vanessa O'Neill, Real Estate Services Specialist; Renee Kangas, Senior Management Analyst; Shamira Shirley, Management Analyst; Armando Salazar, Management Analyst; Sravika Pillarisetty, Policy Fellow, and Gabrielle Hatfield, Executive Assistant.

Also present was Fred Galante, Legal Counsel to the Housing Authority.

2) Additions or Deletions to the Agenda

Chair Cooper called for additions or deletions to the May 12, 2026, agenda. There was one item to add: Housing Authority Resolution No. 2026-232 added to the agenda as item 5a in accordance with Government Code sec. 54954.2 insofar as the need to consider approval of Resolution No. 2026-232 was presented to Housing Authority staff after the posting of the agenda. Housing Authority's Bond counsel at the Orrick firm informed Housing Authority staff on May 7, 2026 at 1:24 p.m., which was the day after the posting of the May 12, 2026 agenda of legally-required revisions to Resolution No. 2025-223. Additionally, the consideration of the adoption of said Resolution is time sensitive to allow for the timely closing of the Valencia Grove II Restore Rebuild and bond transactions before the end of May 2026, and thus cannot wait until the Board's next regular meeting.

A motion to add this item to the May 12, 2026, agenda as item 5a was made by Vice-Chair MacDuff and Commissioner Miller seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain
Commissioner Miller

Nays

3) General Public Comment

Chair Cooper provided an opportunity for members of the public to address the Board of Commissioners. There were none.

4) Executive Director's Report

The Executive Director's Report was requested.

Executive Director, Maria Razo, provided the Executive Director's Report. Discussion amongst the Board of Commissioners took place regarding the Executive Director's Report for May 12, 2026.

5) Board Building Presentation

Discussion calendar item number 5, to receive the board building presentation for May 12, 2026, an update on the Housing Authority of the County of San Bernardino's development projects, was requested. Director of Development, John Moore, and Deputy Executive Director, Rishad Mitha, provided the board building presentation.

Discussion amongst the Board took place regarding the discussion calendar item number 5.

Commissioner Miller left the meeting at 4:00 p.m.

5a) Ratification of Resolution No. 2026-232 amending and restating Resolution No. 2025-223 approving the implementation of the Restore-Rebuild transaction for Valencia Grove Phase II, authorizing the execution and delivery of certain tax exempt bonds in an aggregate principal amount not to exceed \$32,000,000 for the financing or refinancing of a multifamily rental housing development generally known as Valencia Grove Phase II; determining and prescribing certain matters and approving and authorizing the execution and delivery of various documents related thereto; ratifying any action heretofore taken and approving related matters in connection with the tax exempt bonds

Discussion calendar item number 5a was requested.

Commissioner Jain moved to approve discussion calendar item number 6, as recommended by staff and Commissioner Thomas seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

6) Adoption of Resolution No. 230 approving revisions to the Administrative Plan governing the Housing Authority of the County of San Bernardino's rental assistance programs

Discussion calendar item number 6, to adopt Resolution No. 230 approving revisions to the Administrative Plan governing the Housing Authority of the County of San Bernardino's rental assistance programs, was requested.

Commissioner MacDuff moved to approve discussion calendar item number 6, as recommended by staff and Commissioner Jain seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

7) Adoption of Resolution No. 231 approving the commitment of all the Housing Authority of the County of San Bernardino's available Restore Rebuild vouchers to its future redevelopment of existing former Public Housing properties converted through the Rental Assistance Demonstration Program; and Retroactively authorize and direct the Executive Director to submit the master Notice of Anticipated Rental Assistance Demonstration Rents application to the United States Department of Housing and Urban Development and upon consultation with Legal Counsel, to approve any non-substantive revisions necessary to complete the transaction

Discussion calendar item number 7, to adopt Resolution No. 231 approving the commitment of all the Housing Authority of the County of San Bernardino's available Restore Rebuild vouchers to its future redevelopment of existing former Public Housing properties converted through the Rental Assistance Demonstration Program; and Retroactively authorize and direct the Executive Director to submit the master Notice of Anticipated Rental Assistance Demonstration Rents application to the United States Department of Housing and Urban Development and upon consultation with Legal Counsel, to approve any non-substantive revisions necessary to complete the transaction, was requested.

Commissioner Thomas moved to approve discussion calendar item number 7, as recommended by staff and Commissioner MacDuff seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

8) Approval of Amendment No. 1 to Memorandum of Understanding with Foothill AIDS Project for the Housing Opportunities for Persons with AIDS program, modifying the annual funding to include \$1,504,941 for the 2026-2027 grant period and extending the term by one additional year, effective July 1, 2026 through June 30, 2027

Discussion calendar item number 8, to approve Amendment No. 1 to Memorandum of Understanding with Foothill AIDS Project for the Housing Opportunities for Persons with AIDS program, modifying the annual funding to include \$1,504,941 for the 2026-2027 grant period and extending the term by one additional year, effective July 1, 2026 through June 30, 2027, through March 14, 2028, was requested.

Commissioner MacDuff moved to approve discussion calendar item number 8, as recommended by staff and Commissioner Jain seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

9) Approval of an increase in appropriations for purchase orders with Staples Contract & Commercial, LLC for the purchase of office supplies, furniture, technology, janitorial supplies, and print materials through a cooperative agreement in the amount of \$199,610.30 for an overall amount not to exceed \$449,610.30 through December 31, 2027

Discussion calendar item number 9, to approve an increase in appropriations for purchase orders with Staples Contract & Commercial, LLC for the purchase of office supplies, furniture, technology, janitorial supplies, and print materials through a cooperative agreement in the amount of \$199,610.30 for an overall amount not to exceed \$449,610.30 through December 31, 2027, was requested.

Commissioner Thomas moved to approve discussion calendar item number 9, as recommended by staff and Commissioner Jain seconded the motion. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

10 and 11) Consent Calendar

Approval of the consent calendar including agenda items numbers 10-11 was requested. Commissioner MacDuff moved to approve consent calendar agenda items numbers 10-11:

10) Approve the meeting minutes for the special meeting of the Board of Commissioners of the Housing Authority of the County of San Bernardino held on April 14, 2026.

11) Approve the expense of uncollectable vacated tenant accounts for the Authority Owned Portfolio to be written off as collection losses for the month of February 2026.

The motion was duly seconded by Commissioner Jain. Upon voice vote, the Ayes and Nays were as follows:

Ayes

Chair Cooper
Vice-Chair MacDuff
Commissioner Thomas
Commissioner Jain

Nays

13) Individual Board Member Comments

Chair Cooper provided an opportunity for individual board member comments. No comments were received from board members.

There being no other business, Commissioner Thomas motioned for the May 12, 2026, meeting to be adjourned, and which motion was duly seconded by Commissioner MacDuff. There being no objection to the call for adjournment, the meeting was adjourned by unanimous consent at 4:20 p.m.

Attest:

Secretary

REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD OF ACTION

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Agency-Wide Financial Statements Through January 2026

RECOMMENDATION(S)

Approve and file agency-wide financial statements through January 2026.
(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

FINANCIAL IMPACT

The Housing Authority of the County of San Bernardino's (HACSB) fiscal year-to-date agency-wide net gain through January 2026 is \$2,300,411 with a variance of \$4,582,416 when compared to the budgeted net loss of \$(2,282,005). The significant variances of the budget are as follows:

- The HCV program received \$1.9 million less in Housing Assistance Payment HAP funding from HUD when compared to the budgeted amount. HACSB expects to receive all HAP funds that were awarded, but the actual funds that are received are based on prior months' HAP expenses. This causes a variance between the amount of funding budgeted and the amount received. The next section describes why HAP expenses are lower.
- The HCV program experienced a decrease in HAP expenses in the amount of \$3.5 million. This difference is due to two factors:
 - The budgeted amount does not take into consideration the implementation of the increased tenant portion percentage to 36% of income that was implemented during the fiscal year. This implementation resulted in some cost savings as was the intent.
 - The per unit cost (PUC) increase anticipated in the budget was lower than projected, resulting in lower expenses.
 - This outcome stems from several factors in the local rental market and program operations:
 - Continued softening of the rental market
 - California's Tenant Protection Act (AB 1482) lowered the maximum allowable annual rent increase for covered properties in the Riverside Area (including San Bernardino County) from 9.3% (effective through July 31, 2025) to 7.5% (effective August 1, 2025–July 31, 2026), further constraining rent escalations.
 - A current hold on waitlist pulls and new leasing activity (pending 2026 final funding numbers), which has limited turnover and new admissions—many of which tend to have higher PUCs due to current market conditions.

- The tenant income was \$1 million higher than the budgeted amount, mostly due to an increase in rental income. This rental income increase is due to rent increases in the authority owned portfolio, and the percentage of tenant portion change in the Housing Choice Voucher program.
- Physical needs work was \$1 million less than budgeted. This amount is reflected in the extraordinary maintenance line on the financial statements, and the variance is due to some projects catching up due to staff turnover. Health and Safety items continue to get priority attention.
- A decrease of \$1.3 million in administrative expenses mostly due to vacant positions and invoice timing for administrative expenses.
- Non-operating items, including depreciation, gains and losses on disposition of fixed assets, and debt forgiveness, are not budgeted and totaled \$600,000. These primarily non-cash items are required under GAAP accrual accounting and do not affect the Agency’s cash flow.

The information provided is based on unaudited information. During the audit process, revenue and expenses are typically adjusted and we expect a material amount of expenses related to the pension and Other Post Employment Benefit (OPEB) plans to be recognized during this process. This will lead to a decrease in the operating net income. The audited financial report will be provided to the Board of Commissioners once the audit process has been completed. The audit process will be completed in late June 2027 for FY 2026.

Financial Summary	FY 2026 YTD
Revenues	\$ 84,088,093
Expenses	\$(81,228,030)
Operating Net Income/(Loss)	\$ 2,860,062
Operating Transfers/Non-Operating Items	\$(559,651)
Net Income/(Loss)	\$ 2,300,411

BACKGROUND INFORMATION

HACSB is the largest provider of affordable housing in San Bernardino County, administering multiple housing programs, including the Housing Choice Voucher (HCV) program and owns and operates a multi-family portfolio. The HCV program provides tenant-based subsidies, enabling low-income families to afford safe, quality housing in the private market, complementing our portfolio of physical units. The FFY 2025-26 budget and financial operations align with HACSB’s vision, mission, Strategic Plan, and MTW Annual Plans, supporting affordable housing and community development across the county. We continue to focus on maintaining the agency’s fiscal stability, customer service, innovation, best practices, partnerships that will assist our staff and families, and show a continued passion for our agency’s mission. Based on the best practice to apprise HACSB’s Board of Commissioners on the agency’s financial position, HACSB is presenting the financial statements monthly.

PROCUREMENT

Not applicable

ITEM ATTACHMENTS

- Attachment – HACSB Budget Comparison 01.2026

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.

HACSB Budget Comparison

Period = Oct 2025-Jan 2026

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
TENANT INCOME					
Total Rental Income	13,446,897	12,614,903	831,994	6.60	37,844,571
Total Other Tenant Income	411,632	208,305	203,326	97.61	615,078
NET TENANT INCOME	13,858,529	12,823,208	1,035,321	8.07	38,459,649
GRANT INCOME					
TOTAL GRANT INCOME	66,990,949	69,080,370	-2,089,421	-3.02	207,241,109
OTHER INCOME					
TOTAL OTHER INCOME	3,238,615	2,942,745	295,870	10.05	10,069,098
TOTAL INCOME	84,088,093	84,846,323	-758,231	-0.89	255,769,856
EXPENSES					
GRANT EXPENSES					
TOTAL GRANT EXPENSES	1,598,725	1,739,333	140,608	8.08	5,218,000
ADMINISTRATIVE					
Total Administrative Salaries	5,956,762	6,729,550	772,788	11.48	21,072,846
Total Legal Expense	222,353	224,150	1,797	0.80	668,848
Total Other Admin Expenses	3,006,736	3,310,182	303,446	9.17	9,968,590
Total Miscellaneous Admin Expenses	1,161,841	1,392,113	230,272	16.54	2,931,851
TOTAL ADMINISTRATIVE EXPENSES	10,347,693	11,655,996	1,308,303	11.22	34,642,135
TENANT SERVICES					
TOTAL TENANT SERVICES EXPENSES	19,851	64,970	45,120	69.45	186,610
UTILITIES					
TOTAL UTILITY EXPENSES	1,495,868	1,666,306	170,438	10.23	5,024,688
MAINTENANCE AND OPERATIONS					
Total General Maint Expense	1,433,284	1,391,054	-42,230	-3.04	4,281,778
Total Materials	368,805	427,471	58,667	13.72	1,281,843
Total Contract Costs	1,649,913	1,592,750	-57,164	-3.59	4,770,102
TOTAL MAINTENANCE EXPENSES	3,452,002	3,411,275	-40,727	-1.19	10,333,723
GENERAL EXPENSES					
TOTAL GENERAL EXPENSES	1,218,903	1,046,206	-172,697	-16.51	2,988,262
EXTRAORDINARY MAINTENANCE EXPENSES					
TOTAL EXTRAORDINARY MAINTENANCE EXPENSES	902,598	1,892,250	989,653	52.30	3,736,804
HOUSING ASSISTANCE PAYMENTS					
TOTAL HOUSING ASSISTANCE PAYMENTS	61,499,799	64,957,708	3,457,909	5.32	194,873,123
FINANCING EXPENSE					
TOTAL FINANCING EXPENSES	692,591	694,284	1,693	0.24	2,097,206
TOTAL OPERATING EXPENSES	81,228,030	87,128,329	5,900,298	6.77	259,100,551
OPERATING NET INCOME	2,860,062	-2,282,005	5,142,068	225.33	-3,330,695
NET OPERATING TRANSFER IN/OUT	0	0	0	N/A	0
NON-OPERATING ITEMS					
TOTAL NON-OPERATING ITEMS	559,651	0	-559,651	N/A	0
NET INCOME	2,300,411	-2,282,005	4,582,416	200.81	-3,330,695

**REPORT/RECOMMENDATION TO THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO AND RECORD
OF ACTION**

June 9, 2026

FROM

MARIA RAZO, Executive Director, Housing Authority of the County of San Bernardino

SUBJECT

Vacated Tenant Accounts for the Authority Owned Portfolio to be Written Off as Collection Loss for the Month of March 2026

RECOMMENDATION(S)

Approve the expense of uncollectable vacated tenant accounts for the Authority Owned Portfolio to be written off as collection losses for the month of March 2026.

(Presenter: Maria Razo, Executive Director, 332-6305)

STRATEGIC PLAN ALIGNMENT

Aspirational Statement #3: To pursue continued financial stability, monitoring, and accountability as stewards of limited funding.

FINANCIAL IMPACT

The accounts receivable loss for the month ending March 31, 2026, is \$73,492.85 The Housing Authority of the County of San Bernardino (HACSB) projects and anticipates collection losses in its annual budget. The true expense is reported after board approval.

SUMMARY FOR HACSB- Authority Owned Properties

PROPERTY	NO. VACATED	TOTAL
403 - Summit Walk	1	1,029.00
407 - Sunset Pointe	5	14,797.00
408 - Sunrise Vista	6	3,514.00
409 - Andalusia	3	5,209.00
423 - Mesa Gardens	3	511.00
433c - Stillman	2	8,099.96
434a - Third	1	-
437 - Sunset Gardens	1	-
439 - Hampton	1	7,697.00
467 - Hillcrest	1	599.00
481130- Maplewood	3	3,689.00
481150- Redlands	1	1,340.00
491 - Echo	1	-
Concessions Write Off		-
TOTAL RENT WRITE OFF	29	46,484.96
Miscellaneous Charges		5,436.14
Maintenance Charges		27,701.75
Legal Charges		16,195.00
Security Deposits Applied		(22,325.00)
NET TOTAL WRITE OFF		73,492.85

Vacated Tenant Accounts for the Authority Owned Portfolio to be Written Off as Collection Loss
for the Month of March 2026

June 9, 2026

BACKGROUND INFORMATION

On a monthly basis, HACSB records vacated tenant accounts for the Authority Owned Portfolio for the purpose of being written off to collection losses. Authority Owned Portfolio units are owned by HACSB and were either acquired or developed through a variety of partnerships with local governments and/or HACSB's non-profit affiliate Housing Partners I, Inc., and include public housing developments converted through the United States Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program.

Despite HACSB's efforts to collect the debts listed in the attached reports, it has been determined that such debts are uncollectible. As part of HACSB's standard property management business practices, the Board of Commissioners' approval is requested to write off these accounts as accounts receivable losses to the Authority Owned Portfolio. Subsequent to board approval, the information is sent over to our contracted collection agency. Losses during this time period, March 1 - March 31, 2026, are primarily for voluntary move-outs and evictions.

PROCUREMENT

Not applicable

ITEM ATTACHMENTS

- Attachment – Collection Write-Offs – Authority Owned Portfolio 03-26

REVIEW BY OTHERS

This item has been reviewed by General Legal Counsel, Fred Galante, on May 18, 2026.

Housing Authority County of San Bernardino

Month End: 03/31/2026

COLLECTION WRITE-OFFS - Authority Owned Portfolio

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE	
403 - Summit Walk														
1	M	G		V	1,815.00	1,029.00	-	50.00	549.00		1,628.00	835.00	793.00	
						TOTALS:	1,029.00	-	50.00	549.00	-	1,628.00	835.00	793.00
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
1	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/17/26				

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE	
407 - Sunset Pointe														
2	F	J		E	1,200.00	4,560.00		105.00	3,202.00	1,500.00	9,367.00	1,200.00	8,167.00	
3	D	Y		V	1,175.00	-		73.31	3,905.00		3,978.31	500.00	3,478.31	
4	C	W		E	1,030.00	1,476.00		2,303.81	750.00	474.00	5,003.81	795.00	4,208.81	
5	N	N		E	1,450.00	3,702.00		110.64	475.00	1,500.00	5,787.64	600.00	5,187.64	
6	W	B		E	1,100.00	5,059.00		317.63	450.00	1,500.00	7,326.63	1,100.00	6,226.63	
						TOTALS:	14,797.00	-	2,910.39	8,782.00	4,974.00	31,463.39	4,195.00	27,268.39
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant		Court Date	Lock Out Date	Vacate Date				
2	Notice to Quit	11/26/25	Posted	12/10/25	12/24/25	Y		02/05/26	N/A	03/24/26				
3	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/19/26				
4	Notice to Pay or Quit	01/06/26	Posted	01/20/26	02/04/26	N		N/A	N/A	03/13/26				
5	Notice to Pay or Quit	01/06/26	Posted	01/20/26	02/26/26	N		N/A	N/A	03/17/26				
6	Notice to Pay or Quit	11/07/25	Posted	11/20/25	12/29/25	Y		02/26/26	N/A	03/13/26				

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE	
408 - Sunrise Vista														
7	S	R		E	1,400.00	2,158.00		216.00	921.80	1,500.00	4,795.80	1,050.00	3,745.80	
8	W	J		V	1,400.00	-		75.00	3,107.00		3,182.00	500.00	2,682.00	
9	B	M		E	1,400.00	-		349.00	530.44	1,500.00	2,379.44	650.00	1,729.44	
10	P	A		V	1,072.00	1,143.00		104.58	722.64		1,970.22	1,047.00	923.22	
11	F	E		V	1,400.00	(53.00)		518.00	1,555.25		2,020.25	650.00	1,370.25	
12	F	E		S	997.00	266.00		75.00	1,759.00		2,100.00	1,047.00	1,053.00	
						TOTALS:	3,514.00	-	1,337.58	8,596.13	3,000.00	16,447.71	4,944.00	11,503.71
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
7	Notice to Pay or Quit	01/06/26	Posted	01/20/25	01/30/26	N		N	N/A	03/24/26				
8	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	02/28/26				
9	Notice to Pay or Quit	10/06/25	Posted	10/10/25	11/13/25	Y		Y	N/A	03/16/26				
10	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/02/26				
11	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/25/26				
12	Skip	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/09/26				

*Reasons: E=Eviction S=Skip V=Voluntary T=Terminated Tenancy **Unpaid Misc.: D=Deceased Stipulated agreements for rent, maintenance charges, late charges, etc.

Housing Authority County of San Bernardino

Month End: 03/31/2026

COLLECTION WRITE-OFFS - Authority Owned Portfolio

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE
409 - Andalusia													
13	J	A							(275.00)		(275.00)		(275.00)
14	W	A		S	1,769.00	923.00		150.00	1,717.00		2,790.00	1,769.00	1,021.00
15	G	D		E	2,338.00	4,286.00		75.00	615.00	1,443.50	6,419.50	500.00	5,919.50
TOTALS:						5,209.00	-	225.00	2,057.00	1,443.50	8,934.50	2,269.00	6,665.50

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
13	Collection on bad debt								
14	Skip	N/A	N/A	N/A	N/A	N/A	N/A	N/A	03/18/26
15	Notice to Pay or Quit	02/06/26	Posted	02/20/26	03/03/26	N	N/A	N/A	03/25/26

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE
423 - Mesa Gardens													
16	S	M		V	1,400.00	607.00		75.00	820.00		1,502.00	1,400.00	102.00
17	T	K		V	1,230.00	(96.00)			680.00		584.00	400.00	184.00
18	R	A		V	1,288.00	-	-	-	437.10		437.10	400.00	37.10
TOTALS:						511.00	-	75.00	1,937.10	-	2,523.10	2,200.00	323.10

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
16	Intent to Vacate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	03/13/26
17	Intent to Vacate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	02/28/26
18	Intent to Vacate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	02/28/26

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE
433c - Stillman													
19	M	M		E	1,795.00	3,248.96		150.00	150.00	1,500.00	5,048.96	800.00	4,248.96
20	R	E		E	1,795.00	4,851.00		100.00	450.00	750.00	6,151.00	500.00	5,651.00
TOTALS:						8,099.96	-	250.00	600.00	2,250.00	11,199.96	1,300.00	9,899.96

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
19	Notice to Pay or Quit	11/06/25	Posted	12/01/25	12/10/25	N	N/A	03/19/26	03/19/26
20	Notice to Pay or Quit	11/06/25	Posted	12/01/25	12/10/25	Y	01/15/26	02/15/26	02/15/26

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE
434a - Third													
21	F	A							(50.00)		(50.00)		(50.00)
TOTALS:						-	-	-	(50.00)	-	(50.00)	-	(50.00)

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
	Payment on bad debt								

*Reasons: E=Eviction S=Skip V=Voluntary T=Terminated Tenancy **Unpaid Misc.: D=Deceased Stipulated agreements for rent, maintenance charges, late charges, etc.

Housing Authority County of San Bernardino

Month End: 03/31/2026

COLLECTION WRITE-OFFS - Authority Owned Portfolio

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE	
437 - Sunset Gardens														
22	M	A					-		(50.00)		(50.00)		(50.00)	
						TOTALS:	-	-	(50.00)	-	(50.00)	-	(50.00)	
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
22	Payment on bad debt													
439 - Hampton														
23	B	M		E	1,695.00	7,697.00	-	388.17	913.00	1,500.00	10,498.17	1,600.00	8,898.17	
						TOTALS:	7,697.00	-	388.17	913.00	1,500.00	10,498.17	1,600.00	8,898.17
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
23	Notice to Pay or Quit	11/06/25	Posted	12/01/25	12/09/25	N			03/18/26	03/18/26				
467 - Hillcrest														
24	H	G		T	876.00	599.00		50.00	1,090.04		1,739.04	925.00	814.04	
						TOTALS:	599.00	-	50.00	1,090.04	-	1,739.04	925.00	814.04
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
24	30- Day Notice to Quit	02/12/26	Hand	N/A	N/A	N		N/A	N/A	03/23/26				
481130- Maplewood														
25	G	W		V	1,016.00	1,134.00			515.00		1,649.00	1,082.00	567.00	
26	G	M		V	962.00	1,254.00			145.00		1,399.00	500.00	899.00	
27	N	V		E	317.00	1,301.00			735.00	1,837.50	3,873.50	868.00	3,005.50	
						TOTALS:	3,689.00	-	-	1,395.00	1,837.50	6,921.50	2,450.00	4,471.50
Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)		Court Date	Lock Out Date	Vacate Date				
25	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/02/26				
26	Intent to Vacate	N/A	N/A	N/A	N/A	N/A		N/A	N/A	03/06/26				
27	Notice to Pay or Quit	12/08/25	Posted	01/08/26	01/09/26	Y		02/19/26	03/19/26	03/19/26				

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Housing Authority County of San Bernardino

Month End: 03/31/2026

COLLECTION WRITE-OFFS - Authority Owned Portfolio

Item #	Last Name	First Name	ID No.	REASON	MONTHLY RENT	UNPAID RENT (*)	CONC. REVERSAL	UNPAID MISC (*)	MAINT. FEES	LEGAL FEES	TOTAL OWED	LESS DEPOSIT	NET DUE
481150- Redlands													
28	P	S		E	566.00	1,340.00		150.00	765.00	1,190.00	3,445.00	857.00	2,588.00
TOTALS:						1,340.00	-	150.00	765.00	1,190.00	3,445.00	857.00	2,588.00

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
28	Notice to Pay or Quit	01/06/26	Posted	02/06/26	02/09/26	N	N/A	N/A	03/11/26

491 - Echo													
29	W	B		V	2,467.00	-			1,117.48		1,117.48	750.00	367.48
TOTALS:						-	-	-	1,117.48	-	1,117.48	750.00	367.48

Item #	Type of Notice	Date Notice Served	Posted or Hand Delivered	Date File Sent to Attorney	Date Attorney Filed in Court	Response Filed by Tenant (Y or N)	Court Date	Lock Out Date	Vacate Date
29	Intent to Vacate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	02/28/26

ALL PROPERTY TOTALS:						46,484.96	-	5,436.14	27,701.75	16,195.00	95,817.85	22,325.00	73,492.85
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Submitted by: _____ Date: _____ Reviewed by: _____ Date: _____

*Reasons: E=Eviction S=Skip V=Voluntary T=Terminated Tenancy **Unpaid Misc.: Stipulated agreements for rent, maintenance charges, late charges, etc.