



ECONOMIC DEVELOPMENT AND HOUSING

337 LOCUST STREET, SANTA CRUZ, CA 95060 • 831-420-5150 • www.cityofsantacruz.com

Re: 2024 Annual Compliance Report | First-Time Homebuyers

February 1, 2024

Dear First-Time Homebuyer Participant:

Regulations pertaining to the funding source used to provide you with a first-time homebuyer second mortgage require that the City verify certain information on an annual basis.

Please complete the enclosed 2024 First-Time Homebuyer Annual Compliance Report and return it to me via email at acmonitoring@santacruzca.gov (or at the mailing address listed below) by **Thursday, February 15th, 2024.**

Economic Development & Housing
ATTN: Emily Watkins
337 Locust Street
Santa Cruz, CA 95060

A locked drop box is also available outside our office's front door. Our business office hours are Monday – Thursday, 9 am – 5 pm, and we are closed during the lunch hours from 12 pm – 1 pm.

If you need the funding source, please contact me at ewatkins@santacruzca.gov and provide your unit address. If you have paid off your loan during 2023 you are still required to complete the 2024 monitoring. The annual compliance report and notice are also available online at: www.cityofsantacruz.com/monitoring

The 2024 First Time Homebuyer Annual Compliance is ***required***, and your compliance is appreciated. Please contact me if you have any questions regarding this notice.

Sincerely,

Emily Watkins
Housing Program Specialist
Email: ewatkins@santacruzca.gov
Phone: 831-420-5153