

Yolo County Housing Yolo County, California

February 19, 2020

MINUTES

The Yolo County Housing met on the 19th day of February, 2020, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 3:00 p.m.

Present: Will Arnold; Richard Lansburgh; Pierre Neu; Gary Sandy; Karen Vanderford; Joe Walters

Absent: Babs Sandeen

Staff Present: Lisa Baker, CEO

Megan Stedtfeld, Agency Counsel, subbing for Hope Welton

Janis Holt, General Director

Julie Dachtler, Clerk

CALL TO ORDER

1. Pledge of Allegiance.
2. Consider approval of the agenda.

Minute Order No. 20-03: Approved agenda as presented.

MOTION: Lansburgh. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

3. Public Comment: Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

An anonymous speaker addressed the Board of Commissioners during public comment.

PRESENTATIONS

4. Presentation of Family Self Sufficiency Certificate to Ricardo Lopez

General Manager Janis Holt presented the Family Self Sufficiency Certificate to Ricardo Lopez.

5. Presentation of Family Self Sufficiency Graduate Melissa Medina

Although Family Self Sufficiency Graduate Melissa Medina was not able to attend, Isaac Blackstock acknowledged her accomplishment.

6. Presentation of Recognition as a HUD National Higher Performer for 2020 Housing Choice Voucher Program

General Manager Janis Holt presented the Recognition as a HUD National Higher Performer for 2020 Housing Choice Voucher Program.

7. Presentation of 2019 California Housing Workers Compensation Authority (CHWCA) Employee Safety Award to Cristina Brambila

General Manager Janis Holt presented the 2019 California Housing Workers Compensation Authority (CHWCA) Employee Safety Award to Cristina Brambila.

CONSENT AGENDA

Minute Order No. 20-04: Approved Consent Agenda Item Nos.8-11.

MOTION: Arnold. SECOND: Neu. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

8. Review and Approve minutes of December 18, 2019 and January 15, 2020

Approved the minutes of December 18, 2019 and January 15, 2020 on Consent.

9. Receive and File the Financial Report for the Quarter Ended September 30, 2019 (FY 2019-2020 Q1) (Gillette)

Approved recommended action on Consent.

10. Review and Approve the 70th Anniversary Slogan and Calendar of Events (Holt)

Approved recommended action on Consent.

11. Review and Approve expanded Intergovernmental Agreement for Affordable Housing Grants Management Services (Baker)

Approved **Agreement No. 20-01** on Consent.

REGULAR AGENDA

12. Review and Approve the Updated YCH Maintenance Service Charge List (Ichtertz)

Minute Order No. 20-05: Approved recommended action.

MOTION: Arnold. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

13. Review and Approve the Assignment of Points to the Non-Elderly Disabled Limited Preference in the Administrative Plan (Holt, Jimenez-Perez)

Minute Order No. 20-06: Approved recommended action.

MOTION: Neu. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

14. Review, Approve and Authorize the Opening of the Housing Choice Voucher Tenant and Project Based Wait Lists (Holt, Jimenez-Perez)

Minute Order No. 20-07: Approved recommended action and authorized Option 1, the opening and closing of the wait list for the Housing Choice Voucher and Project Based Voucher programs at the same time.

MOTION: Neu. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

15. For the Good of the Order

Received the following comments from Lisa Baker, CEO:

- Homeless housing update – great strides are being made.
- Community Services Infrastructure Grant in the amount of \$1.6 million was awarded to the County – proposed partnership with County, 4th and Hope and YCH regarding residential treatment. Will begin mid 2021 at the latest.
- First 5 grant received to support spring fling health fair event.
- MSW intern will be starting soon from Texas helping with wraparound services.
- RAD is coming together – will start to narrow down potential models and will bring to the Commissioners eventually.

- W. Sac permanent supportive housing program with the No Place Like Home funds will start the demo stage on the property in about two weeks. In March, 2020, there will be a New Hope CDC regarding financing. This is for 85 permanent housing units in W. Sac.
- Working with SACOG on housing element planning and discussions with Valley Vision on a regional way to tie in affordable housing and housing.
- Been working with All Leaders Must Serve for youth development and they are getting ready to donate surplus computers so they can learn how to work on them and also working with Yolo Foster Care in helping get foster youth into the housing system.
- Met with Congresswoman Matsui and the Sacramento and Yolo Regional Leaders on the Federal Government's Public Charge Rule, which will now affect public housing vouchers for immigrants.
- Provided YCH 70th anniversary calendar and the Governor's Proposed Strategic Plan on Homelessness to each member.
- Janis Holt voiced her appreciation for Joe Walter's assistance in mailing out over 1800 YCH calendars to landlords and stakeholders.

CLOSED SESSION

16. Conference with Labor Negotiator: Lisa A. Baker, CEO; Janis Holt, Resource Administrator; Ron Martinez, Agency Counsel
Pursuant to Government Code Section 54957.6
Bargaining Units: General, Management
17. Public Employment, Employee Appointment or Evaluation
Pursuant to Government Code Section 54957
Position title: Chief Executive Officer

ADJOURNMENT

Next meeting is March 18, 2020

YOLO COUNTY HOUSING

AGENDA

REGULAR MEETING

February 19, 2020

PLEASE NOTE TIME 3:00 p.m.



YOLO COUNTY HOUSING
HOUSING COMMISSION

WILL ARNOLD, CITY OF DAVIS
RICHARD LANSBURGH, CITY OF WOODLAND
PIERRE NEU, CITY OF WINTERS
BEVERLY SANDEEN, CITY OF WEST SACRAMENTO
GARY SANDY, COUNTY OF YOLO
KAREN VANDERFORD, YCH
JOE WALTERS, YCH

BOARD OF SUPERVISORS CHAMBERS

625 COURT STREET, ROOM 206
WOODLAND, CALIFORNIA 95695

LISA A. BAKER
CHIEF EXECUTIVE OFFICER

HOPE WELTON
AGENCY COUNSEL

Reminder: Please turn off cell phones.

CALL TO ORDER

1. Pledge of Allegiance.
2. Consider approval of the agenda.
3. Public Comment: Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

PRESENTATIONS

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5. Presentation of Family Self Sufficiency Graduate Melissa Medina
6. Presentation of Recognition as a HUD National Higher Performer for 2020 Housing Choice Voucher Program
7. Presentation of 2019 California Housing Workers Compensation Authority (CHWCA) Employee Safety Award to Cristina Brambila

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REGULAR AGENDA

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Pursuant to Government Code Section 54957.6
Bargaining Units: General, Management
16. Public Employment, Employee Appointment or Evaluation
Pursuant to Government Code Section 54957
Position title: Chief Executive Officer

ADJOURNMENT

Next meeting is March 18, 2020

I declare under penalty of perjury that the foregoing agenda was posted by Friday, February 14, 2020 by 5:00 p.m. at the following places:

- On the bulletin board at the east entrance of the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California; and
- On the bulletin board outside the Board of Supervisors Chambers, Room 206 in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California; and
- On the bulletin board of Yolo County Housing, 147 West Main Street, Woodland, California.
- On the Yolo County website: www.yolocounty.org.

Julie Dachtler, Clerk of the Board

By: _____
Clerk

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Clerk of the Board for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Clerk of the Board as soon as possible and at least 72 hours prior to the meeting. The Clerk of the Board may be reached at (530) 666-8195 or at the following address:

Yolo County Housing
c/o Clerk of the Board of Supervisors
County of Yolo
625 Court Street, Room 204, Woodland, CA 95695

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 20-04 Item No. 8, of the Yolo County Housing meeting of February 19, 2020.

MOTION: Arnold. SECOND: Neu. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

8.

Review and Approve minutes of December 18, 2019 and January 15, 2020

Approved the minutes of December 18, 2019 and January 15, 2020 on
Consent.

Yolo County Housing Yolo County, California

December 18, 2019

MINUTES

The Yolo County Housing met on the 18th day of December, 2019, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 3:00 p.m.

Present: Will Arnold; Richard Lansburgh; Pierre Neu; Gary Sandy; Karen Vanderford; Joe Walters

Absent: Babs Sandeen

Staff Present: Lisa Baker, CEO
Hope Welton, Agency Counsel
Janis Holt, General Director
Julie Dachtler, Clerk

CALL TO ORDER

1. Pledge of Allegiance.
2. Consider approval of the agenda.

Minute Order No. 19-47: Approved agenda as submitted.

MOTION: Neu. SECOND: Sandy. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

3. Public Comment: Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

There was no public comment.

CONSENT AGENDA

Minute Order No. 19-48: Approved Consent Agenda Item Nos. 4-6.

MOTION: Lansburgh. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

4. Review and Approve the Minutes of October 23, 2019

Approved the minutes of October 23, 2019 on Consent.

5. Review, Approve and Authorize the Write-Off of Quarterly Uncollectible Debt in Accordance with the Adopted Accounts Receivable Charge Off Policy (Dogias, Holt)

Approved recommended action on Consent.

6. Review, Approve and Ratify Execution of Master Lease with Portale Properties for 12 apartment homes located at 1811 and 1815 Merkley Avenue, West Sacramento and the Memorandum of Understanding with Yolo County Health and Human Services (Holt, Baker)

Approved recommended action on Consent.

REGULAR AGENDA

7. Review and Approve Proposed Meeting Calendar for 2020 (Baker)

Minute Order No. 19-49: Approved the following Meeting Calendar for 2020, the third Wednesday of the month at 3:00 p.m.:

January 15, 2020
February 19, 2020
March 18, 2020
April 15, 2020
May 13, 2020
June 17, 2020
July 29, 2020
August 26, 2020
September 16, 2020
October 28, 2020
November - no meeting
December 16, 2020

MOTION: Sandy. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

8. Review, Discuss, Approve and Provide Input on Next Steps for Draft BluePrint 2020 YCH Strategic Housing Plan (Baker and Management Team)

Minute Order No. 19-50: Approved recommended action.

MOTION: Lansburgh. SECOND: Walters. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

9. Review, Approve and Accept the FY 2018 - 2019 Audit Reports for YCH (Gillette, Baker)

Minute Order No. 19-51: Approved recommended action.

MOTION: Sandy. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandy, Vanderford, Walters. ABSENT: Sandeen.

10. Receive Verbal Report on IGT House Grant for New Home through the Community Services Infrastructure Grant

Received Verbal Report on IGT House Grant for New Home through the Community Services Infrastructure Grant.

11. Receive Comments from CEO

CEO Lisa Baker briefly noted they are excited about receiving recent VASH vouchers to assist veterans and that more family reunification vouchers have been requested.

12. Receive Comments from Commissioners

In answer to a Commissioner's question to CEO Lisa Baker about the writeoffs in Agenda Item No. 5, the quarterly un-collected debt, she noted that although 1.2% is low compared to the average of 3-5%, they soon will be allowing residents to pay on-line, which will allow them to be able to report on-time payments for credit card record reports. She also presented a crime statistics map of Yolano Donnelly in Woodland, showing three months of crime data within a one-mile radius of this property. This is a free tool.

CLOSED SESSION

13. Conference with Real Property Negotiator
Pursuant to Government Code Section 54956.8
Property: APN 049-250-003 and -004
Agency Negotiator: Chief Executive Officer
Negotiating Parties: YCH, New Seasons
X Price X Terms of Payment
14. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9(d)(1)
Name of case: Reyes v Yolo Housing Authority
Yolo Superior Court Case No. CV17-1347
15. Conference with Legal Counsel – Anticipated Litigation
Pursuant to Government Code Section 54956.9(d)(2)
Significant exposure to litigation: 2 cases

16. Public Employment, Employee Appointment or Evaluation
Pursuant to Government Code Section 54957
Position title: Chief Executive Officer

There was no report out of closed session.

LONG RANGE CALENDAR

17.

January 2020	
Minutes of 12/18/19	Consent
Election of Officers	Regular
Approve the Opening of the HCV and PBV Wait Lists	Regular
Presentation: West Sacramento Permanent Supportive Housing project (tentative/jt meeting with New Hope)	Pres: Guests: Mercy
Receive and File 1st Quarter Financial Reports	Consent
70th anniversary plan update and calendar	Regular
February 2020	
March 2020	
Big Day of Giving Overview	Regular
2nd Quarter Write Offs	Consent
Public Hearing: Adopt Resolution Approving FY 2020-2025 Five Year Plan and 2020 Annual Plan Update	Regular
Public Hearing to Adopt FY 2020 Capital Fund and Annual Statement	Regular
April 2020	
Review and Approve the Proposed FY2019-2020 Mid-Year Budget Revisions with Second Quarter Financial Information	Regular
RAD Status Update and Approval of Plan (tentative)	Regular

ADJOURNMENT

Next meeting is January 15, 2020.

Yolo County Housing Yolo County, California

January 15, 2020

MINUTES

The Yolo County Housing met on the 15th day of January, 2020, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 3:00 p.m.

Present: Will Arnold; Richard Lansburgh; Pierre Neu; Babs Sandeen; Gary Sandy; Karen Vanderford; Joe Walters

Staff Present: Lisa Baker, CEO
Hope Welton, Agency Counsel
Julie Dachtler, Clerk

CALL TO ORDER

1. Pledge of Allegiance.
2. Consider approval of the agenda.

Minute Order No. 20-01: Approved agenda as submitted.

MOTION: Lansburgh. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandeen, Sandy, Vanderford, Walters.

3. Public Comment: Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

There was no public comment.

REGULAR AGENDA

4. Election of Officers

Minute Order No. 20-02: Elected Gary Sandy as Chair for 2020.

MOTION: Lansburgh. SECOND: Walters. AYES: Arnold, Lansburgh, Neu, Sandeen, Sandy, Vanderford, Walters.

Minute Order No. 20-03: Elected Babs Sandeen as Vice-Chair for 2020.

MOTION: Lansburgh. SECOND: Neu. AYES: Arnold, Lansburgh, Neu, Sandeen, Sandy, Vanderford, Walters.

CLOSED SESSION

5. Public Employment, Employee Appointment or Evaluation
Pursuant to Government Code Section 54957
Position title: Chief Executive Officer

ADJOURNMENT

Next meeting is February 19, 2020 at 3:00 p.m.

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 20-04 Item No. 9, of the Yolo County Housing meeting of February 19, 2020.

MOTION: Arnold. SECOND: Neu. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

9.

Receive and File the Financial Report for the Quarter Ended September 30, 2019
(FY 2019-2020 Q1) (Gillette)

Approved recommended action on Consent.



Yolo County Housing

147 W. Main Street Woodland: (530) 662-5428
WOODLAND, CA 95695 Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020

TO: YCH Housing Commission

FROM: Lisa A. Baker, Chief Executive Officer

PREPARED BY: James D. Gillette, Finance Director

SUBJECT: **Receive and File the Financial Report for the Quarter Ended September 30, 2019 (FY 2019-2020 Q1)**

RECOMMENDED ACTIONS:

That the Housing Commission receive and file the financial report for the quarter ending September 30, 2019.

BACKGROUND/DISCUSSION:

As required by the HUD Asset Management Program (AMP) regulations, department heads, division managers and program managers are active participants in the budget process. Managers are responsible for baseline budgeting while Finance staff compiles this information into a comprehensive presentation.

Although HUD funding remains uncertain due to ongoing Federal budget issues, staff has attempted to be very conservative in its revenue projections and very tight in projecting costs. When more definitive information is received from HUD later in 2020, these budgets will need to be revisited during the mid-year budget reallocation process.

This is the first quarter report for the 2019-2020 fiscal year. As a general rule, total revenues and expenses are in line with projections for the quarter with a few minor differences that appear to be due to timing or coding, which will be evaluated for the remainder of the year and addressed in the mid-year budget update. This update will be based on year to date activity through December 2019 (the first six months) and presented to the Commission in March or April.

The exhibits attached to this report include a summary table along with a more detailed GL code level of performance through the first quarter of FY 2019-2020 by program type.

Yolo Housing Commission
January 15, 2020
Financial Update for FY2019-2020 Q1
Page 2

This snapshot of the first quarter results shows the amount of the approved annual budgets, plus year to date budget and actual amounts for the first quarter.

This financial information is now presented in the same format as that used for the audit report for grouping of revenue and expenses, which is based on the HUD financial reporting requirements for the Financial Data Schedule (FDS). In addition, this information is being presented in a combined, rather than consolidated, format which does not include the elimination of the impact of interfund activity. This presentation format is being used to better illustrate the economics of each program as if it were a stand-alone operation and has been combined by general program type for additional clarity.

The individual funds have been grouped using the program types with common characteristics as discussed in each program section later in this report. The individual funds are included in the following groupings with the noted fund numbers for purposes of this report:

- **COCC**
 - 310 COCC - General Fund
- **Federal Programs**
 - *Housing Assistance (HCV)*
 - 200 Housing Choice Vouchers - Administration and Housing Assistance Payments (HAP)
 - 252 Mainstream Vouchers - A new and separate voucher program serving homeless and formerly homeless individuals
 - *Public Housing*
 - 101 AMP1 - Yolano Village/Donnelly Circle (Woodland), Ridgecut Homes (Knights Landing), and Yolito (Yolo)
 - 102 AMP2 - El Rio Villas (Winters) and Vista Montecito (Esparto)
 - 103 AMP3 - Las Casitas and Riverbend Manor (West Sacramento)
 - *ROSS/FSS - Self-sufficiency grant programs*
 - 991 Resident Opportunity and Supportive Services (ROSS) - Grant for 2017 through 2019 services that is being closed out now.
 - 992 Family Self Sufficiency (FSS) - new grant in 2020
- **State and Local Programs**
 - 251 Getting to Zero (GTZ) - Davis
 - *Intergovernmental program for housing units owned by YCH:*

- 321 Helen Thomson Homes Unit A (Woodland)
- 322 Helen Thomson Homes Unit B (West Sacramento)
- 323 IGT House (Woodland)
- *Intergovernmental program for housing units manage by YCH, but owned by others:*
 - 700 Pacifico (Davis)
 - 701 Merkley Apartments (West Sacramento)
- *Agricultural housing for migrant farmworkers:*
 - 501 Davis Migrant Center (DMC)
 - 502 Madison Migrant Center (MMC)
 - 503 Rehrman (Dixon) Migrant Center (RMC)
- 600 Davis Solar Homes - Agricultural housing for permanent farmworkers
- **Blended Component Unit - New Hope Community Development Corporation (NHCDC)**
 - 400 NHCDC Corporate
 - 401 Cottonwood Meadows Senior Apartments

Budget Overview:

The following section provides a brief explanation of noteworthy items with respect to each program's financial presentation and operational items to be noted based on year to date activity through the first quarter. The categories used for revenue/income and expense items are based on FDS reporting requirements from HUD.

- **COCC**
 - *Operating revenue:* Is general consistent with projections with the exception of revenue collection for YCH supplied utilities in locations where the solar arrays were built. Revenue to date related to the units using the the new solar arrays is more than \$53,000 behind plan due to delays in obtaining information from PG&E related to the transition in their billing process as well as the YCH utility billing processes to the residents. Details of this transition are being addressed with Legal Service of Northern California. The financial impact of this transition will be addressed in the mid-year budget update.
 - *Grants and Other Income:* Approximately \$33,000 ahead of plan due to seasonality of maintenance work completed to date.

- *Operating Expenses:* Consistent with projections.
- **Federal Programs**
 - *Housing Assistance (HCV)*
 - *Operating Revenue:* Consist of minor items which are budgeted conservatively and to date are slightly higher than the estimate for the year.
 - *Grants and Other Income:* As this is a grant funded program for voucher payments and administrative fees, the vast majority of revenue is shown here. Year to date revenue is \$302,110 higher than projected, but this funding is based on the actual amount funded to the program from HUD and fluctuate significantly during the year depending on a number of factors. A revised estimate for the remainder of the year will be provided at mid-year as the actual funding amounts become more clear.
 - *Operating Expenses:* This is comprised of administrative costs for the program and is currently about \$55,000 higher than projections related to \$21,117 of computer improvement costs and higher personnel costs. These personnel cost increases have been partially offset by \$13,140 of additional administration funding and the computer improvement costs will be capitalized (placed on the balance sheet) once the project is complete.
 - *Other Expenses:* Funding for voucher payments is included here and is based on the actual amount spent on housing assistance voucher payments. As the rental market has continued to be extremely tight, driving rental rates higher, the cost per voucher has increased and additional vouchers have been issued for both legacy and new programs. The voucher funding shown as grants income has slightly outpaced the higher payments during the first quarter and have provided some reserves for additional future payments. Expectations of HUD funding levels, voucher costs, and market conditions are being evaluated to inform the strategic options, which will be discussed further in the mid-year update.
 - *Public Housing*
 - *Operating Revenue:* Consists of tenant rents and reimbursement funds capital fund reimbursements for are shown here. Revenue to date is consistent with expectations.
 - *Grants and Other Income:* Operating subsidy funds received to date are 30% (\$100,956) higher than projected based on conservative

original estimates. Projections will be updated at mid-year as future funding through the end of the year is announced.

- *Operating Expenses:* Year to date costs are consistent with expectations considering the seasonality of some front-loaded costs for insurance and computer system license fees.
- *ROSS/FSS - Self-sufficiency grant programs*
 - *Operating Revenue:* Not applicable for this grant funded program.
 - This budget amount represents the remaining grant funding for the 2017 ROSS grant, but does not include anything yet for the new FSS grant that was awarded after the budget was approved. The budget for the FSS grant will be included in the mid-year budget update.
- **State and Local Programs**
 - 251 Getting to Zero (GTZ) - Davis
 - *Operating Revenue:* Not applicable for this grant funded program.
 - This budget amount represents the remaining grant funding for the 2017 GTZ grant that will be fully utilized in early 2020. YCH is working with the City of Davis on potential replacement funding for this program through another grant, which will be included in the budget at the mid-year.
 - *Intergovernmental programs with the County to provide funding for operational costs of 3 housing units owned by YCH:*
 - *Operating Revenue:* Not applicable for this grant funded program since no rent is collected.
 - *Grants and Other Income:* Funding is based on reimbursement of expenses.
 - *Operating Expenses:* Costs are slightly higher than expected based on additional utility usage which will require a budget increase and/or be better controlled by the residents. Additional costs will be required for capital improvements to one of the Helen Thomson homes in order to bring it back on line for use in that program. The necessary work and budget changes will be included with the mid-year update.
 - *Intergovernmental program for housing units managed by YCH, but owned by others:*
 - *Operating Revenue:*
 - Pacifico - By contract, rents collected on this property are due to the City of Davis and used to fund operational costs.

Therefore, this revenue is included as other income rather than as rental income.

- Merkley - Revenue to fund master lease rent and operating costs are provided by HHSa and therefore will be included as other income rather than rental income when this property comes on line later in the year.
- *Grants and Other Income:* This is a reimbursement program from the City of Davis with rent collected by the property currently continues to exceed costs and therefore funding for operations does not require additional cash infusion from the City to cover the operating costs.
- *Operating Expenses:* Due to significant tenant challenges and the expectation that YCH would discontinue management of Pacifico by December, costs currently exceed budget which will require a formal budget increase at mid-year to reflect these changes. The City of Davis is aware of the pending increase.
- *Agricultural housing for migrant farmworkers:*
 - *Operating Revenue:* Primarily deals with recognition of reserve funding revenue which will be recognized when transferred to the reserve accounts later in the year.
 - *Grants and Other Income:* This is the contract revenue for the year from OMS is a reimbursement of costs incurred.
 - *Operating Expenses:* The decrease in fund balance represents the use of reserves to complete rehabilitation work on the units. Typically this work would be capitalized, rather than expensed, except the dwelling units are owned by HCD-OMS so the cost of this work is treated as an operating expense that reduces appears as a loss in the financials. Costs for this seasonal program to date are consistent with projections.
- 600 Davis Solar Homes - Agricultural housing for permanent farmworkers
 - *Operating Revenue:* Rent from the residents of these 7 units is collected and shown as dwelling rent here. Rent collection to date is consistent with projections.
 - *Grants and Other Income:* Not applicable for this rent funded program.
 - *Operating Expenses:* Costs incurred to date are generally consistent with projections.

- **Blended Component Unit - New Hope Community Development Corporation (NHCDC) Administration**
 - *Operating Revenue:* Rent from the residents of the 46 rental units at Cottonwood is collected and shown as dwelling rent here along with other tenant revenues. Tenant revenue to date is consistent with projections.
 - *Grants and Other Income:* NHCDC is the non-profit development entity earning fees from various partnership investments which will be recorded here as they are earned. In an effort to be conservative based on the uncertainty of development and other fee earnings, these will be updated at mid-year.
 - *Operating Expenses:* Year to date costs for both Cottonwood and NHCDC administration are consistent with projections.

Fiscal Impact:

The agency's financial report for the quarter shows all programs/cost centers are essentially operating as expected overall and will be adjusted at the mid-year as more information on overall direction for revenues and costs can be obtained.

Conclusion:

Staff recommends the Board receive and file the September 2019 Financial Reports.

Attachments:

FY 2019-2020 Q1 Budget to Actual Analysis Schedules

Table 1 - Approved Budget and Q1 Actuals

Program	Yolo Housing					
	Q1 YTD Results					
	Operating Revenue	Grants & Other Income	Operating Expenses	Other Expenses	Revenue in Excess of Expenses	
<u>COCC (General Fund)</u>						
Annual Budget	521,608	2,582,428	(2,946,729)	-	157,306	
YTD Budget	130,402	645,607	(736,682)	-	39,327	
YTD Actual	73,281	679,112	(739,103)	-	13,290	
<u>Federal Programs</u>						
Housing Assistance (HCV)	Annual Budget	1,190	12,903,300	(1,193,683)	(11,704,500)	6,307
	YTD Budget	298	3,225,825	(298,421)	(2,926,125)	1,577
	YTD Actual	1,538	3,527,935	(353,905)	(3,142,046)	33,521
Public Housing	Annual Budget	2,347,538	1,263,500	(3,492,598)	-	118,440
	YTD Budget	586,884	315,875	(873,149)	-	29,610
	YTD Actual	564,437	416,907	(1,010,434)	-	(29,090)
ROSS/FSS	Annual Budget	-	24,464	(24,369)	-	95
	YTD Budget	-	6,116	(6,092)	-	24
	YTD Actual	-	-	(17,393)	-	(17,393)
Federal Program Total	Annual Budget	2,348,728	14,191,264	(4,710,650)	(11,704,500)	124,842
	YTD Budget	587,182	3,547,816	(1,177,663)	(2,926,125)	31,210
	YTD Actual	565,975	3,944,842	(1,381,732)	(3,142,046)	(12,961)
<u>State & Local Programs</u>						
Getting to Zero (GTZ)	Annual Budget	-	75,260	(75,260)	-	0
	YTD Budget	-	18,815	(18,815)	-	0
	YTD Actual	-	13,688	(27,035)	-	(13,347)
IGT - Owned Properties	Annual Budget	-	55,737	(55,737)	-	0
	YTD Budget	-	13,934	(13,934)	-	0
	YTD Actual	-	-	(17,458)	-	(17,458)
IGT - Managed Properties	Annual Budget	700	167,278	(167,978)	-	-
	YTD Budget	175	41,819	(41,994)	-	-
	YTD Actual	-	118,230	(120,270)	-	(2,040)
AG - Migrant Housing	Annual Budget	8,491	1,638,558	(1,732,477)	-	(85,428)
	YTD Budget	2,123	409,640	(433,119)	-	(21,357)
	YTD Actual	8	506,963	(507,912)	-	(941)
AG - Year Round Housing	Annual Budget	59,618	-	(57,280)	-	2,338
	YTD Budget	14,905	-	(14,320)	-	584
	YTD Actual	14,959	-	(9,594)	-	5,365
S&L Program Total	Annual Budget	68,809	1,936,833	(2,088,732)	-	(83,090)
	YTD Budget	17,202	484,208	(522,183)	-	(20,773)
	YTD Actual	14,967	638,880	(682,270)	-	(28,422)
<u>New Hope CDC/Cottonwood (Component Unit)</u>						
	Annual Budget	378,000	-	(308,641)	-	69,359
	YTD Budget	94,500	-	(77,160)	-	17,340
	YTD Actual	97,747	210	(88,702)	-	9,255

* Cost Reimbursement Program

Yolo Housing**FY2019-2020 Q1 Budget Update - COCC**

COCC/General Fund and Admin Building (funds 310, 147)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3220.00.000	CF Trans In - Soft Costs Mgmt Impr (1408)	-	3,750	(3,750)	15,000
3250.00.000	CF Trans In - Soft Costs Debt Svc - Interest (1501)	-	-	-	-
3300.00.000	Rental Revenue - Commercial	9,246	9,250	(4)	37,000
147.3301.00.	Rental Revenue - Programs & COCC	44,647	44,649	(2)	178,595
3302.00.000	Rental Revenue - Space (Temp)	-	-	-	-
3410.00.323	Asset Mgmt Fee - IGT	1,251	-	1,251	-
3437.00.000	Revenue-Copier Usage Charges to Programs	14,030	8,550	5,480	34,200
3500.00.311	Development Fee - Eleanor	-	-	-	-
3610.00.413	Interest Revenue - NHCA LP Note	6,173	6,139	34	24,557
3690.00.000	Other Revenue	(4,576)	-	(4,576)	-
3690.00.413	Other Revenue - Crosswood (Client Svcs and CLC Programs)	492	3,136	(2,644)	12,545
3690.01.000	Other Revenue - Discounts Taken	2,019	188	1,831	750
3690.04.000	Other Revenue - Laundry & Vending	-	-	-	-
7015.00.101	Solar Revenue - Woodland	-	27,481	(27,481)	109,922
7015.00.102	Solar Revenue - Winters	-	20,796	(20,796)	83,183
7015.00.103	Solar Revenue - W Sac	-	6,464	(6,464)	25,855
	Total Operating Revenue	73,281	130,402	(57,120)	521,608
Operating Expenses					
4110.00.000	Administrative Salaries	187,347	170,802	16,545	683,209
4110.00.320	Administrative Salaries - ADMH	-	-	-	-
4110.00.700	Administrative Salaries - Pacifico	-	-	-	-
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	12,936	14,664	(1,728)	58,658
4125.01.320	Admin. P/R Taxes - Social Security & Medicare - ADMH	-	-	-	-
4125.01.700	Admin. P/R Taxes - Social Security & Medicare - Pacifico	-	-	-	-
4125.02.000	Admin. P/R Taxes - SUI	22	923	(901)	3,691
4125.02.320	Admin. P/R Taxes - SUI - ADMH	-	-	-	-
4125.02.700	Admin. P/R Taxes - SUI - Pacifico	-	-	-	-
4125.03.000	Admin. Retirement	35,160	31,687	3,473	126,749
4125.03.320	Admin. Retirement - ADMH	-	-	-	-
4125.03.700	Admin. Retirement - Pacifico	-	-	-	-
4125.04.000	Admin. Workers Comp	1,362	3,962	(2,599)	15,848
4125.04.320	Admin. Workers Comp. - ADMH	-	-	-	-
4125.04.700	Admin. Workers Comp. - Pacifico	-	-	-	-
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	5,700	-	5,700	-
4140.00.000	Training	882	1,500	(618)	6,000
4150.00.000	Travel	4,062	1,500	2,562	6,000
4170.00.000	Accounting Fees & Services	1,860	1,750	110	7,000
4170.01.000	Professional Services	55	663	(608)	2,650
4170.02.000	Contract Services - Plan Updates	490	-	490	-
4170.03.000	Contract Services - Consulting	-	-	-	-
4170.04.000	Contract Services - Clerk of the Board	(1,644)	1,875	(3,519)	7,500
4171.00.000	Auditing	-	1,125	(1,125)	4,500
4172.00.000	Public Relations Expense	120	-	120	-
4180.00.000	147 Rent	16,305	16,305	-	65,220
4190.00.000	Postage	230	375	(145)	1,500
4190.01.000	Office Supplies & Equipment	1,607	1,000	607	4,000
4190.02.000	Printing & Copier Usage Charges	3,338	2,250	1,088	9,000
4190.04.000	Dues & Subscriptions	749	875	(126)	3,500

Yolo Housing

FY2019-2020 Q1 Budget Update - COCC

COCC/General Fund and Admin Building (funds 310, 147)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4190.05.000	Uniforms	588	625	(37)	2,500
4190.07.000	Meeting Expense	-	-	-	-
4190.08.000	Advertising	165	-	165	-
4190.09.000	Board Stipends	750	963	(213)	3,850
4190.10.000	Admin. Other	-	-	-	-
4191.00.000	IT Services	4,034	4,422	(388)	17,688
4191.01.000	Computer Support & License Fees	2,486	1,513	973	6,050
4191.02.000	Computer Equipment	3,254	1,250	2,004	5,001
4191.03.000	Office Machines & Leases	6,635	6,250	385	25,000
4192.00.000	Telephone	3,673	4,250	(577)	17,000
4192.01.000	Internet	1,293	1,250	43	5,000
4310.00.000	Water - Davis Lot Fee	-	6	(6)	25
4310.00.000	Water	857	1,250	(393)	5,000
4320.00.000	Electricity	9,037	6,250	2,787	25,000
4330.00.000	Gas	62	500	(438)	2,000
4340.00.000	Sewerage	260	375	(115)	1,500
4410.00.000	Maintenance Salaries	173,663	157,139	16,524	628,557
4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	11,875	11,931	(56)	47,723
4415.02.000	Maintenance P/R Taxes - SUJ	-	1,173	(1,173)	4,692
4415.03.000	Maintenance Retirement	22,232	26,627	(4,394)	106,507
4415.04.000	Maintenance Workers Comp	14,537	13,571	966	54,283
4415.05.000	Maintenance Comp. Abs.	-	-	-	-
4420.00.000	Maint. Supplies	890	1,513	(622)	6,050
4430.01.000	Landscape Maint. Contract	837	1,125	(288)	4,500
4430.09.000	Equipment Rental Contract	-	-	-	-
4430.07.000	Fuel Contract	8,613	7,500	1,113	30,000
4430.08.000	Vehicle Maint. & Lease Contract	3,818	3,750	68	15,000
4430.10.000	Mat Service Contract	418	1,463	(1,044)	5,850
4430.11.000	Rubbish & Trash Removal Contract	124	188	(63)	750
4430.12.000	Fire Protection, Testing & Monitor Contract	174	800	(626)	3,200
4430.13.000	Janitorial Contract	-	-	-	-
4430.14.000	Other Maint. Contracts	-	-	-	-
4436.00.000	Maintenance Charges	11,985	10,946	1,039	43,784
4480.00.000	Protective Services	6,448	2,750	3,698	11,000
4510.01.000	Insurance - General Liability	1,346	50	1,296	200
4510.02.000	Insurance - Auto	9,358	-	9,358	-
4510.03.000	Insurance - Property	2,300	625	1,675	2,500
4520.00.000	PILOT, Taxes & Fees	2,231	625	1,606	2,500
4540.00.000	Admin. Benefits	21,156	22,323	(1,167)	89,294
4540.00.320	Admin Benefits - ADMH	-	-	-	-
4540.00.700	Admin Benefits - Pacifico	-	-	-	-
4540.01.000	Retired Benefits	3,473	-	3,473	-
4540.02.000	Maintenance Benefits	36,930	38,181	(1,251)	152,723
4540.05.000	OPEB Expense	-	25,000	(25,000)	100,000
4540.06.000	OPEB Expense - Maintenance	-	-	-	-
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	828	1,000	(172)	4,000
4600.00.000	OES Support Agreement	-	-	-	-
4610.00.000	Extraordinary Maintenance	-	-	-	-
4620.00.000	Minor Equipment Repairs	2,249	-	2,249	-
4630.00.000	Major Equipment Repairs	3,550	-	3,550	-

Yolo Housing**FY2019-2020 Q1 Budget Update - COCC**

COCC/General Fund and Admin Building (funds 310, 147)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4640.00.000	Building Repairs	-	1,250	(1,250)	5,000
4650.00.000	Vehicle Maint. & Repairs	2,055	1,250	805	5,000
7020.00.000	Solar Administrative Salaries	-	6,915	(6,915)	27,658
7020.01.000	Solar Office Supplies & Equipment	-	25	(25)	100
7020.02.000	Solar Printing & Copier Usage Charges	297	250	47	1,000
7020.03.000	Solar Postage	101	525	(424)	2,100
7030.00.000	Solar Maintenance Salaries	-	400	(400)	1,598
7030.01.000	Solar Maintenance Supplies	-	125	(125)	500
7030.02.000	Solar Maintenance Contracts	-	750	(750)	3,000
7040.00.000	Solar Utilities	115	250	(135)	1,000
7050.00.000	Solar Insurance (Property & Flood)	-	2,325	(2,325)	9,300
7060.00.000	Solar Interest Expense - PNC Loan	11,861	18,103	(6,241)	72,410
8020.00.000	Yolo County- Staffing Costs	22,948	22,640	308	90,560
8020.11.000	YC DESS/THP+ (non-pacifico) - Staffing Costs	1,097	595	502	2,380
8030.00.000	Yolo County- Operating Costs	4,126	875	3,251	3,500
8030.11.000	YC DESS/THP+ (non-pacifico) - Operating Costs	16,265	22,500	(6,235)	90,000
8120.00.000	Woodland Grants- Staffing Costs	-	-	-	-
8130.00.000	Woodland Grants- Operating Costs	-	-	-	-
8220.00.000	Winters Grants- Staffing Costs	1,445	5,189	(3,744)	20,756
8230.00.000	Winters Grants- Operating Costs	26	38	(11)	150
8320.00.000	West Sac Grants- Staffing Costs	-	-	-	-
8330.00.000	West Sac Grants- Operating Costs	-	-	-	-
8420.00.000	Davis Grants- Staffing Costs	34,896	43,241	(8,345)	172,964
8430.00.000	Davis Grants- Operating Costs	1,156	1,000	156	4,000
	Total Operating Expenses	<u>739,103</u>	<u>736,682</u>	<u>2,421</u>	<u>2,946,729</u>
	Operating Revenue Over Expenses	(665,821)	(606,280)	(59,541)	(2,425,122)

Grants and Other Funding

3240.00.000	CF Revenue - Admin Costs/Mgmt Fees (1410)	-	19,995	(19,995)	79,978
3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-
3400.01.000	AMP Management Fees	97,002	94,750	2,252	379,000
3400.02.000	AMP Bookkeeping Fees	9,570	9,875	(305)	39,500
3400.03.000	AMP Asset Management Fees	12,930	13,250	(320)	53,000
3410.00.311	Asset Mgmt Fee - Eleanor	-	-	-	-
3410.00.320	Asset Mgmt Fee - ADMH	2,250	2,250	-	9,000
3410.00.400	Asset Mgmt Fee - NHCDC	-	-	-	-
3410.00.402	Asset Mgmt Fee - Cottonwood	4,830	4,830	-	19,320
3410.00.501	Davis MC Mgmt Fees	13,218	13,219	(1)	52,877
3410.00.502	Madison MC Mgmt Fees	16,734	16,735	(1)	66,940
3410.00.503	Rehrman (Dixon) MC Mgmt Fees	15,495	15,495	(0)	61,981
3410.00.600	Davis Solar Management Fee	1,302	1,300	2	5,200
3410.00.700	Pacifico Management Fees	10,500	5,250	5,250	21,000
3420.01.000	HCV Program Management Fees	48,228	50,000	(1,772)	200,000
3420.02.000	HCV Program Bookkeeping Fees	30,473	31,250	(778)	125,000
3435.00.000	IT Billed	-	-	-	-
3436.00.000	Maintenance Charges to Programs	355,153	267,908	87,245	1,071,633
3610.00.000	Interest Revenue	188	-	188	-
3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	2,531	2,250	281	9,000
7009.00.000	Solar PG&E MASH Grant Revenue	-	-	-	-
8015.00.000	Yolo County Grants	15,033	23,629	(8,595)	94,514
8015.11.000	YC DESS/THP+ (non-pacifico) - Grant Income	16,781	23,095	(6,314)	92,380

Yolo Housing

FY2019-2020 Q1 Budget Update - COCC

COCC/General Fund and Admin Building (funds 310, 147)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
8115.00.000	Woodland Grants	-	-	-	-
8215.00.000	Winters Grants	894	5,263	(4,369)	21,051
8315.00.000	West Sac Grants	-	-	-	-
8415.00.000	Davis Other Grants	-	45,263	(45,263)	181,054
8415.01.000	Davis Affordable Housing Grant	8,173	-	8,173	-
8415.02.000	Davis CDBG Grant	9,680	-	9,680	-
8415.03.000	Davis HOME Grant	8,148	-	8,148	-
	Total Grants and Other Funding	679,112	645,607	33,504	2,582,428
	Net Revenue Over Expenses	13,290	39,327	(26,036)	157,306

Yolo Housing**FY2019-2020 Q1 Budget Update - Housing Assistance**

Housing Choic Vouchers (funds 200, 252)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3630.00.000	Other Revenue - Fraud (50% - HAP)	127	38	90	150
3630.01.000	Other Revenue - Fraud (50% - Admin)	127	35	92	140
3630.02.000	Other Revenue - Port-in Admin Fees	816	125	691	500
3690.00.000	Other Revenue	-	-	-	-
3690.03.000	Other Revenue - Vehicle Lease	467	100	367	400
	Total Operating Revenue	1,538	298	1,241	1,190
Operating Expenses					
4110.00.000	Administrative Salaries	117,090	103,084	14,006	412,335
4110.01.000	FSS Coordinator Salaries	8,625	5,232	3,393	20,928
4115.01.000	FSS P/R Taxes - Social Security/Medicare	614	447	167	1,789
4115.02.000	FSS P/R Taxes - SUI	-	44	(44)	176
4115.03.000	FSS Retirement	1,237	839	397	3,358
4115.04.000	FSS Workers Comp	48	40	8	161
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	8,017	8,898	(881)	35,592
4125.02.000	Admin. P/R Taxes - SUI	250	824	(574)	3,294
4125.03.000	Admin. Retirement	21,577	20,122	1,455	80,488
4125.04.000	Admin. Workers Comp	1,862	791	1,072	3,163
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	-	-	-
4140.00.000	Training	1,022	750	272	3,000
4150.00.000	Travel	673	750	(77)	3,000
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	-	-	-	-
4170.02.000	Contract Services - Plan Updates	192	250	(58)	1,000
4170.03.000	Contract Services - Consulting	8,070	2,500	5,570	10,000
4171.00.000	Auditing	-	2,313	(2,313)	9,250
4172.00.000	Public Relations Expense	-	-	-	-
4180.00.000	147 Rent	12,359	12,359	1	49,434
4190.00.000	Postage	2,757	3,750	(993)	15,000
4190.01.000	Office Supplies & Equipment	1,698	750	948	3,000
4190.02.000	Printing & Copier Usage Charges	10,503	5,500	5,003	22,000
4190.03.000	Fair Housing Services	1,250	1,250	-	5,000
4190.04.000	Dues & Subscriptions	-	250	(250)	1,000
4190.05.000	Uniforms	-	69	(69)	275
4190.06.000	Criminal Background Checks	4,487	1,375	3,112	5,500
4190.07.000	Meeting Expense	-	-	-	-
4190.08.000	Advertising	(148)	300	(448)	1,200
4190.10.000	Admin. Other	204	-	204	-
4191.00.000	IT Services	3,867	3,188	679	12,752
4191.01.000	Computer Support & License Fees	28,867	7,750	21,117	31,000
4191.02.000	Computer Equipment	-	2,500	(2,500)	10,000
4191.03.000	Office Machines & Leases	625	625	(0)	2,500
4192.00.000	Telephone	268	450	(182)	1,800
4192.01.000	Internet	1,763	1,950	(187)	7,800
4400.06.000	HCV Management Fee	48,228	50,000	(1,772)	200,000
4400.07.000	HCV Bookkeeping Fees	30,473	31,250	(778)	125,000
4403.00.000	HAP Payments for Outgoing Ports Admin Fees	884	750	134	3,000
4420.00.000	Maint. Supplies	-	-	-	-

Yolo Housing
FY2019-2020 Q1 Budget Update - Housing Assistance
Housing Choic Vouchers (funds 200, 252)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4430.07.000	Fuel Contract	120	150	(30)	600
4430.08.000	Vehicle Maint. & Lease Contract	348	350	(2)	1,400
4430.10.000	Mat Service Contract	-	-	-	-
4430.14.000	Other Maint. Contracts	-	-	-	-
4436.00.000	Maintenance Charges	405	86	319	343
4480.00.000	Protective Services	-	-	-	-
4510.00.000	Insurance - Flood	-	-	-	-
4510.01.000	Insurance - General Liability	6,773	1,875	4,898	7,500
4510.02.000	Insurance - Auto	1,514	375	1,139	1,500
4520.00.000	PILOT, Taxes & Fees	-	-	-	-
4540.00.000	Admin. Benefits	21,577	22,903	(1,326)	91,612
4540.01.000	Retired Benefits	4,531	-	4,531	-
4540.04.000	FSS Coordinator Benefits	1,276	946	330	3,782
4540.05.000	OPEB Expense	-	-	-	-
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	-	-	-
4580.00.000	Interest Expense	-	-	-	-
4600.00.000	OES Support Agreement	-	750	(750)	3,000
4650.00.000	Vehicle Maint. & Repairs	-	38	(38)	150
4904.00.000	HAP Payments for Outgoing Ports Admin Fee	-	-	-	-
	Total Operating Expenses	353,905	298,421	55,485	1,193,683
	Operating Revenue Over Expenses	(352,367)	(298,123)	(54,244)	(1,192,493)

Housing Assistance (Voucher) Funding

3201.00.000	HUD Contributions - HAP	3,200,430	2,927,500	272,930	11,710,000
3201.01.000	HUD Contributions - Mainstream Voucher	14,869	-	14,869	-
3202.00.000	HUD Contributions - Admin	311,140	298,000	13,140	1,192,000
3202.01.000	HUD Contributions - Mainstream Admin	1,216	-	1,216	-
3610.00.000	Interest Revenue - Admin	280	325	(45)	1,300
	Total Housing Assistance (Voucher) Funding	3,527,935	3,225,825	302,110	12,903,300

Housing Assistance (Voucher) Payments

4900.00.000	HAP Payments for HCV	2,713,756	2,545,000	168,756	10,180,000
4900.01.000	HAP Payments for PBV	163,873	141,250	22,623	565,000
4900.02.000	HAP Payments for Enhanced Vouchers	121,195	125,000	(3,805)	500,000
4900.03.000	HAP Payments for Tenant Protection	72,994	68,750	4,244	275,000
4900.04.000	HAP Payments for VASH-HCV	24,305	15,500	8,805	62,000
4900.05.000	HAP Payments for VASH-PBV	15,148	13,250	1,898	53,000
4900.06.000	HAP Payments for Homeownership	4,741	4,000	741	16,000
4900.08.000	HAP Payments for Mainstream	8,344	-	8,344	-
4900.09.000	HAP Payments for FUP	11,381	-	11,381	-
4901.00.000	HAP Utility Payments for HCV	6,177	4,250	1,927	17,000
4901.01.000	HAP Utility Payments for PBV	945	500	445	2,000
4901.02.000	HAP Utility Payments for Enhanced Vouchers	783	750	33	3,000
4901.03.000	HAP Utility Payments for Tenant Protection	130	375	(245)	1,500
4901.04.000	HAP Utility Payments for VASH-HCV	-	125	(125)	500
4901.05.000	HAP Utility Payments for VASH-PBV	-	-	-	-
4901.06.000	HAP Utility Payments for Homeownership	754	-	754	-
4901.08.000	HAP Utility Payments for Mainstream	2	-	2	-
4901.09.000	HAP Utility Payments for FUP	7	-	7	-

Yolo Housing

FY2019-2020 Q1 Budget Update - Housing Assistance

Housing Choic Vouchers (funds 200, 252)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4902.00.000	HAP FSS Escrow Payments	4,760	6,250	(1,490)	25,000
4903.00.000	HAP Payments for Incoming Ports	(7,249)	1,125	(8,374)	4,500
	Total Housing Assistance (Voucher) Payments	<u>3,142,046</u>	<u>2,926,125</u>	<u>215,921</u>	<u>11,704,500</u>
	Net Housing Assistance (Voucher) Activity	<u>385,889</u>	<u>299,700</u>	<u>86,189</u>	<u>1,198,800</u>
	Net HCV Program Activity	<u>33,521</u>	<u>1,577</u>	<u>31,944</u>	<u>6,307</u>

Yolo Housing

FY2019-2020 Q1 Budget Update - Public Housing

AMPs/Public Housing Units (funds 101,102, 103)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3110.00.000	Dwelling Rent	580,411	493,750	86,661	1,975,000
3110.01.000	Tenant Charges - Maint. & Repairs	4,356	4,000	356	16,000
3110.02.000	Tenant Charges - Administrative	1,540	1,875	(335)	7,500
3210.00.000	CF Trans In - Soft Costs Op Funds (1406)	-	40,000	(40,000)	160,000
3220.00.000	CF Trans In - Soft Costs Mgmt Impr (1408)	-	575	(575)	2,300
3230.00.000	CF Trans In - Soft Costs General Activity (1480)	32,900	-	32,900	-
3240.00.000	CF Trans In - Soft Costs Mgmt Fee (1410)	-	19,994	(19,994)	79,978
3300.00.000	Rental Revenue - Commercial	3,517	3,503	15	14,010
3302.00.000	Rental Revenue - Space (Temp)	30	188	(158)	750
3690.00.000	Other Revenue	-	-	-	-
3690.04.000	Other Revenue - Laundry & Vending	391	500	(109)	2,000
9000.00.000	Equity Transfer In/Out	-	-	-	-
9100.01.000	CF Trans In - Hard Costs General Capital Activity (1480)	(58,709)	22,500	(81,209)	90,000
	Total Operating Revenue	564,437	586,884	(22,447)	2,347,538
Operating Expenses					
4110.00.000	Administrative Salaries	74,429	66,769	7,660	267,076
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	5,204	5,709	(505)	22,835
4125.02.000	Admin. P/R Taxes - SUI	333	521	(189)	2,086
4125.03.000	Admin. Retirement	13,656	12,239	1,418	48,954
4125.04.000	Admin. Workers Comp	1,143	512	631	2,048
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	710	2,375	(1,665)	9,500
4140.00.000	Training	5,805	1,875	3,930	7,500
4150.00.000	Travel	2,402	1,250	1,152	5,000
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	22,723	11,125	11,598	44,500
4170.02.000	Contract Services - Plan Updates	4,249	4,125	124	16,500
4170.03.000	Contract Services - Consulting	36,995	2,000	34,995	8,000
4171.00.000	Auditing	-	7,313	(7,313)	29,250
4172.00.000	Public Relations Expense	-	-	-	-
4180.00.000	147 Rent	15,982	15,985	(3)	63,941
4190.00.000	Postage	592	1,100	(508)	4,400
4190.01.000	Office Supplies & Equipment	1,814	1,250	564	5,000
4190.02.000	Printing & Copier Usage Charges	989	1,338	(348)	5,350
4190.03.000	Fair Housing Services	1,250	1,313	(63)	5,250
4190.04.000	Dues & Subscriptions	787	463	324	1,850
4190.05.000	Uniforms	-	-	-	-
4190.06.000	Criminal Background Checks	1,061	800	261	3,200
4190.07.000	Meeting Expense	138	25	113	100
4190.08.000	Advertising	-	325	(325)	1,300
4190.10.000	Admin. Other	-	-	-	-
4191.00.000	IT Services	5,744	10,524	(4,780)	42,096
4191.01.000	Computer Support & License Fees	16,403	6,000	10,403	24,000
4191.02.000	Computer Equipment	22,839	1,875	20,964	7,500
4191.03.000	Office Machines & Leases	1,886	1,938	(51)	7,750
4192.00.000	Telephone	4,458	4,950	(492)	19,800
4192.01.000	Internet	9,756	10,125	(369)	40,500
4210.00.000	Tenant Service Salaries	10,529	7,367	3,162	29,469
4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	712	630	82	2,520
4225.02.000	Tenant Svc. P/R Taxes - SUI	242	160	82	639

Yolo Housing**FY2019-2020 Q1 Budget Update - Public Housing**

AMPs/Public Housing Units (funds 101,102, 103)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4225.03.000	Tenant Svc. Retirement	541	764	(223)	3,054
4225.04.000	Tenant Svc. Workers Comp	577	57	521	226
4230.00.000	Tenant Svc. Materials	919	675	244	2,700
4240.00.000	Tenant Liaison	1,350	1,650	(300)	6,600
4250.00.000	Tenant Watering Contracts	300	300	-	1,200
4310.00.000	Water	59,541	66,750	(7,209)	267,000
4320.00.000	Electricity	19,883	17,750	2,133	71,000
4330.00.000	Gas	820	2,413	(1,593)	9,650
4340.00.000	Sewerage	32,494	33,625	(1,131)	134,500
4340.01.000	Sewerage - City of Winters MOU	27,693	12,500	15,193	50,000
4400.01.000	AMP Management Fees	97,002	94,750	2,252	379,000
4400.02.000	AMP Bookkeeping Fees	9,570	9,875	(305)	39,500
4400.03.000	AMP Asset Management Fees	12,930	13,250	(320)	53,000
4400.04.000	Cap Fund Mgmt Fee (1410)	-	19,994	(19,994)	79,978
4420.00.000	Maint. Supplies	3,196	50	3,146	200
4420.01.000	Electrical Supplies	4,955	5,425	(470)	21,700
4420.02.000	Plumbing Supplies	6,829	7,125	(296)	28,500
4420.03.000	Painting Supplies	1,133	1,450	(317)	5,800
4420.04.000	Chemical Supplies	159	938	(779)	3,750
4420.05.000	Lumber & Hardware	11,558	10,125	1,433	40,500
4420.06.000	Dwelling Equipment	24,656	11,500	13,156	46,000
4420.07.000	Maintenance Equipment	252	313	(60)	1,250
4430.00.000	Grounds Maint. Contract	7,000	288	6,713	1,150
4430.01.000	Landscape Maint. Contract	34,834	26,375	8,459	105,500
4430.02.000	Tree Trimming Contract	10,610	11,250	(640)	45,000
4430.03.000	Painting Contract	8,071	4,750	3,321	19,000
4430.04.000	Plumbing Repair Contract	4,756	2,625	2,131	10,500
4430.05.000	Electrical Repair Contract	-	1,325	(1,325)	5,300
4430.06.000	Chemical Treatment Contract	7,876	7,375	501	29,500
4430.09.000	Equipment Rental Contract	-	-	-	-
4430.10.000	Mat Service Contract	585	495	90	1,980
4430.11.000	Rubbish & Trash Removal Contract	35,886	31,500	4,386	126,000
4430.12.000	Fire Protection, Testing & Monitor Contract	2,124	4,875	(2,751)	19,500
4430.13.000	Janitorial Contract	100	-	100	-
4430.14.000	Other Maint. Contracts	-	-	-	-
4436.00.000	Maintenance Charges	182,918	143,863	39,054	575,452
4480.00.000	Protective Services	298	613	(315)	2,450
4510.00.000	Insurance - Flood	23,938	8,750	15,188	35,000
4510.01.000	Insurance - General Liability	17,222	4,875	12,347	19,500
4510.02.000	Insurance - Auto	-	-	-	-
4510.03.000	Insurance - Property	60,414	16,250	44,164	65,000
4520.00.000	PILOT, Taxes & Fees	-	32,250	(32,250)	129,000
4540.00.000	Admin. Benefits	10,611	13,127	(2,516)	52,508
4540.01.000	Retired Benefits	10,555	8,000	2,555	32,000
4540.03.000	Tenant Service Benefits	495	434	61	1,735
4540.05.000	OPEB Expense	7,000	28,750	(21,750)	115,000
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	8,375	(8,375)	33,500
4580.00.000	Interest Expense	-	15,000	(15,000)	60,000
4600.00.000	OES Support Agreement	-	1,125	(1,125)	4,500
4610.00.000	Extraordinary Maintenance	-	-	-	-
4620.00.000	Minor Equipment Repairs	-	250	(250)	1,000

Yolo Housing
FY2019-2020 Q1 Budget Update - Public Housing
AMPs/Public Housing Units (funds 101,102, 103)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4630.00.000	Major Equipment Repairs	-	250	(250)	1,000
4640.00.000	Building Repairs	5,956	7,125	(1,169)	28,500
	Total Operating Expenses	<u>1,010,434</u>	<u>873,149</u>	<u>137,284</u>	<u>3,492,598</u>
	Operating Revenue Over Expenses	<u>(445,997)</u>	<u>(286,265)</u>	<u>(159,732)</u>	<u>(1,145,060)</u>

Grants and Other Funding

3200.00.000	HUD Operating Subsidy	415,956	315,000	100,956	1,260,000
3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-
3610.00.000	Interest Revenue	952	875	77	3,500
3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-
3620.00.000	Gain/Loss Sale of Fixed Assets	-	-	-	-
	Total Grants and Other Funding	<u>416,907</u>	<u>315,875</u>	<u>101,032</u>	<u>1,263,500</u>
	Net Revenue Over Expenses	<u>(29,090)</u>	<u>29,610</u>	<u>(58,700)</u>	<u>118,440</u>

OK

Yolo Housing

FY2019-2020 Q1 Budget Update - ROSS/FSS

ROSS & FSS Grants (funds 991, 992)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3690.00.000	Other Revenue	-	-	-	-
9100.00.000	Operating Transfers In	-	-	-	-
9200.00.000	Operating Transfer Out	-	-	-	-
	Total Operating Revenue	-	-	-	-
Operating Expenses					
4110.00.000	Administrative Salaries	234	72	163	287
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	16	5	11	20
4125.02.000	Admin. P/R Taxes - SUI	-	0	(0)	2
4125.03.000	Admin. Retirement	34	4	29	18
4125.04.000	Admin. Workers Comp	4	0	4	1
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4140.00.000	Training	-	-	-	-
4150.00.000	Travel	586	122	464	487
4170.01.000	Professional Services	-	-	-	-
4190.01.000	Office Supplies & Equipment	-	9	(9)	35
4190.02.000	Printing & Copier Usage Charges	62	27	34	110
4191.00.000	IT Services	-	3	(3)	12
4191.02.000	Computer Equipment	-	-	-	-
4192.00.000	Telephone	35	20	15	79
4192.01.000	Internet	220	58	163	231
4210.00.000	Tenant Service Salaries	15,416	3,875	11,541	15,500
4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	1,057	266	792	1,062
4225.02.000	Tenant Svc. P/R Taxes - SUI	22	46	(24)	182
4225.03.000	Tenant Svc. Retirement	2,442	447	1,995	1,789
4225.04.000	Tenant Svc. Workers Comp	131	33	97	134
4225.05.000	Tenant Svc. Comp. Abs.	-	-	-	-
4540.00.000	Admin. Benefits	-	8	(8)	31
4540.03.000	Tenant Service Benefits	4,134	1,097	3,037	4,390
4540.05.000	OPEB Expense	(7,000)	-	(7,000)	-
	Total Operating Expenses	17,393	6,092	11,300	24,369
	Operating Revenue Over Expenses	(17,393)	(6,092)	(11,300)	(24,369)
Grants and Other Funding					
3203.00.000	HUD Grant Revenue	-	6,116	(6,116)	24,464
	Total Grants and Other Funding	-	6,116	(6,116)	24,464
	Net Revenue Over Expenses	(17,393)	24	(17,416)	95

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs**

Getting to Zero Vouchers in Davis (fund 251)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3690.00.000	Other Revenue	-	-	-	-
	Total Operating Revenue	-	-	-	-
Operating Expenses					
4110.00.000	Administrative Salaries	3,035	5,365	(2,331)	21,462
4110.02.000	Sup Svc - Salaries	11,751	5,415	6,336	21,659
4115.01.000	Sup Svc - P/R Taxes - Soc Security/Medicare	-	463	(463)	1,852
4115.02.000	Sup Svc - P/R Taxes - SUI	-	121	(121)	485
4115.03.000	Sup Svc - Retirement	-	257	(257)	1,028
4115.04.000	Sup Svc - Workers Comp	-	42	(42)	166
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	211	611	(400)	2,443
4125.02.000	Admin. P/R Taxes - SUI	-	63	(63)	251
4125.03.000	Admin. Retirement	495	932	(437)	3,729
4125.04.000	Admin. Workers Comp	22	41	(20)	165
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	-	-	-
4140.00.000	Training	-	-	-	-
4150.00.000	Travel	573	375	198	1,500
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	-	13	(13)	50
4171.00.000	Auditing	-	63	(63)	250
4172.00.000	Public Relations Expense	-	-	-	-
4180.00.000	147 Rent	-	-	-	-
4190.00.000	Postage	-	-	-	-
4190.01.000	Office Supplies & Equipment	49	38	11	150
4190.02.000	Printing & Copier Usage Charges	28	50	(22)	200
4190.03.000	Fair Housing Services	-	-	-	-
4190.04.000	Dues & Subscriptions	-	-	-	-
4190.05.000	Uniforms	-	-	-	-
4190.06.000	Criminal Background Checks	22	-	22	-
4190.07.000	Meeting Expense	-	-	-	-
4190.08.000	Advertising	-	-	-	-
4190.10.000	Admin. Other	-	-	-	-
4191.00.000	IT Services	635	13	622	50
4191.01.000	Computer Support & License Fees	-	125	(125)	500
4191.02.000	Computer Equipment	-	88	(88)	350
4191.03.000	Office Machines & Leases	-	-	-	-
4192.00.000	Telephone	39	-	39	-
4192.01.000	Internet	-	-	-	-
4430.10.000	Mat Service Contract	-	-	-	-
4436.00.000	Maintenance Charges	-	-	-	-
4480.00.000	Protective Services	-	-	-	-
4510.00.000	Insurance - Flood	-	-	-	-
4510.01.000	Insurance - General Liability	13	38	(24)	150
4540.00.000	Admin. Benefits	476	1,318	(841)	5,271
4540.01.000	Retired Benefits	-	-	-	-
4540.05.000	OPEB Expense	-	-	-	-
4550.00.000	Bank Fees & Charges	-	-	-	-
4580.00.000	Interest Expense	-	-	-	-

Yolo Housing

FY2019-2020 Q1 Budget Update - State & Local Programs

Getting to Zero Vouchers in Davis (fund 251)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4600.00.000	OES Support Agreement	-	-	-	-
4610.00.000	Extraordinary Maintenance	-	1,875	(1,875)	7,500
4610.01.000	Move-in Assistance Cost	4,776	375	4,401	1,500
4910.00.000	Voucher Payments for GTZ	4,898	1,125	3,773	4,500
4911.00.000	Utility Payments for GTZ	14	12	2	49
	Total Operating Expenses	<u>27,035</u>	<u>18,815</u>	<u>8,220</u>	<u>75,260</u>
	Operating Revenue Over Expenses	<u>(27,035)</u>	<u>(18,815)</u>	<u>(8,220)</u>	<u>(75,260)</u>
Grants and Other Funding					
3020.00.000	Other Revenue - Other Gov't (SEFA)	13,688	18,815	(5,127)	75,260
3610.00.000	Other Revenue - Other Gov't (Non-SEFA)	0	-	0	-
	Total Grants and Other Funding	<u>13,688</u>	<u>18,815</u>	<u>(5,127)</u>	<u>75,260</u>
	Net Revenue Over Expenses	<u>(13,347)</u>	<u>0</u>	<u>(13,347)</u>	<u>0</u>

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs**

Property Owned: IGT & Helen Thomson Homes (funds 321, 322, 323)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3110.00.000	Dwelling Rent	-	-	-	-
3690.00.000	Tenant Charges - Maint. & Repairs	-	-	-	-
8010.21.000	Tenant Charges - Administrative	-	-	-	-
9000.00.000	CF Trans In - Soft Costs Op Funds (1406)	-	-	-	-
	Total Operating Revenue	-	-	-	-
Operating Expenses					
4110.00.000	Administrative Salaries	2,668	216	2,452	864
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	23	29	(6)	114
4125.02.000	Admin. P/R Taxes - SUI	-	3	(3)	13
4125.03.000	Admin. Retirement	80	35	45	139
4125.04.000	Admin. Workers Comp	-	2	(2)	7
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	-	-	-
4140.00.000	Training	-	-	-	-
4150.00.000	Travel	177	81	96	325
4170.01.000	Professional Services	-	38	(38)	150
4170.02.000	Contract Services - Plan Updates	-	-	-	-
4170.03.000	Contract Services - Consulting	-	-	-	-
4171.00.000	Auditing	-	375	(375)	1,500
4190.00.000	Postage	-	-	-	-
4190.01.000	Office Supplies & Equipment	-	-	-	-
4190.02.000	Printing & Copier Usage Charges	7	16	(9)	65
4190.06.000	Criminal Background Checks	-	113	(113)	450
4191.01.000	Computer Support & License Fees	-	13	(13)	50
4192.00.000	Telephone	-	-	-	-
4192.01.000	Internet/Cable	244	150	94	600
4210.00.000	Tenant Service Salaries	456	392	64	1,570
4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	-	34	(34)	134
4225.02.000	Tenant Svc. P/R Taxes - SUI	-	3	(3)	13
4225.03.000	Tenant Svc. Retirement	-	63	(63)	252
4225.04.000	Tenant Svc. Workers Comp	-	3	(3)	12
4225.05.000	Tenant Svc. Comp. Abs.	-	-	-	-
4230.00.000	Tenant Svc. Materials	-	-	-	-
4240.00.000	Tenant Liaison	150	150	-	600
4310.00.000	Water	970	863	108	3,450
4320.00.000	Electricity	3,940	2,000	1,940	8,000
4330.00.000	Gas	327	800	(473)	3,200
4340.00.000	Sewerage	420	450	(30)	1,800
4400.00.000	Management Fees to YCH	3,501	3,500	1	14,000
4420.00.000	Maint. Supplies	-	-	-	-
4420.01.000	Electrical Supplies	-	50	(50)	200
4420.02.000	Plumbing Supplies	69	63	7	250
4420.03.000	Painting Supplies	-	-	-	-
4420.04.000	Chemical Supplies	-	-	-	-
4420.05.000	Lumber & Hardware	483	213	270	851
4420.06.000	Dwelling Equipment	-	25	(25)	100
4420.07.000	Maintenance Equipment	-	-	-	-
4430.00.000	Grounds Maint. Contract	-	25	(25)	100
4430.01.000	Landscape Maint. Contract	366	-	366	-
4430.02.000	Tree Trimming Contract	-	-	-	-

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs**

Property Owned: IGT & Helen Thomson Homes (funds 321, 322, 323)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4430.03.000	Painting Contract	-	-	-	-
4430.04.000	Plumbing Repair Contract	-	-	-	-
4430.05.000	Electrical Repair Contract	-	-	-	-
4430.06.000	Chemical Treatment Contract	-	346	(346)	1,382
4430.09.000	Equipment Rental Contract	-	-	-	-
4430.10.000	Mat Service Contract	-	-	-	-
4430.11.000	Rubbish & Trash Removal Contract	157	63	95	250
4430.12.000	Fire Protection, Testing & Monitor Contract	137	125	12	500
4430.13.000	Janitorial Contract	-	-	-	-
4430.14.000	Other Maint. Contracts	515	507	8	2,028
4436.00.000	Maintenance Charges	1,560	1,300	260	5,200
4510.00.000	Insurance - Flood	-	625	(625)	2,500
4510.01.000	Insurance - General Liability	-	44	(44)	175
4510.03.000	Insurance - Property	706	252	454	1,009
4520.00.000	PILOT, Taxes & Fees	-	438	(438)	1,750
4540.00.000	Admin. Benefits	16	125	(109)	500
4540.01.000	Retired Benefits	-	-	-	-
4540.03.000	Tenant Service Benefits	-	-	-	-
4540.05.000	OPEB Expense	-	-	-	-
4600.00.000	OES Support Agreement	-	188	(188)	750
4610.00.000	Extraordinary Maintenance	-	-	-	-
4620.00.000	Minor Equipment Repairs	-	-	-	-
4630.00.000	Major Equipment Repairs	-	-	-	-
4640.00.000	Building Repairs	485	221	264	884
	Total Operating Expenses	<u>17,458</u>	<u>13,934</u>	<u>3,524</u>	<u>55,737</u>
	Operating Revenue Over Expenses	<u>(17,458)</u>	<u>(13,934)</u>	<u>(3,524)</u>	<u>(55,737)</u>
Grants and Other Funding					
3610.00.000	Interest Income on ADMH Reserves	-	-	-	-
3690.00.000	Other Government Revenue	-	13,934	(13,934)	55,737
	Total Grants and Other Funding	<u>-</u>	<u>13,934</u>	<u>(13,934)</u>	<u>55,737</u>
	Net Revenue Over Expenses	<u>(17,458)</u>	<u>0</u>	<u>(17,458)</u>	<u>0</u>

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs**

Property Managed by YCH: Pacifico & Merkley (funds 700, 701)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3110.01.000	Tenant Charges - Maint. & Repairs	-	125	(125)	500
3110.02.000	Tenant Charges - Administrative	-	50	(50)	200
3690.00.000	Other Revenue	-	-	-	-
3690.04.000	Other Revenue - Laundry & Vending	-	-	-	-
	Total Operating Revenue	-	175	(175)	700
Operating Expenses					
4110.00.000	Administrative Salaries	-	1,023	(1,023)	4,093
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	-	86	(86)	343
4125.02.000	Admin. P/R Taxes - SUI	-	8	(8)	31
4125.03.000	Admin. Retirement	-	184	(184)	735
4125.04.000	Admin. Workers Comp	-	8	(8)	31
4130.00.000	Legal Fees	960	1,000	(40)	4,000
4136.00.000	Administrative Charges - Salaries	-	-	-	-
4136.01.000	Administrative Charges - Taxes & Benefits	-	-	-	-
4140.00.000	Training	45	125	(80)	500
4150.00.000	Travel	126	125	1	500
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	25,524	11,250	14,274	45,000
4171.00.000	Auditing	-	125	(125)	500
4172.00.000	Public Relations Expense	-	-	-	-
4180.01.000	Rent Expense - Master Lease	-	-	-	-
4190.01.000	Office Supplies & Equipment	64	63	2	250
4190.02.000	Printing & Copier Usage Charges	39	125	(86)	500
4190.04.000	Dues & Subscriptions	-	-	-	-
4190.05.000	Uniforms	-	-	-	-
4190.06.000	Criminal Background Checks	154	125	29	500
4190.07.000	Meeting Expense	-	-	-	-
4190.08.000	Advertising	-	-	-	-
4190.10.000	Admin. Other	-	-	-	-
4191.00.000	IT Services	245	283	(38)	1,132
4191.01.000	Computer Support & License Fees	1,241	500	741	2,000
4191.02.000	Computer Equipment	-	-	-	-
4191.03.000	Office Machines & Leases	194	125	69	500
4192.00.000	Telephone	644	250	394	1,000
4192.01.000	Internet	5,056	2,500	2,556	10,000
4310.00.000	Water	3,349	2,000	1,349	8,000
4320.00.000	Electricity	11,525	3,500	8,025	14,000
4330.00.000	Gas	806	500	306	2,000
4340.00.000	Sewerage	1,927	1,125	802	4,500
4400.00.000	Management Fees to YCH	10,500	5,250	5,250	21,000
4420.00.000	Maint. Supplies	901	250	651	1,000
4420.01.000	Electrical Supplies	171	125	46	500
4420.02.000	Plumbing Supplies	-	125	(125)	500
4420.03.000	Painting Supplies	117	-	117	-
4420.04.000	Chemical Supplies	140	-	140	-
4420.05.000	Lumber & Hardware	464	250	214	1,000
4420.06.000	Dwelling Equipment	2,099	250	1,849	1,000
4420.07.000	Maintenance Equipment	-	500	(500)	2,000

Yolo Housing

FY2019-2020 Q1 Budget Update - State & Local Programs

Property Managed by YCH: Pacifico & Merkley (funds 700, 701)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4430.00.000	Grounds Maint. Contract	1,109	-	1,109	-
4430.01.000	Landscape Maint. Contract	-	-	-	-
4430.02.000	Tree Trimming Contract	-	-	-	-
4430.03.000	Painting Contract	-	-	-	-
4430.04.000	Plumbing Repair Contract	-	125	(125)	500
4430.05.000	Electrical Repair Contract	-	125	(125)	500
4430.06.000	Chemical Treatment Contract	758	450	308	1,800
4430.09.000	Equipment Rental Contract	-	-	-	-
4430.11.000	Rubbish & Trash Removal Contract	1,201	500	701	2,000
4430.12.000	Fire Protection, Testing & Monitor Contract	741	375	366	1,500
4430.13.000	Janitorial Contract	2,700	450	2,250	1,800
4430.14.000	Other Maint. Contracts	-	-	-	-
4436.00.000	Maintenance Charges	12,001	6,283	5,718	25,133
4436.01.000	Maintenance Charges - Taxes & Benefits	-	-	-	-
4480.00.000	Protective Services	954	250	704	1,000
4510.02.000	Insurance - Auto	-	-	-	-
4520.00.000	PILOT, Taxes & Fees	-	63	(63)	250
4540.00.000	Admin. Benefits	35	220	(185)	880
4540.05.000	OPEB Expense	-	-	-	-
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	1,250	(1,250)	5,000
4600.00.000	OES Support Agreement	-	-	-	-
4610.00.000	Extraordinary Maintenance	33,810	-	33,810	-
4640.00.000	Building Repairs	671	125	546	500
	Total Operating Expenses	120,270	41,994	78,276	167,978
	Operating Revenue Over Expenses	(120,270)	(41,819)	(78,451)	(167,278)

Grants and Other Funding

3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-
3290.01.000	IGT Revenue - Master Lease Rent	-	-	-	-
3290.02.000	IGT Revenue - YCH Operating Costs	-	-	-	-
3290.03.000	IGT Revenue - Rehab Reimb Paid to Owner	-	-	-	-
3290.04.000	IGT Revenue - Security Deposit Paid to Owner	-	-	-	-
3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	118,230	41,819	76,410	167,278
3690.06.000	Owner Payment/Reimbursement for Maintenance Costs	-	-	-	-
	Total Grants and Other Funding	118,230	41,819	76,410	167,278
	Net Revenue Over Expenses	(2,040)	-	(2,040)	-

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs**

Seasonal Agricultural Homes: Davis, Madison, & Rehrman/Dixon Migrant Centers (funds 501, 502, 503)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
8010.01.000	Rehab Grant Revenue - OMS	-	-	-	-
8010.02.000	Rehab Grant Interest Revenue - OMS	-	-	-	-
8010.11.000	Excess Op Funds - OMS	-	-	-	-
8010.21.000	Replacement Reserve Revenue	-	14,875	(14,875)	59,500
8010.22.000	Replacement Reserve Interest Revenue	8	-	8	-
8610.01.000	Rehab Grant Exp - OMS	-	-	-	-
8610.11.000	Op Res Exp - OMS	-	(8,127)	8,127	(32,509)
8610.21.000	Replacement Reserve Exp - OMS	-	(4,625)	4,625	(18,500)
	Total Operating Revenue	8	2,123	(2,115)	8,491
Operating Expenses					
4110.00.000	Administrative Salaries	-	17,788	(17,788)	71,151
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	-	20,711	(20,711)	82,845
4125.02.000	Admin. P/R Taxes - SUI	-	-	-	-
4125.03.000	Admin. Retirement	-	-	-	-
4125.04.000	Admin. Workers Comp	-	-	-	-
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	63	(63)	250
4136.00.000	Administrative Charges - Salaries	17,318	-	17,318	-
4136.01.000	Administrative Charges - Taxes & Benefits	9,620	-	9,620	-
4140.00.000	Training	137	-	137	-
4150.00.000	Travel - Ops	465	925	(460)	3,700
4150.01.000	Travel - Admin	-	175	(175)	700
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	-	438	(438)	1,750
4171.00.000	Auditing	-	1,125	(1,125)	4,500
4172.00.000	Public Relations Expense	-	-	-	-
4190.00.000	Postage	6	-	6	-
4190.01.000	Office Supplies & Equipment	-	563	(563)	2,250
4190.02.000	Printing & Copier Usage Charges	379	525	(146)	2,100
4190.04.000	Dues & Subscriptions	-	-	-	-
4190.05.000	Uniforms	-	375	(375)	1,500
4190.10.000	Admin. Other	-	260	(260)	1,040
4191.00.000	IT Services	231	875	(644)	3,500
4191.01.000	Computer Support & License Fees	3,923	1,125	2,798	4,500
4191.02.000	Computer Equipment	-	-	-	-
4191.03.000	Office Machines & Leases	-	-	-	-
4192.00.000	Telephone	1,018	831	186	3,325
4192.01.000	Internet	120	1,231	(1,111)	4,925
4310.00.000	Water	25,229	35,329	(10,101)	141,317
4320.00.000	Electricity	63,483	35,500	27,983	142,000
4330.00.000	Gas	18,405	10,750	7,655	43,000
4340.00.000	Sewerage	28,017	20,750	7,267	83,000
4400.05.000	YCH Contract Mgmt Fee	45,447	45,450	(3)	181,798
4410.00.000	Maintenance Salaries	-	44,549	(44,549)	178,195
4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	-	51,871	(51,871)	207,484
4415.03.000	Maintenance Retirement	-	-	-	-
4415.04.000	Maintenance Workers Comp	-	-	-	-
4415.05.000	Maintenance Comp. Abs.	-	-	-	-

Yolo Housing**FY2019-2020 Q1 Budget Update - State & Local Programs****Seasonal Agricultural Homes: Davis, Madison, & Rehrman/Dixon Migrant Centers (funds 501, 502, 503)**

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4420.00.000	Maint. Supplies	4,557	3,675	882	14,700
4420.01.000	Electrical Supplies	2,477	9,650	(7,173)	38,600
4420.02.000	Plumbing Supplies	1,537	-	1,537	-
4420.03.000	Painting Supplies	265	-	265	-
4420.04.000	Chemical Supplies	212	-	212	-
4420.05.000	Lumber & Hardware	5,441	875	4,566	3,500
4420.06.000	Dwelling Equipment	738	-	738	-
4420.07.000	Maintenance Equipment	310	-	310	-
4430.00.000	Grounds Maint. Contract	1,426	2,450	(1,024)	9,800
4430.01.000	Landscape Maint. Contract	-	-	-	-
4430.02.000	Tree Trimming Contract	6,394	-	6,394	-
4430.03.000	Painting Contract	-	-	-	-
4430.04.000	Plumbing Repair Contract	608	-	608	-
4430.05.000	Electrical Repair Contract	2,991	-	2,991	-
4430.06.000	Chemical Treatment Contract	-	-	-	-
4430.07.000	Fuel Contract	1,858	2,225	(367)	8,900
4430.08.000	Vehicle Maint. & Lease Contract	-	-	-	-
4430.09.000	Equipment Rental Contract	154	-	154	-
4430.11.000	Rubbish & Trash Removal Contract	15,989	12,875	3,114	51,500
4430.12.000	Fire Protection, Testing & Monitor Contract	1,952	400	1,552	1,600
4430.14.000	Other Maint. Contracts	-	500	(500)	2,000
4436.00.000	Maintenance Charges - Salaries	79,842	-	79,842	-
4436.01.000	Maintenance Charges - Taxes & Benefits	64,336	-	64,336	-
4480.00.000	Protective Services	-	1,300	(1,300)	5,200
4510.00.000	Insurance - Flood	30,473	26,250	4,223	105,000
4510.01.000	Insurance - General Liability	13,008	3,750	9,258	15,000
4510.02.000	Insurance - Auto	2,890	750	2,140	3,000
4510.03.000	Insurance - Property	41,606	10,250	31,356	41,000
4520.00.000	PILOT, Taxes & Fees	-	125	(125)	500
4540.00.000	Admin. Benefits	200	-	200	-
4540.01.000	Retired Benefits	4,895	-	4,895	-
4540.02.000	Maintenance Benefits	-	-	-	-
4540.05.000	OPEB Expense	-	3,916	(3,916)	15,664
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	-	-	-
4580.01.000	Loan Payment (Prn & Int)	-	36,979	(36,979)	147,915
4600.00.000	OES Support Agreement	-	188	(188)	750
4610.00.000	Extraordinary Maintenance	4,985	-	4,985	-
4610.01.000	Extraordinary Events - Butte	-	-	-	-
4620.00.000	Minor Equipment Repairs	340	525	(185)	2,100
4630.00.000	Major Equipment Repairs	-	-	-	-
4640.00.000	Building Repairs	-	-	-	-
4650.00.000	Vehicle Maint. & Repairs	4,634	1,750	2,884	7,000
8610.01.000	Rehab Grant Exp - OMS	-	-	-	-
8610.11.000	Op Res Exp - OMS	-	17,104	(17,104)	68,418
8610.21.000	Replacement Reserve Exp - OMS	-	6,375	(6,375)	25,500
8611.01.000	Rehab Admin Fee Exp - OMS	-	-	-	-
8611.11.000	Op Res Admin Fee Exp - OMS	-	-	-	-
8611.21.000	Replacement Reserve Admin Fee - OMS	-	-	-	-
	Total Operating Expenses	507,912	433,119	74,793	1,732,477

Yolo Housing

FY2019-2020 Q1 Budget Update - State & Local Programs

Seasonal Agricultural Homes: Davis, Madison, & Rehrman/Dixon Migrant Centers (funds 501, 502, 503)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
	Operating Revenue Over Expenses	(507,904)	(430,996)	(76,908)	(1,723,986)
Grants and Other Funding					
3010.00.000	Contract Revenue	506,963	409,640	97,324	1,638,558
	Total Grants and Other Funding	506,963	409,640	97,324	1,638,558
	Net Revenue Over Expenses	(941)	(21,357)	20,416	(85,428)

Yolo Housing
FY2019-2020 Q1 Budget Update - Davis Solar
Year-Round Agricultural Homes (funds 600)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3110.00.000	Dwelling Rent	14,907	14,880	28	59,518
3110.01.000	Tenant Charges - Maint. & Repairs	-	-	-	-
3110.02.000	Tenant Charges - Administrative	-	-	-	-
3610.00.000	Interest Revenue	52	25	27	100
3690.00.000	Other Revenue	-	-	-	-
9000.00.000	Equity Transfer In/Out	-	-	-	-
	Total Operating Revenue	14,959	14,905	55	59,618
Operating Expenses					
4110.00.000	Administrative Salaries	237	1,023	(786)	4,093
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	13	86	(72)	343
4125.02.000	Admin. P/R Taxes - SUI	-	8	(8)	31
4125.03.000	Admin. Retirement	378	184	194	735
4125.04.000	Admin. Workers Comp	12	8	4	31
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	-	-	-
4140.00.000	Training	-	-	-	-
4150.00.000	Travel	15	16	(2)	65
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	-	5	(5)	20
4171.00.000	Auditing	-	125	(125)	500
4172.00.000	Public Relations Expense	-	-	-	-
4180.00.000	147 Rent	-	-	-	-
4190.00.000	Postage	-	-	-	-
4190.01.000	Office Supplies & Equipment	-	6	(6)	25
4190.02.000	Printing & Copier Usage Charges	38	31	7	125
4190.04.000	Dues & Subscriptions	-	-	-	-
4190.05.000	Uniforms	-	-	-	-
4190.07.000	Meeting Expense	-	-	-	-
4190.08.000	Advertising	-	-	-	-
4190.10.000	Admin. Other	-	-	-	-
4191.01.000	Computer Support & License Fees	452	175	277	700
4191.02.000	Computer Equipment	-	-	-	-
4191.03.000	Office Machines & Leases	-	-	-	-
4192.00.000	Telephone	-	-	-	-
4192.01.000	Internet	220	225	(5)	900
4310.00.000	Water	2,540	1,625	915	6,500
4320.00.000	Electricity	-	-	-	-
4330.00.000	Gas	-	-	-	-
4340.00.000	Sewerage	542	1,000	(458)	4,000
4400.00.000	Management Fees to YCH	1,302	1,300	2	5,200
4420.00.000	Maint. Supplies	-	-	-	-
4420.03.000	Painting Supplies	-	-	-	-
4420.04.000	Chemical Supplies	-	-	-	-
4420.05.000	Lumber & Hardware	222	-	222	-
4420.06.000	Dwelling Equipment	615	1,250	(635)	5,000
4430.00.000	Grounds Maint. Contract	-	-	-	-
4430.01.000	Landscape Maint. Contract	-	-	-	-
4430.02.000	Tree Trimming Contract	-	-	-	-
4430.03.000	Painting Contract	-	-	-	-
4430.09.000	Equipment Rental Contract	-	-	-	-

Yolo Housing
FY2019-2020 Q1 Budget Update - Davis Solar
Year-Round Agricultural Homes (funds 600)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4430.11.000	Rubbish & Trash Removal Contract	651	875	(224)	3,500
4430.13.000	Janitorial Contract	-	-	-	-
4430.14.000	Other Maint. Contracts	-	-	-	-
4436.00.000	Maintenance Charges	305	2,833	(2,528)	11,332
4480.00.000	Protective Services	-	-	-	-
4510.00.000	Insurance - Flood	-	-	-	-
4510.01.000	Insurance - General Liability	267	88	179	350
4510.02.000	Insurance - Auto	-	-	-	-
4510.03.000	Insurance - Property	1,338	400	938	1,600
4520.00.000	PILOT, Taxes & Fees	340	338	3	1,350
4540.00.000	Admin. Benefits	107	220	(113)	880
4540.05.000	OPEB Expense	-	-	-	-
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	-	-	-
4580.00.000	Interest Expense	-	-	-	-
4600.00.000	OES Support Agreement	-	-	-	-
4610.00.000	Extraordinary Maintenance	-	1,250	(1,250)	5,000
4640.00.000	Building Repairs	-	1,250	(1,250)	5,000
	Total Operating Expenses	<u>9,594</u>	<u>14,320</u>	<u>(4,726)</u>	<u>57,280</u>
	Operating Revenue Over Expenses	5,365	584	4,781	2,338
Grants and Other Funding					
3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-
3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-
	Total Grants and Other Funding	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Net Revenue Over Expenses	<u>5,365</u>	<u>584</u>	<u>4,781</u>	<u>2,338</u>

Yolo Housing**FY2019-2020 Q1 Budget Update - NHCDC**

New Hope Community Development Corporation & Cottonwood (funds 400, 401, 402)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
Operating Revenue					
3110.00.000	Dwelling Rent	83,343	82,500	843	330,000
3110.01.000	Tenant Charges - Maint. & Repairs	451	1,500	(1,049)	6,000
3110.02.000	Tenant Charges - Administrative	-	-	-	-
3110.03.000	Dwelling Rent - RHCP	7,182	6,250	932	25,000
3300.00.000	Rental Revenue - Commercial	-	-	-	-
3302.00.000	Rental Revenue - Space (Temp)	-	-	-	-
3410.00.413	Asset Mgmt Fee - Crosswood	2,695	-	2,695	-
3500.00.411	Development Fee - Cesar	-	-	-	-
3500.00.412	Development Fee - Rochdale	-	-	-	-
3500.00.413	Development Fee - Crosswood	-	-	-	-
3500.00.414	Development Fee - West Beamer Place	-	-	-	-
3690.00.000	Other Revenue	70	-	70	-
	Other Revenue - Laundry & Vending	598	625	(27)	2,500
8111.00.000	Big DOG Donations	2,063	500	1,563	2,000
8119.00.000	Big DOG Transfer In	-	-	-	-
8190.00.000	Big DOG Transfer Out	(836)	-	(836)	-
8211.00.000	CLC Donations Rec'd (EE)	-	-	-	-
8212.00.000	CLC Donations Rec'd (non-EE)	-	1,875	(1,875)	7,500
8213.00.000	CLC Fees Collected	-	-	-	-
8219.00.000	CLC Transfer In	836	-	836	-
8411.00.000	Homeless Donations Rec'd (EE)	-	-	-	-
8412.00.000	Homeless Donations Rec'd (non-EE)	-	-	-	-
8413.00.000	Homeless Fees Collected	-	-	-	-
8419.00.000	Homeless Transfer In	-	-	-	-
8511.00.000	Summer Donations Rec'd (EE)	-	-	-	-
8512.00.000	Summer Donations Rec'd (non-EE)	-	-	-	-
8513.00.000	Summer Fees Collected	-	-	-	-
8519.00.000	Summer Transfer In	-	-	-	-
8911.00.000	Other Donations Rec'd (EE)	1,344	1,250	94	5,000
8912.00.000	Other Donations Rec'd (non-EE)	-	-	-	-
8913.00.000	Other Fees Collected	-	-	-	-
8919.00.000	Other Transfer In	-	-	-	-
8990.00.000	Other Transfer Out	-	-	-	-
	Total Operating Revenue	97,747	94,500	3,247	378,000

Operating Expenses

4110.00.000	Administrative Salaries	7,922	9,588	(1,667)	38,354
4125.01.000	Admin. P/R Taxes - Social Security & Medicare	523	820	(297)	3,279
4125.02.000	Admin. P/R Taxes - SUI	-	130	(130)	520
4125.03.000	Admin. Retirement	1,662	1,538	123	6,154
4125.04.000	Admin. Workers Comp	245	74	171	294
4125.05.000	Admin. Comp. Abs.	-	-	-	-
4130.00.000	Legal Fees	-	125	(125)	500
4140.00.000	Training	125	88	37	350
4150.00.000	Travel	-	13	(13)	50
4170.00.000	Accounting Fees & Services	-	-	-	-
4170.01.000	Professional Services	-	-	-	-
4170.03.000	Contract Services - Consulting	-	-	-	-
4171.00.000	Auditing	-	1,438	(1,438)	5,750

Yolo Housing**FY2019-2020 Q1 Budget Update - NHCDC**

New Hope Community Development Corporation & Cottonwood (funds 400, 401, 402)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4171.01.000	Tax Return Prep (incl 990)	1,607	625	982	2,500
4172.00.000	Public Relations Expense	-	-	-	-
4190.00.000	Postage	6	6	(0)	25
4190.01.000	Office Supplies & Equipment	15	125	(110)	500
4190.02.000	Printing & Copier Usage Charges	13	188	(175)	750
4190.04.000	Dues & Subscriptions	617	125	492	500
4190.05.000	Uniforms	-	-	-	-
4190.06.000	Criminal Background Checks	58	38	20	150
4190.07.000	Meeting Expense	-	13	(13)	50
4190.08.000	Advertising	-	100	(100)	400
4190.10.000	Admin. Other	-	-	-	-
4191.00.000	IT Services	301	691	(390)	2,764
4191.01.000	Computer Support & License Fees	1,291	500	791	2,000
4191.02.000	Computer Equipment	1,273	375	898	1,500
4191.03.000	Office Machines & Leases	194	250	(56)	1,000
4192.00.000	Telephone	277	300	(23)	1,200
4192.01.000	Internet	380	500	(120)	2,000
4240.00.000	Tenant Liaison	-	-	-	-
4310.00.000	Water	3,760	3,500	260	14,000
4320.00.000	Electricity	1,443	1,250	193	5,000
4330.00.000	Gas	163	300	(137)	1,200
4340.00.000	Sewerage	5,718	5,875	(157)	23,500
4400.00.000	Management Fees to YCH	4,830	4,830	-	19,320
4420.00.000	Maint. Supplies	-	25	(25)	100
4420.01.000	Electrical Supplies	32	25	7	100
4420.02.000	Plumbing Supplies	140	-	140	-
4420.03.000	Painting Supplies	159	125	34	500
4420.04.000	Chemical Supplies	-	-	-	-
4420.05.000	Lumber & Hardware	181	125	56	500
4420.06.000	Dwelling Equipment	5,524	2,500	3,024	10,000
4420.07.000	Maintenance Equipment	-	125	(125)	500
4430.00.000	Grounds Maint. Contract	-	-	-	-
4430.01.000	Landscape Maint. Contract	2,446	1,125	1,321	4,500
4430.02.000	Tree Trimming Contract	1,301	-	1,301	-
4430.03.000	Painting Contract	3,050	-	3,050	-
4430.04.000	Plumbing Repair Contract	2,495	625	1,870	2,500
4430.05.000	Electrical Repair Contract	-	-	-	-
4430.06.000	Chemical Treatment Contract	285	375	(90)	1,500
4430.09.000	Equipment Rental Contract	-	-	-	-
4430.11.000	Rubbish & Trash Removal Contract	1,979	2,375	(396)	9,500
4430.12.000	Fire Protection, Testing & Monitor Contract	162	250	(88)	1,000
4430.13.000	Janitorial Contract	360	325	35	1,300
4430.14.000	Other Maint. Contracts	513	1,742	(1,229)	6,968
4436.00.000	Maintenance Charges	5,965	5,670	295	22,681
4480.00.000	Protective Services	-	125	(125)	500
4510.01.000	Insurance - General Liability	4,822	875	3,947	3,500
4510.02.000	Insurance - Auto	-	-	-	-
4510.04.000	Insurance - Director's Risk	5,284	1,300	3,984	5,200
4520.00.000	PILOT, Taxes & Fees	-	125	(125)	500
4540.00.000	Admin. Benefits	1,367	2,854	(1,487)	11,414

Yolo Housing**FY2019-2020 Q1 Budget Update - NHCDC**

New Hope Community Development Corporation & Cottonwood (funds 400, 401, 402)

Acct Code	Account Description	Actual thru 9/30/2019	Budget thru 9/30/2019	Difference	Annual Budget
4540.01.000	Retired Benefits	-	-	-	-
4540.05.000	OPEB Expense	-	1,250	(1,250)	5,000
4550.00.000	Bank Fees & Charges	-	-	-	-
4570.00.000	Collection Losses	-	625	(625)	2,500
4580.00.000	Interest Expense	13,881	13,500	381	54,000
4600.00.000	OES Support Agreement	-	125	(125)	500
4610.00.000	Extraordinary Maintenance	-	-	-	-
4620.00.000	Minor Equipment Repairs	-	-	-	-
4630.00.000	Major Equipment Repairs	-	-	-	-
4640.00.000	Building Repairs	-	3,750	(3,750)	15,000
4800.01.000	Amortization of Loan Fees	305	317	(12)	1,267
8120.00.000	Big DOG Staffing Costs	-	-	-	-
8130.00.000	Big DOG Operating Costs	-	375	(375)	1,500
8220.00.101	CLC Staffing Costs - AMP1	604	-	604	-
8220.00.102	CLC Staffing Costs - AMP2	604	-	604	-
8220.00.103	CLC Staffing Costs - AMP3	604	-	604	-
8220.00.501	CLC Staffing Costs - DMC	-	-	-	-
8220.00.502	CLC Staffing Costs - MMC	-	-	-	-
8220.00.503	CLC Staffing Costs - RMC	3,055	1,875	1,180	7,500
8230.00.000	CLC Operating Costs	-	-	-	-
8230.00.101	CLC Operating Costs - AMP 1	356	-	356	-
8230.00.102	CLC Operating Costs - AMP 2	356	-	356	-
8230.00.103	CLC Operating Costs - AMP 3	451	-	451	-
8230.00.501	CLC Operating Costs - DMC	-	-	-	-
8230.00.502	CLC Operating Costs - MMC	-	-	-	-
8230.00.503	CLC Operating Costs - RMC	-	-	-	-
8420.00.000	Homeless Staffing Costs	-	-	-	-
8430.00.000	Homeless Operating Costs	-	-	-	-
8520.00.000	Summer Staffing Costs	-	-	-	-
8530.00.000	Summer Operating Costs	-	-	-	-
8920.00.000	Other Staffing Costs	-	-	-	-
8930.00.000	Other Operating Costs	-	1,250	(1,250)	5,000
	Total Operating Expenses	88,702	77,160	11,542	308,641
	Operating Revenue Over Expenses	9,045	17,340	(8,295)	69,359
Other Income & (Expense)					
3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-
3410.00.411	Asset Mgmt Fee - Cesar	-	-	-	-
3410.00.412	Asset Mgmt Fee - Rochdale	-	-	-	-
3410.00.414	Asset Mgmt Fee - West Beamer Place	-	-	-	-
3610.00.000	Interest Revenue	210	-	210	-
3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-
	Net Other Income/(Expense)	210	-	210	-
	Net Revenue Over Expenses	9,255	17,340	(8,085)	69,359

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 20-04 Item No. 10, of the Yolo County Housing meeting of February 19, 2020.

MOTION: Arnold. SECOND: Neu. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

10.

Review and Approve the 70th Anniversary Slogan and Calendar of Events (Holt)

Approved recommended action on Consent.



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
PREPARED BY: Janis Holt, General Director

SUBJECT: Review and Approve the Proposed 70th Anniversary Slogan and Calendar of Events

RECOMMENDED ACTION:

That the Board of Commissioners review and approve the:

1. Proposed 70th anniversary slogan; and
2. Planned public information and presentations; and
3. Planned celebration events.

BACKGROUND / DISCUSSION

Staff presented the Yolo County Housing 70th Anniversary Planning Concept to the Housing Commission on September 18, 2019. The Commission provided input to staff that included being mindful of the scope and scale of the planned events; to use this opportunity to conduct public outreach and shape conversations around affordable housing; to develop an opinion piece to be shared with jurisdictional partners and to develop a 70th anniversary slogan. The Commission supported localized celebrations with residents at public housing campuses preferably in the spring and hosting one multi-jurisdictional "Open House" that would not conflict with local elections. The Commission also supported dedication of the 2019 YCH Annual Report and 2020 Calendar to the 70th anniversary, and creating display items that can be used to depict the historic timeline of the agency. Based on this feedback from Commissioners, staff presents the following outline for discussion, review and, after any changes, approval to move forward.

Slogan

To be sure that staff are engaged in the Agency and, in support of diversity and inclusion, the executive leadership held a staff contest to solicit ideas for the anniversary slogan. There were some great options to choose from! Staff voted for their favorites through an anonymous voting process. Rachael Hoskins, MSW Intern for YCH's Getting to Zero program, submitted the slogan with the highest number of votes. Staff is happy to present the slogan/tagline: ***"70 Years of Connecting Heart and Home for Yolo Residents"*** to the Commission for its consideration. The tagline would be used during 2020 as part of 70th anniversary events and media.

Affordable Housing Series

In an effort to bring awareness about housing, types of affordable housing available in the local community and current issues and needs around housing, staff proposes the following:

1. 2 presentations done in 2 different communities beginning in 2020.
2. Topics (based on Board input) - Why does it cost so much for me to find housing I can afford?; and Why does it cost so much and take so much time to develop housing?
3. Presentations to include outside presenters and a diverse cross section, including where possible - planners, consumers, developers, housing providers.

Publications

Based on Board direction, staff is developing the following to assist with informing funders, development partners, service partners, local elected officials, government partners, collaboratives, vendors, residents, and volunteers of the history, current and/or strategic plan for the future of YCH:

- 2019 Annual Report and 2020 Calendar - January/February
- Press Releases and Opinion Piece - April 2020
- Press Releases or Newsletters - July 2020, and mid-November 2020
- Historical Timeline Banner - March 2020, to be used in celebration events

Celebration Events

As directed by the Commission, staff proposes to hold three celebratory events with the families we serve at each of the large housing campuses at the conclusion of the YCH Annual Spring Fling Health and Education Fair which will be held at the end of March (weather permitting) and to hold one multi-jurisdictional "Open House" event at the YCH main administrative office. Partners in service will be able to share in our celebration with us during these events. The following proposed dates are presented for Commission approval:

- El Rio Villas, 62 Shams Way, Winters, CA - Monday, March 30, 2020; 4:00 - 5:30 p.m.
- Yolano Village, 1285 Lemen Avenue, Woodland, CA - Tuesday, March 31, 2020; 4:00 - 5:30 p.m.
- Las Casitas & Riverbend Manor, 685 Lighthouse Drive, West Sacramento, CA - Wednesday, April 1, 2020; 4:00 - 5:30 p.m.
- YCH Administrative Office, 147 West Main Street, Woodland, CA - Thursday,

Working together to provide quality affordable housing and community development services for all

November 19, 2020; 4:00 - 6:00 p.m.

FISCAL IMPACT

Recommended items that are not currently accounted for in the FY 2019-2020 or FY 2020-2021 budget that will be **covered by donations** include:

- Food and drinks associated with Open House and smaller celebrations.
- Any entertainment at events.
- Historical banner

All other items have no fiscal impact to the approved budget.

CONCLUSION

Board of Commissioners review and approve the proposed 70th anniversary slogan and calendar of events.

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 20-04 Item No. 11, of the Yolo County Housing meeting of February 19, 2020.

MOTION: Arnold. SECOND: Neu. AYES: Arnold, Neu, Sandy, Vanderford, Walters. ABSENT: Lansburgh, Sandeen.

11.

Review and Approve expanded Intergovernmental Agreement for Affordable Housing Grants Management Services (Baker)

Approved **Agreement No. 20-01** on Consent.



Yolo County Housing

147 W. Main Street Woodland: (530) 662-5428
WOODLAND, CA 95695 Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020

TO: YCH Board of Commissioners

FROM: Lisa A. Baker, Chief Executive Officer

SUBJECT: **Review and Approve Expanded Intergovernmental Agreement for Affordable Housing Grants Management with the City of Winters**

RECOMMENDED ACTION

That the Housing Commission approve and authorize CEO to implement an expanded Intergovernmental Agreement for Grants Management Services for Housing and Grants Management Services with the City of Winters.

BACKGROUND/DISCUSSION

Since 2013, the City of Winters has had an Intergovernmental agreement with YCH to provide technical assistance and guidance in affordable housing and grants management for Community Development Block Grant (CDBG) Programs and the Home Investment Partnerships (HOME) Programs. On July 24, 2019, the Board approved renewal of this agreement for services. With the impending retirement of long time Housing and Economic Development Manager, Dan Maguire, the City is desirous of expanding the Agreement to contract for professional services for affordable housing and grants management in the City. This would include the build out and development of Blue Mountain Terrace, a 63 unit affordable senior development which is funded by the City through HOME funds and which YCH staff have been working as the City's agent with the City's HOME compliance contractor. Additionally, this project is partially funded by YCH through the use of Project Based Vouchers. This would also include the possible 20+ infill first time home buyer development on a City land dedication site for self-help development. YCH staff has been involved with this project since its inception. In addition, YCH has worked for over a decade as a technical advisor to the City on

housing and with its affordable housing subcommittee. YCH would not be involved in the other functions of that position and would not be working on economic development projects.

Staffing is provided as a fee for service by YCH through its Grants Administration unit, which is part of the YCH's Finance Department. High level policy and high level technical work is handled by principally by the Senior Grants Management Analyst or, in some cases, by the Senior Grants Manager (YCH's CEO).

Normally, in the receipt of federal funding, federal Procurement Guidelines from the Office of Management and Budget (OMB) for contracting for Professional Services require a jurisdiction to utilize an RFP/RFQ process for the selection of the service provider. However, under OMB rules, Intergovernmental Agreements are exempt from this requirement, and jurisdictions are encouraged to use intergovernmental agreements as a streamlining and cost efficiency mechanism, as long as federal administration requirements are part of the agreement and embedded in the contract language.

FISCAL IMPACT

Total contract revenue in the 2019-2022 existing agreement for YCH is in an amount not to exceed \$50,000 annually for the proposed contracted work; staff is currently working with the City to determine revised total contract cost for the proposed work.

CONCLUSION

We are pleased to continue our strong relationship with the City of Winters and to work together on achieving our mutual goal of providing safe, affordable housing in Yolo.

Attachments:

Intergovernmental Agreement with City of Winters
Copy of City of Winters Council Staff Report

**Intergovernmental Agreement for Affordable Housing Services
Between the City of Winters and Yolo County Housing**

This agreement is made this 1st day of April, 2020 by and between the **CITY OF WINTERS**, a political subdivision of the State of California (“City”) and the **YOLO COUNTY HOUSING (“YCH”)**, a public body corporate and politic (“YCH”) (collectively with City, the “parties”).

RECITALS

WHEREAS, the City participates in various affordable housing programs within the State of California and federally through the U.S. Department of Housing and Community Development, and receives funding following the approval of City grant applications; and

WHEREAS, YCH administers a variety of public housing programs within Yolo County and it has substantial expertise in local affordable housing programs and other relevant housing and social service-related matters; and

WHEREAS, the City would like YCH to assist in the management and administration of the City’s affordable housing program and provide a range of related services, as set forth more specifically below; and

WHEREAS, under Federal procurement guidelines set forth in 24 CFR Section 85.36, public entity interagency contracts for common supplies and services are encouraged and such contracts are exempt from the competitive procurement requirements that otherwise apply under guidelines;

NOW, THEREFORE, in consideration of the foregoing, the parties hereby agree as follows:

AGREEMENT

1. Services to be Provided by YCH. During the term of this Agreement, YCH will undertake all the following services in a professional, responsible and competent manner: Serve as the Consultant to the City of Winters, managing the Affordable Housing and Grants programs, as requested in writing by the City. In this capacity, YCH will provide program planning and grants management, oversee project delivery and compliance requirements, meet reporting requirements, as well as provide collaborative technical assistance and expertise in researching, writing and planning for the Affordable Housing and Grants Programs, all as outlined in **Exhibit A** and as authorized by the City. Notwithstanding the foregoing, for all existing (including housing loan funds and program income funds) and future grants that are within the scope of this agreement, the City and its City Manager shall retain responsibility for accounting and other fiscal aspects of grant

management, including but not limited to housing loan funds and program income funds for accounts related to the Affordable Housing and Grants Program.

The City may also request that YCH assume similar management responsibilities for other City programs relating to Affordable Housing and Grants during the term of this Agreement. If YCH accepts such responsibilities, **Exhibit A** shall be amended to describe the nature and extent of the additional responsibilities assumed by YCH. Such an amendment may be approved by the City Manager (or designee) and the Chief Executive Officer of YCH provided that any amendment that would result in compensation to YCH in excess of the not to exceed amount set forth below must be approved by the City Council.

a. **City's Representative.** The City hereby designates the City Manager to act as its representative for the performance of this Agreement. The City Manager shall have the power to act on behalf of the City for all purposes under this Agreement.

b. **YCH's Representative.** YCH hereby designates the Chief Executive Officer, to act as its representative for the performance of this Agreement. YCH's Representative shall serve as the City's primary source of contact for carrying out performance under this Agreement and shall have full authority to represent and act on behalf of Consultant for all purposes under this Agreement.

2. Compensation and Expenses to Be Paid by the City of Winters. In addition to the Payment methods set forth in Section 4, below, for the professional services provided during the term of this Agreement, services provided by YCH will be billed as described in **Exhibit A**.

3. City Staff. The allocation of responsibilities between the parties is described in **Exhibit A** for the grants, programs and other matters covered by this Agreement. Exhibit A may be augmented by the parties from time to time to include other work that YCH assists with at the City's request, each of which shall constitute an approved Scope of Work.

Generally, the City will continue to have a role in the administration and management of Affordable Housing and Grants covered by this Agreement. YCH will provide only those services requested by the City, consistent with **Exhibit A**.

4. Payment for Services.

A. **Lump Sum Payment.** If a project or task indicates lump sum payment, then YCH shall be compensated for work performed or services provided under the Agreement on a lump sum basis for each task as described in an approved Scope of Work, or in any addenda attached and made part of the Agreement, by making periodic or progress payments upon completion of each task or item of work.

Within fifteen (15) calendar days of the receipt of YCH's invoice (addressed as indicated in subsection B, below) and accompanying deliverable(s) or other satisfactory evidence of performance (such as a written progress report), the City shall either authorize payment for services performed or advise YCH in writing of any concerns that it has with the invoice and any need for further documentation. The City shall use reasonable efforts to ensure that it processes payment of each invoice with thirty (30) calendar days after payment of an invoice is approved. The parties acknowledge and agree that the invoicing and payment process described in this Section is different from the process that the City will follow in obtaining reimbursement from grant funders.

B. Periodic or Monthly Reimbursement Payment. If a project or task indicates periodic reimbursement based on invoices, then YCH shall be compensated for work performed or services provided via regular invoice in the following manner. See Exhibit A.

At the time specified in an approved Scope of Work or, if no time is specified, on a monthly basis, YCH will submit an invoice to the City for services rendered under the Agreement to the following address:

City of Winters
Attention: City Manager
318 First Street
Winters, CA 95616

The invoice submitted pursuant to this Section shall show the Agreement number, if any, hours worked by each person who performed services during the billing period allocated in one-quarter of an hour increments, the hourly rate of pay for each person who performed services, the dates on which the services were performed, a description of the services performed, and such other information as the City may reasonably require.

Within fifteen (15) calendar days of receipt of YCH's invoice, the City shall either authorize payment for services performed or advise YCH in writing of any concerns that it has with the invoice and any need for further documentation. The City shall use reasonable efforts to ensure that it processes payment of each invoice with thirty (30) calendar days after payment of an invoice is approved.

5. **Applicable Laws.** In the performance of the services covered by this Agreement, YCH shall comply with all applicable laws, including those set forth in Exhibit B.

6. **Indemnification/Hold Harmless.** YCH shall indemnify, defend, and hold harmless the City of Winters, its City Council, officials, consultants, agents, and employees from and against any and all loss, damages, liability, claims, suits, costs and expenses, including reasonable attorney's fees, arising from YCH's performance of this Agreement, with the exception of matters that are based upon the negligent or intentional

acts or omissions of the City, its City Council, officials, consultants, agents and employees.

The City shall indemnify, defend, and hold harmless YCH, its board, commission, officials, consultants, agents, and employees from and against any and all loss, damages, liability claims, suits, costs and expenses, including reasonable attorneys' fees arising from the City's performance of this Agreement, with the exception of, and in proportion to, matters that are based on the negligent or intentional acts or omissions of YCH, its board, commission, officials, consultants, agents, and employees.

7. Insurance. On or before the commencement of the term of this Agreement, each party shall furnish to the other party certificates showing the type, amount, class of operations covered, effective dates and dates of expiration of insurance coverage. Such certificates, which do not limit each party's indemnification, shall also contain substantially the following statement: "Should any of the above insurance covered by this certificate be canceled or coverage reduced before the expiration date thereof, the insurer affording coverage shall provide thirty (30) days' advance written notice to the [insert name of other party] by certified mail." It is agreed that each party shall maintain in force at all times during the performance of this Agreement all appropriate coverage of insurance required by this Agreement with an insurance company that is acceptable to the other party and licensed to do insurance business in the State of California. Endorsements naming the other party as additional insured shall be submitted with the insurance certificates.

A. Coverage. Each party shall maintain the following insurance coverage:

- (i) Workers' Compensation: Statutory coverage as required by the State of California.
- (ii) Liability: Commercial general liability coverage in the following minimum limits:

Bodily Injury:	\$1,000,000	each occurrence
	\$2,000,000	aggregate-all other
Property Damage:	\$1,000,000	each occurrence
	\$2,000,000	aggregate

If submitted, combined single limit policy with aggregate limits in the amounts of \$1,000,000 will be considered equivalent to the required minimum limits shown above.

(iii) Automotive: Comprehensive automotive liability coverage in the following minimum limits:

Bodily Injury:	\$1,000,000	each occurrence
	\$2,000,000	aggregate-all other
Property Damage:	\$1,000,000	each occurrence
	\$2,000,000	aggregate-all other
or		
Combined Single Limit:	\$1,000,000	each occurrence

B. Subrogation Waiver. Each party agrees that in the event of loss due to any of the perils for which it has agreed to provide comprehensive general and automotive liability insurance, it shall look solely to its insurance for recovery. YCH hereby grants to the City, on behalf of any insurer providing comprehensive general and automotive liability insurance to either YCH or the City with respect to the services of YCH herein, a waiver of any right to subrogation, which any such insurer of said YCH may acquire against the City by virtue of the payment of any loss under such insurance. The City hereby grants to YCH, on behalf of any insurer providing comprehensive general and automotive liability insurance to either YCH or the City with respect to the services of the City herein, a waiver of any right to subrogation, which any such insurer of said City may acquire against YCH by virtue of the payment of any loss under such insurance.

C. Failure to Secure. If a party at any time during the term hereof should fail to secure or maintain the foregoing insurance, the non-compliant party shall be permitted to obtain such insurance in the non-compliant party's name or as an agent of the non-compliant party and shall be compensated by the non-compliant party for the costs of the insurance premiums at the maximum rate permitted by law and computed from the date written notice is received that the premiums have not been paid.

D. Additional Insured. The City, its City Council, officers, and employees shall be named as an additional insured under all insurance coverages, except any professional liability insurance, required by this Agreement. YCH, its board, officers, and employees shall be named as an additional insured under all insurance coverages, except any professional liability insurance, required by this Agreement. The naming of an additional insured shall not affect any recovery to which such additional insured would be entitled under this policy if not named as such additional insured. An additional insured

named herein shall not be held liable for any premium, deductible portion of any loss, or expense of any nature on this policy or any extension thereof. Any other insurance held by an additional insured shall not be required to contribute anything toward any loss or expense covered by the insurance provided by this policy.

8. Term. The term of this Agreement shall begin on April 1, 2020. The term shall end or be extended based on exact dates noted in **Exhibit A**. Thereafter, the Agreement may be renewed by the parties, based on a mutually agreeable schedule of costs and tasks.

9. Termination of Agreement. This Agreement may be terminated by either party at any time for convenience by giving the other party ninety (90) calendar days advance written notice. Upon termination, YCH shall promptly submit its final invoice(s) to the City.

10. Notice. During the term of this Agreement, all notices shall be made in writing and either served personally, sent by first class mail, or sent by facsimile provided confirmation of delivery is obtained at the time of facsimile transmission, addressed as follows:

To: YCH

Yolo County Housing
Attention: Chief Executive Officer
147 W. Main Street
Woodland, CA 95695
Telephone Number: (530) 662-5428
Fax Number: (530) 662-5429

To City of Winters:

City of Winters
Attention: City Manager
318 First Street
Winters, CA 95694
Telephone Number: (530) 795-4910
Fax Number: (530) 795-4935

Any party may change the address to which notice is to be given by providing the other party with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change.

Service of notices shall be deemed complete on the date of receipt if personally served or if served using facsimile machines provided confirmation of delivery is obtained at the time of facsimile transmission. Service of notices sent by first class mail shall be deemed complete on the fifth (5th) day following deposit in the United States mail.

11. Assignment and Subcontracting. The services and obligations required of YCH under this Agreement are not assignable in whole or in part. In addition, YCH shall not subcontract any portion of the services required of it by this Agreement without the express written consent of the City.

12. Governing Law. This Agreement shall be deemed to be executed within the State of California and construed in accordance with and governed by laws of the State of California. Any action or proceeding arising out of this Agreement shall be filed and resolved in a court of competent jurisdiction located in Woodland, California.

13. Severability. If any provision of this Agreement is adjudicated by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.

14. Amendment. Except as otherwise expressly provided in Section 1, above, this Agreement and the exhibits hereto may only be amended in writing signed by both parties, and any purported amendment shall be of no force or effect. This Agreement may be amended to both extend the term and conditions, as well as to add tasks. YCH will not begin new tasks without express written permission of the City.

15. Entire Agreement. This Agreement and its exhibits constitute the entire agreement between the City and YCH and supersedes all prior negotiations, representations, or agreements, whether written or oral.

[Signatures on following page]

**SIGNATURE PAGE FOR INTERGOVERNMENTAL AGREEMENT
Between the City of Winters and Yolo County Housing**

IN WITNESS WHEREOF, the parties hereto have executed this agreement in duplicate on the day and year first above written.

CITY OF WINTERS, A Municipal Corporation of the State of California

By: _____
John W. Donlevy, Jr.
City Manager

APPROVED AS TO FORM:

Ethan Walsh
City Attorney

YOLO COUNTY HOUSING, A Public Entity Both Corporate and Politic of the State of California__

Tax I.D. Number: _____

DUNS # _____

By: _____
Lisa A. Baker
Chief Executive Officer

EXHIBIT A
Intergovernmental Agreement
Services, Costs and Term

Services to be Provided

General:

YCH shall be responsible for assisting in identifying needs and strategic goals with the City in a collaborative manner and providing technical assistance on grant search and eligibility. Staff shall be responsible for applying for grants on behalf of the City, as directed by City, to further City strategic objectives, especially for low to lower income populations.

YCH will maintain appropriate files, including grant files, contract files, loans, and labor compliance and will be responsible for periodic required reporting to funders including HUD. YCH will maintain required compliance reporting files.

YCH will assist in setting project delivery and milestone requirements and will monitor projects for compliance and authorize payment distribution in accordance with milestones, deliverables and grant requirements. Actual payment will be made through the City's financial system in accordance with City procedures.

YCH will either provide direct labor compliance services, or with approval from the City, select an approved third party to provide services *in* cases where there are multiple simultaneous projects.

YCH shall provide project testing and compliance monitoring as necessary and required to ensure that projects are completed in accordance with grant requirements and maintain documentation of same. This shall be at least one time per project unless another, more stringent requirement applies.

YCH will periodically review programs and projects to gauge effectiveness. Where necessary, YCH may recommend and, with approval from City and/or the funder (such as HUD), make changes to programs and projects to improve program efficiency, efficacy and implementation or to improve grant compliance requirements.

Grant Administration Services

YCH will serve as grants administrator/manager for the City of Winters in connection with various affordable housing programs within the State of California and federally through the U.S. Department of Housing and Urban Development, as well as other community development and economic development programs that provide assistance to low and lower income populations as assigned by City. This includes all open grant awards under the programs and any subsequent proposed grants per written request by the City and any awards as a result of City-approved grant applications. The following grants are as follows:

- Community Development Block Grant Program (CDBG)
- HOME Investment Partnerships Program (HOME)

Tasks include all program administrative and management responsibilities, with the exception of accounting as it relates to City's financial system data entry, deposit and check processing and other fiscal aspects of grant management. Specific responsibilities include, but are not limited to, the following:

- Program planning
- Collaborative technical assistance
- Grant oversight and administration, including collaborating with City Finance to establish and maintain appropriate accounting records for grant management, administration, budgeting and reporting purposes
- Assist City staff with new housing project plan reviews, developer meetings, fee structures, construction meetings and construction monitoring oversight (as requested)
- Project delivery and milestone development
- Program Income planning and reporting
- Manage Fair Housing phone line and email inquiries, offer resources, document details for reporting purposes
- Grant and project compliance requirements, including:
 - Contract management
 - Project/Agency eligibility determination, selection review and documentation
 - Sub-recipient progress & administrative monitoring, report collecting (quarterly & annually), expenditure processing
 - Monitoring of HOME-funded affordable housing complexes focusing on local ordinance rules and regulations, state & federal laws, HUD guidelines, health and safety guidelines, unit inspections and administrative and financial reviews

- Providing program and grant financial reports to Finance when necessary or appropriate
- Develop Annual Action Plan, CAPER and other reporting to HUD as required
- eCivas Grants Network Computer System data entry & reporting
- MBE/WBE/DBE reporting
- Section 3 reporting
- Environmental compliance requirements
- Labor standards and compliance
- Procurement requirements in accordance with OMB
- Adherence to Certifications and Assurances as found in **Exhibit "B"**, which follows this **Exhibit "A"**.

As noted, the City and its Finance Department will retain responsibility for accounting and other fiscal aspects of grant management. This includes, but is not limited to, responsibility for processing accounting transactions (including grant receipts and disbursements), City's financial system data entry, paying salary and benefits to City employees that provide services in connection with the Agreement and/or covered programs, processing loan payments and maintaining bank accounts.

Affordable Housing Programs

YCH will serve as the administrator/manager for the City in connection with the Affordable Housing Program. This includes affordable housing complexes (non-HOME) and owner-occupied homes through the Below Market Rate (BMR) Homeownership Program.

Tasks include all program administrative and management responsibilities, with the exception of accounting as it relates to City's financial system data entry, deposit and check processing and other fiscal aspects of grant management. Specific responsibilities include, but are not limited to, the following:

- Program planning
- Collaborative technical assistance
- Grant research, writing and application (as requested)
- Assist City staff with policy review and ordinance updates
- Assist City staff with new housing project plan reviews, developer meetings, fee structures, construction meetings and construction monitoring oversight (as requested)
- Assist City Staff with Affordable rental document generation (title and covenant documentation)

- BMR Homeownership Program deed restriction review, tracking, management, inquiry response and declaration preparation
- BMR Homeownership Program refinance, re-sale, escrow document package preparation. Work closely with Neighborhood Works re: eligible applicants and income qualification.
- Rental Complexes loan documentation development and servicing. Assist with closing documentation and process
- Program oversight and administration, including collaborating with City Finance to establish and maintain appropriate accounting records for program management, administration, budgeting and reporting purposes
- Program delivery and milestone development
- Affordable Rental Initial Tenant Selection and Management (as requested)
- Manage Affordable Housing phone line and email inquiries, offer resources, document details for reporting purposes
- Land RFP's and project development re: land dedication sites (as requested)
- Program compliance requirements, including:
 - Contract management
 - Monitoring of affordable housing complexes focusing on local ordinance rules and regulations, health and safety guidelines, unit inspections and administrative and financial reviews
 - Providing program and grant financial reports to Finance when necessary or appropriate
 - Environmental compliance requirements
 - Labor standards and compliance
 - Procurement requirements in accordance with OMB
 - Adherence to Certifications and Assurances as found in Exhibit "B", which follows this Exhibit "A".

Projects, New Projects

YCH is to provide technical assistance in a collaborative manner and in accordance with City's identified needs and strategic goals. YCH may not undertake new projects, nor reallocate grant funds, nor seek to change projects or reallocate funds with a funder until and unless it has engaged in planning discussions with City and obtained written approval in advance for any proposed changes or written approval to seek funding for new projects. As necessary and appropriate, the City will consult with any State or Federal programs or departments on new projects or other additional activities that are within the scope of this provision.

Reporting, Quarterly Report

In addition to grant reporting on projects to HUD and governing bodies as required, YCH staff shall prepare a quarterly summary of activities under this contract for the City Manager.

Compensation and Expenses to Be Paid By City of Winters In addition to the payment methods set forth in section 4, above, for the professional services provided during the term of this Agreement, services provided by YCH will be billed, as described at the following hourly rates:

Administrator	\$121.00
Director	\$91.00
Labor Compliance/Construction Technical Assistant	\$91.00
Analyst	\$76.00
Real Estate/Housing Manager	\$60.00
Assistant	\$58.00

The billing rates for staff may be adjusted for the second and third years by mutual agreement of the parties. In addition, any administrative expenses required and incurred in the implementation of this Agreement and scope of work, such as mileage (IRS annual approved rate per mile), postage, office supplies, printing, etc. will be billed to the City at actual costs. A 3% Administrative Fee will also be applied to each invoice for general overhead and accounting expenses in relation to the implementation of this agreement.

Term The term of this Agreement shall be annually up to three years, beginning on April 1, 2020, unless sooner terminated as hereinafter provided. Thereafter, the Agreement may be renewed by the parties, based on a mutually agreeable schedule of costs and tasks.

EXHIBIT B CERTIFICATIONS AND ASSURANCES

Certification and Assurance: Yolo County Housing, by executing this certification, hereby assures and certifies that it will comply with all of the applicable requirements of the following, as the same may be amended from time to time, including adding appropriate provisions to all contracts between Grantee and Subgrantees or Contractors:

1. Compliance with Community Development Block Grant regulations found at 24 CFR Part 570, Subpart I, HUD
2. Compliance with applicable OMB Circulars, including A-133 and A-87 as required
3. Compliance with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60). (All construction contracts awarded in excess of \$10,000 by grantees and their contractors or subgrantees)
4. Compliance with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR part 3). (All contracts and subgrants for construction or repair)
5. Compliance with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts in excess of \$2000 awarded by grantees and subgrantees when required by Federal grant program legislation)
6. Compliance with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts awarded by grantees and subgrantees in excess of \$2000, and in excess of \$2500 for other contracts which involve the employment of mechanics or laborers)
7. Notice of awarding agency requirements and regulations pertaining to reporting.
8. Notice of awarding agency requirements and regulations pertaining to patent rights with respect to any discovery or invention which arises or is developed in the course of or under such contract
9. Awarding agency requirements and regulations pertaining to copyrights and rights in data.
10. Access by the grantee, the subgrantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
11. Retention of all required records for three years after grantees or subgrantees make final payments and all other pending matters are closed.
12. Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency

regulations (40 CFR part 15). (Contracts, subcontracts, and subgrants of amounts in excess of \$100,000).

13. Compliance with additional regulations and requirements for grants, as outlined by the regulation and/or grant agreement, to include, but not be limited to federal HOME regulations in addition to federal uniform administrative requirements outlined above in this section.

The information contained in this certification is true and accurate, to the best of my knowledge.

Signature of Authorized Certifying Official:

Title:

WARNING: Section 1001 of the Title 18 of the United States Code (Criminal Code and Criminal Procedure, 72 Stat.967) applies to this certification. 18 U.S.C. 1001, among other things, provides that whoever knowingly and willfully makes or uses a document or writing knowing the same to contain any false, fictitious or fraudulent statement or entry, in any matter within jurisdiction of any department or agency of the United States, shall be fined no more than \$10,000 or imprisoned for not more than five years, or both.



**CITY COUNCIL
STAFF REPORT**

TO: Honorable Mayor and Council Members
DATE: February 4, 2020
THROUGH: John W. Donlevy, Jr., City Manager
FROM: Dan Maguire, Economic Development and Housing Manager
SUBJECT: Intergovernmental Agreement with Yolo County Housing (“YCH”) for Affordable Housing and Grants Management Services

RECOMMENDATIONS:

1) Receive the report from staff recommending the approval of an Intergovernmental contract for Professional Services for Grants Management Services for Housing and Community Development Consulting Services, and 2) Authorize the City Manager to execute a contract with YCH for the Consultant Services.

BACKGROUND:

Since 2013 the City Council has had an approved an Intergovernmental contract with Yolo County Housing to provide technical assistance and guidance in writing grants; and managing and executing funding from Community Development Block Grant (CDBG) Programs and the Home Investment Partnerships (HOME) Programs received through the U.S. Department of Housing and Urban Development following the approval of City grant applications.

Normally, Federal Procurement Guidelines (associated with receiving Federal Funds such as CDBG/HOME) for contracting for Professional Services require the jurisdiction to utilize an RFP/RFQ process for the selection of the service provider.

Intergovernmental Agreements are exempt from this requirement, as long as the HUD guidelines are adhered to in the contract language.

The most recent contract contracted with YCH to provide said services under an Intergovernmental Services Agreement dated July 1, 2019 to June 30, 2022, with YCH having been very effective in contract services to date, Staff recommends the City enter into a new contract with YCH to provide said services and additional services that previously have been provided by staff.

With the impending retirement of the City's Housing staff person, succession management discussions have focused on expanding YCH's role and responsibilities. YCH, as technical advisor to the City, has participated in all meetings of the Affordable Housing Steering Committee for over a decade. This level of involvement gives them institutional knowledge of the City's Inclusionary Housing Ordinance, the City of Winters Housing Element, and almost all discussions involving affordable housing in Winters. The Staff recommendation to have YCH provide additional services is felt to be the best approach to providing continuity in affordable housing implementation.

FISCAL IMPACTS:

Total contract cost is TBD (To Be Determined). The issuance of the Intergovernmental Agreement Contract will have little to no impact on City's General Fund as expenses incurred in providing said services will be funded primarily through the City's existing Activity Delivery and General Administrative budgets within the CDBG/HOME Program Income account and/or grants received. Most expenses not covered by grants can be funded from the City's Affordable Housing Trust Fund.

ATTACHMENTS:

Intergovernmental Agreement with YCH
Exhibit A-Intergovernmental Agreement Services, Costs and Term
Exhibit B-Federal Requirements (Subgrantee Certifications and Assurances)

Yolo County Housing
Yolo County, California

Meeting Date: February 19, 2020

To: County Counsel ✓
Yolo County Housing ✓

12.

Review and Approve the Updated YCH Maintenance Service Charge List (Ichtertz)

Minute Order No. 20-05: Approved recommended action.

MOTION: Arnold. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters.
ABSENT: Lansburgh, Sandeen.



Yolo County Housing

147 West Main Street Woodland, CA 9569
Woodland: (530) 662-5428 TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020
TO: YCH Housing Commission
FROM: Lisa A. Baker, Chief Executive Officer
PREPARED BY: Fred Ichtertz, Facilities Director
SUBJECT: **Review and Approve the Updated YCH Maintenance Service Charge Lists**

RECOMMENDED ACTIONS

That the Housing Commission:

1. Review and Approve New YCH Service Charge Lists for 2020; and
2. Authorize the CEO to implement

BACKGROUND / DISCUSSION

The US Department of Housing and Urban Development (HUD) mandates that Public Housing Agencies include within their housing lease a section for charges for maintenance and repair beyond normal wear and tear.

In addition, keeping rates current with the actual cost of delivering service is good for the Agency's fiscal health. YCH provides deeply affordable housing which relies on rent and federal operating and capital subsidy. Repairs that are the result of tenant damage beyond normal wear and tear are charged to the tenants. Other maintenance charges not billable to the tenant are billed the property to cover the costs of maintenance personnel, as well as outside purchases of goods and services. If charged rates are lower than cost, YCH will have insufficient internal and external revenue to support its maintenance staff and operations and negatively impact the long-term viability of the properties.

The current YCH Service Charge List (SCL) was approved by the Board in 2014. In current market conditions, prices for labor and materials on the 2014 SCL no longer accurately reflect the current market rates for providing service. In order to update the 2014 SCL to reflect current market prices, all factors such as current labor rate, fuel, equipment, insurance and materials costs were factored together to come to a more accurate hourly rate.

The current labor rate is set at \$65.00 per hour. The proposed new SCL hourly rate would be \$75.00, an increase of \$10.00 per hour. To simplify the SCL for our residents, it has now been broken down into two Service Charge Lists, one for Normal Working Hours and one for

After-Hours maintenance calls. All YCH residents received hand delivered notices of the proposed 2020 SCL the week of January 20, 2020. All housing sites posted the resident notice and the proposed 2020 SCL within their offices for easy access by residents and the public. Listed below is a summary of significant changes to the SCL due to material costs or minimum labor cost increases or decreases:

Material	2014 Cost	2020 Cost	Increase or Decrease
Toilet Tank	\$34.60	\$58.45	Increase of \$23.85
Toilet Bowl	\$34.60	\$62.35	Increase of \$27.75
ADA Toilet Tank	\$69.20	\$112.03	Increase of \$42.83
ADA Toilet Bowl	\$105.22	\$93.75	Decrease of \$11.00
Combo Smoke/CO Detector	\$38.65	\$53.95	Increase of \$15.30
LED Light Bulb	\$17.68	\$2.86	Decrease of \$14.82
Item	2014 - Minimum Time	2020 Minimum Time	Increase or Decrease
Clean Stove	1.00 hour	1.500 hours	Increase of .5 hour
Clean floors and wax	2.00 hours	3.00 hours	Increase of 1 hour
Clean windows	.750 hour	1.500 hours	Increase of .75 hour
Clean walls	1.00 hour	1.500 hours	Increase of .5 hours

In accordance with HUD requirements, the 2020 SCL requires a 30-day comment period after resident notification and posting. The comment period started January 20, 2020, and will end on February 19, 2020. As of the writing of this staff report, YCH has received no public comments.

FISCAL IMPACT

Monies received for billable maintenance and repairs for non wear and tear items goes back into the operating budget of each asset management property. The property would experience negative fiscal impacts if it continued operating under the 2014 Service Charge List where actual costs for providing services to address tenant damages are not covered. Non-covered costs would negatively impact both the property and Central Office Cost Center (General Fund) unrestricted cash balances and operating costs.

CONCLUSION

Staff recommends the approval of the 2020 Service Charge Lists. The new Service Charge Lists will become effective on March 1, 2020.

Attachments:

Current Service Charge List; Proposed 2020 Service Charge Lists
Resident Notification

Yolo County Housing Service Charge List

Yolo County Housing Service Charge List.

Effective: 4/15/2014

<u>Services</u>	Stand. Time	Labor Cost	Material Cost	Total Charge
Unlock Door 8:00 am to 5:00 pm	0.750	65.00		48.75
Unlock Door 5:00 pm to 8:00 am	0.750	80.00		60.00
Unlock Door - Holiday	1.000	80.00		80.00
Clean Refrigerator (act. time with min of 1.00 hrs)	1.000	65.00	3.34	68.34
Clean Stove (act. time with min of 1.00 hrs)	1.000	65.00	5.52	70.52
Clean Kit Cabinets, Sink & Counters (act. time w/min 1. hrs)	1.000	65.00	3.34	68.34
Clean Tub, Enclosure, Toilet & Basin (act. time w/min 1. hrs)	1.000	65.00	11.42	76.42
Clean Floors & Wax (actual time w/min 2 hrs)	2.000	65.00	25.26	155.26
Clean Carpet (actual time w/min 2.00 hrs)	2.000	65.00	14.58	144.58
Clean Windows (actual time w/min .750 hr)	0.750	65.00	5.76	54.51
Clean Walls (actual time w/min 1 hrs)	1.000	65.00		65.00
Clean Yard (actual time w/min 1. hr)	1.000	65.00		65.00
Clean Storage Room (actual time w/min .500 hr)	0.500	65.00		32.50
Clean Lt. Fix Covers (actual time w/min .750 hrs)	0.750	65.00		48.75
Clean Mini-Blinds (actual time w/min 1.00 hrs)	1.000	65.00		65.00
Clean Out Unit (act time w/min of 2.0 hrs + *dump fees)	2.000	65.00	+ *Fees	130.00
Mow Lawn (actual time w/min of .500 hr)	0.500	65.00		32.50
Pick up Refrig/Freezer (each item min 1 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Pick up Washers (each item min 1 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Pick up Dryers (each item min 1 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Dispose of TV < or = to 20" diag (each 1 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Dispose of TV > 20" diagonally (each 1hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Dispose of Console TV (each 1 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
Pickup of Improperly Disposed Trash (+ *dump fees) (act time w/min 1.0 hr + *dump fees)	1.000	65.00	+ *Fees	65.00
<u>Windows</u>				
Board Up Broken Glass Window 8:00 am to 5:00 pm (each)	0.500	65.00		32.50
Board Up Broken Glass Window 5:00 p.m. to 8:00 am (each)	0.500	80.00		40.00
Replace Glass Window - Actual Cost			Actual Cost	
Replace Window Latch Lock	0.250	65.00	15.60	31.85
Replace Window Screen	0.500	65.00	12.29	44.79
Rescreen Window Screen	0.500	65.00	7.09	39.59
Replace Curtain Rod.	0.250	65.00	2.92	19.17
<u>Doors and Locks</u>				
Rescreen Sliding Screen Door	0.500	65.00	18.18	50.68
Replace Patio Screen Door	0.500	65.00	101.45	133.95
Board Up Broken Patio Door Glass 8:00 am to 5:00 pm (ea.)	0.500	65.00		32.50
Board Up Broken Patio Door 5:00 pm to 8:00 am (each)	0.500	80.00		40.00
Replace Patio Door Glass - Actual Cost			Actual Cost	
Replace Patio Door Lock 8:00 am to 5:00 pm	0.500	65.00	25.00	57.50
Replace Patio Door Lock 5:00 pm to 8:00 am	0.500	80.00	25.00	65.00

Yolo County Housing Service Charge List

Yolo County Housing Service Charge List.
Effective: 4/15/2014

	Stand. Time	Labor Cost	Material Cost	Total Charge
<u>Doors and Locks (continued)</u>				
Replace Exterior Door	2.500	65.00	108.00	270.50
Replace Entrance Lock 8:00 am to 5:00 pm	1.000	65.00	212.65	277.65
Replace Entrance Lock 5:00 pm to 8:00 am	1.000	80.00	212.65	292.65
Replace Interior Door	1.500	65.00	31.16	128.66
Replace Passage Lock	0.250	65.00	24.38	40.63
Replace Privacy Lock	0.250	65.00	24.38	40.63
Rekey Locks 8:00 am to 5:00 pm	0.750	65.00	42.50	91.25
Rekey Locks 5:00 pm to 8:00 am	0.750	80.00	42.50	102.50
Repair Exterior Door Lock 8:00 am to 5:00 pm	0.750	65.00	+ Parts	48.75
Repair Exterior Door Lock 5:00 pm to 8:00 am	0.750	80.00	+ Parts	60.00
Make Keys (2 minimum)	0.125	65.00	0.38	8.51
Repair or Replace Door Hinges	0.250	65.00	5.65	21.90
Repair Sliding Closet Door	0.250	65.00	+ Parts	16.25
Replace Sliding Closet Door Track	0.500	65.00	6.97	39.47
Replace Swinging Closet Door	1.000	65.00	31.16	96.16
Replace Screen Door Handle/Knob	0.500	65.00	6.44	38.94
Replace Sliding Screen Door Rollers (2)	0.250	65.00	3.78	20.03
Replace Sliding Patio Door Rollers (2)	0.750	65.00	15.16	63.91
Replace Door Viewer	0.125	65.00	3.69	11.82
Replace Door Stop or Tip (1-5)	0.125	65.00	0.20	8.33
Replace Door Stop or Tip (6-10)	0.250	65.00	0.20	16.45
Replace Gate Card	0.250	65.00	3.00	19.25
Replace Patio Door Curtain Rod.	0.250	65.00	2.92	19.17
<u>Plumbing /Bath/Kitchen</u>				
Unstop Toilet (Plunger/Auger Only) 8:00am to 5:00pm	0.500	65.00		32.50
Unstop Toilet (Plunger/Auger Only) 5:00pm to 8:00am	0.500	80.00		40.00
Unstop Toilet (Take-Up) 8:00am to 5:00pm	1.000	65.00	2.45	67.45
Unstop Toilet (Take-Up) 5:00pm to 8:00am	1.000	80.00	2.45	82.45
Unstop Basin/Tub/Sink-8:00am to 5:00pm	0.500	65.00		32.50
Unstop Basin/Tub/Sink- 5:00pm to 8:00am	0.500	80.00		40.00
Unstop Laundry Drain-8:00am to 5:00pm	0.750	65.00		48.75
Unstop Laundry Drain-5:00pm to 8:00am	0.750	80.00		60.00
Replace Toilet Seat.	0.250	65.00	8.80	25.05
Replace ADA Toilet Seat.	0.250	65.00	14.50	30.75
Replace Toilet Tank Top	0.250	65.00	20.56	36.81
Replace Toilet Tank. (ONLY) 8:00 am to 5:00 pm	1.000	65.00	34.60	99.60
Replace Toilet Tank. (ONLY) 5:00 pm to 8:00 am	1.000	80.00	34.60	114.60
Replace ADA Toilet Tank. (ONLY) 8:00 am to 5:00 pm	1.000	65.00	69.20	134.20
Replace ADA Toilet Tank. (ONLY) 5:00 pm to 8:00 am	1.000	80.00	69.20	149.20
Replace Toilet Bowl 8:00 am to 5:00 pm	0.750	65.00	34.60	83.35
Replace Toilet Bowl 5:00 pm to 8:00 am	0.750	80.00	34.60	94.60
Replace ADA Toilet Bowl 8:00 am to 5:00 pm	0.750	65.00	105.22	153.97
Replace ADA Toilet Bowl 5:00 pm to 8:00 am	0.750	80.00	105.22	165.22
Replace Complete Toilet 8:00 am to 5:00 pm	1.500	65.00	69.20	166.70
Replace Complete Toilet 5:00 pm to 8:00 am	1.500	80.00	69.20	189.20
Replace Complete ADA Toilet 8:00 am to 5:00 pm	1.500	65.00	174.42	271.92
Replace Complete ADA Toilet 5:00 pm to 8:00 am	1.500	80.00	174.42	294.42
Replace Toilet Tank Lever.	0.125	65.00	0.80	8.93

Yolo County Housing Service Charge List

Yolo County Housing Service Charge List.
Effective: 4/15/2014

	Stand. Time	Labor Cost	Material Cost	Total Charge
<u>Plumbing /Bath/Kitchen (continued)</u>				
Replace Bathroom Basin. 8:00 am to 5:00 pm	1.250	65.00	38.50	119.75
Replace Bathroom Basin. 5:00 pm to 8:00 am	1.250	80.00	38.50	138.50
Replace Stopper Tub/Basin/Garbage Disposal (ea)	0.125	65.00	0.65	8.78
Replace Basket Strainer.	0.125	65.00	1.02	9.15
Replace Med. Cabinet. (complete)	0.750	65.00	24.66	73.41
Replace Med. Cabinet Shelf.	0.125	65.00	1.00	9.13
Replace Fixed Bath Mirror.	0.500	65.00	15.82	48.32
Replace Towel Bar.	0.250	65.00	9.41	25.66
Replace Towel Ring.	0.250	65.00	7.72	23.97
Replace Toilet Paper Roller.	0.125	65.00	0.34	8.47
Replace Toilet Paper Holder. (complete)	0.250	65.00	2.34	18.59
Replace Soap Dish.	0.000	65.00	0.00	0.00
Replace Shower Curtain Rod.	0.250	65.00	11.65	27.90
Replace Bath Fan Grill.	0.250	65.00	12.47	28.72
Replace Delta Pop-Up Stopper.	0.250	65.00	4.41	20.66
Replace Delta Basin Faucet.	0.750	65.00	59.60	108.35
Replace Delta Kitchen Faucet.	0.750	65.00	65.60	114.35
Replace Fiberglass Tub Enclosure.	4.000	65.00	281.00	541.00
<u>RANGE AND REFRIGERATOR.</u>				
Replace Oven Door Handle-Spring.	0.500	65.00	39.55	72.05
Replace Burner Control Knob	0.125	65.00	3.43	11.56
Replace Oven Control Knob.	0.125	65.00	2.73	10.86
Clean Stove	1.500	65.00	5.52	103.02
Replace Oven Broil Element. (Elect.)	0.500	65.00	9.43	41.93
Replace Oven Control Valve. (Gas.)	0.750	65.00	21.77	70.52
Replace Oven Rack	0.125	65.00	15.00	23.13
Replace Oven Door (All Makes.)	0.125	65.00	56.44	64.57
Replace 8" Electric Burner Element.	0.250	65.00	18.50	34.75
Replace 6" Electric Burner Element.	0.250	65.00	14.50	30.75
Replace Gas Stove Burner Grate.	0.125	65.00	15.46	23.59
Replace Broiler Pan.	0.125	65.00	11.41	19.54
Replace Broiler Pan Insert.	0.125	65.00	11.41	19.54
Replace Burner Drip Pan. (All Makes)	0.125	65.00	5.65	13.78
Replace Burner Drip Pan Trim Ring.	0.125	65.00	3.55	11.68
Clean Refrigerator (act. time with min of 1.00 hrs)	1.000	65.00	3.34	68.34
Replace Refrigerator Door Gasket.	2.000	65.00	+ Parts	130.00
Replace Refrigerator Crisper Tray. (Each)	0.250	65.00	+ Parts	16.25
Replace Refrigerator Crisper Bin. (Each)	0.250	65.00	+ Parts	16.25
Replace Refrigerator Ice Cube Tray. (Each)	0.250	65.00	+ Parts	16.25
Replace Exhaust Hood Filter.	0.250	65.00	+ Parts	16.25
Replace Bath Fan Grill	0.250	65.00	10.81	27.06

Yolo County Housing Service Charge List

Yolo County Housing Authority Service Charge List.
Effective: 4/15/2014

	Stand. Time	Labor Cost	Material Cost	Total Charge
<u>Electrical</u>				
Replace Light Fixture. (Complete.)	0.250	65.00	35.75	52.00
Replace Light Fixture Glass.	0.125	65.00	18.60	26.73
Reset Breaker Switch/GFI. 8:00am to 5:00pm	0.250	65.00		16.25
Reset Breaker Switch/GFI. 5:00pm to 8:00am	0.250	80.00		20.00
Repair/Replace Outlet or Switch.	0.250	65.00	0.69	16.94
Replace Light Bulb. (1-5 bulbs) Incandescent \$1.25 ea bulb	0.250	65.00	1.25	17.50
Replace Light Bulb. (6-10 bolts) Incandescent \$1.25 ea bulb	0.500	65.00	1.25	33.75
Replace LED Light Bulb. (1-5 bulbs) LED Bulb \$17.68 ea	0.250	65.00	17.68	33.93
Replace LED Light Bulb. (6-10 bulbs) LED Bulb \$17.68 ea	0.500	65.00	17.68	50.18
Replace T-8 Fluorescent Light Tube each	0.250	65.00	4.74	20.99
Replace T-12 Fluorescent Light Tube each	0.250	65.00	2.00	18.25
Replace Porch Light and Fixture. (FLO.)	0.500	65.00	47.30	79.80
Replace Bath or Kitchen Fan Motor.	0.500	65.00	14.07	46.57
Replace Fluorescent Light Tube	0.250	65.00	1.84	18.09
Replace Switch or Recept. Cover.	0.125	65.00	0.48	8.61
Replace 220 Outlet Cover.	0.250	65.00	1.69	17.94
Replace Missing Smoke Alarm.	0.500	65.00	19.65	52.15
Replace Missing Carbon Monoxide Detector	0.500	65.00	38.65	71.15
Reinstall Smoke Detector/Carbon Monoxide Detector (ea)	0.500	65.00	0.00	32.50
Replace Missing Battery in Smoke Detector (ea)	0.500	65.00	1.36	33.86
Replace Missing Battery in Carbon Dioxide Detector (ea)	0.500	65.00	1.36	33.86
<u>Miscellaneous</u>				
Replace Cabinet Door.	0.500	65.00	15.50	48.00
Replace Cabinet Pull or Hinge.	0.250	65.00	0.49	16.74
Replace Fire Extinguisher.	0.250	65.00	28.95	45.20
Recharge Fire Extinguisher.	0.250	65.00	6.50	22.75
Replace Wall Thermostat. (HVAC.)	0.250	65.00	37.60	53.85
Replace Dryer Vent.	0.250	65.00	4.29	20.54

Note: The above charges are to be assessed only for repairs to a unit which are beyond normal wear and tear caused by resident and/or their guest. Costs for services not on this schedule will be charged by adding price or material to the cost of labor or the actual cost incurred by Yolo County Housing. All Maintenance Charges are subject to change due to Material Costs or Dump fee increases. All labor between 7:30 a.m. and 5:00 p.m., will be charged at the rate of \$65.00 per hour. All after hours' labor will be charged at the rate of \$80.00 per hour. Labor rates are based upon individual item replacement; labor charge for multiple items replaced on a single work order may be lower.

Yolo County Housing Service Charge List

Effective: DRAFT 2020

SERVICE CHARGES M-F 8:00am - 5:00pm

<u>Services</u>	Minimum Time	Labor Cost	Material Cost	Total Charge
Unlock Door 8:00 am to 5:00 pm M-F	0.750	75.00		56.25
Clean Refrigerator (act. time with min of 1.00 hrs)	1.000	75.00	3.84	78.84
Clean Stove (act. time with min of 1.50 hrs)	1.500	75.00	5.52	118.02
Clean Kit Cabinets, Sink & Counters (act. time w/min 1. hrs)	1.000	75.00	3.50	78.50
Clean Tub, Enclosure, Toilet & Basin (act. time w/min 1. hrs)	1.000	75.00	11.92	86.92
Clean Floors & Wax (actual time w/min 3 hrs)	3.000	75.00	25.26	250.26
Clean Carpet (actual time w/min 3.00 hrs)	3.000	75.00	14.58	239.58
Clean Windows (actual time w/min 1.5 hr)	1.500	75.00	6.62	119.12
Clean Walls (actual time w/min 1.5 hrs)	1.500	75.00		112.50
Clean Yard (actual time w/min 1.5 hr)	1.000	75.00		75.00
Clean Storage Room (actual time w/min .500 hr)	0.500	75.00		37.50
Clean Lt. Fix Covers (actual time w/min 1.00 hrs)	1.000	75.00		75.00
Clean Mini-Blinds (actual time w/min 1.00 hrs)	1.000	75.00		75.00
Clean Out Unit (act time w/min of 2.0 hrs + *dump fees)	2.000	75.00	+ *Fees	150.00
Mow Lawn (actual time w/min of 1.00 hr)	1.000	75.00		75.00
Pick up Refrig/Freezer (each item min 1 hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Pick up Washers (each item min 1 hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Pick up Dryers (each item min 1 hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Dispose of TV < or = to 20" diag (each 1 hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Dispose of TV > 20" diagonally (each 1hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Dispose of Console TV (each 1 hr + *dump fees)	1.000	75.00	+ *Fees	75.00
Pickup of Improperly Disposed Trash (+ *dump fees) (act time w/min 1.0 hr + *dump fees)	1.000	75.00	+ *Fees	75.00

Windows

			Actual Cost	Actual Cost
Replace Glass Window - Actual Cost				
Replace Window Latch Lock	0.250	75.00	17.94	36.69
Replace Window Screen	0.500	75.00	14.13	51.63
Rescreen Window Screen	0.500	75.00	8.15	45.65
Replace Curtain Rod.	0.250	75.00	3.48	22.23

Doors and Locks

Board Up Broken Glass Window or Patio Door M-F	1.000	75.00		75.00
Rescreen Sliding Screen Door	0.500	75.00	20.91	58.41
Replace Patio Screen Door	0.500	75.00	101.45	138.95
Replace Patio Door Glass - Actual Cost		Actual	Cost	
Replace Patio Door Lock M-F 8-5	1.000	75.00	28.75	103.75
Replace Exterior Door	2.500	75.00	124.00	311.50
Replace Entrance Lock M-F 8-5	1.000	75.00	244.55	319.55
Replace Interior Door	1.500	75.00	35.83	148.33
Replace Passage Lock	0.250	75.00	28.04	46.79
Replace Privacy Lock	0.250	75.00	28.04	46.79
Rekey Locks M-F 8-5	0.750	75.00	48.87	105.12
Repair Exterior Door Lock M-F 8-5	0.750	75.00	+ Parts	56.25
Make Keys (2 minimum)	0.250	75.00	0.98	19.73
Repair or Replace Door Hinges	0.250	75.00	6.49	25.24

Note: The above charges are to be assessed only for repairs to a unit which are beyond normal wear and tear caused by resident and/or their guest during the normal working hours of Monday through Friday 8:00 am to 5:00 pm. Costs for services not on this schedule will be charged by adding cost of material to the cost of labor or the actual cost incurred by Yolo County Housing. All Maintenance Charges are subject to change due to Material Costs or Landfill fee increases.

Yolo County Housing Service Charge List

Effective: DRAFT 2020

SERVICE CHARGES M-F 8:00am - 5:00pm

	Minimum Time	Labor Cost	Material Cost	Total Charge
<u>Doors and Locks Continued</u>				
Repair Sliding Closet Door	0.250	75.00	+ Parts	18.75
Replace Sliding Closet Door Track	0.500	75.00	8.01	45.51
Replace Swinging Closet Door	1.000	75.00	35.83	110.83
Replace Screen Door Handle/Knob	0.500	75.00	7.41	44.91
Replace Sliding Screen Door Rollers (2)	0.250	75.00	4.35	23.10
Replace Sliding Patio Door Rollers (2)	0.750	75.00	17.43	73.68
Replace Door Viewer	0.125	75.00	3.69	13.07
Replace Door Stop or Tip (1-5)	0.125	75.00	0.20	9.58
Replace Door Stop or Tip (6-10)	0.250	75.00	0.20	18.95
Replace Gate Card	0.250	75.00	3.00	21.75
Replace Patio Door Curtain Rod.	0.250	75.00	3.36	22.11
<u>Plumbing /Bath/Kitchen</u>				
Unstop Toilet (Plunger/Auger Only) M-F 8-5	0.500	75.00		37.50
Unstop Toilet (Take-Up) M-F 8-5	1.000	75.00	2.45	77.45
Unstop Basin/Tub/Sink-M-F 8-5	0.500	75.00		37.50
Unstop Laundry Drain- M-F 8-5	0.750	75.00		56.25
Replace Toilet Seat.	0.250	75.00	10.12	28.87
Replace ADA Toilet Seat.	0.250	75.00	16.27	35.02
Replace Toilet Tank Top	0.250	75.00	23.64	42.39
Replace Toilet Tank. (ONLY) M-F 8-5	1.000	75.00	58.45	133.45
Replace Toilet Bowl M-F 8-5	1.000	75.00	62.35	137.35
Replace ADA Toilet Tank. (ONLY) M-F 8-5	1.000	75.00	112.03	187.03
Replace ADA Toilet Bowl M-F 8-5	0.750	75.00	93.75	150.00
Replace Complete Toilet M-F 8-5	1.500	75.00	120.90	233.40
Replace Complete ADA Toilet 8:00 am to 5:00 pm	1.500	75.00	205.78	318.28
Replace Toilet Tank Lever.	0.125	75.00	0.92	10.30
Replace Bathroom Basin. M-F 8-5	1.250	75.00	46.75	140.50
Replace Stopper Tub/Basin/Garbage Disposal (ea)	0.125	75.00	0.74	10.12
Replace Basket Strainer.	0.125	75.00	1.17	10.55
Replace Med. Cabinet. (complete)	0.750	75.00	38.45	94.70
Replace Med. Cabinet Shelf.	0.125	75.00	1.15	10.53
Replace Fixed Bath Mirror.	0.500	75.00	18.19	55.69
Replace Towel Bar.	0.250	75.00	9.73	28.48
Replace Towel Ring.	0.250	75.00	5.15	23.90
Replace Toilet Paper Roller.	0.125	75.00	0.55	9.93
Replace Toilet Paper Holder. (complete)	0.250	75.00	3.02	21.77
Replace Soap Dish.	0.000	75.00	0.00	0.00
Replace Shower Curtain Rod.	0.250	75.00	13.40	32.15
Replace Bath Fan Grill.	0.250	75.00	14.34	33.09
Replace Delta Pop-Up Stopper.	0.250	75.00	5.07	23.82
Replace Delta Basin Faucet.	0.750	75.00	118.35	174.60
Replace Delta Kitchen Faucet.	0.750	75.00	92.30	148.55
Replace Fiberglass Tub Enclosure.	4.000	75.00	323.15	623.15
<u>RANGE AND REFRIGERATOR.</u>				
Replace Oven Door Handle-Spring.	0.500	75.00	45.48	82.98
Replace Burner Control Knob	0.125	75.00	3.94	13.32
Replace Oven Control Knob.	0.125	75.00	3.14	12.52
Clean Stove	1.500	75.00	6.35	118.85
Replace Oven Broil Element. (Elect.)	0.500	75.00	10.84	48.34
Replace Oven Control Valve. (Gas.)	0.750	75.00	25.03	81.28

Yolo County Housing Service Charge List

Effective: DRAFT 2020

SERVICE CHARGES M-F 8:00am - 5:00pm

<u>RANGE AND REFRIGERATOR Continued</u>	Minimum Time	Labor Cost	Material Cost	Total Charge
Replace Oven Rack	0.125	75.00	15.03	24.41
Replace Oven Door (All Makes.)	0.125	75.00	64.91	74.29
Replace 8" Electric Burner Element.	0.250	75.00	21.27	40.02
Replace 6" Electric Burner Element.	0.250	75.00	16.67	35.42
Replace Gas Stove Burner Grate.	0.125	75.00	17.78	27.16
Replace Burner Drip Pan. (All Makes)	0.125	75.00	6.39	15.77
Replace Burner Drip Pan Trim Ring.	0.125	75.00	4.08	13.46
Clean Refrigerator (act. time with min of 1.00 hrs)	1.000	75.00	3.84	78.84
Replace Refrigerator Door Gasket.	2.000	75.00	+ Parts	150.00
Replace Refrigerator Crisper Tray. (Each)	0.250	75.00	+ Parts	18.75
Replace Refrigerator Crisper Bin. (Each)	0.250	75.00	+ Parts	18.75
Replace Exhaust Hood Filter.	0.250	75.00	+ Parts	18.75
Replace Bath Fan Grill	0.250	75.00	12.43	31.18
<u>Electrical</u>				
Replace Light Fixture. (Complete.)	0.250	75.00	50.60	69.35
Replace Light Fixture Glass.	0.125	75.00	21.39	30.77
Reset Breaker Switch/GFI. M-F 8-5	0.250	75.00		18.75
Repair/Replace Outlet or Switch.	0.250	75.00	0.79	19.54
Replace Light Bulb. (1-5 bulbs) Incandescent \$2.43 ea bulb	0.250	75.00	2.43	21.18
Replace Light Bulb. (6-10 bolts) Incandescent \$2.43 ea bulb	0.500	75.00	2.43	39.93
Replace LED Light Bulb. (1-5 bulbs) LED Bulb \$2.86 ea	0.250	75.00	2.86	21.61
Replace LED Light Bulb. (6-10 bulbs) LED Bulb \$2.86 ea	0.500	75.00	2.86	40.36
Replace T-8 Fluorescent Light Tube each	0.250	75.00	4.02	22.77
Replace T-12 Fluorescent Light Tube each	0.250	75.00	2.36	21.11
Replace Porch Light and Fixture. (FLO.)	0.500	75.00	54.39	91.89
Replace Bath or Kitchen Fan Motor.	0.500	75.00	15.07	52.57
Replace Fluorescent Light Tube	0.250	75.00	2.18	20.93
Replace Switch or Recept. Cover.	0.125	75.00	0.55	9.93
Replace 220 Outlet Cover.	0.250	75.00	2.72	21.47
Replace Missing Smoke Alarm.	0.500	75.00	25.75	63.25
Replace Missing Carbon Monoxide Detector	0.500	75.00	36.74	74.24
Replace Missing Combo Smoke/CO Detector	0.500	75.00	53.95	91.45
Reinstall Smoke Detector/Carbon Monoxide Detector (ea)	0.500	75.00	0.00	37.50
Replace Missing Battery in Smoke Detector (ea)	0.500	75.00	1.67	39.17
Replace Missing Battery in Carbon Dioxide Detector (ea)	0.500	75.00	1.67	39.17
<u>Miscellaneous</u>				
Replace Cabinet Door.	0.500	75.00	17.82	55.32
Replace Cabinet Pull or Hinge.	0.250	75.00	0.56	19.31
Replace Missing Fire Extinguisher.	0.250	75.00	58.61	77.36
Recharge Fire Extinguisher.	0.250	75.00	7.47	26.22
Replace Wall Thermostat. (HVAC.)	0.250	75.00	44.12	62.87
Replace Dryer Vent.	0.250	75.00	4.93	23.68

<p>Note: The above charges are to be assessed only for repairs to a unit which are beyond normal wear and tear caused by resident and/or their guest during the normal working hours of Monday through Friday 8:00 am to 5:00 pm. Costs for services not on this schedule will be charged by adding cost of material to the cost of labor or the actual cost incurred by Yolo County Housing. All Maintenance Charges are subject to change due to Material Costs or Landfill fee increases.</p>

Yolo County Housing Service Charge List

Effective: DRAFT 2020

AFTERHOUR SERVICE CHARGES

<u>Doors - Windows - Locks</u>	Minimum Time	Labor Cost	Material Cost	Total Charge
Unlock Door - Afterhours	2.000	75.00		150.00
Board Up Broken Window or Patio Door - Afterhours	2.000	75.00		150.00
Replace Patio Door Lock - Afterhours	2.000	75.00	28.75	178.75
Replace Entrance Lock -Afterhours	2.000	75.00	244.55	394.55
Rekey Locks - Afterhours	2.000	75.00	48.87	198.87
Repair Exterior Door Lock - Afterhours	2.000	75.00	+ Parts	150.00
 <u>Plumbing /Bath/Kitchen</u>				
Unstop Toilet (Plunger/Auger Only) Afterhours	2.000	75.00		150.00
Unstop Toilet (Take-Up) Afterhours	2.000	75.00	2.45	152.45
Unstop Basin/Tub/Sink- Afterhours	2.000	75.00		150.00
Unstop Laundry Drain-Afterhours	2.000	75.00		150.00
Replace Toilet Tank. (ONLY) Afterhours	2.000	75.00	58.45	208.45
Replace Toilet Bowl - Afterhours	2.000	75.00	62.35	212.35
Replace ADA Toilet Tank. (ONLY) Afterhours	2.000	75.00	112.03	262.03
Replace ADA Toilet Bowl - Afterhours	2.000	75.00	93.75	243.75
Replace Complete Toilet - Afterhours	2.000	75.00	120.90	270.90
Replace Complete ADA Toilet - Afterhours	2.000	75.00	205.78	355.78
Replace Bathroom Basin - Afterhours	2.000	75.00	46.75	196.75
 <u>Electrical</u>				
Reset Breaker Switch/GFI. Afterhours	2.000	75.00		150.00
Replace Missing Combo Smoke/CO Detector	2.000	75.00	53.95	203.95
Reinstall Smoke Detector/Carbon Monoxide Detector	2.000	75.00		150.00
Replace Missing Battery in Smoke Detector (+ price per batter	2.000	75.00	1.67	151.67
Replace Missing Battery in Carbon Dioxide Detector	2.000	75.00	1.67	151.67
			(+ price per battery)	

Note: The above charges are to be assessed only for repairs to a unit which are beyond normal wear and tear caused by resident and/or their guest afterhours. Costs for services not on this schedule will be charged by adding cost of material to the cost of labor or the actual cost incurred by Yolo County Housing. All Maintenance Charges are subject to change due to Material Costs or Landfill fee increases.



Yolo County Housing

147 West Main Street Woodland, CA 9569
Woodland: (530) 662-5428 TTY: (800) 545-1833, ext. 626

DEAR RESIDENTS

January 16, 2020

Yolo County Housing is updating its current SERVICE CHARGE LIST. The proposed List of Charges is available for review at the following locations:

**62 SHAMS WAY
WINTERS**

**685 LIGHTHOUSE DRIVE #16
WEST SACRAMENTO**

**1230-A Lemen Ave.
WOODLAND**

You may also request a copy by calling (530) 669-2240 or by email. Please address email requests to Fred Ichtertz at fichtertz@ych.ca.gov

The update to the SERVICE LIST is to reflect increases in labor and materials costs. Public comments are welcome, comments must be in WRITTEN FORM and addressed to:

YOLO COUNTY HOUSING AUTHORITY

**Attention: Fred Ichtertz
147 West Main Street
WOODLAND, CA 95695**

All comments must be received before February 20, 2020.

The new CHARGE LIST will be effective on March 1, 2020.

ESTIMADOS RESIDENTES

Enero 16, 2020

Las Viviendas del Condado de Yolo están actualizando su LISTA DE CARGOS DE SERVICIO actual. La Lista de Cargos propuesta está disponible para su revisión en los siguientes lugares:

**62 SHAMS WAY
WINTERS**

**685 LIGHTHOUSE DRIVE #16
WEST SACRAMENTO**

**1230-A Lemen Ave
WOODLAND**

También puede solicitar una copia llamando al (530) 669-2240 o por correo electrónico. Favor de dirigir su solicitud por correo electrónico a Fred Ichtertz en fichtertz@ych.ca.gov

La actualización de la LISTA DE SERVICIOS es para reflejar el aumento en los costos de mano de obra y materiales.

Los comentarios públicos son bienvenidos, los comentarios deben estar en POR ESCRITO y dirigidos a:

Viviendas del Condado de Yolo

**Atención: Fred Ichtertz
147 West Main Street
Woodland, CA 95695**

Todos los comentarios deben recibirse antes de Febrero 20, 2020.

La nueva LISTA DE CARGOS será efectiva en Marzo 1, 2020.

Yolo County Housing
Yolo County, California

Meeting Date: February 19, 2020

To: County Counsel ✓
Yolo County Housing ✓

13.

Review and Approve the Assignment of Points to the Non-Elderly Disabled Limited Preference in the Administrative Plan (Holt, Jimenez-Perez)

Minute Order No. 20-06: Approved recommended action.

MOTION: Neu. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters.
ABSENT: Lansburgh, Sandeen.



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020
TO: YCH Housing Commission
FROM: Lisa A. Baker, Executive Director
PREPARED BY: Janis Holt, General Director
SUBJECT: **REVIEW AND APPROVE THE ASSIGNMENT OF A POINT VALUE TO THE NON-ELDERLY DISABLED LIMITED PREFERENCE IN THE ADMINISTRATIVE PLAN**

RECOMMENDED ACTION

That the Housing Commission review and approve the assignment of a point value to the non-elderly disabled (ages 18 - 61) Mainstream limited preference and authorize the CEO to implement.

BACKGROUND/DISCUSSION

YCH must have policies regarding various aspects of organizing and managing all of their programs including the Housing Choice Voucher (HCV) and Project Based Voucher (PBV) wait lists for applicant families. The Administrative Plan and the Agency Annual Plan Update provide policies and guidelines for YCH staff to follow in order to determine eligibility for admission to the housing choice voucher program. When the applicant applies to the wait list, they self-report whether they meet certain preferences. Each selected preference has been assigned a **point value** approved by the Board.

Point values of selected preferences determine the applicants' order of placement on the wait list. If two or more applicant families have the same number of points, they will be ranked by date and time of their application. The current preferences with assigned point values for the HCV program are:

- Residents or persons who work in Yolo County (1 point)
- Working/Permanently Disabled/Elderly (*head of household or spouse*) (1 point)
- Veterans or their Surviving Spouse (1 point)
- Involuntarily Displaced (2 points)

With the addition of Mainstream vouchers, a new category has been added. The **Mainstream preference** for non-elderly disabled persons 18 years of age or older and less than 62 years of age who have a disability **and** currently in an institution or other segregated setting or at risk of institutionalization; **or** homeless or at risk of becoming homeless. There is no point value currently assigned to this preference.

When YCH was notified of their initial Mainstream Voucher allocation, it required staff to identify eligible applicant families on the current housing choice voucher wait list. In order to accomplish this, staff sent close to 2,000 wait list update notices to assure families had the opportunity to self-identify as mainstream eligible. This initial process resulted in additional costs to the program and a slowing in the mainstream voucher issuance and lease up process.

YCH has fully leased all twenty-two (22) Mainstream Vouchers from our initial allocation using the originating HUD guidance, however staff must continue to maintain a waiting list with the capability of identifying mainstream eligible applicants. **As new applicants apply to the Housing Choice Voucher** wait list, the current system does not identify mainstream eligible applicants without a point value assigned to this preference. When a mainstream voucher becomes available through attrition or if additional mainstream vouchers are awarded, staff will, again, be required to issue a letter to every person on the wait list. This will be difficult to manage, slow down the process of housing vulnerable populations and would be cost burdensome to YCH.

A point value, such as one point is assigned to the Mainstream voucher preference, would enable the system to easily identify Mainstream eligible applicants through the preference ranking system. For example, an eligible disabled individual experiencing homelessness leaving an encampment would receive the following points: Yolo (1), Working/Disabled (1), Mainstream (1) and Displaced (2) for a total of 5 points. If YCH is issuing vouchers from their wait list and a Mainstream Voucher **is not** available, the applicant would receive a regular housing choice voucher. This is required because there is a **single waiting list requirement** according to HUD guidance.

The assignment of one point to the mainstream preference may have impacts to the ranking of working families and senior households that do not have a non-elderly disabled family member. Conversely, this could have positive impacts to serving more young disabled persons if Mainstream vouchers are not available.

The offsets to these impacts on seniors include other housing options for senior populations through YCH housing, senior/disabled housing partnerships and project-based vouchers (e.g., Fair Plaza, Eleanor Roosevelt and Blue Mountain Terrace, Riverbend public housing, Cottonwood Meadows). For working families, this will not impact our tax credit units, such as Crosswood, West Beamer Place, Rochdale Grange or YCH public housing, at this time.

OPTIONS:

1. Assign **one** point to families that apply to the wait list that meet the non-elderly disabled preference (age 18-61) **and** currently institutionalized or other segregated setting or at risk of institutionalization; **or** homeless or at risk of becoming homeless. This option will speed up the delivery of housing to eligible populations at no additional cost to the agency.
2. Do not assign a point and when a Mainstream voucher becomes available have every household receive a letter asking about eligibility prior to calling them from the wait list. Estimated **per letter** mailing costs including processing staff time, would be approximately **\$9.00**. Estimated additional time to serve the applicant would be **30-60 days**. For example, If there were 1000 names on the list, that would be an estimated total additional cost of \$9,000 for per draw.

FISCAL IMPACT

None if Option 1 is selected.

CONCLUSION

Staff recommends that the Housing Commission review and approve the assignment of one point to applicants eligible for Mainstream vouchers.

Yolo County Housing
Yolo County, California

Meeting Date: February 19, 2020

To: County Counsel ✓
Yolo County Housing ✓

14.

Review, Approve and Authorize the Opening of the Housing Choice Voucher Tenant and Project Based Wait Lists (Holt, Jimenez-Perez)

Minute Order No. 20-07: Approved recommended action and authorized Option 1, the opening and closing of the wait list for the Housing Choice Voucher and Project Based Voucher programs at the same time.

MOTION: Neu. SECOND: Walters. AYES: Arnold, Neu, Sandy, Vanderford, Walters.
ABSENT: Lansburgh, Sandeen.



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982
TTY: (800) 545-1833, ext. 626

DATE: February 19, 2020
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Chief Executive Officer
PREPARED BY: Irma Jiménez-Pérez, Housing Assistance Supervisor

SUBJECT: Review, Approve and Authorize the Opening of the Housing Choice Voucher and Project Based Voucher Wait Lists

RECOMMENDED ACTION:

That the Housing Commission:

- 1) Review the proposed methodology for opening the wait list for Housing Choice Tenant-Based and Project-Based vouchers;
- 2) Review the proposed options for the opening and closing of the wait lists for the Housing Choice Tenant-Based and Project-Based Voucher program; and
- 3) Authorize the Chief Executive Officer to implement the approved option.

BACKGROUND / DISCUSSION

Overview

YCH must have policies regarding various aspects of organizing and managing the wait list for applicant families. These include:

- Opening the wait list to new applicants.
- Closing the wait list to new applicants.
- Notifying the public of wait list opening and closing.
- Conducting outreach to ensure that a sufficient number of applicants are received.

In addition, HUD imposes additional statutory and regulatory requirements on how YCH may structure its wait list and how families must be treated if they apply for assistance from YCH in more than one assisted housing program. Both the federal and YCH specific requirements are included in the YCH Administrative Plan.

Under the law, if the wait list has been closed, it cannot be reopened until the Board so authorizes and YCH publishes a notice in local media, including newspapers of general

circulation. As part of Fair Housing requirements, YCH must also use other media, including minority media, to reach populations that are traditionally underserved or difficult to reach.

Background

A current wait list is very important to the Agency's ability to quickly identify and qualify eligible households when there is funding available to serve our client population. In general, the older the list, the less useful it is. This results in longer waits for interested households and additional staff time to move through the list and identify applicants who could move forward. Opening the wait list allows new applicants who need assistance to apply for the opportunity to be housed in a decent, safe, affordable home.

As a result, it has been long standing YCH policy to open the wait list at regular intervals. During the regular course of business, and in accordance with due process procedures, HUD and Fair Housing requirements, staff also remove from the list households who are not income eligible, those who do not reply when contacted and those who do not return required documentation in order to maintain a viable list of interested persons. As a result of current leasing through the VASH, Mainstream, Family Unification Program and regular Tenant and Project based vouchers, YCH's tenant and project based lists now have a low number of remaining families and staff is recommending that the lists now be opened to new households. YCH last opened its Housing Choice Voucher Tenant-Based (HCV) and Project Based Voucher (PBV) program on January 9, 2017. Prior to opening the Housing Choice Voucher program wait list in 2017, YCH had 2,609 families on the wait list according to a December 8, 2016 report.

Exceptions to closed lists: YCH opened the HCV waitlist for limited preference for displacement and government referral in 2014 for Bridge to Housing programs linked to special programs targeting homeless encampments; this limited preference category remains open. Project based units through West Beamer Place are taken as a Bridge to Housing program with open limited preference and YCH has project based 10 VASH vouchers at Hotel Woodland for homeless disabled veterans - VASH vouchers are direct referrals from the V.A. Medical Center to the wait list, in accordance with federal program requirements.

Current Wait List Numbers

Currently there is one (1) tenant based housing choice voucher wait list and seven (7) project based voucher wait lists. These lists are currently closed.

Wait List	Number of Applicants
Tenant Based Housing Choice Vouchers	1,029
<i>Fair Plaza Senior Apartments PBV (27 units)</i>	67
<i>Homestead Apartments PBV (4 units)</i>	83
<i>Eleanor Roosevelt Circle Senior Apts PBV (15 units)</i>	14
<i>Terracina at Springlake PBV (15 units)</i>	440
<i>New Harmony PBV (17 units)</i>	425
<i>Esperanza Crossing I & II PBV (20 units)</i>	170
<i>Cesar Chavez Plaza PBV (10 units)</i>	126

Opening the Wait List

Opening the list includes the requirement for publication of notices. The notices must comply with HUD Fair Housing requirements and specify who may apply, where and when applications will be received. In addition, the YCH Administrative Plan states that YCH will announce the reopening of the waiting list prior to the date applications will be first accepted.

YCH works with multiple service partners to expand outreach to Yolo's underserved populations including those that serve people experiencing homelessness, families, limited English speaking individuals and families, seniors, disabled persons, LGBTQ and other populations that are traditionally underserved.

YCH's wait list is an online pre-application process. YCH first transitioned to online application taking in 2007. In order to be sure that underserved populations and those needing extra assistance are served, YCH works with local providers and communities to set up application centers and trains the staff of those sites on the application and application process through information and training workshops. Any non-profit, affiliate, partner or city can operate a YCH authorized center so long as they go through training. In addition, any person can apply from any device with an internet connection without needing to go to an application center. YCH also opens computer access through its computer learning centers throughout Yolo and at its Main Administration building.

Options

1. Authorize the opening and closing of the wait list for the **Housing Choice Voucher** and **Project Based Voucher** programs as follows:
 - a. Open the list on Tuesday, April 21, 2020 at 8:00am and accept applications until either Thursday, April 30, 2020 at 5:00pm or until the CEO determines that a sufficient number of applications have been received to be served within a five (5) year period;
 - b. Authorize the CEO to conduct outreach and publication in media outlets, including social media and minority media, to reach Yolo residents and underserved populations.

2. Authorize the opening and closing of the wait list for all **Project Based Voucher** program only as follows:
 - a. Open the list on Tuesday, April 21, 2020 at 8:00am and accept applications until either Thursday, April 30, 2020 at 5:00pm or until the CEO determines that a sufficient number of applications have been received to be served within a five (5) year period;
 - b. Authorize the CEO to conduct outreach and publication in media outlets, including minority media, to reach all populations, including underserved and hard to reach populations.
 - c. Due to the number of families remaining on the **Housing Choice Voucher** wait list, defer the opening of this wait list until the list falls below 500 families.

Staff Recommendation

Staff recommends Option 1. Opening all of the wait lists at once streamlines the wait list opening process, reduces costs associated with opening the wait lists multiple times, and offers applicants the broadest choice of wait lists for which they may qualify. Applicants currently on wait lists would maintain their date/time of their initial application.

It should be noted that applicants currently on a wait list could have a longer wait before being called after the wait lists are recharged through opening the lists. This is because YCH wait lists operate on a Board-adopted (or in the case of US veterans, State required) point system. Reasons for moving down on the wait list include:

- Out of area applicants would have fewer points than local Yolo county/cities residents (those who live and/or work in Yolo);
- Applicants who are not working, disabled or over 62 would have fewer points than those who do unless they met the Mainstream special purpose voucher criteria;
- Applicants who are not US veterans would have fewer points than new veteran enrollees;

FISCAL IMPACT

There are costs that are unknown at this time for media outreach and publication however, staff does not anticipate the costs to be above \$2,500. Staff time and database software are budgeted in the Housing Choice Voucher program. There could

be additional database software upgrade costs to prepare for the opening of the wait lists. Staff propose to make line item adjustments if necessary during the mid-year budget to account for any unforeseen expenses. The Mid-Year Budget Reallocation is currently set for April 2020.

CONCLUSION

Staff recommends that the Commission approve the opening of the wait lists and authorize the CEO to implement.

Yolo County Housing
Yolo County, California

Meeting Date: February 19, 2020

To: County Counsel ✓
Yolo County Housing ✓

15.

For the Good of the Order

Received the following comments from Lisa Baker, CEO:

- Homeless housing update – great strides are being made. Community Services Infrastructure Grant in the amount of \$1.6 million was awarded to the County – proposed partnership with County, 4th and Hope and YCH regarding residential treatment. Will begin mid 2021 at the latest.
- First 5 grant received to support spring fling health fair event.
- MSW intern will be starting soon from Texas helping with wraparound services.
- RAD is coming together – will start to narrow down potential models and will bring to the Commissioners eventually.
- W. Sac permanent supportive housing program with the No Place Like Home funds will start the demo stage on the property in about two weeks. In March, 2020, there will be a New Hope CDC regarding financing. This is for 85 permanent housing units in W. Sac.
- Working with SACOG on housing element planning and discussions with Valley Vision on a regional way to tie in affordable housing and housing.
- Been working with All Leaders Must Serve for youth development and they are getting ready to donate surplus computers so they can learn how to work on them and also working with Yolo Foster Care in helping get foster youth into the housing system.
- Met with Congresswoman Matsui and the Sacramento and Yolo Regional Leaders on the Federal Government's Public Charge Rule, which will now affect public housing vouchers for immigrants.
- Provided YCH 70th anniversary calendar and the Governor's Proposed Strategic Plan on Homelessness to each member.
- Janis Holt voiced her appreciation for Joe Walter's assistance in mailing out over 1800 YCH calendars to landlords and stakeholders.

The 2020-21 Budget:
The Governor's Homelessness Plan



LAO 

GABRIEL PETEK
LEGISLATIVE ANALYST
FEBRUARY 11, 2020

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Executive Summary

In this report we provide the Legislature context for the state's homelessness crisis, provide an update on major recent state efforts to address homelessness, assess the Governor's 2020-21 homelessness plan, propose a framework to help the Legislature develop its own plan and funding allocations, and offer an alternative to the Governor's 2020-21 budget proposal.

California Has a Homelessness Crisis. The state's severe affordable housing crisis puts Californians at risk of housing instability and homelessness. For the state's lowest-income households, job loss or an unexpected expense could result in homelessness. Amid this affordability crisis, California now has an estimated 151,000 people experiencing homelessness, more than any other state in the nation. Despite significant investments from local government, the Legislature, and the Governor in recent years to help address homelessness, the state saw a 16 percent increase in its homeless population from 2018 to 2019.

While the State's Role in Homelessness Assistance Has Been Increasing, Local Governments Have Remained Largely Responsible for Providing Services. Historically, local entities have provided most of the homelessness assistance in their jurisdiction, relying in part on federal and state funding. Recently, however, the state has increased its role in funding homelessness assistance programs at the local level—notably making over \$1 billion available to local governments over the past two years. Despite the increased funding role for the state, local governments are most knowledgeable about the specific homelessness-related challenges facing their communities and are well positioned to implement the combination of strategies that will work best for them. In recognition of this, local governments traditionally have been given significant discretion over how state funds are spent to address homelessness.

Governor's 2020-21 Budget Proposal Includes Significant State Funding for Homelessness. The Governor's 2020-21 budget reflects his commitment to addressing this complex issue by once again proposing significant state resources towards addressing homelessness, including:

- **Proposes \$750 Million Deposit Into Newly Established California Access to Housing Services (CAHS) Fund.** The Governor proposes \$750 million General Fund in one-time funding to the CAHS Fund he established through executive order within the Department of Social Services. The administration indicates that a primary goal of the fund is to help alleviate street-based homelessness and increase the number of housing units.
- **Proposes \$695 Million to Reform the Medi-Cal System to Serve Populations With Complex Needs.** The Governor's budget proposes \$695 million total funds (\$348 million General Fund) to begin implementation of a major Medi-Cal reform proposal referred to as Medi-Cal Healthier California for All (MHCA). The MHCA initiative broadly is intended to provide more comprehensive care to patients with complex needs, including individuals on Medi-Cal who are experiencing homelessness.

Governor's Proposal Raises Key Questions and Falls Short of Articulating a Clear Strategy. The scale of the homelessness crisis in California is significant and even substantial investments in resources could quickly dissipate without demonstrating much progress if investments are made without a clear plan. We recognize that there is no obvious right answer

as to how the state should address the homelessness crisis. That said, we find the Governor's budget proposal falls short of articulating a clear strategy for curbing homelessness in California. In the absence of a clear strategy, state resources could be allocated in a less targeted/ coordinated way. As a consequence, we believe the Governor's proposed approach is less likely to make a meaningful ongoing impact on the state's homelessness crisis. Additionally, we find that the details provided as part of the Governor's 2020-21 homelessness proposal raise many important questions for the Legislature to consider.

Prior to Committing to a New Approach, Clear Strategy Needed. We urge the Legislature to develop a strategy for addressing this complex challenge. By creating a strategy, the Legislature could increase the likelihood that the state's resources are used in a way that results in meaningful reductions in homelessness. A strategy that aligns with defined goals and delineates responsibilities between the state and local governments could set the state on a productive path towards reducing homelessness and preventing more individuals from becoming homeless. To help the Legislature develop its own homelessness plan, we provide a framework the Legislature could use to develop a plan. Specifically:

- Identify Goals.
- Identify Solutions That Align With Goals.
- Set Clear State and Local Responsibilities.
- Identify State Governance Structure.
- Establish Funding Strategy.
- Develop Rigorous Oversight Mechanisms.

Alternative 2020-21 Action. We recognize that homelessness is a dire problem with significant statewide consequences. A desire to quickly bring relief to those individuals that are experiencing and at risk of homelessness stands in contrast to our recommendation to develop a clear, strategic plan. If a plan cannot be developed over the next few months, we encourage the Legislature take one-time action this year utilizing existing state mechanisms to support local efforts to address homelessness.

- **Provide Grants to Local Governments Similar to Prior Years.** Rather than committing to a new system—as proposed by the Governor—that may not ultimately fit into the Legislature's plan, we recommend providing grants to local governments in a manner similar to prior years. Mechanisms already are in place through the Homeless Coordinating and Financing Council to support local governments' efforts to combat homelessness. These mechanisms could be used again in 2020-21 while the Legislature develops its own plan. The Legislature could redirect the \$750 million in homelessness funding proposed by the Governor, or a different amount, for this purpose.
- **One-Time Action Provides Time to Develop Homelessness Plan.** Taking one-time action allows the Legislature to support local efforts to address homelessness while it develops a plan. Through that process, the Legislature can determine the state's role in addressing the problem, the balance between one-time and ongoing funding, and how to effectively oversee progress.

INTRODUCTION

Living in decent, affordable, and reasonably located housing is one of the most important determinants of well-being for every Californian. More than just basic shelter, housing affects our lives in other important ways: determining our access to work, education, recreation, and shopping. Unfortunately, housing in California is extremely expensive. The state's severe affordable housing crisis has put Californians at risk of housing instability and homelessness. For the state's lowest-income households, job loss or an unexpected expense could result in homelessness. Amid this affordability crisis, California now has more people experiencing homelessness than any other state in the nation.

A January 2020 poll by the Public Policy Institute of California highlights how pressing these issues are in the minds of Californians. The poll found that one in five Californians identify homelessness as the most important issue facing the state today. One year ago, a much smaller share (6 percent) identified homelessness as the top issue. Homelessness is frequently mentioned as the most important issue facing the Governor and the Legislature across the state's regions, demographics, and political ideologies.

In recent years, the Legislature and Governor have appropriated over \$1 billion in grants to local governments to help them address homelessness in their communities. Additionally, the state provided billions of dollars more towards boosting home building through a variety of avenues. Nonetheless, the state saw a 16 percent increase in its homeless population from 2018 to 2019. (The results from the 2020 count, which took place in January, are not yet available.)

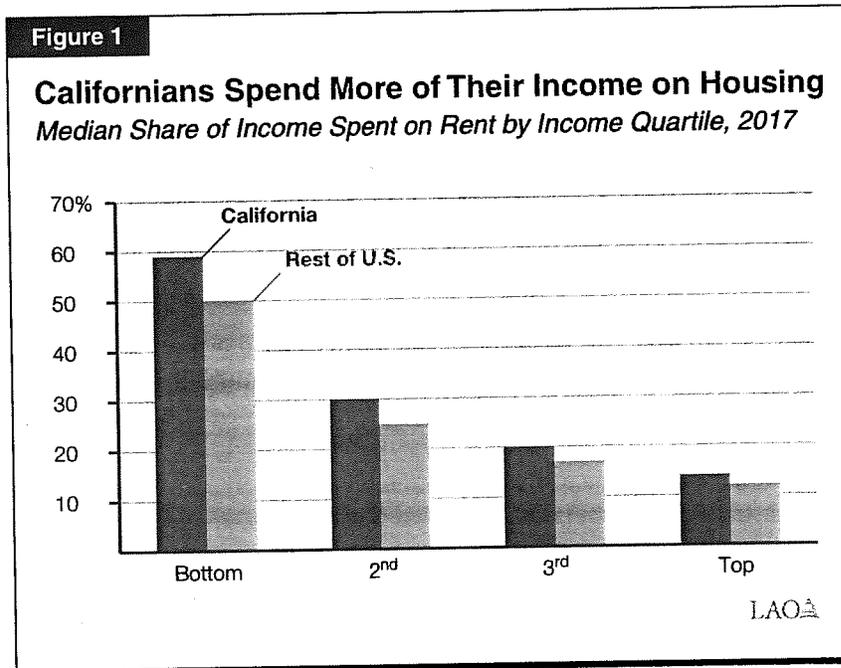
The Governor's 2020-21 budget reflects his commitment to addressing this complex challenge by once again proposing significant one-time resources to address homelessness. However, the scale of the homelessness crisis in California is significant and even substantial investments in resources could quickly dissipate without demonstrating much progress if investments are made without a clear plan. We recognize that there is no obvious right answer as to how the state should address the homelessness crisis. That said, we find the Governor's budget does not present a clear path for how the state will address homelessness. In the absence of a clear strategy, the Governor's proposed approach is less likely to make a meaningful ongoing impact on the state's homelessness crisis. We urge the Legislature to develop a strategy for addressing this complex challenge. A strategy that aligns with defined goals and delineates responsibilities among stakeholders could set the state on a productive path towards reducing homelessness and preventing more individuals from becoming homeless.

In this report, we provide the Legislature context for the state's homelessness crisis, provide an update on major recent state efforts to address homelessness, assess the Governor's 2020-21 homelessness plan, propose a framework to help the Legislature develop its own plan and funding allocations, and offer an alternative to the Governor's proposal in 2020-21.

BACKGROUND

Housing Affordability Affects Homelessness

- While homelessness is a complex problem with many causes, the high costs of housing is a significant factor in the state's homelessness crisis.
- As shown in Figure 1, Californians spend a larger share of their income on rent than households in the rest of the nation at every income quartile. Not surprisingly, households with the lowest income face the highest cost pressures.



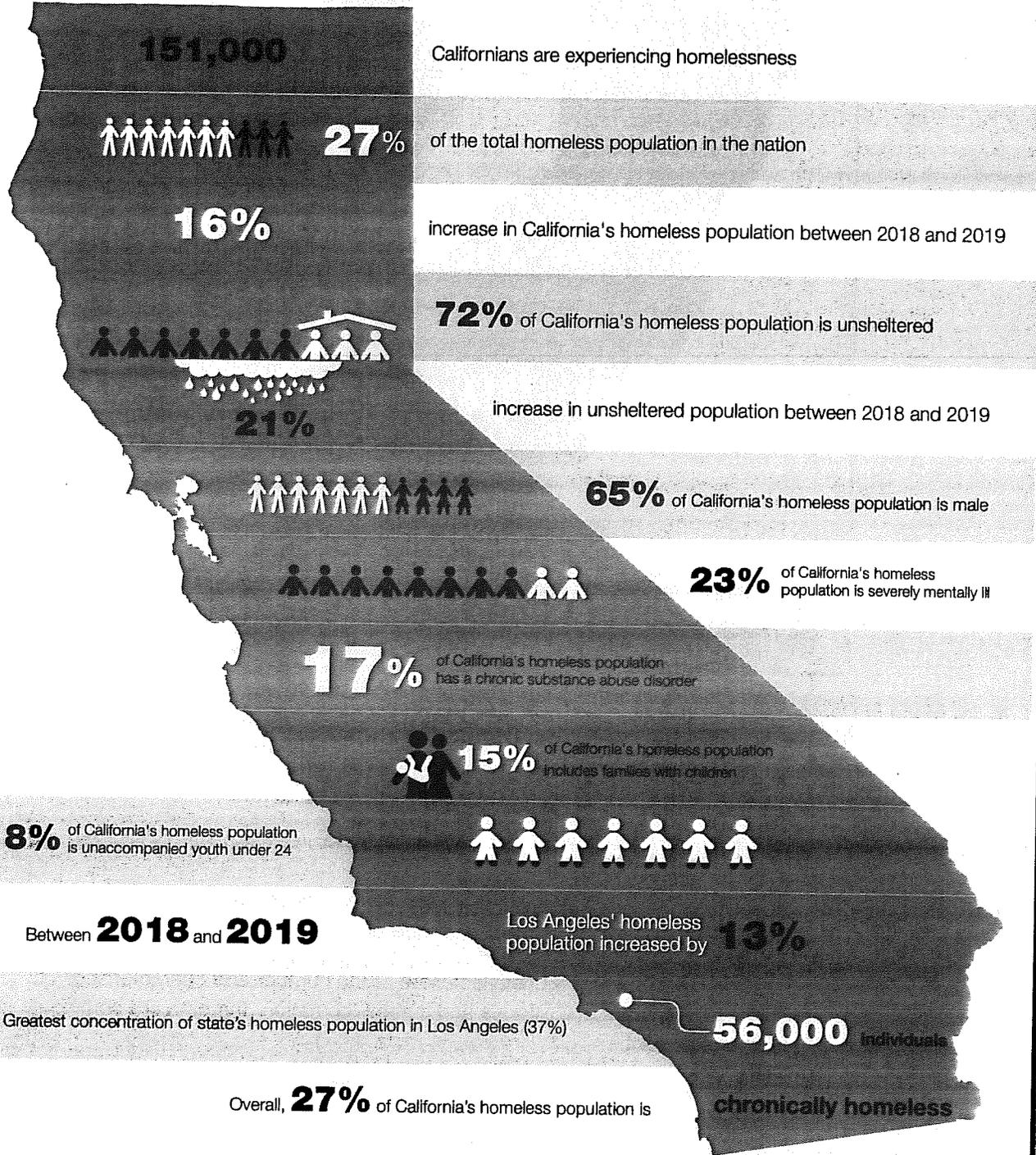
- Rising housing costs that have exceeded growth in wages, particularly for low-income households, put Californians at risk of housing instability and homelessness. Those who pay at least half of their income toward housing are at greatest risk. In California, this applies to 1.5 million low-income households. For this population, job loss or an unexpected expense could result in homelessness.

California Has a Disproportionately Large Homeless Population

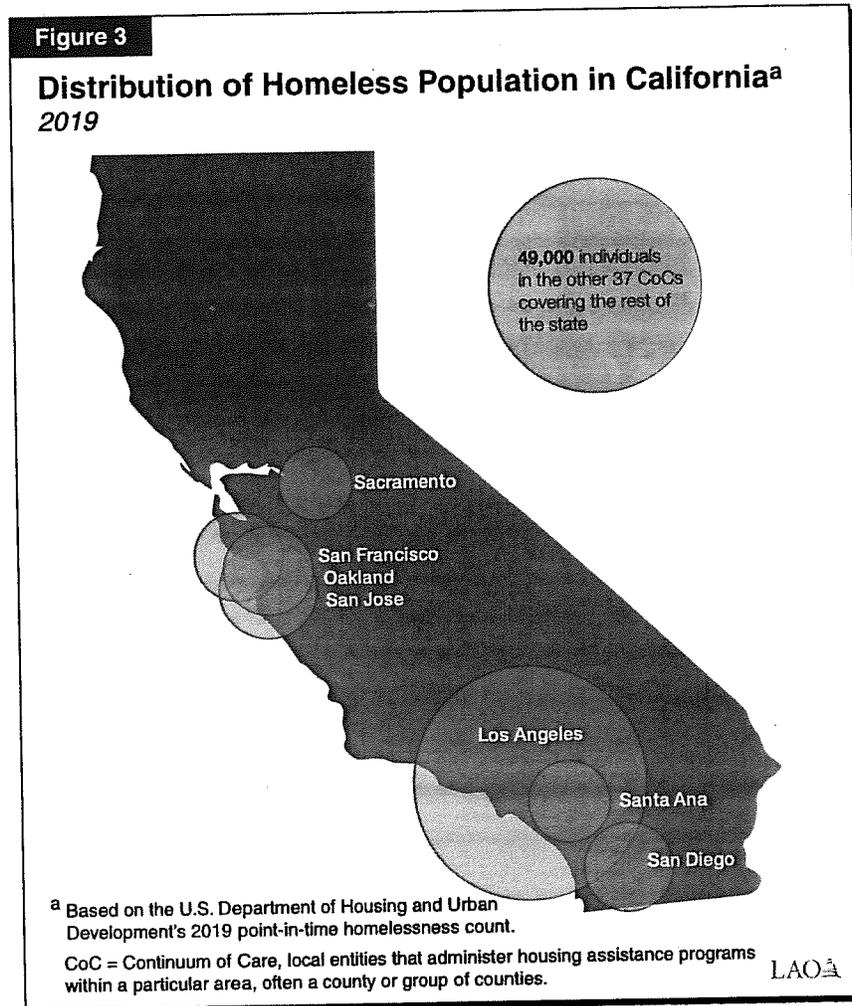
- **Over 151,000 Estimated Homeless Californians.** According to the U.S. Department of Housing and Urban Development's (HUD's) annual point-in-time homelessness count, California has more people experiencing homelessness than any other state in the nation. As of January 2019, California had more than 151,000 individuals experiencing homelessness, which represented about 27 percent of the total homeless population in the nation. (California's overall population, however, is about 12 percent of the nation.) Figure 2 provides details about California's homeless population. Figure 3 (see page 6) depicts the distribution of the homeless population across the state.

Figure 2

California's Homeless Population^a



^a Based on the U.S. Department of Housing and Urban Development's 2019 point-in-time homelessness count.



- **Increase in California's Homeless Population Driving National Increase.** While homelessness in most states declined between 2018 and 2019, homelessness in California increased by 16 percent, or about 21,000 people. The large increase in California is reflected in a national increase of 3 percent, or about 15,000 people experiencing homelessness, between 2018 and 2019.

Homeless Population Likely Larger

- Accurate data on the number and characteristics of the state's homeless population helps state and local governments more effectively target programs that address homelessness.
- While HUD's point-in-time count provides a useful estimate of the number and characteristics of individuals experiencing homelessness in California and across the nation, the data are commonly understood to reflect an undercount.
- Efforts to produce an accurate and complete count are hindered by various factors, including: (1) the transitory nature of the homeless population that make a count inherently difficult and (2) limitations on counting all forms of homelessness. For example, individuals and families living in overcrowded housing or youth who are couch-surfing are typically not captured in HUD's point-in-time counts, yet these populations reflect an important dimension of the state's homelessness crisis.

Many Individuals Experiencing Homelessness Also Struggle With Mental Illness or a Substance Use Disorder

- Estimates vary on exactly how many individuals experiencing homelessness also have mental illness, with national estimates ranging from as low as 20 percent to as high as 45 percent. The Los Angeles Homelessness Services Authority found that 29 percent of homeless individuals in Los Angeles County had a mental illness or substance use disorder in 2019.
- The prevalence of mental illness appears to differ for distinct categories of the homeless population. For example, researchers have estimated that the prevalence of mental illness or substance use disorder is higher for unsheltered adults than for sheltered adults.
- There also is evidence to show that homelessness may lead individuals to develop a mental illness or exacerbate existing mental illnesses. That is to say, the chronic stress associated with living without stable housing has dire consequences on a person's mental health.
- For individuals who are both homeless and have mental health or substance use disorders, behavioral health services can be an essential component of addressing their homelessness.

Variety of Approaches for Addressing Homelessness

There are a variety of approaches for assisting homeless individuals and families. Each type of assistance has pros and cons. None is obviously superior to the others in all respects.

- **Some Approaches Cost Less, but May Offer Temporary Solutions . . .** Some approaches—such as rapid rehousing (short-term rent assistance, moving cost assistance, or help with housing search) or shelters—tend to be cheaper, can be deployed more quickly, and have lower barriers of entry for participants. The downside of these approaches is that they tend to offer only a temporary solution. This means that recipients may be more likely to fall back into homelessness.
- **. . . While Others Cost More, but May Have More Long-Term Results.** More permanent solutions include long-term rent assistance and supportive housing. With these approaches, recipients receive assistance as long as they need it (as long as their income remains below certain levels). Long-term rent assistance tends to be more expensive than rapid rehousing. Similarly, supportive housing construction tends to require significant upfront costs. Supportive housing also typically takes years to site and build. Balancing out the higher costs and long implementation time is the fact that recipients of these programs are less likely to fall back into homelessness.

Various State Programs Historically Have Helped Address Homelessness . . .

State Homelessness-Related Programs. California, in partnership with the federal government, administers and funds a variety of programs that assist individuals experiencing homelessness or at risk of becoming homeless. Generally, these state programs can be classified as follows:

- **Programs That Support Building New Affordably Priced Housing.** These programs provide direct financial assistance—typically tax credits, grants, or low-cost loans—to housing developers for the construction of new rental housing. In exchange, developers reserve these units for lower-income households. Data suggest these programs together subsidized the new construction of over 8,000 rental units annually in the state—or about 7 percent of total public and private housing construction—over the past two decades.
- **Programs That Help Households Afford Housing.** In addition to constructing new housing, governments also have taken steps to make existing housing more affordable. In some cases, the federal government makes payments to landlords—known as housing vouchers—on behalf of

low-income tenants for a portion of a rental unit's monthly cost. About 400,000 California households receive this type of housing assistance. These payments generally cover the portion of a rental unit's monthly cost that exceeds 30 percent of the household's income.

- **Health and Human Services Programs That May Assist With Preventing Homelessness.** A variety of state programs exist that, while not directly related to housing and homelessness, help low-income individuals achieve and maintain self-sufficiency, and accordingly, indirectly help to address homelessness. For example, cash assistance to low-income individuals, through programs like California Work Opportunity and Responsibility to Kids (CalWORKs) and Supplemental Security Income/State Supplementary Payment (SSI/SSP), help to cover the cost of rent and other basic living expenses. Additionally, the Department of Social Services (DSS), which administers these programs, has, in recent years, started to provide some housing and homelessness services within its existing safety net programs. For example, the Homeless Assistance program within CalWORKs provides payments for temporary shelter over a limited period, as well as payments to secure or maintain housing, including a security deposit and last month's rent.

Other Recent State Approaches to Housing. Since 2016, the state has begun implementing the "Housing First" model into its housing programs. We discuss this model in the box below. The state also recently established a rent stabilization policy that went into effect in January, which limits rent increases to 5 percent plus the change in the cost of living.

Multiple State Departments Involved in Addressing Homelessness. Various state entities participate in the administration of these programs. The Department of Housing and Community Development (HCD), California Housing Finance Agency, California Tax Credit Allocation Committee, and the Homeless Coordinating and Financing Council (HCFC) administer some of state's longest standing and/or largest housing and homelessness programs. Other departments either administer the state's safety net programs and/or have other, more limited roles in addressing housing and homelessness, including DSS, the Department of Health Care Services, Department of Veterans Affairs, Office of Emergency Services, and the Department of Corrections and Rehabilitation

Multiple Funding Sources for Addressing Homelessness. Funding for these housing and homelessness programs comes from a variety of state and federal sources. The amount of funding available varies significantly from year to year. Recent funding has been much higher due to one-time augmentations, which we discuss later.

Housing First

In 2017, the Housing First model was adopted in the state by Chapter 847 of 2016 (SB 1380, Mitchell). It required all state housing programs to adopt the model. Housing First is an approach intended to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment, or service participation requirements. Supportive services are offered to enhance the prospect of achieving housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to providing permanent housing. Housing First emerged as an alternative to a housing philosophy that required individuals experiencing homelessness to first complete short-term residential and treatment programs before securing permanent housing. Under this prior model, permanent housing was offered only after an individual experiencing homelessness could demonstrate that they were "ready" for housing.

. . . But Most Homelessness Assistance Has Been Provided at Local Level

Historically, cities and counties have provided most of the homelessness assistance in their jurisdiction, relying in part on federal and state funding. Local governments are most knowledgeable about the specific homelessness-related challenges facing their communities and are well-positioned to implement the combination of strategies that will work best for them. In recognition of this, local governments have exercised significant discretion over whether and how funds are spent to address homelessness. Prominent state and local examples of these funding sources include:

- The State Mental Health Services Act (MHSA) funding for mental health services, which are designed and implemented at the local level and may include housing and housing-related services.
- Local measures that raise new dedicated revenue to combat homelessness. For example, in 2017, voters in Los Angeles County authorized a one-quarter percent sales tax to prevent and address homelessness.

In addition, local governments set their own policies that aim to alleviate homelessness in their communities.

- For example, some local governments increase the supply of affordable housing by requiring developers of market-rate housing to charge below-market prices and rents for a portion of the units they build, a policy known as inclusionary housing.
- In other cases, local governments have policies that require property owners to charge below-market prices and rents. For example, some local governments limit how much landlords can increase rents each year for existing tenants. Several California cities have these rent controls, including Los Angeles, San Francisco, and San Jose.

In summary, the response to homelessness at the local level has largely been reflective of communities' own assessment of their challenges and needs.

UPDATE ON MAJOR RECENT STATE ACTIONS ADDRESSING HOMELESSNESS

As the homelessness crisis has become more acute, the state has taken a larger role in funding and supporting local governments' efforts to address homelessness. Below, we provide an update on major recent state actions, Figure 4 summarizes these actions.

Figure 4

Major State Homelessness Spending Actions in 2018-19 and 2019-20^a
(In Millions)

Program	Funding
No Place Like Home ^b	\$2,000
Homeless Emergency Aid Program ^c	500
Homeless Housing, Assistance, and Prevention Program ^c	650
Total	\$3,150

^a Authorization of \$500 million in Low-Income Housing Tax Credits are not reflected in this figure.
^b Revenue bond from the Mental Health Services Act, also known as Proposition 63 of 2004.
^c General Fund.

No Place Like Home (NPLH) Program

Provided up to \$2 Billion for Permanent Supportive Housing for Individuals Experiencing Homelessness With Mental Illness. In November 2018, voters approved Proposition 2, authorizing the sale of up to \$2 billion of revenue bonds and the use of a portion of revenues from MHSA (also known as Proposition 63 of 2004) for the NPLH program. The program is meant to construct new and rehabilitate existing permanent supportive housing for those with mental illness who are homeless or are at risk of becoming homeless.

- **Key Program Requirements.** The housing developed using NPLH funding must be set aside for persons with serious mental illness who are chronically homeless, homeless, or at risk of becoming chronically homeless. (Chronic homelessness generally is used to describe people who have experienced homelessness for at least a year—or recurrently—while struggling with a disabling condition, such mental illness, substance use disorder, or physical disability.) In addition, counties must commit to provide mental health services and help coordinate access to other community-based supportive services.
- **Program Administration.** The program is administered by HCD.
- **Allocations.** Counties (either solely or in partnership with a developer of affordable housing) are eligible applicants for up to \$2 billion in total NPLH funding.
 - **Noncompetitive Allocation (\$190 Million).** All counties are eligible to receive a noncompetitive allocation based on their 2017 homeless point-in-time count. All counties will receive a minimum allocation of \$500,000.

- **Competitive Allocation (up to \$1.8 Billion).** Counties can compete for the remaining funding with counties of similar size (large counties [population greater than 750,000]; medium counties [population between 200,000 to 750,000]; and small counties [population less than 200,000]).
- **Eligible Activities.** The NPLH funding can be used to acquire, design, construct, rehabilitate, or preserve permanent supportive housing, which pairs housing with case management and supportive services.
- **Status.** So far, all of the noncompetitive allocation and \$1 billion of the competitive allocation have been made available. The administration expects to release the remaining funds by 2021.
- **Key Upcoming Dates.** The disbursement of funds under NPLH is contingent on the sale of bonds by the California State Treasurer's Office, and the proceeds of those bonds being made available to HCD for disbursement pursuant to all program requirements. This creates some uncertainty about the timing of additional disbursements.

Homeless Emergency Aid Program (HEAP)

Provided \$500 Million in Emergency Aid Block Grants for Homelessness. The 2018-19 budget included a one-time allocation of \$500 million for block grants to cities and Continuums of Care (CoCs)—local entities that administer housing assistance programs within a particular area, often a county or group of counties. HEAP was intended to provide local entities with flexible funding to address their immediate homelessness challenges until additional resources became available through programs like NPLH.

- **Key Program Requirements.** To access the grants, local entities were required to declare an emergency shelter—facilities that provide temporary shelter for the homeless—crisis and demonstrate they were working collaboratively to address homelessness in their communities. In addition, the program mandated that at least 5 percent of grant funds be used towards addressing the needs of homeless youth.
- **Program Administration.** The program is administered by HCFC. Refer to the box below for a description of HCFC.
- **Allocations.** HEAP allocated grants as follows:
 - \$350 million was provided to CoCs based on the 2017 homeless point-in-time count.
 - \$150 million was provided to cities or a city that is also a county with a population of 330,000 or more as of January 1, 2018 (Anaheim, Bakersfield, Fresno, Long Beach, Los Angeles, Oakland, Sacramento, San Diego, San Francisco, San Jose, and Santa Ana).

Homeless Coordinating and Financing Council

The Homeless Coordinating and Financing Council, within the Business, Consumer Services, and Housing Agency, was created by Chapter 847 of 2016 (SB 1380, Mitchell) to oversee the state's implementation of Housing First, which we describe in an earlier box. The Council also was tasked with developing policies and identifying resources, benefits, and services to prevent and end homelessness in California. The Council is composed of 19 members, including:

- (1) representatives from agencies and departments with programs to address homelessness,
- (2) representatives from local governments, and
- (3) stakeholders.

- **Eligible Activities.** The parameters of the program were intentionally broad to allow local entities to address their own challenges with homelessness. Annual progress reports will track how much has been spent and what has been accomplished, including the number of people served. Figure 5 depicts how the funds are being used.

Figure 5

Uses of Homelessness Emergency Aid Program Grants

Use of Grant	Percent of Funding Allocated for Use
Services. Prevention, rapid rehousing, outreach, employment programs, housing navigators, landlord mitigation, and flexible funding pools.	39 percent
Capital Improvements. Establish or expand shelter and/or navigation centers, renovations and repairs, and community cabins.	36 percent
Rental Assistance or Subsidies. Permanent supportive housing, master leasing, and motel voucher.	13 percent
Homeless Youth Mandate. Host homes, outreach, shelter, rapid rehousing, and employment services.	7 percent
Other. Mobile hygiene services, safe parking, and administration.	5 percent

- **Status.** All HEAP funding was disbursed to qualifying cities and CoCs by January 31, 2019. Recipients of HEAP funding were required to submit their first annual reports to HCFC and contractually obligate 50 percent of their grant by January 1, 2020. As of the writing of this report, the administration is reviewing the annual reports and determining if any recipients have failed to contractually obligate 50 percent of their HEAP funds. Recipients who have not met this obligation are required to submit a detailed plan and time line on how this requirement will be met. HCFC will notify the recipients March 1, 2020 if the plan has been approved or denied.
- **Key Upcoming Dates.** All of the HEAP funds must be expended by June 30, 2021. Unexpended funds must be returned to the Business, Consumer Services, and Housing Agency. The final status reports from recipients are due to the state by September 20, 2021.

Homeless Housing, Assistance and Prevention (HHAP) Program

Provided \$650 Million to Address Homelessness. The 2019-20 budget included \$650 million for one-time grants to local governments to fund a variety of programs and services that address homelessness. The HAAP Program is intended to provide local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges.

- **Key Program Requirements.** To access the grants, local entities were required to demonstrate they were working collaboratively to address homelessness in their communities. The program mandated that at least 5 percent of grant funds be used on strategic homelessness planning.
- **Program Administration.** The program is administered by HCFC.
- **Allocations.** Allocations are calculated based on each applicant's proportionate share of the state's homeless population based on the 2019 homelessness point-in time count. HHAP allocates grants as follows:

- \$275 million is available to the cities or a city that is also a county, with populations of 300,000 or more, as of January 1, 2019 (Anaheim, Bakersfield, Fresno, Long Beach, Los Angeles, Oakland, Riverside, Sacramento, San Diego, San Francisco, San Jose, Santa Ana, and Stockton).
- \$190 million is available to CoCs.
- \$175 million is available to counties.

■ **Eligible Activities.** The HHAP program requires grantees to expend funds on evidence-based solutions that address and prevent homelessness.

■ **Status.** Eligible entities must submit their plan for how HHAP funding will be used throughout the five-year grant period by February 15, 2020.

■ **Key Upcoming Dates.** The HCFC will review the plans and make final disbursements by April 1, 2020 and all funds must be expended by grantees by June 30, 2025. Recipients of the HHAP funding must submit status reports by January 1 of each year with final reports due by January 1, 2026.

Expanded Low-Income Housing Tax Credit. In addition, the 2019-20 budget package increased, by \$500 million, the state's low-income housing tax credit program which provides tax credits to builders of rental housing affordable to low-income households. Of this amount, \$200 million was set aside for developments that include affordable units for both low- and lower-middle-income households. This increase in the low-income housing tax credit had no budgetary costs in 2019-20 because the credits will be claimed on future tax returns, once housing units are built and in use.

While the State's Role in Homelessness Assistance Has Been Increasing, Local Governments Have Remained Largely Responsible for Providing Services. In all, local governments have seen a substantial infusion of state resources towards addressing homelessness in their communities. These resources, however, have been primarily one time in nature. Additionally, we note that although the state has provided funding for these activities, it did so in a way that maintained local governments' ability to implement strategies best for their homeless populations.

OVERVIEW OF THE GOVERNOR'S HOMELESSNESS PLAN

In the early days of January 2020, the Governor took several major steps to address the state's homelessness crisis—issuing an Executive Order and including several high-profile homelessness-related proposals in his 2020-21 budget proposal. Figure 6 summarizes the key components of the Governor's homelessness plan and we describe them further below.

Figure 6
Governor's Homelessness Plan
Proposal
<p>Governor's Executive Order Established the California Access to Housing and Services (CAAHS) Fund. Made surplus state properties available for temporary shelters. Deployed temporary camp trailers from state fleet. Established a multiagency Homelessness Response Team.</p> <p>Governor's 2020-21 Budget Proposals^a Proposes \$750 million General Fund deposit into CAAHS Fund. Proposes \$695 million total funds to reform the Medi-Cal system to serve populations with complex needs. Announces efforts to consider potential future changes related to behavioral health. Proposes Behavioral Health Task Force to evaluate overall systems effectiveness. Proposes to study root cause of homelessness. Identifies interest in consolidating state's housing and homelessness programs.</p> <p>^a The Governor also proposes \$500 million in Low-Income Housing Tax Credits.</p>

At the same time, the Governor's Council of Regional Homeless Advisors (established in 2019) issued its initial recommendations. While the Governor has not adopted the Council's recommendations into his homelessness plan in full, some of the Council's recommendations are reflected in the Governor's budget. Refer to the nearby box for a description of the Council and some of its recommendations.

GOVERNOR'S EXECUTIVE ORDER

On January 8, 2020, the Governor issued an Executive Order aimed at accelerating state action to address homelessness. Below we describe the key components of the order.

- **Established the California Access to Housing and Services (CAAHS) Fund.** The Governor envisions that the CAAHS Fund, overseen by DSS, will collect *future* state appropriations, as well as contributions from other governments and private sources, to fund various activities aimed at curbing homelessness. (We discuss this fund in detail in our description of the Governor's 2020-21 budget proposal.)
- **Made Surplus State Properties Available for Temporary Shelters.** The Executive Order tasked the Department of General Services (DGS) to inventory surplus state properties that could be used for temporary shelters by January 31, 2020. In an effort to advance this goal, the executive order also made the following directives.
 - Directs the California Department of Transportation (Caltrans) to share a model lease template that allows local entities to use Caltrans property adjacent to highways or state roads as shelter. This model has been used in Los Angeles, San Jose and San Francisco.

Recommendations From Governor's Council of Regional Homeless Advisors

Origin of Council. The Governor established the 13-member Council of Regional Homeless Advisors in 2019 with a directive to dramatically reduce street-based homelessness, break down barriers keeping homeless people from accessing mental health and substance abuse services, and find ways both to reduce the cost and boost the supply of housing options for those experiencing homelessness. The council is chaired by Sacramento Mayor Darrell Steinberg and Los Angeles County Supervisor Mark Ridley-Thomas.

Council Issued Initial Recommendations. In January 2020, the Council issued its interim recommendations to the Governor. The intent of the interim recommendations is to inform budget and policy actions during the 2020 legislative session. The Council notes that their short-term directive did not allow them to explore opportunities to prevent homelessness and intends to make that a major focus of their work in 2020. We summarize some of the Council's key recommendations below.

- **Develop Comprehensive Response Strategy Among State and Local Governments.** The Council recommends the state develop a comprehensive response strategy that identifies a clear path for responding to the state's homelessness crisis and assigns clear responsibilities to the state, cities, and counties.
- **Create Enforceable Mandate Aimed at Addressing Homelessness.** The Council recommends the Legislature place a constitutional amendment on the 2020 ballot that would create a "legally enforceable, results-based, accountability mandate" requiring state and local governments to address homelessness by providing resources and removing barriers for creating both emergency shelter and permanent housing.
 - **Fiscal Effect Unclear but Significant.** While the Council does not provide a fiscal analysis of this recommendation, the cost of implementation could be significant. The Council acknowledges that this recommendation would affect the state's reimbursable state mandate law and suggests the state could reprioritize existing funding sources and identify new revenues to commit to the costs associated with the mandate.
- **Establish Single Point of Authority for Homelessness Within Administration.** Since homelessness crosses multiple state agencies and jurisdictions, the Council recommends a single high-level official and associated team be established to coordinate housing, health and human services, and other state responsibilities relating to homelessness. This person would report directly to the Governor and have some authority over other departments and agencies.
- **Make Various Funding Augmentations.** The Council also recommends the state make the following funding augmentations to address homelessness.
 - Use the federal waiver process to ensure Medi-Cal—the state's low-income health program—expands its services to offer homelessness solutions through the California Advancing and Innovating Medi-Cal (CalAIM) program. (The Governor has renamed CalAIM Medi-Cal Healthier California for All.)
 - Encourage Medi-Cal managed care plan providers to make targeted service augmentations to support homeless beneficiaries.
 - Provide an ongoing allocation for a state pool of flexible housing funds that would be matched by local governments and other partners.
 - Provide augmentations to Supplemental Security Income/State Supplementary Payment, the California Earned Income Tax Credit, and adult protective services, specifically targeting those at highest risk of becoming homeless and those newly homeless.
 - Fund permanent supportive housing and housing for extremely low-income households.

- Directs the Office of Statewide Health Planning and Development to assess vacant and decommissioned hospitals and health care facilities for use as shelters.
 - Directs the California Department of Food and Agriculture, in consultation with other state entities, to assess the use of fairgrounds for shelters.
- **Deployed Temporary Camp Trailers From State Fleet.** The Governor directed DGS to deploy 100 camp trailers from the state fleet to provide temporary housing and delivery of health and social services across the state. The trailers may be deployed until September 30, 2020 but are eligible for an extension. As of the writing of this report, 45 trailers have been deployed—15 to Oakland and 30 to Los Angeles.
 - **Established a Multiagency Homelessness Response Team.** Finally, the Governor called for the creation of a state crisis response team that will provide technical assistance to local governments in addressing street homelessness. The response team will be comprised of the HCFC; Business, Consumer Services, and Housing Agency; Government Operations Agency; Health and Human Services Agency; Labor and Workforce Development Agency; and the State Transportation Agency.

GOVERNOR'S 2020-21 BUDGET PROPOSALS

On January 10, 2020, days after the Governor issued his Executive Order, the Governor proposed his 2020-21 budget. The budget includes an allocation to the CAAHS Fund that the Governor established through Executive Order and makes various Medi-Cal and other behavioral health system reforms. Trailer bill language implementing a portion of the proposal was released on February 4, 2020. We are still in the process of understanding all aspects of the proposal. As such, the description of the proposal reflects our best understanding of the proposal at this time. Below, we describe the Governor's proposals to date.

Provides One-Time Allocation to CAAHS Fund

- **Proposes \$750 Million Deposit Into CAAHS Fund.** The Governor proposes \$750 million General Fund in one-time funding to the CAAHS Fund he established through executive order within DSS. The administration indicates that a primary goal of the fund is to help alleviate street-based homelessness and increase the number of housing units. According to the administration, the connection between the needs of individuals experiencing homelessness and the services provided by DSS positions DSS to successfully administer the fund. The Governor indicates this proposal is modeled after Los Angeles County's Flexible Housing Subsidy Pool. Refer to the box below for more information about Los Angeles' program. It is our understanding that this funding would be available through June 30, 2024.
- **Proposes Selecting Regional Administrators to Manage Allocations.** The Governor proposes providing the funds through performance-based contracts with "regional administrators." The proposal authorizes DSS to set the number of regions, define their geographical boundaries, and select the

Los Angeles County Flexible Housing Subsidy Pool (FHSP)

The County of Los Angeles launched the FHSP Program in 2014 so that various local and philanthropic funds could be combined to fund housing. The program began with an initial contribution of \$14 million from the county and \$4 million from philanthropic sources. Today, the program receives funding from county, state, foundation, and nonprofit sources to provide rental subsidies, tenancy services, and other supports to a variety of high-need, chronically homeless individuals. The county contracts with a nonprofit to administer the local rental subsidies and provide tenancy services to program beneficiaries.

regional administrators. The administration would require that the regional administrator selected by DSS meets a few minimum qualifications, including (1) familiarity with the region's housing supply and rental market, (2) established partnerships with key public and private entities in the region, and (3) capacity to operate across the region. Private, for-profit entities are not eligible to serve as regional administrators, meaning regional administrators could be local governments, CoCs, or nonprofits.

- **Establishes Criteria to Allocate Funding to Regional Administrators.** DSS also would determine how to allocate the \$750 million among the regional administrators (the regional administrators would then determine how to allocate the funds locally). The Governor suggests some criteria that DSS could use when deciding how to allocate funds among regional administrators, including (1) point-in-time homelessness counts, (2) rent burden among low-income households, (3) regional housing need estimates for low- and very low-income housing, and (4) racial equity.
- **Proposes Allowing Allocations to Support a Variety of Activities.** Under the Governor's proposal, the fund could support the following activities.
 - **Affordable Housing Development.** This could include new affordable housing or rehabilitation of existing affordable housing units. The administration also indicates that this funding could be used towards accessory dwelling units.
 - **Housing-Related Financial Assistance.** This assistance could include rental subsidies and rental deposits.
 - **Board and Care Facility Stabilization.** This could include rental subsidies and infrastructure improvement. Refer to the box below for a description of board and care facilities.
 - **Tenancy Support Services.** The administration indicates this could be any service that helps to match individuals to safe and affordable housing or interventions when stable housing placements are in jeopardy.
- **Allows CAAHS Fund to Accept Contributions From Other Governments and Private Sources.** The administration envisions that the state funding would be coupled with other government and private funds to expand the potential effect of this initiative. While the \$750 million General Fund contribution would be one time, the administration would allow for the continuous appropriation of any non-state resources contributed to the fund.
- **Requests Resources at DSS to Implement and Oversee the Program.** Of the \$750 million, DSS requests a total of \$5.6 million through 2023-24 (\$1.6 million in 2020-21) and ten positions to develop, implement, and monitor the CAAHS Fund.

Board and Care Facilities

Board and care facilities generally include residential facilities that serve adults and seniors who cannot live safely on their own without personal care assistance and nonmedical care. The Governor's proposal defines these facilities to include state-licensed Adult Residential Facilities (about 5,000 facilities) and Residential Care Facilities for the Elderly (about 7,300 facilities). These private facilities serve individuals with varying needs, including persons with disabilities, cognitive impairments, and mental and behavioral health needs. Additionally, how much a facility can charge varies by resident. For example, facilities cannot charge residents receiving a Supplemental Security Income/State Supplementary Payment (SSI/SSP) grant more than the SSI/SSP monthly reimbursement rate (\$1,069 per month for an individual in 2020), which is below the average market rate. (We understand that some counties currently supplement the SSI/SSP board and care rate.) Recent closures among board and care facilities has raised concern that former residents will become homeless.

- **Other Administrative Features of the Proposal.** The Governor limits the administrative expenditures of regional administrators to 10 percent of their grant. Additionally, the proposal exempts DSS from standard public contracting requirements and state information technology project oversight processes. Finally, the proposal requires DSS to develop a data collection, reporting, and evaluation process for the fund.
- **Requests Legislature Take Early Action on Proposal.** The Governor requests the Legislature take early action on this component of the budget so that the administration can expedite its implementation. Specifically, the administration requests a \$1 million supplemental appropriation for the current fiscal year, 2019-20, to develop the regional administrator selection process. The funds would be available until June 30, 2021

Medi-Cal and Other Behavioral Health Reforms

- **Proposes \$695 Million to Reform the Medi-Cal System to Serve Populations With Complex Needs.** The Governor's budget proposes \$695 million total funds (\$348 million General Fund) to begin implementation of a major Medi-Cal reform proposal referred to as Medi-Cal Healthier California for All (MHCA). (The proposed MHCA reforms also include major changes to how behavioral health services are financed and delivered in Medi-Cal. We will provide further analysis on MHCA in an upcoming report.)
 - **Some Funding Would Benefit Individuals Experiencing Homelessness or At Risk of Homelessness.** The MHCA initiative broadly is intended to provide more comprehensive care to patients with complex needs, including, but not limited to, individuals on Medi-Cal who are experiencing homelessness.
 - **Benefits Provided by Medi-Cal Managed Care Plans.** Some key components of the MHCA proposal would be administered by Medi-Cal managed care plans—contracted health plans that cover over 80 percent of Medi-Cal beneficiaries statewide. Under the proposal, new nonmedical benefits, such as housing services, would be made available in situations where these benefits may avoid a more costly medical service. These benefits include, for example, security deposits or first and last month's rent. In addition, the reforms add new medical benefits that may help prevent and address homelessness for Medi-Cal enrollees.
- **Announces Efforts to Consider Potential Future Changes Related to Behavioral Health.** In 2004, the voters approved Proposition 63, also known as MHSA. The MHSA places a 1 percent tax on incomes over \$1 million and dedicates the associated revenues to mental health services, the majority of which are administered by counties. The Governor has indicated that he is interested in potential changes to the MHSA. These potential changes could further prioritize use of MHSA funding for individuals experiencing homelessness, while also potentially broadening the use of MHSA funding to treat individuals with substance use disorder or who are involved in the criminal justice system.
- **Proposes Behavioral Health Task Force to Evaluate Overall Systems' Effectiveness.** The Governor also proposes establishing a behavioral health task force to review existing behavioral health policies and programs for potential improvement. Ultimately, recommendations from the task force could be included in a statewide ballot measure to obtain voter approval for changes to MHSA.

Additional Proposals

Proposes to Study Root Cause of Homelessness. The Governor's budget announces his intent to study the root cause of homelessness. The administration indicates the California Health and Human Services Agency, alongside academic researchers at the University of California, San Francisco and Berkeley, would conduct a survey of individuals who are experiencing homelessness across the state to better understand the circumstances that led them to become and remain homeless. The Governor does not propose an appropriation to fund the study or establish a time line.

Identifies Interest in Consolidating State's Housing and Homelessness Programs. As we have discussed, the state's housing and homelessness programs span multiple departments and agencies. The Governor identifies a need to streamline housing policies, processes, and requirements in an effort to improve the coordination and distribution of funding across the state. To achieve this goal, the Governor indicates his intent to explore, over the next year, the creation of an agency exclusively focused on housing and homelessness.

Expands the State Housing Tax Credit Program. The Governor proposes \$500 million General Fund for the state's housing tax credit program. As in 2019-20, the Governor proposes up to \$200 million would be set aside for mixed-income projects. Both the 2020-21 budget and the administration's multiyear plan assume no reduction in revenues due to the tax credit already authorized in 2019-20 or from the newly proposed expansion.

LAO COMMENTS

Below, we provide our initial comments of the Governor's homelessness proposals in the 2020-21 budget. We acknowledge that addressing homelessness in California is a challenging issue and there is no simple or fast solution. Overall, our review finds that the Governor's homelessness plan delegates significant authority to DSS and we highlight key questions the Legislature could ask the administration as it considers the plan's merit. In addition, we assess the Governor's overall approach to addressing the state's homelessness crisis and find the Governor's budget proposal falls short of articulating a clear strategy for curbing homelessness in California.

New CAAHS Fund Raises Issues for Legislative Consideration

Proposal Shifts Away From Providing Funding to Local Governments Directly. The past two budgets primarily allocated homelessness funds directly to local governments and CoCs, affording them substantial control over the use of funds in a manner that served their communities. The introduction of regional administrators reflects a departure from this model. Specifically, the proposal allows for nonprofits to serve as regional administrators. This could shift decision-making authority away from local governments and to the newly designated regional administrators. Moreover, there is the possibility that through the regional administrator model, local governments currently receiving state homelessness funding would no longer do so. Nonetheless, the Governor's proposal implicitly maintains that state's traditional perspective that local entities are best positioned to identify the combination of homelessness services best suited for their community. The Governor's introduction of a new type of local entity, however, complicates the state's response.

Proposal Complicates State-Level Homelessness Funding and Coordination. The establishment of the CAAHS Fund at DSS, and the introduction of regional administrators, complicates state-level homelessness funding and coordination. Given that there are multiple other entities administering homelessness programs statewide, these changes could contribute to the fragmentation of programs that address homelessness. This feature of the proposal is in conflict with the Governor's stated interest in streamlining and consolidating housing and homelessness programs.

Proposal Grants Significant Decision-Making Authority to DSS. The proposal would delegate significant authority to DSS, including:

- Selecting the number and geographic boundaries of the regions.
- Selecting the regional administrators.
- Determining the allocation of funding to regional administrators.
- Establishing an oversight mechanism and tracking performance.

Given the significance of these decisions on the operation of the program and its ultimate impact on homelessness in California, we suggest the Legislature seek additional clarity from the administration on how it plans to make these decisions. If the Legislature wants to exercise additional control over the program, it could codify additional parameters. For example, the Legislature could select the number of regions, determine their boundaries, and specify outcome goals.

Key Questions Remain. We highlight key questions the Legislature could ask the administration as it considers the merits of the proposal and raise issues for consideration.

- ***What Objectives Does This Plan Achieve?*** The CAAHS initiative primarily funds three distinct activities—affordable housing development, rental subsidies, and board and care stabilization. These activities each represent a different approach towards addressing homelessness and serve distinct populations.

- **What Incentives Are There for the Federal Government, Local Governments, and Private Entities to Contribute Funding to the CAAHS Fund? Would Funds Be Used Interchangeably Regardless of Source?** Whether non-state entities would contribute to the CAAHS fund is unclear, any contributions from philanthropic entities could have conditions on the use of funds. These conditions may not align with the state's vision for the fund.
- **How Much Funding Will Be Allocated to Each Component of the Proposal?** What share of CAAHS funding will be allocated to each of the eligible activities and if that amount will be enough to make a meaningful impact is unclear. For example, the demand for board and care stabilization might be so high that it could consume a significant portion of the allocation. If the CAAHS funds were used to increase the reimbursement rate at board and care facilities for every current SSI/SSP resident by \$1,000 per month, this would cost roughly \$500 million, or two-thirds, of total CAAHS funds.
- **Is One-Time Funding Appropriate for the Activities the Fund Supports?** The CAAHS fund provides a limited amount of funding on a one-time basis for three distinct initiatives. One-time funding seems appropriate for activities that are not recurring in nature, such as affordable housing development. However, one-time funding is not a sustainable financing mechanism to subsidize rents and board and care facility rates. As a result, whether the Governor's proposal would have an enduring effect on preventing homelessness among at-risk individuals is much less clear.
- **Why Has the Administration Decided to Establish the CAAHS Fund Within DSS? How Is the CAAHS Fund Strategy Different From HEAP and HHAP?** In recent years, the state built mechanisms to address homelessness, particularly within the Business, Consumer Services, and Housing Agency. The administration cites the opportunity for coordination as justification for proposing DSS as the CAAHS Fund administrator—instead of one of the state entities that have historically administered this type of program, HCD and HCFC. However, under the Governor's own proposal, regional administrators would be tasked with providing housing services locally. Whether regional administrators would be any better positioned than those currently entrusted with this role—cities, counties, and CoCs—to coordinate with DSS is unclear. The administration should articulate how the CAAHS Fund, the other components of its 2020-21 homelessness plan, and existing programs would work collaboratively to address homelessness.
- **Additional Questions Related to Board and Care Facilities.**
 - **To What Extent Will the Board and Care Component Contribute to Reducing Street Homelessness and Increasing Housing Supply?** The administration has expressed concerns that board and care facilities are closing at an increasing rate, in part, as a result of low reimbursement rates and high operating costs. This is especially concerning for low-income individuals with severe health needs who may be displaced and become homeless as a result of facility closures.
 - » **How Widespread Is the Problem?** To the best of our understanding, there is no aggregate source of data about (1) the severity of board and care closures; (2) reasons why facilities are closing; (3) specific challenges certain residents, like SSI/SSP recipients, face in finding and retaining board and care placement; and (4) what happens to residents when facilities close.
 - **What Role Do Board and Care Facilities Play in Addressing Homelessness?** We understand that the Governor's proposal aims to house individuals who are currently unsheltered and increase the supply of affordable housing units. How these goals align with the board and care component of the proposal, which largely seeks to *preserve* the number of current facilities to *prevent* homelessness, is unclear.
 - **Will Funds Be Allocated Directly to Facility Operators or SSI/SSP Recipients?** Because of the data shortcomings described above, knowing the reason why board and care facilities are closing is difficult. Knowing this would guide the potential solutions. For example, if facilities are closing because they are unable to sustain their operations due to the level of the SSI/SSP grants, the

solution may be to reconsider the level of the SSI/SSP grant for all recipients. If this is the case, it also raises the question of whether a more uniform approach to adjusting the SSI/SSP grant makes more sense than a case-by-case grant adjustment determined by regional administrators. If, however, the issue is more related to one-time infrastructure needs, funds to the facility operators to make capital improvements may make sense.

- **Will Funding Be Targeted at Certain Facilities or Residents?** Whether funds will be targeted specifically for facilities/residents at greatest risk of closure/homelessness is unclear. If funds are spread across all facilities/residents, the proposal could fall short of its intended goal of preventing closures.
- **What Level of Accountability Will Be Placed on Board and Care Facilities That Receive CAAHS Funding?** The proposed statute does not place requirements on facilities receiving funds. Funds could be made contingent on facilities remaining open for a set amount of time or serving individuals at risk of homelessness.

Early Action to Obligate Funding Raises Concerns. Acting early could commit the Legislature to this particular strategy for addressing homelessness before it has fully explored other options. For example, the Legislature might wish to consider the ballot measure proposed by the Governor's Council on Regional Homeless Advisors to establish an enforceable mandated on local governments to address homelessness. In addition, given some data indicate the economy could be cooling, the increasing risks outside the Legislature's control—like federal policy—and the smaller operating surpluses under the Governor's proposed budget, taking early action to obligate funding would be risky.

Medi-Cal and Other Behavioral Health Reforms Raise Issues for Legislative Consideration

- **MHCA Represents a Novel Approach for More Directly Addressing Homelessness Through Medi-Cal . . .** The new benefits introduced under the MHCA proposal provide an opportunity to target certain housing-related Medi-Cal services for individuals who are experiencing or at risk of experiencing homelessness. In particular, providing housing services through Medi-Cal is a novel approach of using Medi-Cal to provide services that address the nonmedical needs of beneficiaries. Importantly, under the MHCA proposal, the state would have a new opportunity to leverage federal Medicaid funding for benefits—including housing services—that generally have not been reimbursed in the past.
- **. . . However, Key Issues Remain.** The key issues we describe below are based on our current understating of the proposal, as the administration has yet to release associated trailer bill language.
 - **Potential to Increase Fragmentation in State Efforts to Address Homelessness.** The MHCA proposal represents a significant increase in the role of Medi-Cal managed care plans to provide services that may benefit individuals experiencing homelessness. Given that there are multiple other entities administering homelessness programs statewide, this expanded role could contribute to the fragmentation of programs that address homelessness.
 - **Proposal Gives Medi-Cal a New, Largely Untested, Role in Addressing Homelessness.** Under MHCA, the state would provide Medi-Cal benefits that are nonmedical. This represents a significant expansion in the kinds of benefits delivered through Medi-Cal generally, and Medi-Cal managed care plans specifically. We note that the state does not have significant experience providing these types of services in its Medi-Cal program.
 - **Potential to Create an "Entitlement" Aspect to Housing Services.** Housing assistance programs generally have limits on the funding available, leading to services that are rationed in some way, such as by establishing waiting lists. Medi-Cal, by contrast, is an entitlement program whereby the

federal, state, and local funding commitment is not generally fixed but instead fluctuates with the amount of need in the community, as determined by eligibility criteria. By offering housing services through Medi-Cal, the state would be moving toward a policy in which certain housing services are available as benefits similar to entitlements. In doing so, the state could potentially see some of its control diminished over the level of its fiscal commitment to housing services. The MHCA proposal does implement some controls on utilization of new housing benefits through Medi-Cal as a way to try to limit that fiscal commitment. For example, several benefits are restricted to use once in a beneficiary's lifetime. However, introducing these new benefits may create pressure to lift these controls in the future.

— ***Once-Per-Lifetime Restrictions on Some Housing Benefits Could Hinder Effectiveness.***

Offering certain housing assistance benefits on a once-per-lifetime basis may not be sufficient to address the needs of some individuals with chronic housing issues. As a result, limiting some new housing benefits proposed under MHCA to once-per-lifetime may limit their effectiveness.

- ***Potential Changes to MHSA Raise Major Issues for Legislative Consideration.*** The Governor has indicated that changes to MHSA may include prioritizing MHSA funding for individuals experiencing homelessness, substance use disorder, or who are involved in the criminal justice system. Currently, MHSA funding is used for a variety of state and local programs intended to remediate and prevent the effects of mental illness. While details on specific changes to MHSA are not currently available, we suggest the Legislature carefully consider the trade-offs between redirecting existing MHSA funding toward a new focus and maintaining MHSA funding levels for existing county mental health programs.

Overall Strategy for Addressing Homelessness Unclear

- ***Governor's Budget Continues Recent Increased State Role in Homelessness.*** California has more people experiencing homelessness than any other state in the nation. Rising housing costs that have exceeded growth in wages, particularly for low-income households, put even more Californians at risk of housing instability and homelessness. Given the scale of the state's homelessness crisis, we think that the Governor's continued effort to expand the state's engagement in addressing homelessness is warranted.

- ***Individually, Components of Governor's Housing Plan and Council's Recommendations Merit Consideration . . .*** There is no obvious right answer as to how the state should address the homelessness crisis. The individual components of the Governor's budget—the CAAHS Fund, Medi-Cal, and other behavioral health reforms—each take a different approach towards addressing the state's challenges. Each approach, whether focusing on expanding the state's affordable housing stock, preventing homelessness through rental assistance programs, or offering services that help break down barriers to stable housing, merits consideration.

- ***. . . However, Governor's Plan Lacks a Cohesive Approach for Addressing Homelessness.***

The scale of the homelessness crisis in California is significant and even substantial investments in resources, as proposed by the Governor, could quickly dissipate without demonstrating much progress if investments are made without a clear plan. Taken collectively, how the Governor's proposals work together and collaborate with existing programs to meaningfully address homelessness is unclear.

- Due to the outstanding questions we raise, how the MHCA proposal is intended to complement the CAAHS Fund and other housing efforts in the state is unclear.
- Additionally, some aspects of the Governor's proposal seem to conflict. For example, the Governor asserts the need for consolidation of the state's housing and homelessness programs, while at the same time proposing a new and significant role at DSS.

- Finally, the study on the root causes of homelessness, which could help inform state policy decisions, is not funded under the Governor's proposal. The benefits of this analysis cannot be achieved without funding.

■ **Fragmented Approach Creates Various Challenges.** Addressing a problem as complex and interconnected as homelessness requires the involvement of departments and agencies across the state and collaboration among all levels of government and other stakeholders. A fragmented response creates various challenges, including:

- Difficulty tracking all homelessness-related expenditures across the state.
- Difficulty assessing how much the state is spending on a particular approach towards addressing homelessness, for example—prevention versus intervention efforts.
- Difficulty determining how programs work collaboratively.
- Difficulty assessing what programs are collectively accomplishing.

CLEAR HOMELESSNESS STRATEGY NEEDED

We suggest the Legislature identify its own priorities for addressing homelessness and develop a plan that aligns with those priorities. By creating a strategy, the Legislature could increase the likelihood that the state's resources are used in a way that results in meaningful reductions in homelessness.

Withhold Early Action on CAAHS Fund. We recommend that the Legislature withhold early action on the CAAHS Fund proposal. Considering the Governor's CAAHS initiative as part of the regular budget process will afford the Legislature several benefits.

- Allows the Legislature to consider how the proposal aligns with its own homelessness priorities.
- Allows the Legislature the opportunity to engage the administration on the remaining questions and issues we identify in this report.
- Provides the Legislature access to updated revenue information and better insight into the state's economic condition before investing hundreds of millions of dollars into a new program.

Framework for Developing Homelessness Plan

To help the Legislature develop its own homelessness plan, this section outlines the issues we suggest the Legislature consider when developing a plan.

- **Identify Goals.** Identifying the Legislature's goals is the first step in creating a plan to address homelessness. Given the scope of the homelessness crisis, a desire to take a broad approach towards addressing the many forms of homelessness—for example, street-based homelessness, associated mental illness, and housing instability—is understandable. A trade-off of a broad, crosscutting approach is that any investment will have limited effects. On the other hand, while efforts to focus on particular aspects of the homelessness crisis could have meaningful impacts, it would mean foregoing action in other areas. Setting these types of goals is not an easy task when there is a desire to completely and immediately eradicate homelessness. However, setting clear goals would help the Legislature structure programs and funding in a way that steadily moves the state towards curbing homelessness. In setting these goals, the Legislature could draw on work done by the administration, including the Governor's Council of Regional Homeless Advisors.
- **Identify Solutions That Align With Goals.** The structure of the state's homelessness programs should work towards achieving the goals identified by the Legislature. For example, if the Legislature is interested in preventing homelessness, then state resources should focus on (1) rental subsidies that help people at risk of homelessness remain in stable housing and (2) an expansion of the state's affordable housing stock. Building emergency shelters would not align with this goal.
- **Set Clear State and Local Responsibilities.** Having clear state and local responsibilities will deter inefficiencies and foster accountability among all of the entities involved in addressing homelessness statewide. The Governor's approach continues to place the primary responsibility for addressing homelessness with local governments. However, public statements suggest the Governor thinks a larger state role is warranted. We suggest the Legislature consider what role it thinks the state should have in addressing homelessness. For example, the state could exercise significant control, directing the specific actions of local governments. Alternatively, the state could continue to provide resources to local government and offer them significant flexibility on the use of the funds.
- **Identify State Governance Structure.** As we have discussed previously, the state has experienced a number of problems because of the fragmented nature of its housing and homelessness programs. An effective governance model will provide clear leadership and guidance towards accomplishing the goals set by the Legislature. The Governor is considering a new governance model that consolidates

all of the state's housing and homelessness programs. As the Legislature weighs the merits of a consolidated governance structure, we urge the Legislature to consider the following questions. (The Governor's budget proposes various reorganizations and consolidations, we provide further analysis of those proposals in our February 7, 2020 report, *The 2020-21 Budget: Assessing the Governor's Reorganization Proposals*.)

- Would the consolidation make programs more effective?
 - Would the consolidation improve efficiency?
 - Would the new structure improve accountability?
 - Is the consolidation based upon a policy rationale?
 - Does the consolidation reflect Legislative priorities?
 - Do the benefits outweigh the costs?
 - How should the consolidation be implemented?
 - Is the consolidation well planned?
- **Establish Funding Strategy.** Based on the Legislature's decision about what role is appropriate for the state, we suggest the Legislature identify the revenue sources for its homelessness programs and determine whether funding should be one time or ongoing in nature.
- **Revenue Sources.** For example, the state could allocate a portion of this year's surplus (as proposed by the Governor), redirect existing resources, or raise new revenues for homelessness programs.
 - **One-Time or Ongoing Funding.** We also suggest the Legislature determine if one-time or ongoing resources are more suitable for fulfilling its objectives. For example, ongoing resources would be appropriate for rental subsidies where need would be recurring, while infrastructure investments could be supported with one-time funding.
- **Develop Rigorous Oversight Mechanism.** In order to ensure that the state makes progress towards curbing homelessness, we suggest the Legislature establish a rigorous oversight mechanism. Oversight efforts should assess the performance of state entities that administer homelessness programs and local partners. This could be done through a number of oversight activities, including budget and policy committee hearings and periodic reports.

ALTERNATIVE 2020-21 ACTION

We recognize that homelessness is a dire problem with significant statewide consequences. A desire to quickly bring relief to those individuals that are experiencing and at risk of homelessness stands in contrast to our recommendation to develop a clear, strategic plan. In the absence of a plan, we encourage the Legislature take one-time action this year utilizing existing state mechanisms to support local efforts to address homelessness.

Provide Grants to Local Governments Similar to Prior Years. In recognition of the immediacy of this issue, we encourage the Legislature provide one-time resources in 2020-21 to local governments using existing mechanisms, rather than committing to a new system—as proposed by the Governor—that may not ultimately fit into the Legislature’s plan. Mechanisms already are in place through the HCFC to support local governments’ efforts to combat homelessness. These mechanisms could be used again in 2020-21, while the Legislature develops its own plan. The Legislature could redirect the \$750 million in homelessness funding proposed by the Governor, or a different amount, for this purpose. If the Legislature uses these existing mechanisms, we suggest maintaining rigorous oversight to ensure accountability and monitor outcomes.

One-Time Action Provides Time to Develop Homelessness Plan. Taking one-time action allows the Legislature to support local efforts to address homelessness while it develops a plan. Through that process, the Legislature can determine the state’s role in addressing the problem, the balance between one-time and ongoing funding, and how to effectively oversee progress.

CONCLUSION

We urge the Legislature to develop a clear strategy for the state's response to the homelessness crisis. The scale of the homelessness crisis in California is significant and even substantial investments in resources could quickly dissipate without demonstrating much progress if investments are made without a clear plan. While there is no obvious right answer as to how the state should address the homelessness crisis, we find the Governor's budget does not present a clear strategy. In the absence of a clear strategy, whether the Governor's proposed approach would make a meaningful impact on the state's homelessness crisis is uncertain. A strategy that aligns with defined goals and delineates responsibilities among stakeholders would set the state on a productive path towards reducing homelessness and preventing more individuals from becoming homeless. In the meantime, we suggest taking one-time actions—using the funds proposed by the Governor or another amount—to provide funding to local governments using mechanisms similar to those used in prior years.

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