

# YOLO COUNTY HOUSING

## AGENDA

### REGULAR MEETING

June 19, 2019

PLEASE NOTE TIME 3:00 p.m.



**YOLO COUNTY HOUSING**  
HOUSING COMMISSION

WILL ARNOLD  
RICHARD LANSBURGH  
PIERRE NEU  
BABS SANDEEN  
GARY SANDY  
KAREN VANDERFORD  
JOE WALTERS

**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**

4. Presentation - Certificate of Graduation from Family Self Sufficiency to Amy Howering
5. Presentation - New Employee Polette Gonzalez and Contractor Mary Smith

### **CONSENT AGENDA**

6. Review and Approve the Minutes of May 22, 2019
7. Ratify Resolution Recognizing the Service of Hermanos Macehual to Yolo County Housing (Baker)

### **REGULAR AGENDA**

8. Receive Report on YCH Collections Process and Credit Reporting (Dogias, Gillette)
9. Review and Approve Resolution Adopting FY 2019 - 2020 Annual Budget and Receive Third Quarter Financial Report for FY 2018-2019 (Gillette, Baker)
10. Review and Approve Resolution and Proposed Replacement Agreement Authorization for Development of Six Lots Known as Countrywest II for affordable homeownership for farmworkers (Baker)
11. Receive Comments from CEO
12. Receive Comments from Commissioners

## ADJOURNMENT

Next meeting is July 24, 2019 at 3:00 p.m.

I declare under penalty of perjury that the foregoing agenda was posted by Friday, June 14, 2019 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](http://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**  
**Meeting Date:** 06/19/2019

**6.**

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**Information**

**SUBJECT**

Review and Approve the Minutes of May 22, 2019

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**Attachments**

Att. A. May 22, 2019 Minutes

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 06/14/2019

Started On: 06/14/2019 02:02 PM

# Yolo County Housing Yolo County, California

May 22, 2019

## MINUTES

The Yolo County Housing met on the 22nd day of May, 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: Richard Lansburgh; Pierre Neu; Babs Sandeen; Gary Sandy; Karen Vanderford; Joe Walters

Absent: Will Arnold

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. 19-25: Approved agenda as submitted with the removal of Agenda Item No. 5 to a future meeting (approved as Item No. 4, but CEO corrected it after vote was taken).

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

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.

## PRESENTATIONS

4. Presentation - Certificate of Achievement from the USDA Rural Development's 2019 farm Labor Housing Training Course to Roberto Guevara and Tom Dogias

General Manager Janis Holt presented the Certificate of Achievement from the USDA Rural Development's 2019 farm Labor Housing Training Course to Roberto Guevara and Tom Dogias.

5. Presentation - Orientation: Major Programs Overview

Item No. 5 was removed from the Agenda to a future meeting.

## CONSENT AGENDA

Minute Order No. 19-26: Approved Consent Agenda Item Nos. 6-8. Additionally, comment was made on Agenda Item No. 7.

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

6. Review and Approve the Minutes of April 17, 2019

Approved the Minutes of April 17, 2019 on Consent.

7. Review, Approve and Authorize Write-Off of Uncollectible Debt in Accordance with the Adopted Accounts Receivable and Charge Off Policy for Public Housing (Dogias, Inman)

Approved recommended action on Consent.

8. Ratify Selection of the Rental Assistance Demonstration (RAD) Consultant and Authorize the CEO to Execute the Agreement (Gillette)

Approved recommended action on Consent.

## REGULAR AGENDA

9. Review, Approve and Adopt Resolution to Apply for Family Self-Sufficiency Funding (FSS) through the U.S. Department of Housing and Urban Development (Holt, Blackstock and Jimenez-Perez)

Minute Order No. 19-27: Approved recommended action by **Resolution No. 19-04**.

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

10. Review and Approve Conceptual Project for Tiny Home Village Concept at 5th Street and Oak Avenue in Woodland, California (Baker)

Minute Order No. 19-28: Approved recommended action.

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

11. Discuss the Role of YCH in Future Homeless Program Coordination and Potential Options to Engage the Broader Community (Chairman Arnold)

Discussed the role of YCH in future homeless program coordination and potential options to engage the broader community and will return to the Board at a future meeting.

12. Receive Comments from CEO

Received the following comments from CEO Lisa Baker:

- Prior to the CEO's comments, the Vice-Chair acknowledged the letter of recognition from Congressman John Garamendi's office in honor of Lisa Baker's recent "Women of Persistence" award.
- Update to the RAD (Rental Assistance Demonstration) piece from the Department of Housing and Redevelopment.
- Board members confirmed they would like her to forward them news clips in regards to housing matters.

13. Receive Comments from Commissioners

Vice-Chair Sandy took a moment to thank the staff for the excellent job they do and voiced his appreciation for their hard work.

**CLOSED SESSION**

14. Conference with Legal Counsel – Anticipated Litigation  
Pursuant to Government Code Section 54956.9(d)(2)  
Significant exposure to litigation: 1 case(s)
15. Conference with Legal Counsel – Anticipated Litigation  
Pursuant to Government Code Section 54956.9(d)(4)  
Initiation of litigation: 1 case(s)

**ADJOURNMENT**

Next meeting is June 19, 2019 at 3:00 p.m.

**Yolo County Housing**  
**Meeting Date:** 06/19/2019

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7.

**Information**

**SUBJECT**

Ratify Resolution Recognizing the Service of Hermanos Macehual to Yolo County Housing (Baker)

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**Attachments**

Staff Report

Att. A. Resolution

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 06/14/2019

Started On: 06/14/2019 02:05 PM



## *Yolo County Housing*

147 W. Main Street  
WOODLAND, CA 95695

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

**DATE:** June 19, 2019  
**TO:** YCH Housing Commission  
**FROM:** Lisa A. Baker, Chief Executive Officer  
**PREPARED BY:** Janis Holt, General Director  
**SUBJECT:** **RATIFY ADOPTION OF THE RESOLUTION RECOGNIZING THE SERVICE OF HERMANOS MACEHUAL TO YOLO COUNTY HOUSING**

### **RECOMMENDED ACTION**

That the Housing Commission ratify the adoption of the Resolution recognizing Hermanos Macehual for their service to Yolo County Housing.

### **BACKGROUND/DISCUSSION**

YCH recognizes that in order to fulfill our mission, we require the service of our partners that support our families in our affordable housing programs. On behalf of the Housing Commission, Commissioner Gary Sandy recognized and thanked Hermanos Macehual for their service on Saturday, May 25, 2019 by presenting them with a resolution. YCH recognizes Hermanos Macehual for the events and service that they have provided throughout our portfolio.

### **FISCAL IMPACT**

None.

### **CONCLUSION**

Staff recommends that the Housing Commission ratify the approval of the proposed Resolution.

Attachment: Resolution

**YOLO COUNTY HOUSING  
RESOLUTION NO. 19-**

**WHEREAS**, Hermanos Macehual is a community-based organization that provides academic and social support, fellowship, and community service opportunities to undergraduate students attending the University of California of Davis; and

**WHEREAS**, Hermanos Macehual has provided annual college awareness and community celebration events on Yolo County Housing campuses for over 15 years; and

**WHEREAS**, Hermanos Macehual has expanded family community events at both the El Rio Villas in Winters and Las Casitas in West Sacramento housing campuses providing holiday programming, college outreach, art activities and local speakers; and

**WHEREAS**, Hermanos Macehual created a welcome event for seasonal farm worker families during the opening of the Davis Migrant Center; and

**WHEREAS**, Hermanos Macehual has supported the UC Davis TANA Art Center located at the Yolo County Housing Yolano Village housing campus; and

**WHEREAS**, Hermanos Macehual is an integral partner in the provision of self-sufficiency services to very low-income families.

**NOW, THEREFORE, BE IT RESOLVED** that the Housing Authority of the County of Yolo extends its sincere appreciation to Hermanos Macehual for their outstanding public service and looks forward to working with them on future endeavors.

**PASSED AND ADOPTED** by the Housing Commission of the Housing Authority of the County of Yolo, State of California, this 25th day of May, 2019 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
Will Arnold, Chair  
Housing Commission of the  
Housing Authority of the County of Yolo

Attest:  
Julie Dachtler, Agency Clerk  
Housing Commission of the  
Housing Authority of the County of Yolo

Approved as to Form:

By \_\_\_\_\_  
Hope P. Welton, Agency Counsel

By \_\_\_\_\_

**Yolo County Housing**  
**Meeting Date:** 06/19/2019

**8.**

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**Information**

**SUBJECT**

Receive Report on YCH Collections Process and Credit Reporting (Dogias, Gillette)

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**Attachments**

Staff Report

Att. A. Accounts Receivable Charge-Off Policy

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 06/14/2019

Started On: 06/14/2019 02:10 PM



## ***Yolo County Housing***

*Lisa A. Baker, Chief Executive Officer*

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

**DATE:**                      June 19, 2019

**TO:**                              YCH Housing Commission

**FROM:**                      Lisa A. Baker, Chief Executive Officer

**PREPARED BY:**      Tom Dogias, Real Estate Services

**SUBJECT:**                  **Receive Report on YCH Collections Process and Credit Reporting**

**RECOMMENDED ACTION:**

That the Housing Commission receive the report on YCH's adopted processes.

**Background/Discussion**

This report serves as a summary response to the inquiry regarding the Agency's Write Off and Collections policy during the May 19th Commission meeting. YCH has an adopted written policy in place to help facilitate the management of this process, which was adopted by the Housing Commission in January 2008.

YCH is a body both corporate and politic. It provides a variety of housing types and options for households in the four cities and the County of Yolo. YCH has no taxing authority and operates based on its ability to acquire grants and to operate its programs in a business-like manner, especially its rental property operations, which form the bulk of the Agency's staff and operations. The write-off of uncollectible short term debt ensures that YCH does not appear to have more revenue coming in than it does, which improves budgeting and expenses and helps the Agency remain fiscally sound.

Since its adoption by the Commission, the YCH Accounts Receivable Write Off Policy has been in place to guide Operations and Finance in the management of delinquent accounts. This was a required element of the Memorandum of Agreement (MOA) with the U.S. Department of Housing and Urban Development (HUD) as part of the stabilization and operational improvements required by HUD in order to exit troubled status. Housing authorities are graded annually by the federal government with regard to operations. Agencies can earn the designation of High Performer, Standard Performer, or Troubled in the following categories: Public Housing, Housing Choice Voucher, Finance and Operations. Troubled agencies are subject to management and financial penalties, are unable to apply for grants and, in worst case scenarios, can be subject to take over by HUD, dissolution of its board and placement into receivership.

In early 2007, YCH was determined to be a troubled agency in all sectors and entered into a Memorandum of Agreement (MOA) and a Voluntary Compliance Agreement (VCA) with HUD for public housing, operations, finances and housing vouchers. As part of the MOA, YCH was required to improve the financial management of the Agency in the areas of Collections, Losses, Charge Offs, Capitalization and Internal Procedures, among other items. The Board adopted, and HUD approved, the policies as one of the conditions for exiting Troubled status. YCH successfully exited troubled status in all categories in 2010 and was awarded Public Housing Authority of the Year that same year. YCH was also named Public Housing Program of the Year in 2014.

### **Tenancy, Assistance, Termination of Tenancy and Reporting**

As a public housing authority, staff understands that a good rental history and good credit report is the key to finding and keeping stable housing, which is also a stepping stone to greater self sufficiency and improved family outcomes. YCH's work with tenants to help foster success starts long before there are any issues with payment, delinquency or eviction. There has been a real emphasis in the news recently on the impacts that eviction and negative credit reporting can have on a family. It is YCH's practice and ethos to prevent, to the extent possible, a family falling out of housing and into eviction. YCH does not take the reporting of negative credit history lightly and works to minimize this action. There are a number of ways in which YCH works to achieve this:

#### **Affordable housing and eviction prevention**

1. One of the most important things YCH does as a housing agency is provide **deeply subsidized affordable housing**. In public housing, a family pays 30% of its income to cover rent and utilities. For example, a family of four, with 1 person working full time at California minimum wage of \$12 an hour (\$24,960 per year) would pay approximately \$624 a month to cover rent and all utilities for a 3-bedroom apartment. The current average rent for a 3-bedroom apartment in Yolo County is approximately \$2,100 a month, not including most utilities, depending on community. **Rent is always income**

**based in public housing** unless a family chooses to pay a flat market rent and does not change annually except as a result of change in income.

2. Because rent is income based, a **family who suffers a job loss or reduction in hours or other catastrophic loss has the ability to their rent adjusted downward**. In the case of the family above, if hours were cut to half time employment at \$12 an hour, the family's rent would be adjusted to \$312 a month for the same unit and without requiring the family to relocate.
3. If the family does not agree with the rent determination, the family has the right to an administrative review of the rent calculation and, if still dissatisfied, has the **right to file a grievance** and have the item reviewed by a third party.
4. In rare cases, a terrible job loss and/or serious injury, where the family was without income, rent would be reduced to a **minimum rent of \$25 a month** for that same unit, without being required to move. Where even the minimum rent was beyond the family's circumstances, the family is able to request a hardship exemption to have minimum rent waived for a period of time.
5. If a family **pays late, the household will receive a 14-day instead of a 3-day Pay Rent or Quit** notice as a way to give the household extra time to provide rent to the Agency before any action were to follow.
6. Where the family has a balance owing, whether of rent or tenant damage repair or both, the family can enter into a **Repayment Agreement with the Agency** as a way to prevent eviction or credit issues. As long as the family continues to pay rent and to pay on the Repayment Agreement, the household is considered to be a household in good standing.
7. If the household has issues with neighbors, or there is someone with behavior issues in the household, or there are chronic delinquencies, YCH will work with that family to **connect them to services through its resident services coordinator**. Services can include referral to food, counseling, self sufficiency, counseling/mental health or education classes or other connections to address issues in the family in order to stabilize that household. In addition, YCH brings services onto sites through its partners to provide help where the family lives, including providing food distribution through the Yolo Food Bank.
8. In the rare cases where none of these supports have been successful, YCH will move to terminate the tenancy, for the good and safety of the other residents, the property and the Agency's assets. However, even here, YCH will work with a family in a variety of ways to help ensure that future housing opportunities are impacted to the least possible extent. The ways in which YCH does this is as follows:

- a. In the case of behavioral or rent payment issues, where imminent health and safety are not involved, YCH will often enter into a **stipulated agreement** that will close the eviction case with an agreement and support plan in place to ensure the household with comply with the areas where there was an issue (often called a “stipulation” or “stipulated eviction”.) These can be done before eviction or as an outcome to an eviction case.
- b. In case of refusal to enter into a stipulated agreement or where the tenant is noncompliant, the Agency would move forward with **eviction, but would work with the family to convert the eviction to a voluntary move out** without the need to go to court to evict. This can also involve a stipulation, where YCH will grant the family some additional time to relocate in lieu of actual eviction.

Where an eviction does move forward and YCH prevails, there may be tenant damages and unpaid balances. However, in some cases, a family may leave also suddenly without paying rent, owing funds and/or leaving damages in their unit even when no notice has been given.

After 90 days of attempted collection (one business quarter), staff follows the adopted policy and requests that the charges be written off the books as unlikely to be collected by YCH and are then referred to a collection agency. Most former tenants voluntarily contact YCH and work with the Agency to create a repayment plan. Those that have paid their obligations or who have entered into Repayment Agreements do not have debts reported to a collection agency or credit reporting agency.

The process used by YCH to write-off and refer debts is a standard business practice and YCH's annual write offs are in line with national averages that run from a low of .5% to a high of 4%, depending on market and population. YCH's 10 year average is .77%. Total write offs in 2017 - 2018 were 1.07% of total income. YCH does not report delinquent debt to a credit reporting agency. That only occurs after an uncollectible debt is turned over to a third party collector.

Where the collection agency has reported the funds owing, the agency has several ways in theory to recover debt. In practice, YCH has had very few instances of debt recovery in these difficult cases. However, when debt is repaid, the item is removed from the former tenant's credit record. Separately, housing authorities are required by HUD to bar a household from receiving additional housing assistance until prior debts owing of federally funded subsidy have been repaid. Credit agency reporting also allows both YCH and other PHA's help ensure that a family repays its obligation before receiving additional subsidy either from the same, or another, housing authority.

**Conclusion**

This completes the report to the Commission of the Agency's adopted Accounts Receivable and Write-off Policy, along with ancillary business practices designed to meet both the Agency's obligation to provide decent, safe, affordable housing, its requirement to meet the regulations of its funders and its need to meet rent revenue and operations targets in order to be able to operate and maintain its housing stock into the future.

Attachment: Accounts Receivable and Charge Off Policy

**YOLO COUNTY HOUSING**  
**Accounts Receivable Charge-Off Policy**  
***Adopted January 2008***

**Purpose:** The purpose of this policy is to provide guidance for ensuring that accounts receivable are not misstated, that delinquent accounts receivable are regularly and systematically identified and reviewed by the Housing and Finance Departments to assess the Agency's ability to collect and that delinquent accounts are removed from the General Ledger of Yolo County Housing (YCH) as appropriate.

**Policy:** YCH has established these procedures for systematically reviewing accounts receivable, assessing the ability to collect and writing off accounts for which chances of collection are remote.

**Procedure:** Each quarter, the Housing and Finance Departments shall review delinquent accounts receivable as shown on the Accounts Receivable Aging Report form to assess their collectibility. Staff will review accounts receivable to determine whether or not accounts can reasonably be expected to be collected.

A. Once it is determined:

1. That attempted collection is deemed not cost beneficial or is unwarranted because the account holder cannot be located or the cost to pursue collection exceeds the revenue produced by the effort; or that
2. Collection is regarded as remote due to either the age of the account, or due to previous unsuccessful collection efforts,

B. Then, a recommendation shall be made to the Agency's Board of Commissioners at a regularly scheduled Board meeting that said accounts be charged-off in the month following the end of each calendar quarter.

C. After approval by the Board of Commissioners, the accounts will be written off and submitted to the Agency's collection agent for recovery. Any amounts recovered by the Agency's collection agent will be recorded as current income when received.

**Yolo County Housing**

**9.**

**Meeting Date:** 06/19/2019

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**Information**

**SUBJECT**

Review and Approve Resolution Adopting FY 2019 - 2020 Annual Budget and Receive Third Quarter Financial Report for FY 2018-2019 (Gillette, Baker)

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**Attachments**

Staff Report

Att. A. HUD Budget Resolution

Att. B. FNB Line of Credit Offer Letter

Att. C. Goals & Objectives

Att. D. Proposed Annual Operating Budget

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**Form Review**

Form Started By: Julie Dachtler

Started On: 06/14/2019 02:13 PM

Final Approval Date: 06/14/2019



## **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:                      June 19, 2019

TO:                         YCH Housing Commission

FROM:                     Lisa A. Baker, Chief Executive Officer

PREPARED BY:         James D. Gillette, Finance Director

SUBJECT:                **Review and Approve Resolution Adopting FY 2019-2020 Annual Operating Budget and Receive Third Quarter Financial Report for FY 2018-2019**

### **RECOMMENDED ACTIONS:**

That the Housing Commission:

- a) Review and, after making any modifications to the proposed budget, adopt Resolution and budget for FY 2019-2020 for Yolo County Housing (YCH);
- b) Execute the attached HUD-52574 PHA Board Resolution Approving Operating Budget;
- c) Authorize the CEO to move forward with obtaining a line of credit in a not to exceed amount of \$250,000 line of credit from First Northern Bank of Dixon to better address periodic cash flow needs for the Agency.

### **BACKGROUND/DISCUSSION:**

#### **Budget Overview:**

##### ***Summary of Purpose and Programs***

The proposed FY 2019 - 2020 budget is a balanced budget based on past performance and current known revenues. It takes a conservative approach to future revenue, discounts any pending grants that have not been awarded and takes a worst case view of potential expenses to arrive at a sensible budget that will allow the Agency to "live within its means."

The budget is designed to operate the Agency's core programs of providing affordable rental housing and rental subsidy and preserving YCH's assets while providing

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

connections to self sufficiency and residents services. Included in the budget assumptions are Commission approved programs and objectives. These goals and objectives include:

- Looking to reposition federal public housing stock;
- Maximizing use of funds to serve target populations, such as homeless, farmworkers, elderly/disabled and families;
- Bring new housing development and subsidy programs online, including
  - Family Unification
  - Mainstream
  - Completing the Davis Getting to Zero program
  - Ongoing development projects and opportunities
- Enhance participant security and opportunity, including cybersecurity initiatives;
- Provide or connect to services designed to meet their unique needs

### ***Summary of Process and Budget Overview***

As required by HUD Asset Management Program (AMP) regulations, department and division managers, as well as program managers, were active participants in this budget process. Managers are responsible for baseline budgeting while Finance staff compiles this information into a comprehensive presentation. Finance staff actively worked with staff via email, telephone and individual meetings to develop the projections presented to you today. This is the eighth year of program staff involvement in budget preparation.

In spite of the fact that nearly all of the funding for YCH programs comes from Federal, State, and local sources, operations are generally consistent and stable from year to year, unless faced with external shocks such as federal sequestration or Federal government shutdown, both of which we have experienced in the recent past and which continue to be a possibility going forward. However, because of this operational stability, recent history of revenue and expenses can be used as the basis for future activity presented in the budget, as long as expected changes or the costs of new challenges can also be quantified. Such significant differences incorporated into the proposed FY 2019-2020 budget include:

- Preparation work on the approximately \$200,000 IT system upgrade project has begun and is expected to be completed during the first half of FY 2019-2020. Of this cost, \$60,000 was authorized in the FY 2018-2019 budget while the remaining \$140,000 for the final 2 phases of the project is apportioned in the FY 2019-2020 proposed budget as both costs to the various programs and the admin building based on the various types of work being performed.
- YCH has been faithfully making the contractually required PERS retirement contributions of about \$300,000 each year, split evenly between the employees and YCH. Based on adjustments made to the actuarial calculations over the last few years, CalPERS recognized a significant shortfall and in 2017 imposed an additional required employer payment of unfunded liability that has increased to an

estimated \$243,274 for FY 2019-2020, which now makes the total employer pension contribution more than 2.5 times that of the employees . This projected cost has been incorporated into the proposed budget.

- OPEB costs for retiree health premiums had been paid for retirees as incurred until YCH began making contributions into a CERBT trust account managed by CalPERS to pre-fund portions of this liability. The impact of these contributions have effectively cut the June 30, 2018 liability from \$3,898,015 to \$1,493,543 based on pre-funding contributions on average of about \$200,000 per year. Unfortunately, the increases in employer pension costs is making it more difficult to fund these contributions without impacting the ability of YCH to meet some of its other priorities. The proposed budget includes a total OPEB pre-funding contribution to the CERBT account of \$235,664 from the various programs. In 2013, the Commission established a policy where prepayment of OPEB contributions will only be funded to a level where sufficient available cash exists to do so. This is calculated at year end based on year end cash availability.
- A change in the billing process to provide additional operational flexibility for the Migrant Center program (part of the HUD State and Local program) will have the effect of showing an increase in revenue to Central Office Cost Center (COCC) administration (\$95,044) and maintenance (\$319,956) costs as they now bill to the Migrant Center program, increasing interfund fee revenue by \$415,000. This has very little impact on the economics of the programs, since the change increases both revenue and expense numbers for the budget, and will be eliminated in the consolidated financial statements in the audit report to reflect the real economic impact to the organization.

The chart below is a summary of the proposed budgets by HUD program type which are analyzed in the budget document.

**Yolo Housing Commission**  
**June 19, 2019**  
**Annual Budget for FY 2019-2020**  
**Page 4**

**Yolo County Housing**  
**Budget Combination Summary Report**

Description	Project Total	Rural Rental Assistance Payments	Resident Opportunity and Supportive Services	Housing Choice Vouchers	Component Unit - Blended	State/Local	COCC	Total
Tenant Revenue	2,013,260.00	59,518.00	-	-	361,000.00	700.00	215,595.16	2,650,073.16
Grant Revenue	1,502,277.99	-	24,464.00	12,902,500.00	-	1,673,265.00	15,000.00	16,117,506.99
Interfund Fee Revenue	-	-	-	-	-	-	2,218,628.46	2,218,628.46
Other Revenue	5,500.00	100.00	-	1,990.00	2,500.00	263,567.58	46,852.34	320,509.92
Gain/Loss on Sale of Fixed Assets	-	-	-	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>3,521,037.99</b>	<b>59,618.00</b>	<b>24,464.00</b>	<b>12,904,490.00</b>	<b>363,500.00</b>	<b>1,937,532.58</b>	<b>2,496,075.96</b>	<b>21,306,718.52</b>
Administrative Expense	1,438,973.39	13,617.27	1,310.75	1,143,558.30	106,030.71	553,896.40	1,161,559.11	4,418,945.94
General & Taxes Expense	220,167.56	1,350.00	22,923.60	38,033.79	3,500.00	21,182.97	2,500.00	309,657.92
Rehabilitation & Repairs Expense	29,500.00	10,000.00	-	-	15,000.00	8,884.00	5,000.00	68,384.00
Maintenance Expense	1,090,032.38	19,832.09	-	2,788.20	62,148.75	583,173.02	1,065,336.01	2,823,290.46
Insurance Expense	121,774.51	1,980.79	134.47	12,323.13	8,994.17	168,214.18	72,831.15	386,252.40
Utilities Expense	532,150.00	10,500.00	-	-	43,700.00	454,267.00	33,500.00	1,074,117.00
Housing Assistance Payments	-	-	-	11,701,500.00	-	-	-	11,701,500.00
Debt Service Expense	60,000.00	-	-	-	55,267.00	147,915.00	4,000.00	267,182.00
<b>Total Operating Expense</b>	<b>3,492,597.83</b>	<b>57,280.14</b>	<b>24,368.82</b>	<b>12,898,183.42</b>	<b>294,640.64</b>	<b>1,937,532.58</b>	<b>2,344,726.28</b>	<b>21,049,329.71</b>
<b>Net Operating Income (Loss)</b>	<b>28,440.16</b>	<b>2,337.86</b>	<b>95.18</b>	<b>6,306.58</b>	<b>68,859.36</b>	<b>-</b>	<b>151,349.68</b>	<b>257,388.81</b>

**Significant Assumptions and Information**

The following agency-wide assumptions and organizational information is incorporated into the proposed budget document being presented:

- The budget amounts and related charts exclude depreciation of approximately \$1,100,000 since depreciation is not useful in evaluating the viability of operations for entities not subject to income tax.
- The audited financial reports of YCH show all of the funds that make up the primary government agency (excludes the discretely presented component unit) with the impact of any interfund transactions eliminated in order to show only the net impact of the consolidated entity as a whole. However, in order to more clearly show the economics of each program separately, the proposed budget is presented with the all the funds combined (without eliminating the impact of interfund transactions).
- The various operating program tables and charts in the attached budget focus on operating revenue and expenses, while excluding other non-operating income and expense items that are addressed separately. Operating revenues exceeding operating expenses (increases to fund balance) are shown as positive numbers and any excess operating costs over operating revenue (decreases to fund balance) are shown as negative numbers.
- Non-operating revenue and expense items typically represent transactions where the use of reserve or grant funds would be shown as revenue when the offsetting funding or costs would be shown on the balance sheet, which has the effect of

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

artificially inflating earnings when included with operations. Therefore, these items are discussed by fund separately from the program operations in the budget.

- Salary and benefit costs shown throughout this budget reflect projected compensation plus employer costs for benefits (including increased costs for CalPERS retirement and OPEB prepayment contributions) and taxes.
- The individual funds in the proposed budget have been grouped using the program types dictated for reporting in the federal Financial Data Schedules (FDS) submitted to HUD as part of the audited financial package each year. The FDS schedules are the format used when reporting the unaudited financial statements to the board in September each year and the basis from which the auditors begin their work. The individual funds are included in the following FDS programs:
  - **Projects**
    - 101 AMP1 - Yolano Village and Donnelly Circle (Woodland), Ridgecut Homes (Knights Landing), Yolito (Yolo)
    - 102 AMP2 - El Rio Villas (Winters) and Vista Montecito (Esparto)
    - 103 AMP3 - Las Casitas and Riverbend Manor (West Sacramento)
  - **Rural Rental**
    - 600 - Davis Solar Homes (Davis)
  - **Resident Opportunity and Supportive Services (ROSS)**
    - 991 - ROSS Grant 2017 (various)
  - **Housing Choice Voucher/Rental Assistance (HCV)**
    - 200 - HCV Admin and Housing Assistance Payments (HAP)
  - **Blended Component Unit**
    - 400 - New Hope Community Development Corporation (various)
    - 401 - Cottonwood Meadows Senior Apartments (Woodland)
  - **State/Local Programs**
    - 251 - Getting To Zero (GTZ) Voucher Program (Davis)
    - 321 - Helen Thomson Homes A (Woodland)
    - 322 - Helen Thomson Homes B (West Sacramento)
    - 323 - IGT House (Woodland)
    - 501 - Davis Migrant Center (Davis)
    - 502 - Madison Migrant Center (Madison)

- 503 - Rehrman Migrant Center (Dixon)
- 700 - Pacifico
- **Central Office Cost Center (COCC)/General Fund**
  - 147 - YCH Administrative Building
  - 310 - COCC

***Proposed Line of Credit:***

The proposed budget takes into account the addition of a small line of credit to smooth cash flow at times of high volume transactions, such as at the confluence of year end expenses and new fiscal year start up payments.

Program funding has become more transactional in nature, where cash is not fungible between programs and little to no funds are available for start-up costs or to cover working capital needs as the programs are now more often structured for cost-reimbursement rather than funds management. These changes, coupled with continued expansion of YCH programs over the last decade, along with delayed contract and payment issues related to the Migrant Center program, have begun to put a large strain on available cash for the first few months of the new fiscal year as the Agency has end of year expenditures and new fiscal year annual payments due, such as for annual insurance, OPEB and CalPERS obligations.

Unlike many organizations, until now, YCH has, over its 69 years of operation, been able to handle these ending and start up transactions on a cash basis. Now, however, as funding has increasingly been segregated by fund only for use within fund programs or funding has been delayed while pension and benefit payments have substantially increased, it is prudent to reduce strain on available cash on a short term and as needed basis at times of high volume transactions.

In order to remain fiscally prudent, staff recommends limiting the proposed Line of Credit to no more than \$250,000 and that staff would incorporate into its fiscal reports to the Board any use of the Line of Credit and associated credit costs. Credit costs would be part of administrative overhead charges to individual programs. the Line of Credit would be good for one (1) year. Any recommendation to renew the Line of Credit would be part of any future annual budget recommendations to the Board of Commissioners. The proposed letter agreement is included with this staff report.

**Financial Position Through Third Quarter FY 2018-2019:**

As part of the budget review process for the various programs, the year to date actual revenue and expenses through March 31, 2019 will also be discussed. In general, the operating revenue and expense amounts are consistent with the approved mid-year budget. The mid-year budget reallocation and third quarter performance are the basis for the new fiscal year budget assumptions.

**Conclusion:**

HUD funding remains uncertain due to ongoing Federal budget issues. YCH has also applied for grants to increase program capacity and services, but as these are competitive grants that have not yet been awarded, they are not included in this proposed budget. In light of what has become unpredictable funding platforms, staff has attempted to be very conservative in its revenue projections and has taken the worst case scenario in terms of cost projections. When more definitive information is received from HUD and other funders, such as the State, as well as any award of pending grant applications, budgets will be subjected to YCH's regular mid year reallocation process for revenue and expense true up.

**Attachments:**

- HUD Budget Resolution (HUD-52574)
- FNB Line of Credit Offer Letter
- Goals & Objectives
- Proposed Annual Operating Budget

PHA Board Resolution  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 04/30/2016)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:  Housing Authority of the County of Yolo  PHA Code:  CA044

PHA Fiscal Year Beginning:  July 1, 2019  Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:  June 19, 2019
- Operating Budget submitted to HUD, if applicable, on: \_\_\_\_\_
- Operating Budget revision approved by Board resolution on: \_\_\_\_\_
- Operating Budget revision submitted to HUD, if applicable, on: \_\_\_\_\_

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:  Will Arnold	Signature:  	Date:  
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# FIRST NORTHERN BANK

April 30, 2019

Housing Authority of the County of Yolo  
147 W. Main St.  
Woodland Ca 95695

Attention: Jim Gillette

Dear Jim:

In response to your recent request, the Bank is pleased to offer to you a loan involving the following primary terms, it being understood that some additional terms may be required by us before the final documentation for the loan is signed.

1. Loan Amount: \$250,000
2. Interest Rate: 0% percentage points in excess of Wall Street Journal Prime, as such Prime Base Rate changes from time to time, with changes in the interest rate to become effective on the same day as the Base Rate changes.

Interest will accrue daily on the basis of a 365-day year.

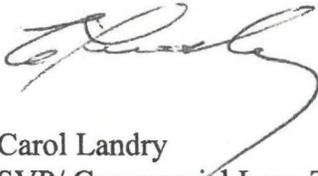
3. Maturity: One year
4. Collateral: None. Unsecured.
5. Guaranties: None.
6. Loan Purpose: Operating line of credit to support working capital needs.
7. Fees: Loan Fee: \$0.  
Other Fees: Documentation fee \$295.
8. Repayment: Interest payable monthly with all accrued interest and unpaid principal to be due at maturity.

Yolo-Solano Loan Team, 508 Second St. #104, Davis, CA 95616

9. Covenants: Annual CPA audited financial statements.

If you choose to accept this offer, please sign and return us the enclosed copy of this letter on or before June 30, 2019. Further, the requested loan must be completely negotiated, documented and closed by July 31, 2019 or our commitment will expire. Our commitment is subject to such additional terms, conditions and requirements as may be provided in our loan documents or required by us or our counsel. Our commitment is also conditioned on there not having occurred by the time we are to advance funds an event of default relating to any agreement for the loan or an event which with the giving of notice or lapse of time or both would constitute such an event of default.

Sincerely,



Carol Landry  
SVP/ Commercial Loan Team Leader-Yolo/Solano

Accepted and agreed to this, \_\_\_\_\_ day of June, 2019.

Housing Authority of the County of Yolo

By: \_\_\_\_\_  
Authorized Signer

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18		FY2018-19			FY2019-20
	Actuals for Year	Actual thru Q3	Approved Mid-Year Budget	Estimated	Est % of	Proposed Budget
		(3/31/2019)		Remaining Budget	Budget Remaining	
<b>AMP1 - Woodland</b>						
101.3110.00.000 Dwelling Rent	704,005	588,037	733,268	145,231	19.8%	750,000
101.3110.01.000 Tenant Charges - Maint. & Repairs	10,831	2,602	2,700	98	3.6%	3,500
101.3110.02.000 Tenant Charges - Administrative	3,560	2,505	2,700	195	7.2%	3,000
101.3200.00.000 HUD Operating Subsidy	526,531	392,495	528,549	136,054	25.7%	515,000
101.3210.00.000 CF Trans In - Soft Costs Op Funds (1406)	10,000	-	8,000	8,000	100.0%	-
101.3220.00.000 CF Trans In - Soft Costs Mgmt Impr (1408)	15,664	(40)	7,000	7,040	100.6%	1,000
101.3230.00.000 CF Trans In - Soft Costs General Activity (1480)	50,417	9,765	38,000	28,235	74.3%	-
101.3240.00.000 CF Trans In - Soft Costs Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
101.3290.00.000 Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
101.3300.00.000 Rental Revenue - Commercial	8,010	6,008	8,000	1,993	24.9%	8,010
101.3302.00.000 Rental Revenue - Space (Temp)	-	-	-	-	0.0%	-
101.3610.00.000 Interest Revenue	813	792	2,000	1,208	60.4%	1,000
101.3620.00.000 Gain/Loss Sale of Fixed Assets	22,246	-	-	-	0.0%	-
101.3690.00.000 Other Revenue	-	241	-	(241)	0.0%	-
101.3690.02.000 Other Revenue - Other Gov't (Non-SEFA)	12,649	-	-	-	0.0%	-
101.3690.04.000 Other Revenue - Laundry & Vending	-	-	-	-	0.0%	-
<b>Total Operating Revenue</b>	<b>1,391,385</b>	<b>1,002,404</b>	<b>1,356,876</b>	<b>354,473</b>	<b>26.1%</b>	<b>1,308,169</b>
101.4110.00.000 Administrative Salaries	77,607	71,503	93,492	21,989	23.5%	87,472
101.4125.01.000 Admin. P/R Taxes - Social Security & Medicare	5,369	5,014	6,606	1,592	24.1%	7,479
101.4125.02.000 Admin. P/R Taxes - SUI	1,063	819	197	(622)	-316.2%	732
101.4125.03.000 Admin. Retirement	39,008	9,221	14,656	5,435	37.1%	14,563
101.4125.04.000 Admin. Workers Comp	1,330	1,059	1,295	236	18.2%	671
101.4125.05.000 Admin. Comp. Abs.	653	-	-	-	0.0%	-
101.4130.00.000 Legal Fees	3,799	-	4,000	4,000	100.0%	5,000
101.4140.00.000 Training	3,482	1,614	2,500	886	35.4%	2,500
101.4150.00.000 Travel	1,355	580	1,750	1,170	66.9%	2,000
101.4170.00.000 Accounting Fees & Services	-	-	-	-	0.0%	-
101.4170.01.000 Professional Services	35,160	12,882	14,522	1,640	11.3%	14,500
101.4170.02.000 Contract Services - Plan Updates	11,940	6,626	7,000	374	5.3%	2,500
101.4170.03.000 Contract Services - Consulting	18	115	35,000	34,885	99.7%	-
101.4171.00.000 Auditing	13,058	11,675	11,871	196	1.7%	9,750
101.4172.00.000 Public Relations Expense	-	-	-	-	0.0%	-
101.4180.00.000 147 Rent	38,844	16,000	21,300	5,300	24.9%	21,338
101.4190.00.000 Postage	1,375	1,036	1,400	364	26.0%	1,400
101.4190.01.000 Office Supplies & Equipment	1,268	766	1,200	434	36.2%	1,200
101.4190.02.000 Printing & Copier Usage Charges	4,345	2,066	2,100	34	1.6%	2,100
101.4190.03.000 Fair Housing Services	1,670	1,250	1,750	500	28.6%	1,750
101.4190.04.000 Dues & Subscriptions	432	60	600	540	90.0%	600
101.4190.05.000 Uniforms	-	-	-	-	0.0%	-
101.4190.06.000 Criminal Background Checks	1,281	705	900	195	21.6%	900
101.4190.07.000 Meeting Supplies	-	-	-	-	0.0%	-
101.4190.08.000 Advertising	116	154	500	346	69.3%	500
101.4190.10.000 Admin. Other	-	-	-	-	0.0%	-
101.4191.00.000 IT Services	19,798	9,559	15,165	5,606	37.0%	14,032
101.4191.01.000 Computer Support & License Fees	8,361	7,250	8,000	750	9.4%	8,000
101.4191.02.000 Computer Equipment	4,904	49	1,000	951	95.1%	2,500
101.4191.03.000 Office Machines & Leases	1,321	973	1,450	477	32.9%	1,450
101.4192.00.000 Telephone	21,072	2,277	3,300	1,023	31.0%	3,300
101.4192.01.000 Internet	-	14,076	20,000	5,924	29.6%	20,000
101.4210.00.000 Tenant Service Salaries	9,644	9,848	12,579	2,732	21.7%	16,779
101.4225.01.000 Tenant Svc. P/R Taxes - Social Security & Medicare	721	737	1,076	338	31.5%	1,435
101.4225.02.000 Tenant Svc. P/R Taxes - SUI	476	359	463	104	22.4%	507
101.4225.03.000 Tenant Svc. Retirement	143	245	361	117	32.3%	1,018
101.4225.04.000 Tenant Svc. Workers Comp	683	623	725	103	14.1%	129
101.4230.00.000 Tenant Svc. Materials	1,689	1,098	2,000	902	45.1%	1,000
101.4240.00.000 Tenant Liaison	1,950	1,350	2,400	1,050	43.8%	2,400
101.4250.00.000 Tenant Watering Contracts	-	900	1,200	300	25.0%	1,200
101.4310.00.000 Water	141,227	90,093	168,990	78,897	46.7%	175,000
101.4320.00.000 Electricity	27,840	8,821	16,669	7,848	47.1%	19,000
101.4330.00.000 Gas	633	587	821	235	28.6%	900
101.4340.00.000 Sewerage	65,393	52,106	69,576	17,470	25.1%	72,000
101.4400.01.000 AMP Management Fees	152,932	100,886	135,000	34,114	25.3%	135,000
101.4400.02.000 AMP Bookkeeping Fees	13,358	10,140	14,000	3,860	27.6%	14,000
101.4400.03.000 AMP Asset Management Fees	18,240	13,680	19,000	5,320	28.0%	19,000
101.4400.04.000 Cap Fund Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
101.4420.00.000 Maint. Supplies	-	41	-	(41)	0.0%	50
101.4420.01.000 Electrical Supplies	4,451	5,405	6,200	795	12.8%	6,200
101.4420.02.000 Plumbing Supplies	10,595	5,140	8,000	2,860	35.8%	7,500
101.4420.03.000 Painting Supplies	1,562	880	800	(80)	-10.0%	1,000
101.4420.04.000 Chemical Supplies	420	668	1,250	582	46.6%	1,250
101.4420.05.000 Lumber & Hardware	17,719	5,199	8,000	2,801	35.0%	7,500
101.4420.06.000 Dwelling Equipment	12,154	8,755	13,000	4,245	32.7%	13,000
101.4420.07.000 Maintenance Equipment	-	187	500	313	62.6%	500
101.4430.00.000 Grounds Maint. Contract	10,835	1,165	2,000	835	41.8%	1,150
101.4430.01.000 Landscape Maint. Contract	36,090	31,288	41,000	9,712	23.7%	41,000
101.4430.02.000 Tree Trimming Contract	24,245	25,328	35,000	9,672	27.6%	15,000

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18		FY2018-19			FY2019-20	
	Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget	
101.4430.03.000	Painting Contract	14,905	-	7,000	7,000	100.0%	-
101.4430.04.000	Plumbing Repair Contract	6,302	2,997	7,500	4,503	60.0%	5,000
101.4430.05.000	Electrical Repair Contract	938	-	1,500	1,500	100.0%	1,500
101.4430.06.000	Chemical Treatment Contract	12,191	8,106	12,000	3,894	32.5%	10,000
101.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
101.4430.10.000	Mat Service Contract	-	-	500	500	100.0%	-
101.4430.11.000	Rubbish & Trash Removal Contract	37,245	31,700	41,200	9,500	23.1%	42,000
101.4430.12.000	Fire Protection, Testing & Monitor Contract	4,270	6,534	5,300	(1,234)	-23.3%	7,500
101.4430.13.000	Janitorial Contract	-	-	-	-	0.0%	-
101.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
101.4436.00.000	Maintenance Charges	229,716	148,207	191,656	43,449	22.7%	214,027
101.4450.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
101.4480.00.000	Protective Services	1,655	975	1,850	875	47.3%	1,850
101.4510.00.000	Insurance - Flood	7,540	8,161	8,161	-	0.0%	9,000
101.4510.01.000	Insurance - General Liability	5,779	6,130	6,669	539	8.1%	7,500
101.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
101.4510.03.000	Insurance - Property	21,914	22,058	24,063	2,005	8.3%	25,000
101.4520.00.000	PILOT, Taxes & Fees	45,977	44,926	45,500	574	1.3%	46,000
101.4540.00.000	Admin. Benefits	22,696	15,621	21,357	5,736	26.9%	22,495
101.4540.01.000	Retired Benefits	9,692	7,155	10,000	2,845	28.5%	-
101.4540.03.000	Tenant Service Benefits	373	338	380	42	11.1%	578
101.4540.05.000	OPEB Expense	24,847	-	50,000	50,000	100.0%	50,000
101.4570.00.000	Collection Losses	21,553	-	18,000	18,000	100.0%	25,000
101.4580.00.000	Interest Expense	-	8,793	35,000	26,207	74.9%	20,000
101.4600.00.000	OES Support Agreement	1,500	1,500	2,500	1,000	40.0%	1,500
101.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
101.4620.00.000	Minor Equipment Repairs	224	125	500	375	75.0%	500
101.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
101.4640.00.000	Building Repairs	2,447	(26,205)	4,500	30,705	682.3%	4,500
	<b>Total Operating Expenses</b>	<b>1,350,052</b>	<b>839,978</b>	<b>1,353,960</b>	<b>513,981</b>	<b>38.0%</b>	<b>1,300,364</b>
	<b>Net Operating Income/(Loss)</b>	<b>41,332</b>	<b>162,426</b>	<b>2,917</b>			<b>7,805</b>
101.9000.00.000	Equity Transfer In/Out	-	-	-	-	0.0%	-
101.9100.01.000	CF Trans In - Hard Costs General Capital Activity (1480)	13,717	7,020	-	(7,020)	0.0%	30,000
	<b>Non-operating Revenue and (Expense)</b>	<b>13,717</b>	<b>7,020</b>	<b>-</b>	<b>(7,020)</b>		<b>30,000</b>
	<b>Net Increase/(Decrease) to Fund Balance</b>	<b>55,050</b>	<b>169,446</b>	<b>2,917</b>			<b>37,805</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19		FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>AMP2 - Winters</b>							
102.3110.00.000	Dwelling Rent	659,584	517,818	677,000	159,182	23.5%	680,000
102.3110.01.000	Tenant Charges - Maint. & Repairs	6,824	4,237	7,000	2,764	39.5%	5,500
102.3110.02.000	Tenant Charges - Administrative	2,250	1,920	2,500	580	23.2%	2,500
102.3200.00.000	HUD Operating Subsidy	445,948	326,474	442,079	115,605	26.2%	425,000
102.3210.00.000	CF Trans In - Soft Costs Op Funds (1406)	10,000	-	10,000	10,000	100.0%	-
102.3220.00.000	CF Trans In - Soft Costs Mgmt Impr (1408)	15,963	(41)	7,000	7,041	100.6%	1,000
102.3230.00.000	CF Trans In - Soft Costs General Activity (1480)	12,803	10,015	38,000	27,985	73.6%	-
102.3240.00.000	CF Trans In - Soft Costs Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
102.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
102.3300.00.000	Rental Revenue - Commercial	6,000	4,475	6,000	1,525	25.4%	6,000
102.3302.00.000	Rental Revenue - Space (Temp)	1,097	265	500	235	47.1%	750
102.3610.00.000	Interest Revenue	1,549	1,267	2,500	1,233	49.3%	1,500
102.3620.00.000	Gain/Loss Sale of Fixed Assets	14,339	-	-	-	0.0%	-
102.3690.00.000	Other Revenue	-	939	-	(939)	0.0%	-
102.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-	0.0%	-
102.3690.04.000	Other Revenue - Laundry & Vending	-	45	100	55	55.0%	-
	<b>Total Operating Revenue</b>	<b>1,203,017</b>	<b>867,412</b>	<b>1,219,338</b>	<b>351,927</b>	<b>28.9%</b>	<b>1,148,909</b>
102.4110.00.000	Administrative Salaries	94,405	75,127	100,354	25,227	25.1%	90,860
102.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	6,620	5,354	7,186	1,832	25.5%	7,769
102.4125.02.000	Admin. P/R Taxes - SUI	1,017	739	47	(692)	-1480.3%	688
102.4125.03.000	Admin. Retirement	47,205	9,824	15,270	5,446	35.7%	17,362
102.4125.04.000	Admin. Workers Comp	1,174	954	1,218	264	21.7%	697
102.4125.05.000	Admin. Comp. Abs.	190	-	-	-	0.0%	-
102.4130.00.000	Legal Fees	32,744	433	3,000	2,567	85.6%	3,000
102.4140.00.000	Training	4,325	1,254	2,500	1,246	49.8%	2,500
102.4150.00.000	Travel	2,404	1,267	1,750	483	27.6%	1,500
102.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
102.4170.01.000	Professional Services	8,194	13,129	14,522	1,393	9.6%	15,000
102.4170.02.000	Contract Services - Plan Updates	11,940	6,626	6,708	82	1.2%	7,000
102.4170.03.000	Contract Services - Consulting	136	3,140	35,000	31,860	91.0%	5,000
102.4171.00.000	Auditing	13,058	11,675	11,871	196	1.7%	9,750
102.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
102.4180.00.000	147 Rent	4,042	15,973	21,300	5,327	25.0%	21,302
102.4190.00.000	Postage	2,192	717	1,500	783	52.2%	1,500
102.4190.01.000	Office Supplies & Equipment	1,310	1,533	2,300	767	33.3%	2,300
102.4190.02.000	Printing & Copier Usage Charges	2,105	1,617	1,634	17	1.1%	1,750
102.4190.03.000	Fair Housing Services	1,670	1,250	1,750	500	28.6%	1,750
102.4190.04.000	Dues & Subscriptions	487	60	500	440	88.0%	500
102.4190.05.000	Uniforms	-	-	-	-	0.0%	-
102.4190.06.000	Criminal Background Checks	260	940	900	(40)	-4.5%	1,100
102.4190.07.000	Meeting Supplies	-	30	-	(30)	0.0%	50
102.4190.08.000	Advertising	116	154	500	346	69.3%	500
102.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
102.4191.00.000	IT Services	17,565	7,855	13,665	5,810	42.5%	14,032
102.4191.01.000	Computer Support & License Fees	8,036	6,947	8,000	1,053	13.2%	8,000
102.4191.02.000	Computer Equipment	1,955	-	750	750	100.0%	2,500
102.4191.03.000	Office Machines & Leases	1,224	906	1,200	294	24.5%	1,200
102.4192.00.000	Telephone	24,763	5,826	7,876	2,050	26.0%	8,000
102.4192.01.000	Internet	-	13,420	18,000	4,580	25.4%	18,000
102.4210.00.000	Tenant Service Salaries	9,501	5,642	12,579	6,937	55.1%	6,345
102.4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	717	340	1,076	736	68.4%	542
102.4225.02.000	Tenant Svc. P/R Taxes - SUI	524	148	463	315	68.1%	66
102.4225.03.000	Tenant Svc. Retirement	86	246	511	265	51.8%	1,018
102.4225.04.000	Tenant Svc. Workers Comp	675	55	75	21	27.5%	49
102.4230.00.000	Tenant Svc. Materials	359	424	700	276	39.4%	700
102.4240.00.000	Tenant Liaison	1,800	1,350	1,800	450	25.0%	1,800
102.4250.00.000	Tenant Watering Contracts	-	-	-	-	0.0%	-
102.4310.00.000	Water	62,394	39,632	48,679	9,047	18.6%	50,000
102.4320.00.000	Electricity	35,508	21,944	30,996	9,052	29.2%	32,000
102.4330.00.000	Gas	658	455	702	247	35.2%	750
102.4340.00.000	Sewerage	6,563	4,722	7,283	2,561	35.2%	7,500
102.4340.01.000	Sewerage - City of Winter MOU	168,656	109,026	142,709	33,683	23.6%	50,000
102.4400.01.000	AMP Management Fees	141,483	92,678	122,613	29,935	24.4%	122,000
102.4400.02.000	AMP Bookkeeping Fees	12,375	9,315	13,000	3,685	28.3%	13,000
102.4400.03.000	AMP Asset Management Fees	16,800	12,600	17,000	4,400	25.9%	17,000
102.4400.04.000	Cap Fund Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
102.4420.00.000	Maint. Supplies	-	59	-	(59)	0.0%	100
102.4420.01.000	Electrical Supplies	3,992	5,292	8,500	3,208	37.7%	8,500
102.4420.02.000	Plumbing Supplies	13,783	8,803	13,000	4,197	32.3%	13,000
102.4420.03.000	Painting Supplies	799	1,829	3,000	1,171	39.0%	3,000
102.4420.04.000	Chemical Supplies	1,281	781	1,500	719	47.9%	1,500
102.4420.05.000	Lumber & Hardware	15,037	7,783	13,000	5,217	40.1%	13,000
102.4420.06.000	Dwelling Equipment	19,396	2,168	4,000	1,832	45.8%	4,000
102.4420.07.000	Maintenance Equipment	95	123	250	127	51.0%	250
102.4430.00.000	Grounds Maint. Contract	1,384	-	-	-	0.0%	-
102.4430.01.000	Landscape Maint. Contract	33,893	30,475	37,500	7,025	18.7%	37,500

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18		FY2018-19		FY2019-20	
	Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
102.4430.02.000 Tree Trimming Contract	24,493	5,375	7,500	2,125	28.3%	15,000
102.4430.03.000 Painting Contract	17,272	4,568	9,000	4,432	49.2%	9,000
102.4430.04.000 Plumbing Repair Contract	11,800	(3,720)	-	3,720	0.0%	5,000
102.4430.05.000 Electrical Repair Contract	1,101	1,245	3,300	2,055	62.3%	3,300
102.4430.06.000 Chemical Treatment Contract	9,395	7,895	11,500	3,605	31.3%	11,500
102.4430.09.000 Equipment Rental Contract	-	-	-	-	0.0%	-
102.4430.10.000 Mat Service Contract	853	711	1,080	369	34.2%	1,080
102.4430.11.000 Rubbish & Trash Removal Contract	38,037	29,371	39,000	9,629	24.7%	39,000
102.4430.12.000 Fire Protection, Testing & Monitor Contract	3,236	2,641	3,000	359	12.0%	3,000
102.4430.13.000 Janitorial Contract	-	-	-	-	0.0%	-
102.4430.14.000 Other Maint. Contracts	-	-	-	-	0.0%	-
102.4436.00.000 Maintenance Charges	228,473	162,809	204,904	42,095	20.5%	204,771
102.4480.00.000 Protective Services	389	378	600	222	37.0%	600
102.4510.01.000 Insurance - General Liability	5,149	5,426	5,938	512	8.6%	6,000
102.4510.02.000 Insurance - Auto	-	-	-	-	0.0%	-
102.4510.03.000 Insurance - Property	20,392	20,472	22,333	1,861	8.3%	23,000
102.4520.00.000 PILOT, Taxes & Fees	38,895	37,411	38,000	589	1.6%	38,000
102.4540.00.000 Admin. Benefits	13,721	4,204	6,497	2,293	35.3%	6,183
102.4540.01.000 Retired Benefits	20,477	15,985	21,000	5,015	23.9%	22,000
102.4540.03.000 Tenant Service Benefits	321	272	380	108	28.4%	578
102.4540.05.000 OPEB Expense	3,823	-	-	-	0.0%	50,000
102.4550.00.000 Bank Fees & Charges	-	-	-	-	0.0%	-
102.4570.00.000 Collection Losses	11,693	-	8,500	8,500	100.0%	7,000
102.4580.00.000 Interest Expense	-	9,252	35,000	25,748	73.6%	20,000
102.4600.00.000 OES Support Agreement	1,500	1,500	2,500	1,000	40.0%	1,500
102.4610.00.000 Extraordinary Maintenance	-	-	-	-	0.0%	-
102.4620.00.000 Minor Equipment Repairs	-	-	100	100	100.0%	-
102.4630.00.000 Major Equipment Repairs	-	-	100	100	100.0%	-
102.4640.00.000 Building Repairs	(8,775)	10,378	11,000	622	5.7%	15,000
<b>Total Operating Expenses</b>	<b>1,305,798</b>	<b>858,814</b>	<b>1,218,130</b>	<b>359,316</b>	29.5%	<b>1,135,401</b>
<b>Net Operating Income/(Loss)</b>	<b>(102,782)</b>	<b>8,598</b>	<b>1,208</b>			<b>13,508</b>
102.9000.00.000 Equity Transfer In/Out	-	-	-	-	0.0%	-
102.9100.01.000 CF Trans In - Hard Costs General Capital Activity (1480)	372,245	(39,447)	60,000	99,447	165.7%	30,000
<b>Non-operating Revenue and (Expense)</b>	<b>372,245</b>	<b>(39,447)</b>	<b>60,000</b>	<b>99,447</b>		<b>30,000</b>
<b>Net Increase/(Decrease) to Fund Balance</b>	<b>269,463</b>	<b>(30,849)</b>	<b>61,208</b>			<b>43,508</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>AMP3 - West Sacramento</b>							
103.3110.00.000	Dwelling Rent	521,600	412,591	535,000	122,409	22.9%	545,000
103.3110.01.000	Tenant Charges - Maint. & Repairs	4,422	5,576	2,700	(2,876)	-106.5%	7,000
103.3110.02.000	Tenant Charges - Administrative	1,850	1,520	2,100	580	27.6%	2,000
103.3200.00.000	HUD Grant Revenue - Op Subsidy	334,379	244,520	331,309	86,789	26.2%	320,000
103.3210.00.000	CF Trans In - Soft Costs Op Funds (1406)	139,957	-	141,957	141,957	100.0%	160,000
103.3220.00.000	CF Trans In - Soft Costs Mgmt Impr (1408)	15,052	159	7,000	6,841	97.7%	300
103.3230.00.000	CF Trans In - Soft Costs General Activity (1480)	10,155	9,565	38,000	28,435	74.8%	-
103.3240.00.000	CF Trans In - Soft Costs Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
103.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
103.3300.00.000	Rental Revenue - Commercial	-	-	-	-	0.0%	-
103.3302.00.000	Rental Revenue - Space (Temp)	-	-	-	-	0.0%	-
103.3610.00.000	Interest Revenue	1,201	948	1,400	452	32.3%	1,000
103.3620.00.000	Gain/Loss Sale of Fixed Assets	5,344	-	-	-	0.0%	-
103.3690.00.000	Other Revenue	193	(0)	-	0	0.0%	-
103.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-	0.0%	-
103.3690.04.000	Other Revenue - Laundry & Vending	-	-	-	-	0.0%	-
		<u>3,289</u>	<u>1,187</u>	<u>2,000</u>	<u>813</u>	<u>40.6%</u>	<u>2,000</u>
	<b>Total Operating Revenue</b>	<b>1,064,101</b>	<b>676,066</b>	<b>1,088,125</b>	<b>412,059</b>	<b>37.9%</b>	<b>1,063,959</b>
		1,064,100.76					
103.4110.00.000	Administrative Salaries	90,767	71,778	93,284	21,506	23.1%	88,744
103.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	6,094	4,804	6,473	1,669	25.8%	7,588
103.4125.02.000	Admin. P/R Taxes - SUI	955	790	25	(765)	-3095.2%	666
103.4125.03.000	Admin. Retirement	43,119	10,006	15,344	5,337	34.8%	17,029
103.4125.04.000	Admin. Workers Comp	1,264	906	1,121	215	19.2%	681
103.4125.05.000	Admin. Comp. Abs.	2,708	-	-	-	0.0%	-
103.4130.00.000	Legal Fees	305	865	1,750	885	50.6%	1,500
103.4140.00.000	Training	3,124	1,225	2,500	1,275	51.0%	2,500
103.4150.00.000	Travel	1,753	1,447	1,750	303	17.3%	1,500
103.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
103.4170.01.000	Professional Services	8,318	12,843	14,522	1,679	11.6%	15,000
103.4170.02.000	Contract Services - Plan Updates	11,740	6,576	6,708	132	2.0%	7,000
103.4170.03.000	Contract Services - Consulting	18	115	35,000	34,885	99.7%	3,000
103.4171.00.000	Auditing	13,058	11,675	11,871	196	1.7%	9,750
103.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
103.4180.00.000	147 Rent	4,042	15,973	21,300	5,327	25.0%	21,302
103.4190.00.000	Postage	1,792	1,124	1,500	376	25.1%	1,500
103.4190.01.000	Office Supplies & Equipment	2,090	968	1,500	532	35.5%	1,500
103.4190.02.000	Printing & Copier Usage Charges	1,239	1,139	1,500	361	24.1%	1,500
103.4190.03.000	Fair Housing Services	1,670	1,250	1,750	500	28.6%	1,750
103.4190.04.000	Dues & Subscriptions	427	375	750	375	50.0%	750
103.4190.05.000	Uniforms	-	-	-	-	0.0%	-
103.4190.06.000	Criminal Background Checks	535	766	1,200	434	36.2%	1,200
103.4190.07.000	Meeting Supplies	-	30	-	(30)	0.0%	50
103.4190.08.000	Advertising	116	154	300	146	48.8%	300
103.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
103.4191.00.000	IT Services	16,134	9,226	14,852	5,627	37.9%	14,032
103.4191.01.000	Computer Support & License Fees	8,072	6,938	8,000	1,062	13.3%	8,000
103.4191.02.000	Computer Equipment	1,752	-	-	-	0.0%	2,500
103.4191.03.000	Office Machines & Leases	5,319	3,741	5,100	1,359	26.7%	5,100
103.4192.00.000	Telephone	9,513	6,295	8,500	2,205	25.9%	8,500
103.4192.01.000	Internet	-	1,578	2,500	922	36.9%	2,500
103.4210.00.000	Tenant Service Salaries	12,415	8,219	12,079	3,860	32.0%	6,345
103.4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	770	528	826	298	36.1%	542
103.4225.02.000	Tenant Svc. P/R Taxes - SUI	551	229	463	234	50.5%	66
103.4225.03.000	Tenant Svc. Retirement	353	325	161	(164)	-101.8%	1,018
103.4225.04.000	Tenant Svc. Workers Comp	675	267	75	(192)	-254.3%	49
103.4230.00.000	Tenant Svc. Materials	(247)	347	1,000	653	65.3%	1,000
103.4240.00.000	Tenant Liaison	1,200	900	2,400	1,500	62.5%	2,400
103.4250.00.000	Tenant Watering Contracts	-	-	-	-	0.0%	-
103.4310.00.000	Water	39,213	28,700	41,127	12,427	30.2%	42,000
103.4320.00.000	Electricity	32,696	13,612	18,529	4,917	26.5%	20,000
103.4330.00.000	Gas	7,288	6,225	7,801	1,576	20.2%	8,000
103.4340.00.000	Sewerage	51,476	39,729	53,984	14,256	26.4%	55,000
103.4400.01.000	AMP Management Fees	141,341	91,932	122,158	30,226	24.7%	122,000
103.4400.02.000	AMP Bookkeeping Fees	12,360	9,240	12,500	3,260	26.1%	12,500
103.4400.03.000	AMP Asset Management Fees	16,680	12,510	17,000	4,490	26.4%	17,000
103.4400.04.000	Cap Fund Mgmt Fee (1410)	26,659	-	26,659	26,659	100.0%	26,659
103.4420.00.000	Maint. Supplies	-	15	-	(15)	0.0%	50
103.4420.01.000	Electrical Supplies	3,747	5,732	5,000	(732)	-14.6%	7,000
103.4420.02.000	Plumbing Supplies	11,779	6,641	8,000	1,359	17.0%	8,000
103.4420.03.000	Painting Supplies	997	1,167	1,800	633	35.2%	1,800
103.4420.04.000	Chemical Supplies	1,074	598	1,000	402	40.2%	1,000
103.4420.05.000	Lumber & Hardware	21,815	16,875	24,000	7,125	29.7%	20,000
103.4420.06.000	Dwelling Equipment	26,002	25,691	29,000	3,309	11.4%	29,000
103.4420.07.000	Maintenance Equipment	1,061	122	500	378	75.5%	500
103.4430.00.000	Grounds Maint. Contract	8,792	-	-	-	0.0%	-
103.4430.01.000	Landscape Maint. Contract	26,684	24,377	27,000	2,623	9.7%	27,000
103.4430.02.000	Tree Trimming Contract	9,400	11,358	10,000	(1,358)	-13.6%	15,000

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18		FY2018-19			FY2019-20	
	Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget	
103.4430.03.000	Painting Contract	6,152	8,266	5,000	(3,266)	-65.3%	10,000
103.4430.04.000	Plumbing Repair Contract	4,950	283	500	217	43.4%	500
103.4430.05.000	Electrical Repair Contract	-	-	500	500	100.0%	500
103.4430.06.000	Chemical Treatment Contract	11,819	7,417	8,000	583	7.3%	8,000
103.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
103.4430.10.000	Mat Service Contract	1,022	777	750	(27)	-3.6%	900
103.4430.11.000	Rubbish & Trash Removal Contract	45,407	35,245	44,750	9,505	21.2%	45,000
103.4430.12.000	Fire Protection, Testing & Monitor Contract	11,224	6,575	9,000	2,425	26.9%	9,000
103.4430.13.000	Janitorial Contract	-	711	-	(711)	0.0%	-
103.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
103.4436.00.000	Maintenance Charges	126,723	122,674	151,232	28,558	18.9%	156,654
103.4480.00.000	Protective Services	-	-	-	-	0.0%	-
103.4510.00.000	Insurance - Flood	36,074	19,607	25,065	5,458	21.8%	26,000
103.4510.01.000	Insurance - General Liability	4,862	5,414	5,826	411	7.1%	6,000
103.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
103.4510.03.000	Insurance - Property	15,390	15,292	16,682	1,390	8.3%	17,000
103.4520.00.000	PILOT, Taxes & Fees	42,418	44,499	44,500	1	0.0%	45,000
103.4540.00.000	Admin. Benefits	24,632	17,622	23,407	5,785	24.7%	23,829
103.4540.01.000	Retired Benefits	9,692	7,155	9,500	2,345	24.7%	10,000
103.4540.03.000	Tenant Service Benefits	258	492	680	188	27.6%	578
103.4540.05.000	OPEB Expense	4,707	-	15,000	15,000	100.0%	15,000
103.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
103.4570.00.000	Collection Losses	11,709	-	1,500	1,500	100.0%	1,500
103.4580.00.000	Interest Expense	-	8,928	35,000	26,072	74.5%	20,000
103.4600.00.000	OES Support Agreement	1,500	1,500	2,500	1,000	40.0%	1,500
103.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
103.4620.00.000	Minor Equipment Repairs	239	(617)	-	617	0.0%	500
103.4630.00.000	Major Equipment Repairs	4,052	825	1,000	175	17.5%	1,000
103.4640.00.000	Building Repairs	10,139	6,873	4,000	(2,873)	-71.8%	9,000
	<b>Total Operating Expenses</b>	<b>1,063,673</b>	<b>787,462</b>	<b>1,086,555</b>	<b>299,092</b>	27.5%	<b>1,056,833</b>
	<b>Net Operating Income/(Loss)</b>	<b>428</b>	<b>(111,396)</b>	<b>1,571</b>			<b>7,127</b>
103.9000.00.000	Equity Transfer In/Out	-	-	-	-	0.0%	-
103.9100.01.000	CF Trans In - Hard Costs General Capital Activity (1480)	3,841	-	-	-	0.0%	30,000
	<b>Non-operating Revenue and (Expense)</b>	<b>3,841</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>30,000</b>
	<b>Net Increase/(Decrease) to Fund Balance</b>	<b>4,269</b>	<b>(111,396)</b>	<b>1,571</b>			<b>37,127</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18	FY2018-19			FY2019-20		
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget		Estimated Remaining Budget	Est % of Budget Remaining
<b>Administration Building</b>							
147.3250.00.000	CF Trans In - Soft Costs Debt Svc - Interest (1501)	12,412	-	-	-	0.0%	-
147.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
147.3300.00.000	Rental Revenue - Commercial	35,346	27,192	35,892	8,700	24.2%	37,000
147.3301.00.000	Rental Revenue - Programs & COCC	128,718	133,940	178,560	44,620	25.0%	178,595
147.3302.00.000	Rental Revenue - Space (Temp)	-	100	-	(100)	0.0%	-
147.3610.00.000	Interest Revenue	-	-	-	-	0.0%	-
147.3620.00.000	Gain/Loss Sale of Fixed Assets	-	-	-	-	0.0%	-
147.3690.00.000	Other Revenue	100	-	-	-	0.0%	-
147.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>176,576</b>	<b>161,232</b>	<b>214,452</b>	<b>53,220</b>	<b>24.8%</b>	<b>215,595</b>
147.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
147.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
147.4171.00.000	Auditing	-	-	-	-	0.0%	250
147.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
147.4190.07.000	Meeting Supplies	-	-	-	-	0.0%	-
147.4190.08.000	Advertising	-	-	-	-	0.0%	-
147.4190.10.000	Admin. Other	-	1	-	(1)	0.0%	-
147.4191.00.000	IT Services	3,500	8,864	34,750	25,886	74.5%	5,000
147.4191.01.000	Computer Support & License Fees	-	25	-	(25)	0.0%	50
147.4191.02.000	Computer Equipment	81	1,523	30,000	28,477	94.9%	5,000
147.4310.00.000	Water	3,470	3,036	4,593	1,557	33.9%	5,000
147.4320.00.000	Electricity	27,827	17,858	30,409	12,551	41.3%	25,000
147.4330.00.000	Gas	1,990	1,662	1,536	(126)	-8.2%	2,000
147.4340.00.000	Sewerage	990	787	1,222	435	35.6%	1,500
147.4420.00.000	Maint. Supplies	5,944	4,056	5,500	1,444	26.2%	6,000
147.4430.01.000	Landscape Maint. Contract	3,491	3,209	4,400	1,191	27.1%	4,500
147.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
147.4430.10.000	Mat Service Contract	1,882	1,324	1,850	526	28.4%	1,850
147.4430.11.000	Rubbish & Trash Removal Contract	1,175	369	750	381	50.7%	750
147.4430.12.000	Fire Protection, Testing & Monitor Contract	1,140	2,744	3,080	336	10.9%	3,200
147.4430.13.000	Janitorial Contract	-	-	-	-	0.0%	-
147.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
147.4436.00.000	Maintenance Charges	16,660	26,865	36,352	9,487	26.1%	43,784
147.4480.00.000	Protective Services	22,963	9,585	10,681	1,096	10.3%	11,000
147.4510.01.000	Insurance - General Liability	270	130	147	17	11.5%	200
147.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
147.4510.03.000	Insurance - Property	2,228	2,196	2,396	200	8.3%	2,500
147.4520.00.000	PILOT, Taxes & Fees	2,536	2,378	3,000	622	20.7%	2,500
147.4550.00.000	Bank Fees & Charges	541	-	-	-	0.0%	-
147.4580.00.000	Interest Expense	17,065	3,033	4,100	1,067	26.0%	4,000
147.4600.00.000	OES Support Agreement	-	-	-	-	0.0%	-
147.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
147.4620.00.000	Minor Equipment Repairs	-	-	-	-	0.0%	-
147.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
147.4640.00.000	Building Repairs	2,535	4,082	5,000	918	18.4%	5,000
147.9100.02.000	CF Trans In - Hard Costs Debt Svc - Principal (1501)	496,050	-	-	-	0.0%	-
	<b>Total Operating Expenses</b>	<b>612,338</b>	<b>93,728</b>	<b>179,766</b>	<b>86,037</b>	<b>47.9%</b>	<b>129,084</b>
	<b>Net Operating Income/(Loss)</b>	<b>(435,762)</b>	<b>67,503</b>	<b>34,686</b>			<b>86,511</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>HCV Administration</b>							
200.3202.00.000	HUD Contributions - Admin	1,119,511	885,067	1,171,960	286,893	24.5%	1,192,000
200.3610.00.000	Interest Revenue - Admin	1,276	970	1,375	405	29.5%	1,300
200.3620.00.000	Gain/Loss Sale of Fixed Assets	817	-	-	-	0.0%	-
200.3630.01.000	Other Revenue - Fraud (50% - Admin)	582	113	140	27	19.2%	140
200.3630.02.000	Other Revenue - Port-in Admin Fees	9,180	917	525	(392)	-74.6%	500
200.3690.00.000	Other Revenue	-	-	-	-	0.0%	-
200.3690.03.000	Other Revenue - Vehicle Lease	618	603	400	(203)	-50.7%	400
	<b>Total Operating Revenue</b>	<b>1,131,983</b>	<b>887,670</b>	<b>1,174,400</b>	<b>286,730</b>	<b>24.4%</b>	<b>1,194,340</b>
200.4110.00.000	Administrative Salaries	391,550	325,256	445,459	120,203	27.0%	412,335
200.4110.01.000	FSS Coordinator Salaries	15,078	18,459	24,964	6,505	26.1%	20,928
200.4115.01.000	FSS P/R Taxes - Social Security/Medicare	1,022	1,314	1,773	459	25.9%	1,789
200.4115.02.000	FSS P/R Taxes - SUI	237	192	-	(192)	0.0%	176
200.4115.03.000	FSS Retirement	940	2,269	3,532	1,263	35.8%	3,358
200.4115.04.000	FSS Workers Comp	81	118	135	17	12.3%	161
200.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	26,867	22,065	28,701	6,637	23.1%	35,592
200.4125.02.000	Admin. P/R Taxes - SUI	4,455	3,770	591	(3,179)	-538.4%	3,294
200.4125.03.000	Admin. Retirement	121,023	44,137	67,826	23,689	34.9%	80,488
200.4125.04.000	Admin. Workers Comp	4,539	4,240	4,600	360	7.8%	3,163
200.4125.05.000	Admin. Comp. Abs.	8,415	-	-	-	0.0%	-
200.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
200.4140.00.000	Training	2,490	1,639	1,639	-	0.0%	3,000
200.4150.00.000	Travel	5,001	3,969	3,758	(210)	-5.6%	3,000
200.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
200.4170.01.000	Professional Services	26,422	18,510	18,310	(200)	-1.1%	-
200.4170.02.000	Contract Services - Plan Updates	7,806	923	2,683	1,760	65.6%	1,000
200.4170.03.000	Contract Services - Consulting	11,375	7,133	-	(7,133)	0.0%	10,000
200.4171.00.000	Auditing	11,682	11,327	11,327	-	0.0%	9,250
200.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
200.4180.00.000	147 Rent	33,640	37,078	49,440	12,362	25.0%	49,434
200.4190.00.000	Postage	13,362	12,860	14,386	1,526	10.6%	15,000
200.4190.01.000	Office Supplies & Equipment	4,272	2,652	3,293	641	19.5%	3,000
200.4190.02.000	Printing & Copier Usage Charges	25,715	28,626	29,051	425	1.5%	25,000
200.4190.03.000	Fair Housing Services	5,010	3,750	5,000	1,250	25.0%	5,000
200.4190.04.000	Dues & Subscriptions	1,211	349	1,000	651	65.1%	1,000
200.4190.05.000	Uniforms	-	-	275	275	100.0%	275
200.4190.06.000	Criminal Background Checks	7,211	5,227	5,194	(33)	-0.6%	5,500
200.4190.07.000	Meeting Supplies	299	-	-	-	0.0%	-
200.4190.08.000	Advertising	3,161	708	1,200	492	41.0%	1,200
200.4190.10.000	Admin. Other	5,451	-	-	-	0.0%	-
200.4191.00.000	IT Services	36,970	27,153	30,320	3,167	10.4%	12,752
200.4191.01.000	Computer Support & License Fees	31,016	31,721	30,772	(949)	-3.1%	31,000
200.4191.02.000	Computer Equipment	268	0	-	(0)	0.0%	10,000
200.4191.03.000	Office Machines & Leases	2,077	2,312	3,379	1,067	31.6%	2,500
200.4192.00.000	Telephone	9,117	1,339	1,823	485	26.6%	1,800
200.4192.01.000	Internet	-	5,188	7,682	2,494	32.5%	7,800
200.4400.06.000	HCV Management Fee	223,902	147,792	196,584	48,792	24.8%	200,000
200.4400.07.000	HCV Bookkeeping Fee	126,608	92,370	122,865	30,495	24.8%	125,000
200.4430.07.000	Fuel Contract	637	385	579	194	33.5%	600
200.4430.08.000	Vehicle Maint. Contract	1,678	1,043	1,390	348	25.0%	1,400
200.4430.10.000	Mat Service Contract	233	-	-	-	0.0%	-
200.4430.14.000	Other Maint. Contracts	162	-	-	-	0.0%	-
200.4436.00.000	Maintenance Charges	54	-	-	-	0.0%	343
200.4510.01.000	Insurance - General Liability	6,231	6,408	6,658	250	3.8%	7,500
200.4510.02.000	Insurance - Auto	1,272	1,408	1,452	44	3.0%	1,500
200.4520.00.000	PILOT, Taxes & Fees	9	-	-	-	0.0%	-
200.4540.00.000	Admin. Benefits	89,045	70,444	96,477	26,033	27.0%	91,612
200.4540.01.000	Retired Benefits	17,660	13,271	17,478	4,208	24.1%	-
200.4540.04.000	FSS Coordinator Benefits	3,258	2,969	3,804	834	21.9%	3,782
200.4540.05.000	OPEB Expense	4,833	-	-	-	0.0%	-
200.4550.00.000	Bank Fees & Charges	6	-	-	-	0.0%	-
200.4570.00.000	Collection Losses	-	3,256	-	(3,256)	0.0%	-
200.4600.00.000	OES Support Agreement	3,000	3,000	-	(3,000)	0.0%	3,000
200.4650.00.000	Vehicle Maint. & Repairs	-	108	217	108	50.0%	150
	<b>Total Operating Expenses</b>	<b>1,296,350</b>	<b>966,737</b>	<b>1,245,617</b>	<b>278,880</b>	<b>22.4%</b>	<b>1,193,683</b>
	<b>Net Operating Income/(Loss)</b>	<b>(164,367)</b>	<b>(79,068)</b>	<b>(71,217)</b>			<b>657</b>
<b>RESERVES EXPECTED TO BE USED DURING YEAR</b>							

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Housing Assistance Payments (HAP)</b>							
200.3201.00.000	HUD Contributions HAP	11,439,007	8,783,194	11,600,000	2,816,806	24.3%	11,710,000
200.3630.00.000	Other Revenue - Fraud (50% - HAP)	582	113	1,000	887	88.7%	150
<b>Total Operating Revenue</b>		<b>11,439,589</b>	<b>8,783,307</b>	<b>11,601,000</b>	<b>2,817,693</b>	24.3%	<b>11,710,150</b>
200.4900.00.000	HAP Payments for HCV	10,266,668	7,677,598	10,297,000	2,619,402	25.4%	10,180,000
200.4900.01.000	HAP Payments for PBV	295,933	422,494	255,000	(167,494)	-65.7%	565,000
200.4900.02.000	HAP Payments for Enhanced Vouchers	570,787	375,254	582,000	206,746	35.5%	500,000
200.4900.03.000	HAP Payments for Tenant Protection	271,477	206,944	270,000	63,056	23.4%	275,000
200.4900.04.000	HAP Payments for VASH-HCV	29,620	46,715	28,000	(18,715)	-66.8%	62,000
200.4900.05.000	HAP Payments for VASH-PBV	36,685	39,668	35,000	(4,668)	-13.3%	53,000
200.4900.06.000	HAP Payments for Homeownership	16,490	11,790	16,000	4,210	26.3%	16,000
200.4901.00.000	HAP Utility Payments for HCV	22,652	12,623	23,000	10,377	45.1%	17,000
200.4901.01.000	HAP Utility Payments for PBV	-	1,351	-	(1,351)	0.0%	2,000
200.4901.02.000	HAP Utility Payments for Enhanced Vouchers	4,006	2,108	4,000	1,892	47.3%	3,000
200.4901.03.000	HAP Utility Payments for Tenant Protection	1,824	1,004	2,000	996	49.8%	1,500
200.4901.04.000	HAP Utility Payments for VASH-HCV	770	170	1,000	830	83.0%	500
200.4901.05.000	HAP Utility Payments for VASH-PBV	(16)	-	-	-	0.0%	-
200.4901.06.000	HAP Utility Payments for Homeownershops	-	-	-	-	0.0%	-
200.4902.00.000	HAP FSS Escrow Payments	17,005	18,918	18,000	(918)	-5.1%	25,000
200.4903.00.000	HAP Payments for Incoming Ports	48,866	1,004	61,000	59,996	98.4%	1,500
200.4904.00.000	Outgoing Ports Admin Fee for HCV	-	2,085	7,000	4,915	70.2%	3,000
200.4904.03.000	Outgoing Ports Admin Fee for Tenant Protection	-	-	-	-	0.0%	-
<b>Total Operating Expenses</b>		<b>11,582,767</b>	<b>8,819,726</b>	<b>11,599,000</b>	<b>2,779,274</b>	24.0%	<b>11,704,500</b>
<b>Net Operating Income/(Loss)</b>		<b>(143,179)</b>	<b>(36,419)</b>	<b>2,000</b>			<b>5,650</b>
<b>RESERVES EXPECTED TO BE USED DURING YEAR</b>							

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Getting to Zero Voucher Program (GTZ)</b>							
251.3020.00.000	Contract Revenue - GTZ	42,463	25,025	77,308	52,284	67.6%	75,260
251.3610.00.000	Interest Revenue	1	1	5	4	81.0%	-
251.3690.00.000	Other Revenue	5,451	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>47,915</b>	<b>25,025</b>	<b>77,313</b>	<b>52,288</b>	<b>67.6%</b>	<b>75,260</b>
251.4110.00.000	Administrative Salaries	6,653	7,635	10,644	3,009	28.3%	21,462
251.4110.02.000	Sup Svc - Salaries	25,865	25,750	32,432	6,682	20.6%	21,659
251.4115.01.000	Sup Svc - P/R Taxes - Soc Security/Medicare	-	-	1,576	1,576	100.0%	1,852
251.4115.02.000	Sup Svc - P/R Taxes - SUI	-	-	463	463	100.0%	485
251.4115.03.000	Sup Svc - Retirement	-	-	161	161	100.0%	1,028
251.4115.04.000	Sup Svc - Workers Comp	-	-	111	111	100.0%	166
251.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	418	522	1,271	749	58.9%	2,443
251.4125.02.000	Admin. P/R Taxes - SUI	46	44	119	75	62.8%	251
251.4125.03.000	Admin. Retirement	1,363	837	1,098	261	23.8%	3,729
251.4125.04.000	Admin. Workers Comp	46	54	91	37	40.6%	165
251.4125.05.000	Admin. Comp. Abs.	-	-	-	-	0.0%	-
251.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
251.4140.00.000	Training	138	-	-	-	0.0%	-
251.4150.00.000	Travel	781	1,482	2,000	518	25.9%	1,500
251.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
251.4170.01.000	Professional Services	-	26	-	(26)	0.0%	50
251.4171.00.000	Auditing	-	-	(0)	(0)	100.0%	250
251.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
251.4180.00.000	147 Rent	-	-	-	-	0.0%	-
251.4190.00.000	Postage	-	-	-	-	0.0%	-
251.4190.01.000	Office Supplies & Equipment	106	70	200	130	64.9%	150
251.4190.02.000	Printing & Copier Usage Charges	106	229	200	(29)	-14.6%	200
251.4190.03.000	Fair Housing Services	-	-	-	-	0.0%	-
251.4190.04.000	Dues & Subscriptions	-	-	-	-	0.0%	-
251.4190.05.000	Uniforms	-	-	-	-	0.0%	-
251.4190.06.000	Criminal Background Checks	-	-	-	-	0.0%	-
251.4190.07.000	Meeting Supplies	-	-	-	-	0.0%	-
251.4190.08.000	Advertising	-	-	-	-	0.0%	-
251.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
251.4191.00.000	IT Services	-	37	-	(37)	0.0%	50
251.4191.01.000	Computer Support & License Fees	725	187	470	283	60.1%	500
251.4191.02.000	Computer Equipment	-	282	300	18	6.0%	350
251.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
251.4192.00.000	Telephone	-	-	-	-	0.0%	-
251.4192.01.000	Internet	-	-	-	-	0.0%	-
251.4430.10.000	Mat Service Contract	-	-	-	-	0.0%	-
251.4436.00.000	Maintenance Charges	-	-	-	-	0.0%	-
251.4480.00.000	Protective Services	-	-	-	-	0.0%	-
251.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	-
251.4510.01.000	Insurance - General Liability	-	-	133	133	100.0%	150
251.4540.00.000	Admin. Benefits	1,275	1,218	2,661	1,443	54.2%	5,271
251.4540.01.000	Retired Benefits	-	-	-	-	0.0%	-
251.4540.05.000	OPEB Expense	916	-	-	-	0.0%	-
251.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
251.4580.00.000	Interest Expense	-	-	-	-	0.0%	-
251.4600.00.000	OES Support Agreement	-	-	-	-	0.0%	-
251.4610.00.000	Extraordinary Maintenance	-	-	7,500	7,500	100.0%	7,500
251.4610.01.000	Move-in Assistance Cost	3,782	5,794	5,000	(794)	-15.9%	1,500
251.4910.00.000	Voucher Payments for GTZ	6,042	4,237	10,879	6,642	61.1%	4,500
251.4911.00.000	Utility Payments for GTZ	-	38	-	(38)	0.0%	49
	<b>Total Operating Expenses</b>	<b>48,260</b>	<b>48,443</b>	<b>77,308</b>	<b>28,866</b>	<b>37.3%</b>	<b>75,260</b>
	<b>Net Operating Income/(Loss)</b>	<b>(345)</b>	<b>(23,417)</b>	<b>5</b>			<b>-</b>

RESERVES EXPECTED TO BE USED DURING YEAR

# Yolo Housing

## FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update

### Detail by Fund

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Central Office Cost Center/General Fund (COCC)</b>							
310.3111.00.414	Land Lease Revenue - West Beamer Place	1	-	-	-	0.0%	-
310.3220.00.000	CF Trans In - Soft Costs Mgmt Impr (1408)	2,814	4,727	75,000	70,273	93.7%	15,000
310.3240.00.000	CF Revenue - Admin Costs/Mgmt Fees (1410)	79,978	-	79,978	79,978	100.0%	79,978
310.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
310.3400.01.000	AMP Management Fees	435,756	285,496	379,771	94,275	24.8%	379,000
310.3400.02.000	AMP Bookkeeping Fees	38,093	28,695	39,500	10,805	27.4%	39,500
310.3400.03.000	AMP Asset Management Fees	51,720	38,790	53,000	14,210	26.8%	53,000
310.3410.00.311	Asset Mgmt Fee - Eleanor	-	-	-	-	0.0%	-
310.3410.00.320	Asset Mgmt Fee - Helen Thomson Homes (A & B)	9,000	6,750	9,000	2,250	25.0%	9,000
310.3410.00.400	Asset Mgmt Fee - NHCDC	-	-	-	-	0.0%	-
310.3410.00.402	Asset Mgmt Fee - Cottonwood	19,320	14,490	19,320	4,830	25.0%	19,320
310.3410.00.501	Davis MC Mgmt Fees	65,924	35,712	47,954	12,242	25.5%	52,877
310.3410.00.502	Madison MC Management Fees	75,008	47,945	61,317	13,372	21.8%	66,940
310.3410.00.503	Rehrman (Dixon) MC Management Fees	45,116	32,454	45,116	12,662	28.1%	61,981
310.3410.00.600	Davis Solar Management Fee	4,960	3,906	5,208	1,302	25.0%	5,200
310.3410.00.700	Pacifico Management Fees	42,000	31,500	42,000	10,500	25.0%	21,000
310.3420.01.000	HCV Program Management Fees	223,902	147,792	196,584	48,792	24.8%	200,000
310.3420.02.000	HCV Program Bookkeeping Fees	126,608	92,370	122,865	30,495	24.8%	125,000
310.3435.00.000	IT Billed	107,194	45,600	45,600	-	0.0%	-
310.3436.00.000	Maintenance Charges to Programs	752,704	550,365	701,991	151,626	21.6%	1,071,633
310.3437.00.000	Revenue-Copier Usage Charges to Programs	37,239	36,097	46,760	10,663	22.8%	34,200
310.3500.00.311	Development Fee - Eleanor	919	-	-	-	0.0%	-
310.3610.00.000	Interest Revenue	4,850	2,641	2,750	109	4.0%	-
310.3610.00.413	Interest Revenue - NHCA LP Note	24,490	18,384	24,490	6,106	24.9%	24,557
310.3620.00.000	Gain/Loss Sale of Fixed Assets	29,636	-	-	-	0.0%	-
310.3690.00.000	Other Revenue	14,369	(745)	2,000	2,745	137.3%	-
310.3690.00.413	Other Revenue - Crosswood (Client Svcs, CLC, & Maint)	3,774	5,477	6,056	579	9.6%	12,545
310.3690.01.000	Other Revenue - Discounts Taken	1,811	1,101	750	(351)	-46.8%	750
310.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	22,187	6,420	9,000	2,580	28.7%	9,000
310.3690.04.000	Other Revenue - Laundry & Vending	5,618	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>2,224,990</b>	<b>1,435,967</b>	<b>2,016,010</b>	<b>580,043</b>	<b>28.8%</b>	<b>2,280,481</b>
310.4110.00.000	Administrative Salaries	791,685	621,979	800,062	178,083	22.3%	683,209
310.4110.00.320	Administrative Salaries - Helen Thomson	-	595	-	(595)	0.0%	-
310.4110.00.700	Administrative Salaries - Pacifico	-	-	-	-	0.0%	-
310.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	53,873	42,359	55,049	12,689	23.1%	58,658
310.4125.01.320	Admin. P/R Taxes - SS & Medicare - Helen Thomson	-	39	-	(39)	0.0%	-
310.4125.01.700	Admin. P/R Taxes - SS & Medicare - Pacifico	-	-	-	-	0.0%	-
310.4125.02.000	Admin. P/R Taxes - SUI	6,059	3,645	1,027	(2,619)	-255.0%	3,691
310.4125.02.320	Admin. P/R Taxes - SUI - Helen Thomson	-	-	-	-	0.0%	-
310.4125.02.700	Admin. P/R Taxes - SUI - Pacifico	-	-	-	-	0.0%	-
310.4125.03.000	Admin. Retirement	232,772	73,971	91,791	17,820	19.4%	126,749
310.4125.03.320	Admin. Retirement - Helen Thomson	-	36	-	(36)	0.0%	-
310.4125.03.700	Admin. Retirement - Pacifico	-	-	-	-	0.0%	-
310.4125.04.000	Admin. Workers Comp	9,145	7,568	9,421	1,854	19.7%	15,848
310.4125.04.320	Admin. Workers Comp - Helen Thomson	-	-	-	-	0.0%	-
310.4125.04.700	Admin. Workers Comp - Pacifico	-	-	-	-	0.0%	-
310.4125.05.000	Admin. Comp. Abs.	3,033	-	-	-	0.0%	-
310.4130.00.000	Legal Fees	30,610	26,573	25,000	(1,573)	-6.3%	-
310.4140.00.000	Training	2,765	7,519	7,000	(519)	-7.4%	-
310.4150.00.000	Travel	10,810	4,876	8,500	3,624	42.6%	-
310.4170.00.000	Accounting Fees & Services	61,094	5,502	7,000	1,498	21.4%	-
310.4170.01.000	Professional Services	3,181	2,964	3,000	36	1.2%	-
310.4170.02.000	Contract Services - Plan Updates	-	490	-	(490)	0.0%	-
310.4170.03.000	Contract Services - Consulting	-	371	5,000	4,629	92.6%	-
310.4170.04.000	Contract Services - Clerk of the Board	5,652	3,451	5,000	1,549	31.0%	7,500
310.4171.00.000	Auditing	5,310	10,441	10,441	-	0.0%	4,250
310.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
310.4180.00.000	147 Rent	48,151	48,915	65,220	16,305	25.0%	65,220
310.4190.00.000	Postage	1,606	1,160	1,800	640	35.6%	-
310.4190.01.000	Office Supplies & Equipment	5,895	3,131	5,000	1,869	37.4%	-
310.4190.02.000	Printing & Copier Usage Charges	7,080	6,777	9,000	2,223	24.7%	-
310.4190.04.000	Dues & Subscriptions	5,610	3,374	6,000	2,626	43.8%	-
310.4190.05.000	Uniforms	-	2,121	3,000	879	29.3%	-
310.4190.07.000	Meeting Expense	3,381	133	750	617	82.3%	-
310.4190.08.000	Advertising	784	520	-	(520)	0.0%	-
310.4190.09.000	Board Stipends	2,500	1,600	3,850	2,250	58.4%	-
310.4190.10.000	Admin. Other	10,544	(7,335)	(10,219)	(2,884)	-28.2%	-
310.4191.00.000	IT Services	13,980	7,556	10,000	2,444	24.4%	12,688
310.4191.01.000	Computer Support & License Fees	8,378	4,764	7,000	2,236	31.9%	-
310.4191.02.000	Computer Equipment	4,361	2,254	2,100	(154)	-7.3%	-
310.4191.03.000	Office Machines & Leases	27,821	19,490	29,000	9,510	32.8%	-
310.4192.00.000	Telephone	20,986	12,595	17,000	4,405	25.9%	-
310.4192.01.000	Internet	-	3,977	6,000	2,023	33.7%	-
310.4310.00.000	Water - Davis Lot Fee	26	38	25	(13)	-51.4%	-
310.4410.00.000	Maintenance Salaries	381,493	311,021	401,130	90,108	22.5%	68,500
310.4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	26,989	21,767	28,090	6,323	22.5%	47,723

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
310.4415.02.000	Maintenance P/R Taxes - SUI	4,606	3,038	250	(2,788)	-1114.4%	4,692
310.4415.03.000	Maintenance Retirement	23,820	34,478	52,071	17,593	33.8%	106,507
310.4415.04.000	Maintenance Workers Comp	26,035	22,957	26,930	3,972	14.8%	54,283
310.4415.05.000	Maintenance Comp. Abs.	-	-	-	-	0.0%	-
310.4420.00.000	Maint. Supplies	33	34	-	(34)	0.0%	50
310.4430.07.000	Fuel Contract	-	23,559	32,925	9,366	28.4%	30,000
310.4430.08.000	Vehicle Maint. & Lease Contract	1,691	14,452	15,230	778	5.1%	15,000
310.4430.10.000	Mat Service Contract	3,664	-	4,000	4,000	100.0%	4,000
310.4510.01.000	Insurance - General Liability	208	-	-	-	0.0%	-
310.4510.02.000	Insurance - Auto	7,030	3,291	6,347	3,056	48.1%	-
310.4510.03.000	Insurance - Property	349	-	-	-	0.0%	-
310.4520.00.000	PILOT, Taxes & Fees	1,561	1,564	50	(1,514)	-3028.0%	-
310.4540.00.000	Admin. Benefits	88,716	56,544	72,101	15,557	21.6%	89,294
310.4540.00.320	Admin. Benefits - Helen Thomson	-	268	-	(268)	0.0%	-
310.4540.00.700	Admin. Benefits - Pacifico	-	-	-	-	0.0%	-
310.4540.01.000	Retired Benefits	20,743	15,578	21,000	5,422	25.8%	-
310.4540.02.000	Maintenance Benefits	56,672	54,790	66,035	11,245	17.0%	152,723
310.4540.05.000	OPEB Expense	114,604	-	100,000	100,000	100.0%	100,000
310.4540.06.000	OPEB Expense - Maintenance	-	-	-	-	0.0%	-
310.4550.00.000	Bank Fees & Charges	2,464	212	-	(212)	0.0%	-
310.4570.00.000	Collection Losses	-	2,361	-	(2,361)	0.0%	-
310.4650.00.000	Vehicle Maint & Repairs	46,988	1,281	5,000	3,719	74.4%	5,000
<b>Total Operating Expenses</b>		<b>2,184,759</b>	<b>1,490,645</b>	<b>2,014,975</b>	<b>524,330</b>	26.0%	<b>2,215,642</b>
<b>Net Operating Income/(Loss)</b>		<b>40,231</b>	<b>(54,678)</b>	<b>1,035</b>			<b>64,839</b>

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>COCC - Solar Array Program</b>							
310.7009.00.000	Solar PG&E MASH Grant Revenue	-	584,444	584,444	(0)	0.0%	-
310.7015.00.101	Solar Power Revenue - Woodland	-	-	35,784	35,784	100.0%	109,922
310.7015.00.102	Solar Power Revenue - Winters	-	-	34,368	34,368	100.0%	83,183
310.7015.00.103	Solar Power Revenue - W Sac	-	-	18,882	18,882	100.0%	25,855
	<b>Total Solar Array Revenue</b>	-	<b>584,444</b>	<b>673,478</b>	<b>89,034</b>	13.2%	<b>218,960</b>
310.7020.00.000	Solar Admin Salaries	-	-	20,000	20,000	100.0%	27,658
310.7020.01.000	Solar Office Supplies & Equipment	-	-	1,000	1,000	100.0%	100
310.7020.02.000	Solar Printing & Copier Usage Charges	-	-	1,000	1,000	100.0%	1,000
310.7020.03.000	Solar Postage	-	-	1,200	1,200	100.0%	2,100
310.7030.00.000	Solar Maintenance Salaries	-	-	1,000	1,000	100.0%	1,598
310.7030.01.000	Solar Maintenance Supplies	-	-	500	500	100.0%	500
310.7030.02.000	Solar Maintenance Contracts	-	-	2,000	2,000	100.0%	3,000
310.7040.00.000	Solar Utilities	-	424	500	76	15.1%	1,000
310.7050.00.000	Solar Insurance (Property & Flood)	-	9,166	4,361	(4,805)	-110.2%	9,300
	Debt Service (Principal)	-	-	41,232	41,232	100.0%	99,026
310.7060.00.000	Solar Interest Expense - PNC Loan	-	-	42,000	42,000	100.0%	72,410
	<b>Total Solar Array Expenses</b>	-	<b>9,590</b>	<b>114,793</b>	<b>105,202</b>	91.6%	<b>217,693</b>
	<b>Net Income/(Loss) from Solar Arrays</b>	-	<b>574,854</b>	<b>558,685</b>			<b>1,267</b>
<b>COCC - Yolo County Grants Management Program</b>							
310.8015.00.000	Yolo County Grants	56,951	64,026	72,166	8,140	11.3%	94,514
310.8015.11.000	YC DESS/THP+ (non-pacifico) - Grant Income	91,261	61,602	93,432	31,830	34.1%	92,380
310.8019.00.000	Yolo County- Transfer In	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Revenue - Yolo County</b>	<b>148,212</b>	<b>125,628</b>	<b>165,598</b>	<b>39,971</b>	24.1%	<b>186,894</b>
310.8020.00.000	Yolo County- Staffing Costs	62,378	75,347	71,529	(3,818)	-5.3%	90,560
310.8020.11.000	YC DESS/THP+ (non-pacifico) - Staffing Costs	467	3,986	3,432	(554)	-16.1%	2,380
310.8030.00.000	Yolo County- Operating Costs	2,887	7,512	3,000	(4,512)	-150.4%	3,500
310.8030.11.000	YC DESS/THP+ (non-pacifico) - Operating Costs	91,697	64,912	90,000	25,088	27.9%	90,000
310.8090.00.000	Yolo County- Transfer Out	-	-	-	-	0.0%	-
310.8090.11.000	YC DESS/THP+ (non-pacifico) - Transfer Out	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Expenses - Yolo County</b>	<b>157,429</b>	<b>151,758</b>	<b>167,961</b>	<b>16,203</b>	9.6%	<b>186,440</b>
	<b>Net Income/(Loss) Grants Mgmt - Yolo County</b>	<b>(9,218)</b>	<b>(26,130)</b>	<b>(2,363)</b>			<b>454</b>
<b>COCC - Winters Grants Management Program</b>							
310.8215.00.000	Winters Grants	6,489	6,020	15,954	9,934	62.3%	21,051
310.8219.00.000	Winters Grants- Transfer In	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Revenue - Winters</b>	<b>6,489</b>	<b>6,020</b>	<b>15,954</b>	<b>9,934</b>	62.3%	<b>21,051</b>
310.8220.00.000	Winters Grants- Staffing Costs	5,754	7,940	15,621	7,681	49.2%	20,756
310.8230.00.000	Winters Grants- Operating Costs	31	121	500	379	75.7%	150
310.8290.00.000	Winters Grants- Transfer Out	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Expenses - Winters</b>	<b>5,784</b>	<b>8,062</b>	<b>16,121</b>	<b>8,059</b>	50.0%	<b>20,906</b>
	<b>Net Income/(Loss) Grants Mgmt - Winters</b>	<b>705</b>	<b>(2,042)</b>	<b>(167)</b>			<b>145</b>
<b>COCC - Davis Grants Management Program</b>							
310.8415.00.000	Davis Other Grants	23,788	-	142,718	142,718	100.0%	181,054
310.8415.01.000	Davis Affordable Housing Grant	51,116	28,454	-	(28,454)	0.0%	-
310.8415.02.000	Davis CDBG Grant	49,282	30,838	-	(30,838)	0.0%	-
310.8415.03.000	Davis HOME Grant	30,034	17,493	-	(17,493)	0.0%	-
310.8419.00.000	Davis Grants- Transfer In	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Revenue - Winters</b>	<b>154,220</b>	<b>76,786</b>	<b>142,718</b>	<b>65,932</b>	46.2%	<b>181,054</b>
310.8420.00.000	Davis Grants- Staffing Costs	137,843	80,152	138,266	58,113	42.0%	172,964
310.8430.00.000	Davis Grants- Operating Costs	1,971	2,389	4,000	1,611	40.3%	4,000
310.8490.00.000	Davis Grants- Transfer Out	-	-	-	-	0.0%	-
	<b>Total Grants Mgmt Expenses - Winters</b>	<b>139,814</b>	<b>82,542</b>	<b>142,266</b>	<b>59,724</b>	42.0%	<b>176,964</b>
	<b>Net Income/(Loss) Grants Mgmt - Winters</b>	<b>14,406</b>	<b>(5,755)</b>	<b>453</b>			<b>4,090</b>
<b>Grand Total COCC Net Income/(Loss)</b>		<b>46,124</b>	<b>486,248</b>	<b>557,644</b>			<b>70,795</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Helen Thomson Home - Unit A (Woodland)</b>							
321.3610.00.000	Interest Income on ADMH Reserves	1	(8)	-	8	0.0%	-
321.3690.00.000	Other Government Revenue	15,952	-	21,580	21,580	100.0%	16,793
	<b>Total Operating Revenue</b>	<b>15,953</b>	<b>(8)</b>	<b>21,580</b>	<b>21,589</b>	100.0%	<b>16,793</b>
321.4150.00.000	Travel	-	50	-	(50)	0.0%	75
321.4170.01.000	Professional Services	-	-	-	-	0.0%	-
321.4170.02.000	Contract Services - Plan Updates	-	-	-	-	0.0%	-
321.4170.03.000	Contract Services - Consulting	-	-	-	-	0.0%	-
321.4171.00.000	Auditing	-	-	-	-	0.0%	500
321.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
321.4180.00.000	147 Rent	-	-	-	-	0.0%	-
321.4190.00.000	Postage	-	-	-	-	0.0%	-
321.4190.01.000	Office Supplies & Equipment	-	-	-	-	0.0%	-
321.4190.02.000	Printing & Copier Usage Charges	11	9	13	3	25.5%	25
321.4190.03.000	Fair Housing Services	-	-	-	-	0.0%	-
321.4190.04.000	Dues & Subscriptions	-	-	-	-	0.0%	-
321.4190.05.000	Uniforms	-	-	-	-	0.0%	-
321.4190.06.000	Criminal Background Checks	28	110	50	(60)	-119.0%	150
321.4191.03.000	Office Machines & Leases	5	-	-	-	0.0%	-
321.4310.00.000	Water	1,565	666	1,200	534	44.5%	1,500
321.4320.00.000	Electricity	3,695	1,304	2,672	1,368	51.2%	3,500
321.4330.00.000	Gas	695	225	771	546	70.8%	750
321.4340.00.000	Sewerage	710	559	733	173	23.7%	750
321.4400.00.000	Management Fees to YCH	4,500	3,375	4,500	1,125	25.0%	4,500
321.4420.00.000	Maint. Supplies	520	305	500	195	39.1%	-
321.4420.01.000	Electrical Supplies	-	45	-	(45)	0.0%	-
321.4420.02.000	Plumbing Supplies	-	-	-	-	0.0%	-
321.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
321.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
321.4420.05.000	Lumber & Hardware	-	-	-	-	0.0%	551
321.4420.06.000	Dwelling Equipment	-	-	-	-	0.0%	-
321.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
321.4430.00.000	Grounds Maint. Contract	1,343	1,025	1,500	475	31.7%	-
321.4430.01.000	Landscape Maint. Contract	-	122	-	(122)	0.0%	-
321.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
321.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
321.4430.04.000	Plumbing Repair Contract	-	250	-	(250)	0.0%	-
321.4430.05.000	Electrical Repair Contract	-	-	-	-	0.0%	-
321.4430.06.000	Chemical Treatment Contract	-	-	150	150	100.0%	-
321.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
321.4430.10.000	Mat Service Contract	-	-	-	-	0.0%	-
321.4430.11.000	Rubbish & Trash Removal Contract	384	329	400	71	17.8%	-
321.4430.12.000	Fire Protection, Testing & Monitor Contract	-	-	-	-	0.0%	-
321.4430.13.000	Janitorial Contract	-	-	-	-	0.0%	-
321.4430.14.000	Other Maint. Contracts	1,322	2,669	2,700	31	1.1%	-
321.4436.00.000	Maintenance Charges	673	3,012	3,158	146	4.6%	3,983
321.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	-
321.4510.01.000	Insurance - General Liability	3	37	-	(37)	0.0%	50
321.4510.03.000	Insurance - Property	194	192	209	17	8.3%	209
321.4520.00.000	PILOT, Taxes & Fees	-	-	-	-	0.0%	-
321.4600.00.000	OES Support Agreement	-	250	-	(250)	0.0%	250
321.4610.00.000	Extraordinary Maintenance	-	11,158	(11,120)	(22,278)	200.3%	-
321.4620.00.000	Minor Equipment Repairs	-	-	-	-	0.0%	-
321.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
321.4640.00.000	Building Repairs	305	-	-	-	0.0%	-
	<b>Total Operating Expenses</b>	<b>15,952</b>	<b>25,693</b>	<b>7,435</b>	<b>(18,257)</b>	-245.6%	<b>16,793</b>
	<b>Net Operating Income/(Loss)</b>	<b>1</b>	<b>(25,701)</b>	<b>14,145</b>			<b>-</b>
321.8010.21.000	Replacement Reserve Revenue	-	11,158	7,345	(3,813)	-51.9%	-
	<b>Non-operating Revenue and (Expense)</b>	<b>-</b>	<b>11,158</b>	<b>7,345</b>	<b>(3,813)</b>		<b>-</b>
	<b>Net Increase/(Decrease) to Fund Balance</b>	<b>1</b>	<b>(14,543)</b>	<b>21,490</b>			<b>-</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Helen Thomson Home - Unit B (West Sac)</b>							
322.3610.00.000	Interest Income on ADMH Reserves	1	(8)	-	8	0.0%	-
322.3690.00.000	Other Government Revenue	16,359	-	30,151	30,151	100.0%	17,914
<b>Total Operating Revenue</b>		<b>16,360</b>	<b>(8)</b>	<b>30,151</b>	<b>30,160</b>	100.0%	<b>17,914</b>
322.4150.00.000	Travel	-	196	-	(196)	0.0%	200
322.4170.01.000	Professional Services	-	-	-	-	0.0%	-
322.4170.02.000	Contract Services - Plan Updates	-	-	-	-	0.0%	-
322.4170.03.000	Contract Services - Consulting	-	-	-	-	0.0%	-
322.4171.00.000	Auditing	-	-	-	-	0.0%	500
322.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
322.4180.00.000	147 Rent	-	-	-	-	0.0%	-
322.4190.00.000	Postage	-	-	-	-	0.0%	-
322.4190.01.000	Office Supplies & Equipment	-	-	-	-	0.0%	-
322.4190.02.000	Printing & Copier Usage Charges	11	9	13	3	24.7%	15
322.4190.06.000	Criminal Background Checks	212	301	150	(151)	-100.4%	300
322.4191.03.000	Office Machines & Leases	22	-	-	-	0.0%	-
322.4310.00.000	Water	525	298	533	236	44.2%	750
322.4320.00.000	Electricity	3,667	2,657	3,863	1,206	31.2%	2,500
322.4330.00.000	Gas	1,457	2,146	1,339	(807)	-60.3%	1,750
322.4340.00.000	Sewerage	551	328	514	186	36.1%	550
322.4400.00.000	Management Fees to YCH	4,500	3,375	4,500	1,125	25.0%	4,500
322.4420.00.000	Maint. Supplies	158	574	500	(74)	-14.8%	-
322.4420.01.000	Electrical Supplies	-	90	-	(90)	0.0%	100
322.4420.02.000	Plumbing Supplies	-	-	-	-	0.0%	-
322.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
322.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
322.4420.05.000	Lumber & Hardware	-	150	-	(150)	0.0%	150
322.4420.06.000	Dwelling Equipment	-	-	-	-	0.0%	-
322.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
322.4430.00.000	Grounds Maint. Contract	-	72	-	(72)	0.0%	100
322.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
322.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
322.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
322.4430.04.000	Plumbing Repair Contract	-	-	-	-	0.0%	-
322.4430.05.000	Electrical Repair Contract	-	-	-	-	0.0%	-
322.4430.06.000	Chemical Treatment Contract	-	180	150	(30)	-20.0%	182
322.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
322.4430.10.000	Mat Service Contract	-	-	-	-	0.0%	-
322.4430.11.000	Rubbish & Trash Removal Contract	302	183	250	67	27.0%	250
322.4430.12.000	Fire Protection, Testing & Monitor Contract	-	-	-	-	0.0%	-
322.4430.13.000	Janitorial Contract	-	130	-	(130)	0.0%	-
322.4430.14.000	Other Maint. Contracts	343	289	400	111	27.7%	-
322.4436.00.000	Maintenance Charges	510	3,537	2,658	(879)	-33.1%	1,217
322.4510.00.000	Insurance - Flood	2,318	2,375	2,500	125	5.0%	2,500
322.4510.01.000	Insurance - General Liability	3	37	-	(37)	0.0%	50
322.4510.03.000	Insurance - Property	263	259	282	24	8.3%	300
322.4520.00.000	PILOT, Taxes & Fees	1,213	1,231	1,250	19	1.5%	1,750
322.4600.00.000	OES Support Agreement	-	250	-	(250)	0.0%	250
322.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
322.4620.00.000	Minor Equipment Repairs	-	-	-	-	0.0%	-
322.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
322.4640.00.000	Building Repairs	305	-	-	-	0.0%	-
<b>Total Operating Expenses</b>		<b>16,359</b>	<b>18,666</b>	<b>18,901</b>	<b>235</b>	1.2%	<b>17,914</b>
<b>Net Operating Income/(Loss)</b>		<b>1</b>	<b>(18,675)</b>	<b>11,250</b>			<b>-</b>
322.8010.21.000	Replacement Reserve Revenue	-	-	-	-	0.0%	-
<b>Non-operating Revenue and (Expense)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Net Increase/(Decrease) to Fund Balance</b>		<b>1</b>	<b>(18,675)</b>	<b>11,250</b>			<b>-</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>IGT House (Woodland)</b>							
323.3110.00.000	Dwelling Rent	7,590	-	-	-	0.0%	-
323.3610.00.000	Interest Revenue	-	-	-	-	0.0%	-
323.3620.00.000	Gain/Loss Sale of Fixed Assets	-	-	-	-	0.0%	-
323.3690.00.000	Other Revenue	37,478	-	-	-	0.0%	-
323.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	300,000	-	23,000	23,000	100.0%	21,030
<b>Total Operating Revenue</b>		<b>345,068</b>	<b>-</b>	<b>23,000</b>	<b>23,000</b>	<b>100.0%</b>	<b>21,030</b>
323.4110.00.000	Administrative Salaries	3,678	1,510	3,500	1,990	56.8%	864
323.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	258	103	160	57	35.6%	114
323.4125.02.000	Admin. P/R Taxes - SUI	124	27	15	(12)	-78.6%	13
323.4125.03.000	Admin. Retirement	229	196	310	114	36.7%	139
323.4125.04.000	Admin. Workers Comp	15	5	15	10	65.2%	7
323.4125.05.000	Admin. Comp. Abs.	-	-	-	-	0.0%	-
323.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
323.4140.00.000	Training	-	-	-	-	0.0%	-
323.4150.00.000	Travel	59	24	-	(24)	0.0%	50
323.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
323.4170.01.000	Professional Services	267	140	-	(140)	0.0%	150
323.4170.02.000	Contract Services - Plan Updates	-	-	-	-	0.0%	-
323.4170.03.000	Contract Services - Consulting	-	-	-	-	0.0%	-
323.4171.00.000	Auditing	-	-	-	-	0.0%	500
323.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
323.4190.00.000	Postage	-	-	-	-	0.0%	-
323.4190.01.000	Office Supplies & Equipment	-	-	-	-	0.0%	-
323.4190.02.000	Printing & Copier Usage Charges	2	16	-	(16)	0.0%	25
323.4190.03.000	Fair Housing Services	-	-	-	-	0.0%	-
323.4190.04.000	Dues & Subscriptions	-	-	-	-	0.0%	-
323.4190.05.000	Uniforms	-	-	-	-	0.0%	-
323.4190.06.000	Criminal Background Checks	-	-	-	-	0.0%	-
323.4190.07.000	Meeting Supplies	-	-	-	-	0.0%	-
323.4190.08.000	Advertising	-	-	-	-	0.0%	-
323.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
323.4191.00.000	IT Services	-	-	-	-	0.0%	-
323.4191.01.000	Computer Support & License Fees	1	32	-	(32)	0.0%	50
323.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
323.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
323.4192.00.000	Telephone	192	-	-	-	0.0%	-
323.4192.01.000	Internet	-	301	1,200	899	74.9%	600
323.4210.00.000	Tenant Service Salaries	-	-	2,724	2,724	100.0%	1,570
323.4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	-	-	-	-	0.0%	134
323.4225.02.000	Tenant Svc. P/R Taxes - SUI	-	-	-	-	0.0%	13
323.4225.03.000	Tenant Svc. Retirement	-	-	-	-	0.0%	252
323.4225.04.000	Tenant Svc. Workers Comp	-	-	-	-	0.0%	12
323.4225.05.000	Tenant Svc. Comp. Abs.	-	-	-	-	0.0%	-
323.4230.00.000	Tenant Svc. Materials	-	-	-	-	0.0%	-
323.4240.00.000	Tenant Liaison	-	460	600	140	23.3%	600
323.4250.00.000	Tenant Watering Contracts	-	-	-	-	0.0%	-
323.4310.00.000	Water	170	1,103	1,200	97	8.1%	1,200
323.4320.00.000	Electricity	557	1,634	2,400	766	31.9%	2,000
323.4330.00.000	Gas	108	1,868	700	(1,168)	-166.8%	700
323.4340.00.000	Sewerage	124	559	500	(59)	-11.9%	500
323.4400.00.000	Management Fees to YCH	-	-	5,000	5,000	100.0%	5,000
323.4420.01.000	Electrical Supplies	-	45	-	(45)	0.0%	100
323.4420.02.000	Plumbing Supplies	45	161	450	289	64.1%	250
323.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
323.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
323.4420.05.000	Lumber & Hardware	-	70	450	380	84.5%	150
323.4420.06.000	Dwelling Equipment	-	64	-	(64)	0.0%	100
323.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
323.4430.00.000	Grounds Maint. Contract	-	-	-	-	0.0%	-
323.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
323.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
323.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
323.4430.04.000	Plumbing Repair Contract	-	-	-	-	0.0%	-
323.4430.05.000	Electrical Repair Contract	-	-	-	-	0.0%	-
323.4430.06.000	Chemical Treatment Contract	-	-	1,366	1,366	100.0%	1,200
323.4430.08.000	Vehicle Maint. Contract	-	-	-	-	0.0%	-
323.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
323.4430.10.000	Mat Service Contract	-	-	-	-	0.0%	-
323.4430.11.000	Rubbish & Trash Removal Contract	63	324	500	176	35.2%	500
323.4430.12.000	Fire Protection, Testing & Monitor Contract	-	-	360	360	100.0%	-
323.4431.05.999	Trash/Yolo County Landfill	-	-	-	-	0.0%	-
323.4436.00.000	Maintenance Charges	2,800	3,505	300	(3,205)	-1068.3%	2,028
323.4480.00.000	Protective Services	-	-	-	-	0.0%	-
323.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	-
323.4510.01.000	Insurance - General Liability	19	37	75	38	50.1%	-
323.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
323.4510.03.000	Insurance - Property	264	247	675	428	63.4%	500
323.4520.00.000	PILOT, Taxes & Fees	1,030	(1,072)	-	1,072	0.0%	-
323.4540.00.000	Admin. Benefits	324	337	500	163	32.6%	500
323.4540.01.000	Retired Benefits	-	-	-	-	0.0%	-
323.4540.03.000	Tenant Service Benefits	-	-	-	-	0.0%	-
323.4540.05.000	OPEB Expense	-	-	-	-	0.0%	-
323.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
323.4570.00.000	Collection Losses	-	-	-	-	0.0%	-
323.4580.00.000	Interest Expense	-	-	-	-	0.0%	-
323.4600.00.000	OES Support Agreement	-	250	-	(250)	0.0%	250
323.4620.00.000	Minor Equipment Repairs	-	-	-	-	0.0%	-
323.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
323.4640.00.000	Building Repairs	-	4,146	-	(4,146)	0.0%	884
<b>Total Operating Expenses</b>		<b>10,329</b>	<b>16,093</b>	<b>23,000</b>	<b>6,907</b>	30.0%	<b>21,030</b>
<b>Net Operating Income/(Loss)</b>		<b>334,738</b>	<b>(16,093)</b>	-	-	-	-
323.8010.21.000	Replacement Reserve Revenue	-	-	-	-	0.0%	-
323.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
<b>Non-operating Revenue and (Expense)</b>		-	-	-	-	-	-
<b>Net Increase/(Decrease) to Fund Balance</b>		<b>334,738</b>	<b>(16,093)</b>	-	-	-	-
<b>RESERVES EXPECTED TO BE USED DURING YEAR</b>							-

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18	FY2018-19			FY2019-20		
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget		Estimated Remaining Budget	Est % of Budget Remaining
<b>New Hope CDC (NHCDC) Corporate</b>							
400.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
400.3410.00.411	Asset Mgmt Fee - Cesar	-	-	-	-	0.0%	-
400.3410.00.412	Asset Mgmt Fee - Rochdale	-	-	-	-	0.0%	-
400.3410.00.413	Asset Mgmt Fee - Crosswood	10,315	7,929	10,624	2,695	25.4%	-
400.3410.00.414	Asset Mgmt Fee - West Beamer Place	-	-	-	-	0.0%	-
400.3500.00.411	Development Fee - Cesar	2,613	-	-	-	0.0%	-
400.3500.00.412	Development Fee - Rochdale	2,061	-	-	-	0.0%	-
400.3500.00.413	Development Fee - Crosswood	10,858	-	-	-	0.0%	-
400.3500.00.414	Development Fee - West Beamer Place	-	-	185,000	185,000	100.0%	-
400.3610.00.000	Interest Revenue	33	28	50	22	44.7%	-
400.3690.00.000	Other Revenue	-	-	-	-	0.0%	-
400.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>25,879</b>	<b>7,957</b>	<b>195,674</b>	<b>187,718</b>	<b>95.9%</b>	-
400.4110.00.000	Administrative Salaries	6,325	3,471	13,597	10,127	74.5%	8,130
400.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	562	244	1,163	918	79.0%	695
400.4125.02.000	Admin. P/R Taxes - SUI	24	16	53	37	69.7%	31
400.4125.03.000	Admin. Retirement	550	1,326	2,397	1,071	44.7%	1,305
400.4125.04.000	Admin. Workers Comp	46	18	50	32	64.3%	62
400.4125.05.000	Admin. Comp. Abs.	(300)	-	-	-	0.0%	-
400.4130.00.000	Legal Fees	-	-	1,000	1,000	100.0%	-
400.4140.00.000	Training	-	178	250	72	28.8%	-
400.4150.00.000	Travel	-	-	-	-	0.0%	-
400.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
400.4170.01.000	Professional Services	980	79	1,000	921	92.1%	-
400.4171.00.000	Auditing	743	2,713	2,713	-	0.0%	750
400.4171.01.000	Tax Return Prep (incl 990)	3,700	1,575	3,150	1,575	50.0%	2,500
400.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
400.4190.00.000	Postage	81	298	500	202	40.4%	-
400.4190.01.000	Office Supplies & Equipment	13	-	-	-	0.0%	-
400.4190.02.000	Printing & Copier Usage Charges	150	476	100	(376)	-376.4%	-
400.4190.05.000	Uniforms	-	-	-	-	0.0%	-
400.4190.07.000	Meeting Supplies	-	-	-	-	0.0%	-
400.4190.08.000	Advertising	152	-	-	-	0.0%	-
400.4191.00.000	IT Services	500	-	-	-	0.0%	-
400.4191.01.000	Computer Support & License Fees	800	440	250	(190)	-76.1%	-
400.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
400.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
400.4192.01.000	Internet	-	-	-	-	0.0%	-
400.4420.00.000	Maint. Supplies	-	-	-	-	0.0%	-
400.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
400.4430.13.000	Janitorial Contract	-	-	-	-	0.0%	-
400.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
400.4450.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
400.4510.01.000	Insurance - General Liability	-	-	-	-	0.0%	-
400.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
400.4510.04.000	Insurance - Director's Risk	1,741	1,596	3,234	1,638	50.7%	-
400.4520.00.000	PILOT, Taxes & Fees	913	875	-	(875)	0.0%	-
400.4540.00.000	Admin. Benefits	1,473	671	1,094	423	38.7%	1,338
	<b>Total Operating Expenses</b>	<b>18,452</b>	<b>13,977</b>	<b>30,552</b>	<b>16,575</b>	<b>54.3%</b>	<b>14,811</b>
	<b>Net Operating Income/(Loss)</b>	<b>7,427</b>	<b>(6,020)</b>	<b>165,123</b>			<b>(14,811)</b>

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>NHDC - Small Programs</b>							
400.8111.00.000	Big DOG Donations	1,758	-	2,000	2,000	100.0%	2,000
400.8119.00.000	Big DOG Transfer In	-	-	-	-	0.0%	-
<b>Total Revenue - Big DOG</b>		<b>1,758</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>100.0%</b>	<b>2,000</b>
400.8120.00.000	Big DOG Staffing Costs	2,007	-	-	-	0.0%	-
400.8130.00.000	Big DOG Operating Costs	21	883	1,500	617	41.1%	1,500
400.8190.00.000	Big DOG Transfer Out	(2,162)	-	-	-	0.0%	-
<b>Total Expenses - Big DOG</b>		<b>(133)</b>	<b>883</b>	<b>1,500</b>	<b>617</b>	<b>41.1%</b>	<b>1,500</b>
<b>Net Income/(Loss) - Big DOG</b>		<b>1,891</b>	<b>(883)</b>	<b>500</b>			<b>500</b>
400.8211.00.000	CLC Donations Rec'd (EE)	2,600	-	-	-	0.0%	-
400.8212.00.000	CLC Donations Rec'd (non-EE)	725	-	7,500	7,500	100.0%	7,500
400.8213.00.000	CLC Fees Collected	6,510	-	-	-	0.0%	-
400.8219.00.000	CLC Transfer In	2,162	-	-	-	0.0%	-
<b>Total Revenue - CLC</b>		<b>11,997</b>	<b>-</b>	<b>7,500</b>	<b>7,500</b>	<b>100.0%</b>	<b>7,500</b>
400.8220.00.101	CLC Staffing Costs - AMP1	1,581	-	-	-	0.0%	-
400.8220.00.102	CLC Staffing Costs - AMP2	-	-	-	-	0.0%	-
400.8220.00.103	CLC Staffing Costs - AMP3	-	-	-	-	0.0%	-
400.8220.00.501	CLC Staffing Costs - DMC	-	-	-	-	0.0%	-
400.8220.00.502	CLC Staffing Costs - MMC	-	-	-	-	0.0%	-
400.8220.00.503	CLC Staffing Costs - RMC	5,650	4,500	7,500	3,000	40.0%	7,500
400.8230.00.000	CLC Operating Costs	99	-	-	-	0.0%	-
400.8230.00.101	CLC Operating Costs - AMP 1	500	-	-	-	0.0%	-
400.8230.00.102	CLC Operating Costs - AMP 2	507	-	-	-	0.0%	-
400.8230.00.103	CLC Operating Costs - AMP 3	1,549	-	-	-	0.0%	-
400.8230.00.501	CLC Operating Costs - DMC	-	-	-	-	0.0%	-
400.8230.00.502	CLC Operating Costs - MMC	-	-	-	-	0.0%	-
400.8230.00.503	CLC Operating Costs - RMC	-	-	-	-	0.0%	-
<b>Total Expenses - CLC</b>		<b>9,885</b>	<b>4,500</b>	<b>7,500</b>	<b>3,000</b>	<b>40.0%</b>	<b>7,500</b>
<b>Net Income/(Loss) - CLC</b>		<b>2,111</b>	<b>(4,500)</b>	<b>-</b>			<b>-</b>
400.8411.00.000	Homeless Donations Rec'd (EE)	-	-	-	-	0.0%	-
400.8412.00.000	Homeless Donations Rec'd (non-EE)	-	-	-	-	0.0%	-
400.8413.00.000	Homeless Fees Collected	-	-	-	-	0.0%	-
400.8419.00.000	Homeless Transfer In	-	-	-	-	0.0%	-
<b>Total Revenue - Homeless</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
400.8420.00.000	Homeless Staffing Costs	-	-	-	-	0.0%	-
400.8430.00.000	Homeless Operating Costs	-	-	-	-	0.0%	-
<b>Total Expenses - Homeless</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Net Income/(Loss) - Homeless</b>		<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>
400.8511.00.000	Summer Donations Rec'd (EE)	-	-	-	-	0.0%	-
400.8512.00.000	Summer Donations Rec'd (non-EE)	50	-	-	-	0.0%	-
400.8513.00.000	Summer Fees Collected	-	-	-	-	0.0%	-
400.8519.00.000	Summer Transfer In	-	-	-	-	0.0%	-
<b>Total Revenue - Summer Activities</b>		<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
400.8520.00.000	Summer Staffing Costs	-	-	-	-	0.0%	-
400.8530.00.000	Summer Operating Costs	-	-	-	-	0.0%	-
<b>Total Expenses - Summer Activities</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
<b>Net Income/(Loss) - Summer Activities</b>		<b>50</b>	<b>-</b>	<b>-</b>			<b>-</b>
400.8911.00.000	Other Donations Rec'd (EE)	5,492	3,985	5,000	1,015	20.3%	5,000
400.8912.00.000	Other Donations Rec'd (non-EE)	1,749	500	-	(500)	0.0%	-
400.8913.00.000	Other Fees Collected	-	-	-	-	0.0%	-
400.8919.00.000	Other Transfer In	-	-	-	-	0.0%	-
<b>Total Revenue - Other</b>		<b>7,241</b>	<b>4,485</b>	<b>5,000</b>	<b>515</b>	<b>10.3%</b>	<b>5,000</b>
400.8920.00.000	Other Staffing Costs	-	-	-	-	0.0%	-
400.8930.00.000	Other Operating Costs	1,478	32	-	(32)	0.0%	5,000
400.8990.00.000	Other Transfer Out	-	-	-	-	0.0%	-
<b>Total Expenses - Other</b>		<b>1,478</b>	<b>32</b>	<b>-</b>	<b>(32)</b>	<b>0.0%</b>	<b>5,000</b>
<b>Net Income/(Loss) - Other</b>		<b>5,763</b>	<b>4,453</b>	<b>5,000</b>			<b>-</b>
<b>Grand Total NHDC Net Income/(Loss)</b>		<b>17,242</b>	<b>(6,950)</b>	<b>170,623</b>			<b>(14,311)</b>

**RESERVES EXPECTED TO BE USED DURING YEAR****14,311**

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Cottonwood Meadows Senior Apartments</b>							
401.3110.00.000	Dwelling Rent	306,964	248,696	330,000	81,304	24.6%	330,000
401.3110.01.000	Tenant Charges - Maint. & Repairs	3,769	5,406	1,150	(4,256)	-370.0%	6,000
401.3110.03.000	Dwelling Rent - RHCP	38,992	21,541	29,000	7,459	25.7%	25,000
401.3300.00.000	Rental Revenue - Commercial	-	-	-	-	0.0%	-
401.3302.00.000	Rental Revenue - Space (Temp)	-	-	-	-	0.0%	-
401.3369.01.999	RHCP - State Annuity Receipts	14,258	-	-	-	0.0%	-
401.3610.00.000	Interest Revenue	626	553	700	147	20.9%	-
401.3690.00.000	Other Revenue	35	-	100	100	100.0%	-
401.3690.04.000	Other Revenue - Laundry & Vending	3,502	1,933	2,400	467	19.5%	2,500
<b>Total Operating Revenue</b>		<b>368,146</b>	<b>278,129</b>	<b>363,350</b>	<b>85,221</b>	<b>23.5%</b>	<b>363,500</b>
401.4110.00.000	Administrative Salaries	23,930	24,237	34,082	9,845	28.9%	30,224
401.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	1,651	1,653	2,493	840	33.7%	2,584
401.4125.02.000	Admin. P/R Taxes - SUI	233	279	282	4	1.3%	490
401.4125.03.000	Admin. Retirement	3,847	2,587	3,919	1,333	34.0%	4,849
401.4125.04.000	Admin. Workers Comp	340	429	674	245	36.4%	232
401.4125.05.000	Admin. Comp. Abs.	(454)	-	-	-	0.0%	-
401.4130.00.000	Legal Fees	-	302	600	299	49.8%	500
401.4140.00.000	Training	77	256	500	244	48.9%	350
401.4150.00.000	Travel	13	1	250	249	99.6%	50
401.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
401.4170.01.000	Professional Services	991	202	856	654	76.4%	-
401.4170.03.000	Contract Services - Consulting	-	-	-	-	0.0%	-
401.4171.00.000	Auditing	5,311	6,761	6,761	-	0.0%	5,000
401.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
401.4190.00.000	Postage	24	9	100	91	90.8%	25
401.4190.01.000	Office Supplies & Equipment	205	360	500	140	27.9%	500
401.4190.02.000	Printing & Copier Usage Charges	88	478	750	272	36.2%	750
401.4190.04.000	Dues & Subscriptions	32	60	500	440	88.0%	500
401.4190.05.000	Uniforms	-	-	-	-	0.0%	-
401.4190.06.000	Criminal Background Checks	88	-	150	150	100.0%	150
401.4190.07.000	Meeting Supplies	-	-	500	500	100.0%	50
401.4190.08.000	Advertising	336	-	600	600	100.0%	400
401.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
401.4191.00.000	IT Services	4,169	2,312	4,300	1,988	46.2%	2,764
401.4191.01.000	Computer Support & License Fees	1,436	1,944	2,000	56	2.8%	2,000
401.4191.02.000	Computer Equipment	73	-	1,000	1,000	100.0%	1,500
401.4191.03.000	Office Machines & Leases	819	567	777	210	27.0%	1,000
401.4192.00.000	Telephone	2,748	844	1,100	256	23.3%	1,200
401.4192.01.000	Internet	-	1,370	1,900	530	27.9%	2,000
401.4240.00.000	Tenant Liaison	-	-	-	-	0.0%	-
401.4310.00.000	Water	15,811	9,580	18,536	8,956	48.3%	14,000
401.4320.00.000	Electricity	5,304	3,032	5,977	2,945	49.3%	5,000
401.4330.00.000	Gas	694	740	680	(61)	-8.9%	1,200
401.4340.00.000	Sewerage	21,768	17,153	22,471	5,318	23.7%	23,500
401.4400.00.000	Management Fees to YCH	19,320	14,490	19,320	4,830	25.0%	19,320
401.4420.00.000	Maint. Supplies	-	50	-	(50)	0.0%	100
401.4420.01.000	Electrical Supplies	-	98	-	(98)	0.0%	100
401.4420.02.000	Plumbing Supplies	-	-	-	-	0.0%	-
401.4420.03.000	Painting Supplies	-	315	-	(315)	0.0%	500
401.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
401.4420.05.000	Lumber & Hardware	-	334	-	(334)	0.0%	500
401.4420.06.000	Dwelling Equipment	-	2,004	-	(2,004)	0.0%	10,000
401.4420.07.000	Maintenance Equipment	1,443	142	500	358	71.6%	500
401.4430.00.000	Grounds Maint. Contract	3,095	-	-	-	0.0%	-
401.4430.01.000	Landscape Maint. Contract	3,071	2,725	4,500	1,775	39.4%	4,500
401.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
401.4430.03.000	Painting Contract	5,506	5,675	1,000	(4,675)	-467.5%	-
401.4430.04.000	Plumbing Repair Contract	-	2,003	-	(2,003)	0.0%	2,500
401.4430.05.000	Electrical Repair Contract	-	-	-	-	0.0%	-
401.4430.06.000	Chemical Treatment Contract	950	900	1,500	600	40.0%	1,500
401.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
401.4430.11.000	Rubbish & Trash Removal Contract	7,306	6,962	8,500	1,538	18.1%	9,500
401.4430.12.000	Fire Protection, Testing & Monitor Contract	835	679	1,250	571	45.7%	1,000
401.4430.13.000	Janitorial Contract	465	908	1,500	592	39.5%	1,300
401.4430.14.000	Other Maint. Contracts	8,368	1,462	18,400	16,938	92.1%	6,968
401.4436.00.000	Maintenance Charges	18,855	19,604	33,620	14,016	41.7%	22,681
401.4480.00.000	Protective Services	137	216	750	534	71.2%	500
401.4510.01.000	Insurance - General Liability	3,386	2,998	4,373	1,375	31.4%	3,500
401.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
401.4510.03.000	Insurance - Property	5,862	4,748	7,623	2,875	37.7%	5,200
401.4520.00.000	PILOT, Taxes & Fees	17,287	440	1,000	560	56.0%	500
401.4540.00.000	Admin. Benefits	5,113	4,787	7,411	2,624	35.4%	10,076
401.4540.01.000	Retired Benefits	-	-	-	-	0.0%	-
401.4540.05.000	OPEB Expense	20,000	-	2,000	2,000	100.0%	5,000
401.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
401.4570.00.000	Collection Losses	804	-	2,500	2,500	100.0%	2,500

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
401.4580.00.000	Interest Expense	56,462	42,098	56,000	13,902	24.8%	54,000
401.4600.00.000	OES Support Agreement	-	500	-	(500)	0.0%	500
401.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
401.4620.00.000	Minor Equipment Repairs	-	-	-	-	0.0%	-
401.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
401.4640.00.000	Building Repairs	15,006	12,206	30,000	17,794	59.3%	15,000
401.4800.01.000	Amortization of Loan Fees	1,266	-	1,267	1,267	100.0%	1,267
	<b>Total Operating Expenses</b>	<b>284,070</b>	<b>201,500</b>	<b>315,273</b>	<b>113,773</b>	<b>36.1%</b>	<b>279,829</b>
	<b>Net Operating Income/(Loss)</b>	<b>84,075</b>	<b>76,629</b>	<b>48,077</b>			<b>83,671</b>
401.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
401.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	13,325	89,018	90,000	982	1.1%	-
	<b>Non-operating Revenue and (Expense)</b>	<b>13,325</b>	<b>89,018</b>	<b>90,000</b>	<b>982</b>		<b>-</b>
	<b>Net Increase/(Decrease) to Fund Balance</b>	<b>97,400</b>	<b>165,647</b>	<b>138,077</b>			<b>83,671</b>
<b>RESERVES EXPECTED TO BE USED DURING YEAR</b>							

# Yolo Housing

## FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update

### Detail by Fund

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Davis Migrant Center (DMC)</b>							
501.3010.00.000	Contract Revenue	405,682	332,222	434,125	101,903	23.5%	484,881
<b>Total Operating Revenue</b>		<b>405,682</b>	<b>332,222</b>	<b>434,125</b>	<b>101,903</b>	<b>23.5%</b>	<b>484,881</b>
501.4110.00.000	Administrative Salaries	24,759	16,228	28,761	12,534	43.6%	23,717
501.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	1,360	998	2,407	1,409	58.5%	27,615
501.4125.02.000	Admin. P/R Taxes - SUI	153	147	234	87	37.2%	-
501.4125.03.000	Admin. Retirement	3,566	2,312	2,213	(100)	-4.5%	-
501.4125.04.000	Admin. Workers Comp	361	310	169	(141)	-83.6%	-
501.4125.05.000	Admin. Comp. Abs.	6,278	-	-	-	0.0%	-
501.4130.00.000	Legal Fees	-	-	-	-	0.0%	250
501.4140.00.000	Training	538	400	450	50	11.1%	-
501.4150.00.000	Travel - Ops	1,010	637	2,000	1,363	68.1%	1,500
501.4150.01.000	Travel - Admin	753	-	1,000	1,000	100.0%	200
501.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
501.4170.01.000	Professional Services	32	440	856	415	48.5%	750
501.4171.00.000	Auditing	1,328	1,245	1,250	5	0.4%	1,500
501.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
501.4190.00.000	Postage	-	2	-	(2)	0.0%	-
501.4190.01.000	Office Supplies & Equipment	1,257	712	600	(112)	-18.6%	1,000
501.4190.02.000	Printing & Copier Usage Charges	599	687	200	(487)	-243.4%	600
501.4190.04.000	Dues & Subscriptions	32	-	-	-	0.0%	-
501.4190.05.000	Uniforms	563	543	-	(543)	0.0%	500
501.4190.10.000	Admin. Other	6	229	-	(229)	0.0%	500
501.4191.00.000	IT Services	1,563	737	975	238	24.4%	1,500
501.4191.01.000	Computer Support & License Fees	1,384	2,905	1,500	(1,405)	-93.7%	1,500
501.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
501.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
501.4192.00.000	Telephone	801	872	805	(67)	-8.3%	1,125
501.4192.01.000	Internet	-	120	-	(120)	0.0%	1,125
501.4310.00.000	Water	37,620	26,459	39,780	13,321	33.5%	39,317
501.4320.00.000	Electricity	28,712	19,497	32,675	13,178	40.3%	32,000
501.4330.00.000	Gas	10,135	10,300	8,029	(2,271)	-28.3%	8,000
501.4340.00.000	Sewerage	42,390	21,157	40,358	19,201	47.6%	13,000
501.4400.05.000	YCH Contract Mgmt Fee	44,830	35,712	47,954	12,242	25.5%	52,877
501.4410.00.000	Maintenance Salaries	51,089	42,090	52,823	10,733	20.3%	59,207
501.4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	3,387	2,801	4,293	1,492	34.7%	68,938
501.4415.02.000	Maintenance P/R Taxes - SUI	478	434	441	7	1.6%	-
501.4415.03.000	Maintenance Retirement	3,803	5,534	4,203	(1,332)	-31.7%	-
501.4415.04.000	Maintenance Workers Comp	3,719	3,284	3,705	421	11.4%	-
501.4415.05.000	Maintenance Comp. Abs.	-	-	-	-	0.0%	-
501.4420.00.000	Maint. Supplies	3,539	3,327	4,800	1,473	30.7%	7,700
501.4420.01.000	Electrical Supplies	-	896	-	(896)	0.0%	9,600
501.4420.02.000	Plumbing Supplies	-	-	-	-	0.0%	-
501.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
501.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
501.4420.05.000	Lumber & Hardware	1,667	1,811	700	(1,111)	-158.8%	-
501.4420.06.000	Dwelling Equipment	-	163	-	(163)	0.0%	-
501.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
501.4430.00.000	Grounds Maint. Contract	1,995	1,413	2,000	587	29.4%	2,000
501.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
501.4430.02.000	Tree Trimming Contract	-	100	-	(100)	0.0%	-
501.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
501.4430.04.000	Plumbing Repair Contract	-	-	-	-	0.0%	-
501.4430.05.000	Electrical Repair Contract	8,268	5,847	6,300	453	7.2%	-
501.4430.06.000	Chemical Treatment Contract	-	-	-	-	0.0%	-
501.4430.07.000	Fuel Contract	3,492	1,783	3,000	1,217	40.6%	3,500
501.4430.08.000	Vehicle Maint. Contract	82	-	-	-	0.0%	-
501.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
501.4430.11.000	Rubbish & Trash Removal Contract	10,554	6,050	10,000	3,950	39.5%	11,000
501.4430.12.000	Fire Protection, Testing & Monitor Contract	1,468	-	1,500	1,500	100.0%	-
501.4430.14.000	Other Maint. Contracts	435	-	500	500	100.0%	2,000
501.4436.00.000	Maintenance Charges	12,675	4,718	1,768	(2,950)	-166.8%	-
501.4480.00.000	Protective Services	611	553	500	(53)	-10.7%	2,000
501.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	30,000
501.4510.01.000	Insurance - General Liability	3,656	3,903	4,055	152	3.8%	4,000
501.4510.02.000	Insurance - Auto	771	739	800	61	7.6%	750
501.4510.03.000	Insurance - Property	12,170	12,070	13,167	1,097	8.3%	12,500
501.4520.00.000	PILOT, Taxes & Fees	125	-	150	150	100.0%	250
501.4540.00.000	Admin. Benefits	7,638	5,162	8,300	3,137	37.8%	-
501.4540.01.000	Retired Benefits	18,241	12,495	17,510	5,015	28.6%	-
501.4540.02.000	Maintenance Benefits	19,414	14,344	19,116	4,772	25.0%	-
501.4540.05.000	OPEB Expense	-	-	-	-	0.0%	831
501.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
501.4570.00.000	Collection Losses	-	-	-	-	0.0%	-
501.4580.01.000	Loan Payment (Prn & Int)	59,779	59,779	59,779	0	0.0%	59,779

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

	FY2017-18	FY2018-19			Est % of Budget Remaining	FY2019-20 Proposed Budget
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid-Year Budget		
501.4600.00.000 OES Support Agreement	-	250	-	(250)	0.0%	250
501.4610.00.000 Extraordinary Maintenance	-	-	-	-	0.0%	-
501.4620.00.000 Minor Equipment Repairs	1,838	-	-	-	0.0%	-
501.4630.00.000 Major Equipment Repairs	-	-	-	-	0.0%	-
501.4640.00.000 Building Repairs	-	-	-	-	0.0%	-
501.4650.00.000 Vehicle Maint. & Repairs	37	413	2,500	2,087	83.5%	2,000
<b>Total Operating Expenses</b>	<b>440,959</b>	<b>332,612</b>	<b>434,125</b>	<b>101,513</b>	<b>23.4%</b>	<b>484,881</b>
<b>Net Operating Income/(Loss)</b>	<b>(35,277)</b>	<b>(390)</b>	<b>-</b>			<b>-</b>
<b>Other Income &amp; Expense</b>						
501.8010.01.000 Rehab Grant Revenue - OMS	919,124	-	-	-	0.0%	-
501.8010.02.000 Rehab Grant Interest Revenue - OMS	3	-	-	-	0.0%	-
501.8010.11.000 Excess Op Funds - OMS	-	-	41,630	41,630	100.0%	-
501.8010.21.000 Replacement Reserve Revenue	-	48,000	48,000	-	0.0%	48,000
501.8010.22.000 Replacement Reserve Interest Revenue	41	16	-	(16)	0.0%	-
<b>Total Other Income (non-operating)</b>	<b>919,168</b>	<b>48,016</b>	<b>89,630</b>	<b>41,614</b>	<b>46.4%</b>	<b>48,000</b>
501.8610.01.000 Rehab Grant Exp - OMS	887,744	(922)	-	922	0.0%	-
501.8610.11.000 Op Res Exp - OMS	33,278	55,636	41,630	(14,006)	-33.6%	23,268
501.8610.21.000 Replacement Reserve Exp - OMS	311,359	1,049	-	(1,049)	0.0%	25,500
501.8611.01.000 Rehab Admin Fee Exp - OMS	21,094	-	-	-	0.0%	-
501.8611.11.000 Op Res Admin Fee Exp - OMS	-	-	-	-	0.0%	-
501.8611.21.000 Replacement Reserve Admin Fee - OMS	-	-	-	-	0.0%	-
<b>Total Other Expense (non-operating)</b>	<b>1,253,476</b>	<b>55,763</b>	<b>41,630</b>	<b>(14,133)</b>	<b>-33.9%</b>	<b>48,768</b>
<b>Net Non-operating Revenue and (Expense)</b>	<b>(334,308)</b>	<b>(7,747)</b>	<b>48,000</b>	<b>55,747</b>		<b>(768)</b>
<b>Net Increase/(Decrease) to Fund Balance</b>	<b>(369,585)</b>	<b>(8,137)</b>	<b>48,000</b>			<b>(768)</b>

RESERVES EXPECTED TO BE USED DURING YEAR

# Yolo Housing

## FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update

### Detail by Fund

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Madison Migrant Center (MMC)</b>							
502.3010.00.000	Contract Revenue	535,473	491,092	615,786	124,694	20.2%	673,829
<b>Total Operating Revenue</b>		<b>535,473</b>	<b>491,092</b>	<b>615,786</b>	<b>124,694</b>	<b>20.2%</b>	<b>673,829</b>
502.4110.00.000	Administrative Salaries	22,332	16,006	28,701	12,696	44.2%	23,717
502.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	1,241	971	2,407	1,436	59.7%	27,615
502.4125.02.000	Admin. P/R Taxes - SUI	136	148	234	86	36.9%	-
502.4125.03.000	Admin. Retirement	3,427	2,313	2,213	(100)	-4.5%	-
502.4125.04.000	Admin. Workers Comp	219	280	169	(111)	-65.5%	-
502.4125.05.000	Admin. Comp. Abs.	7,508	-	-	-	0.0%	-
502.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
502.4140.00.000	Training	138	400	500	100	20.0%	-
502.4150.00.000	Travel - Ops	841	182	1,200	1,019	84.9%	1,500
502.4150.01.000	Travel - Admin	714	-	800	800	100.0%	-
502.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
502.4170.01.000	Professional Services	32	440	1,066	625	58.7%	500
502.4171.00.000	Auditing	1,328	1,245	1,250	5	0.4%	1,500
502.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
502.4190.00.000	Postage	-	2	-	(2)	0.0%	-
502.4190.01.000	Office Supplies & Equipment	711	766	500	(266)	-53.2%	1,000
502.4190.02.000	Printing & Copier Usage Charges	708	596	500	(96)	-19.2%	1,000
502.4190.04.000	Dues & Subscriptions	32	-	-	-	0.0%	-
502.4190.05.000	Uniforms	532	157	-	(157)	0.0%	500
502.4190.10.000	Admin. Other	(1)	229	555	326	58.7%	270
502.4191.00.000	IT Services	1,063	737	1,225	488	39.8%	1,250
502.4191.01.000	Computer Support & License Fees	1,553	2,367	2,000	(367)	-18.3%	1,500
502.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
502.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
502.4192.00.000	Telephone	2,081	1,254	2,250	996	44.3%	1,000
502.4192.01.000	Internet	-	-	-	-	0.0%	2,000
502.4310.00.000	Water	42,141	34,020	43,000	8,980	20.9%	45,000
502.4320.00.000	Electricity	36,412	33,399	46,219	12,820	27.7%	40,000
502.4330.00.000	Gas	20,619	12,712	20,000	7,288	36.4%	25,000
502.4340.00.000	Sewerage	53,340	40,005	57,000	16,995	29.8%	55,000
502.4400.05.000	YCH Contract Mgmt Fee	61,117	43,461	61,317	17,856	29.1%	66,940
502.4410.00.000	Maintenance Salaries	57,732	46,405	58,085	11,680	20.1%	61,344
502.4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	3,471	2,659	4,743	2,083	43.9%	71,427
502.4415.02.000	Maintenance P/R Taxes - SUI	435	434	441	7	1.6%	-
502.4415.03.000	Maintenance Retirement	4,383	6,222	4,643	(1,579)	-34.0%	-
502.4415.04.000	Maintenance Workers Comp	3,719	3,280	4,094	814	19.9%	-
502.4415.05.000	Maintenance Comp. Abs.	-	-	-	-	0.0%	-
502.4420.00.000	Maint. Supplies	10	1,149	2,000	851	42.6%	4,000
502.4420.01.000	Electrical Supplies	-	1,810	-	(1,810)	0.0%	14,000
502.4420.02.000	Plumbing Supplies	-	74	-	(74)	0.0%	-
502.4420.03.000	Painting Supplies	-	40	-	(40)	0.0%	-
502.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
502.4420.05.000	Lumber & Hardware	32	1,605	5,860	4,255	72.6%	500
502.4420.06.000	Dwelling Equipment	-	1,905	-	(1,905)	0.0%	-
502.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
502.4430.00.000	Grounds Maint. Contract	3,902	30	-	(30)	0.0%	500
502.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
502.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
502.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
502.4430.04.000	Plumbing Repair Contract	-	-	-	-	0.0%	-
502.4430.05.000	Electrical Repair Contract	14,267	8,776	11,000	2,224	20.2%	-
502.4430.06.000	Chemical Treatment Contract	-	-	-	-	0.0%	-
502.4430.07.000	Fuel Contract	2,258	1,626	2,400	774	32.2%	2,400
502.4430.08.000	Vehicle Maint. Contract	1,811	79	-	(79)	0.0%	-
502.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
502.4430.11.000	Rubbish & Trash Removal Contract	18,595	13,971	10,200	(3,771)	-37.0%	25,000
502.4430.12.000	Fire Protection, Testing & Monitor Contract	1,597	899	1,000	101	10.1%	1,600
502.4430.14.000	Other Maint. Contracts	692	-	-	-	0.0%	-
502.4436.00.000	Maintenance Charges	9,029	12,590	11,128	(1,462)	-13.1%	-
502.4480.00.000	Protective Services	1,076	1,929	2,000	71	3.6%	1,200
502.4510.00.000	Insurance - Flood	65,548	66,182	80,000	13,818	17.3%	75,000
502.4510.01.000	Insurance - General Liability	3,364	3,381	3,513	132	3.8%	4,000
502.4510.02.000	Insurance - Auto	771	739	768	29	3.7%	750
502.4510.03.000	Insurance - Property	11,354	11,233	12,255	1,021	8.3%	12,000
502.4520.00.000	PILOT, Taxes & Fees	-	-	-	-	0.0%	-
502.4540.00.000	Admin. Benefits	6,708	5,090	8,300	3,209	38.7%	-
502.4540.01.000	Retired Benefits	6,550	4,804	10,000	5,196	52.0%	-
502.4540.02.000	Maintenance Benefits	19,448	14,350	19,116	4,766	24.9%	-
502.4540.05.000	OPEB Expense	-	-	-	-	0.0%	11,930
502.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
502.4570.00.000	Collection Losses	-	-	-	-	0.0%	-
502.4580.01.000	Loan Payment (Prn & Int)	88,136	88,136	88,136	-	0.0%	-

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
502.4600.00.000	OES Support Agreement	-	250	-	(250)	0.0%	250
502.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
502.4620.00.000	Minor Equipment Repairs	893	120	1,000	880	88.0%	1,500
502.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
502.4640.00.000	Building Repairs	-	-	-	-	0.0%	-
502.4650.00.000	Vehicle Maint. & Repairs	769	43	2,000	1,957	97.9%	3,000
<b>Total Operating Expenses</b>		<b>584,770</b>	<b>491,498</b>	<b>615,786</b>	<b>124,288</b>	<b>20.2%</b>	<b>673,829</b>
<b>Net Operating Income/(Loss)</b>		<b>(49,297)</b>	<b>(406)</b>	<b>(0)</b>			<b>-</b>
<b>Other Income &amp; Expense</b>							
502.8010.01.000	Rehab Grant Revenue - OMS	463,670	102,169	-	(102,169)	0.0%	-
502.8010.02.000	Rehab Grant Interest Revenue - OMS	-	-	-	-	0.0%	-
502.8010.11.000	Excess Op Funds - OMS	-	-	15,000	15,000	100.0%	-
502.8010.21.000	Replacement Reserve Revenue	11,500	11,500	11,500	-	0.0%	11,500
502.8010.22.000	Replacement Reserve Interest Revenue	5	6	-	(6)	0.0%	-
<b>Total Other Income (non-operating)</b>		<b>475,175</b>	<b>113,675</b>	<b>26,500</b>	<b>(87,175)</b>	<b>-329.0%</b>	<b>11,500</b>
502.8610.01.000	Rehab Grant Exp - OMS	434,406	98,502	-	(98,502)	0.0%	-
502.8610.11.000	Op Res Exp - OMS	496	21,496	15,000	(6,496)	-43.3%	32,509
502.8610.21.000	Replacement Reserve Exp - OMS	29,466	-	-	-	0.0%	18,500
502.8611.01.000	Rehab Admin Fee Exp - OMS	13,891	4,484	-	(4,484)	0.0%	-
502.8611.11.000	Op Res Admin Fee Exp - OMS	-	-	-	-	0.0%	-
502.8611.21.000	Replacement Reserve Admin Fee - OMS	-	-	-	-	0.0%	-
<b>Total Other Expense (non-operating)</b>		<b>478,259</b>	<b>124,482</b>	<b>15,000</b>	<b>(109,482)</b>	<b>-729.9%</b>	<b>51,009</b>
<b>Net Non-operating Revenue and (Expense)</b>		<b>(3,084)</b>	<b>(10,807)</b>	<b>11,500</b>	<b>22,307</b>		<b>(39,509)</b>
<b>Net Increase/(Decrease) to Fund Balance</b>		<b>(52,381)</b>	<b>(11,213)</b>	<b>11,500</b>			<b>(39,509)</b>

RESERVES EXPECTED TO BE USED DURING YEAR

# Yolo Housing

## FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update

### Detail by Fund

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Rehrman/Dixon Migrant Center (RMC)</b>							
503.3010.00.000	Contract Revenue	387,846	303,353	417,731	114,378	27.4%	479,848
<b>Total Operating Revenue</b>		<b>387,846</b>	<b>303,353</b>	<b>417,731</b>	<b>114,378</b>	<b>27.4%</b>	<b>479,848</b>
503.4110.00.000	Administrative Salaries	24,589	14,502	28,152	13,651	48.5%	23,717
503.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	1,292	877	2,407	1,530	63.6%	27,615
503.4125.02.000	Admin. P/R Taxes - SUI	146	153	234	80	34.4%	-
503.4125.03.000	Admin. Retirement	3,728	2,201	2,213	11	0.5%	-
503.4125.04.000	Admin. Workers Comp	289	217	169	(48)	-28.4%	-
503.4125.05.000	Admin. Comp. Abs.	6,882	-	-	-	0.0%	-
503.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
503.4140.00.000	Training	400	-	-	-	0.0%	-
503.4150.00.000	Travel - Ops	682	377	500	123	24.6%	700
503.4150.01.000	Travel - Admin	68	-	300	300	100.0%	500
503.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
503.4170.01.000	Professional Services	32	308	856	547	64.0%	500
503.4171.00.000	Auditing	1,593	1,494	1,500	6	0.4%	1,500
503.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
503.4190.00.000	Postage	-	2	-	(2)	0.0%	-
503.4190.01.000	Office Supplies & Equipment	854	711	350	(361)	-103.2%	250
503.4190.02.000	Printing & Copier Usage Charges	695	714	750	36	4.8%	500
503.4190.04.000	Dues & Subscriptions	32	-	-	-	0.0%	-
503.4190.05.000	Uniforms	580	510	750	240	32.0%	500
503.4190.10.000	Admin. Other	6	229	-	(229)	0.0%	270
503.4191.00.000	IT Services	1,063	550	975	425	43.6%	750
503.4191.01.000	Computer Support & License Fees	1,514	2,308	1,500	(808)	-53.9%	1,500
503.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
503.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
503.4192.00.000	Telephone	2,130	1,256	2,100	844	40.2%	1,200
503.4192.01.000	Internet	-	200	2,100	1,900	90.5%	1,800
503.4310.00.000	Water	36,675	22,017	33,734	11,718	34.7%	57,000
503.4320.00.000	Electricity	65,077	47,155	60,000	12,845	21.4%	70,000
503.4330.00.000	Gas	11,990	9,157	11,892	2,735	23.0%	10,000
503.4340.00.000	Sewerage	35,101	18,301	30,000	11,699	39.0%	15,000
503.4400.05.000	YCH Contract Mgmt Fee	45,116	32,454	45,116	12,662	28.1%	61,981
503.4410.00.000	Maintenance Salaries	50,122	40,816	50,614	9,798	19.4%	57,644
503.4415.01.000	Maintenance P/R Taxes - Social Security/Medicare	3,064	2,534	4,104	1,570	38.3%	67,119
503.4415.02.000	Maintenance P/R Taxes - SUI	439	434	441	7	1.6%	-
503.4415.03.000	Maintenance Retirement	3,690	5,426	8,127	2,701	33.2%	-
503.4415.04.000	Maintenance Workers Comp	3,719	3,280	3,542	263	7.4%	-
503.4415.05.000	Maintenance Comp. Abs.	-	-	-	-	0.0%	-
503.4420.00.000	Maint. Supplies	4,408	3,276	3,500	224	6.4%	3,000
503.4420.01.000	Electrical Supplies	-	590	-	(590)	0.0%	15,000
503.4420.02.000	Plumbing Supplies	-	-	-	-	0.0%	-
503.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
503.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
503.4420.05.000	Lumber & Hardware	2,770	3,154	3,090	(64)	-2.1%	3,000
503.4420.06.000	Dwelling Equipment	-	-	-	-	0.0%	-
503.4420.07.000	Maintenance Equipment	-	-	-	-	0.0%	-
503.4430.00.000	Grounds Maint. Contract	7,124	7,307	9,460	2,153	22.8%	7,300
503.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
503.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
503.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
503.4430.04.000	Plumbing Repair Contract	-	-	-	-	0.0%	-
503.4430.05.000	Electrical Repair Contract	13,995	10,944	13,000	2,056	15.8%	-
503.4430.06.000	Chemical Treatment Contract	-	-	-	-	0.0%	-
503.4430.07.000	Fuel Contract	2,801	1,266	3,250	1,984	61.0%	3,000
503.4430.08.000	Vehicle Maint. Contract	2,265	455	1,200	745	62.1%	-
503.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
503.4430.11.000	Rubbish & Trash Removal Contract	13,635	11,321	15,500	4,179	27.0%	15,500
503.4430.12.000	Fire Protection, Testing & Monitor Contract	-	-	-	-	0.0%	-
503.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
503.4436.00.000	Maintenance Charges	25,097	12,140	20,488	8,348	40.7%	-
503.4480.00.000	Protective Services	2,193	857	1,120	263	23.4%	2,000
503.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	-
503.4510.01.000	Insurance - General Liability	5,391	5,106	4,032	(1,074)	-26.7%	7,000
503.4510.02.000	Insurance - Auto	1,542	1,478	1,536	58	3.7%	1,500
503.4510.03.000	Insurance - Property	16,017	15,955	15,876	(79)	-0.5%	16,500
503.4520.00.000	PILOT, Taxes & Fees	647	297	300	3	0.9%	250
503.4540.00.000	Admin. Benefits	6,229	4,986	8,300	3,314	39.9%	-
503.4540.01.000	Retired Benefits	2,620	1,922	2,500	578	23.1%	-
503.4540.02.000	Maintenance Benefits	19,482	14,356	19,116	4,760	24.9%	-
503.4540.05.000	OPEB Expense	-	-	10,000	10,000	100.0%	2,902
503.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
503.4570.00.000	Collection Losses	-	-	-	-	0.0%	-
503.4600.00.000	OES Support Agreement	-	250	-	(250)	0.0%	-

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
503.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	-
503.4620.00.000	Minor Equipment Repairs	373	-	1,000	1,000	100.0%	600
503.4630.00.000	Major Equipment Repairs	-	-	-	-	0.0%	-
503.4640.00.000	Building Repairs	-	-	-	-	0.0%	-
503.4650.00.000	Vehicle Maint. & Repairs	90	-	500	500	100.0%	2,000
<b>Total Operating Expenses</b>		<b>428,244</b>	<b>303,845</b>	<b>426,193</b>	<b>122,348</b>	<b>28.7%</b>	<b>479,848</b>
<b>Net Operating Income/(Loss)</b>		<b>(40,398)</b>	<b>(492)</b>	<b>(8,462)</b>			<b>-</b>
<b>Other Income &amp; Expense</b>							
503.8010.01.000	Rehab Grant Revenue - OMS	-	-	-	-	0.0%	-
503.8010.02.000	Rehab Grant Interest Revenue - OMS	-	-	-	-	0.0%	-
503.8010.11.000	Excess Op Funds - OMS	-	-	-	-	0.0%	-
503.8610.01.000	Rehab Grant Exp - OMS	-	-	-	-	0.0%	-
<b>Total Other Income (non-operating)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
503.8610.11.000	Op Res Exp - OMS	28,346	13,140	-	(13,140)	0.0%	45,150
503.8611.01.000	Rehab Admin Fee Exp - OMS	-	-	-	-	0.0%	-
503.8611.11.000	Op Res Admin Fee Exp - OMS	-	-	-	-	0.0%	-
<b>Total Other Expense (non-operating)</b>		<b>28,346</b>	<b>13,140</b>	<b>-</b>	<b>(13,140)</b>	<b>0.0%</b>	<b>45,150</b>
<b>Net Non-operating Revenue and (Expense)</b>		<b>(28,346)</b>	<b>(13,140)</b>	<b>-</b>	<b>13,140</b>		<b>(45,150)</b>
<b>Net Increase/(Decrease) to Fund Balance</b>		<b>(68,744)</b>	<b>(13,632)</b>	<b>(8,462)</b>			<b>(45,150)</b>

<b>RESERVES EXPECTED TO BE USED DURING YEAR</b>
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**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18	FY2018-19			FY2019-20	
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Davis Solar Homes</b>							
600.3110.00.000	Dwelling Rent	47,950	42,045	56,952	14,907	26.2%	59,518
600.3110.01.000	Tenant Charges - Maint. & Repairs	801	-	-	-	0.0%	-
600.3110.02.000	Tenant Charges - Administrative	-	-	-	-	0.0%	-
600.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
600.3610.00.000	Interest Revenue	144	114	150	36	23.8%	100
600.3690.00.000	Other Revenue	-	-	-	-	0.0%	-
600.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	-	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>48,895</b>	<b>42,159</b>	<b>57,102</b>	<b>14,943</b>	<b>26.2%</b>	<b>59,618</b>
600.4110.00.000	Administrative Salaries	5,481	1,372	2,104	733	34.8%	4,093
600.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	354	90	327	237	72.4%	343
600.4125.02.000	Admin. P/R Taxes - SUI	45	17	31	14	43.9%	31
600.4125.03.000	Admin. Retirement	1,528	1,244	2,089	845	40.4%	735
600.4125.04.000	Admin. Workers Comp	23	46	23	(23)	-101.4%	31
600.4125.05.000	Admin. Comp. Abs.	(73)	-	-	-	0.0%	-
600.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
600.4140.00.000	Training	-	-	-	-	0.0%	-
600.4150.00.000	Travel	111	47	50	3	5.2%	65
600.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
600.4170.01.000	Professional Services	980	15	706	691	97.9%	20
600.4171.00.000	Auditing	531	499	581	82	14.1%	500
600.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
600.4180.00.000	147 Rent	-	-	-	-	0.0%	-
600.4190.00.000	Postage	-	-	-	-	0.0%	-
600.4190.01.000	Office Supplies & Equipment	300	-	50	50	100.0%	25
600.4190.02.000	Printing & Copier Usage Charges	-	82	400	318	79.5%	125
600.4190.04.000	Dues & Subscriptions	77	-	-	-	0.0%	-
600.4190.05.000	Uniforms	-	-	-	-	0.0%	-
600.4190.07.000	Meeting Supplies	-	-	-	-	0.0%	-
600.4190.08.000	Advertising	-	-	-	-	0.0%	-
600.4190.10.000	Admin. Other	953	-	150	150	100.0%	-
600.4191.01.000	Computer Support & License Fees	323	508	450	(58)	-12.8%	700
600.4191.02.000	Computer Equipment	-	-	-	-	0.0%	-
600.4192.00.000	Telephone	854	(0)	-	0	0.0%	-
600.4192.01.000	Internet	-	649	1,000	351	35.1%	900
600.4310.00.000	Water	6,440	4,847	7,437	2,589	34.8%	6,500
600.4320.00.000	Electricity	70	-	98	98	100.0%	-
600.4330.00.000	Gas	80	-	113	113	100.0%	-
600.4340.00.000	Sewerage	4,530	2,920	4,887	1,968	40.3%	4,000
600.4400.00.000	Management Fees to YCH	4,960	3,906	5,208	1,302	25.0%	5,200
600.4420.00.000	Maint. Supplies	7	-	50	50	100.0%	-
600.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
600.4420.04.000	Chemical Supplies	-	-	-	-	0.0%	-
600.4420.05.000	Lumber & Hardware	-	-	-	-	0.0%	-
600.4420.06.000	Dwelling Equipment	7,102	4,045	9,000	4,955	55.1%	5,000
600.4430.00.000	Grounds Maint. Contract	-	-	-	-	0.0%	-
600.4430.01.000	Landscape Maint. Contract	-	-	-	-	0.0%	-
600.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
600.4430.03.000	Painting Contract	2,040	-	-	-	0.0%	-
600.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
600.4430.11.000	Rubbish & Trash Removal Contract	3,470	2,618	3,500	882	25.2%	3,500
600.4430.13.000	Janitorial Contract	-	-	-	-	0.0%	-
600.4430.14.000	Other Maint. Contracts	150	-	150	150	100.0%	-
600.4436.00.000	Maintenance Charges	17,032	1,113	9,360	8,248	88.1%	11,332
600.4480.00.000	Protective Services	-	-	-	-	0.0%	-
600.4510.00.000	Insurance - Flood	-	-	-	-	0.0%	-
600.4510.01.000	Insurance - General Liability	384	262	297	36	12.0%	350
600.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
600.4510.03.000	Insurance - Property	1,603	1,278	1,394	116	8.3%	1,600
600.4520.00.000	PILOT, Taxes & Fees	1,266	990	1,320	330	25.0%	1,350
600.4540.00.000	Admin. Benefits	2,530	574	836	262	31.3%	880
600.4540.05.000	OPEB Expense	-	-	-	-	0.0%	-
600.4570.00.000	Collection Losses	-	-	-	-	0.0%	-
600.4600.00.000	OES Support Agreement	-	-	-	-	0.0%	-
600.4610.00.000	Extraordinary Maintenance	-	-	-	-	0.0%	5,000
600.4640.00.000	Building Repairs	-	-	-	-	0.0%	5,000
	<b>Total Operating Expenses</b>	<b>63,152</b>	<b>27,121</b>	<b>51,610</b>	<b>24,489</b>	<b>47.5%</b>	<b>57,280</b>
	<b>Net Operating Income/(Loss)</b>	<b>(14,257)</b>	<b>15,038</b>	<b>5,492</b>			<b>2,338</b>
600.9000.00.000	Equity Transfer In/Out	-	-	-	-	-	-
	<b>Non-operating Revenue and (Expense)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Net Increase/(Decrease) to Fund Balance</b>	<b>(14,257)</b>	<b>15,038</b>	<b>5,492</b>			<b>2,338</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>Pacifico</b>							
700.3110.01.000	Tenant Charges - Maint. & Repairs	-	-	-	-	0.0%	500
700.3110.02.000	Tenant Charges - Administrative	-	-	-	-	0.0%	200
700.3290.00.000	Other Revenue - Other Gov't (SEFA)	-	-	-	-	0.0%	-
700.3690.00.000	Other Revenue	-	-	-	-	0.0%	-
700.3690.02.000	Other Revenue - Other Gov't (Non-SEFA)	237,648	210,104	283,132	73,028	25.8%	167,278
700.3690.04.000	Other Revenue - Laundry & Vending	-	41	75	34	45.8%	-
	<b>Total Operating Revenue</b>	<b>237,648</b>	<b>210,144</b>	<b>283,207</b>	<b>73,062</b>	<b>25.8%</b>	<b>167,978</b>
700.4110.00.000	Administrative Salaries	-	-	19,911	19,911	100.0%	4,093
700.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	-	-	1,831	1,831	100.0%	343
700.4125.02.000	Admin. P/R Taxes - SUI	-	-	498	498	100.0%	31
700.4125.03.000	Admin. Retirement	-	-	1,874	1,874	100.0%	735
700.4125.04.000	Admin. Workers Comp	-	-	128	128	100.0%	31
700.4130.00.000	Legal Fees	95	3,215	3,750	535	14.3%	4,000
700.4140.00.000	Training	-	471	2,000	1,529	76.5%	500
700.4150.00.000	Travel	2,443	298	1,000	702	70.2%	500
700.4170.00.000	Accounting Fees & Services	-	-	-	-	0.0%	-
700.4170.01.000	Professional Services	9,853	54,953	33,750	(21,203)	-62.8%	45,000
700.4171.00.000	Auditing	-	-	-	-	0.0%	500
700.4172.00.000	Public Relations Expense	-	-	-	-	0.0%	-
700.4190.01.000	Office Supplies & Equipment	1,150	213	500	287	57.4%	250
700.4190.02.000	Printing & Copier Usage Charges	99	491	150	(341)	-227.5%	500
700.4190.04.000	Dues & Subscriptions	-	-	-	-	0.0%	-
700.4190.05.000	Uniforms	-	-	-	-	0.0%	-
700.4190.06.000	Criminal Background Checks	677	400	750	350	46.7%	500
700.4190.07.000	Meeting Supplies	-	200	-	(200)	0.0%	-
700.4190.08.000	Advertising	-	-	500	500	100.0%	-
700.4190.10.000	Admin. Other	-	-	-	-	0.0%	-
700.4191.00.000	IT Services	12,494	4,234	9,750	5,516	56.6%	1,132
700.4191.01.000	Computer Support & License Fees	1,459	2,440	1,800	(640)	-35.6%	2,000
700.4191.02.000	Computer Equipment	8,950	355	750	395	52.7%	-
700.4191.03.000	Office Machines & Leases	819	567	850	283	33.3%	500
700.4192.00.000	Telephone	21,543	1,844	2,500	656	26.2%	1,000
700.4192.01.000	Internet	-	15,155	21,000	5,845	27.8%	10,000
700.4310.00.000	Water	10,481	11,240	15,920	4,680	29.4%	8,000
700.4320.00.000	Electricity	27,033	21,215	35,194	13,980	39.7%	14,000
700.4330.00.000	Gas	91	2,585	2,127	(458)	-21.5%	2,000
700.4340.00.000	Sewerage	7,624	6,519	8,831	2,312	26.2%	4,500
700.4400.00.000	Management Fees to YCH	42,000	31,500	42,000	10,500	25.0%	21,000
700.4420.00.000	Maint. Supplies	1,149	989	300	(689)	-229.6%	1,000
700.4420.01.000	Electrical Supplies	185	337	-	(337)	0.0%	500
700.4420.02.000	Plumbing Supplies	281	517	500	(17)	-3.4%	500
700.4420.03.000	Painting Supplies	-	-	-	-	0.0%	-
700.4420.04.000	Chemical Supplies	-	905	-	(905)	0.0%	-
700.4420.05.000	Lumber & Hardware	789	1,634	2,000	366	18.3%	1,000
700.4420.06.000	Dwelling Equipment	3,148	1,679	1,700	21	1.2%	1,000
700.4420.07.000	Maintenance Equipment	9,421	4,384	6,000	1,616	26.9%	2,000
700.4430.00.000	Grounds Maint. Contract	10,330	-	-	-	0.0%	-
700.4430.01.000	Landscape Maint. Contract	600	-	-	-	0.0%	-
700.4430.02.000	Tree Trimming Contract	-	-	-	-	0.0%	-
700.4430.03.000	Painting Contract	-	-	-	-	0.0%	-
700.4430.04.000	Plumbing Repair Contract	1,411	-	500	500	100.0%	500
700.4430.05.000	Electrical Repair Contract	-	-	200	200	100.0%	500
700.4430.06.000	Chemical Treatment Contract	1,675	1,905	2,500	595	23.8%	1,800
700.4430.09.000	Equipment Rental Contract	-	-	-	-	0.0%	-
700.4430.11.000	Rubbish & Trash Removal Contract	4,033	3,278	4,000	722	18.0%	2,000
700.4430.12.000	Fire Protection, Testing & Monitor Contract	3,814	3,087	4,000	913	22.8%	1,500
700.4430.13.000	Janitorial Contract	4,245	2,305	3,500	1,195	34.1%	1,800
700.4430.14.000	Other Maint. Contracts	-	-	-	-	0.0%	-
700.4436.00.000	Maintenance Charges	18,359	28,748	35,367	6,619	18.7%	25,133
700.4480.00.000	Protective Services	10,362	1,384	-	(1,384)	0.0%	1,000
700.4510.02.000	Insurance - Auto	-	-	-	-	0.0%	-
700.4520.00.000	PILOT, Taxes & Fees	625	500	200	(300)	-150.0%	250
700.4540.00.000	Admin. Benefits	-	-	-	-	0.0%	880
700.4540.05.000	OPEB Expense	-	-	-	-	0.0%	-
700.4550.00.000	Bank Fees & Charges	-	-	-	-	0.0%	-
700.4570.00.000	Collection Losses	1,625	-	15,000	15,000	100.0%	5,000
700.4600.00.000	OES Support Agreement	-	-	-	-	0.0%	-
700.4610.00.000	Extraordinary Maintenance	19,988	-	-	-	0.0%	-
700.4640.00.000	Building Repairs	-	730	-	(730)	0.0%	500
	<b>Total Operating Expenses</b>	<b>238,850</b>	<b>210,277</b>	<b>283,132</b>	<b>72,855</b>	<b>25.7%</b>	<b>167,978</b>
	<b>Net Operating Income/(Loss)</b>	<b>(1,202)</b>	<b>(133)</b>	<b>75</b>			<b>-</b>

RESERVES EXPECTED TO BE USED DURING YEAR

**Yolo Housing****FY2019-2020 Proposed Budgets and Q3 FY2018-2019 Update****Detail by Fund**

		FY2017-18		FY2018-19			FY2019-20
		Actuals for Year	Actual thru Q3 (3/31/2019)	Approved Mid- Year Budget	Estimated Remaining Budget	Est % of Budget Remaining	Proposed Budget
<b>ROSS Grant (2017-2019)</b>							
991.3203.00.000	HUD Grant Revenue	89,663	70,276	98,202	27,926	28.4%	24,464
991.3690.00.000	Other Revenue	-	-	-	-	0.0%	-
	<b>Total Operating Revenue</b>	<b>89,663</b>	<b>70,276</b>	<b>98,202</b>	<b>27,926</b>	<b>28.4%</b>	<b>24,464</b>
991.4110.00.000	Administrative Salaries	925	807	1,330	523	39.3%	287
991.4125.01.000	Admin. P/R Taxes - Social Security & Medicare	63	57	189	132	70.1%	20
991.4125.02.000	Admin. P/R Taxes - SUI	15	5	4	(1)	-13.5%	2
991.4125.03.000	Admin. Retirement	108	50	88	38	43.0%	18
991.4125.04.000	Admin. Workers Comp	3	2	8	6	72.5%	1
991.4125.05.000	Admin. Comp. Abs.	769	-	-	-	0.0%	-
991.4130.00.000	Legal Fees	-	-	-	-	0.0%	-
991.4140.00.000	Training	2,190	-	1,450	1,450	100.0%	-
991.4150.00.000	Travel	2,469	1,366	1,650	284	17.2%	487
991.4170.01.000	Professional Services	-	-	-	-	0.0%	-
991.4190.00.000	Postage	-	-	-	-	0.0%	-
991.4190.01.000	Office Supplies & Equipment	232	97	100	3	2.6%	35
991.4190.02.000	Printing & Copier Usage Charges	371	308	400	92	22.9%	110
991.4190.08.000	Advertising	-	-	-	-	0.0%	-
991.4191.00.000	IT Services	1,313	33	750	717	95.6%	12
991.4191.02.000	Computer Equipment	674	-	-	-	0.0%	-
991.4191.03.000	Office Machines & Leases	-	-	-	-	0.0%	-
991.4192.00.000	Telephone	1,192	223	325	102	31.5%	79
991.4192.01.000	Internet	-	649	950	302	31.7%	231
991.4210.00.000	Tenant Service Salaries	53,321	43,517	56,390	12,873	22.8%	15,500
991.4225.01.000	Tenant Svc. P/R Taxes - Social Security & Medicare	3,607	2,982	3,904	922	23.6%	1,062
991.4225.02.000	Tenant Svc. P/R Taxes - SUI	666	512	459	(53)	-11.6%	182
991.4225.03.000	Tenant Svc. Retirement	3,454	5,024	7,700	2,676	34.8%	1,789
991.4225.04.000	Tenant Svc. Workers Comp	381	375	439	64	14.5%	134
991.4225.05.000	Tenant Svc. Comp. Abs.	-	-	-	-	0.0%	-
991.4540.00.000	Admin. Benefits	145	86	684	598	87.4%	31
991.4540.03.000	Tenant Service Benefits	17,226	12,325	16,382	4,057	24.8%	4,390
991.4540.05.000	OPEB Expense	-	-	5,000	5,000	100.0%	-
991.9100.00.000	Operating Transfers In	-	-	-	-	0.0%	-
991.9200.00.000	Operating Transfer Out	-	-	-	-	0.0%	-
	<b>Total Operating Expenses</b>	<b>89,124</b>	<b>68,417</b>	<b>98,202</b>	<b>29,785</b>	<b>30.3%</b>	<b>24,369</b>
	<b>Net Operating Income/(Loss)</b>	<b>538</b>	<b>1,859</b>	<b>-</b>			<b>95</b>

RESERVES EXPECTED TO BE USED DURING YEAR



# Housing Authority of the County of Yolo

## Proposed Annual Operating Budget

### FY 2019-2020

(Presented June 19, 2019)

#### Overview

The proposed FY 2019-2020 budget is a balanced budget based on a conservative, or slightly pessimistic, approach to projecting both revenues and expenses to ensure that any disruption is minimized as Federal and State funding levels for the various programs are rolled out late in the YCH fiscal year.

The proposed budget has been designed to allocate resources toward meeting the strategic goals of YCH that focus on:

- Protecting the long-term viability of the real estate assets through a variety of funding sources and programs.
  - The costs for ongoing maintenance for these properties are included in their individual operating budgets. While the funding for large capital improvements whose costs would be captured as improvements on the balance sheet and the offsetting funding shown as other income in the individual property budgets.
  - The proposed budget also includes evaluating the potential repositioning of public housing assets through the Rental Assistance Demonstration (RAD) process which began with hiring a consultant to produce the RAD Physical Condition Assessment (RPCA) and Phase I Environmental Site Assessment reports for all 6 campuses that make up the public housing portfolio, which was completed in April 2019. The next phase of this evaluation process began June 2019 as the RAD process consultant was hired to assist with evaluating the options and long-term viability of a RAD conversion for a cost of \$84,000. These costs are being funded through the use of capital funds shown in the proposed AMP budgets as a total of \$90,000 of other income.

- Maximizing the use of available funds to support YCH's core business of providing housing for the target populations that include farmworkers, elderly/disabled persons, and working families.
- Innovative solutions and funding to provide services, education, recreation, and self-sufficiency opportunities for all residents served by YCH.
- Ensuring emergency readiness with disaster planning, resident safety programs, and coordination with partners for all YCH programs.
- New ways to increase resident comfort through energy efficiency and environmental sustainability initiatives.
- Continuing to maintain funding competitiveness with YCH funding sources by meeting the requirements of a federal High Performer.

Across the portfolio, overall operating revenue is expected to remain relatively consistent with prior years. Based on known and projected increases in utility usage and rates, the costs included in the budgets have typically been projected to rise by about 5% over the current year for all utilities. The impact of energy efficiency upgrades made during 2018 may show up as additional savings during this first full year after installation.

### **Current Realities and Issues Incorporated in the Proposed Budget**

- Transactional nature of funding sources compartmentalizes available cash to specific uses or programs.
- Ongoing prorated fees from federal programs that are significantly lower than contracted amounts.
- Trend toward reimbursement-only funding for programs puts significant strain on the ability to participate in certain programs without the provision of start-up or working capital funding.
- As part of evaluating the viability of doing a RAD conversion involved looking at the actual cost of conversion, as well as the post-conversion revenue sources to fund ongoing operations. Any necessary changes to the proposed budget would be addressed as part of the RAD conversion approval process that will be presented to the Commission in the near future.
- Preparation work on the approximately \$200,000 IT system upgrade project has begun and is expected to be completed during the first half of FY 2019-2020. Of this cost, \$60,000 was authorized in the FY 2018-2019 budget while the remaining \$140,000 for the final 2 phases of the project is apportioned in the FY 2019-2020 proposed budget as both costs to the various programs and the admin building based on the various types of work being performed.
- The extremely tight rental housing market continues to increase rental costs from the private market throughout the region. This negatively impacts the number of families that can be served through the HCV program and reduces the administrative funding for this program which is based on fees per family under lease as of the first of each month.

- YCH has been faithfully making the contractually required PERS retirement contributions of about \$300,000 each year, split evenly between the employees and YCH. Based on adjustments made to the actuarial calculations over the last few years, CalPERS recognized a significant shortfall and in 2017 imposed an additional required employer payment of unfunded liability that has increased to an estimated \$243,274 for FY 2019-2020, which now makes the total employer pension contribution more than 2.5 times that of the employees. This projected cost has been incorporated into the proposed budget.
- OPEB costs for retiree health premiums had been paid for retirees as incurred until YCH began making contributions into a CERBT account managed by CalPERS to pre-fund portions of this liability. The impact of these contributions have effectively cut the June 30, 2018 liability from \$3,898,015 to \$1,493,543 based on pre-funding contributions on average of about \$200,000 per year. Unfortunately, the increases in employer pension costs is making it more difficult to fund these contributions without impacting the ability of YCH to meet some of its other priorities. The proposed budget includes a total OPEB pre-funding contribution to the CERBT account of \$235,664 from the various programs. However, based on the funding program put in place by the Commission in 2013, these contributions will only be funded to a level where sufficient available cash exists to do so.

## Budget Analysis

The following is the combined proposed budget, followed by a breakdown and analysis by program based on the program types used for the reporting to HUD in the annual financial audit reports and HUD Financial Data Schedule (FDS) system. In addition, fund-level budget schedules have been provided to show the budgets amounts down to the general ledger account level of detail along with non-operating income and expenses which typically represent transactions where the use of reserve or grant funds would be shown as revenue when the offsetting funding or costs would be included on the balance sheet, which has the effect of artificially inflating earnings when included with operations.

### Yolo County Housing Budget Comparison Report

Description	Fund(s):		All Primary Government Q3 FY 2018-19 Actual	FY 2018-19 Budget	FY 2019-20 Budget
	FY 2017-18 Actual				
Tenant Revenue	2,500,162.07		2,026,471.77	2,611,022.00	2,650,073.16
Grant Revenue	15,690,746.16		11,863,758.25	16,133,932.12	16,117,506.99
Interfund Fee Revenue	2,124,835.62		1,405,891.69	1,906,588.61	2,218,628.46
Other Revenue	767,106.88		367,295.10	725,881.26	320,509.92
Gain/Loss on Sale of Fixed Assets	72,381.18		-	-	-
<b>Total Operating Revenue</b>	<b>21,155,231.91</b>		<b>15,663,416.81</b>	<b>21,377,423.99</b>	<b>21,306,718.52</b>
Administrative Expense	5,029,851.30		3,347,899.55	4,852,712.88	4,418,945.94
General & Taxes Expense	371,948.20		313,597.39	390,632.37	309,657.92
Rehabilitation & Repairs Expense	45,697.86		13,034.80	63,100.00	68,384.00
Maintenance Expense	2,347,632.10		1,786,635.93	2,319,584.36	2,823,290.46
Insurance Expense	329,795.19		301,176.27	347,520.28	386,252.40
Utilities Expense	1,207,809.86		826,388.82	1,207,032.80	1,074,117.00
Housing Assistance Payments	11,582,767.26		8,817,640.81	11,592,000.00	11,701,500.00
Debt Service Expense	222,707.10		220,018.78	314,281.91	267,182.00
<b>Total Operating Expense</b>	<b>21,138,208.87</b>		<b>15,626,392.35</b>	<b>21,086,864.60</b>	<b>21,049,329.71</b>
<b>Net Operating Income (Loss)</b>	<b>17,023.04</b>		<b>37,024.46</b>	<b>290,559.39</b>	<b>257,388.81</b>

Revenue Comparison by Type

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget
20 Gain/Loss on Sale of Fixed Assets	72,381.18	-	-
17 Other Revenue	767,106.88	725,881.26	320,509.92
15 Interfund Fee Revenue	2,124,835.62	1,906,588.61	2,218,628.46
13 Grant Revenue	15,690,746.16	16,133,932.12	16,117,506.99
10 Tenant Revenue	2,500,162.07	2,611,022.00	2,650,073.16

Expense Comparison by Type

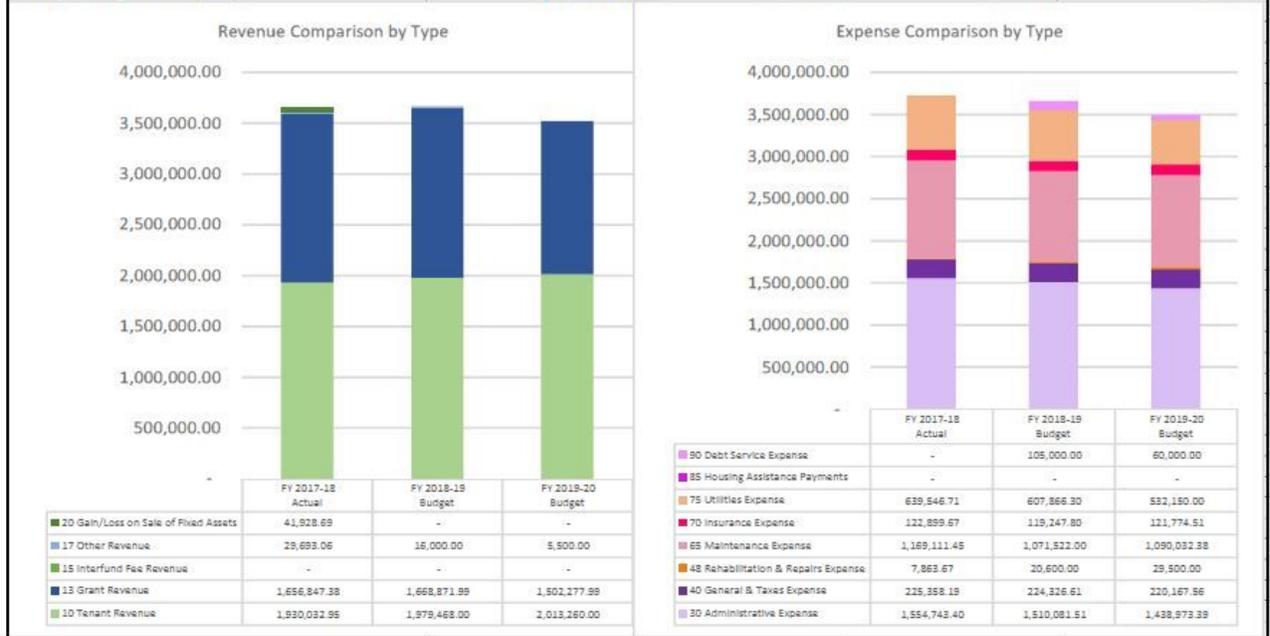
	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget
80 Debt Service Expense	222,707.10	314,281.91	267,182.00
85 Housing Assistance Payments	11,582,767.26	11,592,000.00	11,701,500.00
75 Utilities Expense	1,207,809.86	1,207,032.80	1,074,117.00
70 Insurance Expense	329,795.19	347,520.28	386,252.40
65 Maintenance Expense	2,347,632.10	2,319,584.36	2,823,290.46
48 Rehabilitation & Repairs Expense	45,697.86	63,100.00	68,384.00
40 General & Taxes Expense	371,948.20	390,632.37	309,657.92
30 Administrative Expense	5,029,851.30	4,852,712.88	4,418,945.94

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**Projects (Public Housing/AMPs):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s):		FY 2018-19 Budget	FY 2019-20 Budget
	FY 2017-18 Actual	Projects AMP 1, 2, 3 Q3 FY 2018-19 Actual		
Tenant Revenue	1,930,032.95	1,547,552.27	1,979,468.00	2,013,260.00
Grant Revenue	1,656,847.38	992,911.77	1,668,871.99	1,502,277.99
Interfund Fee Revenue	-	-	-	-
Other Revenue	29,693.06	5,417.95	16,000.00	5,500.00
Gain/Loss on Sale of Fixed Assets	41,928.69	-	-	-
<b>Total Operating Revenue</b>	<b>3,658,502.08</b>	<b>2,545,881.99</b>	<b>3,664,339.99</b>	<b>3,521,037.99</b>
Administrative Expense	1,554,743.40	950,720.19	1,510,081.51	1,438,973.39
General & Taxes Expense	225,358.19	169,422.68	224,326.61	220,167.56
Rehabilitation & Repairs Expense	7,863.67	(8,128.28)	20,600.00	29,500.00
Maintenance Expense	1,169,111.45	825,192.38	1,071,522.00	1,090,032.38
Insurance Expense	122,899.67	106,424.18	119,247.80	121,774.51
Utilities Expense	639,546.71	415,650.87	607,866.30	532,150.00
Housing Assistance Payments	-	-	-	-
Debt Service Expense	-	26,972.82	105,000.00	60,000.00
<b>Total Operating Expense</b>	<b>3,719,523.09</b>	<b>2,486,254.84</b>	<b>3,658,644.22</b>	<b>3,492,597.83</b>
<b>Net Operating Income (Loss)</b>	<b>(61,021.01)</b>	<b>59,627.15</b>	<b>5,695.77</b>	<b>28,440.16</b>



The public housing program consists of 431 units of various sizes and configurations in six locations across the County. Funding for maintaining these units consists of tenant rents based on 30% of household income plus operating and capital fund subsidy provided by HUD.

Based on the analysis of year to date information through March 31, 2019, items of note for the AMPs include:

- Tenant revenue is slightly ahead of plan.
- As expected, capital fund grant revenue of \$79,978 of management fees and \$160,000 of operational funds were received in May 2019.

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- Operating costs are running approximately 3% lower than plan.

Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- Across the program, dwelling rent and other income are expected to remain at about the same levels with a slight decrease in the level of operating subsidy for an overall minor decrease over the prior budgets.
- Though they have increased over the last two years, the continued low levels of operating subsidy and capital fund allocations from HUD have made meeting continually increasing operating costs for utilities and maintenance expenses very challenging. Both operating subsidy and capital fund allocations are projected to be consistent with actual funding levels received during the current year. Any significant subsidy reductions from HUD in the next budget would likely result in decreased staffing and directly impact performance and long-term viability of the properties.
- The projected \$90,000 of remaining consulting costs for evaluating a potential RAD conversion of public housing will be paid with \$90,000 of capital funds which are shown at \$30,000 per AMP as non-operating revenue in the enclosed fund-level budgets since these costs will be capitalized onto the balance sheet.
- Interest expense on the Energy Performance Contract (EPC) debt is expected to be less than the prior year budget since that had included both accrued interest and principal payments in the estimate.

**Rural Rental Housing (Davis Solar Homes):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s): Rural Residential (Davis Solar)			
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget	FY 2019-20 Budget
Tenant Revenue	48,750.62	42,045.00	56,952.00	59,518.00
Grant Revenue	-	-	-	-
Interfund Fee Revenue	-	-	-	-
Other Revenue	144.35	114.37	150.00	100.00
Gain/Loss on Sale of Fixed Assets	-	-	-	-
<b>Total Operating Revenue</b>	<b>48,894.97</b>	<b>42,159.37</b>	<b>57,102.00</b>	<b>59,618.00</b>
Administrative Expense	18,954.89	9,002.76	13,981.39	13,617.27
General & Taxes Expense	1,266.00	990.00	1,320.00	1,350.00
Rehabilitation & Repairs Expense	-	-	-	10,000.00
Maintenance Expense	29,800.99	7,775.04	22,060.00	19,832.09
Insurance Expense	2,009.70	1,586.00	1,714.45	1,980.79
Utilities Expense	11,120.27	7,767.20	12,534.59	10,500.00
Housing Assistance Payments	-	-	-	-
Debt Service Expense	-	-	-	-
<b>Total Operating Expense</b>	<b>63,151.85</b>	<b>27,121.00</b>	<b>51,610.43</b>	<b>57,280.14</b>
<b>Net Operating Income (Loss)</b>	<b>(14,256.88)</b>	<b>15,038.37</b>	<b>5,491.57</b>	<b>2,337.86</b>

Revenue Comparison by Type

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget
20 Gain/Loss on Sale of Fixed Assets	-	-	-
17 Other Revenue	144.35	150.00	100.00
15 Interfund Fee Revenue	-	-	-
13 Grant Revenue	-	-	-
10 Tenant Revenue	48,750.62	56,952.00	59,518.00

Expense Comparison by Type

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget
50 Debt Service Expense	-	-	-
85 Housing Assistance Payments	-	-	-
75 Utilities Expense	11,120.27	12,534.59	10,500.00
70 Insurance Expense	2,009.70	1,714.45	1,980.79
65 Maintenance Expense	29,800.99	22,060.00	19,832.09
48 Rehabilitation & Repairs Expense	-	-	10,000.00
40 General & Taxes Expense	1,266.00	1,320.00	1,350.00
30 Administrative Expense	18,954.89	13,981.39	13,617.27

The rural rental housing program consists of 3 duplexes and 1 single family house in the City of Davis provided for farmworkers. This is a self-sustaining program with no government subsidy which YCH manages for a fee of approximately \$5,200/year.

Based on the analysis of year to date information through March 31, 2019, items of note for Davis Solar include:

- Maintenance costs incurred to date are only 35% of the projected costs for the year. If the potential savings of just over \$11,000 for the year is realized, the funds will be retained in the cash reserve for future maintenance costs or capital improvements.

Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- In 2017, the commission approved a plan to phase in rental rate increases to tenants over a 5 year period in order to address a structural deficit in this program where costs of had begun to exceed revenue. The projected revenue in the budget reflects this increase.

**Resident Opportunity and Self Sufficiency (ROSS):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s): ROSS Program			
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget	FY 2019-20 Budget
Tenant Revenue	-	-	-	-
Grant Revenue	89,662.81	70,276.03	98,202.00	24,464.00
Interfund Fee Revenue	-	-	-	-
Other Revenue	-	-	-	-
Gain/Loss on Sale of Fixed Assets	-	-	-	-
<b>Total Operating Revenue</b>	<b>89,662.81</b>	<b>70,276.03</b>	<b>98,202.00</b>	<b>24,464.00</b>
Administrative Expense	10,466.47	3,680.04	12,920.00	1,310.75
General & Taxes Expense	78,274.17	64,359.80	84,835.00	22,923.60
Rehabilitation & Repairs Expense	-	-	-	-
Maintenance Expense	-	-	-	-
Insurance Expense	383.79	377.53	447.00	134.47
Utilities Expense	-	-	-	-
Housing Assistance Payments	-	-	-	-
Debt Service Expense	-	-	-	-
<b>Total Operating Expense</b>	<b>89,124.43</b>	<b>68,417.37</b>	<b>98,202.00</b>	<b>24,368.82</b>
<b>Net Operating Income (Loss)</b>	<b>538.38</b>	<b>1,858.66</b>	<b>-</b>	<b>95.18</b>



This cost reimbursement program manages a three year grant for \$246,000 awarded to YCH in February 2017 and runs through January 2020. These funds are designed to provide programming and services to residents of public housing units that can help to make them more self-sufficient over time.

Staff has applied for a similar Family Self Sufficiency (FSS) grant for use with other programs and will be applying for another ROSS grant to in the next few months to replace this one when it terminates.

Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

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- As the current grant funds run out, staff anticipates transitioning some time to run the new grant programs, if awarded, and help develop other potential grant opportunities focused on tenant self sufficiency.

**Housing Choice Voucher/Rental Assistance (HCV):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s): Housing Choice Voucher Administration			FY 2019-20 Budget
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget	
Tenant Revenue	-	-	-	-
Grant Revenue	1,128,691.11	885,983.55	1,172,485.00	1,192,500.00
Interfund Fee Revenue	-	-	-	-
Other Revenue	2,475.25	1,685.98	1,915.00	1,840.00
Gain/Loss on Sale of Fixed Assets	816.67	-	-	-
<b>Total Operating Revenue</b>	<b>1,131,983.03</b>	<b>887,669.53</b>	<b>1,174,400.00</b>	<b>1,194,340.00</b>
Administrative Expense	1,252,909.81	917,816.26	1,191,237.79	1,140,558.30
General & Taxes Expense	28,552.96	35,210.39	39,072.92	38,033.79
Rehabilitation & Repairs Expense	-	-	-	-
Maintenance Expense	2,763.48	1,536.01	2,461.24	2,768.20
Insurance Expense	12,123.38	12,174.62	12,845.02	12,323.13
Utilities Expense	-	-	-	-
Housing Assistance Payments	-	-	-	-
Debt Service Expense	-	-	-	-
<b>Total Operating Expense</b>	<b>1,296,349.63</b>	<b>966,737.28</b>	<b>1,245,616.97</b>	<b>1,193,683.42</b>
<b>Net Operating Income (Loss)</b>	<b>(164,366.60)</b>	<b>(79,067.75)</b>	<b>(71,216.97)</b>	<b>656.58</b>



Yolo County Housing  
Budget Comparison Report

Description	Fund(s):			
	FY 2017-18 Actual	Housing Choice Voucher Q3 FY 2018-19 Actual	Housing Assistance Payments FY 2018-19 Budget	FY 2019-20 Budget
Tenant Revenue	-	-	-	-
Grant Revenue	11,439,007.00	8,783,194.00	11,600,000.00	11,710,000.00
Interfund Fee Revenue	-	-	-	-
Other Revenue	581.50	113.10	1,000.00	150.00
Gain/Loss on Sale of Fixed Assets	-	-	-	-
<b>Total Operating Revenue</b>	<b>11,439,588.50</b>	<b>8,783,307.10</b>	<b>11,601,000.00</b>	<b>11,710,150.00</b>
Administrative Expense	-	2,085.38	7,000.00	3,000.00
General & Taxes Expense	-	-	-	-
Rehabilitation & Repairs Expense	-	-	-	-
Maintenance Expense	-	-	-	-
Insurance Expense	-	-	-	-
Utilities Expense	-	-	-	-
Housing Assistance Payments	11,582,767.26	8,817,640.81	11,592,000.00	11,701,500.00
Debt Service Expense	-	-	-	-
<b>Total Operating Expense</b>	<b>11,582,767.26</b>	<b>8,819,726.19</b>	<b>11,599,000.00</b>	<b>11,704,500.00</b>
<b>Net Operating Income (Loss)</b>	<b>(143,178.76)</b>	<b>(36,419.09)</b>	<b>2,000.00</b>	<b>5,650.00</b>



The HCV program provides rental assistance to low income families in the form of Housing Assistance Payments (HAP) subsidy paid to private landlords for the difference between market rent and 30% of household income for the voucher holders. The HCV Administration and HAP have been broken into separate schedules in order to more easily evaluate the numbers that are on such different scales.

Based on the analysis of year to date information through March 31, 2019, items of note for the HCV program include:

- The grant funding of revenue for both administration and HAP is about 1% ahead of plan for both administration and HAP
- Expenses for both administration and HAP are 1-2% higher than expected, which will likely absorb the additional revenue received before the end of the year.

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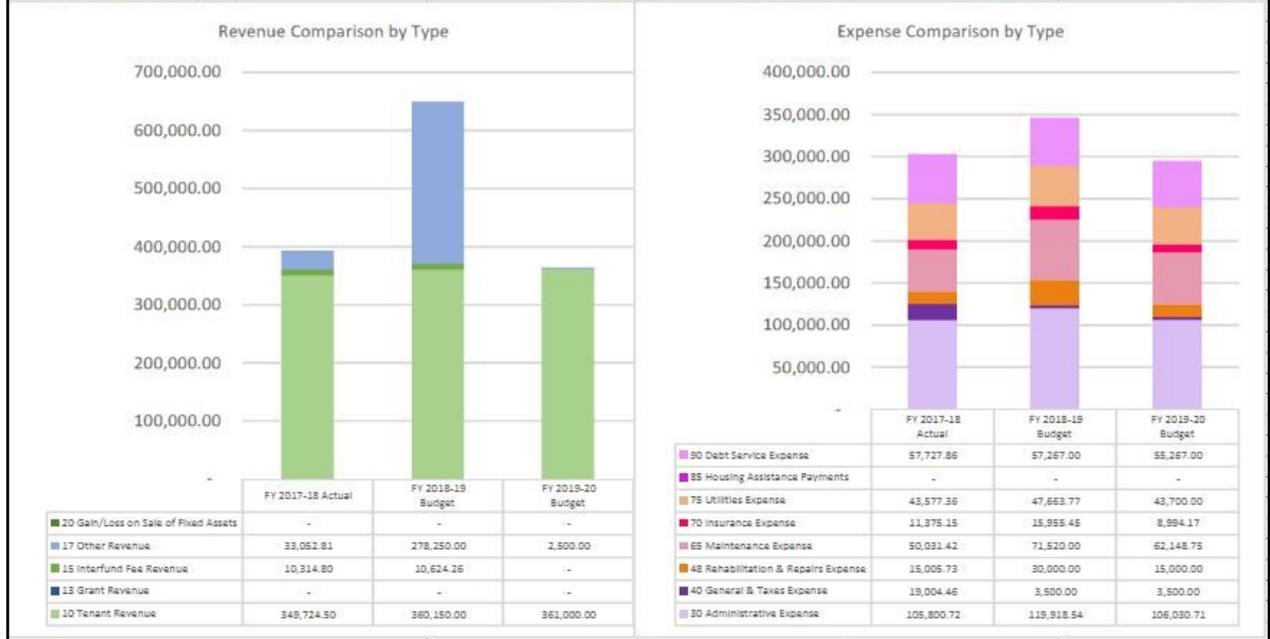
Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- Continuous market rent increases adversely impact costs to both voucher families and YCH operations in the HCV program including average monthly costs for housing assistance payments. Unfortunately, the need to absorb these higher costs has not been met with a higher level of funding from HUD. The tight rental market and above-FMR rent increases will continue to affect both voucher families and YCH operations. Currently, there are 1,394 families under lease as of May 2019.
- Funding for the administrative costs of this program is based on the number of vouchers under lease as of the first day of each month. Total vouchers under lease is impacted by three (3) major factors: 1) total funding appropriated for housing assistance; 2) current market costs for rental housing; and 3) income of participants. As rental rates rise, wages remain stagnant and benefit income remains stagnant or decreases, assistance payments rise. Federal funding has not risen to meet these market conditions. Therefore, the total number of vouchers YCH is able to lease has decreased over the last couple of years. In addition, the federal government continues to prorate the administrative fees to a percentage lower than what is specified in the contract. Due to these factors, the funding for these administrative costs for the program have shrunk by 4.7% or \$52,449 over the past year. Investments in efforts like the addition of a new Lease and Rental Coordinator to increase participation in the program by private landlords better understand the value of our programs to them and awards of additional vouchers - such as VASH for homeless veterans, FUP for family unification and 811 Mainstream for formerly institutionalized populations have provided additional options for potential voucher holders in this market with historically low vacancy rates.
- The decline in voucher utilization has dictated a projected reduction in the projected administrative costs which include:
  - Management fees paid to COCC of about \$20,000 for the year since these are also based on voucher utilization to be an average of 1,387 in the proposed budget.
  - Temporary help being used for a large purge of the waitlist and to cover some medical leaves at a total cost of \$44,932 over the past two years is not expected to be necessary in the next fiscal year.
  - The changes made to staffing of IT support with a contractor after the retirement of the IT manager in December 2018 is expected to save the HCV program \$24,812 in cost over the costs from FY 2017-2018.

**Blended Component Unit (New Hope CDC/Cottonwood):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s): Blended Component Unit (NHDC, Cottonwood)			
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget	FY 2019-20 Budget
Tenant Revenue	349,724.50	275,642.70	360,150.00	361,000.00
Grant Revenue	-	-	-	-
Interfund Fee Revenue	10,314.80	7,928.94	10,624.26	-
Other Revenue	33,052.81	91,532.53	278,250.00	2,500.00
Gain/Loss on Sale of Fixed Assets	-	-	-	-
<b>Total Operating Revenue</b>	<b>393,092.11</b>	<b>375,104.17</b>	<b>649,024.26</b>	<b>363,500.00</b>
Administrative Expense	105,800.72	74,986.95	119,918.54	106,030.71
General & Taxes Expense	19,004.46	1,815.00	3,500.00	3,500.00
Rehabilitation & Repairs Expense	15,005.73	12,205.70	30,000.00	15,000.00
Maintenance Expense	50,031.42	44,076.61	71,520.00	62,148.75
Insurance Expense	11,375.15	9,789.35	15,955.45	8,994.17
Utilities Expense	43,577.36	30,504.99	47,663.77	43,700.00
Housing Assistance Payments	-	-	-	-
Debt Service Expense	57,727.86	42,098.37	57,267.00	55,267.00
<b>Total Operating Expense</b>	<b>302,522.70</b>	<b>215,476.97</b>	<b>345,824.76</b>	<b>294,640.64</b>
<b>Net Operating Income (Loss)</b>	<b>90,569.41</b>	<b>159,627.20</b>	<b>303,199.50</b>	<b>68,859.36</b>



New Hope Community Development Corporation is a non-profit corporation controlled by essentially the same governing board as YCH and is therefore treated as a blended component unit of YCH for financial reporting purposes.

Cottonwood is 100% owned by NHDC and is a self-sustaining program with no ongoing government subsidy which YCH manages for a fee of \$19,320/year. Occasionally, Cottonwood receives competitive CDBG grant funds from the City of Woodland in order to provide additional resources to maintain the buildings while keeping the rental rates low enough to serve some of the more needy seniors and disabled people in the community.

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Based on the analysis of year to date information through March 31, 2019, items of note for NHCDC and Cottonwood include:

- Cottonwood operating revenue is on plan for the year and operating expenses are running about 10% below plan primarily because staff was able to obtain a welfare exemption for property taxes for all 47 units in the complex, rather than just 14 units as allowed in prior years, which translates into a savings of over \$17,000 for the year.

Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- Inception to date deferred developer and management fees earned by New Hope CDC (Cesar Chavez Plaza, Rochdale Grange, and Crosswood Apartments) were recognized in the FY 2014-2015 financials and are now shown as receivable balances on the Statement of Position (formerly known as the balance sheet) at year end. Any adjustments related to anticipated timing of these payments is expected to be minimal and therefore has not been budgeted in the attached schedules.
- Other revenue for NHCDC includes development and other fee revenue earned during the year, which is recognized in the year earned rather than the year paid for financial reporting purposes. Therefore many of the development fees earned through NHCDC's development work will be recognized as earned at certain development or construction milestones, but may not actually be paid for a number of years. Based on this, YCH will recognize the remaining \$200,000 development fee revenue from West Beamer place by the end of June 2019 and no significant new fees are expected to be earned in the next fiscal year.
- The property tax reduction from the welfare exemption obtained earlier in the year is expected to continue in future years, while other operating costs are expected to be fairly consistent with prior years.

**State and Local:**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s):		State & Local (IGT, ADMH, Migrant, Pacifico)		FY 2019-20 Budget
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget	FY 2018-19 Budget	
Tenant Revenue	7,590.00	-	-	-	700.00
Grant Revenue	1,361,311.62	1,126,666.34	1,519,373.13	1,673,265.00	1,673,265.00
Interfund Fee Revenue	-	-	-	-	-
Other Revenue	623,042.05	235,153.23	383,520.27	263,567.58	263,567.58
Gain/Loss on Sale of Fixed Assets	-	-	-	-	-
<b>Total Operating Revenue</b>	<b>1,991,943.67</b>	<b>1,361,819.57</b>	<b>1,902,893.40</b>	<b>1,937,532.58</b>	<b>1,937,532.58</b>
Administrative Expense	488,405.96	392,869.43	568,351.93	553,896.40	553,896.40
General & Taxes Expense	15,394.80	35,497.14	34,527.84	21,182.97	21,182.97
Rehabilitation & Repairs Expense	20,293.00	4,875.79	7,500.00	8,884.00	8,884.00
Maintenance Expense	496,713.54	393,361.45	481,678.19	583,173.02	583,173.02
Insurance Expense	135,738.25	134,681.66	152,069.34	168,214.18	168,214.18
Utilities Expense	479,262.49	349,084.89	501,183.41	454,267.00	454,267.00
Housing Assistance Payments	-	-	-	-	-
Debt Service Expense	147,914.65	147,914.65	147,914.91	147,915.00	147,915.00
<b>Total Operating Expense</b>	<b>1,783,722.69</b>	<b>1,458,285.01</b>	<b>1,893,225.62</b>	<b>1,937,532.58</b>	<b>1,937,532.58</b>
<b>Net Operating Income (Loss)</b>	<b>208,220.98</b>	<b>(96,465.44)</b>	<b>9,667.78</b>	<b>-</b>	<b>-</b>

Revenue Comparison by Type

	Fy 2017-18 Actual	Fy 2018-19 Budget	Fy 2019-20 Budget
20 Gain/Loss on Sale of Fixed Assets	-	-	-
17 Other Revenue	623,042.05	383,520.27	263,567.58
15 Interfund Fee Revenue	-	-	-
13 Grant Revenue	1,361,311.62	1,519,373.13	1,673,265.00
10 Tenant Revenue	7,590.00	-	700.00

Expense Comparison by Type

	FY 2017-18 Actual	FY 2018-19 Budget	FY 2019-20 Budget
30 Debt Service Expense	147,914.65	147,914.91	147,915.00
85 Housing Assistance Payments	-	-	-
75 Utilities Expense	479,262.49	501,183.41	454,267.00
70 Insurance Expense	135,738.25	152,069.34	168,214.18
65 Maintenance Expense	496,713.54	481,678.19	583,173.02
48 Rehabilitation & Repairs Expense	20,293.00	7,500.00	8,884.00
40 General & Taxes Expense	15,394.80	34,527.84	21,182.97
30 Administrative Expense	488,405.96	568,351.93	553,896.40

The State and Local program aggregates a variety of small properties funded with cost-reimbursement mechanisms through a variety of state and local sources. This program includes the following assets:

- Getting to Zero Voucher program for the City of Davis that provides transitional housing for formerly homeless individuals funded by a grant from Sutter Hospital and the City of Davis.
- The two Helen Thomson Homes in Woodland and Davis are owned by YCH and used by County Health and Human Services (HHSA) department to run one of their programs. Based on the agreement with the County, all operating costs and approved capital improvement needs are to be reimbursed by the County.

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- Similar to the Helen Thomson Homes, IGT House is owned by YCH and used by County Probation to run one of their programs.
- The three Migrant Centers are located in the town of Madison, east of the City of Davis, and in Solano County northeast of the City of Dixon. All three continue to operate at or near 100% occupancy and provide seasonal housing to approximately 232 families each year. The land for each of the three centers is either owned by YCH or the Dixon Housing Authority, which is managed by YCH. Nearly all the buildings at these sites are owned by the Office of Migrant Services (OMS) in the California Department of Housing and Community Development (HCD). Operational funding is provided by HCD-OMS through a reimbursement program that includes a provision for working capital advances to its operators like YCH once a fully executed service contract exists.
- Pacifico is a property owned by the City of Davis and managed for a fee by YCH. The City is currently looking to go out with an RFP for property management services and ultimate redevelopment of the property. YCH has budgeted sufficient funding for management of this asset through an expected early to mid-year transition to a different operator.

Based on the analysis of year to date information through March 31, 2019, items of note for State and Local programs include:

- Negotiations on the operating agreement for the IGT house were not completed until May 2019 so no revenue could be recognized until that time.

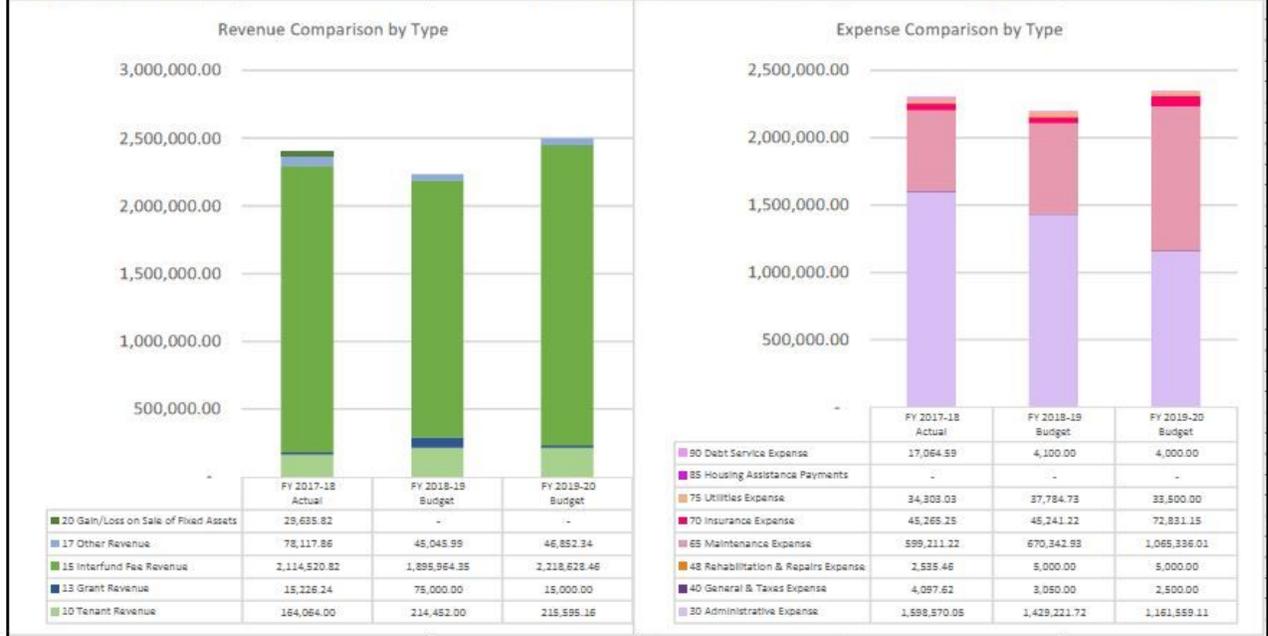
Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- IGT house was purchased in 2017 with a \$300,000 grant from the County and began operations after completion of minor rehabilitation items in 2018.
- Operating revenue and expenses for the IGT house began being incurred during the current year and will continue into the future.
- Budget negotiations with HCD-OMS were completed for the three migrant centers in May 2019 for the next two fiscal years. However, drafts of the new operating agreements have still not been received, so working capital advances for reimbursement payments to run these programs will be delayed until these agreements are executed. Since the centers have already opened for the season, this will put a significant strain on the available cash position for the Agency and require the use of line of credit funds, if approved by the commission.

**Central Office Cost Center/General Fund (COCC):**

**Yolo County Housing  
Budget Comparison Report**

Description	Fund(s):		COCC (Central Office and Admin Building)		FY 2019-20 Budget
	FY 2017-18 Actual	Q3 FY 2018-19 Actual	FY 2018-19 Budget		
Tenant Revenue	164,064.00	161,231.80	214,452.00	215,595.16	
Grant Revenue	15,226.24	4,726.56	75,000.00	15,000.00	
Interfund Fee Revenue	2,114,520.82	1,397,962.75	1,895,964.35	2,218,628.46	
Other Revenue	78,117.86	33,277.94	45,045.99	46,852.34	
Gain/Loss on Sale of Fixed Assets	29,635.82	-	-	-	
<b>Total Operating Revenue</b>	<b>2,401,564.74</b>	<b>1,597,199.05</b>	<b>2,230,462.34</b>	<b>2,496,075.96</b>	
Administrative Expense	1,598,570.05	996,738.54	1,429,221.72	1,161,559.11	
General & Taxes Expense	4,097.62	6,302.38	3,050.00	2,500.00	
Rehabilitation & Repairs Expense	2,535.46	4,081.59	5,000.00	5,000.00	
Maintenance Expense	599,211.22	514,694.44	670,342.93	1,065,336.01	
Insurance Expense	45,265.25	36,142.93	45,241.22	72,831.15	
Utilities Expense	34,303.03	23,380.87	37,784.73	33,500.00	
Housing Assistance Payments	-	-	-	-	
Debt Service Expense	17,064.59	3,032.94	4,100.00	4,000.00	
<b>Total Operating Expense</b>	<b>2,301,047.22</b>	<b>1,584,373.69</b>	<b>2,194,740.60</b>	<b>2,344,726.28</b>	
<b>Net Operating Income (Loss)</b>	<b>100,517.52</b>	<b>12,825.36</b>	<b>35,721.74</b>	<b>151,349.68</b>	



COCC includes both the general fund and the main administration building for YCH. The administration building receives rental income from an unaffiliated commercial office tenant under a lease agreement with includes an annual Cost of Living Adjustment (COLA) escalator. Various YCH programs also make rental payments to the building based on space used at current market rates.

Under the Asset Management model, the Central Office Cost Center (COCC) includes all administrative support functions, including the CEO, finance, facilities management, human resources, risk management, operations management, and any unbilled staff time for maintenance and IT services. To support COCC operations, three types of fees are charged: Management fees, bookkeeping fees and asset management fees. In addition,

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fee for service income for maintenance staff is charged for direct services provided to the AMP's and other programs. COCC also receives management fees from migrant centers, Davis Solar Housing, Cottonwood, Pacifico, Helen Thomson Homes, and Capital Funds.

Based on the analysis of year to date information through March 31, 2019, items of note for COCC programs include:

- Capital fund grant management fees of \$79,978 were received in May 2019, so Operating revenue for the year is trending according to plan.
- Overall operating expenses appear to be coming in about 1% under plan.

Incorporated into the proposed budget based on the analysis of this program are the following assumptions:

- A loan of \$140,000 for energy efficiency upgrades to the building (approved by the Board in 2017) is the only debt on this property.
- As part of streamlining the billing process and provide additional operational flexibility for the Migrant Center program (part of the HUD State and Local program), all staff working in this program will be included in COCC administration or maintenance costs and billed to the program at their fully loaded rates. Though this has very little impact on the economics of the programs, it does have the effect of grossing up administrative costs at COCC by \$95,044 and maintenance costs by \$319,956, while the interfund fee revenue increases by \$415,000 as the time is billed as a fee for service to the migrant centers. This is change has the impact of grossing up the revenue expense numbers at COCC and the combined totals, but would be eliminated in the consolidated financial statements in the audit report, to show the actual economic impact to the organization.

**Attachments:**      FY 2019-2020 Detailed Budget by Fund

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**Information**

**SUBJECT**

Review and Approve Resolution and Proposed Replacement Agreement Authorization for Development of Six Lots Known as Countrywest II for affordable homeownership for farmworkers (Baker)

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**Attachments**

Staff Report

Att. A. Resolution

Att. B. Grant Regulatory Agreement

Att. C. Authorization

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 06/14/2019

Started On: 06/14/2019 02:16 PM



## **Yolo County Housing**

147 W. Main Street  
WOODLAND, CA 95695

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

**DATE:** June 19, 2019  
**TO:** YCH Housing Commission  
**FROM:** Lisa A. Baker, Chief Executive Officer  
**SUBJECT:** **Review, Approve and Adopt Resolution and Proposed Replacement Agreement Authorization for Development of Six Lots known as Countrywest II for Affordable Homeownership for Farmworkers**

### **RECOMMENDED ACTION**

That the Housing Commission review, approve and adopt the resolution, authorization and proposed draft Grant regulatory agreement and authorize the CEO, subject to review and approval of final documents by the Commission's Agency Counsel.

### **BACKGROUND/DISCUSSION**

#### *History and Background*

Yolo County Housing (YCH), under its prior administration, received a grant from HCD for up to \$600,000 in Joe Serna Jr. Farm-worker Housing program. YCH (at that time known as Yolo County Housing Authority or YCHA) executed a Regulatory Agreement, dated May 4, 2004 for the project known as Country West II for three lots (originally six lots). The housing authority expended \$331,268.71 in grant funds without undertaking the project. Funds were expended on planning and permits, but never constructed. In addition to these funds, the housing authority obtained a USDA 514 grant; however, the authority was not able to move forward with the project due to a variety of reasons, including costs.

In 2006, the Agency went through well-publicized upheaval and the Executive Director, legal counsel and Board of Commissioners were replaced. The new Director started November 20, 2006. In December 2006, the new Director asked staff to study this

project's feasibility. Staff determined that there was insufficient capitalization to support construction and that rents derived from the property would be insufficient to cover operations and insurance. On February 27, 2007, the Board of Commissioners approved a modification of the Esparto farm worker housing project from rental housing to home ownership and authorized staff to obtain State HCD approval. The Serna grant allows both rental and homeownership projects.

HCD staff was advised in early 2007 that the project had not been completed by the prior administration and that YCH would seek to develop the property with HCD approval as a homeownership project. On May 15, 2007, a letter was sent to HCD staff outlining the status of the project and seeking approval for a project change and a plan to move forward. No action was taken at that time. In 2008, changing market conditions and the financial crisis, along with State budget woes, meant that the project did not move forward at the State level.

YCH had subsequent conversations with HCD staff between 2008 and 2014 and was ultimately allowed to move forward with a feasibility proposal for a change in project type from rental to homeownership. In anticipation of receiving the Grant Modification, YCH went out for development partners and, in 2016, the project was awarded to NeighborWorks for development of six for sale modular/manufactured homes on the sites.

Separately, YCH went through the map entitlement process with the County for returning the three lots to six lots, including required survey, tentative tract map, public and community hearings and final adoption. The final tract map has now been recorded and staff has moved forward with the State to create the final replacement documents that will allow the project to move forward as an affordable homeownership in-fill development.

At this time, the project developer is on-board, the analysis and entitlement work has been completed and the State has provided the draft documents, subject to their final legal review, for review, approval and authorization by YCH's Commission.

### **FISCAL IMPACT**

There is little anticipated fiscal impact. The lots are currently owned by YCH without debt. Given that the project is designed for affordable housing to farmworker families at up to 80% of median income, YCH does not anticipate gaining much revenue from sale. Any received proceeds would go to offset the original Agency cost of lot acquisition,

maintenance over time and cost of obtaining entitlements and tract map.

## **CONCLUSION**

Staff recommends that the Housing Commission review, approve and adopt the resolution and authorize the CEO to execute required documents, subject to review and approval of final documents by Agency Legal Counsel.

Attachments: Resolution, Grant Regulatory Agreement, Authorization

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE COMMISSIONERS OF  
THE HOUSING AUTHORITY OF THE COUNTY OF YOLO**

The Board of Commissioners of The Housing Authority of the County of Yolo (informally known as “Yolo County Housing”, a California public housing authority (the “Authority”), hereby consent to, adopt and ratify the following resolutions:

**WHEREAS**, the Authority is authorized to do business in the State of California, and it is in the best interests of the Authority (the “Grantee”); and

**WHEREAS**, it is in the Grantee’s best interest to development the six lots in Esparto, collectively known as Countrywest II (the “Development”) for farmworker homeownership; and

**WHEREAS**, the Development is subject to an existing State of California Department of Housing and Community Development (the “Department”) grant under the Serna Grant (“Original Department Grant”) in the original principal amount of \$331,268.71; and

**WHEREAS**, it is in the Grantee’s best interest to modify the Original Department Grant to most notably change the project type from rental to homeownership with the modified documents reflecting that change. The Grantee will be entering into modified grant documents with the Department (the “Modified Grant”);

**NOW, THEREFORE, IT IS RESOLVED:** That the Authority is hereby authorized to act as the sole agent in connection with the Modified Grant.

**RESOLVED FURTHER:** That in connection with the Modified Grant, the Authority is authorized and directed to enter into, execute, and deliver, any and all documents required or deemed necessary or appropriate to evidence the Modified Grant, the Grantee’s obligations related thereto, and the Department’s security therefore; including, but not limited to a security agreement, a regulatory agreement, and any other documents required by the Department as security for, evidence of, or pertaining to the Modified Grant, and any and all amendments thereto (collectively, the “Modified Grant Documents”).

**RESOLVED FURTHER:** That Lisa A. Baker, Chief Executive Officer is hereby authorized to execute the Modified Grant Documents, and any amendment or modifications thereto, on behalf of the Authority.

**RESOLVED FURTHER:** That this resolution shall take effect immediately upon its passage.

Passed and adopted, effective as of June 19, 2019 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
Will Arnold, Chair  
Board of Commissioners

Approved as to Form:

By \_\_\_\_\_  
Hope P. Welton, Agency Counsel

CERTIFICATE OF THE SECRETARY/CLERK OF THE BOARD

The undersigned, Secretary of **Yolo County Housing** does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the Authority, which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Julie Dachtler

\_\_\_\_\_  
Clerk of the Board

NOTICE TO RECORDER: Free recording is requested in accordance with California Government Code Sections 6103 and 27383

Recording requested by and when recorded mail to:

Joe Serna, Jr. Farmworker Housing Grant Program  
Department of Housing and Community Development  
P.O. Box 952054  
Sacramento, CA 94252-2054

**GRANT LIEN AND REGULATORY AGREEMENT**  
**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**  
**JOE SERNA, JR. FARMWORKER HOUSING GRANT PROGRAM**

(The Housing Authority of the County of Yolo)

GRANT NUMBER 03-FWHG-268

This Grant Lien and Regulatory Agreement (the "Grant Lien"), dated May 31, 2019, is made and entered into by and between the Department of Housing and Community Development, a public agency of the State of California (the "State"), and The Housing Authority of the County of Yolo, a California Public Housing Authority (the "Contractor" or "Grantee") for the purposes of the State's Joe Serna, Jr. Farmworker Housing Grant Program. This document replaces the Regulatory Agreement (document # 2004-0018828-00) recorded May 4, 2004 in Yolo County Recorders Office.

Contractor was originally awarded a grant of up to Six Hundred Thousand Dollars (\$600,000) of which Three Hundred and Thirty One Thousand, Two Hundred and Sixty Eight Dollars and Seventy One Cents (\$331,268.71) was actually allocated and disbursed between March 24, 2004 and October 19, 2005. The remaining \$268,731.29 from the original award was disencumbered. This grant was for the purpose of assisting the Grantee to develop a Six-unit rental housing project for farm workers located in the City of Esparto, County of Yolo. Due to the rising cost of construction, the development did not move forward and the project was not completed as planned in 2004. The Department approved a change in the type of project, from rental to homeownership. These new documents reflect that change.

In consideration of a grant in the amount of Three Hundred and Thirty One Thousand, Two Hundred and Sixty Eight Dollars and Seventy One Cents (\$331,268.71) awarded by the State, Contractor covenants, promises, and agrees as follows:

**RECITALS**

A. Contractor is the owner of real property (hereinafter, "the Property"), or portions thereof which shall be used for Assisted Units ("the Assisted Property"), described in Attachment A, which is attached hereto and incorporated herein. Contractor has applied to the State for and received an award of a grant from the Joe Serna, Jr. Farmworker Housing Grant Program ("the Program") for the construction, rehabilitation, or acquisition--or combination thereof--and subsequent transfer of housing units which will be owner-occupied located at the site identified in Attachment B, which is attached hereto and incorporated herein.

B. The Property or Assisted Property shall be improved with the number of residential units identified in Attachment B (the "Development"), the Assisted Units of which are to be owned and occupied by lower and very low income farmworker households, as those terms are defined by the Program statutes and regulations; all other improvements now or hereafter erected on the Property or Assisted Property shall be deemed to be and remain a part of the Development and covered by this Grant Lien. In addition, all easements; rights; appurtenances; rents; royalties; mineral, oil, and gas rights and profits; and all fixtures now or hereafter attached to the Property or Assisted Property, all of which, including replacements and additions thereto, shall be deemed to be and remain part of the Development covered by this Grant Lien.

C. The State has conditionally awarded and agreed to provide said grant under the Program pursuant to Chapter 3.2 (commencing with Section 50517.5) of Part 2 of Division 31 of the Health and Safety Code; the regulations adopted thereunder at Title 25, California Code of Regulations, Division 1, Chapter 7, Subchapter 3 (commencing with Section 7200) (the "Program Regulations"); and any other authorities cited in the Standard Agreement identified below. As required by the Program statutes and regulations, Contractor and the State have entered into the Standard Agreement, and amendments thereto, regarding the Development and governing the terms and conditions of the Program grant (the "Standard Agreement"), as identified in Attachment B. Also as required by the Program statutes and regulations and in addition to the Standard Agreement, Contractor has executed or will execute such other documents and instruments as the State may reasonably require including but not limited to a Development Agreement, if applicable, and additional Grant Liens. The Standard Agreement, this Grant Lien, and the other State documents referred to above are collectively referred to herein as the "Grant Documents."

D. As further consideration for the Program grant and in furtherance of the purposes of the Program, Contractor has agreed to enter into this Grant Lien. The purpose of this Grant Lien is to regulate and restrict the acquisition or development, or both, and subsequent transfer of the Development and Assisted Units in compliance with the requirements of the Program; and to secure for the State the performance of the covenants and agreements of Contractor herein contained and any other obligations or indebtedness of Contractor now or hereafter created.

E. Contractor covenants that Contractor is or will be lawfully seized of the estate made subject to this Grant Lien and has the right to grant and convey this Grant Lien, and that Contractor will warrant and defend generally the title of the Property or Assisted Property and Development against all claims and demands, subject to any liens, encumbrances, declarations, easements, or restrictions listed on a schedule of exceptions to coverage in any title insurance policy accepted by the State insuring State's interest in the Development.

F. This Grant Lien secures obligations for sums in addition to the Grant Funds, including such additional sums, with interest thereon:

(a) As may hereafter be borrowed from the State or granted by the State to Contractor or the then-record owner of the Property and evidenced by additional Grant Documents, receipts, or a promissory note;

(b) As may hereafter be incurred, paid, or advanced by State, or as may otherwise be due to State, under any provision of the Grant Documents and any modification, extension, or renewal of the Grant Documents; and

(c) As may otherwise be paid or advanced by State to protect the security or priority of this Grant Lien.

G. Representations and Warranties. Contractor represents and warrants to the State as follows:

- (a) Organization. Contractor is duly organized, validly existing and in good standing under the laws of the State of California and has the power and authority to own its property and carry on its business as now being conducted. The copies of the documents evidencing the organization of Contractor delivered to the State are true, complete, and correct copies of the originals, as amended to the date of this Grant Lien.
- (b) Authority of Contractor. Contractor has full power and authority to execute and deliver this Grant Lien, the other Grant Documents and all documents or instruments executed and delivered, or to be executed and delivered, pursuant to the Grant Documents, and to perform and observe the terms and provisions of all of the above.
- (c) Authority of Persons Executing Documents. The Grant Documents and all documents or instruments executed and delivered, or to be executed and delivered, pursuant to the Grant Lien, have been executed and delivered by persons who are duly authorized to execute and deliver the same for and on behalf of Contractor, and all actions required under Contractor's organizational documents and applicable governing law for the authorization, execution, delivery and performance of this Grant Lien, the other Grant Documents and all documents or instruments executed and delivered, or to be executed and delivered, pursuant to this Grant Lien, have been duly taken.
- (d) Valid Binding Agreements. The Grant Documents and all documents or instruments executed and delivered pursuant to or in connection with this Grant Lien constitute or, if not yet executed or delivered, will when so executed and delivered constitute, legal, valid and binding obligations of Contractor enforceable against it in accordance with their respective terms.
- (e) No Breach of Law or Agreement. None of the execution or delivery of the Grant Documents or of any document or instrument executed and delivered, or to be executed or delivered, pursuant to this Grant Lien, or the performance of any provision, condition, covenant or other term hereof or thereof, will conflict with or result in a breach of any statute, rule or regulation, or any judgement, decree or order of any court, board, commission, or agency whatsoever binding on Contractor or any provision of the organizational documents of Contractor, will conflict with or constitute a breach of or a default under any agreement to which Contractor is a party, or will result in the creation or imposition of any lien upon any assets or property of Contractor, other than liens approved by the State.
- (f) Compliance with Laws; Consents and Approvals. The Development will comply with all applicable laws, ordinances, rules and regulations of federal, state and local governments and agencies having jurisdiction over either the Contractor, the Property or the Development and with all applicable directions, rules and regulations of the fire marshal, health officer, building inspector and other officers of any such government or agency. Except as disclosed in writing to State, all permits, consents, permissions and licenses required by any federal, state or local government or agency to which Contractor, the Property or the Development is subject, which may be necessary in relation to this Grant Lien and Regulatory Agreement or the acquisition, development, construction, ownership, sale or operation of the Development or units therein, at or prior to, the commencement of construction have been obtained, and none of such consents, permissions and

licenses are subject to appeal or to conditions which have not been met.

- (g) Pending Proceedings. Contractor is not in default under any law or regulations or under any order of any court, board, commission or agency whatsoever, and there are no claims, actions, suits or proceedings pending or, to the knowledge of Contractor, threatened against or affecting Contractor, the Property or the Development, at law or in equity, before or by any court, board, commission or agency whatsoever which might, if determined adversely to Contractor, materially affect Contractor's ability to acquire, construct, develop, or operate the Development, or impair the security to be given to the State pursuant hereto.
- (h) Title to Property. Upon recordation of the Grant Lien, Contractor will have good and marketable title to the Property and there shall exist thereon or with respect thereto no mortgage, lien, pledge or other encumbrance of any character whatsoever other than liens for current real property taxes and assessments not yet due and payable and liens in favor of the Contractor or approved in writing by the State.
- (i) Financial Statements. The financial statements of Contractor and any general partner of Contractor and other financial data and information furnished by Contractor to the State fairly present the information contained therein. As of the date of this Grant Lien, there has not been any adverse, material change in the financial condition of Contractor or any general partner of Contractor from that shown by such financial statements and other data and information.
- (j) Adequacy of Grant. The amount of the Grant, together with any funds to be provided by the Contractor or to the Contractor from any other sources, is adequate to pay all costs incurred in connection with the acquisition of the Property and the construction and development of the Development and to enable Contractor to satisfy the covenants contained in this Grant Lien governing future operation. The costs set forth in the two sources and uses charts in Attachment C of the Development Agreement are the anticipated costs of acquiring, constructing, developing or selling the Development or units therein.
- (k) Payment of Taxes. All federal, state, county and municipal taxes required to be paid by the Contractor or on account of the Property due and payable as of the date of this Grant Lien have been paid in full as of such date.
- (l) Availability of Utilities. All utilities necessary for the development and occupancy of the Development are available at or within the boundaries of the Property and all steps necessary to assure that such utility services will be available upon completion of the Development have been taken.
- (m) Repetition of Representations. The Representations and Warranties made in this paragraph shall also be deemed to be made de novo on the date Contractor signs the Development Agreement, and shall be true and correct as if made on that date.

NOW, THEREFORE, the parties hereto agree as follows:

1. Recitals. The foregoing recitals, Contractor's application package as approved by the State, and the other Grant Documents are a part of this Grant Lien as though set forth in full.

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2. Property. The Development will be located on the real property described in Attachment A.
3. Definitions. Unless the context requires otherwise, or the terms are defined herein, the terms used in the Grant Documents shall be governed by the definitions set forth in the Program statutes and regulations. All references to sections refer to the Program Regulations, unless otherwise noted. The following terms shall have the respective meanings assigned to them in this paragraph unless the context in which they are used clearly requires otherwise:
  - a. "Agricultural household" or "farmworker household" is one or more interdependent persons who live together, one of whom derives or prior to retirement or disability derived a substantial portion of his or her income as an agricultural employee as defined in Section 50517.5(g)(1) of the Health and Safety Code.
  - b. "Assisted Units" means units subject to this Grant Lien which are, or are intended to be, owned and occupied by lower income or very low income farmworker households.
4. Compliance with Program Requirements.
  - a. Contractor agrees that at all times its actions regarding the Development and the use of funds provided under the Standard Agreement and Development Agreement, if applicable, shall be in conformity with all requirements of the Program including the Grant Application as approved by the State, the requirements of the Grant Documents, including this Grant Lien, the above-referenced statutes, the Program Regulations and the policies and procedures of the State pertaining thereto.
  - b. Any income earned with Program funds (including interest received as a result of deposit of the Grant funds or proceeds received as a result of the sale of the Property purchased with Grant funds if not developed pursuant to the Grant Documents) shall be used for the purposes of the Program, subject to prior written approval of the State. In the event that the Development does not proceed to completion, Contractor agrees that any profits accruing from the sale, assignment, or other transfer of any option or other contract rights or real property purchased with funds provided pursuant to this Grant Lien, shall be the property of the State. To the extent that such option, contract rights, or real property is purchased with funds other than Program funds, the State shall share in the profits in proportion to its contribution. Any such income not used for purposes approved by the State within a time frame deemed acceptable by the State shall be returned to the State immediately unless a different time frame is established by the State.
  - c. The form and substance of all documents, instruments and forms of evidence to be delivered to the State under the terms of any of the Grant Documents, including but not limited to, the Plans and Specifications and the documents evidencing or securing the sources of funds specified in the Development Agreement, shall be subject to the State's approval and shall not be modified, superseded, or terminated in any respect without the State's prior written approval.
  - d. Contractor agrees to develop the Development in accordance with the Grant Application, as approved, and the Program Documents including, if applicable, the Development Agreement. Contractor further agrees and acknowledges that, notwithstanding any interest or accounting

procedures or provisions pertaining to the use of income, receipts, payments, reserves or other funds or assets contained in its organizational documents or other agreements, the terms of the Grant Documents and the Program Regulations shall control as to the use of funds provided under the Development Agreement or otherwise available during the term hereof.

- e. Contractor acknowledges that it is familiar with the above-referenced Program requirements and has access to professional advice to the extent necessary to enable the Contractor to fully comply with the Program requirements. Contractor specifically covenants to perform its obligations under the Standard Agreement, the Development Agreement if any, and this Grant Lien.

5. Term of Grant Lien.

This Grant Lien shall commence on the date set forth above and shall apply to the Property or Assisted Property throughout the construction or rehabilitation phases and to each Assisted Unit thereafter for a period of at least 20 years after initial occupancy of each Assisted Unit by an eligible household, or the date set forth in Attachment B, regardless of any prepayment of the Program grant or sale, assignment, transfer or conveyance of the Development, unless terminated earlier by the State pursuant to the terms of the Grant Documents and the Program Regulations or by imposition of a Subsequent Lien. The term may be extended by the mutual consent of the parties.

6. Assisted Units.

- a. For the full term of this Grant Lien, Contractor shall provide for purchase by eligible farmworker households within the Development, the number, type and size of Lower Income Units and Very Low Income Assisted Units set forth in Attachment B.
- b. Assisted Units shall not differ substantially in size or amenity level from Nonassisted Units within the Development with the same number of bedrooms, and assisted units for sale to lower income households shall not differ substantially from assisted units for sale to very low income households. Assisted Units shall not be segregated from Nonassisted Units, and assisted units for sale to very low income households shall not be segregated from assisted units for sale to lower income households. Within these limits, and subject to the requirements of subparagraph (a) above, Contractor may change the designation of a particular unit from Assisted Unit to Nonassisted Unit, or assisted unit for sale to lower income households to assisted unit for sale to very low income households, and vice versa, prior to initial sale or transfer to eligible households.
- c. Upon the initial sale and occupancy of the first Assisted Unit by an eligible farmworker household, which date shall be not later than the date set forth in Attachment B, the Contractor shall send written notice of that date to the State.

7. Purchaser Selection Procedures. Contractor shall sell Assisted Units in the Development to eligible farmworker households in accordance with the Marketing Plan approved by and on file with the State pursuant to this paragraph. The Marketing Plan shall: (1) detail actions to be taken by Contractor to affirmatively market all Assisted Units in a manner which ensures equal access to all eligible farmworker households in any category protected by federal, state or local laws governing discrimination, and without regard to any arbitrary factor; (2) specify reasonable criteria and procedures consistent with Program Regulations for determination of household income and household eligibility, including household size in

accordance with the minimum and maximum occupancy standards consistent with law and excluding requirements or priority for local residency; (3) require that eligible farmworker households be selected based on order of application, lottery, or other reasonable method approved by the State; (4) require eligible applicants to be notified of eligibility; (5) require ineligible applicants to be notified of the reason for their ineligibility; and (6) specify procedures through which applicants deemed to be ineligible may appeal this determination. In the event that the Development was awarded funds as a result of special attributes or conditions (e.g., all units to be sold to Very Low Income Households, special provisions are included for the elderly and disabled, etc.), the Marketing Plan shall include those provisions necessary to enforce compliance with those special attributes or requirements.

Pursuant to the Program Regulations, Sections 7204(b)(3) and 7226((b)(6), to the greatest extent possible, Nonassisted Units in the Development shall be made available for sale to and occupancy by agricultural households.

8. Non-Discrimination. Except for use of farmworker status, Contractor shall not discriminate against any prospective or current household on the basis of race, religion, sex, age, disability, marital status, nor any other arbitrary factor in violation of any state, federal or local law governing discrimination in housing.

During the performance of this contract, contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave. Contractors and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractors and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part thereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

This contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

9. Subsequent Lien Agreement Procedures.

- a. Each eligible farmworker household selected to purchase and occupy an Assisted Unit in the Development shall enter into a written Subsequent Grant Lien, the form of which shall have been approved by the State, and containing such provisions as are required by the Program Documents and Program Regulations and are consistent with State law.
- b. Contractor may establish and impose reasonable conditions, covenants, and restrictions on the Development after their approval in writing by the State. Such conditions, covenants, and restrictions shall not be inconsistent with State law and shall not distinguish or discriminate between Assisted Units and Nonassisted Units. The conditions, covenants, and restrictions shall

be in writing and shall be given to each prospective purchaser prior to entering into written offers or purchase agreements. Any changes shall become effective no less than 90 days after giving written notice thereof to each household in a manner consistent with the conditions, covenants and restrictions.

10. Purchase Prices. Contractor shall charge purchase prices for Assisted Units in accordance with the terms of the Price Schedule, if one is set forth in Exhibit B. Contractor may increase those prices only as provided in the Grant Documents, after written approval by the State.
11. Certification of Purchaser Employment, Income and Household Size. The employment, income and household size of all households purchasing Assisted Units shall be certified by Contractor prior to purchase.
12. Project Development.
  - a. Contractor is specifically responsible for all development and initial sale functions, including without limitation, the following: acquisition, if applicable, and rehabilitation or construction; maintenance of units prior to sale; marketing and selection of purchasers; certification of family employment, income and size; and completion and recordation of all required documentation and reports, all of which shall be undertaken and completed in a manner consistent with the Development Agreement and the other Grant Documents.
  - b. Upon a determination by the State, and notice to Contractor thereof, that Contractor has failed to complete and maintain the Development in accordance with the Grant Documents the State may require Contractor to contract with a qualified management agent or other entity to complete or maintain the Development, or to make such other arrangements as the State deems necessary to ensure performance of the functions required in subparagraph a.
  - c. Contractor, during its ownership of the Development and Assisted Units, shall pay all taxes, assessments and other charges, fines and impositions attributable to the Property, if any by Contractor making payment, when due, directly to the payee thereof. Contractor shall promptly furnish to State all notices of amounts past due under this subparagraph, and in the event Contractor shall make payment directly, Contractor shall promptly furnish to State receipts evidencing such payments. Contractor shall pay when due all encumbrances, charges, and liens on the Property or any portion thereof and payments on notes or other obligations secured by an interest in the Property or any portion thereof, with interest in accordance with the terms thereof. Contractor shall have the right to contest in good faith any claim or lien, or payment due thereunder, provided that Contractor does so diligently and without prejudice to State.
13. Hazard and Liability Insurance.
  - a. The Contractor, during the term of this Grant Lien, shall at all times obtain insurance or ensure that the Development is insured against loss by fire and such other hazards, casualties, liabilities and contingencies, and in such amounts and for such periods as required by the State. All insurance policies and renewals thereof shall be issued by a carrier approved by the State and be in a form acceptable to the State. Property insurance policies shall provide "special form" coverage in an amount at least equal to the replacement value of the structure and all furniture, equipment and

other personal property or fixtures related to development or sale of the Development.

- b. The Property insurance policies shall name the State as an additional loss payee; liability insurance policies shall name the State as an additional insured. The State or its assignee shall have the right to hold the policies and renewals thereof and Contractor shall include copies of all renewal notices and receipts of paid premiums with its annual reports. In the event of any loss, Contractor shall ensure that prompt notice is given to the insurance carrier and State. State may make proof of loss if not made promptly by Contractor or its designee.
- c. In the event Contractor fails to maintain insurance coverage, State may purchase insurance in such amounts and in such coverages as it may elect and all amounts paid therefore shall be secured by the Grant Lien and shall be applied as provided in this Paragraph. Purchase of insurance by the State shall not be considered a waiver of any right to appropriate remedies under the Grant Documents.
- d. Insurance proceeds for any loss to or taking of the Development, or any portion thereof, shall not extend or postpone the due date of any payment or performance specified herein unless Contractor and State agree in writing otherwise.

14. Condemnations, Awards, and Damages.

- a. The proceeds of any award or claim for damages, direct or consequential, in connection with any condemnation, exercise of eminent domain, or other taking of the Property, or part thereof, or for conveyance in lieu of condemnation, are hereby assigned and shall be paid to State subject to the rights of senior lienholders. The proceeds of such award or claim shall be applied as provided in this Paragraph.

If the Property is abandoned by Contractor, or if, after notice by State to Contractor that the condemnor offers to make an award or settle a claim for damages, Contractor fails to respond to State within 30 days after the date such notice is mailed, State is authorized to collect and may apply the insurance or condemnation proceeds of any award to the sums secured by the Grant Lien, or at the State's sole option, to restoration or repair of the Development.

Unless Contractor and State otherwise agree in writing, any application of proceeds to principal shall not extend or postpone the due date or amounts of payments or performances specified in the Grant Documents.

- b. All judgments, awards of damages, settlements, claims paid and compensation made in connection with or in lieu of (i) taking of all or any part of or any interest in the Property by or under assertion of the power or eminent domain, (ii) any damage to or destruction of the Development or any part thereof by insured casualty, and (iii) any other taking, injury or damage to all or any part of the Property or Development, are hereby assigned to and shall be paid to the State.

In the event of a partial taking of the Property, unless State and Contractor otherwise agree in writing, there shall be applied to the sums governed by this Grant Lien such proportion of the proceeds as is equal to that proportion which the amount of the sums governed by this Grant Lien

immediately prior to the date of the taking bears to the fair market value of the Property immediately prior to the date of taking with the balance of proceeds paid to Contractor.

The State is authorized and empowered (but not required) to collect and receive any such sums and is authorized to apply them in whole or in part upon any indebtedness or obligation secured hereby, in such order and manner as the State shall determine at its option. However, unless State and Contractor otherwise agree in writing, insurance proceeds shall be applied to the restoration or repair of the Development damaged, provided such restoration or repair is economically feasible and the security of the Grant Lien is not thereby impaired. If such restoration is not economically feasible or if the security of this Grant Lien would be impaired, then the insurance proceeds shall be applied to the sums governed by this Grant Lien, with the excess, if any, paid to Contractor.

The State shall be entitled to settle and adjust all claims under insurance policies provided under the Grant Documents and may deduct and retain from the proceeds of such insurance the amount of all expenses incurred by it in connection with any such settlement or adjustment. All or any part of the amounts so collected and recovered by the State may be released to Contractor upon such conditions as the State may impose for its disposition. Application of all or any part of the amounts collected and received by the State or the release thereof shall not cure or waive any default under the Grant Documents. Any and all rights granted to State by this subparagraph shall specifically be subject to the rights of the holders of senior liens and encumbrances approved by the State.

15. Annual Report and Audit.

- a. Contractor shall file an annual report with the State no later than 90 days after the end of each Fiscal Year for the Development while any portion thereof is still owned by Contractor. The report shall contain such information as is required by the State, including but not limited to all claims, lawsuits, or other legal actions or claims against the Contractor or its agents related to the ownership or development of the Development.
- b. As part of the annual report, and if required by the State, Contractor shall submit an audit of the Development prepared in accordance with Generally Accepted Auditing Standards by an independent certified public accountant.

16. Accounting Records and State Review.

- a. In a manner subject to State approval, Contractor shall maintain an accrual or modified accrual basis general ledger accounting system that is posted and reconciled in a manner consistent with applicable laws and that accurately and fully shows all assets, liabilities, income and expenses of the Development. Contractor shall maintain complete books of accounts and other records for the Development and for the use of the Grant proceeds; including, but not limited to, records of preliminary notices, lien releases, invoices and receipts, and certificates of insurance pertaining to the Contractor and each subcontractor; and the same shall be available for inspection and copying by the State upon reasonable notice to Contractor. Contractor shall retain all books and records relevant to this contract for a minimum of three years after the expiration of the contract and any and all amendments hereto, or for three years after the conclusion or resolution of any and all audits or litigation relevant to this contract, whichever is later. The State, the Bureau of State Audits, HCD and/or their representatives shall have unrestricted reasonable access to all locations, books and records for the purpose of monitoring, auditing or otherwise examining said locations, books and records, with or without prior notice.
- b. Authorized representatives and agents of the State shall be permitted upon reasonable demand to inspect all work, materials, payrolls, accounting records, personnel records, materials invoices and other relevant data pertaining to the acquisition, development, construction, or operation of the Development, and shall have the right of entry and full access to the Property and the Development. Based on the findings during any inspection, the State may issue correction notices or stop work orders. In all cases, Contractor shall cause to be corrected any items noted in the correction notice or stop work order, and request a reinspection, prior to proceeding to the next phase of work. Upon request by the State, Contractor shall notify occupants of upcoming inspections of their units in accordance with State law.
- c. The State may perform or cause to be performed audits of any and all phases of Contractor's activities related to the Development. At the State's request, Contractor shall provide, at its own expense, an audit of the financial condition of the Development certified by an independent certified public accountant.
- d. Contractor shall ensure that all contracts and agreements with subcontractors such as management agents, building contractors, and consultants include provisions which permit the State to obtain audits, information, and inspections related to the Development.

- e. The State may request any other information that it deems necessary to monitor compliance with requirements set forth in the Grant Documents. This information shall be promptly provided by the Contractor.

17. Restrictions on Sale, Encumbrance, and Other Acts of the Development Prior to Sale to Eligible Households.

- a. Except with the prior written approval of the State, and consistent with the provisions of the Grant Documents and Program statutes and regulations, Contractor shall not:

- (1) make any sale, encumbrance, hypothecation, assignment, refinancing, pledge, conveyance, or transfer in any other form of the Development Property or Development or of any of its interest in either of them;
- (2) substantially add to, remodel, remove, reconstruct, or demolish any part of the Development;
- (3) permit the use of the Development for any purpose other than that permitted by this Grant Lien;
- (4) incur any liability or obligation in connection with the Development, other than for current development, management and maintenance costs, nor incur any liability, charge, assessment, or obligation whatsoever that is secured in whole or in part by any interest in or lien or encumbrance on the Development provided that the State may permit refinancing or additional financing secured by the Development to the extent necessary to maintain or improve the Development's fiscal integrity, or to provide more affordable purchase costs;
- (5) if Contractor or its successors in interest is a partnership, Contractor shall not discharge or replace any general partner or amend, modify or add to its partnership agreement, or amend, modify or add to the organizational documents of the general partner; except that it may transfer limited partnership interests without such approval.
- (6) if Contractor or its successors in interest is a partnership, Contractor shall not dissolve or permit dissolution of Contractor prior to expiration of the term of this Grant Lien if Contractor still is obligated to perform pursuant to the Grant Documents.

- b. The State shall approve a sale, transfer or conveyance to another Contractor of the entire Development or all Assisted Units for continued use as farmworker housing provided that all of the following conditions are met:

- (1) the transferor Contractor is in compliance with the Grant Documents; or the sale, transfer or conveyance will result in the cure of any existing violations of the Grant Documents;
- (2) the transferee Contractor agrees to assume all obligations of the transferor Contractor pursuant to the Grant Documents and the Program, including but not limited to agreeing to

take title to the Development subject to the Grant Documents;

- (3) the transferee Contractor demonstrates to the State's satisfaction that it is capable of developing and selling the Development in full compliance with all Program requirements and the Grant Documents;
- (4) The successor in interest agrees to an extension of the duration of the Grant Lien where the State has determined that such an extension would be in the best interest of the completion and proper sale of the Development; and
- (5) any terms of the sale, transfer or conveyance shall not jeopardize the State's security or the successor's ability to comply with all Program requirements.

- c. The State may grant its approval for a sale, transfer or conveyance subject to such terms and conditions as may be necessary to preserve or establish the fiscal integrity of the Development or to ensure compliance with Program requirements. Such conditions may include the deposit of sales proceeds, or a portion thereof, to maintain required reserves or such other conditions as may be necessary to ensure compliance with the Program requirements.
- d. The Contractor shall not sell or convey the Development to an entity that will not continue to use the Development to provide housing for agricultural households in accordance with the requirements of this Grant Lien unless the State has approved such a sale or conveyance. The State may approve such a sale or conveyance provided that the Contractor has demonstrated to the satisfaction of the State that good cause exists for terminating the operation of the Development as provided in Paragraph 23; and the Contractor repays the State the full amount of the Grant or that greater or lesser amount which may be due pursuant to the Grant Documents.

18. Sale or Transfer of Assisted Units. If Contractor sells or conveys all or a portion of the Development or any Assisted Unit to an individual agricultural household for the purposes of homeownership and owner-occupancy, State shall authorize that sale or conveyance after all of the following conditions are satisfied:

- a. Contractor must identify the Assisted Unit that will be located on the conveyed portion of the Development.
- b. Contractor must specify in monetary terms and receive State approval of the portion of the Grant funds that will be used to reduce the cost of acquiring ownership of each Assisted Unit by an eligible household, and that amount shall not be in excess of the amount permitted pursuant to the Program Documents.
- c. Contractor shall certify as to the eligibility of each agricultural household, including those purchasing the Nonassisted Units, and, if required by the State, receive State approval of each such person prior to sale.
- d. Contractor shall ensure that each individual eligible household purchasing an Assisted Unit executes a Subsequent Lien with the State containing the following conditions:

- (1) The Subsequent Lien shall be binding upon the household for a term of twenty (20) years after

initial occupancy.

(2) The Subsequent Lien shall require the members of the household to reside in the Assisted Unit for the duration of the Subsequent Lien.

(3) The Subsequent Lien shall contain the following conditions with respect to the sale or conveyance of an Assisted Unit to another eligible household, or any interest therein, by a household:

(A) Upon the sale or conveyance of an Assisted Unit, within ten years of the date of execution of the Subsequent Lien, an amount equal to the sum allocated to the Assisted Unit pursuant to the Subsequent Lien shall be paid to the State.

(B) Upon the sale or conveyance after the tenth complete year of occupancy, a pro rata amount equal to ten percent of the sum allocated to the Assisted Unit shall be credited to the household against the amount to be repaid to the State for each additional year of occupancy up to the twentieth year. The remainder shall be repaid to the State.

(C) The State, in its sole discretion, shall determine if any refunded amounts returned to the State as specified above will be assigned to the new owner.

(4) The Contractor shall ensure that a lien in favor of the State is placed against any Assisted Units to secure performance of the conditions of the Subsequent Lien by causing the Subsequent Lien to be recorded in the official records of the county in which the Assisted Unit is located, and in a position not subordinate to that required by the State. At the time of sale or conveyance of an Assisted Unit, the State shall release such Unit from the lien securing performance of the Grant Lien.

(5) After the total number of Assisted Units has been determined and identified, the State shall approve the sale or conveyance of any housing units not identified as Assisted Units, subject to compliance with any requirements in the marketing plan related to maximizing sales to farmworker households. At the time of sale or conveyance of a nonassisted unit in compliance with the marketing plan, the State shall release any such unit from the lien securing performance of the Grant Lien. The Grantee shall ensure that no Grant funds are used to reduce the acquisition cost of a nonassisted unit.

e. The State shall terminate the Grant Lien after all Assisted Units have been sold or conveyed and the State has determined that all of the conditions of the Grant Documents have been satisfied.

19. Events of Default. The occurrence of any of the following events shall constitute an "Event of Default" hereunder following notice to the Contractor by the State, specifying (1) the applicable event, (2) the action required to prevent such event becoming an Event of Default, and (3) a date, which shall be not less than fifteen (15) days after the date the notice is mailed to Contractor, by which such action must be taken:

(a) Monetary. (i) Contractor's failure to pay when due any sums payable under any Grant Documents; (ii) Contractor's failure to deposit any of Contractor's funds as and when required

under the Grant Documents; (iii) Contractor's failure or inability to secure anticipated financing from parties other than the State, as specified in Attachment C of the Development Agreement, regardless of fault of the Contractor; (iv) Contractor's failure to use or apply Grant funds in the manner specified by, or consistent with the purposes of the Grant Documents and as specified in Attachment C of the Development Agreement; or (v) the occurrence of an event of default under the terms of any of the loans or grants received from the financing sources specified in the sources and uses charts in Attachment C of the Development Agreement.

- (b) Construction; Use. (i) Contractor's failure to remedy any material deviation in the work of construction from the Plans and Specifications that occurred without the State's approval or defective workmanship or materials in, or use of defective workmanship or materials in constructing the Development, in each case to the State's satisfaction, within ten (10) days of the State's written demand to do so; (ii) the cessation of construction of the Development prior to completion for a continuous period of more than fifteen (15) days (unless caused by war, rebellion, insurrection, strike, lockout, boycott or act of God, or other event beyond the Contractor's control as determined in the sole discretion of the State); (iii) the prohibition, enjoining or delay (in any manner) of the construction of, or the prohibition or enjoining (in any manner) of the sale or leasing of, any unit in the Development in accordance with the Grant Documents for a continuous period of more than thirty (30) days; or (iv) the curtailment in availability to the Development for a continuous period of more than thirty (30) days of utilities or other public services necessary for construction or the full occupancy and utilization of the Development.
- (c) Liens; Attachment; Condemnation; Encroachments. (i) The filing of any claim of lien against the Property or the Development, or any part thereof, or service on the State of any bonded stop notice relating to the Grant and the continuance of the claim for lien or bonded stop notice for twenty (20) days after Contractor receives actual notice thereof without discharge, satisfaction or provision for payment being made as provided for in the Grant Documents; (ii) the condemnation, seizure or appropriation of, or the occurrence of an uninsured casualty with respect to, any material portion of the Property or the Development, such materiality to be determined by the State in its sole and absolute discretion; (iii) the sequestration or attachment of, assignment by Contractor for the benefit of its creditors of, or any levy or execution upon, the Property, the Development, other collateral provided by Contractor under any of the Grant Documents, monies in any of the accounts established pursuant to the Development Agreement or this Grant Lien or the account established as required in the Grant Lien for the deposit of operating income, or substantial portion of the other assets of Contractor, which is not released, expunged or dismissed prior to the earlier of sixty (60) days after sequestration, attachment or execution or the sale of the assets affected thereby; or (iv) any survey provided to the State upon a request for a disbursement of Grant funds shows encroachments which occurred without the written approval of the State which, in its sole discretion, the State requires to be removed or corrected, and the failure to remove or correct any such encroachments within thirty (30) days after receipt of the survey.
- (d) Performance of Obligations. Contractor's default under any of the other Grant Documents or Contractor's failure to perform its obligations under the Grant Agreements and, in each case, the expiration of any time provided for the remedy of such failure.
- (e) Representations and Warranties. (i) Any of Contractor's representations or warranties in any of the Grant Documents or any statements, certificates or schedules furnished by Contractor to the

State, shall prove to have been untrue in any material respect when made or the Contractor shall have concealed any material fact from the State, (ii) any of the Contractor's representations or warranties in any of the Grant Documents or any statement, certificates or schedules furnished by Contractor to the State, other than representations, warranties, statements and certificates as to the financial condition of Contractor or any other person, shall cease to be true and shall remain untrue for fifteen (15) days after notice of such change to Contractor by the State, or (iii) any material adverse change in the financial condition of Contractor or any other person or entity obligated in any manner to the State under the Grant Documents from the financial condition represented to the State as of the date of this Grant Lien;

- (f) Voluntary Bankruptcy; Insolvency; Dissolution. Contractor's, or any general partner of Contractor's, (i) filing of a petition for relief under any state or federal law regarding bankruptcy, reorganization or other relief to debtors; (ii) filing any pleading in any involuntary proceeding under any state or federal law regarding bankruptcy, reorganization or other relief to debtors which admits the jurisdiction of the court or the petition's material allegations regarding the Contractor's insolvency; (iii) making a general assignment for the benefit of creditors; (iv) applying for, or the appointment of, a receiver, trustee, custodian or liquidator of Contractor, any general partner of Contractor or any of their respective properties; (v) inability or admission in writing of its inability to pay its debts as they are due; or (vi) death, if an individual, or the filing by or against Contractor or any general partner of Contractor of a petition seeking the liquidation or dissolution of Contractor or any general partner of Contractor or the commencement of any other procedure to liquidate or dissolve Contractor or any general partner of Contractor.
- (g) Involuntary Bankruptcy. Contractor's, or any general partner of Contractor's, failure to effect a full dismissal of any involuntary (i) petition under any state or federal law regarding bankruptcy, reorganization or other relief to debtors; (ii) proceeding for the appointment of a receiver, trustee or liquidator of Contractor or any general partner of Contractor or all or a material part of the assets of the Contractor or any general partner of Contractor, or (iii) petition or proceeding under other state or federal law regarding bankruptcy, reorganization or other relief to debtors that is filed against Contractor or any general partner of Contractor or in any way restrains or limits Contractor or any general partner of Contractor or the State regarding the Grant, the Property or the Development, in any event prior to the earlier of the entry of any order granting relief sought in the involuntary petition or proceeding, or sixty (60) days after the date of filing of the petition or beginning of the proceeding.
- (h) General. Contractor's breach of any condition, covenant, warranty, promise or representation contained in the Grant Documents not otherwise resulting in an Event of Default hereunder and the continuance of such breach for a period of thirty (30) days after written notice thereof to Contractor.

20. Remedies in the Event of Breaches or Violations.

- a. In the event of an Event of Default or any other Contractor's breach, violation or default in the performance of any covenant, agreement or obligation of Contractor set forth in the Grant Documents, the State shall give written notice to Contractor specifying the nature of the violation, breach or default and the action needed to cure, such notice to be by certified mail or any express delivery service with a delivery receipt, addressed to the Contractor at the address stated in this

Grant Lien. If the default, breach or violation is not cured to the satisfaction of the State within the time period specified in the notice, which shall not be less than fifteen (15) days, the State may declare a default hereunder and the State's obligation to disburse proceeds of the Grant shall terminate and the State shall have the right to either apply all or any part of the remaining proceeds of the Grant to payment of accrued interest and principal due under any obligations of Contractor hereunder or in other Grant Documents or terminate the Grant Lien or Development Agreement. Additionally, the State may, at its option, call all sums advanced under the Grant and other sums advanced under subparagraph (b) immediately due and payable, all without notice of default, presentment or demand for payment, protest or notice of nonpayment or dishonor, or other notice or demand of any kind or character, or may take any one or more of the following actions, or any combination thereof:

- (1) Take possession of the Development and bring any action necessary to enforce any rights of Contractor growing out of the development and marketing of the Development, and develop and market the Development in accordance with the terms of the Grant Documents until such time as the State, in its sole discretion, shall determine that Contractor is again in a position to develop and market the Development in accordance with the terms of the Grant Documents.
- (2) Apply to any court, State or Federal, for specific performance of the Grant Documents or for the appointment of a receiver to take over and develop and market the Development in accordance with the terms of the Grant Documents, or for such other relief as may be appropriate. It is agreed by Contractor that the injury to the State arising from a default under any of the terms of the Grant Documents would be irreparable and that the amount of compensation which would provide adequate relief to the State, in light of the purposes and requirements of the Program, would be impossible to ascertain.
- (3) Accelerate all amounts due under the terms of the Grant Documents and demand immediate repayment thereof.
- (4) Bring suit to foreclose against the Development subject to the lien created hereunder, in the manner and subject to the provisions, rights, and remedies as provided in Chapter 1 (commencing with Section 725a) of Title 10 of Part 2 of the Code of Civil Procedure.
- (5) If Contractor fails promptly either to discharge or contest any mechanics lien claim asserted and furnish a title insurance company such security or indemnity as it may require to induce that title insurance company to issue its title insurance commitment or its Mortgage Title Insurance Policy insuring against all such claims or liens, or having commenced to contest the same, and having given such security or indemnity, shall fail to prosecute such contest with diligence or to maintain such indemnity or security so required by said title insurance company for its full amount, or upon adverse conclusion of any such contest, to cause any judgment or decree to be satisfied and lien to be released, then, and in any such event, State may, at its election (but shall not be required to), do any of the following: refuse to make further disbursement of the proceeds of the grant until the claims or judgments have been insured against by said title insurance company; procure the release and discharge of any such claim and any judgement or decree thereon and further, may in its sole discretion effect any settlement or compromise of the same; or may furnish

such security or indemnity to the title insurance company. Any such amounts so expended by State, including premiums paid or security furnished in connection with the issuance of any surety company bonds, shall be deemed to constitute disbursement of the proceeds of the grant hereunder. In settling, compromising, or discharging any claims for lien, State shall not be required to inquire into the validity of amount of any such claim.

- (6) Seek such other appropriate remedies as may be available under law.
- b. In the event the repayment of the Grant or payment of any other amount is necessary pursuant to the provisions herein, the full amount of the Grant or other payment shall be immediately due and payable upon the earliest of the sale, conveyance or notice provided pursuant to this paragraph. The amount due shall accrue interest, which shall be the same as the average rate returned by the investment of State funds through the California Pooled Money Investment Board from the date of the breach or termination pursuant to paragraph 23 giving rise to the demand for repayment or payment (rather than the date of the demand) until the date of payment or repayment. Unless applicable law provides otherwise, any payment made by Contractor or on behalf of Contractor to State under the Grant Documents shall be applied by State first to interest payable on the obligation and then to the principal of the obligation. The State shall mail Contractor notice of the State's demand for repayment or payment in accordance with procedures set forth herein. Such notice shall provide a period of not less than 30 days from the date the notice is mailed within which Contractor must pay the sum declared due. If Contractor fails to pay that sum prior to the expiration of that period, the State may, within further notice or demand upon Contractor, invoke any remedies permitted herein.
- c. In the event Contractor fails to perform the covenants and agreements contained in the Grant Documents, or if any action or proceeding is commenced which materially affects State's interest in the Development, including, but not limited to, eminent domain, insolvency, code enforcement, arrangements or proceedings involving a bankrupt or decedent, foreclosure of any mortgage secured by the Development or sale of the Development under a power of sale of any instrument secured by the Development, the State, at State's sole option, upon notice to Contractor, may make such appearance, disburse such sums and take such action as is necessary to protect State's interest, including, but not limited to, disbursement of reasonable attorneys' fees and entry upon the property. Any amounts disbursed by State pursuant to this subdivision, with interest thereon, shall become additional indebtedness of Contractor governed by the Grant Documents. Unless Contractor and State agree to other terms of payment, such amounts shall be payable upon notice from State to Contractor requesting payment thereof, and shall bear interest from the date of disbursement. Nothing contained in this Paragraph shall require State to incur any expense or take any action hereunder.
- d. In the event that the breach or violation involves charging eligible households purchase prices or other charges in excess of those permitted under the Grant Documents, the State may demand the return of such excess prices or other charges to the affected households. If legal action is necessary to enforce the provisions of the Grant Documents, the State may seek the return of such overcharge to the affected household.
- e. The purchasers of the Assisted Units and any other farmworker applicants or purchasers shall be

considered to be third party beneficiaries of the Grant Documents, and shall have such rights and remedies to enforce the Program requirements of this Grant Lien as may be available to third party beneficiaries under the law.

- f. The remedies of the State hereunder and under any other instrument providing for or evidencing the financial assistance provided for the Development by the State are distinct and cumulative to any other right or remedy under the Grant Documents or afforded by law or equity, and the exercise of one or more of such remedies shall not be deemed an election of remedies and shall not preclude the exercise by the State of any one or more of its other remedies, which may be exercised concurrently, independently, or successively.

21. Right to Advance or Post Funds. Where disputes have arisen which, in the good faith opinion of the State, may endanger timely completion or sale of the Development or units therein, or fulfillment of any condition precedent or covenant herein or result in lien claims against the Property or the Development, the State may agree to advance funds for the account of Contractor without prejudice to Contractor's rights, if any, to recover said funds from the party to whom paid. Such agreement or agreements may take the form which the State, in its discretion, deems proper, including, but without limiting the generality of the foregoing, agreements to indemnify a title insurer against possible assertion of lien claims, agreements to pay disputed amounts to the Contractor or any potential lien claimant in the event Contractor is unable or unwilling to pay the same, and the like. All sums paid or agreed to be paid pursuant to such undertaking shall be for the account of Contractor, and Contractor agrees to reimburse the State for any such payments made upon demand therefore with interest at the rate of ten (10%) percent per annum, or such lower rate of interest as may be approved by the State, from the date of payment until date of reimbursement. Nothing in this or any other section of the Grant Documents shall be construed to require the State to advance monies over and above the amount of the Grant proceeds, though the State may, at its option advance such amounts.

22. Right of Contest. Contractor shall have the right to contest in good faith any claim, demand, levy or assessment the assertion of which would constitute an Event of Default hereunder. Any such contest shall be prosecuted diligently and in a manner un-prejudicial to the State or the rights of the State under the Grant Documents. Upon demand by the State, Contractor shall make suitable provision by deposit of funds with the State or by bond or by title insurance or other assurance satisfactory to the State for the possibility that the contest will be unsuccessful. Such provision shall be made five (5) days after demand therefore, and, if made by deposit of funds with the State, the amount so deposited shall be disbursed in accordance with the resolution of the contest either to Contractor or the adverse claimant.

23. Termination. This Grant Lien may be terminated upon Contractor's request provided that the Contractor repays the State the full amount of the Grant and other sums due, and the State has determined that one or more of the following or similar circumstances has occurred which makes the continued development or marketing of the Development in compliance with Program requirements no longer feasible:

- a. The employment of agricultural workers in the area has greatly decreased.
- b. A sufficient number of agricultural workers and their families in fact do not apply to purchase Assisted Units in the Development.
- c. The dwelling units of the Development are no longer suitable because of design, size, or age for

the housing needs of the agricultural workers and their families employed in the area.

- d. The Contractor's continued development and marketing of the Development is no longer financially feasible and the Contractor has demonstrated to the satisfaction of the State that it has made a good faith effort to convey the Development for continued use as agricultural worker housing.
- e. A public agency has taken an action which makes the Development no longer suitable for agricultural employees and their families, or which would require substantial expenses to complete the units or continue marketing the units as suitable dwelling units.

24. Assignments and Actions. The State retains the right at its sole discretion to assign all or part of its rights under the Grant Documents for the purpose of ensuring compliance and enforcement of Contractor's duties and obligations under the Grant Documents. In addition, the State may designate an agent to act on its behalf in monitoring compliance and enforcing the provisions hereof. The State may designate an agent or independent contractor to exercise any of the State's rights under the Grant Documents. Any reference to the State in any of the Grant Documents shall include the State's agents, employees or independent contractors.

Contractor shall not assign Contractor's interest, or any portion thereof, under any of the Grant Documents, or in any monies due or to become due thereunder, without the State's prior written consent. Any such assignment made without the State's consent shall be void. Contractor recognizes and acknowledges that this is not an ordinary commercial transaction and that the State would not make the Grant except in reliance on Contractor's particular expertise and reputation, the State's knowledge of Contractor, and the State's understanding that the Grant is more in the nature of an agreement involving personal services than a standard loan where the State would rely on security which already exists. In this instance, the development or marketing funded, or both of them, has not been performed at the time of Grant approval and the State is relying on Contractor's expertise and prior experience to develop and operate the Development in accordance with the terms of the Grant Documents.

25. Amendment. The Grant Documents shall not be altered or amended except in writing, executed between or among all the parties.
26. Partial Invalidity. If any provision of the Grant Documents shall be invalid, illegal or unenforceable, that portion shall be deemed severed from the Grant Documents and the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby, unless the State determines, in its sole discretion, that operation consistent with the remaining provisions would be contrary to the interests of the State.
27. Binding on Successors. The Grant Documents shall bind, and the benefits hereof shall inure to, the respective parties hereto, their legal representatives, executors, administrators, transferors, successors in interest, and assigns, provided, however, that the Contractor may not assign the Grant Documents or any of its obligations hereunder, voluntarily or by operation of law, without the prior written approval of the State. The term "Contractor" as used herein shall include and apply to any person or entity succeeding to the proprietary and possessory interests of Contractor in the Development. All covenants and obligations of Contractor shall be joint and several.

28. Recording Grant Lien and Title Insurance. This Grant Lien, and all amendments hereto, shall be executed by each of the parties. This Grant Lien and amendments hereto, or, where approved by the State in writing, a memorandum thereof, shall be recorded against the subject Property or referenced in the official records of the county in which the Development is situated.

Contractor shall procure from a title insurer acceptable to the State a 1992 (or other version acceptable to the State) ALTA Lender's Policy of Title Insurance (the "Title Policy"), with any endorsement the State may require, insuring the State of the validity and the priority of the lien of the Grant Lien upon the Property and Development, in the principal amount of the Grant, subject only to matters of record approved by the State in writing. During the term of the Grant Lien, Contractor shall procure and deliver to the State, within five (5) working days of the State's request, other endorsements to the Title Policy as the State may reasonably require.

29. Indemnification and Waiver.

a. Contractor agrees to indemnify the State and its agents, employees and officers against, and holds the State and its agents, employees and officers harmless from, any losses, damages, liabilities, claims, actions, judgments, court costs and legal or other expenses (including attorneys' fees) of every name, kind and description, which the State may incur as a direct or indirect consequence of: (i) the making of the Program grant to the Contractor, except for violations of banking laws or regulations by the State; (ii) Contractor's failure to perform any obligations as and when required by this Grant Lien or any of the Grant Documents; (iii) any failure at any time of any of Contractor's representations or warranties to be true and correct; (iv) any act or omission by Contractor, any contractor, subcontractor, material supplier, engineer, architect or other person or entity with respect to the Development or the construction, management, or marketing of the Development; or (v) the presence of hazardous substances (as defined in the Standard Agreement) at the Development or on the Development Property. Contractor shall pay immediately upon the State's demand any amounts owing under this indemnity together with interest from the date the indebtedness arises until paid at the rate of ten percent (10%) per annum. The duty of the Contractor to indemnify and save harmless includes the duties to defend as set forth in Section 2778 of the Civil Code. Contractor shall indemnify and hold harmless the State and its agents, officers and employees as set forth herein regardless of the existence or degree of fault or negligence whether active or passive, primary or secondary on the part of the State, the Contractor, or their respective agents, officers, employees, contractors or subcontractor; provided, however, that Contractor's duty to indemnify and hold harmless hereunder shall not extend to liability arising from gross negligence or willful misconduct of the State. Contractor's duty to indemnify the State shall survive the term of this Grant Lien.

b. Contractor waives and releases any and all rights to any types of express or implied indemnity against the State or its agents, officers or employees.

c. Contractor expressly waives the protections of Section 1542 of the Civil Code in relation to subparagraphs a and b above.

30. Other Foreclosure Actions. The breach of any condition or covenant of the Grant Documents shall not defeat or render invalid the lien of any mortgage or deed of trust on the Development or any part thereof made in good faith for value, but in case of foreclosure and forced sale, a new purchaser will take title

subject to the conditions and covenants of the Grant Documents unless the appropriate amount is repaid to the State in accordance with the conditions stated herein or the State has expressly subordinated its priority to the lien pursuant to which the foreclosure and forced sale occurred.

31. Waiver and Forbearance. No waiver by the State of any breach or violation of or default under the Grant Documents, or forbearance by State in exercising any right or remedy hereunder or otherwise afforded by applicable law, shall be deemed to be a waiver of any other or subsequent breach or violation thereof or default hereunder or preclude the exercise of any such right or remedy. The procurement of insurance or the payment of taxes or other liens or charges by State shall not be a waiver of State's right to seek other remedies under the Grant Documents. Any extension of time for payment of amounts due under the Grant Documents, granted by State to Contractor, shall not operate as a waiver or release of Contractor's duties and obligations hereunder or under the Grant Documents.
32. Rights Cumulative. All the State's rights and remedies provided in the Grant Documents, granted by law or otherwise, are cumulative and may be exercised by the State at any time.
33. Captions. The captions used in the Grant Documents are inserted only as a matter of convenience and for reference and in no way define, limit or describe the scope or the intent of the Grant Documents.
34. Governing Law. The Grant Documents shall be governed by, and construed in accordance with, the laws of the State of California, except to the extent preempted by federal laws. Contractor and all persons and entities in any manner obligated to the State under the Grant Documents consent to the jurisdiction of any federal or state court within the State of California having proper venue and also consent to service of process by any means authorized by California or federal law.
35. Integration; Interpretation. The Grant Documents contain or expressly incorporate by reference the entire agreement of the parties with respect to the matters contemplated herein and supersede all prior negotiations. No Grant Document shall be modified except by written instrument executed by all the parties thereto. Any reference in any of the Grant Documents to the Property or Development shall include all or any parts of the Property or Development. Any reference to the Grant Documents in any of the Grant Documents includes any amendments, renewals or extensions approved by the State. Any reference in the Grant Documents to "the Grant Documents" shall include all or any of the provisions of the Grant Documents unless otherwise specified.
36. Joint and Several Liability. The liability of all persons and entities who are in any manner obligated under any of the Grant Documents shall be joint and several.
37. Notice. Written notices and other written communications by and between the parties hereto shall be addressed as set forth below unless and until a party hereto has, in writing, communicated a different address to the other party hereto. Except for any notice required under applicable law to be given in another manner, (i) any notice to Contractor provided for in the Grant Documents shall be given by mailing such notice by certified mail addressed to Contractor at the address found hereunder; and (ii) any notice to State shall be given by certified mail, return receipt requested, to State's mailing address stated herein. Any notice provided for in the Grant Documents shall be deemed to have been given to Contractor or State when given in the manner designated herein.
38. Actions and Attorneys Fees. The State may commence, appear in or defend any action or proceeding

purporting to affect the Property, Development, Grant Documents or the rights, duties or liabilities of Contractor or the State under the Grant Documents. In exercising this right, the State may incur, or incur and pay, reasonable costs and expenses including, without limit, attorneys' fees and court costs and Contractor agrees to pay all such expenses so incurred and reimburse the State for any expenses so paid.

If any attorney, including the California Attorney General, is engaged by the State to enforce, construe or defend any provision of any of the Grant Documents, or as a consequence of any Event of Default hereunder or default under any other Grant Document, with or without the filing of any legal action or proceeding, Contractor shall pay to the State, immediately upon demand, the amount of all attorneys' fees and costs incurred by the State in connection therewith, together with interest thereon from the date of such demand at the rate of ten (10%) percent per annum of interest. In addition, the prevailing party in any action to enforce the Grant Documents, including applicants for or residents of Assisted Units or other units subject to the marketing plan, shall be entitled to reasonable attorney's fees as determined by the trier of fact in that forum, and all reasonable costs and expenses incurred in pursuing the remedies herein.

39. State's Actions for Its Own Protection Only. The authority herein conferred upon State, and any action taken by State including but not limited to making inspections of the Property or Development, procuring sworn statements and waivers of lien, approving contracts and subcontracts, and approving plans and specifications, will be taken by State and by State's agents for their own protection only and neither State nor State's agents shall be deemed to have assumed any responsibility of Contractor with respect to any such action herein authorized or taken by State or State's agents or with respect to the proper construction of improvements, performance of contracts or subcontracts by any contractors or subcontractors, prevention of claims for mechanic's liens or any other claims, or any other act or omission required by the Grant Documents.
40. No Third Parties Benefited. No person other than the State and Contractor, and their permitted successors and assigns or, in the case of the Grant Lien, the prospective or actual buyers of an Assisted Unit to the extent specified therein, shall have a right of action under any of the Grant Documents.
41. Relationship of Parties. The relationship of Contractor and the State under the Grant Documents is, and shall at all times remain, solely that of grantor and grantee. The State neither undertakes nor assumes any responsibility or duty to Contractor or to any third party with respect to the Property or the Assisted Units, except as expressly provided in the Grant Documents.
42. Authority to File Notices. Contractor irrevocably appoints and authorizes the State, as Contractor's attorney-in-fact, which agency is coupled with an interest, to execute and record, on either of them, in the State's or Contractor's name, any notices, instruments or documents that the State deems appropriate to protect the State's interest under any of the Grant Documents.
43. Drug Free Workplace. By signing this contract, the contractor or grantee hereby certifies under penalty of perjury under the laws of the State of California that the contractor or grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and will provide a drug-free workplace by taking the following actions.
  - a. Publish a statement of notifying employees that unlawful, manufacture, distribution, dispensation,

possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355 (a).

- b. Establish a Drug-Free Awareness Program as required by Government Code Section 8355 (b) to inform employees about all of the following:
  - 1. the dangers of drug abuse in the workplace;
  - 2. the person's or organization's policy of maintaining a drug-free workplace;
  - 3. any available counseling, rehabilitation and employee assistance programs; and,
  - 4. penalties that may be imposed upon employees for drug abuse violations.
- c. Provide, as required by Government Code Section 8355 (c), that every employee who works on the proposed contract:
  - 1. will receive a copy of the company's drug-free policy statement; and
  - 2. will agree to abide by the terms of the company's statement as a condition of employment on the contract.

Failure to comply with these requirements may result in suspension of payments under the contract or termination of the contract or both and the contractor or grantee may be ineligible for award of future state contracts if the department determines that any of the following has occurred: the contractor or grantee (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

- 44. Special Conditions and Requirements. The Contractor agrees to comply with any special conditions or requirements, if any, as set forth in Attachment B.

In witness therefore the parties hereby execute and enter into this Regulatory Agreement and Grant Lien as of the date first set forth above and agree to be bound hereby:

CONTRACTOR

STATE

The Housing Authority of the County of Yolo

Department of Housing and Community Development

By: \_\_\_\_\_  
Name: Lisa Baker  
Title: Chief Executive Director

\_\_\_\_\_ Date

By: \_\_\_\_\_  
Name: Ken Holder  
Title: Manager, Compliance Resolution Program

\_\_\_\_\_ Date

Contractor's Address:  
147 W. Main Street  
Woodland, CA 95695

Mailing Address:  
Joe Serna, Jr. Farmworker Housing Grant Program  
P.O. Box 952054  
Sacramento, CA 94252-2054

Principal Place of Business:  
2020 W. El Camino Avenue  
Sacramento, CA 95833

State of California  
County of Sacramento

On \_\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, personally known to me (or proved to me on the basis of satisfactory evidence), to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_

**ATTACHMENT A**  
**TO GRANT LIEN AND REGULATORY AGREEMENT**  
**GRANT NUMBER: 03-FWHG-268**  
**LEGAL DESCRIPTION**

**LOT A**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 37 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot A, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.089 acre of land, more or less.

APN: 049-502-016-000 (portion)

**LOT B**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 38 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot B, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.110 acre of land, more or less.

APN: 049-502-016-000 (portion)

**LOT C**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 2 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot C, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.087 acre of land, more or less.

APN: 049-504-015-000 (portion)

**LOT D**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 1 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot D, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.109 acre of land, more or less.

APN: 049-504-015-000 (portion)

**LOT E**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 12 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot E, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.112 acre of land, more or less.

APN: 049-503-018-000 (portion)

**LOT F**

THAT portion of real property situate in the Town of Esparto, County of Yolo, State of California, being a portion of Lot 44 of the Bonyng Tract, as shown in Book 1 of Maps at Page 8, said County Records, and also formally being Lot 13 of Country West Unit No. 2, filed in Book 2000 of Maps at Pages 53 and 54, said County Records, and being more particularly described as follows:

Lot F, as shown on Final Subdivision Map No. 5134, filed for record in the office of the County Recorder of Yolo County, December 26, 2018, in Book 2018 of Maps, at Pages 144-147.

Excepting THEREFROM all oil, gas, minerals and other hydrocarbon substances lying below a depth of 500 feet from the surface of the land, but without the right-of-entry upon any portion of the surface above a depth of 500 feet, as reserved by Yolo Petroleum, Inc., by deed recorded June 16, 1989, in Book 2032 at Page 518, Yolo County Records.

Containing 0.089 acre of land, more or less.

APN: 049-503-018-000 (portion)

**ATTACHMENT B**  
**TO GRANT LIEN AND REGULATORY AGREEMENT**  
**GRANT NUMBER: 03-FWHG-268**  
**DETAILS OF THE DEVELOPMENT**

**1. General Description**

- (1) Development Location: Yolo County
- (2) Description of Development: Single Family Homes for affordable farmworker homeownership
- (3) Total Units: 6 homes to be sold to eligible agricultural households.
- (4) Application #: **9764**
- (5) General Purposes (check all applicable):  
 Manufactured Structure  Acquisition   
 Predevelopment  Site Development  New Construction  Rehabilitation   
 Refinancing  Other: Roll over into individual grants.
- (7) End of Borrower's Fiscal Year: **June 30**

**2. Funding Sources, Lien Positions,**

A. Funding Sources and Lien Positions:

**CONSTRUCTION PERIOD FUNDING (subdivision):**

Source	Lien Position	Amount
Manufacturer- Next Steps	1	\$1,200,000.00
<b>Total Construction Period Financing:</b>		<b>\$1,200,000.00</b>

**CONSTRUCTION AND PERMANENT FUNDING:**

Source	Lien Position	Amount
USDA-Rural Development (6 units)	1	\$1,200,000.00
Serna Program (HCD)	2	\$331,268.71
<b>Total Development Cost:</b>		<b>\$1,531,268.71</b>

- 3. Other conditions reasonably necessary to ensure the security of the JSJFWHG and to ensure compliance with JSJFWHG Program Regulations and the terms and conditions of the proposed development are as follows:

- (1) These funds have been used for the site development and/or site infrastructure for Poe Colonia Subdivision and will roll-over as permanent financing of 6 assisted Single-Family dwellings, occupied by eligible agricultural households.
- (2) The JSJFWHG Grant Lien and Regulatory Agreement shall be recorded against all lots in the subdivision in no lower than 2nd position. It shall not be completely released until all lots have been transferred to individual households.
- (3) The construction of the 6 self-help homes will be developed and 6 agricultural households will be assisted with JSJFWHG funds.

DRAFT

AUTHORIZATION OF THE HOUSING AUTHORITY OF THE COUNTY OF YOLO

The undersigned hereby certifies that is a California Public Housing Authority, a body both corporate and politic (the "Grantee"), and as such makes the following certifications and representations to the State of California Department of Housing and Community Development (the "Department"):

1. The Grantee has acquired six (6) single family lots located in Esparto, known as Countrywest II (the "Development").

2. The Grantee has acquired the Development subject to an existing Department grant issued under the Serna Housing Program ("Original Department Grant") in the original principal amount of **\$331,268.71**\_\_.

3. The Grantee has applied to restructure Original Department Grant under the Department's Portfolio Restructuring Program whereby modified documents will be issued by the Department and entered into by the Borrower (the "Modified Grant") for the purpose of the development of six (6) affordable for sale homes to farmworker families at or below 80% of median income.

4. The Grantee is duly formed as a public housing authority in the state of California, is authorized to do business in the State of California, and has the power and authority to restructure the Original Department Grant and enter into the LPR Grant.

5. That in connection with the Modified Grant, the Grantee is authorized to enter into any and all other documents required or deemed necessary or appropriate to evidence the Modified Grant, the Grantee's obligations related thereto, and the Department's security therefore, including, but not limited to a security agreement, a regulatory agreement, and any and all other documents required by the Department as security for, evidence of, or pertaining to the Modified Grant, and any and all amendments thereto (collectively, the "Modified Grant Documents").

6. That Lisa A. Baker, the Chief Executive Officer, of The Housing Authority of the County of Yolo is authorized and directed to execute the Modified Grant Documents, and any amendments thereto, on behalf of the Grantee.

Dated: \_\_\_\_\_

Grantee:  
Lisa A. Baker, CEO

**The Housing Authority of the County of Yolo**