

Yolo County Housing Yolo County, California

August 14, 2019

MINUTES

The Yolo County Housing met on the 14th day of August, 2019, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 3:00 p.m.

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

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. 19-35: Approved agenda as submitted.

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

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

There was no public comment.

PRESENTATIONS

4. Presentation - Family Self Sufficiency Graduate, Melanie Allen

Isaac Blackstock presented Family Self Sufficiency Graduate Melanie Allen.

5. Presentation - Family Self Sufficiency Graduate, Chiana Patterson

Isaac Blackstock presented Family self Sufficiency Graduate Chiana Patterson.

6. Presentation - Mid-Year Review of Accomplishments

General Manager Janis Holt presented the Mid-Year Review of Accomplishments.

CONSENT AGENDA

Minute Order No. 19-36: Approved Consent Agenda Item Nos.7-9.

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

7. Review and Approve the Minutes of July 24, 2019

Approved the minutes of July 24, 2019 on Consent.

8. Review, Approve and Adopt Resolution for Section 8 Management Assessment Program (SEMAP) Certification (Holt, Jimenez-Perez)

Approved **Resolution No. 19-08** on Consent.

9. Receive, Review and File Notice from Auditors Regarding the Audit for the Year Ended June 30, 2019

Approved recommended action on Consent.

REGULAR AGENDA

10. Review and Approve the Residential Individual Relief from Excess Utility Charges Policy (Holt, Dogias)

Shannon McCaffrey of Legal Services of Northern California addressed the Board on this item.

Minute Order No. 19-37: Approved recommended action with a request to edit the Reasonable Accommodation Policy removing any references to individuals and make those references to titles, as well as add a third element directing staff to bring back items related to Yolo County Housing's continued work with Legal Services of Northern California on the issue of recovering past credit amounts issued from PG&E to public housing tenants.

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

11. Receive verbal report from CEO on status of Mainstream, Family Unification and Veterans Affairs Supportive Housing (VASH) Voucher leasing (Baker)

Received verbal report from CEO on status of Mainstream, Family Unification and Veterans Affairs Supportive Housing (VASH) Voucher leasing.

12. Strategic Planning Workshop

Held Strategic Planning Workshop and the Board was in agreement to return at a future meeting to continue discussions.

13. Receive Comments from CEO

CEO Lisa Baker updated the Board on a program in West Sacramento to move 12 CALWORKS families from housing in motels to more permanent housing.

14. Receive Comments from Commissioners

No comments from Commissioners.

LONG RANGE CALENDAR

15.

September 18, 2019	
Low Loss Achievement Award	Presentation
Destruction of Records	consent
70th Anniversary Planning Concept	Regular
Proposed Lease partnership with HHSA for housing CalWorks families exiting homelessness	Regular
October 23, 2019	
Flat rent update	Consent
1st Quarter write offs	Consent
Unaudited Year End Financials 2018-2019	Regular
November 2019	
NONE	
December 2019	
1st Quarter Financials	Regular
Generator Ribbon Cutting	Off site
70th Anniversary Annual Plan and Resolution	Regular - may move to 1/20

ADJOURNMENT

Next meeting is September 18, 2019 at 3:00 p.m.

YOLO COUNTY HOUSING

AGENDA

REGULAR MEETING

August 14, 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 - Family Self Sufficiency Graduate, Melanie Allen
5. Presentation - Family Self Sufficiency Graduate, Chiana Patterson
6. Presentation - Mid-Year Review of Accomplishments

CONSENT AGENDA

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REGULAR AGENDA

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12. Strategic Planning Workshop

13. Receive Comments from CEO
14. Receive Comments from Commissioners

LONG RANGE CALENDAR

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	Generator Ribbon Cutting	Off site
	70th Anniversary Annual Plan and Resolution	Regular - may move to 1/20

ADJOURNMENT

Next meeting is September 18, 2019 at 3:00 p.m.

I declare under penalty of perjury that the foregoing agenda was posted by Friday, August 9, 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.

Julie Dachtler, Clerk of the Board

By: _____
Clerk

NOTICE

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

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

Yolo County Housing
Yolo County, California

Meeting Date: August 14, 2019

To: County Counsel ✓
Yolo County Housing ✓

6.

Presentation - Mid-Year Review of Accomplishments

General Manager Janis Holt presented the Mid-Year Review of Accomplishments.

2019 Accomplishments Year to Date

January 1, 2019 - July 31, 2019



Grants Administration

Yolo County-Completed construction of Westucky Water & Sewer Improvement Project - well & septic tank demolition, new infrastructure & connection to City of Woodland water/sewer, for 30 lower income people (CDBG)



YCH- Grant for Emergency Generator at the Administrative Offices to continue YCH operations & serve as back-up Emergency Operations Center for the County/Cities. Design complete. Status - have requested additional grant funds due to current demand/availability (Cal OES/FEMA)

City of Davis - Housing development/rehab in progress:

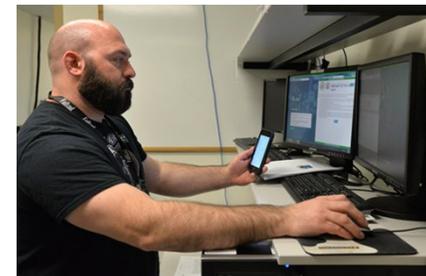
- Rosa Parks (10 townhome units) Rehabilitation Project is replacing an inefficient and leaking sub-foundation water system & upgrading it with energy efficient fixtures and water heater and preserving affordability - in environmental review
 - Walnut Terrace (30 senior apartment units), Windmere I (48 townhome units) and Windmere II (58 apartment units) Rehabilitation Project are working on ADA conversion, energy efficiency improvements, roof replacement, exterior repairs, and site improvements. Received 5 Project Based Vouchers (PBV) from YCH for increased senior affordability - in environmental review and closing calls (PBV, 4% tax credits, City loan subordination)
 - Mutual Housing at 5th St.-New Construction (38-unit apartments) Multi-family, 4-story Project will be built on a vacant lot. It will have one, two and three bedroom units. Currently in design and financing. (HOME)
-

Finance Department

- Account Remapping of General Ledger →
- Negotiated or renegotiated 4 Intergovernmental Agreements & 1 Private Cost-Sharing Agreement
- Information Technology Infrastructure Upgrades and Security - Phase I complete
- Now it's time for another Audit!



Well, a little more automated than this.



Not the actual technician.



Facilities

- Pacifico Fence Installation Completed



- Uniform Physical Condition Standard (UPCS) Inspections Completed
 - 431 public housing units inspected; facilities staff correcting any observed defects in preparation for HUD Real Estate Assessment Center (REAC) inspections.
 - Work Orders - 1,262 work orders completed through July 31, 2019.
-

Housing Choice Voucher Program

- **Issued Continued Wait List Letters - (Purge)**
 - Mailed 5,895 letters to all voucher wait list applicants, including self-identification for Mainstream and Family Unification Program.
 - Currently 1,266 active HCV program applications and 1,344 for the Project Based program.
- **Total number of HCV/PBV Contracts Under Lease - 1,385 plus 3 GTZ**
- **# of newly leased HAP Contracts - 29**
- **Implement Mainstream Program - 22 Awarded**
 - *Partner with HHSA & HPAC*
 - 89 applicants referred, 89 pulled from the waitlist, 18 issued vouchers, 15 searching; 3 leased.
- **Implemented Family Unification Program (FUP) - 26 Awarded**
 - *Partner with HHSA Child Welfare Division*
 - 20 applicants referred, 7 issued vouchers and searching; 2 leased.
- **VASH Lease Up - 25 Awarded**
 - 21 Tenant-based and project based leased; 4 searching



We first met Sue when she spoke at the Woodland City Council meeting sharing that her health issues had left her unable to work and rendered her at high risk of homelessness. Sue was our first to lease up under the Mainstream Voucher program!

Getting to Zero (GTZ)

January 1 - July 31

- Housed eight (8) families experiencing homelessness
- Seven (7) through the GTZ Voucher
- One (1) in public housing

Total served in program: Eighteen (18)

100% remain housed



After spending eight years experiencing homelessness, Bonnie joins her new community. Welcome Home!!



Real Estate Services



Migrant Centers Open!

- 247 families move in over three (3) days. Centers remain at full capacity.

YCH Managed Portfolio

- 28 families moved or transferred

Transition to PHA-Paid Utilities

- 562 interim changes completed during transition to PHA-Paid Utilities
 - Families continue to be responsible for their Tenant Rent calculated at 30% of their adjusted gross income for rent and utilities.



Client Services Help Families Move Forward

- Rent Ready Program!
 - Monthly classes kicked off in May!
- Resident Opportunities & Self Sufficiency Program (ROSS)
 - 149 Service Referrals; 39 Individual Training and Service Plans
- Family Self Sufficiency (FSS) Program - 3 Graduates
- Merger of Partner Leadership Meetings - WIOA and PCC
- Building Community - Crosswood BBQ & Yard Sale, PD Pacifico BBQ
- Computer Learning Center Summer Activities

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Rent Ready

- Addressing Housing Barriers
- Money Management
- Housing Retention
- Preparing For Hardships



September 18
October 9
November 6
December 4

147 W Main St
Woodland, CA



Highlights of Partnership Events and Services

Spring Fling Health and Education Fairs

- Slight increases in participation in 2019 events

AARP/VITA Tax Services

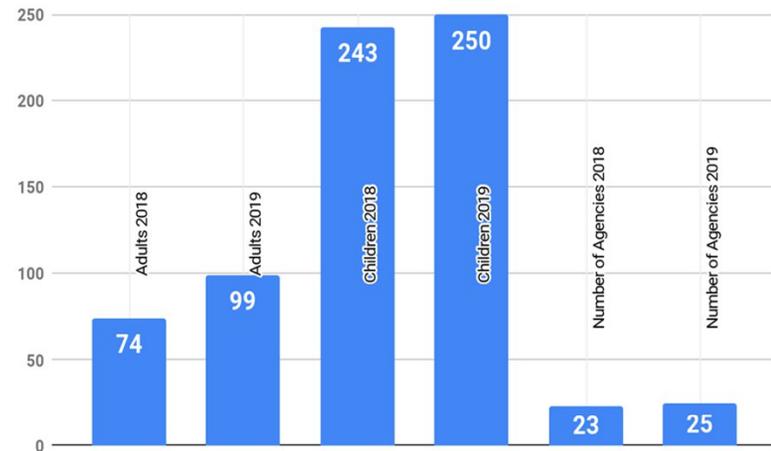
- Federal Tax Returns Filed: 241
- Federal Tax Refunds: \$311,209

Rec2Go at Yolano/Donnelly

- June 19th and July 31st



Spring Fling 2018/2019 Comparison



Highlights - Part Two

Hermanos Macehual

- 40 Attendees at El Rio Villas



Feed Those Who Feed Us

- Poleline Baptist Church provides one week of services at the Davis Migrant Center

Yolo Interfaith Immigration Network (YIIN)

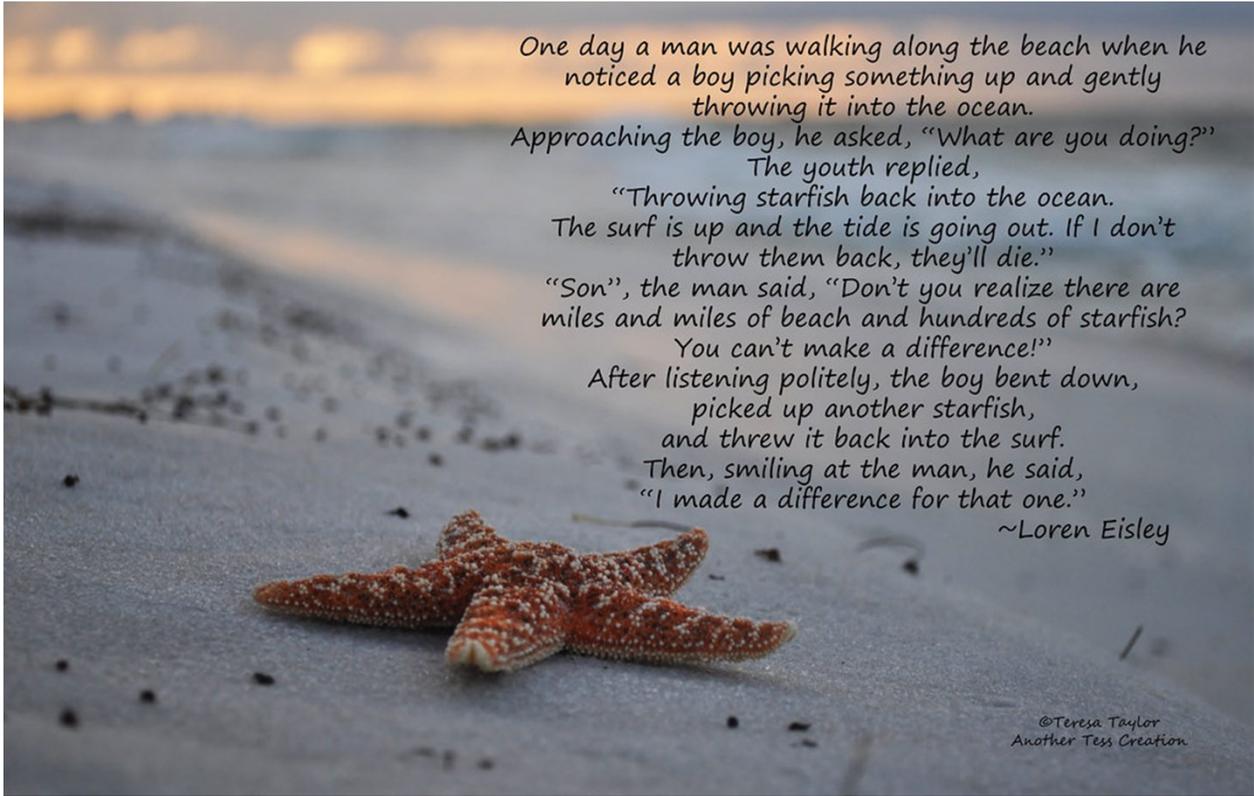
- Backpacks provided to Migrant Center youth
- Support to Camp Fire Victims at Davis Migrant



Paul's Place



One Reason We Do What We Do

A photograph of a beach at sunset. The sky is a mix of orange and blue, and the ocean is visible in the background. In the foreground, a single orange starfish lies on the sand. The text is overlaid on the right side of the image.

One day a man was walking along the beach when he noticed a boy picking something up and gently throwing it into the ocean. Approaching the boy, he asked, "What are you doing?" The youth replied, "Throwing starfish back into the ocean. The surf is up and the tide is going out. If I don't throw them back, they'll die." "Son", the man said, "Don't you realize there are miles and miles of beach and hundreds of starfish? You can't make a difference!" After listening politely, the boy bent down, picked up another starfish, and threw it back into the surf. Then, smiling at the man, he said, "I made a difference for that one." ~Loren Easley

©Teresa Taylor
Another Tess Creation

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 19-36 Item No. 7, of the Yolo County Housing meeting of August 14, 2019.

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

7. Review and Approve the Minutes of July 24, 2019

Approved the minutes of July 24, 2019 on Consent.

Yolo County Housing Yolo County, California

July 24, 2019

MINUTES

The Yolo County Housing met on the 24th day of July, 2019, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 3:00 p.m.

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

Absent: Pierre Neu

Staff Present: Lisa Baker, CEO

Ron Martinez, Agency Counsel subbing for Hope Welton

Janis Holt, General Director

Julie Dachtler, Clerk

CALL TO ORDER

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

Minute Order No. 19-33: Approved agenda as submitted.

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

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 - Family Self Sufficiency Graduate, Dasha Fields

Isaac Blackstock presented Family Self Sufficiency Graduate Dasha Fields.

5. Presentation - New Employee Brenda Zazueta, Las Casitas Computer Learning Center Coordinator

Janis Holt presented new employee Brenda Zazueta, Las Casitas Computer Learning Center Coordinator.

6. Presentation - Yolo Resilience Collaborative (YRC) Heat Resilience Planning Toolbox

Received presentation of the Yolo Resilience Collaborative (YRC) Heat Resilience Planning Toolbox.

CONSENT AGENDA

Minute Order No. 19-34: Approved Consent Agenda Item Nos. 7-9.

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

7. Review and Approve the Minutes of June 19, 2019

Approved the minutes of June 19, 2019 on Consent.

8. Review and Approve Intergovernmental Agreement for Grants Management for the City of Davis (Baker, Brock)

Approved **Agreement No. 19-02** on Consent.

9. Review and Approve Intergovernmental Agreement for Grants with the City of Winters (Baker, Brock)

Approved **Agreement No. 19-03** on Consent.

REGULAR AGENDA

10. Receive and File Accomplishments Report for Sutter Getting to Zero Program with the City of Davis (Holt, Blackstock)

Received and filed Accomplishments Report for Sutter Getting to Zero Program with the City of Davis.

11. Receive verbal report from CEO on status of telephony system

Received verbal report from CEO on status of telephony system.

12. Consideration by Board of Strategic Planning Session at August meeting

Approved setting the Strategic Planning Session for August 14, 2019.

13. Receive Comments from CEO

CEO Lisa Baker noted a new addition to the agenda, which is the Long Range Planning Calendar. This was provided at the request of the Chair and Vice-Chair. She also spoke about the book for the commissioners she provided for their information.

14. Receive Comments from Commissioners

The Chair noted that he and Vice-Chair Sandy have begun the process of preparing for the CEO's annual review, which will be forthcoming in closed session. Commissioner Sandeen introduced her summer intern.

LONG RANGE CALENDAR

15.

August 14, 2019	
Mid-Year Review of Accomplishments	Presentation
Low Loss Achievement Award	Presentation
Agency Plan Substantial Amendment	Public Hearing
SEMAP Certification	Consent
Auditors governance notice	Consent
Intergovernmental agreement with County of Yolo	Consent
Individual Resident Relief Policy From Excess Utility Charges	Regular
(Possible) Strategic Planning Session	
September 18, 2019	
Destruction of Records	Consent
70th Anniversary Planning Concept	Regular
October 23, 2019	
Flat rent update	Consent
1st Quarter write offs	Consent
Unaudited Year End Financials 2018-2019	Regular
November 2019	
NONE	
December 2019	
1st Quarter Financials	Regular
Generator Ribbon Cutting	Off site
70th Anniversary Annual Plan and Resolution	Regular - may move to 1/20

ADJOURNMENT

Next meeting is August 14, 2019 at 3:00 p.m.

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 19-36 Item No. 8, of the Yolo County Housing meeting of August 14, 2019.

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

8. Review, Approve and Adopt Resolution for Section 8 Management Assessment Program (SEMAP) Certification (Holt, Jimenez-Perez)

Approved **Resolution No. 19-08** on Consent.



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

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

DATE: August 14, 2019
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
PREPARED BY: Janis Holt, General Director
Irma Jimenez-Perez, Housing Assistance Supervisor
SUBJECT: REVIEW, APPROVE AND ADOPT RESOLUTION FOR SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION

RECOMMENDED ACTION:

That the Housing Commission:

1. Adopt the resolution approving the Yolo County Housing (YCH) Self-Certification score for Section 8 Management Assessment Program (SEMAP) Certification and Analysis for Fiscal Year 2018-2019; and
2. Authorize the CEO to submit the report to HUD.

BACKGROUND / DISCUSSION

SEMAP was developed by the U.S. Department of Housing and Urban Development (HUD) to assess the utilization and operations of the Housing Choice Voucher (HCV) Program, and measure the performance of individual public housing agencies (PHA's). SEMAP collects data from HUD's Public and Indian Housing Information Center (PIC) system, a national database used to remotely measure PHA performance and administration of the HCV program. In addition to the PIC system, SEMAP uses information from audits conducted annually by independent auditors. HUD annually assigns each PHA a rating on each of the **14 indicators**, and an overall performance rating of high, standard, or troubled based on this information. There is a maximum of 145 points (or 150 points with the addition of 5 bonus points for eligible jurisdictions). The indicators of performance show whether PHAs help eligible families afford decent rental units at a reasonable subsidy cost as intended by Federal housing legislation.

While the required self-assessment can be completed in-house by current staff, YCH has chosen to contract for the services of the assessment in order to use it as a valid

third party assessment of operational compliance over and above that required under the Single Audit. The assessment includes an audit of housing conditions through third party inspections and a third party file review. YCH currently contracts with MK Housing Compliance Solutions to perform the evaluation.

In this year's third party assessment, it was determined in the assessment for Fiscal Year 2019, that YCH scores **145 out of the possible 145 points** (100.00%), a perfect score. Yolo County Housing, therefore is once again a **High Performing** agency in Voucher operations for the **tenth consecutive year**.

FISCAL IMPACT

PHAs with SEMAP scores of at least 90 percent shall be rated high performers. PHAs that achieve an overall performance rating of high performer may receive national recognition by the Department of Housing and Urban Development and may receive a competitive advantage under notices of funding availability.

CONCLUSION

After completion of the assessment and review of the back-up documents, YCH is prepared to successfully submit SEMAP information to HUD. HUD requires YCH to submit a certification of SEMAP indicators within 60 days after the end of the YCH fiscal year of June 30, 2019. Once approved by the Housing Commission, the attached certification will be electronically submitted on or before the due date of August 29, 2019.

Attachments:

Resolution
SEMAP indicator Scoring Document
HUD Form 52648

FILED

AUG 15 2019

BY Julie Rachte
DEPUTY CLERK OF THE BOARD

**YOLO COUNTY HOUSING
RESOLUTION NO. 19-08**

**(Resolution regarding the Section Eight Management Assessment Program (SEMAP)
Certification for Fiscal Year Ending June 2019)**

WHEREAS, the Housing Authority of the County of Yolo ("YCH") must submit to the U.S. Department of Housing and Urban Development ("HUD") Section Eight Management Assessment Program (SEMAP) Certification on or before August 29, 2019; and

WHEREAS, the submittal of the SEMAP Certification requires the approval and authorization of the Housing Commission of YCH; and

WHEREAS, the SEMAP Certification will be submitted to HUD electronically through HUD'S website on or before August 29, 2019 after review by the Chief Executive Officer; and

WHEREAS, the Housing Commission of YCH have determined to the best of their knowledge that the SEMAP Certification for year ending June 30, 2019 is true and correct.

NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND by the Housing Commission of the Housing Authority of the County of Yolo, as follows:

1. Each of the foregoing recitals are true and correct.
2. The Board of Commissioners hereby confirms and approves the submittal of the SEMAP Certification for the year ending June 30, 2019, which will be submitted electronically through HUD'S website on or before August 29, 2019.

EFFECTIVE DATES: This Resolution shall take effect from and after the date of its adoption.

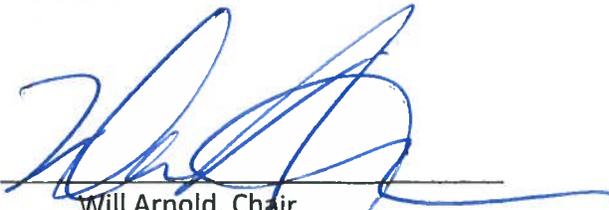
PASSED AND ADOPTED by the Housing Commission of the Housing Authority of the County of Yolo, State of California, this 14th day of August 2019, by the following vote:

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

NOES: None.

ABSTAIN: None.

ABSENT: None.



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

FILED

APR 18 2018

DEPUTY CLERK OF THE BOARD

Approved as to Form:

By Hope P. Welton
Hope Welton, Agency Counsel

Attest:

Julie Dachtler, Clerk
Housing Commission of the
Housing Authority of the County of Yolo

By Julie Dachtler



SEMAP INDICATORS
[24CFR 985.3 and form HUD-52648]
FY 2018/2019

The table below lists each of the SEMAP indicators and contains a description of each indicator.

INDICATORS	SCORE
Indicator 1: Selection from the waiting list Maximum Score: 15 <ul style="list-style-type: none"> • Proper selection of applicants from the housing choice voucher waiting list 	15
Indicator 2: Rent reasonableness Maximum Score: 20 <ul style="list-style-type: none"> • Sound determination of reasonable rent for each unit leased 	20
Indicator 3: Determination of adjusted income Maximum Score: 20 <ul style="list-style-type: none"> • Accurate verification of family income 	20
Indicator 4: Utility Allowance Schedule Maximum Score: 5 <ul style="list-style-type: none"> • Maintenance of a current schedule of allowances for tenant utility costs 	5
Indicator 5: HQS Quality Control Inspections Maximum Score: 5 <ul style="list-style-type: none"> • Performing of quality control inspections to ensure housing quality 	5
Indicator 6: HQS Enforcement Maximum Score: 10 <ul style="list-style-type: none"> • Timely annual housing quality inspections 	10
Indicator 7: Expanding Housing Opportunities Maximum Score: 5 <ul style="list-style-type: none"> • Expand housing choice outside areas of poverty or minority concentration 	5
Indicator 8: FMR limit and Payment Standards Maximum Points: 5 <ul style="list-style-type: none"> • Establishment of payment standards within the required range of the HUD fair market rent 	5
Indicator 9: Annual Re-examinations Maximum Points: 10 <ul style="list-style-type: none"> • Timely annual reexaminations of family income 	10

Indicator 10: Correct tenant rent calculations Maximum Points: 5 <ul style="list-style-type: none"> • Correct calculation of the tenant share of the rent and the housing assistance payment 	5
Indicator 11: Pre-contract HQS Inspections Maximum Points: 5 <ul style="list-style-type: none"> • Ensure units comply with the housing quality standards before families enter into leases and PHAs enter into housing assistance contracts 	5
Indicator 12: Annual HQS Inspections Maximum Points: 10 <ul style="list-style-type: none"> • Timely annual housing quality inspections 	10
Indicator 13: Lease-up Maximum Points: 20 <ul style="list-style-type: none"> • Ensure that all available housing choice vouchers are used 	20
Indicator 14: Family Self-Sufficiency (FSS) enrollment and escrow account balances Maximum Points: 10 <ul style="list-style-type: none"> • Enroll families in the family self-sufficiency (FSS) program as required and help FSS families achieve increases in employment income. 	10
TOTAL SCORE	145

(a) High performer rating. PHAs with SEMAP scores of at least 90 percent shall be rated high performers under SEMAP. PHAs that achieve an overall performance rating of high performer may receive national recognition by the Department and may be given competitive advantage under notices of fund availability.

(b) Standard rating. PHAs with SEMAP scores of 60 to 89 percent shall be rated standard

(c) Troubled rating. PHAs with SEMAP scores of less than 60 percent shall be rated troubled.

Staff found, after completion of the self-assessment, that once again it scored 145 out of the possible 145 points (100%).

YCH scored maximum points on each indicator

Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 hours 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 conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name Housing Authority of the County of Yolo	For PHA FY Ending (mm/dd/yyyy) 06/30/2019	Submission Date (mm/dd/yyyy) 08/29/2019
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Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

Enter current FMRs and payment standards (PS)

0-BR FMR <u>953</u>	1-BR FMR <u>1015</u>	2-BR FMR <u>1342</u>	3-BR FMR <u>1935</u>	4-BR FMR <u>2357</u>
PS <u>858</u>	PS <u>1015</u>	PS <u>1342</u>	PS <u>1896</u>	PS <u>2239</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

7

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

11

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

157.14

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305) Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response Yes No

63.6

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
 - (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

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, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy)

8/14/19

Date (mm/dd/yyyy)

8/14/19

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes No

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

Yolo County Housing
Yolo County, California

To: Co. Counsel ✓
Yolo County Housing ✓

CONSENT CALENDAR

Excerpt of Minute Order No. 19-36 Item No. 9, of the Yolo County Housing meeting of August 14, 2019.

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

9. Receive, Review and File Notice from Auditors Regarding the Audit for the Year Ended June 30, 2019

Approved recommended action on Consent.



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

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

DATE: August 14, 2019

TO: YCH Housing Commission

FROM: Lisa A. Baker, Chief Executive Officer

PREPARED BY: Jim Gillette, Finance Director

SUBJECT: Receive, Review and File Notice from Auditors Regarding the Audit for the Year Ended June 30, 2019

RECOMMENDED ACTIONS:

That the Housing Commission receive, review and file the notice from CohnReznick related to the audit for the fiscal year ended June 30, 2019.

BACKGROUND/DISCUSSION:

A similar disclosure notice about responsibilities of the auditors and management has previously been submitted to the Commission for the FY 2018-2019 audit last year. In prior years, a similar notice has been provided to the Commission as part of a separate Report to the Housing Commission with the final audit report each year and a similar notice provided to the commissioners.

This notice has been prepared by CohnReznick in an effort to clarify these responsibilities and set expectations of the process in greater detail up front. CohnReznick has requested that we provide the attached notice the Commission for their review.

FISCAL IMPACT:

This notice has no fiscal impact on the Agency.

Conclusion:

Staff recommends that the Housing Commission receive, review and file the attached notice.

Yolo Housing Commission
January 23, 2019
RAD Status Update
Page 2

Attachments: Notice to the Housing Commission dated August 5, 2019

August 5, 2019

Housing Commission

Yolo County Housing
147 W. Main St.
Woodland, CA 95695

We are engaged to audit the financial statements of the business-type activities and the aggregate discretely presented component units of Yolo County Housing as of and for the year ended June 30, 2019. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated August 5, 2019, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management discussion and analysis, the cost-sharing defined benefit pension plan schedule of the Authority's proportionate share of the net pension liability, the cost-sharing defined benefit pension plan schedule of contributions and the schedule of changes in net other post-employment benefits (OPEB) liability and related ratios, and the schedule of OPEB plan contributions, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the Combining Schedules of net position, revenues, expenses and changes in net position, the schedule of Public Housing Capital Fund Grant, and the Financial Data Schedule, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the

difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately June 17, 2019 and issue our report on approximately November 30, 2019. Ahamadou Alainchar Bocar is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Housing Commission and management of Yolo County Housing and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "Ahamadou Alainchar Bocar". The signature is written in a cursive, slightly slanted style.

Ahamadou Alainchar Bocar, CPA

Yolo County Housing
Yolo County, California

Meeting Date: August 14, 2019

To: County Counsel ✓
Yolo County Housing ✓

10.

Review and Approve the Residential Individual Relief from Excess Utility Charges Policy (Holt, Dogias)

Shannon McCaffrey of Legal Services of Northern California addressed the Board on this item.

Minute Order No. 19-37: Approved recommended action with a request to edit the Reasonable Accommodation Policy removing any references to individuals and make those references to titles, as well as add a third element directing staff to bring back items related to Yolo County Housing's continued work with Legal Services of Northern California on the issue of recovering past credit amounts issued from PG&E to public housing tenants.

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



Yolo County Housing

147 W. Main Street
WOODLAND, CA 95695

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

DATE: August 14, 2019
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
PREPARED BY: Janis Holt, General Director
SUBJECT: REVIEW AND APPROVE THE INDIVIDUAL RESIDENTIAL RELIEF FROM EXCESS UTILITY CHARGES POLICY

RECOMMENDED ACTION:

That the Housing Commission:

1. Approve the YCH Individual Resident Relief From Excess Utility Charges Policy; and
2. Authorize the CEO to implement.

BACKGROUND / DISCUSSION

Due to the transition from PGE utilities to YCH paid utilities as part of our conversion to solar power generation in our larger public housing campuses, it is proposed to modify the Agency's Reasonable Accommodation Policy to include a section that allows for additional utility allowances for those residents with higher utility costs due to circumstances beyond their control, such as for special needs and medical equipment.

What follows is a brief history of YCH's journey towards energy production, where we are currently, and the proposed policy changes that will help ensure affordability for our most vulnerable.

Historic Background

In 2009, YCH, with the help of the Climate Compact, undertook an energy and greenhouse gas (GHG) analysis of its operations as a precursor to developing its Energy Plan. The **Housing Commission adopted its Energy Plan on February 19, 2010**. The development of **solar farms for energy production is one of the items adopted** by the Commission as a way to meet state mandated GHG reduction targets.

Beginning in 2010, YCH has worked on a number of implementation measures, beginning with simple strategies - including downsizing fleet vehicles, increasing fuel economy, diversion of wood waste from the local landfill, switching to Energy Star programmable thermostats, revising hot water heater settings, elimination of excess refrigeration, replacing tenant refrigerators with Energy Star products, replacing single

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

pane windows with high efficiency windows and installing computer management software for computers, lighting and other fixtures in the main administration building.

2011: YCH's **Housing Commission adopted the 2010 Energy Plan climate mitigation measures and planning in its 2010 Agency Plan** to HUD.

2011: YCH formed 3-Green Partnership with Sutter Regional Housing Authority and Butte Housing Authority. The partners retained Enlightened Energy as its consultants.

2011 through 2012: Development and HUD approval of an RFP process to select an **Energy Services Company (ESCO) to proceed with an Investment Grade Audit and planning for an Energy Performance Contract and Solar Farm installations.**

2012 through 2013: The partners retained Siemens as its ESCO and received HUD approval to move forward.

2014: Siemens began property reviews and portfolio mapping as a prelude to the Investment Grade Audit. **Housing Commission authorizes YCH participation in HUD - Department of Energy (DOE) Building Better Buildings Challenge (BBBC) and pledges approximately 1 MG of solar generation in public housing.**

2015: YCH is approved to participate in the BBBC by HUD-DOE. YCH is part of White House announcement of pledges. YCH invited to meet the President in Energy Announcement in California. YCH invited to work on national energy issues at the Vice President's Offices. **On March 19, 2015, the Housing Commission adopted the Agency Plan that outlined Yolo County Housing's (YCH) goals and objectives for the next five years - including the goal to continue to increase the sustainability of YCH's portfolio by reducing energy usage and to install solar by seeking Multi-Family Affordable Solar Housing (MASH) Grants from PGE to offset costs associated with the installation of solar arrays.**

2016 through 2017: The Energy Performance Contract (EPC) process continues to move forward; Siemens completes the investment grade audit; YCH undergoes HUD review; Siemens and YCH propose bifurcating Solar from the EPC in order to enhance the probability of completion, which is approved. The two (2) projects move forward on separate tracks for approval and financing.

2017: **Financing for solar closed July 2017; system design work began.** Financing for the energy and water retrofits through the EPC closed December 2017.

2018: LED interior lighting and LED exterior lighting along with water efficient toilets and fixtures are installed first. This is designed to further reduce utility costs prior to introduction of YCH solar power generation and billing. Solar installation followed.

2018 through present: PGE delays start of power generation. Subsequently, PGE energizes system without notifying YCH that it is live. YCH begins process of conversion to new system. YCH holds a number of community meetings with affected residents. **Residents ask about special needs and special utility costs. Staff determine that an update to the Agency's Reasonable Accommodation Policy is required** in order to preserve affordability for those residents with special needs beyond their control.

Background - Relationship of PGE, Solar and Credits

The solar arrays generate power that offset resident PGE consumption. The power generated is sold to PG&E under an agreement between YCH and PGE. This power buying arrangement results in **credits**. The solar arrays are financed through a PNC bank loan and the solar generation credits are used to pay the debt service on the loan.

As a landlord, and as a provider of HUD funded public housing, YCH is allowed to either pay utilities or have the tenant pay utilities. Until August 1, 2019, tenants paid gas and electricity, while YCH paid water, garbage, and sewer. Tenants were given notice (developed in consultation and review with Legal Services of Northern California) that, beginning August 1, 2019, YCH would pay all utilities for properties where we have developed solar generation.

Under the public housing statute, a family is required by law to pay at least 30% of their adjusted gross income towards rent and utilities (Tenant Rent). As is also required, the Housing Authority creates a Utility Allowance (UA) schedule by utility type, bedroom size and property type for residents. This is an engineered allowance completed by third party engineers based on actual usage data and modest use of utilities (current UA schedule for public housing was developed by Siemens) and is used to help offset tenant costs (where the tenant pays some or all utilities) or to help offset YCH costs (where YCH pays utilities).

Where the tenant pays utilities directly to a utility provider, the tenant will get a reduction in rent to assist in paying utilities. Where the utilities are paid by YCH, the utility allowance value is embedded in the rent. Regardless of payment type, the family is still required to pay at least 30% of income towards rent and utilities.

Example:

Family	Adjusted Gross Income (30%)	Hypothetical Utility Allowance	Tenant Rent
Family A*	\$300	(\$100)	\$200
Family B*	\$300	YCH pays directly on tenants' behalf	\$300

Family A: pays bill directly to provider. Tenant pays any excess surcharges to provider directly.

Family B: pays rent to YCH. YCH pays utility bills on behalf of tenant. Tenant receives either a credit for unused power due to solar generation or pays YCH for excess utility charges. Tenant receives a monthly statement itemizing credits and/or charges.

If Family B has a Reasonable Accommodation for need, their Utility Allowance offset will be higher, therefore helping them to avoid additional charges.

(For further information regarding resident engagement, implementation and transition, please see Attachment to this report)

Discussion - Excess Utility Consumption Relief

Disabled persons or elderly families may have higher electrical usage due to a medical issue beyond their control. Through the **Individual Residential Relief for Excess Utility Charges Policy, an additional Utility Allowance (UA) amount for medical equipment and other utility disability related needs will be provided** through the Reasonable Accommodation process to further reduce any potential impacts to these households. The list of medical equipment is not intended to represent all equipment, but does represent the most common types; equipment kilowatt usage will be calculated on a case by case basis as needed for equipment that is not shown on the schedule. This is an increased amenity being provided by YCH as opposed to PGE as some medical equipment, such as the use of a CPAP machine, is not considered eligible for hardship reduction by PGE, but is proposed to be included in this policy. The equipment table and allowances are proposed to be the same as the ones currently in use by our Housing Choice Voucher program, which is applied to private market-rate YCH subsidized units.

In addition, if families experience a hardship situation for either past PGE charges or future excess consumption, **YCH is working with Home Energy Assistance Program (HEAP) so that there will be linkage to additional financial assistance for the family.**

Utility allowances are calculated annually by our YCH's engineering consultants. With this new process, YCH will have much better access to all utility information and can work to ensure a fair allowance based on total actual portfolio performance, resulting in realistic pricing for families and to mitigate future price increases.

Communication

Staff will continue outreach and resident engagement through one-on-one meetings with families, scheduled resident meetings, joint communication strategies with Legal Services of Northern California (LSNC), and client services outreach. Staff will work with families on utility consumption strategies to maintain utility usage within the UA provided, including use of this proposed Individual Residential Relief for Excess Utility Charges policy.

Client Services staff will be offering financial literacy counseling, household budgeting, and will connect families to resources such as this policy where applicable, as well as to Home Energy Assistance Program (HEAP) through North Coast Energy Services, Inc., Short Term Emergency Aid Committee (STEAC) and others as applicable.

FISCAL IMPACT

There may be some negative financial impact due to excess utility charges that will not be collected due to a reasonable accommodation or medical equipment allowance in the short term. Future UA subsidy calculations should correct this over time.

CONCLUSION

That the Housing Commission approve the Individual Residential Relief from Excess Utility Charges Policy and authorize the CEO to implement.

Attachments:

Individual Residential Relief from Excess Utility Charges Policy

Medical Equipment Allowance Schedule

YCH Reasonable Accommodation Policy Update w/Non-Significant Revisions

Resident Engagement, Implementation and Transition



Yolo County Housing

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

INDIVIDUAL RESIDENT RELIEF FROM EXCESS UTILITY CHARGES POLICY (YCH Paid Utilities)

Purpose:

To establish a policy for allowing individual relief from resident utility bills that have exceeded Yolo County Housing (YCH) Utility Allowance (UA).

Background:

HUD regulations [24 CFR 965.508] permit the Public Housing Authority (PHA) to grant residents of public housing individual relief from surcharges for **excess** of the allowances of PHA-purchased utilities [24 CFR 965.506]. Requests for individual relief must be based on reasonable grounds such as the special needs of the elderly, ill or disabled residents, and/or special factors affecting utility consumption **beyond the resident's control**.

The regulations also require PHAs to adopt criteria and procedures for requesting relief. Notice of the availability of the procedures and the PHA's criteria for granting relief must be included in notices regarding utility allowances and scheduled surcharges or revisions to these documents must be provided to residents and to new residents upon admission.

POLICY

Yolo County Housing (YCH) will grant individual relief to residents who demonstrate that excessive utility consumption is beyond the resident's control in units with YCH-Paid utilities (electricity and gas).

The following criteria will be considered as valid standards for granting individual relief:

- The resident's over consumption is due to special needs of an authorized household member who is disabled, ill or elderly where the consumption is not within the resident's ability to control. The special needs of the disabled might be the use of medical equipment that require higher energy consumption. Residents can request a utility allowance adjustment through the YCH Reasonable Accommodation Policy. The allowance may be adjusted to reflect the higher consumption and needs associated with

YCH INDIVIDUAL RESIDENT RELIEF FROM EXCESS UTILITY CHARGES POLICY

Page 2

the household's special circumstances.

- As part of the Utility Allowance (UA) schedule, YCH will include a “Medical Equipment Allowance”. If residents have a prescription, or doctors verification, for use of the medical equipment, they will be provided the adjustment in their monthly utility allowance. Medical equipment listed is not all encompassing but lists common medical equipment that may require higher utility consumption.
- Each reasonable accommodation request will be evaluated on a case-by-case basis in accordance with the YCH Reasonable Accommodation Policy.

Processing Requests for Individual Relief

Requests for Individual Relief will be processed in accordance with the “YCH Reasonable Accommodation Policy”, Attachment A. Property managers and/or the 504 Coordinator will accept requests and determine allowability based on standards established in this policy.

Attachments:

- (A) YCH Reasonable Accommodation Policy
- (B) Utility Allowance (UA) Medical Equipment Allowance

Medical Equipment Allowances

Item	Hrs/Day	Wattage	Monthly Consumption (kWh)	Allowance
Oxygen Concentrator	18	400	219	\$48
Nebulizer	2	75	5	\$1
Electric Hospital Bed	0.2	200	1	\$1
Alternating Pressure Pad	24	70	51	\$12
Low Air-Loss Mattress	24	120	88	\$20
Power Wheelchair/Scooter	3	360	33	\$8
CPAP Machine	10	30	9	\$2

Oxygen Concentrator

Use per day varies, assume 12 to 24 hours a day.
The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

Nebulizer

A medicine delivery system used mostly for pediatric care.
Used 4-6 times a day for 20 minutes at a time at 75 W.

Semi/Fully Electric Hospital Beds

Use depends on adjustments. 200 W.

Alternating Pressure Pad

An air-filled mattress overlay.
Used 24 hours a day for someone who is bed-ridden.

Low Air-Loss Mattress

Takes the place of mattress - air-filled pressurized mattress.
Cycles air around every 15-20 minutes.

Power Wheelchairs and Scooters

Need to be charged approximately 8 hours every 3 days.
Batteries are 120 V, 3 Amp, 360 W.

CPAP Machines

Used for Sleep Apnea. Machines run only at night for people who have a tendency to stop breathing at night. At maximum pressure they use 40 Watts. On average - 30Watts.



YOLO COUNTY HOUSING REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES

Adopted by the Yolo County Housing Board of Commissioners

Dated: December 17, 2009

Revised: Adopted February 18, 2010

Revised: Adopted August 14, 2019

**YOLO COUNTY HOUSING
REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES**

TABLE OF CONTENTS

Introduction 2

Part A. Policy 2

Section A-1. Definitions 2

Section A-2. Policy Statement..... 3

Section A-3. Purpose 3

Section A-4. Authority..... 3

Section A-5. Monitoring and Enforcement..... 4

Section A-6. Staff Training 4

Section A-7. Reasonable Accommodation 5

Section A-8. Application of Reasonable Accommodation..... 5

Section A-9. Person with Disability..... 6

Section A-10. Examples of Reasonable Accommodation 6

Section A-11. General Principles for Providing Reasonable Accommodations..... 7

Section A-12. Amendment 8

Part B. Procedures 9

Section B-1. Processing Reasonable Accommodation Requests 9

Section B-2. Verification of Reasonable Accommodation Request..... 10

Section B-3. Denial of Reasonable Accommodation Request(s) 11

Section B-4. Transfer as Reasonable Accommodation 12

Section B-5. Housing Choice Voucher as Reasonable Accommodation..... 13

Section B-6. Service or Assistance Animals..... 13

Section B-7. Right to Appeal/Grievance Process 14

Attachment I: Request for Reasonable Accommodation/Reasonable Modification Form

INTRODUCTION

The Reasonable Accommodation Policy and Procedures comprised of **Part A and Part B**, sets forth the policy and procedures of Yolo County Housing (“**YCH**”) in connection with making reasonable accommodations for qualified applicants or residents with disabilities for participation in YCH’s public housing programs and activities. A copy of this Reasonable Accommodation Policy and Procedures is made available in the YCH Administration Office, 147 W. Main Street, Woodland, CA 95695, 530-662-5428, and the Management Office of each public housing development. Additionally, a paper or electronic copy of this Reasonable Accommodations Policy and Procedures may be obtained upon request from the Section 504 Coordinator, Janis Holt at 530-662-5428 or from our website at www.ych.ca.gov.

Part A. POLICY

Section A-1. Definitions

- 1.1 The term “**ADA**” shall mean the Americans with Disabilities Act.
- 1.2 The term “**FHA**” shall mean the Fair Housing Act of 1968.
- 1.3 The term “**YCH**” shall mean Yolo County Housing.
- 1.4 The term “**Policy**” shall mean Part A of this Reasonable Accommodation Policy and Procedures, as adopted by the YCH Board of Commissioners, and as may be amended.
- 1.5 The term “**Procedures**” shall mean Part B of this Reasonable Accommodation Policy and Procedures, as may be revised from time to time.
- 1.6 The term “**reasonable accommodation**” means a change, modification, alteration, or adaptation in policy procedure, practice, program, or facility that provides a

qualified individual with a disability the opportunity to participate in, or benefit from, a program (housing or non-housing) or activity.

Section A-2. Policy Statement

YCH is committed to ensuring that its policies and procedures do not deny individuals with disabilities the opportunity to participate in, or benefit from, nor otherwise discriminate against individuals with disabilities, on the basis of disability, in connection with the operations of YCH's programs, services and activities. Therefore, if an individual with a disability requires an accommodation such as an accessible feature or modification to the YCH policy, YCH will provide such accommodation unless doing so would result in a fundamental alteration in the nature of the program; or an undue financial and administrative burden. In such a case, YCH will attempt to make another accommodation that would not result in a financial or administrative burden, or a fundamental alteration in the nature of the program.

Section A-3. Purpose

The Policy is intended to:

- communicate YCH's position regarding reasonable accommodations for persons with disabilities in connection with the agency's housing programs, services, and activities;
- establish a procedural guide for implementing such Policy; and
- comply with applicable federal, state and local laws to ensure accessibility for persons with disabilities to housing programs, benefits and services administered by YCH.

Section A-4. Authority

The requirements of this Policy are based upon the following statutes or regulations:

- Section 504 of the Rehabilitation Act of 1973 (Section 504)¹
- Title II of the Americans with Disabilities Act of 1990 (ADA)²
- Fair Housing Act of 1968, as amended (Fair Housing Act)³
- Architectural Barriers Act of 1968⁴ and;
- the respective implementing regulations for each Act.

Section A-5. Monitoring and Enforcement

The YCH Section 504 Coordinator is responsible for monitoring YCH’s compliance with, and enforcing the requirements under this Policy. Questions regarding this Policy, its interpretation or implementation should be made by contacting the Section 504 Coordinator in writing, by telephone, or by appointment, as follows:

Janis Holt – Section 504 Coordinator/General Director

147 W. Main Street

Woodland, CA 95695

530-669-2211

1-800-662-9656

Fax Number: 530-662-5429

TDD/TTY Number: 1-800-545-1833, Ext 626 (for hearing impaired TDD users only)

Section A-6. Staff Training

The Section 504 Coordinator will ensure that all appropriate YCH staff receive annual training on the Reasonable Accommodation Policy and Procedures, including all applicable Federal, state and local requirements regarding reasonable accommodation.

¹ 29 U.S.C. § 794; 24 C.F.R. Part 8

² 42 U.S.C. §§ 12101 *et seq.*

³ 42 U.S.C. §§ 3601-20; 24 C.F.R. Part 100

⁴ 42 U.S.C. §§ 4151-4157

Section A-7. Reasonable Accommodation

A person with a disability may request a reasonable accommodation at any time during the application process, residency in public housing (including all managed non-profit housing), or participation in the Housing Choice Voucher and Moderate Rehabilitation Programs of YCH. The individual, YCH staff or any person identified by the individual, must reduce all requests to writing.

Reasonable accommodation methods or actions that may be appropriate for a particular program and individual may be found to be inappropriate for another program or individual. The decision to approve or deny a request for a reasonable accommodation is made on a case-by-case basis and takes into consideration the disability and the needs of the individual as well as the nature of the program or activity in which the individual seeks to participate.

Section A-8. Application of Reasonable Accommodation Policy

The Reasonable Accommodation Policy applies to individuals with disabilities in the following programs provided by YCH:

- (a) Applicants to public housing;
- (b) Applicants of all Housing Choice Voucher and Moderate Rehabilitation Programs;
- (c) Residents of public housing developments;
- (d) Participants of the Housing Choice Voucher and Moderate Rehabilitation Programs; and
- (e) Participants in all other programs or activities receiving Federal or State financial assistance that are conducted or sponsored by the YCH, its agents or

contractors including all non-housing facilities and common areas owned or operated by the YCH.

Section A-9. Person with a Disability

An individual is disabled if s/he has a physical or mental impairment that limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment. Physical or mental impairment includes:

- (a) Having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that affects one or more of the following body systems: neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin; and endocrine; or
- (b) Having any mental or psychological disorder or condition, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.
- (c) Having such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, HIV, drug addiction (other than addiction caused by current, illegal use of a controlled substance) and alcoholism.

Section A-10. Examples of Reasonable Accommodations

Examples of reasonable accommodations may include, but are not limited to:

- (a) Making a unit, part of a unit or public and common use element accessible for the head of household or a household member with a disability who is on the lease;

- (b) Permitting a family to have a service or assistance-animal necessary to assist a family member with a disability;
- (c) Allowing a live-in aide to reside in an appropriately sized YCH unit;
- (d) Transferring a resident to a unit on a lower level or a unit that is completely on one level;
- (e) Making documents available in large type, computer disc or Braille;
- (f) Providing qualified sign language interpreters for applicant or resident appointments/meetings with YCH staff; or at resident meetings;
- (g) Installing strobe type flashing lights and other such equipment for a family member with a hearing impairment;
- (h) Permitting an outside agency or family member to assist a resident or an applicant in meeting screening criteria or meeting essential lease obligations;
- (i) Permitting requests for extensions of Housing Choice Vouchers if there is a difficulty in locating a unit with suitable accessible features or otherwise appropriate for the family; and
- (j) Approving a request for exception payment standard amounts under the Housing Choice Voucher Program in accordance with 24 C.F. R. §§ 8.28 and 982.504(b)(2) as a reasonable accommodation for a family member with a disability.
- (j)(k) Approving an accommodation in accordance with the Individual Resident Relief From Excess Utility Charges Policy.

Section A-11. General Principles for Providing Reasonable Accommodations

Listed are the general principles which provide a foundation for the Policy and which YCH staff will apply when responding to requests for reasonable accommodations within all YCH housing programs:

11.1 It is presumed that the individual with a disability is usually knowledgeable of the appropriate types of, and methods for providing, reasonable accommodations needed when making a request. However, YCH reserves the right to investigate

and offer equally effective alternatives to the requested accommodation, and/or alternative methods for providing the requested accommodation. If the Reasonable Accommodation can not be agreed upon by both parties; the individual may file a grievance in accordance with the Reasonable Accommodation Grievance Procedure.

- 11.2 The procedure for evaluation and responding to requests for a reasonable accommodation relies on a cooperative relationship between YCH and the applicant/resident.
- 11.3 YCH shall inform all applicants and residents of alternative forms of communication. The Request Form is designed to assist YCH and our applicants/residents. If an applicant/resident does not, or can not use the Request Form, YCH will still respond to the request for an accommodation. The applicant/resident may request that the Request Form be provided in an equally effective format or means of communication. (For example: qualified interpreters, TDD/TTY line, qualified readers, large print materials, etc.)
- 11.4 All written documents required by or as a result of this Policy must contain plain language and be in appropriate alternative formats in order to communicate information and decisions to the person requesting the accommodation.
- 11.5 Any required meetings with a person with a disability will be held in an accessible location.

Section A-12. Amendment

- 12.1 Policy. The Policy may be amended only by resolution of the Board of Commissioners.
- 12.2 Procedures. The Procedures may be amended within the scope of the Policy by the Executive Director of YCH.
- 12.3 Legal Compliance. Any amendment to the Policy or Procedures shall be consistent with all applicable laws and regulations.

PART B. PROCEDURES

Section B-1. Processing of Reasonable Accommodation Requests

Yolo County Housing (YCH) will provide the “Request for Reasonable Accommodation/Reasonable Modification Form”, (the “**Request Form**”), attached hereto, to all applicants, residents or individuals with disabilities who request a reasonable accommodation.

Individuals may submit their reasonable accommodation request(s) in writing, orally, or by any other equally effective means of communication. However, YCH will ensure that all reasonable accommodation requests will be reduced to writing by assisting persons unable to submit written requests. If needed as a reasonable accommodation, YCH will assist the individual in completing the Request Form. In completing the Request Form, the YCH staff person will read it and confirm the content with the individual requesting the Reasonable Accommodation.

- (a) YCH will provide all applicants with the Request Form as an attachment to the YCH application. The Request Form will be provided in an alternative format, upon request.
- (b) Reasonable accommodations will be made for applicants during the application process. All applications must be taken in an accessible location. Applications will be made available in accessible formats. YCH will provide applicants with appropriate auxiliary aids and services, including qualified sign language interpreters and readers, upon request.
- (c) YCH will provide all residents with the Request Form during annual re-certification, and upon request. YCH will provide the Request Form in an alternate format, upon request.

- (d) Residents seeking accommodation(s) may contact the housing management office, including office of private management companies acting on behalf of YCH, within their housing development. In addition, residents may also contact the Section 504 Coordinator's office directly to request the accommodation(s).
- (e) Within eight (8) business days⁵ of receipt of the Request Form, the Housing Specialist (housing choice voucher or public housing) will review the resident's reasonable accommodation request(s) with the Section 504 Coordinator.
- (f) Within twelve (12) business days of receipt of the Request Form, the 504 Coordinator or the Housing Specialist will submit the Verification of Need for Reasonable Accommodation/Reasonable Modification Form (hereinafter referred to as the "Verification Form") by mail or fax to the designated, qualified professional for completion with a requested mail or fax return to the Housing Specialist or 504 Coordinator.
- (g) YCH will consent to or deny the request within ten (10) business days after receiving all needed information and documentation from the resident and/or qualified professional. All decisions to grant or deny reasonable accommodations will be communicated in writing or if required, in an alternative format in order to communicate the decision to the applicant/resident. Exceptions to the ten (10) business day period for notification of YCH's decision on the request will be provided to the resident in writing setting forth the reasons for the delay.
- (h) If YCH approves the accommodation request(s), the resident will be notified of the projected date of implementation (if applicable).
- (i) If the accommodation is denied, the resident will be notified of the reasons for denial. In addition, the notification of the denial will also provide the resident with information regarding YCH HUD-approved Grievance Procedure.
- (j) All written notifications of decisions to grant or deny reasonable accommodations will be forwarded to the YCH Housing Specialist for the resident's file.

⁵ The term "business days" shall mean those days of the week that the YCH offices are open, Monday through Thursday, excluding Fridays, Saturdays, Sundays, and holidays observed by YCH.

Section B-2. Verification of Reasonable Accommodation Request

YCH may request documentation of the need for a Reasonable Accommodation as identified on the Request Form. In addition, YCH may request that the individual provide suggested reasonable accommodations.

YCH may verify a person's disability only to the extent necessary to ensure that individuals who have requested a reasonable accommodation have a disability-based need for the requested accommodation.

However, YCH may not require individuals to disclose confidential medical records in order to verify a disability. In addition, YCH may not require specific details regarding the individual's disability. YCH may only request documentation to confirm the disability-related need(s) for the requested reasonable accommodation(s). YCH requires verification of the "nexus" between the disability need and the requested reasonable accommodation from a qualified professional on the Verification Form. YCH may not require the individual or qualified professional to disclose the specific disability(ies); or the nature or extent of the individual's disability(ies).

The following qualified professionals may provide verification of an applicant/resident's disability and the need for the requested accommodation(s) – (the nexus):

- (a) Physician;
- (b) Licensed health professional;
- (c) Licensed Professional representing an applicable social service agency; or
- (d) Disability agency or clinic.

As stated in Section B-1(g); YCH will approve or deny the request within ten (10) business days after receiving all needed information and documentation from the resident and/or qualified professional.

Section B-3. Denial of Reasonable Accommodation Request(s)

Requested accommodations will not be approved if one of the following would occur as a result:

- (a) A violation of State and/or federal law;
- (b) The applicant/resident does not qualify as an “individual with a disability”;
- (c) The requested accommodation is not related to the resident/applicant’s disability;
- (d) A fundamental alteration in the nature of the YCH public housing program;
- (e) An undue financial and administrative burden on YCH;
- (f) A structurally infeasible alteration; or
- (g) An alteration requiring the removal or alteration of a load-bearing structural member.

Section B-4. Transfer as Reasonable Accommodation in Public Housing

YCH shall not require a public housing resident with a disability to accept a transfer in-lieu of providing a reasonable accommodation. However, if a public housing resident with a disability requests dwelling unit modifications that involve structural changes, including, but not limited to widening entrances, rooms, or hallways, and there is a vacant comparable, appropriately sized UFAS-compliant unit in that resident’s project or an adjacent project, YCH may offer to transfer the resident to the vacant unit in his/her project or adjacent project in-lieu of providing structural modifications. However, if that resident rejects the offered transfer or voucher, YCH shall make modifications to the resident’s unit unless doing so would be structurally impracticable or would result in an undue financial and administrative burden.

If the resident accepts the transfer, YCH will work with the resident to obtain moving expenses from social service agencies or other similar sources. If that effort to obtain moving expenses is unsuccessful within thirty (30) days of the assignment of the dwelling unit, YCH shall pay the reasonable moving expenses, including utilities fees

and deposits. Nothing contained in this paragraph is intended to modify the terms of YCH's Tenant and Assignment Plan and any resident's rights hereunder.

Section B-5. Housing Choice Voucher as Reasonable Accommodation

- (a) When issuing a voucher as an accommodation, YCH must include a list of current available accessible units known to YCH, upon request. YCH will also provide search assistance. YCH may also partner with a qualified, local disability organization to assist the resident or applicant to search for available, accessible housing. See 24 C.F.R. § 8.28.
- (b) Extensions beyond the maximum term of one hundred eighty (180) days are available as a reasonable accommodation to eligible individuals with disabilities. These extensions are subject to documentation that a diligent effort to locate a unit has been conducted considering any impediments to searching because of a family member's disability.
- (c) YCH may, if necessary as a reasonable accommodation for an individual with a disability, approve a family's request for an exception payment standard amount under the Housing Choice Voucher Program so that the program is readily accessible to and usable by individuals with disabilities. See 24 C.F.R. § 8.28 and 982.504(b)(2).
- ~~(d) Upon request by an applicant, participant, or their representative, YCH will ask the HUD Field Office for an exception payment standard up to 120% of the Fair Market Rent ("FMR"). However, the applicant, participant or the representative, must provide documentation of the need for the exception payment standard to YCH.~~
- ~~(e)~~(d) In exceptional cases, YCH may ask the Assistant Secretary for Public and Indian Housing of HUD for an exception payment standard amount over 120% of the FMR, provided the applicant, participant or the representative provides the appropriate supporting documentation.

Section B-6. Service or Assistance Animals

Yolo County Housing is an equal opportunity provider and employer.

Residents of YCH with disabilities are permitted to have assistance animals, if such animals are necessary as a reasonable accommodation for their disabilities. YCH residents or potential residents who need an assistance animal as a reasonable accommodation must request the accommodation in accordance with the Reasonable Accommodation Policy. Assistance animals are not subject to the requirements of YCH's Pet Policy.

Section B-7. Right to Appeal/Grievance Process

- 1) The public housing applicant or resident may file a complaint in accordance with YCH's HUD-approved Grievance Procedure following a formal determination by the YCH Section 504 Coordinator.
- 2) The Housing Choice Voucher and Moderate Rehabilitation Program participant or applicant may file a complaint in accordance with YCH's HUD-Approved Grievance Procedure following a formal determination by the YCH Section 504 Coordinator.
- 3) An applicant or resident may, at any time, exercise their right to appeal a YCH decision through the local HUD office or the U.S. Department of Justice. Individuals may contact the local HUD office at:

**San Francisco Regional Office of FHEO
U.S. Department of Housing and Urban Development
One Sansome Street, Suite 1200
San Francisco, CA 94104**

Phone: (415) 489-65366400

Fax: (415) 489-6419

(800) 347-3739

TTY: (415800) 436-6594877-8339

RESIDENT ENGAGEMENT, IMPLEMENTATION AND TRANSITION

YCH recognizes that, like the proposed RAD conversion, the change in utility provision is not only complex, but also different from past practices. These changes are part of **YCH's ongoing commitment to long term availability and affordability, as well as to its Greenhouse Gas (GHG) reduction targets**. Climate change, including unpredictable weather and excess heat, are already here - there is also utility cost unknowns given PGE's current issues, the ongoing threat of grid shutdown in high fire situations and the move to time of day pricing which will impact residents in the future. To meet these challenges, YCH has been working long term on a 2-part strategy: improved resilience through 1) investment and 2) through planning with the Climate Compact, Yolo Energy Watch and Yolo Resilience Collaborative.

As part of that process, YCH has invested first in improving resident comfort and utility reduction through rehabilitation, including using its 2010 American Recovery and Reinvestment Act (ARRA) funds to replace refrigerators with more energy efficient products, replace hot water heaters with more efficient models and to replace all of the windows and sliding glass doors in its public housing portfolio through ARRA and the EPC and, secondly through moving into power generation and billing with solar farm arrays at its largest campuses. Altogether, not including regular Capital Fund projects, YCH has invested over \$6 million in the last 10 years in these efforts. The largest amount of this investment is through Housing Commission approved borrowed capital which must be repaid.

During this time, YCH has also been working with residents through its resident engagement process, which is made up of a variety of strategies, including Notices, public hearings, Annual and Five Year Planning processes, on site resident meetings, the Resident Advisory Board, letters and updates, and one-on-one engagement with property managers, resident services coordinators and management team staff.

Resident Engagement

Resident engagement around energy efficiency, investment and the proposed transition began in 2010 during the Agency Plan process and work with the Resident Advisory Board and at Annual Plan meetings as part of on site resident meetings.

As we have moved closer to solar implementation, staff met eight (8) times since 2015 with the Resident Advisory Board (RAB) to review the YCH Agency Plan and Annual Plan updates on the progress the Agency was making towards the goal of the installation of the solar arrays, as well as providing information, decision points and updates to the Housing Commission.

As the Agency moved forward with funding and installation, staff held **resident meetings** at each housing campus where solar arrays were discussed in **July 2017, January 2018, April 2018, and October 2018**. This included information about installation, timing and billing.

In order to ensure that all residents, whether or not they attended a meeting, were well informed about the transition to YCH-paid utilities, staff **mailed information notices to every household on April 3, 2019 and again on May 31, 2019**. Staff held **resident engagement meetings at each campus April 23-25, June 11-13, and July 23-30, 2019**. Finally, in **June 2019, every household received notice of their Tenant Rent**,

which now includes the utility allowance embedded in the rent, effective August 1, 2019.

Solar Credits and Rates

How solar works: YCH apportions credits to each household instead of retaining them directly as a way to help each household offset seasonal variation. Each household will receive a monthly statement. In months where utility usage is less than their unit UA, the tenant family will have a credit. In months where usage is higher, credits can be used to offset those costs. For example, higher AC usage could be offset by credits earned in the winter months when usage is lower (which tends to happen with families) or vice versa (which tends to happen with seniors). Families (which includes single persons and elderly/disabled) will receive a monthly statement with rent, tenant/maintenance charges and utility credits/owing.

Through approval of the Housing Commission, YCH will charge no more than the current Utility Allowance (UA) for solar power generation. Siemens' current electricity UA is set below PGE's current standard rate. YCH will not charge time of day charges for power it generates. Because solar generation rates are controllable, this will help insulate tenants against utility rate increases by the utility provider caused by bankruptcy, grid upgrades and other anticipated cost escalations. YCH solar generation is an investment in the future by helping to keep utility costs affordable for our residents.

Current Transition Challenges

While YCH owns and has debt service for the solar farms, when PGE energized the system in December 2018, they did not notify YCH and, indeed, had notified YCH that it would be several months before the system went live. YCH was not notified until March 2019. PGE sent credits to each YCH household instead of to YCH. This continued through July 31, 2019.

To both resolve this issue AND to make billing easier and more understandable to residents, YCH moved to owner paid utilities. Unfortunately, those households who got credits that belonged to YCH during that timeframe may believe they have "already paid their bill" and did not see the value of the credits although their utility bill would show the credit and have been lower. Tenants may be under the perception that they will have to "pay twice" if they are required to pay back the credits whose benefits they have already received.

PG&E **will not and has not** shared customer data with YCH, therefore, staff do not know how much or what household has received credits up to this point. The problem was exacerbated by PG&E turning on the system and giving YCH's credits to families without notifying YCH. YCH does have total solar generation data and how it is apportioned across units that staff has used to determine payment owed YCH for solar credits applied to individual household utility bills through July 31, 2019. We will continue to work to improve data so that prior credits are appropriately handled and accounted for.

Staff are fielding these calls and explaining the transition on a one-on-one basis to create understanding on this complex process. Legal Services of Northern California is also working with residents through this transition. With regard to credits they may receive at PGE account close out of their individual utility bills with PG&E, staff are

recommending that residents not cash any checks they may receive due to solar credits, but to sign over the check to us (simplest and easiest method). They may also choose to reimburse YCH directly.

Staff understand that the transition period is complicated and financially concerning to many of our families because several items are happening at once, which could have a monetary impact - they include the PGE closeout if they have a remaining balance, the change in rent that now includes utilities and the solar generation credit component. While these issues are temporary due to the transition, Staff is committed to providing a path that will soften any potential impacts for residents.

Next Steps

Staff has sent out a Solar Frequently Asked Questions to residents and, based on resident follow up discussion with staff, YCH will be issuing a follow up letter that includes ways in which YCH residents can reduce possible current or future impacts. This will go to each YCH-paid utility household. In addition to reiterating how the solar generation and billing process works, the letter will include a variety of cash management strategies residents can use with regard to rent and/or credits owed:

- For credits owing, they may pay the amount owed by August 31, 2019 and receive a 5% discount;
- Enter into a repayment agreement with YCH in accordance with the existing Admissions and Continued Occupancy Policy (ACOP);
- Request a six month deferment to allow utility credits to potentially build and be applied to their balance owed, thus potentially reducing or extinguishing their balance due. The resulting balance, if any, will be due at the end of the 6 month period and be payable within 30 days;
- Request “Hardship” to have the balance due spread over 11 months through a repayment agreement (may be used for a remaining after a 6 month deferment period on a case-by-case basis)

Families that enter into agreements and make “good faith efforts” to pay their balance in accordance with one of the four options will not be subject to penalties.

Household Tenant Rent will be due and payable by the fifth business day of each month, thereafter late charges would apply in accordance with the lease.

Yolo County Housing
Yolo County, California

Meeting Date: August 14, 2019

To: County Counsel ✓
Yolo County Housing ✓

12.

Strategic Planning Workshop

Held Strategic Planning Workshop and the Board was in agreement to return at a future meeting to continue discussions.



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: August 14, 2019

TO: Board of Commissioners

FROM: Lisa A. Baker, CEO

SUBJECT: 2019 Strategic Planning Discussion: 1. RAD and Development, 2. Role in Combating Homelessness

Recommended Actions: For Discussion. There are no recommended actions.

BACKGROUND - PART I 2008 DISCUSSION, BLUEPRINT, ACCOMPLISHMENTS

Background: The Agency's last comprehensive strategic planning discussion occurred in 2008, during YCH's most difficult financial and organizational challenges. At that time, YCH had been given a "going concern" finding by both HUD's Recovery and Protection Corps (RCP) and the Agency's single auditors due to the Agency's insolvency, which included a structural deficit and negative reserves. YCH closed out 2 consecutive fiscal years with large negative balances. YCH was also in the midst of a criminal investigation into its former Executive Director and a HUD Inspector General investigation into possible misappropriation of federal funds, as well as a Section 30 finding for improperly using federal funds related to lands under federal Declaration of Trust (DOT). At this time, due in part to these issues, the prior Board had resigned in 2006, the Executive Director retired and the Interim Board replaced the Agency's legal counsel and hired the current CEO. That resulted in a change in executive and director management throughout the organization, cuts to salaries and benefits along with several years of staff layoffs to achieve organizational self sufficiency. These issues have had an ongoing impact to the organization in terms of the lack of available reserve assets and ongoing streamlined operations.

Outcomes of Prior Planning: The 2008 strategic planning discussion was meant to provide a framework for the Board and staff around current and future direction as the Agency was working to resolve these issues with partners and funders, create better

financial stability and move forward with the actual work of YCH. At that time, the Board discussed Organizational structure, Disaster Planning and Continued Operations Policies, Climate Change and how to green YCH's housing, do energy planning around power and power generation, as well as beginning to think through the components of development of units and future opportunities for redevelopment of aging housing stock. Finally, the Board discussed Agency organization including Board appointments, the Interim Board (Board of Supervisors acting as Board of Commissioners with the addition of 2 tenant commissioners) and the transition plan to a Permanent Board. These discussions have served as the ongoing blueprint for policy and planning by the Board and staff and have resulted in a number of innovations, programs and outcomes for YCH. They include:

Disaster Planning and Continued Operations

The Board early recognized the value of partnership and shared stewardship when it came to disaster planning and operations - recognizing the primary role of 1st responders, the County and the cities, but also recognizing the value of partnership with YCH with regard to shared public works opportunities and equipment and YCH's predominant role in recovery systems when there is catastrophic loss of housing.

- Creation of YCH's **Disaster Plan, Hazard Mitigation Plan and Continued Operations Plan**;
- Formation with other partners (County, Davis, West Sac, Winters, Woodland, Yocha DeHe and YCH) of **Joint Emergency Management Services (JEMS)** for coordinated planning, response and recovery;
- Creation and maintenance of the only **Housing Authority Emergency Operations Center** recognized by FEMA/Homeland Security;
- Embedded training at employment into the NIMS process, along with continued Homeland Security training in response and recovery for staff - both separately and in conjunction with other joint training with JEMS members;
- Funding and **implementation of Yolo-Alert** with our JEMS partners and a Housing specific subsection (Yolo-Alert/Housing).

Organizational Structure

- Creation of process for appointment of resident commissioners;
- Transition from Interim Board to a 2-tier governance system prior to a return to a single tier independent Board;
- Working through organizational and financial issues with the State, HUD and others.

Climate Change, Greening Housing and Energy Planning

The Board created an ambitious blueprint around climate change and housing. This has resulted in the following achievements:

- 1st housing authority or developer/management company in the country with a

verified carbon flows analysis;

- Development of the 1st **Energy Plan** in Yolo (2/2010);
- Consideration of use of federal tools such as **Energy Performance Contracting** to move forward with greening YCH's housing stock;
- The use of one time **American Recovery and Reinvestment (ARRA)** funds in promoting greening of the housing stock through refrigerator and hot water heater replacement, replacement of single pane windows and sliding glass doors with ultra high efficiency windows and sliders, new HVAC systems to replace the oldest systems and a comprehensive facade renovation and drainage project at Riverbend Manor I and II in West Sacramento;
- **Energy Performance Contract** in partnership with 3-Green (Sutter Regional, Butte and YCH housing authorities) for LED lighting, LED exterior lighting, Water conservation upgrades including toilets, faucets;
- Development, financing and implementation of **solar arrays for partial PHA power provision** to public housing residents in the larger campuses.

Development and Redevelopment Opportunities

In the 2005-2010 Agency Plan, which was in place at the time of the Agency's fall into Troubled and insolvent status, the prior administration indicated it would embark on an aggressive program to acquire and develop properties, do more commercial projects and attempt to undertake the demolition and disposition of public housing. After YCH's take over by the Interim Board and its Memorandum of Agreement (MOA) with HUD for operational improvement and statutory compliance requirements, the Agency moved away from aggressive commercial ventures. HUD also eliminated the Demolition/Disposition rule, making that unavailable at the time. As a result of the 2008 strategic planning discussion, the Board set a direction to 1st pursue opportunities to shore up the Agency's finances, 2nd to work within a partnership framework and with the cities and the county on joint ventures, 3rd continue to look for alternatives to keep existing public housing and migrant housing viable in the future. As a result of this blueprint, YCH has accomplished the following since that time:

- (YCH) Worked with the City of Davis, Davis Senior Housing and Neighborhood Partners on development and occupancy of **Eleanor Roosevelt Circle** (senior and senior disabled);
- (New Hope CDC) Worked with the City of Davis, Davis Community Meals and Housing and Neighborhood Partners on the development **Cesar Chavez Plaza** (workforce and chronically mentally ill with services);
- (New Hope CDC) Worked with the City of Woodland and Neighborhood Partners on the development of **Rochdale Grange in Springlake** (workforce and disabled);
- (New Hope CDC) Acted as sole developer/partner for acquisition/rehabilitation of **Crosswood Apartments** in Woodland and expanded affordable units from 45 to 48 (affordable low income);

- (YCH and New Hope) Worked with the County and Mercy Housing on the development of **West Beamer Place** as co-developer/co-owner in the City of Woodland (workforce, formerly homeless families and 20 units for chronically homeless mentally ill)
- (New Hope) Working with the City and with Mercy Housing as co-developer and co-owner of up to **85 Permanent Supportive Housing** units with No Place Like Home funds in the City of West Sacramento
- Using **Project Based vouchers** to fund development or operations through:
 - **Davis (56)**
 - Eleanor Roosevelt Circle (15 seniors)
 - Cesar Chavez Plaza (10 special disabled)
 - Homestead (4 special disabled)
 - Walnut Terrace (5 seniors)
 - New Harmony (17 family)
 - Walnut/Windmere (5 seniors) (in dev)
 - **Woodland (87)**
 - West Beamer Place (20 chronically homeless mentally ill)
 - Fair Plaza East (27 seniors)
 - Terracina (15 family)
 - Micro Neighborhood (15 chronically homeless) (in dev)
 - Hotel Woodland (10 VASH for disabled veterans)
 - **Winters (22)**
 - Blue Mountain Terrace (22 seniors) in Winters (in dev)
 - **West Sacramento (60)**
 - PSH (60 chronically homeless mentally ill) in West Sacramento (in dev)
 - **Unincorporated (20)**
 - Esperanza Crossing I and II (20 families) in Unincorporated
- This has also been the backbone of YCH's forays into the issues of homeless encampment issues - these projects include **West Sacramento's Bridge to Housing**, which resulted in the eradication of a homeless encampment along the river, interim housing with supports for 109 days (managed by YCH) for 65 persons. 53 graduated from the program and 49 were issued vouchers. 38 of the 49 were housed (78%). 84% of those housed were still stably housed after 1 year. **Davis Pathways and Sutter Getting to Zero** program with 19 housed as of July 2019 and 100% remaining stably housed as the program enters its third year.
- Finally, this direction has resulted in the addition of **25 VASH vouchers for homeless veterans with services, 22 Mainstream for homeless/exiting institutionalization and 26 Family Unification Vouchers awarded in 2018 (73 total new vouchers dedicated to homeless services)**

DISCUSSION - PART II: RAD, DEVELOPMENT, ROLE IN COMBATING HOMELESSNESS

1. RAD and Development

Background/Proposition: YCH currently has only 1 lot in inventory available to develop - this is a small single family lot in Davis at 1212 "L" Street, which the Agency has used as financing collateral in several projects, including the development of its Main Administration building and the acquisition/rehab of Crosswood. All other lots are either tied up by the State of California in the Migrant farmworker program, tied up with regulatory agreements for development with the State (6 Esparto lots) or constrained by having a federal Declaration of Trust lands on them (public housing).

In 2008, the Board asked itself, How should YCH think about positioning itself with regard to older units? Should it look at ways that will revitalize units without removing them from inventory? Should it consider finding a way to get out of the federal Declaration of Trust (DOT) that cover the majority of YCH properties and vacant land as a way to develop additional affordable housing? The direction from the Board at that time was to:

- 1) preserve our existing extremely affordable assets;**
- 2) if the right exist strategy became available that would allow YCH to exit public housing, but not harm current tenants, revenue/subsidy, then YCH should pursue that option;**
- 3) if a disposition strategy became available for vacant land attached to these units and current under federal jurisdiction became available, then staff should pursue this option.**

RAD: As a result, staff had been monitoring the Rental Assistance Demonstration program (RAD) and, when the federal government provided better options in 2018 and provided a potential disposition option through the Section 18 program, the Board of Commissioners authorized the submission of an application to move forward. The Agency is currently working through the process and could potentially see closing on a portion of the portfolio by the end of 2019 or early 2020. This would most likely run in 3 phases with different closing times: 1) the disposition to tenant based vouchers for 36 units located in Yolo, Knights Landing and Esparto since they cannot fit into a RAD deal; 2) the transition to a HUD Multifamily Project Based Rent Assistance (PBRA) program instead of Public Housing; and 3) removing vacant land from the existing units and creating new lots that would go through the Section 18 disposition program (total

potential acreage is unknown at this time). Timing on part 2 and 3 is variable and will depend on best exit strategy for the Agency.

Potential Developable Lots: Potential lots that could become available would be:

- **West Sacramento** on our existing campus - there is a possibility still being reviewed that there could be space for additional senior units.
- **Woodland** at Yolano-Donnelly which is under-utilized. YCH and the City have been in periodic and long term discussions about the feasibility of using future potential acreage as a master planned development site to jump start development, housing, affordable housing and economic development along the East Street Corridor and help to move the East Street plan forward, including participating in the City's General Plan Advisory Committee. In addition, there are other potential partners who might want to develop parcels within the context of a master planned site. Discussions with the Board and City have centered around creating a village context that would include some starter homebuyer units, "missing middle" workforce housing, medium to high density residential with set asides for homeless (similar to the mixed community type at West Beamer Place) and senior units. The potential new lots could provide space to accommodate all of these needs, while allowing other private developers to work within the context to develop compatible, but market rate products.
- **Unincorporated** There are 2 potential development opportunities, 1 of which would require Section 18 and 1 which would not. **El Rio Villas outside of Winters** has land that could be developed; however the site is resource constrained by Putah Creek and by the ability to deliver increased sewer/water capacity. YCH is the water and sewer provider; any future development would need to take that into consideration. Also, due to the location, it would be hard for this site to qualify for tax credit funding for future units. The other site is in **Esparto**, where there are less than 20 units sitting on land that has recently been zoned high density residential with the support of YCH.

Questions:

- ❖ Should YCH continue forward on this path? Is bifurcating the vacant parcels in order to land for develop the correct path?
- ❖ Should YCH focus future redevelopment on the easiest to develop sites, which would be Yolano-Donnelly, followed by either Esparto or West Sacramento? All three communities have expressed high housing needs and the need for more affordable units. West Sacramento has also focused recent affordable development on families - does it have a need for additional deeply affordable senior housing? Esparto has stated a need for family affordable, while Woodland has recently lost naturally occurring affordable senior units, has an extremely low vacancy rate and has expressed desire also for affordable starter homes for local

families.

- ❖ Should YCH continue to focus on meeting needs for those exiting homelessness, seniors/disabled, families? YCH's traditional approach has been to create mixed type communities and senior/disabled communities. Mixed type communities are both more internally resilient, but also provide better revenue profile that allows the Agency to both meet mission and to have the income necessary to meet operational and maintenance needs. YCH's first units are approaching their 70th anniversary in the market and are still leased up and viable - showing the long term strength of this strategy.
- ❖ Should YCH continue to explore opportunities as they come forward, or should it take a more proactive approach? If so, should YCH consider development of a planning document for housing? If yes, should it consider an open stake-holder approach by involving the local community? Should YCH seek planning funds, as they might become available, to further these approaches?

2. YCH Role in Homelessness

Background/Proposition: Yolo County Housing is a public housing authority. As such, its primary duties are in the development and administration of affordable housing. YCH is not primarily a service provider; it is primarily a real estate and banking (subsidy provider) institution. Because the Board recognizes that just providing “bricks and mortar” is not sufficient to ensure that households can remain stably housed, YCH has in-house services that provide resident and after school linkages and services, along with some housing stability focused case management and self sufficiency activities. For the most part, however, YCH provides services through a series of facility use agreements with non-profit providers, churches and other education and governmental entities. It currently has approximately 87 agreements in place. In addition, through the grace of funding partners, YCH has been able to add a Lease and Rental Coordinator to do tenant/landlord matching and an MSW internship program with wrap around case management, which is primarily funded by Davis and Sutter and is available primarily only to Sutter Getting to Zero and Pathways clients. This program also provides funding for landlord incentives such as damage claim guarantees, deposit assistance. These ancillary services are very important to successful leasing and stability - but YCH can only fund these from outside sources and has only received such resources from Davis/Sutter for this program.

YCH has almost 70 years of property management and property development experience in the permanent affordable space. It has approximately 5 - 10 years of experience in delivering interim and transitional housing services through Health and Human Services Agency (HHSA) and Probation partnerships - Helen Thomson Homes A and B and IGT House for post incarceration Rent Ready. YCH has just been notified that it can expect to receive additional funding in the near future for 2 more homes

under the IGT umbrella.

Funding for housing is difficult - YCH's main products are the public housing program and the voucher program. YCH does not have a dedicated funding source or tax revenue stream. The Agency is not funded to do planning or predevelopment work. YCH has to look to partners, borrowed or granted capital in order to fulfill its mission and each cost center must be able to financially support its staffing and operations due to the restricted nature of funding it receives. The state's new budget promises many new resources around housing, but none of those resources will flow directly to YCH to provide for housing development or operations - those funds will go to cities, counties and to the State.

Current Homeless Participation: Aside from the housing aspect delineated below, YCH also participates in the Continuum of Care and manages the ad hoc collaborative Executive Commission on Homeless planning for the various jurisdictions. YCH and staff work on the Point in Time count, the Multi-Disciplinary Team process in Woodland, Davis and West Sacramento and provides data and information to the cities and county on request.

Homelessness in Yolo has continued to increase as demand has not been met by supply. In addition, soaring costs have far outstripped the ability of wages to pay current rents. Within the context of its strength as a provider of permanent affordable housing, since 2007, YCH's Board has moved into this space through the delivery of housing products:

- Additional vouchers for homeless target populations: Mainstream, VASH, FUP (73 new dedicated vouchers)
- Use of its Project Basing authority to provide project based funding for at risk and chronically homeless (see list above) (245 dedicated units);
- Creation of Helen Thomson Homes A and B and IGT House to meet intermediate needs (13 beds);
- Development of new units - West Beamer, PSH in West Sac, Rochdale Grange, Cesar Chavez, Eleanor Roosevelt and preservation of existing units - Crosswood

Questions:

- ❖ Given the resource constraints of the Agency, is YCH putting its attention to homeless planning in the right place - planning, collaborative development, continuum of care, workforce board, MDT process for mutual clients?
- ❖ Given that YCH does not sponsor the Executive Commission, is providing staff support and resources from its own budget a good use of Agency resources?
- ❖ In the event that Homeless Planning and oversight moves to a more formal arrangement, such as a JPA or lead agency, what - if any - role should YCH play in that new structure?

- ❖ Given YCH's core expertise in the delivery housing development, management and subsidy provision and its sub-genre of housing focused services, case management and self sufficiency - is YCH well positioned to be able to receive resources from the cities and county to develop and/or acquire additional units and expand its affordable inventory?
- ❖ What else can the Agency do to provide support to those experiencing homelessness and to the cities and county, given its current funding and funding constraints?
- ❖ How would this subset of housing provision fit within the context of any housing planning process/document?

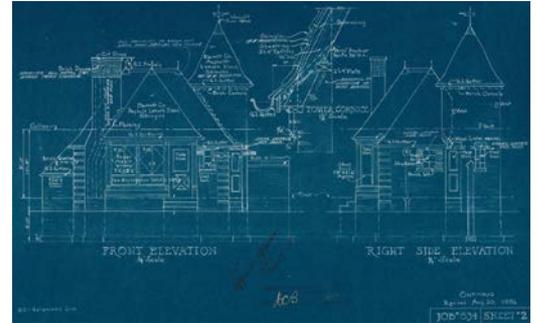
Strategic Planning Discussion



YCH - August 2019

PART I: 2008 Blueprint -

- Governance
- Disaster Planning and Continued Operations
- Climate Change, Greening Housing and Energy Planning
- Development and Redevelopment



2008 Blueprint - Major Accomplishments

- Current **Board Structure and Regional Input**;
- Participation in **Joint Emergency Management Services**;
- Disaster, Continuity Planning, Joint Planning, Training, **Emergency Notification System**;
- Climate Compact, **Window and Appliance replacement, LED Lighting replacement and water reduction** investments;
- **RAD Application, Development of 4 tax credit properties, PBVs for development and new Vouchers for homeless populations**

PART II: Blueprint Discussion 2019

TOPIC: RAD and Development

2008 - Board determined the following:

- **Preserve existing** extremely affordable assets;
- Pursue **the right exit strategy** that improves sustainability without harm to residents’;
- If **disposition of vacant land** becomes available - staff should pursue this option.

RESULT: RAD application (in process)



Blueprint Discussion 2019 - Topic 1

TOPIC: RAD and Development

If the Agency is able to do disposition, there would be potential developable lots in West Sacramento, Woodland, Unincorporated.

QUESTIONS:

1. Is **Bifurcating vacant parcels** from occupied land to have developable land the correct path?
2. Should YCH focus the most **immediate future redevelopment on the easiest to develop sites?**
(Right zoning, most likely to be able to get development funding, other factors)
3. Knowing that funders require market studies to demonstrate feasibility, **should YCH also commit to continue working with the cities/county on identified high needs, complementing City/County redevelopment or specific plans** - such as the East Street Corridor in Woodland, Esparto's identified need for families, the build out of a senior community in West Sacramento as examples.
4. Should YCH focus on working with the jurisdictions, or should it reach out to the communities directly? Should it seek an **open stakeholder approach, a joint city/YCH approach or something else?**

Blueprint Discussion 2019 - Topic 2

TOPIC - YCH Role in Homelessness

In 2008, homelessness was a subtopic under the broader development umbrella. 2019 is the third year in a row the US has reported national increases in homelessness. Yolo is no exception to this issue. This has also been an area of focus for YCH through:

- **Set asides** for homeless or at-risk populations in new development,
- **Outreach** to homeless populations, Point in Time volunteerism;
- **Participation:** Multi-Disciplinary Teams, HPAC
- **Specialty programs:** Getting To Zero program, Bridge to Housing;
- **Vouchers:** Mainstream, Family Unification and Veterans Affairs/Supportive Housing;
- **Transitional/Interim housing:** Helen Thomson and IGT homes;
- **Collaboration:** Providing space and assistance to the collaboration by the Executive Commission on Homeless Planning
- **Self Sufficiency and Services:** Once in the YCH family, there are self sufficiency, social and wrap around service opportunities - which vary based on funding, program, availability



Blueprint Discussion - Topic 2

TOPIC - YCH Role in Homelessness

As a PHA, YCH is a special purpose government. Its purpose is primarily the **development and management of affordable housing, real estate/land banking and finance** (primarily subsidy, but also loan portfolio holding, making loans, etc). To work with our populations, YCH has branched out into limited in-house services and case management, joint partnerships with service providers. YCH receives no dedicated funding and has no fee/taxation powers.

New funding is becoming available from the State, but it does not come to YCH. That includes services funding and housing development monies. YCH is generally not eligible for state planning funds, such as SB 2 planning grants. Homeless funds flow primarily to counties, some to cities and the balance to nonprofit homeless services/shelter providers through HPAC. Most housing development funds are either competitive and/or loans that require repayment (either amortized or delayed). Due to lack of funding, YCH has principally pursued development through grants from the county/cities, partnerships with others or acquisition/rehabilitation to deliver its mission.

Blueprint Discussion - Topic 2

TOPIC: YCH Role in Homelessness

What are the **best roles for YCH in the area of ending and preventing homelessness** for our residents?

QUESTIONS:

1. Given lack of outside funding and internal resource constraints, is YCH putting its attention to homeless planning in the right place? (Focus on working with HPAC, cities/county, development and specialty vouchers.)
2. Given that YCH does not sponsor the **Executive Commission**, is providing staff support and resources from its own limited budget a good use of Agency resources?
3. If **homeless planning and oversight** move to a formal arrangement, such as a JPA, joint or lead agency, what - if any - role should YCH play in that new structure?
4. Given YCH's current programming, is YCH well positioned to receive **resources from cities/county to expand** its affordable inventory?
5. What else can YCH do to **support the cities/county** and their residents, given constraints?
6. How would this housing subset fit within the context of any **broader stakeholder planning** process?