

YOLO COUNTY HOUSING

AGENDA

REGULAR MEETING

September 14, 2016

4:00 p.m.



YOLO COUNTY HOUSING
HOUSING COMMISSION

CECILIA AGUIAR-CURRY
ROBB DAVIS
MARK JOHANNESSEN
TOM STALLARD
HELEN MACLEOD THOMSON
JENNIFER WIENECKE-FRIEDMAN
KAREN VANDERFORD

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, New Employees and Interns: Scott Carpenter, Senior Maintenance; Trevor Brinkman-Gass, Maintenance II; Miyuko Abe, MSW Intern from Sacramento State University

CONSENT AGENDA

5. Approval of Minutes from the meeting of August 10, 2016
6. Review, Approve and Execute the General Depository Agreement (Gillette and Baker)
7. Review, Approve and Adopt Resolution Authorizing an Amendment to Agreement No. 15-OMS-10558 for the Davis Migrant Center to Reflect Additional Water Conservation Grant Funding for FY 2015 - 2017 (Ichtertz and Holt)
8. Review, Approve and Adopt Resolution Authorizing an Amendment to Agreement No. 15-OMS-10559 for the Madison Migrant Center to Reflect Additional Water Conservation Grant Funding for FY 2015 - 2017 (Ichtertz and Holt)

REGULAR AGENDA

9. Review and Approve Proposed Changes to the YCH Housing Admissions and Continued Occupancy Policy (ACOP) to Update the Plan in Conformance with Requirements under the Department of Housing and Urban Development Final Streamlining Rule (Dogias and Holt)
10. Review and Approve Proposed Changes to the YCH Administrative Plan to Update the Plan in Conformance with Requirements under the Department of Housing and Urban Development Final Streamlining Rule (Jimenez-Perez and Holt)
11. Receive Verbal Update from CEO on Proposed Governance (Baker)

12. Receive Verbal Update from CEO on City Boxing Club (Baker)
13. Receive comments from CEO Baker
14. Receive comments from Commissioners

CLOSED SESSION

15. Conference with Labor Negotiator: Lisa A. Baker, CEO; Janis Holt, Resource Administrator; Hope Welton, Agency Counsel

Bargaining Unit: General, Management

ADJOURNMENT

Next meeting is October 26, 2016 at 4:00 p.m.

I declare under penalty of perjury that the foregoing agenda was posted September 9, 2016 by 4:00 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.

I declare under penalty of perjury that the foregoing agenda will be posted no later than September 9, 2016 by 4:00 p.m. as follows:

- 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
Meeting Date: 09/14/2016

Information

SUBJECT

Approval of Minutes from the meeting of August 10, 2016

Attachments

Att. A. Minutes

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

Started On: 09/09/2016 03:49 PM

Yolo County Housing Yolo County, California

August 10, 2016

MINUTES

The Yolo County Housing met on the 10th day of August, 2016, in regular session in its Chambers in the Erwin W. Meier Administration Building, 625 Court Street, Woodland, California at 2:00 p.m.

Present: Mark Johannessen; Tom Stallard; Helen Thomson; Karen Vanderford; Jennifer Wienecke-Friedman; Will Arnold

Absent: Cecilia Aguiar-Curry

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

ANNOUNCEMENT

1. Oath of Office for new Commissioner, Will Arnold

The Clerk of the Board swore in new Commissioner, Will Arnold.

CALL TO ORDER

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

Minute Order No. 16-17: Approved agenda as submitted noting Agenda Item No. 19 would follow Agenda Item No. 21.

MOTION: Stallard. SECOND: Wienecke-Friedman. AYES: Arnold, Johannessen, Stallard, Thomson, Vanderford, Wienecke-Friedman. ABSENT: Aguiar-Curry.

4. 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

5. Presentation: Family Self-Sufficiency graduate, Lynesha Macias

YCH Employee Maria Ceja presented the Family Self-Sufficiency graduate, Lynesha Macias, who unfortunately could not attend.

6. Presentation: Family Self-Sufficiency Specialist Certification, Maria Ceja

Janis Holt, General Managing Director, presented Family Self-Sufficiency Specialist Certification, Maria Ceja.

7. Presentation: Award of Merit, Bridge to Housing

Janis Holt, General Managing Director, presented the Award of Merit, Bridge to Housing.

8. Presentation: Award of Merit, Crosswood Apartments

CEO Lisa Baker presented the Award of Merit, Crosswood Apartments.

9. Presentation: Appreciation to FPI Management for Crosswood Apartment Energy Retrofit development

CEO Lisa Baker presented the Certificate of Appreciation to FPI Management for Crosswood Apartment Energy Retrofit development.

10. Presentation: Certificate of Appreciation to Thomas Lewis for volunteerism and for creative graphic design for Award Showcase

Janis Holt, General Managing Director, presented a Certificate of Appreciation to Thomas Lewis for volunteerism and for creative graphic design for Award Showcase.

11. Introduction: Robert Nolan, Executive Assistant (Haig Shamshoian Memorial Internship recipient)

Janis Holt, General Managing Director, introduced Robert Nolan, Executive Assistant (Haig Shamshoian Memorial Internship recipient).

12. Presentation: Year to Date Accomplishments, January – August 2016

CEO Lisa Baker presented Year to Date Accomplishments, January – August 2016.

CONSENT AGENDA

Minute Order No. 16-18: Approved Consent Agenda Item Nos. 13-18. Additionally, comment was made on Agenda Item No. 17.

MOTION: Thomson. SECOND: Wienecke-Friedman. AYES: Arnold, Johannessen, Stallard, Thomson, Vanderford, Wienecke-Friedman. ABSENT: Aguiar-Curry.

13. Approval of the Minutes for the Meeting of June 29, 2016

Approved the Minutes for the Meeting of June 29, 2016 on Consent.

14. Review, Approve and Adopt the Updated Injury Illness Prevention Program (Holt)

Approved recommended action on Consent.

15. Review, Approve and Adopt the YCH Hazardous Energy Control Program (Lockout/Tagout) (Holt and Baker)

Approved recommended action on Consent.

16. Review, Approve and Adopt YCH Hazard Communication Program (Holt and Baker)

Approved recommended action on Consent.

17. Review, Approve and Adopt YCH Return to Work Policy (Holt)

Approved recommended action on Consent.

18. Review, Approve and Adopt Resolution for SEMAP Certification as High Performer (Jimenez-Perez)

Approved **Resolution No. 16-08** on Consent.

REGULAR AGENDA

19. Receive Update Report on City controlled Boxing Club Site and the Proposed Community Center (Baker)

CEO Lisa Baker provided a report on the Woodland controlled Boxing Club Site and the Proposed Community Center, noting there are many issues they are trying to resolve with the City of Woodland. Commissioner Stallard made comments.

20. Receive Verbal Report from CEO on JPA Formation

CEO Lisa Baker updated the Board on the JPA formation, noting they are close to a resolution and should be taking this to the Board of Supervisors in the fall and acting after that. She believes the Board of Commissioners should see something by October.

21. Receive Verbal Report from CEO on status of Housing Choice Voucher Program and Recommendations

CEO Lisa Baker provided general information on the status of the Housing Choice Voucher Program noting YCH will have a slight shortfall of funding for housing families this December. She noted they will be applying for shortfall funding. In the meantime, they are continuing with cost control by not issuing vouchers (last vouchers issued were February 9, 2016), rescinding vouchers on the street, and no extensions, except for reasonable accommodations. When folks come to their jurisdiction with a voucher, they are billing back to the originating housing authority. These steps have mitigated their loss quite a bit, but at the expense of 106 families who have not been able to be served. If not successful in receiving funding from HUD, then they will be returning to the Commission. She provided the Commissioners with a few options for consideration if there is a shortfall.

22. Receive comments from Commissioners

There were no comments from the Commissioners.

CLOSED SESSION

23. Conference with Real Property Negotiations (Section 54956.8)
Property: Parcel 063-060-004
Agency Negotiation: Lisa A. Baker
Negotiating Parties: Housing Authority of the County of Yolo and City of Woodland
Under Negotiation: Price and Terms of Payment

ADJOURNMENT

Next meeting is September 14, 2016 at 4:00 p.m.

Cecilia Aguiar-Curry, Chair
Yolo County Housing

Julie Dachtler, Clerk
Yolo County Housing

Information

SUBJECT

Review, Approve and Execute the General Depository Agreement (Gillette and Baker)

Attachments

Staff Report

Att. A. Agreement

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

Started On: 09/09/2016 03:49 PM



Yolo County Housing

Lisa A. Baker, Chief Executive Officer

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

DATE: September 14, 2016
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
 James D. Gillette, Finance Director
SUBJECT: **Review, Approve and Execute the General Depository Agreement**

RECOMMENDED ACTIONS:

That the Housing Commission review, approve, and execute the new General Depository Agreement (HUD form 51999).

BACKGROUND / DISCUSSION:

The U.S. Department of Housing and Urban Development Office of Public and Indian Housing (HUD) has previously required that all federally-funded housing authority monies be deposited in interest bearing accounts and be continuously collateralized by the financial institution with specific types of assets, as prescribed by HUD.

The updated agreement has added the concept that HUD is now a third party beneficiary to this agreement and that the financial institution must provide YCH with remote, electronic access to the accounts, which First Northern Bank of Dixon (FNB) already provides. As a third party beneficiary of this agreement, HUD can now directly sue to enforce the provisions of this agreement, up to and including receivership of federal funds, if it determines that the PHA is in material breach and does not correct. YCH is a dual national high performing agency and, as such, has little risk. Nevertheless, the revised depository agreement makes manifest HUD's rights to enforce program requirements where necessary.

FISCAL IMPACT:

There is no current fiscal impact to YCH with these changes, but continued funding of HUD programs is contingent upon execution of this new agreement. Failure to execute would put YCH in non-compliance and result in monetary penalties.

CONCLUSION:

Staff recommends that the board approve and chairman execute both originals of the attached agreement.

Attachment: General Depository Agreement (HUD form 51999)

This Agreement, entered into this 23rd day of August, 2016 by and between
Yolo County Housing Authority
(herein called the "HA"), a duly organized and existing public body corporate and politic of the
First Northern Bank The State of California
and
11 West Court Street Suite A, Woodland, CA 95695
(herein called the "Depository"), located at

Witnesseth:

Whereas, the Department of Housing and Urban Development (herein called "HUD") has entered into one or more contracts (herein called the "Contract") with the HA for the purpose of providing financial assistance to develop and operate lower income housing projects, as authorized by the United States Housing Act of 1937, as amended (42 USC 1437, et seq.); and

Whereas, under the terms of the Contract the HA is required to select as depositories of its funds, financial institutions whose deposits or accounts are insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Share Insurance Fund (NCUSIF) as long as this Agreement is in force and effect.

Now Therefore, in consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. The deposits and accounts of the Depository shall continue to be insured by the FDIC Corporation or NCUSIF.
2. All monies deposited by the HA with the Depository shall be credited to the HA in a separate interest bearing deposit or interest bearing accounts, designated see attached list "Accounts" (herein the "Accounts"). Any portion of HA Funds not insured by a Federal insurance organization shall be fully (100%) and continuously collateralized with specific and identifiable U.S. Government or Agency securities prescribed by HUD in a notice. Collateralization is required on a daily basis at the end of the business day. Such securities shall be pledged and set aside in accordance with applicable law or Federal regulations. The HA shall have possession of the securities (or the HA will take possession of the securities) or an independent custodian (or an independent third party) holds the securities on behalf of the HA as a bailee (evidenced by safe keeping receipt and a written bailment for hire contract) and will be maintained for the full term of deposit. The Depository may substitute other securities as collateral to equal or increase the value. If the HA is an agency of an Indian tribe, the collateral shall be in United States bonds and otherwise as may be prescribed for public funds by the United States Secretary of the Treasury.
3. Except as stated in Paragraph 5, the Depository shall honor any (a) check or other order to pay from the Accounts, or (b) directive to purchase investment securities with monies from the Accounts or to sell securities, if such order or directive is in writing and signed on behalf of the HA by an officer or member designated by resolution of the Board of Directors of the HA to have such authority. To assist the Depository in its obligation, the HA shall furnish the Depository with a certified copy of the resolution.
4. Any securities received from the HA or purchased by the Depository with monies from the Accounts shall be considered to be a part of the Accounts and shall be held by the Depository in safe-keeping for the HA until sold. Interest on such securities and the proceeds from the sale thereof shall be deposited in the Account upon receipt.
5. If the Depository receives written notice from HUD that no withdrawals by the HA from the Accounts are to be permitted, the Depository shall not honor any check or other order to pay from the Accounts or directive to purchase or sell securities, or permit any withdrawals by the HA from said Accounts until the Depository is authorized to do so by written notice from HUD.
6. The Depository is not obligated to be familiar, and shall not be charged, with knowledge of the provisions of the Contract, and shall be under no duty to investigate or determine whether any action taken by either the HA or HUD in respect of the Accounts are consistent with or are authorized by the Contract or whether either HA or HUD is in default under the provisions of the Contract. The Depository shall be fully justified in accepting and acting on, without investigation, any certificate or notice furnished to it pursuant to the provisions of this Agreement and which the Depository shall in good faith believe to have been duly authorized and executed on behalf of the party in whose name the same purports to have been made or executed.

7. The rights and duties of the Depository under this Agreement shall not be transferred or assigned by the Depository without the prior written approval of the HA and HUD. This Agreement may be terminated by either party hereto upon thirty days' written notice to the other party, and HUD. The rights and duties of the Depository hereunder shall not be transferred or assigned nor shall this Agreement be terminated during any period in which the Depository is required to refuse to permit withdrawals from the Accounts as provided in Paragraph 5.

8. HUD is intended to be a third party beneficiary of this Agreement and may sue to enforce its provisions and to recover damages for failure to carry out its terms.

9. The Depository shall provide the HA with remote, electronic access to the Accounts for the purpose of monitoring the crediting or depositing of any monies in the Accounts.

10. The provisions of this Agreement may not be modified by either Party without the prior written approval of HUD.

11. ~~Strike this paragraph if inapplicable:~~ Previous General Depository or Savings Depository Agreements, if any, entered into between the Depository and the HA are hereby terminated and all monies and securities of the HA on deposit with or held by the Depositories pursuant to the terms of said Agreement shall continue to be held for account of the HA pursuant to and in accordance with the provisions of this Agreement.

12. For use only in certain States that have statutes that prohibit HAs from implementing paragraph 2. ~~Strike this paragraph if paragraph 2 applies:~~

At no time shall the HA Funds in the Accounts be permitted to exceed the amount insured by Federal deposit insurance (herein the "Insured Amount"). At any such time as the amount of funds in the Accounts reach the Insured Amount, whether by the accrual of interest or otherwise, the Depository shall promptly, as directed by the HA, and in an amount sufficient to limit the funds in the Accounts to the Insured Amount, either: (a) remit payment to the HA or, (b) on behalf of the HA, purchase securities approved for investment by the HA. Such securities shall not be considered to be a part of the Account pursuant to Paragraph 4 hereof but shall be held by the Depository as custodian or trustee for the HA in a separate account established for that purpose by the Depository (herein the "Securities Account"). The Securities Account shall be designated NIA

Income or other proceeds from securities held in the Securities Account shall, as directed by the HA, upon receipt, be paid to or on behalf of the HA; provided, however, that such proceeds shall, to the extent consistent otherwise with the provisions of this Paragraph, be deposited in the Accounts. If the Depository receives written notice from HUD pursuant to Paragraph 5 hereof that no withdrawals by the HA from the Accounts are to be permitted, the Depository shall not honor any directive from the HA to sell securities, or permit any withdraws by the HA, from the Securities Account until the Depository is authorized to do so by written notice from HUD. During the pendency of such restrictions on the Accounts and the Securities Account, the Depository, except as directed in writing by HUD, shall not remit any payment to the HA for the purpose of limiting the amount of funds in the Account to the Insured Amount but shall instead purchase securities approved for investment by the HA and hold such securities in the Securities Account.

13. Notice required under the terms and conditions of this agreement shall be deemed to have been given when it made by:

CEO, on behalf of Housing Authority of the County of Yolo
Title Organization (PHA)

Karen P. Walker, on behalf of First Northern Bank
Title VP Operations Administrator Organization (Depository)

SF Public Housing Director, on behalf of HUD
Title Organization (HUD)

Notice shall be made in writing. Notice may be delivered in person, by United States Postal Service mail, by receipted commercial mail delivery, by facsimile machine or other electronic means that clearly identifies the sender as one of the persons so authorized in this paragraph. Notice shall be considered immediate if delivered not later than 2:00 p.m. local bank time. Notice received by 2:00 p.m. local bank time shall be implemented by the Depository by 5:00 p.m. on the business day on which the notice was deemed received by the Depository's designee referenced above. Notice delivered after 2:00 p.m. local bank time shall be considered received and effective at the opening of the following business day. Business day means every day except Saturdays, Sundays and federal holidays.

In Witness Whereof, the HA and the Depository have caused this Agreement to be executed in their respective names and their respective seal to be impressed hereon and attested as of the date and year first above written.

HA

(SEAL)

ATTEST:

By _____

Chairman

Secretary

Depository

By Karen P. Walker

(SEAL)

ATTEST:

☒ YOLO COUNTY HOUSING

● 147 W MAIN ST
WOODLAND CA 95695-2914
Additional Relationships

Demand Deposit Summary

- ☒ 8020140 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020176 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020206 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020218 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020231 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020243 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020255 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020267 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020279 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020280 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020292 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020309 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020310 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020383 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020395 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020425 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020516 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8020759 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8021235 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8021387 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8022793 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8022860 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8022963 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8022987 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8023852 - BUSINESS INTEREST CHECKING - PUBLIC

☒ YOLO COUNTY HOUSING

● 147 W MAIN ST
WOODLAND CA 95695-2914
Additional Relationships

Demand Deposit Summary

- ☒ 8028758 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8028849 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8028850 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8028862 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8028874 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029222 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029271 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029568 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029659 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029714 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8029842 - BUSINESS INTEREST CHECKING - PUBLIC
- ☒ 8030868 - BUSINESS INTEREST CHECKING - PUBLIC

Yolo County Housing

Meeting Date: 09/14/2016

Information

SUBJECT

Review, Approve and Adopt Resolution Authorizing an Amendment to Agreement No. 15-OMS-10558 for the Davis Migrant Center to Reflect Additional Water Conservation Grant Funding for FY 2015 - 2017 (Ichtertz and Holt)

Attachments

Staff Report and Resolution

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

Started On: 09/09/2016 03:51 PM



Yolo County Housing

147 West Main Street
Woodland, CA, 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982

TTY: (800) 545-1833, ext.626

DATE: September 14, 2016
TO: Yolo County Housing Commission
FROM: Lisa A. Baker, Chief Executive Director
PREPARED BY: Fred Ichtertz, Facilities Director
SUBJECT: **REVIEW, APPROVE AND ADOPT RESOLUTION AUTHORIZING AMENDMENT TO AGREEMENT NO. 15-OMS-10558 FOR THE DAVIS MIGRANT CENTER TO REFLECT ADDITIONAL WATER CONSERVATION GRANT FUNDING FOR FY 2015-2017**

RECOMMENDED ACTIONS:

That the Housing Commission:

Adopt Resolution Authorizing an Amendment to Agreement No.15-OMS-10558 for FY 2015-2017 to reflect additional Water Conservation Grant Funding for the Davis Migrant Center located in the County of Yolo.

BACKGROUND / DISCUSSION:

Yolo County Housing manages two migrant centers in Yolo County with funding through an operations and maintenance contract with the California Department of Housing and Community Development, Office of Migrant Services (OMS). On December 8, 2015, the Commission approved Agreement No. 15-OMS-1058 by board resolution and authorized Lisa A. Baker to execute.

The approved funds in this agreement are for administering housing for migratory workers and their families at the Davis Migrant Center. The contract amount for two years of funding (FY 2015-16 and FY 2016-17) was approved for a "not to exceed amount" of \$918,401.00 to fund the operations at the Davis Migrant Center.

At the time of approval, the budget did include \$13,696 for installation of low flow plumbing fixtures. Funding for the low flow plumbing fixtures was secured by OMS through a Water Conservation Grant from the State of California. Staff purchased and installed OMS approved low flow plumbing fixtures in accordance with the agreement.

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

OMS recently notified YCH of their receipt of additional Water Conservation Grant Funds for FY 2016/2017 and has allotted an additional \$15,390.00 for the purchase of low flow toilets at the Davis Center. OMS is requesting that through board resolution, the Agreement No. 15-OMS-10558 be amended to reflect the increase in funding to a revised “not to exceed amount” of \$932,728.00 incorporating the Water Conservation Grant Funds.

Upon approval of the amended agreement by both YCH and OMS, staff will purchase seventy-one (71) complete low flow toilets for the Davis Center Water using the additional grant funding.

FISCAL IMPACT:

None. Additional Funding for Amendment to Agreement No.15-OMS-10558 will be through OMS secured Water Conservation Grant Funds

CONCLUSION:

The Resolution is recommended for adoption.

Attachments: Resolution

HOUSING AUTHORITY OF THE COUNTY OF YOLO

RESOLUTION NO. _____

RESOLUTION AMMENDING AGREEMENT NO. 15-OMS-10558 FOR FISCAL YEARS 2015-2017 OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF YOLO

CONTRACT # 15-OMS-10558

WHEREAS, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract for the 2015-2017 Fiscal Years for the Davis Migrant Center; and

WHEREAS, the Housing Authority of the County of Yolo, acting through its Housing Commission, desires to amend this Operation and Maintenance Contract for FY 2015-2017 to reflect additional Water Conservation Grant Funding for the Davis Migrant Center.

NOW, THEREFORE, BE IT RESOLVED, the Housing Commission of the Housing Authority of the County of Yolo, hereby approves the Amendment to Operation and Maintenance Contract #15-OMS-10558 to the increased not to exceed amount of \$932,728.00 and authorizes Lisa A. Baker to execute said amended contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Yolo.

PASSED AND ADOPTED this ____th day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mark Johannessen, Vice Chair
Housing Commission of the
Housing Authority of the County of Yolo

Approved as to Form:

Hope P. Welton, Agency Counsel

Attest: _____

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

Yolo County Housing

Meeting Date: 09/14/2016

Information

SUBJECT

Review, Approve and Adopt Resolution Authorizing an Amendment to Agreement No. 15-OMS-10559 for the Madison Migrant Center to Reflect Additional Water Conservation Grant Funding for FY 2015 - 2017 (Ichtertz and Holt)

Attachments

Staff Report and Resolution

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

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Yolo County Housing

147 West Main Street
Woodland, CA, 95695

Woodland: (530) 662-5428
Sacramento: (916) 444-8982

TTY: (800) 545-1833, ext.626

DATE: September 14, 2016
TO: Yolo County Housing Commission
FROM: Lisa A. Baker, Chief Executive Director
PREPARED BY: Fred Ichtertz, Facilities Director
SUBJECT: **REVIEW, APPROVE AND ADOPT RESOLUTION AUTHORIZING AN AMENDMENT TO AGREEMENT NO. 15-OMS-10559 FOR THE MADISON MIGRANT CENTER TO REFLECT ADDITIONAL WATER CONSERVATION GRANT FUNDING FOR FY 2015-2017.**

RECOMMENDED ACTIONS:

That the Housing Commission:

1. Adopt Resolution Authorizing an Amendment to Agreement No.15-OMS-10559 for FY 2015-2017 to reflect additional Water Conservation Grant Funding for the Madison Migrant Center located in the County of Yolo; and
2. Authorize the CEO to execute

BACKGROUND / DISCUSSION:

Yolo County Housing manages two migrant centers in Yolo County with funding through an operations and maintenance contract with the California Department of Housing and Community Development, Office of Migrant Services (OMS). On December 8, 2015, the Commission approved Agreement No. 15-OMS-10559 by board resolution and authorized Lisa A. Baker to execute.

The approved funds in this agreement are for administering housing for migratory workers and their families at the Madison Migrant Center. The contract amount for two years of funding (FY 2015-16 and FY 2016-17) was approved for a "not to exceed amount" of \$1,227,301.00 to fund the operations at the Madison Migrant Center.

At the time of approval, the budget did include \$727.00 for installing low flow plumbing fixtures. Funding for the low flow plumbing fixtures was secured by OMS through a Water

Conservation Grant from the State of California. Staff purchased and installed OMS approved low flow plumbing fixtures in accordance with the agreement.

OMS recently notified YCH of their receipt of additional Water Conservation Grant Funds for FY 2016/2017 and has allotted an additional \$18,275.00 for the purchase of low flow toilets at the Madison Center. OMS is requesting that, through board resolution, the Agreement No. 15-OMS-10559 be amended to reflect the increase in funding to a revised "not to exceed amount" of \$1,245,010.00 incorporating the Water Conservation Grant Funds.

Upon approval of the amended agreement by both YCH and OMS, staff will purchase ninety-three (93) complete low flow toilets for the Madison Center using the additional grant funding.

FISCAL IMPACT:

None. Additional Funding for Amendment to Agreement No.15-OMS-10559 will be through OMS secured Water Conservation Grant Funds

CONCLUSION:

The Resolution is recommended for adoption.

Attachments: Resolution

HOUSING AUTHORITY OF THE COUNTY OF YOLO

RESOLUTION NO. _____

RESOLUTION AMENDING AGREEMENT NO. 15-OMS-10559 FOR FISCAL YEARS 2015-2017 OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF YOLO

CONTRACT # 15-OMS-10559

WHEREAS, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract for the 2015-2017 Fiscal Years for the Davis Migrant Center; and

WHEREAS, the Housing Authority of the County of Yolo, acting through its Housing Commission, desires to amend this Operation and Maintenance Contract for FY 2015-2017 to reflect additional Water Conservation Grant Funding for the Davis Migrant Center.

NOW, THEREFORE, BE IT RESOLVED, the Housing Commission of the Housing Authority of the County of Yolo, hereby approves the Amendment to Operation and Maintenance Contract #15-OMS-10559 to be increased by a not to exceed amount of \$1,245,010.00 and authorizes Lisa A. Baker to execute said amended contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Yolo.

PASSED AND ADOPTED this ____th day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mark Johannessen, Vice Chair, Housing
Commission of the Housing Authority of the
County of Yolo

Approved as to Form:

Hope P. Welton, Agency Counsel

Attest: _____

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

Yolo County Housing

Meeting Date: 09/14/2016

Information

SUBJECT

Review and Approve Proposed Changes to the YCH Housing Admissions and Continued Occupancy Policy (ACOP) to Update the Plan in Conformance with Requirements under the Department of Housing and Urban Development Final Streamlining Rule (Dogias and Holt)

Attachments

Staff Report

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

Started On: 09/09/2016 03:52 PM



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: September 14, 2016
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
PREPARED BY: Janis Holt, General Director
SUBJECT: **Review and Approve Proposed Changes to the YCH Admissions and Continued Occupancy Policy (ACOP) in Conformance with Requirements under the Department of Housing and Urban Development Final Streamlining Rule**

RECOMMENDED ACTIONS

That the Housing Commission:

- 1. Review and approve updated policy language to the Admission and Continued Occupancy Policy implementing mandatory HUD streamlining regulations; and**
- 2. Authorize the Chief Executive Officer to implement.**

BACKGROUND / DISCUSSION

The Low Rent Public Housing (LRPH) program provides safe, decent, affordable rental housing for eligible families in 431 public housing units throughout Yolo County with rents calculated based on 30% of gross family income. Public housing is maintained through federal funds in the form of operating subsidy from the U.S. Department of Housing and Urban Development (HUD) and the Capital Fund program. **Regulations** for the LRPH program come from three (3) sources – the statutory requirements approved by Congress and authorized by the President, program regulations created by HUD, and local regulations adopted by the Public Housing Authority. Yolo County Housing (the Public Housing Authority) sets local regulations (which constitute YCH's ordinances) in the YCH Admissions and Continued Occupancy Policy (ACOP).

HUD expects YCH to develop policies and procedures that are consistent with mandatory requirements and to also make clear the additional local regulations YCH has adopted. Both of these actions are enshrined in the YCH ACOP. As part of our obligation for participating in the federal program, YCH is responsible for complying with mandatory changes in HUD regulations.

Overall administration of the public housing program must meet several objectives and requirements, including compliance with YCH's adopted regulations, HUD's public housing regulations and federal, state and local fair housing laws and regulations.

On March 8, 2016, HUD published the Final Streamlining Rule which contains ten (10) provisions that apply to the public housing program. Five (5) of the provisions are mandatory and five (5) are discretionary. HUD PIH Notice 2016-05 issued April 7, 2016, provides implementation guidance to PHA's for both mandatory and discretionary regulation changes. Staff is bringing forward the five (5) mandatory requirements to immediately update the ACOP and ensure its conformance with federal requirements. YCH is currently in the process of beginning a comprehensive update of the overall ACOP and will consider the additional five (5) optional changes as part of the new document, which will include a public input process, the Resident Advisory Board input and a public hearing before the Housing Commission prior to adoption.

To continue to provide effective program delivery, meet federal mandatory requirements and streamline and maintain program accountability, staff proposes that the Commission add the following five changes to the YCH ACOP:

I. Verification of Social Security Numbers - Regulation 24 CFR §5.216

Change the ACOP to add the following language under Chapter 2, Section C and Chapter 7, Section I as it references verification of social security numbers for public housing applicants:

Except as provided in the regulations, if YCH determines that the public housing applicant is otherwise eligible to participate in a program, the public housing applicant may retain their place on the waiting list for the program but cannot become a public housing tenant until it can provide the documentation to verify the SSN of each member of the household.

If a child under the age of 6 years was added to the public housing household within the 6-month period prior to the household's date of admission, the public housing applicant may become a tenant, so long as the documentation required is provided to YCH within 90 calendar days from the date of the effective date of tenancy.

YCH will grant an extension of one additional 90-day period if YCH determines that, in its discretion, the public housing applicant's failure to comply was due to circumstances that could not reasonably have been foreseen and were outside the control of the public housing applicant.

If the applicant family fails to produce the documentation required within the required time period, YCH must follow the provisions of the regulations- which includes termination of tenancy.

II. Definition of Extremely Low Income Families - Regulation 24 CFR §§5.603, 903.7 and 960.102

Change the Acop to revise the following language under Chapter 4, Section I and the Glossary of Terms:

~~The YCHA will monitor its admissions to ensure that at least 40 percent of families admitted to public housing in each fiscal year shall have incomes that do not exceed 30% of area median income of the Yolo County Housing Authority jurisdiction.~~

~~Hereafter families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families."~~

YCH will monitor its admissions to ensure that at least 40 percent of families admitted to public housing in each fiscal year shall have incomes that do not exceed 30% of the area median income or the federal poverty level.

Hereafter families whose incomes do not exceed 30% of area median income or the federal poverty level will be referred to as “extremely low income families.”

III. Exclusion of Mandatory Education Fees from Income - Regulation 24 CFR §§5.609(b)(9)

No change to ACOP language to institute this mandatory provision.

IV. Earned Income Disregard - Regulation 24 CFR §§5.617, 960.255

Current ACOP - Chapter 6.I, Section E. EARNED INCOME DISALLOWANCE (EID)

Initial 12-Month Exclusion. During the initial 12-month exclusion period, the full amount (100 %) of any increase in income attributable to new employment or increased earnings is excluded. ~~The 12 months are cumulative and need not be consecutive.~~

Second 12-Month Exclusion and Phase-In. During the second 12-month exclusion period, the exclusion is reduced to half (50 %) of any increase in income attributable to employment or increased earnings. ~~The 12 months are cumulative and need not be consecutive.~~

Lifetime Limitation: The EID has a ~~four-year (48-month)~~ 24 month lifetime maximum. The ~~four year~~ 24 month eligibility period begins at the same time that the initial exclusion period begins and ends ~~48~~ 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Voucher (Section 8) assistance, or if there are breaks in assistance.

YCH Policy: During the ~~48-month~~ 24 month eligibility period, YCH will schedule and conduct an interim reexamination each time there is a change in the family member’s annual income that affects or is affected by the EID (e.g. when the family member’s income falls to a level at or below his/her prequalifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period).

Add additional paragraphs to section:

Effect of changes on current participating families. Families eligible for and participating in the disallowance of earned income under this section prior to *September 14, 2016* will continue to be governed by this section as it existed immediately prior to that date.

Inapplicability to admission. The disallowance of increases in income as a result of employment under this section does not apply for purposes of admission to the program (including the determination of income eligibility or any income targeting that may be applicable).

Current ACOP - Chapter 6, Chapter 3, Section E. FLAT RENTS

A family currently paying flat rent that previously qualified for the EID while paying income-based rent and is currently within their ~~48~~ 24 month period would have the 12 cumulative months of full (100 percent) and phase-in (50 percent) exclusion continue while paying flat rent as long as the employment that is the subject of the exclusion continues, and the ~~48-month~~ lifetime limit would continue uninterrupted. A family paying flat rent could therefore see a family member’s ~~48~~24-month lifetime limit expire while the family is paying flat rent.

V.Public Housing Rents for Mixed Families - Regulation 24 CFR §5,520(d)

Current ACOP, Chapter 6., Section III.D PRORATED RENT FOR MIXED FAMILIES

HUD regulations prohibit assistance to ineligible family members. A *mixed family* is one that includes at least one U.S. citizen or eligible immigrant and any number of ineligible family members. The PHA must prorate the assistance provided to a mixed family. The PHA will first determine TTP as if all family members were eligible and then prorate the rent based upon the number of family members that actually are eligible. To do this, the PHA must:

~~1. Subtract the TTP from a maximum rent applicable to the unit. The result is the maximum subsidy for which the family could qualify if all members were eligible.~~

~~2. Divide the family maximum subsidy by the number of persons in the family to determine the maximum subsidy per each family member who is eligible (member maximum subsidy).~~

~~3. Multiply the member maximum subsidy by the number of eligible family members.~~

~~4. Subtract the subsidy calculated in the last step from the maximum rent. This is the prorated TTP.~~

~~5. Subtract the utility allowance for the unit from the prorated TTP. This is the prorated rent for the mixed family.~~

Step 1. Determine the total tenant payment in accordance with regulation section 5.628. (Annual income includes income of all family members, including any family member who has not established eligible immigration status.)

Step 2. Family maximum rent is equal to the applicable flat rent for the unit size to be occupied by the family.

Step 3. Subtract the total tenant payment from the PHA-established flat rent applicable to the unit. The result is the maximum subsidy for which the family could qualify if all members were eligible ("family maximum subsidy").

Step 4. Divide the family maximum subsidy by the number of persons in the family (all persons) to determine the maximum subsidy per each family member who has citizenship or eligible immigration status ("eligible family member"). The subsidy per eligible family member is the "member maximum subsidy."

Step 5. Multiply the member maximum subsidy by the number of family members who have citizenship or eligible immigration status ("eligible family members"). The product of the calculation is the "eligible subsidy".

Step 6. The mixed family TTP is the maximum rent (flat rent) minus the amount of the eligible subsidy.

Step 7. Subtract any applicable utility allowance from the mixed family TTP. The result of this calculation is the mixed family tenant rent.

Discretionary changes which may constitute a significant change to the ACOP that must be publicly noticed and go through the 45 day comment period include:

- Streamlined Annual Reexamination for Fixed Sources of Income - Regulation 24 CFR §§960.257, 982.516
- Family Declaration of Assets Under \$5,000 - Regulation 24 CFR §§960.259, 982.516
- Utility Reimbursements - Regulation 24 CFR §§960.253, 982.514

- Tenant Self-Certification for Community Service and Self-Sufficiency Requirement - Regulation 24 CFR §§960.605, 960.607
- Public Housing Grievance Procedures - Regulation 24 CFR §§966.52 through 966.57

Staff is reviewing the impacts of the implementation of discretionary changes to public housing families and staff. All discretionary changes for adoption by the Commission must have a 45 day comment period and review by the Resident Advisory Board.

As stated above, The comprehensive update of the YCH ACOP is currently in the beginning stages and is one of the adopted goals in the 2016 Agency Plan. The new Plan is expected to be completed during fiscal year 2017.

FISCAL IMPACT

None at this time. There could be financial impacts through sanctions from HUD if mandatory regulations are not adopted by YCH.

RECOMMENDED ACTION: That the Housing Commission Review and Approve Proposed Changes to the Yolo County Housing Admission and Continued Occupancy Policy to remain in conformance with federal requirements.

Yolo County Housing

Meeting Date: 09/14/2016

Information

SUBJECT

Review and Approve Proposed Changes to the YCH Administrative Plan to Update the Plan in Conformance with Requirements under the Department of Housing and Urban Development Final Streamlining Rule (Jimenez-Perez and Holt)

Attachments

Staff Report

Form Review

Form Started By: Julie Dachtler
Final Approval Date: 09/09/2016

Started On: 09/09/2016 03:53 PM



Yolo County Housing

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DATE: September 14, 2016
TO: YCH Housing Commission
FROM: Lisa A. Baker, CEO
PREPARED BY: Janis Holt, General Director
SUBJECT: **Review and Approve Proposed Changes to the YCH Administrative Plan in Conformance with Requirements Under the Department of Housing and Urban Development Final Streamlining Rule**

RECOMMENDED ACTIONS

That the Housing Commission:

- 1. Review and approve updated policy language to the Administrative Plan implementing mandatory HUD streamlining regulations; and**
- 2. Authorize the Chief Executive Officer to implement.**

BACKGROUND / DISCUSSION

The Housing Choice Voucher (HCV) program provides rental assistance to eligible families through federal funds from the U.S. Department of Housing and Urban Development (HUD). **Regulations** for the HCV program come from three (3) sources – the statutory requirements approved by Congress and authorized by the President, program regulations created by HUD, and local regulations adopted by the Public Housing Authority. Yolo County Housing (the Public Housing Authority) sets local regulations (its “ordinances”) in the YCH Administrative Plan.

HUD expects YCH to develop regulations, policies and procedures that are consistent with mandatory requirements, as well as with other federal, state, local and YCH requirements. These are enshrined in YCH's Administrative Plan.

YCH is responsible for complying with all mandatory changes in HUD regulations pertaining to the HCV program in order to be eligible to receive continued funding.

On March 8, 2016, HUD published the final streamlining rule which contains twelve (12) provisions that apply to the HCV program. Five (5) of the provisions are mandatory and seven (7) are discretionary. HUD PIH Notice 2016-05 issued April 7, 2016, provides implementation guidance to PHA's for both mandatory and discretionary regulation changes. To continue to provide effective program delivery, while streamlining and maintaining program accountability, the following five (5) mandatory changes are proposed to the YCH Administrative Plan for

adoption by the Commission. The additional seven (7) discretionary items will be considered during the comprehensive update of the Administrative Plan that was authorized by the Housing Commission as part of the adopted 2016 Agency Plan and which is expected to be completed in 2017. The comprehensive update will include public input, input from the Resident Advisory Board, along with a public hearing before the Housing Commission prior to adoption.

The mandatory changes recommended for adoption at this time include:

I. Verification of Social Security Numbers - Regulation 24 CFR §5.216

Change to the Administrative Plan to add the following language under 3-IIC and 7-IIB as it references verification of social security numbers for housing assistance applicants:

Except as provided in the regulations, if YCH determines that the applicant is otherwise eligible to participate in a program, the assistance applicant may retain their place on the wait list for the program but cannot become a participant until the applicant provides the documentation to verify the SSN of each member of the household.

If a child under the age of 6 years was added to the applicant household within the 6-month period prior to the household's date of admission (or, for the HCV program, the date of voucher issuance), the applicant may become a participant, so long as the documentation required is provided to YCH within 90 calendar days from the date of the effective date of the Housing Assistance Payment contract.

YCH will grant an extension of one additional 90-day period if YCH determines that, in its discretion, the applicant's failure to comply was due to circumstances that could not reasonably have been foreseen and were outside the control of the applicant.

If the applicant family fails to produce the documentation required within the required time period, YCH must follow the provisions of the regulations- which includes termination of the assistance.

II. Definition of Extremely Low Income Families - Regulation 24 CFR §§5.603, 903.7 and 960.102

Change to the Administrative Plan to revise the following language under 3-II. A, and the Glossary of Terms for Subsidized Housing:

~~Extremely low-income family. A family whose annual income does not exceed thirty (30) percent of the median income for the area, adjusted for family size.~~

Extremely low-income family: A very low-income family whose income does not exceed the higher of 30 percent of the area median income or the federal poverty level.

III. Exclusion of Mandatory Education Fees from Income - Regulation 24 CFR §§5.609(b)(9)

Amend in part 6-I-L, Student Financial Aid Included in Annual Income [24 CFR 5.609 (b)(9) and FR 4/10/06, the definition of income to exclude from calculations of individual income any financial assistance received for mandatory fees and charges in addition to tuition as follows:

For section 8 programs only, including the Housing Choice Voucher program, and as provided in 24 CFR 5.612, any financial assistance, in excess of amounts received for tuition and any other required fees and charges, that an individual receives under the Higher Education Act of 1965 (20 U.S.C. 1001 et seq.), from private sources, or from an institution of higher education (as defined under the Higher Education Act of 1965 (20 U.S.C. 1002), shall be considered income to that individual, except that financial assistance described in this paragraph is not considered annual income for persons over the age of 23 with dependent children. For purposes of this paragraph, "financial assistance" does not include loan proceeds for the purpose of determining income.

IV. Earned Income Disregard - Regulation 24 CFR §§5.617, 960.255

Current YCH Policy - 6-I.E. EARNED INCOME DISALLOWANCE FOR PERSONS WITH DISABILITIES

~~Initial 12-Month Exclusion. During the initial 12-month exclusion period, the full amount (100 %) of any increase in income attributable to new employment or increased earnings is excluded. The 12 months are cumulative and need not be consecutive. YCH Policy The initial EID exclusion period will begin on the first of the month following the date an eligible member of a qualified family is first employed or first experiences an increase in earnings. Second 12-Month Exclusion and Phase-In.~~

~~During the second 12-month exclusion period, the exclusion is reduced to half (50 %) of any increase in income attributable to employment or increased earnings. The 12 months are cumulative and need not be consecutive. Lifetime Limitation.~~

Mandatory Change:

Lifetime Limitation: The EID has a 24 month lifetime maximum. The 24 month eligibility period begins at the same time that the initial exclusion period begins and ends 24 months later. The one-time eligibility for the EID applies even if the eligible individual begins to receive assistance from another housing agency, if the individual moves between public housing and Section 8 assistance, or if there are breaks in assistance.

YCH Policy: During the 24 month eligibility period, YCH will schedule and conduct an interim reexamination each time there is a change in the family member's annual income that affects or is affected by the EID (e.g. when the family member's income falls to a level at or below his/her prequalifying income, when one of the exclusion periods ends, and at the end of the lifetime maximum eligibility period).

Add additional paragraphs to section:

Effect of changes on current participating families. Families eligible for and participating in the disallowance of earned income under this section prior to *September 14, 2016* will continue to be governed by this section in effect as it existed immediately prior to that date.

Inapplicability to admission. The disallowance of increases in income as a result of employment of persons with disabilities under this section does not apply for purposes of admission to the program (including the determination of income eligibility or any income targeting that may be applicable).

V. Utility Payment Schedules - Regulation 24 CFR §§982.517

Description of change: This provision requires PHAs to use the appropriate utility allowance for the lesser of the size of dwelling unit actually leased by the family or the voucher size issued, as determined under the PHA subsidy standards.

This change was adopted in July 2014.

Discretionary changes to the Administrative Plan that have already been implemented by YCH in August 2014 include:

- Biennial Inspections and Use of Alternative Inspection Methods Regulation 24 CFR §§982.405, 983.103

Discretionary changes which may constitute a significant change to the Administrative Plan that must be publicly noticed and go through the 45 day comment period include:

- Streamlined Annual Reexamination for Fixed Sources of Income - Regulation 24 CFR §§960.257, 982.516
- Family Declaration of Assets Under \$5,000 - Regulation 24 CFR §§960.259, 982.516
- Housing Quality Standards Reinspection Fee - Regulation 24 CFR §§982.405
- Exception Payment Standards for Providing Reasonable Accommodations - Regulation 24 CFR §§982.503, 982.505
- Family Income and Composition: Regular and Interim Examinations - Regulation 24 CFR §§982.516(c) through (e)

FISCAL IMPACT

None at this time. There could be financial impacts through sanctions from HUD if mandatory regulations are not adopted by the PHA.

RECOMMENDED ACTION: That the Housing Commission Review and Approve Proposed Changes to the Yolo County Housing Administrative Plan to Update Policy Pertaining to the HUD Streamlining Rule.