

**YOLO COUNTY HOUSING**  
**AGENDA & SUPPORTING MATERIALS**

**October 23, 2014**

**SPECIAL TIME & LOCATION:**  
**1:30 P.M.**  
**RIVERBEND MANOR**  
**664 CUMMINS WAY**  
**WEST SACRAMENTO, CA 95605**



**YOLO COUNTY HOUSING**  
HOUSING COMMISSION

CECILIA AGUIAR-CURRY  
MARK JOHANNESSEN  
BRETT LEE (ALTERNATE)  
TOM STALLARD  
HELEN MACLEOD THOMSON  
JENNIFER WIENECKE-FRIEDMAN  
KAREN VANDERFORD

LISA A. BAKER  
EXECUTIVE DIRECTOR

SONIA CORTES  
AGENCY COUNSEL

## 1:30 P.M. 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 of the HAI Group Low Loss Achievement Award
5. Presentation of the HAI Group 2014 Outstanding Risk Control Program Award

## CONSENT AGENDA

6. Review and Approve Resolution Authorizing Adoption of Amendment Number 1 to the Madison Migrant Center Agreement with the State of California (Gillette)
7. Review and Approve Resolution Authorizing Adoption of Amendment Number 1 to Davis Migrant Center Agreement with the State of California (Gillette)
8. Receive and File Unaudited Financial Report for the Fiscal Year Ended June 30, 2014 (Gillette)
9. Review and Approve Resolution to Amend the Payment Standards for the Housing Choice Voucher Program (Jimenez-Perez and Holt)

## REGULAR AGENDA

10. Review and Approve Participation in the "Bridge to Housing" Pilot Program and Authorize the CEO to Negotiate Terms and Execute Master Leases Upon Funding by Partners (Baker and Holt)
11. Review, Approve and Authorize Opening the Housing Choice Voucher Wait List by Direct Referral Only and the Assignment of Points to the Displaced by Government Action Preference (Jimenez-Perez and Holt)
12. Receive Verbal Report on JPA status
13. Receive comments from CEO

14. Receive comments from Commissioners

**ADJOURNMENT**

Next meeting is scheduled for December 18, 2014 at 2:00 p.m.

I declare under penalty of perjury that the foregoing agenda was posted Friday, October 17, 2014 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.

I declare under penalty of perjury that the foregoing agenda will be posted no later than Monday, October 20, 2014 by 1:30 p.m. as follows:

- On the Yolo County website: [www.yolocounty.org](http://www.yolocounty.org).
- Riverbend Manor, 664 Cummins Drive, West Sacramento, CA 95605

Julie Dachtler, Clerk  
Yolo County Housing

**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:

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

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Review and Approve Resolution Authorizing Adoption of Amendment Number 1 to the Madison Migrant Center Agreement with the State of California (Gillette)

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**Attachments**

Att. A. Staff Report and Resolution

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:23 PM



# **Yolo County Housing**

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

147 W. Main Street  
WOODLAND, CA 95695

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

DATE: October 23, 2014  
TO: YCH Housing Commission  
FROM: Lisa A. Baker, CEO  
James D. Gillette, Finance Director  
SUBJECT: **ADOPTION OF RESOLUTION AUTHORIZING ADOPTION OF AMENDMENT 1 TO THE STANDARD AGREEMENT NO. 13-OMS-977 (RD) FOR MADISON MIGRANT CENTER**

## **RECOMMENDED ACTIONS:**

That the Housing Commission:

Adopt the Resolution Authorizing Adoption of Amendment 1 to the Standard Agreement No.13-OMS-977 (RD) for the Madison Migrant Center located in Yolo County.

## **BACKGROUND / DISCUSSION:**

YCH manages migrant centers for the Department of Housing and Community Development, Office of Migrant Services (OMS). These are funds for administering housing for migratory workers and their families at the Madison Migrant Center in the County of Yolo. The contract amount for the FY 2013-15 was \$1,147,156 (for 2 years funding) which will now be increased by 10% to \$1,204,514 in order to fund an operating reserve for the Center. The cash for this operating reserve will be maintained in a separate bank account for this property by YCH.

These additional funds may be used with the approval of OMS to cover operating costs not previously incorporated into the operating budget or deferred maintenance items where immediate completion becomes necessary subsequent to the approval of the budget.

## **FISCAL IMPACT:**

These funds help YCH to address some of the concerns noted in the budget staff report dated February 20, 2014 with respect to a lack of contingency in the approved budgets. These funds will allow YCH and OMS to have additional operational flexibility to address unforeseen or unexpected costs in a timely manner.

## **CONCLUSION:**

The Resolution is recommended for adoption.

Attachments: Resolution  
Agreement 13-OMS-976 (RD) Amendment 1

**HOUSING AUTHORITY OF THE COUNTY OF YOLO**

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

**RESOLUTION APPROVING THE 2013-2015 FISCAL YEARS 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 # 13-OMS-977 (RD) Amendment 1**

**WHEREAS**, the California Department of Housing and Community Development has provided and Operation and Maintenance Contract for the 2013-2015 Fiscal Years for the Madison Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Yolo, acting through its Housing Commission desires to approve this Operation and Maintenance Contract for the 2013-2015 operation of the Madison Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Housing Commission of the Housing Authority of the County of Yolo hereby approves the Operation and Maintenance Contract #13-OMS-977 (RD) Amendment 1 which increases the total contract amount by \$57,358 to \$1,204,514 and authorizes Lisa A. Baker to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Yolo.

**PASSED AND ADOPTED** this 23<sup>rd</sup> day of October, 2014 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Cecilia Aguiar-Curry, Chair  
Yolo County Housing Commission

Approved as to Form:

\_\_\_\_\_  
By: Sonia Cortes, Deputy County Counsel

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

By \_\_\_\_\_

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Review and Approve Resolution Authorizing Adoption of Amendment Number 1 to Davis Migrant Center Agreement with the State of California (Gillette)

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**Attachments**

Att. A. Staff Report and Resolution

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:24 PM



# ***Yolo County Housing***

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

147 W. Main Street  
WOODLAND, CA 95695

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

DATE: October 23, 2014  
TO: YCH Housing Commission  
FROM: Lisa A. Baker, CEO  
James D. Gillette, Finance Director  
SUBJECT: **ADOPTION OF RESOLUTION AUTHORIZING ADOPTION OF AMENDMENT 1 TO THE STANDARD AGREEMENT NO. 13-OMS-976 (RD) FOR DAVIS MIGRANT CENTER**

## **RECOMMENDED ACTIONS:**

That the Housing Commission:

Adopt the Resolution Authorizing Adoption of Amendment 1 to the Standard Agreement No.13-OMS-976 (RD) for the Davis Migrant Center located in Yolo County.

## **BACKGROUND / DISCUSSION:**

YCH manages migrant centers for the Department of Housing and Community Development, Office of Migrant Services (OMS). These are funds for administering housing for migratory workers and their families at the Davis Migrant Center in the County of Yolo. The contract amount for the FY 2013-15 was \$854,890 (for 2 years funding) which will now be increased by 10% to \$897,635 in order to fund an operating reserve for the Center. The cash for this operating reserve will be maintained in a separate bank account for this property by YCH.

These additional funds may be used with the approval of OMS to cover operating costs not previously incorporated into the operating budget or deferred maintenance items where immediate completion becomes necessary subsequent to the approval of the budget.

## **FISCAL IMPACT:**

These funds help YCH to address some of the concerns noted in the budget staff report dated February 20, 2014 with respect to a lack of contingency in the approved budgets. These funds will allow YCH and OMS to have additional operational flexibility to address unforeseen or unexpected costs in a timely manner.

## **CONCLUSION:**

The Resolution is recommended for adoption.

Attachments: Resolution  
Agreement 13-OMS-976 (RD) Amendment 1

**HOUSING AUTHORITY OF THE COUNTY OF YOLO**

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

**RESOLUTION APPROVING THE 2013-2015 FISCAL YEARS 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 # 13-OMS-976 (RD) Amendment 1**

**WHEREAS**, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract for the 2013-2015 Fiscal Years for the Davis Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Yolo, acting through its Housing Commission desires to approve this Operation and Maintenance Contract for the 2013-2015 operation of the Davis Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Housing Commission of the Housing Authority of the County of Yolo hereby approves the Operation and Maintenance Contract #13-OMS-976 (RD) Amendment 1 which increases the total contract amount by \$42,745 to \$897,635 and authorizes Lisa A. Baker to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Yolo.

**PASSED AND ADOPTED** this 23<sup>rd</sup> day of October, 2014 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Cecilia Aguiar-Curry, Chair  
Yolo County Housing Commission

Approved as to Form:

\_\_\_\_\_  
By: Sonia Cortes, Deputy County Counsel

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

By \_\_\_\_\_

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Receive and File Unaudited Financial Report for the Fiscal Year Ended June 30, 2014 (Gillette)

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**Attachments**

Staff Report

Att. A. Unaudited Funds Chart

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:25 PM



# **Yolo County Housing**

**Lisa A. Baker, Executive Director**

147 W. Main Street  
WOODLAND, CA 95695

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

DATE: October 23, 2014  
TO: YCH Board of Commissioners  
FROM: Lisa A. Baker, Chief Executive Officer  
PREPARED BY: Jim Gillette, Finance Director  
SUBJECT: **Receive and File Unaudited Financial Report for the Year Ending June 30, 2014**

## **RECOMMENDED ACTION:**

Receive and file the unaudited financial report for year ending June 30, 2014

## **BACKGROUND/DISCUSSION:**

Annually each housing authority is required to submit to HUD its “Unaudited” Financial Data Schedule by the end of the second month after the housing authority’s year end with an automatic fifteen day extension prior to imposing penalties. YCH’s Unaudited Financial Data Schedule (FDS) has been submitted to HUD as required. The printed FDS and a summary of the results are attached. Depreciation is a “non-cash” expense which spreads the cost of capital assets over their useful life, but which has no useful meaning for a public agency not subject to income tax.

The agency experienced another very challenging year with the impact of continuing to operate with reduced budget allocations at levels similar to the amounts funded during the Continuing Resolution in 2013.

Though we are seeing some small signs of relief with respect to operating subsidy and HCV admin fee amounts that will impact the 2015 fiscal year, this will not be enough to reverse the cuts we had made previously. In fact, we were forced to make additional personnel cuts in order to bring the staff workweek back up to 40 hours per week from 36 that we had during the 2014 fiscal year.

As we realized across the board savings from water conservation and other cost-cutting measures, we used some of this savings and \$300,000 of HCV admin reserves to fund

\$775,982 of the unfunded OPEB liability. Final actuarial analysis on this will be provided in the audited financial statements.

Here is a program by program review:

- **Low Income Public Housing**

- All three public housing Asset Management Projects (AMPs) include an Operating Subsidy received from HUD.
- The program combined had an increase to fund balance of \$946,497 (excluding depreciation) on revenue of \$3,783,113 with \$757,532 of which was related capital fund grants for roadway and other ADA improvements that were capitalized on the balance sheet;
- All three AMPs include a Capital Fund subsidy to program operations. A portion of annual Capital Fund Grant is used to help pay for normal operating expenses (line 1406), staff training and tenant services (line 1408), Fees and Costs (line 1430) such as architectural fees and Plan Updates and Dwelling Equipment (line 1465.1) and Non-Dwelling Equipment (line 1475) that are durable but do not meet agency capitalization criteria (stoves, refrigerators, water heaters, etc);
- Income earned in the AMPs is restricted for use in the AMPs.
- **Woodland (AMP1)** – An increase in fund balance of \$104,187 (excluding depreciation) on revenues of \$1,065,883. The revenue includes \$12,447 of capital fund revenue which used for making final payments on the new playgrounds at Yolano and Donnelly, the cost of which was recorded on the balance sheet.
- **Winters (AMP2)** – An increase in fund balance of \$782,952 (excluding depreciation) on revenues of \$1,929,896. The revenue includes \$745,532 of capital fund revenue which was primarily used for the road and ADA improvement work completed during the year, the cost of which was recorded on the balance sheet.
- **West Sacramento (AMP3)** – An increase in fund balance of \$59,358 (excluding depreciation) on revenues of \$787,334.

- **Housing Choice Vouchers –**

The management operations of this program are tracked separately and an increase in fund balance of \$47,827 on HUD funded admin fees of \$1,049,617 during the year. The OPEB liability related to HCV administration was also paid down by \$300,000 from its reserves (see detailed explanations in audited financials).

The Housing Assistance Payments (HAP) funded by HUD during the year were \$11,302,350 which was \$193,749 higher than the net program payments. This \$193,749 represents an increase to the HAP reserves that can now be used to grow

the program, which had been shrinking during 2013 due to attrition and a federally imposed moratorium on issuing new vouchers.

- **COCC (including the Administration Building)** – Increase in fund balance of \$278,947 (excluding depreciation) on revenues of \$1,988,540. This increase in fund balance and other reserve amounts, were used to invest \$550,000 in the Crosswood partnership.
- **State & Local** – This includes **Pacifico**, the **ADMH/Helen Thompson Homes**, and all three **migrant centers**.

Pacifico and ADMH are both cost plus fee contracts and therefore broke even on the year.

Migrant Centers realized \$82,837 in savings from the original contract amounts, which was added to the prior operating reserves of \$23,773 for a total original operating reserve balance of \$106,610. These funds will be combined with other funds from OMS for various capital improvement projects expected to begin in 2015.

In addition, the Migrant Center contract amounts were increased by 10% of the original contract amounts (or \$146,005) at the end of the year in order to fund new operational reserves for use in the future as needed.

- **Rental Assistance Payments (formerly Rural Rental) – Davis Solar Homes** had a small net income excluding depreciation.
- **Business Activities (now includes both Crosswood and New Hope CDC) –**
  - **Crosswood Apartments** essentially broke even (excluding depreciation) for the year. This property was transferred to a tax credit partnership subsequent to the end of the fiscal year.
  - **New Hope CDC** has an increase in fund balance of \$196,548 (excluding depreciation) for the year. This income includes \$108,957 of developer fees related to Rochdale Grange and Cesar Chavez Plaza. The remaining increase of \$87,591 related to Cottonwood Senior Apartments included \$38,426 of CDBG funds from the City of Woodland for capital improvements where the costs are shown on the balance sheet.

### **FISCAL IMPACT**

YCH has completed another difficult year that has continued to require significant operational changes in order to meet the lower funding levels noted above. YCH will continue to prepare its budget forecasts in conservative manner as funding levels remain uncertain.

Board of Commissioners, October 23, 2014

YCH Unaudited 2013-14 FDS

Page 4

Although this is the “Unaudited FDS,” staff expects the final report will have no significant changes at conclusion of the audit.

Attachments:

Agency Wide Unaudited FDS Report

Housing Authority of the County of Yolo (CA044)

Project Balance Sheet Summary

DO NOT DELETE TAB THEN COPY PASTE TO EXCEL AS THE TAB

	CA044000001	CA044000002	CA044000003	Project Total	14,870 Resident Opportunity and Supportive	14,871 Housing Choice Vouchers	10,427 Rural Rental Assistance	2 State/Local	1 Business Activities	6.2 Component Unit - Blended	COCC	Subtotal	ELIM	Total
111 Cash - Unrestricted	224,673	696,695	172,869	1,094,237		444,354	69,008	1,527,395	55,279		12,823	3,203,096		3,203,096
112 Cash - Restricted - Modernization and Development							54,476	229,977	137,970			422,423		422,423
113 Cash - Other Restricted						330,488		6,001	1,886			338,375		338,375
114 Cash - Tenant Security Deposits	54,803	54,779	45,815	155,397			2,361	32,817	29,992		2,520	223,087		223,087
115 Cash - Restricted for Payment of Current Liabilities						106,762						106,762		106,762
<b>100 Total Cash</b>	<b>279,476</b>	<b>751,474</b>	<b>218,684</b>	<b>1,249,634</b>	<b>-</b>	<b>881,604</b>	<b>125,845</b>	<b>1,796,190</b>	<b>225,127</b>	<b>-</b>	<b>15,343</b>	<b>4,293,743</b>	<b>-</b>	<b>4,293,743</b>
121 Accounts Receivable - PHA Projects														
122 Accounts Receivable - HUD Other Projects					46,746							46,746		46,746
124 Accounts Receivable - Other Government						1,035		633,299				634,334		634,334
125 Accounts Receivable - Miscellaneous	2,500			2,500				25,256	22,137		21,397	71,290		71,290
126 Accounts Receivable - Tenants	7,497	15,349	1,163	24,009				2,447	1,810			28,266		28,266
126.1 Allowance for Doubtful Accounts -Tenants	(3,281)	(4,674)	(1)	(7,956)					(1,778)			(9,734)		(9,734)
126.2 Allowance for Doubtful Accounts - Other														
127 Notes, Loans, & Mortgages Receivable - Current														
128 Fraud Recovery														
128.1 Allowance for Doubtful Accounts - Fraud														
129 Accrued Interest Receivable														
<b>120 Total Receivables, Net of Allowances for Doubtful Ac</b>	<b>6,716</b>	<b>10,675</b>	<b>1,162</b>	<b>18,553</b>	<b>46,746</b>	<b>1,035</b>	<b>-</b>	<b>661,002</b>	<b>22,169</b>	<b>-</b>	<b>21,397</b>	<b>770,902</b>	<b>-</b>	<b>770,902</b>
131 Investments - Unrestricted											38,395	38,395		38,395
132 Investments - Restricted														
135 Investments - Restricted for Payment of Current Liability														
142 Prepaid Expenses and Other Assets	19,608	7,356	17,777	44,741		200,784	4,742	15,871	211,712		99,381	577,231		577,231
143 Inventories	48,953			48,953								48,953		48,953
143.1 Allowance for Obsolete Inventories	(1)			(1)								(1)		(1)
144 Inter Program Due From	318,147	208,445	429,865	956,457		111,635		284,521				1,352,613	(1,352,613)	-
145 Assets Held for Sale														
<b>150 Total Current Assets</b>	<b>672,899</b>	<b>977,950</b>	<b>667,488</b>	<b>2,318,337</b>	<b>46,746</b>	<b>1,195,058</b>	<b>130,587</b>	<b>2,757,584</b>	<b>459,008</b>	<b>-</b>	<b>174,516</b>	<b>7,081,836</b>	<b>(1,352,613)</b>	<b>5,729,223</b>
161 Land	63,308	1,202,816	1,919,532	3,185,656			40,839	177,220	239,463		278,120	3,921,298		3,921,298
162 Buildings	7,774,561	10,129,502	8,370,478	26,274,541			369,175	741,896	4,350,252		5,211,997	36,947,861		36,947,861
163 Furniture, Equipment & Machinery - Dwellings			144,447	144,447					77,110			221,557		221,557
164 Furniture, Equipment & Machinery - Administration	107,592	31,715	67,519	206,826		79,274					377,676	663,776		663,776
165 Leasehold Improvements														
166 Accumulated Depreciation	(6,918,945)	(7,713,186)	(4,335,996)	(18,968,127)		(46,557)	(282,810)	(81,522)	(667,492)		(2,595,364)	(22,641,872)		(22,641,872)
167 Construction in Progress	3,350	20,701		24,051				142,699	269,114			435,864		435,864
168 Infrastructure														
<b>160 Total Capital Assets, Net of Accumulated Depreciatio</b>	<b>1,029,866</b>	<b>3,671,548</b>	<b>6,165,980</b>	<b>10,867,394</b>	<b>-</b>	<b>32,717</b>	<b>127,204</b>	<b>980,293</b>	<b>4,268,447</b>	<b>-</b>	<b>3,272,429</b>	<b>19,548,484</b>	<b>-</b>	<b>19,548,484</b>
171 Notes, Loans and Mortgages Receivable - Non-Current											219,246	219,246		219,246
172 Notes, Loans, & Mortgages Receivable - Non Current - Pa														
173 Grants Receivable - Non Current														
174 Other Assets									20,321			20,321		20,321
176 Investments in Joint Ventures														
<b>180 Total Non-Current Assets</b>	<b>1,029,866</b>	<b>3,671,548</b>	<b>6,165,980</b>	<b>10,867,394</b>	<b>-</b>	<b>32,717</b>	<b>127,204</b>	<b>980,293</b>	<b>4,288,768</b>	<b>-</b>	<b>3,491,675</b>	<b>19,788,051</b>	<b>-</b>	<b>19,788,051</b>
<b>290 Total Assets and Deferred Outflow of Resources</b>	<b>1,702,765</b>	<b>4,649,498</b>	<b>6,833,468</b>	<b>13,185,731</b>	<b>46,746</b>	<b>1,227,775</b>	<b>257,791</b>	<b>3,737,877</b>	<b>4,747,776</b>	<b>-</b>	<b>3,666,191</b>	<b>26,869,887</b>	<b>(1,352,613)</b>	<b>25,517,274</b>
311 Bank Overdraft														
312 Accounts Payable <= 90 Days							20	3,224	8,850		153,539	165,633		165,633
313 Accounts Payable >90 Days Past Due														
321 Accrued Wage/Payroll Taxes Payable	3,219	2,623	1,100	6,942	8,985	11,591	54	11,379	894		83,199	123,044		123,044
322 Accrued Compensated Absences - Current Portion	1,981	1,264	604	3,849	735	6,188	44	6,465	249		18,256	35,786		35,786
324 Accrued Contingency Liability														
325 Accrued Interest Payable									2,118		1,068	3,186		3,186
331 Accounts Payable - HUD PHA Programs						103,887						103,887		103,887
332 Account Payable - PHA Projects														
333 Accounts Payable - Other Government	56,736	61,368	45,060	163,164				1,416,471				1,579,635		1,579,635
341 Tenant Security Deposits	55,924	54,966	45,815	156,705			2,361	33,967	31,878		2,520	227,431		227,431
342 Unearned Revenue								448,528	1,531		6,205	456,264		456,264
343 Current Portion of Long-term Debt - Capital							607	3,263	2,251,595		66,543	2,322,008		2,322,008
344 Current Portion of Long-term Debt - Operating Borrowin														
345 Other Current Liabilities								244,771			9,576	254,347		254,347
346 Accrued Liabilities - Other			150	150				383	4,834		10,630	15,997		15,997

Housing Authority of the County of Yolo (CA044)

Project Balance Sheet Summary

DO NOT DELETE TAB FROM SHEET OR CHANGE CELL FORMATTING

	CA044000001	CA044000002	CA044000003	Project Total	14,870 Resident Opportunity and Supportive	14,871 Housing Choice Vouchers	10,427 Rural Rental Assistance	2 State/Local	1 Business Activities	6.2 Component Unit - Blended	COCC	Subtotal	ELJM	Total
347 Inter Program - Due To					42,038		12,414		626,223		671,938	1,352,613	(1,352,613)	-
348 Loan Liability - Current														
<b>310 Total Current Liabilities</b>	<b>117,860</b>	<b>120,221</b>	<b>92,729</b>	<b>330,810</b>	<b>51,758</b>	<b>121,666</b>	<b>15,500</b>	<b>2,168,451</b>	<b>2,928,172</b>	<b>-</b>	<b>1,023,474</b>	<b>6,639,831</b>	<b>(1,352,613)</b>	<b>5,287,218</b>
351 Long-term Debt, Net of Current - Capital Projects/Mortg								342,401	1,902,183		890,625	3,135,209		3,135,209
352 Long-term Debt, Net of Current - Operating Borrowings									368,800			368,800		368,800
353 Non-current Liabilities - Other									623,895			677,228		677,228
354 Accrued Compensated Absences - Non Current	5,942	3,793	1,811	11,546	2,205	18,564	132	19,395	747		54,770	107,359		107,359
355 Loan Liability - Non Current									219,246			219,246		219,246
356 FASB 5 Liabilities														
357 Accrued Pension and OPEB Liabilities	28,859	179,903	117,083	325,845				1,137	4,101		81,959	413,042		413,042
<b>350 Total Non-Current Liabilities</b>	<b>34,801</b>	<b>183,696</b>	<b>118,894</b>	<b>337,391</b>	<b>2,205</b>	<b>71,897</b>	<b>132</b>	<b>986,828</b>	<b>2,495,077</b>	<b>-</b>	<b>1,027,354</b>	<b>4,920,884</b>	<b>-</b>	<b>4,920,884</b>
<b>300 Total Liabilities</b>	<b>152,661</b>	<b>303,917</b>	<b>211,623</b>	<b>668,201</b>	<b>53,963</b>	<b>193,563</b>	<b>15,632</b>	<b>3,155,279</b>	<b>5,423,249</b>	<b>-</b>	<b>2,050,828</b>	<b>11,560,715</b>	<b>(1,352,613)</b>	<b>10,208,102</b>
508.4 Net Investment in Capital Assets	1,029,866	3,666,314	6,165,980	10,862,160		32,717	126,597	634,629	(254,131)		2,326,897	13,728,869		13,728,869
511.4 Restricted Net Position	55,924	54,966	45,815	156,705		330,488	56,837	269,945	169,848		2,520	986,343		986,343
512.4 Unrestricted Net Position	464,314	624,301	410,050	1,498,665	(7,217)	671,007	58,725	(321,976)	(591,190)		(714,054)	593,960		593,960
<b>513 Total Equity - Net Assets / Position</b>	<b>1,550,104</b>	<b>4,345,581</b>	<b>6,621,845</b>	<b>12,517,530</b>	<b>(7,217)</b>	<b>1,034,212</b>	<b>242,159</b>	<b>582,598</b>	<b>(675,473)</b>	<b>-</b>	<b>1,615,363</b>	<b>15,309,172</b>	<b>-</b>	<b>15,309,172</b>
<b>600 Total Liab., Def. Inflow of Res., and Equity - Net Asset</b>	<b>1,702,765</b>	<b>4,649,498</b>	<b>6,833,468</b>	<b>13,185,731</b>	<b>46,746</b>	<b>1,227,775</b>	<b>257,791</b>	<b>3,737,877</b>	<b>4,747,776</b>	<b>-</b>	<b>3,666,191</b>	<b>26,869,887</b>	<b>(1,352,613)</b>	<b>25,517,274</b>
<b>Project Revenue and Expense Summary</b>														
70300 Net Tenant Rental Revenue	591,680	643,905	476,630	1,712,215			37,620		719,072		30,713	2,499,620		2,499,620
70400 Tenant Revenue - Other	16,660	17,830	6,649	41,139			54		1,492			42,685		42,685
<b>70500 Total Tenant Revenue</b>	<b>608,340</b>	<b>661,735</b>	<b>483,279</b>	<b>1,753,354</b>	<b>-</b>	<b>-</b>	<b>37,674</b>	<b>-</b>	<b>720,564</b>	<b>-</b>	<b>30,713</b>	<b>2,542,305</b>	<b>-</b>	<b>2,542,305</b>
70600 HUD PHA Operating Grants	427,437	515,063	301,220	1,243,720	46,746	12,351,967					33,067	13,675,500		13,675,500
70610 Capital Grants	12,447	745,532		757,979							190,411	948,390		948,390
70710 Management Fee											665,700	665,700	(665,700)	-
70720 Asset Management Fee											51,720	51,720	(51,720)	-
70730 Book Keeping Fee											177,060	177,060	(177,060)	-
70740 Front Line Service Fee											419,411	419,411	(419,411)	-
70750 Other Fees											239,618	239,618	(60,188)	179,430
<b>70700 Total Fee Revenue</b>											<b>1,553,509</b>	<b>1,553,509</b>	<b>(1,374,079)</b>	<b>179,430</b>
70800 Other Government Grants								1,348,293	7,105			1,355,398		1,355,398
71100 Investment Income - Unrestricted	468	232	155	855		1,355	255		397		697	3,559		3,559
71200 Mortgage Interest Income														
71300 Proceeds from Disposition of Assets Held for Sale														
71310 Cost of Sale of Assets														
71400 Fraud Recovery									14,892			14,892		14,892
71500 Other Revenue	17,191	7,334	2,680	27,205		169,612		123,806	121,066		180,143	621,832		621,832
71600 Gain or Loss on Sale of Capital Assets														
72000 Investment Income - Restricted							763		822			1,585		1,585
<b>70000 Total Revenue</b>	<b>1,065,883</b>	<b>1,929,896</b>	<b>787,334</b>	<b>3,783,113</b>	<b>46,746</b>	<b>12,538,589</b>	<b>37,929</b>	<b>1,472,921</b>	<b>849,132</b>	<b>-</b>	<b>1,988,540</b>	<b>20,716,970</b>	<b>(1,374,079)</b>	<b>19,342,891</b>
91100 Administrative Salaries	63,839	63,561	57,629	185,029	3,072	239,823	1,283	56,980	49,646		635,230	1,171,063		1,171,063
91200 Auditing Fees	10,000	10,000	10,000	30,000		15,900		4,000	8,750		6,750	65,400		65,400
91300 Management Fee	104,896	243,059	95,841	443,796		221,904					665,700	665,700	(665,700)	-
91310 Book-keeping Fee	13,553	12,435	12,383	38,371		138,690					177,061	177,061	(177,060)	1
91400 Advertising and Marketing	1,075	1,076	1,156	3,307		2,371					5,678	5,678		5,678
91500 Employee Benefit contributions - Administrative	58,259	63,533	52,177	173,969	8,561	197,445	709	70,760	30,182		325,568	807,194		807,194
91600 Office Expenses	46,340	46,288	48,029	140,657	2,352	101,011	5,275	226,370	61,579		78,848	616,092	(60,188)	555,904
91700 Legal Expense	5,740	4,587	6,747	17,074				137			50,769	67,980		67,980
91800 Travel	1,060	1,321	1,963	4,344	588	2,480					15,848	23,260		23,260
91810 Allocated Overhead														
91900 Other							852	221				1,073		1,073
<b>91000 Total Operating - Administrative</b>	<b>304,762</b>	<b>445,860</b>	<b>285,925</b>	<b>1,036,547</b>	<b>14,573</b>	<b>919,624</b>	<b>8,119</b>	<b>358,468</b>	<b>150,157</b>	<b>-</b>	<b>1,113,013</b>	<b>3,600,501</b>	<b>(902,948)</b>	<b>2,697,553</b>
92000 Asset Management Fee	18,240	16,800	16,680	51,720							51,720	51,720	(51,720)	-
92100 Tenant Services - Salaries	14,249	17,306	21,859	53,414	21,935	14,608						89,957		89,957
92200 Relocation Costs														
92300 Employee Benefit Contributions - Tenant Services	2,644	3,261	3,653	9,558	12,974	10,401						32,933		32,933
92400 Tenant Services - Other	5,737	1,624	468	7,829		5,000						12,829		12,829
<b>92500 Total Tenant Services</b>	<b>22,630</b>	<b>22,191</b>	<b>25,980</b>	<b>70,801</b>	<b>34,909</b>	<b>30,009</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>135,719</b>	<b>-</b>	<b>135,719</b>
93100 Water	89,075	40,055	33,778	162,908			5,252	105,698	40,105		2,362	316,325		316,325
93200 Electricity	27,715	30,639	26,706	85,060				118,462	10,778		20,834	235,134		235,134

Housing Authority of the County of Yolo (CA044)

Project Balance Sheet Summary

FOR STATE TAB THEN COPY PASTE TO EXCEL AND THE TAB

	CA044000001	CA044000002	CA044000003	Project Total	14.870 Resident Opportunity and Supportive	14.871 Housing Choice Vouchers	10.427 Rural Rental Assistance	2 State/Local	1 Business Activities	6.2 Component Unit - Blended	COCC	Subtotal	ELIM	Total
93300 Gas	81	1,395	4,967	6,443				55,715	41,956		1,362	105,476		105,476
93400 Fuel														
93500 Labor														
93600 Sewer	43,103	157,865	39,511	240,479			5,516	99,215	30,430		366	376,006		376,006
93700 Employee Benefit Contributions - Utilities														
93800 Other Utilities Expense	273			273				227				500		500
<b>93000 Total Utilities</b>	<b>160,247</b>	<b>229,954</b>	<b>104,962</b>	<b>495,163</b>	-	-	<b>10,768</b>	<b>379,317</b>	<b>123,269</b>	-	<b>24,924</b>	<b>1,033,441</b>	-	<b>1,033,441</b>
94100 Ordinary Maintenance and Operations - Labor	7,216	3,315	3,394	13,925			1,501	188,732	16,627		187,216	408,001		408,001
94200 Ordinary Maintenance and Operations - Materials and	57,364	49,182	36,022	142,568		1,027		17,329	23,736		6,247	190,907		190,907
94300 Ordinary Maintenance and Operations Contracts	256,366	271,923	140,101	668,390		291	5,609	76,063	124,850		68,745	943,948	(419,411)	524,537
94500 Employee Benefit Contributions - Ordinary Maintenan	3,070	789	1,304	5,163				136,054			91,361	232,578		232,578
<b>94000 Total Maintenance</b>	<b>324,016</b>	<b>325,209</b>	<b>180,821</b>	<b>830,046</b>	-	<b>1,318</b>	<b>7,110</b>	<b>418,178</b>	<b>165,213</b>	-	<b>353,569</b>	<b>1,775,434</b>	<b>(419,411)</b>	<b>1,356,023</b>
95100 Protective Services - Labor														
95200 Protective Services - Other Contract Costs	750	672	1,158	2,580				2,006	624		10,326	15,536		15,536
95300 Protective Services - Other														
95500 Employee Benefit Contributions - Protective Services														
<b>95000 Total Protective Services</b>	<b>750</b>	<b>672</b>	<b>1,158</b>	<b>2,580</b>	-	-	-	<b>2,006</b>	<b>624</b>	-	<b>10,326</b>	<b>15,536</b>	-	<b>15,536</b>
96110 Property Insurance	18,755	15,903	47,338	81,996			1,081	83,217	13,140		2,284	181,718		181,718
96120 Liability Insurance	3,780	3,459	3,284	10,523		5,936	323	9,219	6,050		206	32,257		32,257
96130 Workmen's Compensation	2,897	2,507	7,821	166	4,456	96	19,647	7,657	37,116		37,116	76,959		76,959
96140 All Other Insurance	4,702	229	278	5,209		1,113		4,841			7,514	18,677		18,677
<b>96100 Total insurance Premiums</b>	<b>30,134</b>	<b>22,098</b>	<b>53,317</b>	<b>105,549</b>	<b>166</b>	<b>11,505</b>	<b>1,500</b>	<b>116,924</b>	<b>26,847</b>	-	<b>47,120</b>	<b>309,611</b>	-	<b>309,611</b>
96200 Other General Expenses	29,744	7,044	10,329	47,117		26,496	4,543		13,997		48,811	140,964		140,964
96210 Compensated Absences	11,702	9,841	3,744	4,315	45,223	260	28,242		1,675		87,159	192,161		192,161
96300 Payments in Lieu of Taxes	56,736	61,368	45,060	163,164					16,747			179,911		179,911
96400 Bad debt - Tenant Rents	2,735	5,907		8,642				6,759	2,877			18,278		18,278
96500 Bad debt - Mortgages														
96600 Bad debt - Other														
96800 Severance Expense														
<b>96000 Total Other General Expenses</b>	<b>100,917</b>	<b>84,160</b>	<b>59,133</b>	<b>244,210</b>	<b>4,315</b>	<b>71,719</b>	<b>4,803</b>	<b>35,001</b>	<b>35,296</b>	-	<b>135,970</b>	<b>531,314</b>	-	<b>531,314</b>
96710 Interest of Mortgage (or Bonds) Payable								148,399	151,178			299,577		299,577
96720 Interest on Notes Payable (Short and Long Term)											24,671	24,671		24,671
96730 Amortization of Bond Issue Costs														
<b>96700 Total Interest Expense and Amortization Cost</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>148,399</b>	<b>151,178</b>	-	<b>24,671</b>	<b>324,248</b>	-	<b>324,248</b>
<b>96900 Total Operating Expenses</b>	<b>961,696</b>	<b>1,146,944</b>	<b>727,976</b>	<b>2,836,616</b>	<b>53,963</b>	<b>1,034,175</b>	<b>32,300</b>	<b>1,458,293</b>	<b>652,584</b>	-	<b>1,709,593</b>	<b>7,777,524</b>	<b>(1,374,079)</b>	<b>6,403,445</b>
<b>97000 Excess of Operating Revenue over Operating Expe</b>	<b>104,187</b>	<b>782,952</b>	<b>59,358</b>	<b>946,497</b>	<b>(7,217)</b>	<b>11,504,414</b>	<b>5,629</b>	<b>14,628</b>	<b>196,548</b>	-	<b>278,947</b>	<b>12,939,446</b>	-	<b>12,939,446</b>
97100 Extraordinary Maintenance								114,329				114,329		114,329
97200 Casualty Losses - Non-capitalized														
97300 Housing Assistance Payments						11,116,047						11,116,047		11,116,047
97350 HAP Portability-In						156,265						156,265		156,265
97400 Depreciation Expense	173,826	248,321	242,330	664,477		11,636	12,108	18,544	108,756		191,825	1,007,346		1,007,346
97500 Fraud Losses														
97800 Dwelling Units Rent Expense														
<b>99000 Total Expenses</b>	<b>1,135,522</b>	<b>1,395,265</b>	<b>970,306</b>	<b>3,501,093</b>	<b>53,963</b>	<b>12,318,123</b>	<b>44,408</b>	<b>1,591,166</b>	<b>761,340</b>	-	<b>1,901,418</b>	<b>20,171,511</b>	<b>(1,374,079)</b>	<b>18,797,432</b>
10010 Operating Transfer In	12,447	14,054		26,501							190,411	216,912		216,912
10020 Operating transfer Out	(12,447)	(14,054)		(26,501)							(190,411)	(216,912)		(216,912)
10030 Operating Transfers from/to Primary Government														
10040 Operating Transfers from/to Component Unit														
10050 Proceeds from Notes, Loans and Bonds														
10060 Proceeds from Property Sales														
10070 Extraordinary Items, Net Gain/Loss														
<b>10100 Total Other financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	<b>-</b>	<b>-</b>	-	<b>-</b>
<b>10000 Excess (Deficiency) of Total Revenue Over (Under</b>	<b>(69,639)</b>	<b>534,631</b>	<b>(182,972)</b>	<b>282,020</b>	<b>(7,217)</b>	<b>220,466</b>	<b>(6,479)</b>	<b>(118,245)</b>	<b>87,792</b>	-	<b>87,122</b>	<b>545,459</b>	-	<b>545,459</b>
11020 Required Annual Debt Principal Payments								2,780	57,822		66,000	126,602		126,602
11030 Beginning Equity	1,619,743	3,810,950	6,804,817	12,235,510		813,746	248,638	1,316,397	(74,738)		1,528,241	16,067,794		16,067,794
11040 Prior Period Adjustments, Equity Transfers and Corre								(615,554)	(688,527)			(1,304,081)		(1,304,081)

Housing Authority of the County of Yolo (CA044)

Project Balance Sheet Summary

DUPLICATE TAB THEN COPY PASTE TO EXCEL AND THE TAB

	CA044000001	CA044000002	CA044000003	Project Total	14,870 Resident Opportunity and Supportive	14,871 Housing Choice Vouchers	10,427 Rural Rental Assistance	2 State/Local	1 Business Activities	6.2 Component Unit - Blended	COCC	Subtotal	ELIM	Total
11170 Administrative Fee Equity						703,724						703,724		703,724
11180 Housing Assistance Payments Equity						330,488						330,488		330,488
11190 Unit Months Available	1824	1680	1668	5172	0	20724	84	1612	1140		12	28744		28744
11210 Number of Unit Months Leased	1806	1658	1651	5115	0	18304	80	1515	1112		12	26138		26138
11270 Excess Cash	406,338	767,029	496,318	1,669,685								1,669,685		1,669,685
11610 Land Purchases	-	-	-	-								-		-
11620 Building Purchases	-	-	-	-								-		-
11630 Furniture & Equipment - Dwelling Purchases	-	-	-	-								-		-
11640 Furniture & Equipment - Administrative Purchases	-	-	-	-							8,148	8,148		8,148
11650 Leasehold Improvements Purchases	-	-	-	-								-		-
11660 Infrastructure Purchases	-	832,767	-	832,767								832,767		832,767
13510 CFFP Debt Service Payments	-	-	-	-							167,904	167,904		167,904
13901 Replacement Housing Factor Funds	-	-	-	-								-		-

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Review and Approve Resolution to Amend the Payment Standards for the Housing Choice Voucher Program (Jimenez-Perez and Holt)

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**Attachments**

Staff Report

Att. A. Resolution

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**Form Review**

Form Started By: Julie Dachtler

Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:27 PM



# Yolo County Housing

**Lisa A Baker, Chief Executive Officer**  
147 W Main Street  
Woodland, CA 95695

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

**DATE:** October 23, 2014  
**TO:** YCH Housing Commission  
**FROM:** Lisa Baker, CEO  
**PREPARED BY:** Irma Jiménez-Pérez, Housing Assistance Supervisor  
**SUBJECT:** **Review and Approve Resolution to Amend the Payment Standards used for the YCH Housing Choice Voucher Program**

## **RECOMMENDED ACTIONS:**

1. Adopt the Resolution Amending the Payment Standard for the Housing Choice Voucher Program
2. Authorize the CEO to implement new Payment Standards Effective December 1, 2014

## **BACKGROUND / DISCUSSION:**

Yolo County Housing (YCH) must establish a Payment Standard schedule to calculate the monthly housing assistance payment sent to landlords on behalf of families participating in the Housing Choice Voucher (HCV) program. HUD publishes the Fair Market Rents for each market area in the United States. Part 982.503 of Title 24 of the Code of Federal Regulations (24 CFR) requires housing agencies adopt a payment standard for each Fair Market Rent (FMR) area in the agency's jurisdiction for each unit size (the unit size is measured by the number of bedrooms). The payment standard amount must be established at any level between 90 percent and 110 percent of the published FMR for that unit size. A single payment standard may be established for the whole FMR area of YCH's jurisdiction or a separate payment standard may be established for each designated part of the FMR area.

YCH created two separate payment standards in October 2007, with approval from the Board of Commissioners. One payment standard was created for the area covered by the City of Davis, and one for the rest of cities in Yolo County. In July 2013, due to

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budget cuts and as a cost savings measure, YCH with approval from the Housing Commission set the payment standards for all bedroom sizes and all areas in the county at 90% of the FMR. Families are severely impacted in finding and keeping housing in the City of Davis at this price point, while families elsewhere in the County can still find reasonably priced rentals.

HUD published FY 2015 FMR. The proposed FMR for zero-bedroom units remains the same as in FY 2014. The proposed FMR for one, two, three, four and five-bedroom units has increased by \$1, and by \$2 for six-bedroom units. This slight increase has left YCH's payment standard for all bedroom sizes, except zero-bedroom units, below 90% of the FMR.

The proposed payment standards were calculated taking into consideration the current contract rents charged by landlords to families participating in the HCV program, especially in the cost impacted City of Davis. Based on this analysis, while trying to impact as few families as possible, and considering other factors that may adversely change the funding received from HUD in the near future, YCH proposes to establish the payment standard as follows:

**All Areas of Yolo County Except the City of Davis:**

Efficiency (Zero-Bedroom)	95% of FMR
One-Bedroom Units	95% of FMR
Two- Bedroom Units	90% of FMR
Three-Bedroom Units	90% of FMR
Four-Bedroom Units	90% of FMR
Five-Bedroom Units	90% of FMR
Six-Bedroom Units	90% of FMR

**City of Davis:**

Efficiency (Zero-Bedroom)	100% of FMR
One-Bedroom Units	100% of FMR
Two- Bedroom Units	100% of FMR
Three-Bedroom Units	100% of FMR
Four-Bedroom Units	100% of FMR
Five-Bedroom Units	100% of FMR
Six-Bedroom Units at:	100% of FMR

**The following tables demonstrate the 2015 Proposed FMR and the proposed new payment standards:**

**Yolo, CA HUD Metro FMR Area by Unit Bedrooms effective 10/1/2014**

Bedroom Size	0	1	2	3	4	5	6
FMR	\$757	\$818	\$1105	\$1628	\$1899	\$2184	\$2469

**FY 2015 Proposed Payment Standards effective 12/1/2014**

<b>Bedroom Size</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>City of Davis</b>	<b>757</b>	<b>818</b>	<b>1105</b>	<b>1628</b>	<b>1899</b>	<b>2184</b>	<b>2469</b>
<b>All Other Areas</b>	<b>719</b>	<b>777</b>	<b>995</b>	<b>1466</b>	<b>1710</b>	<b>1966</b>	<b>2223</b>

**The following tables show the 2014 FMR and current YCH payment standards:**

**Yolo, CA HUD Metro Area 2014 FMR effective 10/1/2013**

<b>Bedroom Size</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>FMR</b>	<b>757</b>	<b>817</b>	<b>1104</b>	<b>1627</b>	<b>1898</b>	<b>2183</b>	<b>2467</b>

**Payment Standards effective 12/1/2013**

<b>Bedroom Size</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>All County Areas</b>	<b>682</b>	<b>736</b>	<b>994</b>	<b>1465</b>	<b>1709</b>	<b>1965</b>	<b>2221</b>

YCH is required to perform a rent reasonable test to ensure HCV participants are not charged a higher rent than other tenants who are not participating in the HCV program. YCH engages in negotiation of the rent amount with the landlord to request it to be lowered to a reasonable amount when the rent is determined too high.

**FISCAL IMPACT:**

YCH has an Annual Contribution Contract with HUD to lease up to 1,727 vouchers; the current funding supports assistance for approximately 1,620 housing assistance payment contracts.

**CONCLUSION:**

Staff recommends that the Housing Commission approve the recommended action.

**Attachment:** Resolution

**YOLO COUNTY HOUSING  
RESOLUTION NO. 14-**

**(Resolution regarding Updates to the Payment Standard for the Housing Choice Voucher  
Program in Accordance with Federal Regulations)**

**WHEREAS**, the U.S. Department of Housing and Urban Development (“HUD”) requires public housing authorities to adopt a payment standard for each Fair Market Rent (FMR) area in the agency’s jurisdiction for each unit size; and

**WHEREAS**, the new payment standards must be applied at the first annual re-examination following the change of the payment standard amount, unless the use of decreased payment standard results in a decrease of the Housing Assistance Payment made on behalf of the family. In this case, the decreased payment standard will be applied at the family’s second annual re-examination, or if they move to a new unit within the first year; and

**WHEREAS**, the Housing Commission of the Housing Authority of the County of Yolo (informally known as Yolo County Housing) has determined that an adjustment that increase the payment standards, for all unit sizes, will be effective December 1, 2014; and

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND** by the Housing Commission of the Housing Authority of the County of Yolo adopts payment standard adjustments to be effective December 1, 2014, as outlined in the payment standard staff report of October 28, 2014.

**PASSED AND ADOPTED**, by the Housing Commission of the Housing Authority of the County of Yolo, State of California, this 23<sup>rd</sup> day of October, 2014 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Cecilia Aguiar-Curry, Chair  
Housing Commission of the  
Housing Authority of the County of Yolo

Approved as to Form:

By \_\_\_\_\_  
Sonia Cortes, Agency Counsel

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

By \_\_\_\_\_

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Review and Approve Participation in the “Bridge to Housing” Pilot Program and Authorize the CEO to Negotiate Terms and Execute Master Leases Upon Funding by Partners (Baker and Holt)

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**Attachments**

Staff Report

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:28 PM



## ***Yolo County Housing***

Main Office: 147 W. Main Street, Woodland, Ca 95695

Woodland: (530) 662-5428

Sacramento: (916) 444-8982

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

**DATE:** October 23, 2014  
**TO:** YCH Housing Commission  
**FROM:** Lisa A. Baker, Chief Executive Officer  
**PREPARED BY:** Janis Holt, General Managing Director  
**SUBJECT:** **REVIEW AND APPROVE PARTICIPATION IN THE “BRIDGE TO HOUSING” PILOT PROGRAM AND AUTHORIZE THE CEO TO NEGOTIATE TERMS AND EXECUTE MASTER LEASES UPON FUNDING BY ITS PARTNERS.**

### **RECOMMENDED ACTIONS:**

That the Housing Commission approve Yolo County Housing’s participation in the “Bridge to Housing” Pilot Program and authorize the CEO to negotiate terms and execute master leases upon funding by its partners.

### **BACKGROUND / DISCUSSION**

#### ***Overview***

Through partnerships with the City of West Sacramento, the County of Yolo, Legal Services of Northern California and local non-profits, the “Bridge to Housing” Pilot Program is proposed to provide “housing first” services to individuals and families being displaced by government action along the North Levee area of West Sacramento.

#### ***Background/Discussion***

An organized group of representatives from public and non-profit agencies joined together to brainstorm an effective approach to the displacement of chronically homeless individuals and families being displaced by government action. Three sub groups were formed to develop strategic plans to assist these families through displacement, transitional housing with supportive services and permanent housing.

1. An **Assessment Team** was assigned to document the affected population where 71 individuals were identified.
2. A **Housing Team** was formed to develop a plan for temporary housing.
3. An **Operational Team** was to plan for the eventual removal and clearing of the property.

The Housing Team which consists of the City of West Sacramento, the County of Yolo and YCH will focus on the “Housing First” model. The goal of “Bridge to Housing” is to attempt to

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implement this best practices model of providing shelter to homeless individuals while they are being assessed for permanent supportive housing and processed for social services. In this project, it is proposed that displaced individuals and families will be relocated temporarily to a motel for up to 120 days.

Through funds provided by the City of West Sacramento and the County of Yolo, it is proposed that YCH:

1. Lease a motel for between 60 and 120 days for the provision of temporary transitional housing, and
2. Provide on-site management, and
3. Provide house rules and other property management tools to the project.

Staff has identified an on-site management team with multiple years of emergency shelter experience, three years property tenant liaison experience, and a background in law enforcement. During evening hours, an on-site volunteer tenant liaison will be utilized (same as in YCH public housing) and will receive a stipend for his/her services.

During the transitional housing phase, individuals will receive additional services from Animal Control, Department of Social Services, Alcohol, Drug and Mental Health as well as nonprofit organizations, including United Christian Centers and the Mercy Coalition.

Budget for this project will include funding for on-site management staff, stipends, and administrative overhead.

The City of West Sacramento has issued a Request for Proposals to interested local motel operators. Proposals will be reviewed by the City and YCH for selection of the transitional housing location.

### **FISCAL IMPACT**

There should be no financial impact to the current budget. Funding through the County of Yolo and City of West Sacramento will cover the costs associated with the Bridge to Housing Pilot Program.

### **CONCLUSION**

Staff recommends the participation of YCH in the Bridge to Housing Pilot Program and that the Housing Commission authorizes the CEO to execute leases for transitional housing upon funding from its partners.

**Yolo County Housing**

**Meeting Date:** 10/23/2014

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**Information**

**SUBJECT**

Review, Approve and Authorize Opening the Housing Choice Voucher Wait List by Direct Referral Only and the Assignment of Points to the Displaced by Government Action Preference (Jimenez-Perez and Holt)

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**Attachments**

Staff Report

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**Form Review**

Form Started By: Julie Dachtler  
Final Approval Date: 10/17/2014

Started On: 10/17/2014 03:29 PM



## **Yolo County Housing**

Main Office: 147 W. Main Street, Woodland, Ca 95695

Woodland: (530) 662-5428

Sacramento: (916) 444-8982

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

**DATE:** October 23, 2014  
**TO:** YCH Housing Commission  
**FROM:** Lisa A. Baker, Chief Executive Officer  
**PREPARED BY:** Janis Holt, General Managing Director  
Irma Jiménez-Pérez, Housing Assistance Supervisor  
**SUBJECT:** **REVIEW, APPROVE AND AUTHORIZE OPENING THE HOUSING CHOICE VOUCHER WAIT LIST BY DIRECT REFERRAL ONLY, AND THE ASSIGNMENT OF POINTS TO THE DISPLACED BY GOVERNMENT ACTION PREFERENCE**

### **RECOMMENDED ACTIONS:**

That the Housing Commission:

1. Review the proposed methodology for opening the Housing Choice Voucher wait list by direct referral only, and
2. Approve the assignment of two points to the Displaced by Government Action preference approved by YCH Board of Commissioners on April 14, 2011, and
3. Authorize the CEO to open the Housing Choice Voucher Wait List by direct referral only.

### **BACKGROUND / DISCUSSION**

#### ***Overview***

YCH must have policies regarding various aspects of organizing and managing the Housing Choice Voucher wait list for applicant families. This includes:

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

In addition, the U.S. Department of Housing and Urban Development (HUD) imposes additional statutory and regulatory requirements on how YCH may structure its wait list and how families must be treated if they apply for assistance from YCH in more than

one assisted housing program. Both the federal and YCH specific requirements are included in the YCH Administrative Plan.

Under the law, if the wait list has been closed, it cannot be reopened until YCH publishes a notice in local media, including newspapers of general circulation. As part of Fair Housing requirements, YCH must also use other media, including minority media, to reach populations that are underserved or difficult to reach.

### ***Background/Discussion***

YCH last opened its HCV Wait List in March, 2007 and May, 2011. On June 10, 2013, the HUD published guidance on housing individuals and families experiencing homelessness through the Public Housing and/or Housing Choice Voucher (HCV) programs in notice PIH 2013-15 (HA). The purpose of the notice is to provide strategies that Public Housing Agencies can pursue to expand housing opportunities for those individuals and families. This guidance is provided focusing on the goals of the U.S. Interagency Council of Homelessness (USICH) to end chronic homelessness by 2015; prevent and end homelessness among Veterans by 2015; prevent and end homelessness for families, youth and children by 2020; and, set a path to ending all types of homelessness.

On April 14, 2011, the YCH Board of Commissioners approved the change of the Administrative Plan to add the language of “involuntarily displaced” to the list of preferences. Currently there are four preferences: (1) Residency, (2) Working/Elderly/Disabled, (3) U.S. Veteran Discharged with Honors, and (4) Involuntarily Displaced.

### ***Opening the Wait List***

Staff recommends that the Housing Commission authorize the Chief Executive Officer to open the wait list, by direct referral only, for those displaced by government action, including designation by a local government of non-habitability. Direct referral must be made by a local government or code enforcement entity that can verify the displacement.

Opening the list for “displaced by government action” will allow those cities or the County with displacement to assist households in these extreme situations. In addition, this will also allow YCH participation in the West Sacramento “Bridge to Housing” Pilot Program. Staff has been working with the City of West Sacramento and with the County to assist with finding housing options for the long-term chronic homeless on the Sacramento River who are being displaced by government action due to the environmental and habitability issues at the existing site. In addition to the City and the County, United Christian Centers, Animal Control, and many other non-profit providers are working together in a new Housing First model in this pilot project.

Reopening the list includes the publication of notices as outlined above. The notices must comply with HUD fair housing requirements and must specify who may apply, and where and when applications will be received. The notice will be published, if the Commission approves the opening of the wait list, prior to the date applications will first be accepted.

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***Approve the Assignment of Two Points to the Displaced by Government Action Preference***

Currently, the Administrative Plan is silent on the number of points for this preference. In order to have clarity and to be sure that the displacement preference performs as intended to help those who are displaced by government action, staff recommends that the Housing Commission approves the assignment of two points to individuals or families who meet this criteria.

**FISCAL IMPACT**

There are costs that are unknown at this time for media outreach and publication, as well as staff time that will be accrued to this project. Funds are currently budgeted to meet these needs.

**CONCLUSION**

Staff is proposing a request to provide authorization to open its Housing Choice Voucher wait list by direct referral only and to assign two points to the involuntarily displaced preference.