



NOTICE OF REGULAR MEETING
**Sacramento Housing and
Redevelopment Commission**
TELECONFERENCE MEETING ONLY
Wednesday, July 15, 2020 – 6:00 pm
801 12th Street Commission Room
Sacramento CA

The July 15, 2020 Sacramento Housing and Redevelopment Commission meeting will be broadcast live on YouTube. To view the meeting please visit:

https://youtu.be/Nxk_g1ySoF4

Members of the public who wish to make comments can do so in a variety of ways including:

1. Email comments to publiccomments@shra.org which will be read into the record by the Clerk during the meeting.
2. Join by phone: For higher quality, select an area code closest to your current location - the underlined phone number is nearest to Sacramento:
Dial: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or
Toll Free Phone Numbers: 833 548 0276 or 833 548 0282 or 877 853 5257 or 888 475 4499. **Use Webinar ID: 859 5249 2540, Password: 204329.** Once you have joined the meeting you will be placed in the waiting room and prompted to use the "raise hand" feature in Zoom in order to speak on a specific agenda item. Please contact the Agency Clerk's office at 916-440-1363, if you have questions about this procedure.

Meetings of the Sacramento Housing and Redevelopment Commission are closed to the public until further notice in compliance with state guidelines on social distancing, in accordance with the Brown Act, (as currently in effect under the State Emergency Services Act), the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020. These measures facilitate participation by members of the Commission, Staff, and the public and allow meetings to be conducted by teleconference, videoconference, or both.

The Sacramento Housing and Redevelopment Agency (SHRA), in compliance with the Americans with Disabilities Act (ADA), requests that individuals who require special accommodations to access and/or participate in SHRA Commission meetings to please contact the office at (916) 440-1363 at least 24 hours before the scheduled meeting to ensure that assistance can be provided if needed.

ROLL CALL

APPROVAL OF AGENDA

CITIZENS COMMENTS

While the Commission welcomes and encourages participation in the Commission meetings, please limit your comments to three minutes, so that everyone may be heard. SHRA provides opportunities for the public to address the Commission at this time in order to listen to opinions regarding non-agendized matters within the subject matter jurisdiction of SHRA. Consistent with the Brown Act, the public comment periods on the agenda are not intended to be "question and answer" periods or conversations with Commission members. Members of the public with questions are encouraged to contact staff before or after the meeting. Commission attendees are requested to silence any electronic devices that they have in their possession during the meeting. Members of the public wishing to provide comment should either email comments to publiccomments@shra.org or use one of the methods to join the meeting as outlined above.

APPROVAL OF MINUTES – May 20, 2020 and June 17, 2020.

PUBLIC HEARING

1. 2020 Mid-Year Revision for the Housing Authority of the City and County of Sacramento to the Public Housing Agency Annual Plan, Admissions and Continued Occupancy Policy, and Administrative Plan

BUSINESS/DISCUSSION

2. 2021 Sacramento Housing and Redevelopment Agency Proposed Budget – City Report
3. 2021 Sacramento Housing and Redevelopment Agency Proposed Budget – County Report
4. Villa Jardin and Coral Gables Tax Equity and Fiscal Responsibility Act Hearing, and Approval of Tax-Exempt Bonds, Predevelopment Loan, Loan Commitment, Assignment and Assumption Commitments, and Disposition and Development Agreement

EXECUTIVE DIRECTOR REPORT

COMMISSION CHAIR REPORT

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

ADJOURNMENT

REPORTS: Copies of documents relating to agenda items are available for review online at www.shra.org. If you need assistance with locating reports or would like to request copies contact the Agency Clerk at 916-440-1363.



MINUTES
Sacramento Housing and Redevelopment Commission (SHRC)
Regular Meeting
June 17, 2020
Meeting noticed on June 12, 2020

ROLL CALL

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:04 p.m. by Chair Morgan. Note that meeting was held via teleconference following the Governor's executive order during the coronavirus pandemic.

MEMBERS PRESENT: Alcalay, Boyd (arrived 6:20pm), Morgan, Nunley, Osmany, Staajabu, Starks, Woo

MEMBERS ABSENT: Griffin (two vacancies)

STAFF PRESENT: La Shelle Dozier, Brad Nakano, Mark Hamilton, James Shields, Christine Weichert, Ahmad Halimi, Lira Goff, Vickie Smith, Sarah Thomas, Celia Yniguez, Jerry Graber, Tyrone Roderick Williams, MaryLiz Paulson and Cheyenne Caraway.

APPROVAL OF AGENDA

The Agenda was approved as submitted, without objection.

CITIZENS COMMENTS

None.

APPROVAL OF MINUTES – The March 4, 2020 and April 15, 2020 minutes were approved.

DISCUSSION/BUSINESS

1. Authorization to Submit 2020 State Emergency Solutions Grant Program (ESG Program) and 2020 ESG-Coronavirus (CV) Applications to the California Department of Housing and Community Development (HCD) and Amend the Sacramento Housing and Redevelopment Agency (SHRA) Budget

5. Implementation of the Meadowview Navigation Shelter

Sarah O'Daniel presented the item.

Commissioner Woo motioned to approve the staff recommendation for the item listed above. Commissioner Starks seconded the motion. The votes were as follows:

AYES: Boyd, Morgan, Nunley, Osmany, Staajabu, Starks, Woo

NOES: None

ABSENT: Griffin

ABSTAIN: None

Not present to vote: Alcalay

PRESENTATIONS

6. Sacramento Housing and Redevelopment Agency 2020 Budget Overview- City Report

7. Sacramento Housing and Redevelopment Agency 2020 Budget Overview- City Report

Items 6 and 7 were heard together. Susana Jackson presented the item.

EXECUTIVE DIRECTOR'S REPORT

Executive Director La Shelle Dozier reviewed the following:

- Next meeting will be July 15, 2020.
- Introduced and welcomed new Commissioner Woo
- Update on Commissioner Griffin

COMMISSION CHAIR REPORT

Chair Morgan welcomed Commissioner Woo.

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Commissioner Starks asked if there was anything we could do to show our appreciation to Commissioner Griffin. Chair Morgan indicated he would follow up with staff and discuss with the group soon.



MINUTES
Sacramento Housing and Redevelopment Commission (SHRC)
Regular Meeting
May 20, 2020
Meeting noticed on May 15, 2020

ROLL CALL

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:03 p.m. by Chair Morgan. Note that meeting was held via teleconference following the Governor's executive order during the coronavirus pandemic.

MEMBERS PRESENT: Alcalay, Boyd, Morgan, Nunley, Osmany, Staajabu, Starks

MEMBERS ABSENT: Griffin (three vacancies)

STAFF PRESENT: La Shelle Dozier, Brad Nakano, Mark Hamilton, James Shields, Christine Weichert, MaryLiz Paulson, Susan Veazy, Ahmad Halimi, Lira Goff, Vickie Smith

APPROVAL OF AGENDA

The Agenda was approved without objection as submitted.

CITIZENS COMMENTS

Jeffery Tardaguila submitted a comment regarding the upcoming June 8th Regional Transit meeting which he noted will have impact on SHRA.

APPROVAL OF MINUTES – The April 15, 2020 minutes were not approved.

CONSENT

1. Sacramento Housing and Redevelopment Agency (SHRA) Conflict of Interest Code Amendment - City Report
2. Sacramento Housing and Redevelopment Agency (SHRA) Conflict of Interest Code Amendment - County Report

Items number one and two were heard after item number three in order to accommodate technical difficulties. Commissioner Nunley asked why staff such as Human Resources Analyst were required to fill out a conflict of interest form.

ABSTAIN: None

PRESENTATIONS

5. Capitol Park Hotel Update

MaryLiz Paulson presented the item.

EXECUTIVE DIRECTOR'S REPORT

Executive Director La Shelle Dozier reviewed the following:

- Next meeting will be June 17, 2020.
- Courtyards on the Grove project is now complete and starting lease-up.
- Shasta Hotel Rehabilitation is now complete and 100% leased.
- SHRA still has many staff that telecommuting due to COVID and will be brining staff back into the office slowly.
- Resident Portal will be coming soon.
- Monitors are being placed in pilot communities in an effort to keep residents informed about COVID.

COMMISSION CHAIR REPORT

Chair Morgan commented that the display monitor at Comstock is a great addition and assists in keeping residents informed.

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Commissioner Boyd asked staff to look into complaints regarding the Food for Seniors program. Agency staff will coordinate with City staff and report back.

ADJOURNMENT

As there was no further business to be conducted, Chair Morgan adjourned the meeting at 6:54 pm.

Clerk

July 15, 2020



Sacramento Housing and Redevelopment Commission
Sacramento, California

Honorable Members in Session:

SUBJECT **2020 Mid-Year Revision for the Housing Authority of the City and County of Sacramento to the Public Housing Agency Annual Plan, Admissions and Continued Occupancy Policy, and Administrative Plan – Public Hearing**

RECOMMENDATION

Staff recommends adoption of the attached resolution(s) which: 1) certifies that the required public hearing has been held and comments have been received and considered, 2) approves the *2020 Mid-Year Revision to the Public Housing Agency (PHA) Annual Plan (Plan)*, *Admissions and Continued Occupancy Policy (ACOP)*, and the *Administrative Plan* for the Housing Choice Voucher (HCV) program for the Housing Authority of the County of Sacramento (HACOS), 3) authorizes the Executive Director or her designee to make non-substantive changes to the *Plan*, *ACOP*, and the *Administrative Plan* based on additional public comments, 4) authorizes the Executive Director or her designee to make changes to the *PHA Plan*, *ACOP*, and *Administrative Plan* as directed by the United States Department of Housing and Urban Development (HUD) or as required for compliance with the Quality Housing and Work Responsibility Act of 1998, 5) certifies that the *Plan* is consistent with the *Consolidated Plan* per 24 Code of Federal Regulations (CFR) §903.15, and 6) authorizes the Executive Director or her designee to execute and submit all required documents for the submission and certification of the *2020 Mid-Year Revision to the PHA Annual Plan* to HUD.

CONTACT PERSONS

Maria Avdalas, Management Analyst, 916-449-6201
Cecette Hawkins, Project Manager, 916-449-6218

SUMMARY

This report recommends approval of the *2020 Mid-Year Revision to the PHA Annual Plan (Plan)* (Attachment 1), and the *Administrative Plan for the Housing Choice Voucher program* (Attachment 2) for the Housing Authority of the City and County of Sacramento.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

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BACKGROUND

Applicable federal law and HUD regulations require that each Housing Authority develop and adopt a Five-Year PHA *Plan* and update it on an annual basis. The *PHA Annual Plan* provides detail about Housing Authority programs, services, and general policies. Applicable federal law and HUD regulations allow Housing Authorities to amend or modify their PHA Plans after submitting their *Annual Plans* to HUD by submitting a Mid-Year revision.

HUD regulations require a public outreach process including a 45-day public comment period when there are significant changes made to the *Plan*, *ACOP*, and/or the *Administrative Plan*. Notices were published in local English language and non-English language newspapers providing the location of the draft documents available for review. Notices and documents were also posted on the Agency's website at www.shra.org for review.

After the public comment review period and upon approval by the Commission, the final changes will be made and the documents will be submitted to HUD for review and approval. HUD has 75 days to issue a notification of approval or denial of the revised *Plan*. Once the *Plan* is approved, staff can implement changes immediately.

Staff updated the 2020 *PHA Plan* and the *Administrative Plan* to include significant changes which are detailed below, including:

- Amending the PHA Plan to include updated language in the revised PIH Notice: H-2019-09 PIH-2019-23 (HA), Rental Assistance Demonstration REV-4 – Final Implementation which include changes to the eligibility and selection criteria as well as clarifications of existing instructions.
- Adding language for new voucher funding and the qualifications for the Family Unification Program per HUD definition.
- Updating the Administrative Plan to reflect current regulations.
- Providing an explanation of Enhanced Vouchers.
- Establishing alternative ways to help clients' complete paperwork.
- Establishing a time frame for families to move to an appropriate sized unit when necessary
- Identifying the procedure to request an emergency transfer related to the Violence Against Women Act (VAWA).

Information on all significant changes can be found in the attached *Significant Changes to the 2020 Mid-Year Significant Changes* (Attachment 4).

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FINANCIAL CONSIDERATIONS

The recommended action before the Commission requires no additional funding considerations.

POLICY CONSIDERATIONS

The Housing Authority complies with applicable federal laws and regulations, including the *Quality Housing and Work Responsibility Act of 1998 (QHWRA)*.

ENVIRONMENTAL REVIEW

California Environmental Quality Act (CEQA): The recommended actions are considered administrative and therefore determined not to be a project subject to provisions of CEQA pursuant to 14 California Code of Regulations (CCR) §15378(b).

National Environmental Policy Act (NEPA): The recommended actions are considered administrative and planning activities are therefore determined to be Exempt from NEPA pursuant to 24 CFR §58.34(a)(1) and (3).

M/WBE AND SECTION 3 CONSIDERATIONS

Section 3 and Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding.

Respectfully submitted,


LA SHELLE DOZIER
Executive Director

Attachments

SHRC Resolution

Attachment 1 - 2020 Mid-Year Revision to the PHA Annual Plan – City

Attachment 2 - 2020 Mid-Year Revision to the PHA Annual Plan – County

Attachment 3 - 2020 Administrative Plan for the Housing Choice Voucher Program

Attachment 4 - 2020 Mid-Year Significant Changes

Attachments 1-3 are on file with the Agency Clerk and available at www.shra.org

RESOLUTION NO. SHRC-_____

ADOPTED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION UNDER THE AUTHORITY DELEGATED TO THE COMMISSION PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE, SECTION 33202 BY RESOLUTION NO. RA 81-083 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. RA-83 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981, AND PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 34292 BY RESOLUTION NO. HA 81-098 ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. HA-1497 ADOPTED BY THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981.

ON DATE OF

July 15, 2020

2020 MID-YEAR REVISION TO THE PUBLIC HOUSING AGENCY ANNUAL PLAN FOR THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SACRAMENTO

WHEREAS, the 2020-2024 Consolidated Plan is a planning document that identifies overall housing and community development needs in the City and County of Sacramento, and outlines a strategy to address those needs;

WHEREAS, the proposed 2020 Mid-year Revision to the Public Housing Agency (PHA) Plan is consistent with the 2020-2024 Consolidated Plan, which was approved by the City and County of Sacramento;

WHEREAS, beginning with the 2001 fiscal year budget and associated resolutions and thereafter each subsequent year in the resolutions approving the Housing Authority of the City and County of Sacramento budgets, the Sacramento Housing and Redevelopment Agency (SHRA) and its Executive Director, or her designee, are delegated authority by the governing boards of the Housing Authority to conduct a public hearing on behalf of the Housing Authority to discuss the Public Housing Agency Annual Plan (PHA Plan) and invite public comment on the plan;

WHEREAS, the proposed PHA Plan changes were made available to the Resident Committees, the Resident Advisory Board and public on June 3, 2020;

WHEREAS, a public hearing, duly noticed for more than a 45-day period, was held on July 15, 2020 on the 2020 Mid-year Revision to the PHA Annual Plan on behalf of the Housing Authority and comments received were considered by the Sacramento Housing and Redevelopment Commission; and

WHEREAS, the recommended actions are administrative in nature and therefore are not considered a project subject to provisions of the California Environmental Quality Act pursuant to 14 California Code of Regulations §15378(b), and are determined to be exempt from the National Environmental Policy Act pursuant to 24 Code of Federal Regulations (CFR) §58.34(a)(1) and (3).

**BE IT RESOLVED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT
COMMISSION:**

Section 1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action, as stated above, are found to be true and accurate and are hereby approved adopted.

Section 2. The Public Housing 2020 Mid-year Revised Agency Annual Plan, consisting of the Admissions and Continued Occupancy Policy, and Administrative Plan for the Housing Choice Voucher program for the Housing Authority of the City and County of Sacramento, is hereby approved.

Section 3. The Executive Director or her designee is authorized to make non-substantive changes to the Plan based on any additional public comments received.

Section 4. The Executive Director or her designee is authorized to make changes to the PHA Plan as directed by the Department of Housing and Urban Development (HUD) or as required to comply with the Quality Housing and Work Responsibility Act of 1998.

Section 5. The Public Housing Agency certifies that the Plan is consistent with the Consolidated Plan per 24 CFR §§ 903.5 and 903.15.

Section 6. The Executive Director or her designee is authorized to execute and submit all required documents for the submission and certification of compliance of the 2020 Mid-year Revised PHA Annual Plan to HUD or to comply with the Quality Housing and Work Responsibility Act of 1998.

CHAIR

ATTEST:

CLERK

2020 Mid-Year Significant Changes to the PHA Plan, Admissions and Continued Occupancy Plan, and Housing Choice Voucher Administrative Plan

The Public Housing Authority (PHA) must define any significant changes to its policies or plans. The PHA defines a “substantial deviation” and “significant amendment/modification” as any change in policy which significantly and substantially alters the Authority’s stated mission and the persons the Authority serves. The proposed changes below have not been deemed “significant”.

New language is indicated in red. Deleted language is shown in ~~strikeout~~.

PUBLIC HOUSING AGENCY PLAN (PHA PLAN)

The PHA Plan is being amended to include the following attachments and updated definition:

1. **Attachment R - Rental Assistance Demonstration (RAD)**
2. **H-2019-09 PIH-2019-23 (HA), Rental Assistance Demonstration REV-4 – Final Implementation** for resident rights, participation, waiting list, and grievance procedures required for RAD Conversion

Explanation of the Change: The PHA Plan was updated to include the revised PIH Notice which includes a change in the eligibility and selection criteria as well as clarifications of existing instructions.

HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN

Chapter 4 Establishing Preferences

Special Admissions

- **Family Unification Program (FUP)** is a program under which housing assistance is provided under the Housing Choice Voucher (HCV) program in partnership with Public Child Welfare Agencies to two groups:

1. Families for whom the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children, in out-of-home care; or the delay in the discharge of the child, or children, to the family from out-of-home care; and
2. Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or are at risk of becoming homeless at age 16 or older. As required by statute, a FUP voucher issued to such a youth may only be used to provide housing assistance for the youth for a maximum of 36 months.

Explanation of the Change: Defining the qualifications for the Family Unification Program per HUD definition

Chapter 5 Subsidy Standards

Under-housed CFR 982.403

If a unit does not meet HQS space standards due to an increase in family size (unit too small), the PHA will ~~terminate the current contract and~~ issue a new voucher of the appropriate size as soon as the under-housed situation is identified. ~~The PHA will terminate the HAP contract once an appropriate HQS approvable sized unit has been found.~~

Explanation of the Change: The PHA will not terminate the contract for families to give additional time to find an appropriate size unit.

Chapter 8 Voucher Issuance

Tolling/Suspension of Search Time

~~No tolling time will be allowed if the tenant voids a RFTA after a move-in inspection has occurred or if the tenant voids a RFTA more than one (10) time during a move process.~~ Additional time will be given to the family to choose an appropriate size unit following a reasonable accommodation decision for individuals with disabilities that affect their ability to search for and/or secure an appropriate rental unit.

Explanation of the Change: Amending Administrative Plan to current regulation.

Chapter 12 Recertifications

STREAMLINED ANNUAL RECERTIFICATION FOR FIXED INCOME (24 CFR §§960.257, 982.516, NOTICE PIH 2016-05 (HA))

The PHA has the discretion to adopt a streamlined income determination for any family member with a fixed source of income. The term "fixed-income" includes income from:

- Social Security payments, to include Supplemental Security Income (SSI) and Supplemental Security Disability Insurance (SSDI);
- Federal, state, local, and private pension plans; and
- Other periodic payments with ongoing fixed amounts received from annuities, insurance policies, retirement funds, disability or death benefits, and other similar types of periodic payments.

Explanation of the Change: Amending Administrative Plan to current regulation

Chapter 13, Restrictions on Portability (24 CFR §982.353)

If the family is a non-resident applicant in the PHA's jurisdiction at the time of their initial application for assistance, the family will not be permitted to exercise portability upon initial issuance of a voucher. Nonresident applicants have no right to move under portability for 12 months from the time the family is admitted to the HCV program.

Explanation of the Change: Amending Administrative Plan to current regulation.

Chapter 19 Special Housing Types

J. Enhanced Vouchers

Enhanced Vouchers are a form of “Tenant Protection Vouchers” that are provided to tenants living in properties with private, project-based assistance when an “eligibility event,” as defined in Section 8(t)(2) of the Housing Act of 1937, takes place.

Enhanced Voucher Payment Standard and Minimum Rent

A higher “enhanced” payment standard is used to determine the amount of the housing assistance payment when the gross rent of the unit exceeds the normally applicable PHA payment standard. Second, the family must continue to contribute towards rent an amount that is at least the amount the family was paying for rent at the time of the eligibility event. This minimum rent contribution is known as the enhanced voucher minimum rent. The enhanced voucher minimum rent is discussed in detail in HUD Notice PIH 2001-41, Part II.C.3

If the enhanced voucher family's rent suffers a significant decrease in income (a decrease of at least 15 percent from the family income on the date of the eligibility event Section 8(t) further provides that the enhanced voucher minimum rent changes from the dollar amount the family was paying for rent to the percentage of income the family was paying for rent at the time of the eligibility event. Specifically, for families who were previously unassisted on the eligibility event, the family's revised enhanced voucher minimum rent is the greater of (A) the percentage of the monthly adjusted income the

family paid for gross rent on the effective date of the eligibility event, or (B) 30 percent of the family's current adjusted monthly income. For families who were previously assisted under a project-based or tenant based contract on the eligibility event, the family's revised enhanced voucher minimum rent is the greater of

(A) the percentage of adjusted monthly income the family Total Tenant Payment (TTP) or the voucher family share on the effective date of the eligibility event, or

(B) 30 percent of the family's current adjusted monthly income.

Under HUD Notice PIH 2001-41, if the enhanced voucher minimum rent changed because of the significant decrease in income, it remained that percentage of adjusted monthly income for as long as the family continued to receive enhanced voucher assistance. The enhanced voucher minimum rent from that point on was that specific percentage applied to the family's current adjusted monthly income, regardless of whether the family's income subsequently increased or decreased.

Over-Housed Family

Once the PHA determines the family is over-housed, the PHA must inform the family. If the family indicates they wish to remain at the project with enhanced voucher assistance, the PHA must inform the owner of the project that the family is in an over-sized unit. The PHA and the owner will work together to identify an available appropriate size unit according to PHA subsidy standards at the project.

The over-housed family must move to an appropriate size unit in the project if one is available in order to receive enhanced voucher assistance. The enhanced voucher housing assistance payment calculation is based on the gross rent of the appropriate size unit.

If an over-housed enhanced voucher family refuses to move to the appropriate size unit, and one exists and is available for occupancy, the PHA will calculate the family's housing assistance payment for the over-sized unit based on the normally applicable voucher subsidy formula using the applicable payment standard established by the PHA for its voucher program (see 24 CFR §982.402(c) and (d)). The family will be responsible for any amount of the gross rent not covered by the housing assistance payment

Explanation of the Change: Providing explanation of Enhanced Vouchers per current regulations and requirements.

Chapter 20, Program Integrity

I. ELECTRONIC SIGNATURES (CA Civil Code Section 1633.1 – 1633.17)

The PHA may use electronic signature in lieu of manual signature for documents and contracts. The PHA may use various electronic systems for electronic signatures including but not limited to DocuSign and SHRA Resident Portal. The use is at the option of the parties to the transaction. When using electronic signature, it is under the sole control of the person using it. Electronic signature shall have the same force and effect as a manual signature.

Explanation of the Change: This change assists clients to complete paperwork with an alternative method.

Chapter 21, Project Based

Occupancy of Wrong Size or Accessible Units

When a family is occupying a wrong-size unit or a unit that has accessibility features not required by the family, the family will be offered a right size units based on PHA subsidy standards and will have 30 days to move to the new unit from the date of the referral otherwise housing assistance on the unit will be terminated.

Explanation of the Change: This change is to establish the time the family will have to move to the appropriate sized unit.

Chapter 28 Violence Against Women Act

N. Emergency Transfers

Sacramento Housing and Redeployment Agency (SHRA) is concerned about the safety of its participants, and such concern extends to participants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA), SHRA allows participants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the participant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation. The ability of SHRA to honor such requests for participants currently receiving assistance, however, may depend upon a preliminary determination that the participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

This plan identifies participants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to participants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that ensures SHRA's covered housing programs comply with VAWA.

1.) Eligibility for Emergency Transfers

A participant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if:
The participant expressly requests the transfer; and
Either:

- a.) The participant reasonably believes that there is a threat of imminent harm from further violence if the participant remains within the same unit; or
- b.) If the participant is a victim of sexual assault, the participant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer.

Participants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

2.) Emergency Transfer Request Documentation

To request an emergency transfer, participants with rental assistance should submit their written request to the following:

SHRA Main Office: 630 I Street, Sacramento, CA 95814

The participant will have the option of submitting HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault, of Stalking and Alternate Documentation (form HUD-5382). The participant may submit one of the following types of third-party documentation:

- a) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency documenting the domestic violence, sexual assault or stalking.
- Documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, "professional") from whom the victim has sought assistance relating to domestic

violence, dating violence, sexual assault, or stalking, or the effects of abuse in which the professional attests under the penalty of perjury to the professional's belief that the incident or incidents in question are bona fide incidents of abuse and that the victim of VAWA attests to the documentation.

SHRA reserves the right to waive the documentation requirement if it determines that a statement or other corroborating evidence from the individual will suffice. If SHRA receives two or more completed form HUD-5382 that conflicts, SHRA can require the participant to submit third-party documentation within (30) calendar days. Given the third-party documentation submitted, SHRA will make a best judgment determination of which individual is the true victim in order to resolve the conflict. Lastly, SHRA will provide reasonable accommodations to this policy for individuals with disabilities.

Emergency Transfer Timing and Availability

SHRA will expedite any pending processes once a participant submits an Emergency Transfer due to VAWA.

A. Tenant- Based Assistance under the HCV program

SHRA will assist the participant ~~with their move to a safe unit~~ by issuing a voucher quickly. If an emergency transfer request is received during the initial term of the lease the family will be issued a Mutual Agreement to terminate the contract. For guidance on Moves with Continued Assistance see Administrative Plan Chapter 13.

B. Project-Based Assistance

If the participant has not lived in the PBV unit for at least a year, SHRA will work with the property management to offer another PBV right sized unit, if available, and ready for move-in with 30-days. If a participant believes a proposed transfer would not be safe the participant may request a transfer to a different unit.

If the property manager has no available units for which a participant who needs an emergency transfer is eligible, SHRA will issue a tenant based voucher. SHRA will also assist participants in contacting local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.

If a participant makes an emergency transfer request and has been living in the PBV unit for one year or more, SHRA will work with property management to offer another PBV right sized unit, if available, and ready for move-in within 30-days or upon the participant's request SHRA will issue a tenant based voucher to move. For guidance on Moves with Continued Assistance see Administrative Plan Chapter 13.

C. Moderate Rehabilitation (Mod Rehab)

If the victim is a participant in the Mod Rehab program and requests an emergency transfer from the owner as described in this plan, the owner will assist the victim with the move to an available unit as quickly as possible. If a unit is not available for a participant who qualifies for an emergency transfer, SHRA will work with the property management and

1. Review the owner's (and other Section 8 Mod Rehab communities) existing inventory of units and determine when the next vacant unit may be available; and
2. Provide a listing of nearby HUD subsidized rental properties, with or without preference for persons who are victims of VAWA crimes domestic violence, dating violence, sexual assault, or stalking, and contact information for the local HUD field office

~~Emergency Transfers will not take priority over Housing Choice Voucher program waiting list admissions for programs under this category.~~ At the victim's request, SHRA will refer the victim to organizations that may be able to assist the victim and provide a list of housing service providers in the community.

Safety and Security of Tenants

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the participant is urged to take all reasonable precautions to be safe.

Participants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY).

Participants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.

Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

Local Organizations offering Assisting Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799- 7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact:

1. WEAVE 1900 K Street Sacramento, CA 95811, Phone number: (916)448-2321

2. A Community for Peace 6060 Sunrise Vista Drive #2240 Citrus Heights, CA 95610, Phone number: (916) 728-5613
3. My Sisters House 3053 Freeport #120 Sacramento, CA 95818, Phone number: (916) 930-0626

For participants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact

1. WEAVE 1900 K Street Sacramento, CA 95811, Phone number: (916) 448-2321
2. A Community for Peace 6060 Sunrise Vista Drive #2240 Citrus Heights, CA 95610, Phone number: (916) 728-5613
3. My Sisters House 3053 Freeport #120 Sacramento, CA 95818, Phone number: (916) 930-0626

Victims of stalking seeking help may contact

1. WEAVE 1900 K Street Sacramento, CA 95811, Phone number: (916) 448-2321
2. A Community for Peace 6060 Sunrise Vista Drive #2240 Citrus Heights, CA 95610, Phone number: (916) 728-5613
3. My Sisters House 3053 Freeport #120 Sacramento, CA 95818, Phone number: (916) 930-0626

Explanation of the Change: Amending Administrative Plan to identify the steps in requesting an emergency transfer in a VAWA situation

FSS Addendum

FSS SELECTION PREFERENCE

The PHA will encourage enrollment of FUP-eligible participants to the FSS program. FUP-eligible families and FUP-eligible youth that do not enroll in FSS will be added to the email list to be notified of FSS program workshops and opportunities to encourage the families to enroll in the FSS program.

Explanation of the Change: This addition is a requirement of voucher funding for the Family Unification Program.



July 10, 2020

Sacramento Housing and
Redevelopment Commission
Sacramento, CA

Honorable Members in Session:

SUBJECT:

**Approval of 2021 Sacramento Housing and Redevelopment Agency (SHRA)
Budget**

RECOMMENDATION

Staff is presenting this information to the Commission for review prior to final review by the City of Sacramento.

Respectfully submitted,


LA SHELLE DOZIER
Executive Director

Attachment



REPORT TO HOUSING AUTHORITY AND CITY COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2671

www.CityofSacramento.org

Public Hearing
July 28, 2020

**Honorable Mayor and Members of the City Council
Chair and Members of the Housing Authority Board**

Title: 2021 Sacramento Housing and Redevelopment Agency Proposed Budget

Location/Council District: Citywide

Recommendation: Conduct a public hearing and upon conclusion: 1) adopt a **Council Resolution:** a) approving the 2021 proposed budget for the Sacramento Housing and Redevelopment Agency (Agency); b) delegating authority to the Agency to administer certain federal funds; c) authorizing the Agency to submit grant applications for activities within the jurisdiction of the Agency; d) authorizing the Agency to enter into contracts, make fund transfers, transfer project appropriations, amend the Agency budget and to undertake other actions necessary to implement the delegated authorizations; and e) consent to the Agency's submittal of the annual housing operating budgets and application for Capital Fund Plan funding to HUD. 2) Adopt a **Council Resolution** adopting a Multi-Family Loan and Mortgage Revenue Bond Application Schedule that correspond with California Tax Credit Allocation Committee and California Debt Limit Allocation Committee application deadlines. 3) adopt a **Housing Authority Resolution:** a) approving the 2021 proposed budget for the Housing Authority of the City of Sacramento (Authority); b) delegating authority to administer certain federal funds; c) authorizing the Authority to submit grant applications for activities within the jurisdiction of the Authority; d) authorizing the Executive Director to submit the annual housing operating budgets to HUD and the application to HUD for Capital Fund Plan funding; and e) authorizing the Executive Director to enter into contracts, make fund transfers, transfer project appropriations, amend the Agency budget and undertake other actions necessary to implement the delegated authorizations.

Contact: Susana Jackson, Chief Financial Officer, (916) 440-1373, LaShelle Dozier, Executive Director, (916) 440-1319, Sacramento Housing and Redevelopment Agency

Presenters: Susana Jackson, Chief Financial Officer, (916) 440-1373, Sacramento Housing and Redevelopment Agency

Department: Sacramento Housing and Redevelopment Agency

2021 Proposed Agency Budget
Description/Analysis

Issue Detail: The annual budget of the Sacramento Housing and Redevelopment Agency (Agency) incorporates the budgets of the Housing Authorities of the City and County of Sacramento, and the administration of specific funds on behalf of the City and County of Sacramento.

The budget process typically begins in June and extends throughout the summer months with the final proposed budget officially adopted in November. Due to the Coronavirus (COVID-19) pandemic and public health emergency, the Agency has received funding which must be utilized in the 2020 calendar year. The Agency is focused on using this funding to further the organizational goal of protecting core services to the greatest extent possible by delivering housing and public service programs. As a result, staff is recommending a "roll forward" budget for 2021 which adopts the appropriations, revenues and use of fund balances as recommended and approved for 2020 with few exceptions as detailed below.

The Agency proposes a balanced budget in the amount of \$213.3 million representing the operational activities and projects for 2021. The 2021 proposed budget represents a \$1.4 million or 0.7% increase in net appropriations compared with the prior year. This change in annual budget appropriations is the result of increases in salaries, benefits and Public Employee Retirement System (PERS) obligations as well changes in Full Time Equivalent (FTE) staff that were approved throughout the year for the Homeless Innovations Department.

The proposed 2021 budget provides a plan by which the Agency continues to operate in an efficient manner and in compliance with funding source regulatory requirements and the Governmental Accounting Standards Board. The Agency's budget and fiscal year is the calendar year from January 1st through December 31st. The City typically does not provide any General Funds to support the Agency's budget. Appropriate financial planning and applicable government regulations require that the Agency have an operating budget and capital budget adopted prior to the start of each new fiscal year. Consequently, the Agency presents its budget to all governing bodies for approval annually.

Calendar Year 2021 Proposed Budget (In Millions)								
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	Variance (2020 to 2021)	
OPERATIONS								
Salaries and Benefits	22.3	24.7	24.4	27.3	28.7	30.1	1.4	4.6%
Services and Supplies	17.0	18.3	17.9	17.8	17.4	17.4	0.0	0.0%
Housing Assistance Payments	105.6	106.0	100.7	100.3	109.1	109.1	0.0	0.0%
Debt Service	2.4	3.3	2.2	2.6	2.9	2.9	0.0	0.0%
Financial Transactions	0.4	0.7	3.3	0.3	0.7	0.7	0.0	0.0%
Public Services	5.7	6.0	6.7	5.1	5.1	5.1	0.0	0.0%
Subtotal	\$153.4	\$159.0	\$155.2	\$153.4	\$163.9	\$165.3	\$1.4	0.8%
CAPITAL PROJECTS								
Housing Development and Preservation	16.7	20.7	28.0	14.4	40.3	40.3	0.0	0.0%
Housing Authority Capital Projects	2.1	3.2	2.9	18.5	2.7	2.7	0.0	0.0%
Infrastructure and Public Improvements	7.4	7.6	4.6	6.4	5.0	5.0	0.0	0.0%
Subtotal	\$26.2	\$31.5	\$35.5	\$39.3	\$48.0	\$48.0	0.0	0.0%
TOTAL	\$179.6	\$190.5	\$190.7	\$192.7	\$211.9	\$213.3	\$1.4	0.7%

Policy Considerations: The actions recommended in this report are consistent with adopted Consolidated Plan goals, the annual Housing Operating budget, the Capital Fund Plan, and adopted Agency policies.

This report also recommends adoption of the Agency's Multi-Family Loan and Mortgage Revenue Bond 2021 Application Schedule. The schedule will allow applicants to apply for funding on certain dates corresponding to the California Tax Credit Allocation Committee (TCAC) and California Debt Limit Allocation Committee (CDLAC) application deadlines.

Economic Impacts: Not applicable

Environmental Considerations:

California Environmental Quality Act (CEQA): The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities which have the potential to result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b). Environmental Review for specific projects will be completed prior to any discretionary action(s) being carried out with regard to such projects. National Environmental Policy Act (NEPA): The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities and are exempt under the National Environmental Policy Act (NEPA) pursuant to 24 CFR 58.34(a)(2) and (3). Environmental Review for specific projects will be completed prior to any choice limiting action(s) being carried out with regard to such projects.

Sustainability Considerations: N/A

Commission Action: At its meeting of July 15, 2020 the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

AYES:

NOES:

ABSENT:

Rationale for Recommendation: The proposed budget provides a fiscal strategy for operations and capital projects during 2021. The budget is in balance and complies with applicable federal, state, and local regulations on the use of the funds.

Financial Considerations: The 2021 proposed budget recommends total expenses of \$213.3 million, with the Housing Assistance Payments budget at \$109.1 million; the Operating budget at \$47.5 million; the Capital Projects budget at \$48 million; the Public Services budget at \$5.1 million; and, the Debt Service and Financial Transactions

2021 Proposed Agency Budget

budget at \$3.6 million. The 2021 proposed budget of \$213.3 million represents a \$1.4 million or 0.7 percent increase compared with the total 2020 Adopted budget. In 2021, the Agency proposes to increase its authorized full-time equivalent (FTE) positions to 252 from 246 FTE in 2020. These additional positions will provide staffing to support the Homeless Innovations Department.

LBE - M/WBE and Section 3 requirements: The action proposed in this report has no M/WBE or Section 3 impact; therefore, M/WBE or Section 3 considerations do not apply. LBE Considerations do not apply to this report.

Respectfully Submitted by


LA SHELLE DOZIER
Executive Director

Attachments

- 1-Description/Analysis
- 2-City Council Resolution – and Exhibit A Summary of Changes to the budget
- 3-Housing Authority of the City of Sacramento Resolution and Exhibit A Summary of Changes to the budget
- 4-Exhibit B-1 2020 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)
- 5-Exhibit B-2 HUD Resolution Approving the 2021 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)
- 6-City Council Resolution Multi-Family Loan and Mortgage Revenue Bond Application Schedule
- 7-Exhibit A- Multi-Family Loan and Mortgage Revenue Bond Application Schedule
- 8-Attachment 1 - Proposed Agency 2021 Budget

RESOLUTION NO. 2020 -

Adopted by the Sacramento City Council

On date of

APPROVAL OF 2021 BUDGET FOR SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY; RELATED FINDINGS, APPROVALS, DELEGATIONS AND IMPLEMENTING AUTHORIZATIONS INCLUDING AUTHORITY FOR HUD SUBMISSIONS, GRANTS AND FUND TRANSFERS

BACKGROUND

- A. The Sacramento Housing and Redevelopment Agency (Agency) is a joint powers agency created to eliminate duplicate staffing efforts and to manage and administer federal housing and community development programs on behalf of the City and County of Sacramento. This structure provides a competitive advantage to the City and County when seeking federal and other housing and community development funding opportunities. The consolidation of multiple departments from different jurisdictions achieves close coordination of housing and community development programs and provides budget savings for operation and overhead. The Agency Executive Director reports directly to the City and the County governing boards. The Agency is recognized statewide and nationally as a model public agency that achieves multi-jurisdictional cooperation and effectively leverages local, state and federal housing and community development funds.
- B. The Agency receives annual funding from a combination of federal, state and local sources. The sources of Agency revenue require that an operating budget be adopted prior to the start of each new fiscal year. The Agency's fiscal year is the calendar year from January 1st through December 31st.
- C. Pursuant to Health and Safety Code Section 34176, City Resolution No. 2012-018, and Housing Authority Resolution No. 2012-001, the City of Sacramento designated the Housing Authority of the City of Sacramento (Authority), managed and staffed by the Agency, as the designated local authority to retain the housing assets and housing functions previously performed by its Redevelopment Agency, and the Housing Authority consented to serve in that role.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities which have the potential to result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b), and are exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3). Environmental Review for specific projects will be completed prior to any discretionary action(s) being carried out with regard to such projects.
- Section 2. The 2021 Operating Budget totaling \$165,254,689 and the 2021 Project Budget totaling \$48,027,902, all as further described in the 2021 Proposed Agency Budget (hereinafter "2021 Agency Budget" or "Budget"), a copy of which is on file with the Agency Clerk and copies of which have been provided to the respective governing board members, are approved as the Budget of the Agency for the 2021 fiscal year. The 2021 Agency Budget incorporates the budgets of the Housing Authority of the City of Sacramento, the Housing Authority of the County of Sacramento, and the Sacramento Housing Development Corporation, and adoption of those budgets is contingent upon the approval of each of these respective entities.
- Section 3. A total of 252 Agency full time equivalent positions (FTE) are approved subject to classification review by the Executive Director of the Sacramento Housing and Redevelopment Agency.
- Section 4. The budgeted amount for any item in the Budget may be amended by majority vote of the governing body of each entity actually undertaking and funding the activity. Such an amendment to the Budget so enacted shall be deemed to have been approved by all of the entities that originally adopted the Budget without further action of the remaining entities.
- Section 5. The Agency is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate legal directives of the California State Department of Finance and/or the State Controller's Office and the actions taken by the City of Sacramento acting as Successor Agency to the former Redevelopment Agency as approved by the Successor Agency's Oversight Board regarding housing successor matters.
- Section 6. The Agency is authorized to submit the 2021 Annual Housing Operating Budget and all supporting documents to the United States Department of Housing and Urban Development (HUD), including all required amendments for utilities and other miscellaneous adjustments. Furthermore, the Agency is authorized to amend the Budget to reflect

actual HUD approved expenditures and revenues for HUD funded programs and projects.

Section 7. The proposed expenditures under the 2021 Housing Operating Budget are necessary for the efficient and economical operation of Agency housing to serve low-income families.

Section 8. The housing financial plan set forth in the 2021 Housing Operating Budget is reasonable in that:

- a. It indicates a source of funding adequate to cover all proposed expenditures.
- b. It does not provide for the use of federal funding in excess of amounts payable under the provisions of the pertinent regulations.
- c. It proposes rental charges and expenditures that are consistent with provisions of law and the Annual Contributions Contract.
- d. It includes asset management project budgets prepared on an individual basis as shown in the schedule of public housing AMP and Central office 2021 budget.

Section 9. The Housing Authority of the City of Sacramento (Authority), staffed by the Agency, is authorized to submit applications to HUD for the Capital Fund Plan and Program funding. If such grants are awarded, the Agency is authorized to accept the grant or grants, execute all related documents, execute contracts to implement the Capital Fund Program subject to HUD approval of the annual statements and amend the budget accordingly. The Agency is directed to comply with all policies, procedures, and requirements prescribed by HUD as a condition of such grants. The Agency is authorized to submit the Comprehensive Plan or annual statement to HUD, after receiving public comments and resident review and approval of the Sacramento Housing and Redevelopment Agency Commission.

Section 10. On an annual basis, HUD requires the Authority, staffed by the Agency, to conduct a financial audit, analyze receivables for collectability, and, accordingly, reconcile and adjust related financial records. The Agency is authorized to amend the Budget and financial records as needed for such adjustments.

Section 11. The Agency is authorized to purchase all lines of applicable insurance for its properties and operations through local independent agents, direct carriers, or risk retention pools, provided that the insurance requirements, coverage and terms are commercially reasonable and provided that the cost does not exceed the amounts in the approved Budget. The Agency is also authorized to obtain flood insurance through the federal flood insurance program for Agency properties and this coverage may be

secured through a local independent agent.

- Section 12. Subject to availability under the Budget of any required funds, the Agency is authorized to approve conversion of HUD funded conventional public housing dwelling units to non-dwelling use or disposition as long as the use or disposition is approved by HUD and consistent with adopted Agency/Housing Authority policy and governing board approvals. The Agency is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate the approved HUD approved conversion.
- Section 13. The Agency is authorized and directed to approve, submit and implement the Public Housing Agency (PHA) Annual Plan and PHA Five-Year Plan and the attachments and/or amendments to such Plans to comply with the Quality Housing and Responsibility Act of 1998, as approved by the Sacramento Housing and Redevelopment Commission.
- Section 14. The Agency is delegated authority to administer and accept specific federal entitlement grant funds, execute all related documents, and amend the Budget in the event that the actual federal entitlement grant funds exceeds or is less than the amount estimated in the Budget. The Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants.
- Section 15. The Agency is authorized to administer ESG and HOPWA funds, or delegate authority to other appropriate entities approved by the governing boards to administer ESG and HOPWA programs, and is also authorized to expend funds and execute contracts with the appropriate entities to carry out the ESG and HOPWA funded activities contained in the approved Action Plan, strictly in accordance with the terms of the approved Action Plan and funding source requirements.
- Section 16. The Agency is authorized to enter into necessary grants and agreements with HUD, the State Housing and Community Development Department (HCD), and other governmental or private entities for homeless programs for which the Agency is the designated recipient of grant funds or contracting agency. The Agency is authorized to accept such grants, execute contracts to implement homeless activities as outlined in the Agency public services schedule and funded in the Budget, and amend the Budget accordingly, provided that the activities are fully funded by the grant or are within the Agency Budget.
- Section 17. The Agency is authorized to submit grant applications on behalf the City of Sacramento for any and all housing and community development activities within the jurisdiction of Agency. If such grants are awarded and approved by the governing board, Agency is authorized to accept the grant or grants, execute contracts the Agency deems necessary to implement grant activities with the appropriate entities (provided that the activities are fully funded by the grant or within the Budget), execute all related documents and amend the Budget. Budget expenditure and amendments

for such grants are permitted for positions, services and supplies, equipment and projects. Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Such grants may include but are not limited to the following:

- Homeless Prevention and Rapid Re-housing Program (HPRP)
- Neighborhood Stabilization Program
- Family Unification Program
- Family Self Sufficiency
- Veteran's Assistance and Supportive Housing
- California State Water Resources Control Board – Underground Storage Cleanup
- Federal Emergency Management Agency
- CAL REUSE Cleanup Grant and Loan Program
- Social Innovation Funds

Section 18. The Agency is authorized to amend the Budget to make transfers of fund balances to accommodate reserve requirements. The Agency may allocate and transfer any available fund balances to accounts held for future projects or reduce budget shortfalls in any other fund balances, provided monies so used are not otherwise restricted by law or regulations related to the funding source. Further, the Agency is authorized to expend available balances from the payroll fund for the cost of liabilities such as post-retirement medical benefits, sick leave, and vacation accruals.

Section 19. The Agency Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.

Section 20. The Agency is authorized to amend the Budget to appropriate for expenditure all revenues received in revolving funds.

Section 21. The Agency is authorized to increase or decrease operating Budget appropriations up to \$100,000. Operating Budget appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

Section 22. The Agency is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.

Section 23. The Agency is authorized to increase or decrease project budget appropriations by not more than \$100,000 for each project or activity. Project budget appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

Section 24. The Agency is authorized to transfer project appropriations among fund groups.

Section 25. The Agency is authorized to amend the Budget to reflect all required debt service payments, pass through payments loan repayments, and other

existing obligations based on actual higher or lower revenues.

- Section 26. The Agency is authorized to amend the Operating Budget or Capital Project Budget or transfer funding of approved capital projects or operating budgets within the respective project area funds in compliance with approvals, bond covenants, tax laws and applicable redevelopment laws and regulations or changes to the aforementioned.
- Section 27. The Agency is authorized to execute and implement internal loans between Agency managed funds as reflected in the Budget and as consistent with bond covenants, tax laws and applicable redevelopment laws and regulations; and to modify the terms of loans and reconcile available revenues as needed to assure receipt of anticipated revenues.
- Section 28. The Agency is authorized to exercise default remedies and take other actions Agency deems necessary to protect Agency assets under contracts, loans, disposition and development agreements, owner participation agreements and other Agency agreements and to appropriate the associated revenues in the Budget. The Agency is authorized to enter into "loan work outs," to the extent reasonably necessary to protect Agency assets, and in entering such "work outs," the Agency is authorized to renegotiate and rewrite the terms of the loan as if the loan were made according to current loan program underwriting criteria (including forgiveness of principal as necessary to reflect underwriting the loan at current fair market value of the subject property). Further, the Agency is authorized to renegotiate existing Agency debt obligations and execute new security instruments provided the terms of the new debt do not increase the principal outstanding and either result in a cost savings or provide the Agency with more favorable loan terms.
- Section 29. The Executive Director, or designee, is authorized to amend the budget to receive insurance proceeds and award contracts to expend insurance proceeds so long as such proceeds are used exclusively towards, the repairing, rehabilitating, replacing or otherwise compensating for the insured loss.
- Section 30. All project appropriations in existence as of December 31, 2020 will be carried over and continued in 2021.
- Section 31. All multi-year operating grant budgets in existence as of December 31, 2020 shall be continued in 2021.
- Section 32. All encumbrances for valid purchase orders and contracts in effect as of December 31, 2020 may remain in effect in 2021. The Agency is authorized to increase the Budget for valid encumbrances as of December 31, 2020, but only to the extent that the applicable division's 2020 operating budget appropriations exceeded 2020 expenditures.
- Section 33. The Agency is authorized to incorporate the changes listed on Exhibit A as part of the 2021 Budget.

Section 34. If any entity requires a separate resolution to confirm any action approved within this resolution, the Sacramento Housing and Redevelopment Commission is delegated the authority to approve and deliver such resolution.

Section 35. The Agency is authorized to delegate the authorities as set out in this resolution to Agency's Executive Director.

Section 36. This resolution shall take effect immediately.

Table of Contents:

Exhibit A - Summary of Sacramento Housing and Redevelopment Agency Proposed
2021 Budget

EXHIBIT A

SUMMARY OF SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY PROPOSED 2021 BUDGET

Approved 2021 Total Operating Budget	\$ 165,254,689
Approved 2021 New Projects	\$ 48,027,902
TOTAL AGENCY BUDGET	\$ 213,282,591

RESOLUTION NO. 2020 -

Adopted by the Housing Authority of the City of Sacramento

on date of

APPROVAL OF 2021 BUDGET FOR SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY; RELATED FINDINGS, APPROVALS, DELEGATIONS, AND IMPLEMENTING AUTHORITIES; INCLUDING AUTHORITIES FOR HUD SUBMISSIONS, GRANTS AND FUND TRANSFERS

BACKGROUND

- A. The Sacramento Housing and Redevelopment Agency (Agency) is a joint powers agency created to eliminate duplicate staffing efforts and to manage and administer federal housing and community development programs on behalf of the City and County of Sacramento. This structure provides a competitive advantage to the City and County when seeking federal and other housing and community development funding opportunities. The consolidation of multiple departments from different jurisdictions achieves close coordination of housing and community development programs and provides budget savings for operation and overhead. The Agency Executive Director reports directly to the City and the County governing boards. The Agency is recognized statewide and nationally as a model public agency that achieves multi-jurisdictional cooperation and effectively leverages local, state and federal housing and community development funds.
- B. The Agency receives annual funding from a combination of federal, state and local sources. The sources of Agency revenue require that an operating budget be adopted prior to the start of each new fiscal year. The Agency's fiscal year is the calendar year from January 1st through December 31st.
- C. Pursuant to Health and Safety Code Section 34176 and City Resolution No. 2012-018 and Housing Authority Resolution 2012-001, the City of Sacramento designated the Housing Authority of the City of Sacramento (HACS), managed and staffed by the Agency, as the local authority to retain the housing-assets and housing-functions previously performed by its Redevelopment Agency and the Housing Authority consented to serve in that role.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:

- Section 1. The above recitals are found to be true and correct and are hereby adopted.
- Section 2. The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities which have the potential to result in either a direct physical

change in the environment, or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b), and are exempt under the National Environmental Policy Act (NEPA) pursuant to 24 CFR 58.34(a)(2) and (3). Environmental Review for specific projects will be completed prior to any discretionary or choice limiting action(s) being carried out with regard to such projects.

Section 3. The 2021 Operating Budget totaling \$165,254,689 and the 2021 Project Budget totaling \$48,027,902, all as further described in the 2021 Proposed Agency Budget (hereinafter "2021 Agency Budget" or "Budget"), a copy of which is on file with the Agency Clerk and copies of which have been provided to the respective governing board members, are approved as the Budget of Agency for the 2021 fiscal year. The 2021 Agency Budget incorporates the budgets of the Housing Authority of the City of Sacramento, the Housing Authority of the County of Sacramento, the Sacramento Housing Development Corporation, and the adoption of those budgets is contingent upon the approval of each of these respective entities.

- Section 4. A total of 252 Agency full time equivalent positions (FTE) are approved subject to classification review by the Executive Director of the Sacramento Housing and Redevelopment Agency.
- Section 5. The Executive Director, or designee, is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate legal directives of the California State Department of Finance and/or the State Controller's Office and the actions taken by the City of Sacramento acting as Successor Agency to the former Redevelopment Agency as approved by the Successor Agency's Oversight Board regarding housing successor matters.
- Section 6. The budgeted amount for any item in the Budget may be amended by majority vote of the governing body of each entity actually undertaking and funding the activity. Such an amendment to the Budget so enacted shall be deemed to have been approved by all of the entities that originally adopted the Budget without further action of the remaining entities.
- Section 7. The Executive Director, or designee, is authorized to submit the 2021 Annual Housing Operating Budget and all supporting documents to the United States Department of Housing and Urban Development (HUD), including all required amendments for utilities and other miscellaneous adjustments. Furthermore, the Executive Director, or designee, is authorized to amend the Budget to reflect actual HUD approved expenditures and revenues for HUD funded programs and projects. See Exhibit B-1 for a summary of the public housing operating budget.
- Section 8. The proposed expenditures under the 2021 Housing Operating Budget are necessary for the efficient and economical operation of Agency housing to

serve low-income families.

Section 9. The housing financial plan set forth in the 2021 Housing Operating Budget is reasonable in that:

- a. It indicates a source of funding adequate to cover all proposed expenditures.
- b. It does not provide for the use of federal funding in excess of amounts payable under the provisions of the pertinent regulations.
- c. It proposes rental charges and expenditures that are consistent with provisions of law and the Annual Contributions Contract
- d. It includes asset management project budgets prepared on an individual basis as shown in the Schedule of Public Housing AMP and Central Office 2021 Budget attached as Exhibit B-1.

Section 10. Form HUD-52574 (04/2013), attached as Exhibit B-2 for signature by the Chair of the Board of the Housing Authority, provides necessary certifications for submission of the Operating Budgets described in Section 7d.

Section 11. Based on the HUD requirement for public housing authorities to implement asset management functions that includes fee for service, the proposed Budget implements the fee for service provisions and support service costs. The fee for service provision is predicated on the concept that fee revenues will cover the cost of the services provided. Such services include, but are not limited to property management services. Subject to applicable laws, regulations and policies governing Agency procurement, the Agency is authorized to competitively procure and execute contracts for such fee for services.

Section 12. The Executive Director, or designee, is authorized to submit applications to HUD for the Capital Fund Plan and Program funding. If such grants are awarded, the Executive Director, or designee, is authorized to accept the grant or grants, execute all related documents and to execute contracts to implement the Capital Fund Program subject to HUD approval of the annual statements and amend the budget accordingly. The Executive Director, or designee, is directed to comply with all policies, procedures, and requirements prescribed by HUD as a condition of such grants. The Executive Director, or designee, is authorized to submit the Comprehensive Plan or annual statement to HUD, after receiving public comments and resident review.

Section 13. On an annual basis the Agency, on behalf of HACS, conducts a financial audit, analyzes receivables for collectability and, accordingly, reconciles and adjusts related financial records. The Executive Director, or designee, is authorized to amend the Budget and financial records as needed for such adjustments.

- Section 14. The Executive Director, or designee, is authorized to purchase all lines of applicable insurance for its properties and operations through local independent agents, direct carriers, or risk retention pools, provided that the insurance requirements, coverage and terms are commercially reasonable and provided that the cost does not exceed the amounts in the approved Budget. The Agency, on behalf of HACS, is also authorized to obtain flood insurance through the federal flood insurance program for HACS properties and this coverage may be secured through a local independent agent.
- Section 15. Subject to availability under the Budget of any required funds, the Executive Director, or designee, is authorized to approve conversion of HUD funded conventional public housing dwelling units to non-dwelling use or disposition as long as the use or disposition is approved by HUD and consistent with adopted HACS policy and governing board approvals. The Executive Director, or designee, is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate the HUD approved conversion.
- Section 16. The Executive Director, or designee, is authorized and directed to approve, submit and implement the Public Housing Agency (PHA) Annual Plan and the PHA Five-Year Plan, and the attachments and/or amendments to such Plans to comply with the Quality Housing and Responsibility Act of 1998.
- Section 17. The Executive Director, or designee, is authorized to submit to HUD the One Year Action Plan for Community Development Block Grant (CDBG), Home Investment Partnership (HOME), Emergency Shelter Grant (ESG) and Housing Opportunities for People with AIDS (HOPWA). Agency, is delegated authority to administer federal funds appropriated by HUD and is the designated recipient of funds outlined in the One Year Action Plan. If such grants are awarded, the Executive Director, or designee, is authorized to accept the grant or grants, execute all related documents deemed necessary, and amend the Budget accordingly. The Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Agency is authorized to amend the Capital Reserve Project budget in the event that the actual entitlement exceeds, or is less than, that estimated in the Budget.
- Section 18. The Executive Director, or designee, is authorized to administer funds or delegate authority to other appropriate entities approved by the governing boards to administer ESG and HOPWA programs, and is also authorized to expend funds and execute contracts with the appropriate entities to carry out the ESG and HOPWA funded activities contained in the approved Action Plan, strictly in accordance with the terms of the Action Plan and funding source requirements.
- Section 19. The Executive Director, or designee, is authorized to enter into necessary grants and agreements with HUD, the State Housing and Community

Development Department (HCD), and other governmental or private entities for homeless programs for which HACS/Agency is the designated recipient of grant funds or contracting agency. The Executive Director, or designee, is authorized to accept such grants, execute contracts to implement homeless activities funded in the Budget, and amend the Budget accordingly (provided that the activities are fully funded by the grant or are within the Agency Budget). The Executive Director, or designee, is authorized to execute contracts for homeless activities funded in the Agency Budget as outlined in the Agency public services schedule.

- Section 20. HACS finds and declares that the proposed expenditure of tax increment housing funds, as set forth in approved recognized obligation payment schedules, for activities serving the homeless, including providing subsidies to, or for the benefit of, extremely low income households through either site specific rental assistance or tenant based rental assistance, as allocated/outlined in the budget, will not cause or exacerbate racial, ethnic or economic segregation and will be beneficial to all former Redevelopment Project Areas by facilitating the production of affordable housing and providing housing for a population which remains in or frequents the former Redevelopment Project Areas and is perceived as a blighting influence by business owners, property owners, workers and residents, and as a result impedes the elimination of blight in the community.
- Section 21. HACS further finds and declares that the proposed expenditure of tax increment housing funds, as set forth in approved recognized obligation payment schedules to provide subsidies to, or for the benefit of, extremely low income households through either site specific rental assistance or tenant based rental assistance, increases, improves, and preserves the community's supply of low and moderate-income housing available at an affordable housing cost to persons and families that are extremely low, very low, low or moderate income households and will be of benefit to the community.
- Section 22. HACS finds and declares that the proposed planning and administrative expenses which may be paid for from the former low and moderate income housing fund, pursuant to an approved recognized obligation payment schedule, is necessary for the production, improvement and/or preservation of low and moderate income housing during the 2021 Agency Budget year.
- Section 23. The Executive Director, or designee, is authorized to amend the budget to transfer or accept funding or assets consistent with an approved recognized obligation payment schedule to the Agency or City Redevelopment Agency Successor Agency (RASA) for approved capital projects or operating expenses in compliance with all bond covenants, tax laws and applicable laws and regulations or changes to the aforementioned.
- Section 24. The Executive Director, or designee, is authorized to amend the budget to

receive assets or transfer assets, receive funds or transfer funds to the RASA and execute agreements with the City or RASA as necessary to facilitate authorized directives of the State of California, the California State Department of Finance and/or the State Controller's Office or to provide staffing services to RASA. Agreements between the Agency or HACS and the RASA are subject to Successor Agency Oversight Board Approval.

Section 25. The Executive Director, or designee, is authorized to submit grant applications on behalf of HACS for any and all housing and community development activities within the jurisdiction of Agency. If such grants are awarded, Agency is authorized to accept the grant or grants execute contracts as the Executive Director deems necessary to implement grant activities with the appropriate entities (provided that the activities are fully funded by the grant or within the Budget), execute all related documents and amend the Budget. Budget expenditure and amendments for such grants are permitted for positions, services and supplies, equipment and projects. Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Such grants may include but are not limited to the following:

- Homeless Prevention and Rapid Re-housing Program HPRP
- Neighborhood Stabilization Program
- Family Unification Program
- Family Self Sufficiency
- Veteran's Assistance and Supportive Housing
- Federal Emergency Management Agency
- CAL REUSE Cleanup Grant and Loan Program
- Social Innovation Fund

Section 26. The Executive Director, or designee, is authorized to amend the Budget to make transfers of fund balances to accommodate reserve requirements. The Executive Director, or designee, may allocate and transfer any available fund balances to accounts held for future projects or reduce budget shortfalls in any other fund balances, provided monies so used are not otherwise restricted by law or regulations related to the funding source. Further, Agency is authorized to expend available balances from the payroll fund for the cost of liabilities such as post-retirement medical benefits, sick leave and vacation accruals.

Section 27. The Agency Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.

Section 28. The Executive Director, or designee, is authorized to amend the Budget to appropriate for expenditure all revenues received in revolving funds.

Section 29. The Executive Director, or designee, is authorized to increase or decrease operating Budget appropriations up to \$100,000. Operating Budget

appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

- Section 30. The Executive Director, or designee, is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.
- Section 31. The Executive Director, or designee, is authorized to increase or decrease project budget appropriations by not more than \$100,000 for each project or activity. Project budget appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.
- Section 32. The Executive Director, or designee, is authorized to amend the budget to receive insurance proceeds and award contracts to expend insurance proceeds so long as such proceeds are used exclusively towards, the repairing, rehabilitating, replacing or otherwise compensating for the insured loss.
- Section 33. The Executive Director, or designee, is authorized to transfer any available fund balances from HACS instrumentalities or affiliates to allocate for future HACS projects or to reduce budget shortfalls, provided the use and receipt of funds is not otherwise restricted by law or regulations. Such transactions are subject to HACS instrumentality or affiliate board approval.
- Section 34. The Executive Director, or designee, is authorized to amend the Budget to reflect all required debt service payments, pass through payments, loan repayments, and other existing obligations based on actual higher or lower revenues.
- Section 35. The Executive Director, or designee, is authorized to amend the operating budget or capital project budget or transfer funding of approved capital projects or operating budgets in compliance with appropriate approvals, bond covenants, tax laws and applicable laws and regulations or changes to the aforementioned.
- Section 36. The Executive Director, or designee, on behalf of HACS serving as the Successor Housing Entity, is authorized to execute, and implement internal loans between Agency managed funds as reflected in the Budget and as consistent with bond covenants, tax laws and applicable redevelopment laws and regulations; and to modify the terms of loans and reconcile available revenues as needed for the completion of enforceable housing obligations of the former redevelopment agency to assure receipt of anticipated revenues.
- Section 37. The Executive Director, or designee, is authorized to exercise default remedies and take other actions to protect HACS assets under contracts, loans, disposition and development agreements, owner participation agreements and other HACS agreements and to appropriate the associated revenues in the Budget. The Executive Director, or designee, is authorized to enter into "loan work outs," to the extent reasonably

necessary to protect HACS assets, and in entering such “work outs,” The Executive Director, or designee, is authorized to renegotiate and rewrite the terms of the loan as if the loan were made according to current loan program underwriting criteria (including forgiveness of principal as necessary to reflect underwriting the loan at current fair market value of the subject property). Further, The Executive Director, or designee, is authorized to renegotiate existing HACS debt obligations and execute new security instruments provided the terms of the new debt do not increase the principal outstanding and either result in a cost savings or provide HACS with more favorable loan terms.

Section 38. All project appropriations in existence as of December 31, 2020 will be carried over and continued in 2021.

Section 39. All multi-year operating grant budgets in existence as of December 31, 2020 shall be continued in 2021.

Section 40. All encumbrances for valid purchase orders and contracts in effect as of December 31, 2020 may remain in effect in 2021. The Executive Director, or designee, is authorized to increase the Budget for valid encumbrances as of December 31, 2020, but only to the extent that the applicable division's 2020 operating budget appropriations exceeded 2020 expenditures.

Section 41. The Executive Director, or designee, is authorized to incorporate the changes listed on Exhibit A-1 as part of the 2021 Budget.

Section 42. If any entity requires a separate resolution for any action approved within this resolution other than resolutions for approval or amendment of projects, programs or the Agency Budget, the Sacramento Housing and Redevelopment Commission is delegated the authority to approve and deliver such resolution.

Section 43. The Executive Director, or designee, is authorized to delegate the authorities as set out in this resolution.

Section 44. Form HUD-52574 (04/2013), attached as Exhibit B-2 for signature by the Chair of the Board of the Housing Authority, provides necessary certifications for submission of the Operating Budgets described in Section 8d.

Section 45. This resolution shall take effect immediately.

Table of Contents:

Exhibit A-1: Summary of Sacramento Housing and Redevelopment Agency Proposed 2021 Budget

Exhibit B-1: 2021 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)

Exhibit B-2: HUD Resolution Approving the 2021 AMP Budgets

EXHIBIT A

SUMMARY OF SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY PROPOSED 2021 BUDGET

Approved 2021 Total Operating Budget	\$ 165,254,689
Approved 2021 New Projects	\$ 48,027,902
TOTAL SHRA BUDGET	\$ 213,282,591

City Public Housing AMP, Central Office and Central Services Budget

January 1 - December 31, 2021

PHA Code: CA005

City of Sacramento

Total
City
Public
HousingCity COCC
Central Office
& Central Svc

	City AMP 1	City AMP 2	City AMP 3	City AMP 4	City AMP 5	City AMP 7	Total City Public Housing	City COCC Central Office & Central Svc
Beginning fund equity	\$ 1,993,017	\$ 3,670,840	\$ 2,310,985	\$ 1,071,986	\$ 968,974	\$ 855,023	\$ 10,870,825	\$ -
Revenues:								
HUD Operating Subsidy	1,647,851	2,038,662	614,791	435,181	519,740	585,053	5,841,278	
Maintenance Charges to Tenants	3,000	5,000	3,000	12,000	10,000	5,000	38,000	
Washer/Dryer Income	-	60	15,000	5,000	4,000	4,000	28,060	
Rental Income - Dwelling	864,790	843,375	874,547	370,143	449,022	420,871	3,822,748	
Rental Income - Commercial	-	-	-	-	-	-	-	
Rental Income other	15,000	15,000	-	-	-	-	30,000	
Interest Income - Investment	25,000	46,656	24,000	13,500	13,000	10,367	132,523	
Bad Debt Recovery	500	1,000	300	500	500	500	3,300	
Return Check Fee	30	60	75	30	60	30	285	
Miscellaneous income	10,000	10,000	3,000	2,000	4,000	3,000	32,000	22,146
Management Fee	-	-	-	-	-	-	-	1,818,432
IT/Bookkeeping Fee	-	-	-	-	-	-	-	174,870
Asset Management Fee	-	-	-	-	-	-	-	218,660
Admin Fee (CFP)	-	-	-	-	-	-	-	266,389
Central services fees	-	-	-	-	-	-	-	288,591
Total operating revenue	2,566,171	2,959,813	1,534,713	838,354	1,000,322	1,028,821	9,928,194	2,789,088
CFP Mgmt impr transfers	65,415	65,809	76,249	65,415	65,415	67,642	405,945	-
Local Housing Transfers	-	-	50,000	-	20,000	-	70,000	520,655
Total revenues and transfers in	2,631,586	3,025,622	1,660,962	903,769	1,085,737	1,096,463	10,404,139	3,309,743
Expenditures:								
Employee Services:								
- Management/Maintenance	676,479	652,611	701,487	453,231	334,158	292,400	3,110,366	916,401
- Resident Trainees	54,231	54,399	60,716	54,231	54,231	50,989	328,797	-
Total Employee Services	730,710	707,010	762,203	507,462	388,389	343,389	3,439,163	916,401
Services & Supplies:								
- Management/Maintenance	1,310,041	1,583,334	694,950	373,801	559,455	504,379	5,025,960	1,944,620
Other Charges:								
Financial Transactions	-	-	-	-	-	-	-	-
- Central Service Fees	68,620	75,193	63,594	23,969	28,027	29,188	288,591	-
- Miscellaneous (PILOT, Depr.)	35,417	38,368	32,466	11,807	14,757	14,756	147,571	-
- AMP to AMP transfers	-	-	-	20,000	-	50,000	70,000	-
Management Fee	289,297	317,004	268,109	97,790	114,061	122,359	1,208,620	-
IT / Bookkeeping Fee	31,950	35,010	29,610	11,340	12,597	13,510	134,017	-
Asset Management Fee	43,200	46,920	39,720	15,120	16,796	18,360	180,116	-
Total operating expense	2,509,235	2,802,839	1,890,652	1,061,289	1,134,082	1,095,941	10,494,038	2,861,021
Ending Balance	\$ 2,115,368	\$ 3,893,623	\$ 2,081,295	\$ 914,466	\$ 920,629	\$ 855,545	\$ 10,780,926	\$ 448,722

PHA Board Resolution
Approving Operating Budget

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

Exhibit B-2
OMB No. 2577-0026
(exp. 04/30/2016)

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

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

PHA Name: Housing Authority-City of Sacramento PHA Code: CA005

PHA Fiscal Year Beginning: 01/01/2021 Board Resolution Number: _____

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

DATE

- ☒ Operating Budget approved by Board resolution on: 07/28/2020
- ☐ Operating Budget submitted to HUD, if applicable, on: _____
- ☐ Operating Budget revision approved by Board resolution on: _____
- ☐ Operating Budget revision submitted to HUD, if applicable, on: _____

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

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

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

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

Print Board Chairperson's Name:	Signature:	Date:
Mayor Darrell Steinberg		07/28/2020

RESOLUTION NO. 2020 -

Adopted by the Sacramento City Council

On date of

APPROVAL OF MULTI-FAMILY LENDING AND MORTGAGE REVENUE BOND POLICIES PROGRAM APPLICATION SCHEDULE

BACKGROUND

- A. Sacramento Housing and Redevelopment Agency (SHRA) proposes to revise and implement the Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule to correspond with California Tax Credit Allocation Committee and California Debt Limit Allocation Committee application deadlines.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. SHRA is authorized to adopt the 2021 Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule as outlined Exhibit A.
- Section 2. The proposed action is an administrative and fiscal activity and does not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b), and is exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3).

Table of Contents:

Exhibit A: Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule

**Sacramento Housing and Redevelopment Agency
Multifamily Loan and Mortgage Revenue Bond Applications
2021 Schedule ***

July 9% TCAC & CDLAC Applications:

Pre-Application Deadline	January 4, 2021
Application Deadline	March 1, 2021
Environmental Deadline**	April 30, 2021
Sacramento Housing and Redevelopment Commission (SHRC)	June 2, 2021
Board of Supervisors (Board) / City Council (Council)	June 22, 2021
9% TCAC/CDLAC Application Deadline (est.)	July 1, 2021

March 9% TCAC & CDLAC Applications:

Pre-Application Deadline	August 2, 2021
Application Deadline	October 4, 2021
Environmental Deadline **	December 17, 2021
SHRC	February 2, 2022
Board / Council	February 22, 2022
9% TCAC/CDLAC Application Deadline (est.)	March 1, 2022

Optional CDLAC Applications:

(based on funding availability)

Pre-Application Deadline:	October 1, 2021
Application Deadline	December 1, 2021
Environmental Deadline **	February 18, 2022
SHRC	April 20, 2022
Board / Council	May 11, 2022
CDLAC Application Deadline	May 19, 2022

* TCAC/CDLAC deadlines are estimates; therefore, schedule subject to change, if needed, to align with State program deadlines and governing body meeting calendars.

** Environmental clearance (CEQA and NEPA) not received by this date will result in project approvals being delayed and the TCAC/CDLAC application being submitted at a later date.



July 10, 2020

Sacramento Housing and
Redevelopment Commission
Sacramento, CA

Honorable Members in Session:

SUBJECT:

**Approval of 2021 Sacramento Housing and Redevelopment Agency (SHRA)
Budget**

RECOMMENDATION

Staff is presenting this information to the Commission for review prior to final review by the County of Sacramento.

Respectfully submitted,


LA SHELLE DOZIER
Executive Director

Attachment

**COUNTY OF SACRAMENTO
CALIFORNIA**

For the Agenda of:
July 28, 2020
Timed for: 10:15am

To: Board of Supervisors

Through: Navdeep S. Gill, County Executive
Bruce Wagstaff, Deputy County Executive, Social Services
Agency

From: La Shelle Dozier, Executive Director, Sacramento Housing
and Redevelopment Agency

Subject: 2021 Sacramento Housing And Redevelopment Agency
Proposed Budget

District(s): All

RECOMMENDED ACTION

The report recommends conducting a public hearing and upon conclusion adopt the following resolutions:

1. A **Board of Supervisors Resolution** a) approving the 2021 proposed budget for the Sacramento Housing and Redevelopment Agency (Agency); b) delegating authority to the Agency to administer certain federal funds; c) authorizing the Agency to submit grant applications for activities within the jurisdiction of the Agency; d) authorizing the Agency to enter into contracts, make fund transfers, transfer project appropriations, amend the Agency budget and to undertake other actions necessary to implement the delegated authorizations; and e) consent to the Agency's submittal of the annual housing operating budgets and application for Capital Fund Plan funding to HUD.
2. A **Board of Supervisors Resolution** adopting a Multi-Family Loan and Mortgage Revenue Bond Application Schedule that corresponds with California Tax Credit Allocation Committee and California Debt Limit Allocation Committee application deadlines.
3. A **Housing Authority Resolution**: a) approving the 2021 proposed budget for the Housing Authority of the County of Sacramento (Authority); b) delegating authority to administer certain federal funds; c) authorizing the Authority to submit grant applications for activities within the jurisdiction of the Authority; d)

The budget process typically begins in June and extends throughout the summer months with the final proposed budget officially adopted in November. Due to the Coronavirus (COVID-19) pandemic and public health emergency, the Agency has received an unprecedented amount of funding which must be utilized in the 2020 calendar year. The Agency is focused on using this funding to support the further the organizational goal of protecting core services to the greatest extent possible by delivering housing and public service programs. As a result, staff is recommending a "roll forward" budget for 2021 which adopts the appropriations, revenues and use of fund balances as recommended and approved for the 2020 with few exceptions as detailed below.

The Agency proposes a balanced budget in the amount of \$213.3 million representing the operational activities and projects for 2021. The 2021 proposed budget represents a \$1.4 million or .7% increase in net appropriations compared with the prior year. This change in annual budget appropriations is the result of increases in salaries, benefits and Public Employee Retirement System (PERS) obligations as well changes in Full Time Equivalent (FTE) staff that were approved throughout the year for the Homeless Innovations Department.

The proposed 2021 budget provides a plan by which the Agency continues to operate in an efficient manner and in compliance with funding source regulatory requirements and the Government Accounting Standards Board. The Agency's budget and fiscal year is the calendar year from January 1st through December 31st. The County does not provide any General Funds to support the Agency's budget. Appropriate financial planning and applicable government regulations require that the Agency have an operating budget and capital budget adopted prior to the start of each new fiscal year. Consequently, the Agency presents its budget to all governing bodies for approval annually.

2021 Sacramento Housing And Redevelopment Agency Proposed Budget
Page 3

Calendar Year 2021 Proposed Budget (In Millions)								
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	Variance (2020 to 2021)	
OPERATIONS								
Salaries and Benefits	22.3	24.7	24.4	27.3	28.7	30.1	1.4	4.6%
Services and Supplies	17.0	18.3	17.9	17.8	17.4	17.4	0.0	0.0%
Housing Assistance Payments	105.6	106.0	100.7	100.3	109.1	109.1	0.0	0.0%
Debt Service	2.4	3.3	2.2	2.6	2.9	2.9	0.0	0.0%
Financial Transactions	0.4	0.7	3.3	0.3	0.7	0.7	0.0	0.0%
Public Services	5.7	6.0	6.7	5.1	5.1	5.1	0.0	0.0%
Subtotal	\$153.4	\$159.0	\$155.2	\$153.4	\$163.9	\$165.3	\$1.4	0.8%
CAPITAL PROJECTS								
Housing Development and Preservation	16.7	20.7	28.0	14.4	40.3	40.3	0.0	0.0%
Housing Authority Capital Projects	2.1	3.2	2.9	18.5	2.7	2.7	0.0	0.0%
Infrastructure and Public Improvements	7.4	7.6	4.6	6.4	5.0	5.0	0.0	0.0%
Subtotal	\$26.2	\$31.5	\$35.5	\$39.3	\$48.0	\$48.0	0.0	0.0%
TOTAL	\$179.6	\$190.5	\$190.7	\$192.7	\$211.9	\$213.3	\$1.4	0.7%

COMMISSION ACTION

At its meeting of July 15, 2020, the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. Staff will notify the Board in the event the item is not approved.

POLICY CONSIDERATIONS

The actions recommended in this report are consistent with adopted Consolidated Plan goals, the annual Housing Operating budget, the Capital Fund Plan, and adopted Agency policies.

This report also recommends adoption of the Agency's Multi-Family Loan and Mortgage Revenue Bond 2021 Application Schedule. The schedule will allow applicants to apply for funding on certain dates corresponding to the California Tax Credit Allocation Committee (TCAC) and California Debit Limit Allocation Committee (CDLAC) application deadlines.

ENVIRONMENTAL REVIEW

California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA): The proposed actions are administrative and fiscal activities and do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b), and are exempt under the National Environmental Policy Act (NEPA) pursuant to 24 CFR 58.34(a)(2) and (3). Actions necessary for the effective management of the Riverview Plaza Residential Project property are exempt under CEQA per Guidelines Section

15301 and are either exempt under NEPA per 24 CFR 58.34(a)(3) or categorically excluded per 24 CFR 58.35(b)(3).

M/WBE/SECTION 3 CONSIDERATIONS

The action proposed in this report has no M/WBE or Section 3 impact; therefore, M/WBE or Section 3 considerations do not apply.

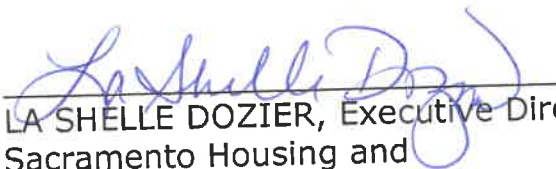
FINANCIAL ANALYSIS

The 2021 proposed budget recommends total expenses of \$213.3 million, with the Housing Assistance Payments budget at \$109.1 million; the Operating budget at \$47.5 million; the Capital Project budget at \$48 million; the Public Services budget at \$5.1 million; and the Debt Service and Financial Transaction budget at \$3.6 million. The 2021 proposed budget of \$213.3 million represents a \$1.4 million or .7 percent increase compared with the total 2020 Adopted budget.

In 2021, the Agency proposes to increase its authorized full-time equivalent (FTE) positions to 252 from 246 FTE in 2020. These additional positions will provide staffing to support Homeless Innovations Department.

Respectfully Submitted,

APPROVED
NAVDEEP S. GILL,
County Executive


LA SHELLE DOZIER, Executive Director
Sacramento Housing and
Redevelopment Agency

By: _____
BRUCE WAGSTAFF
Deputy County Executive

Attachments:

- RES – County BOS Resolution and Exhibit A
- RES – HACOS Resolution and Exhibit A
- EX B-1 – County Public Housing and Central Services budget
- EX B-2 - HUD Resolution
- RES – SHDC Resolution
- RES – County Multifamily Housing Application Schedule
- EX A – Multifamily Housing Application Schedule

RESOLUTION NO.

APPROVAL OF 2021 BUDGET FOR SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY; RELATED FINDINGS, APPROVALS, DELEGATIONS AND IMPLEMENTING AUTHORITIES; INCLUDING AUTHORITY FOR UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) SUBMISSIONS, GRANTS AND FUND TRANSFERS

WHEREAS, the Sacramento Housing and Redevelopment Agency (Agency) is a joint powers agency created to eliminate duplicate staffing efforts and to manage and administer federal housing and community development programs on behalf of the City and County of Sacramento. This structure provides a competitive advantage to the City and County when seeking federal and other housing and community development funding opportunities. The consolidation of multiple departments from different jurisdictions achieves close coordination of housing and community development programs and provides budget savings for operation and overhead. The Agency Executive Director reports directly to the City and the County governing boards. The Agency is recognized statewide and nationally as a model public agency that achieves multi-jurisdictional cooperation and effectively leverages local, state and federal housing and community development funds; and

WHEREAS, the Agency receives annual funding from a combination of federal, state and local sources; and

WHEREAS, the sources of Agency revenue require that an operating budget be adopted prior to the start of each new fiscal year. The Agency's fiscal year is the calendar year from January 1st through December 31st.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SACRAMENTO:

Section 1. The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities, and therefore, the proposed actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378(b), and are

exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3). Environmental Review for specific projects will be completed prior to any discretionary action(s) being carried out with regard to such projects.

Section 2. The 2021 Operating Budget totaling \$165,254,689 and the 2021 Project Budget totaling \$48,027,902, all as further described in the 2021 Proposed Agency Budget (hereinafter "2021 Agency Budget" or "Budget"), a copy of which is on file with the Agency Clerk and copies of which have been provided to the respective governing board members, are approved as the Budget of the Agency for the 2021 fiscal year. The 2021 Agency Budget incorporates the budgets of the Housing Authority of the City of Sacramento, the Housing Authority of the County of Sacramento, and the Sacramento Housing Development Corporation, and adoption of those budgets is contingent upon the approval of each of these respective entities.

Section 3. A total of 252 full time equivalent positions (FTE) are approved subject to classification review by the Executive Director, or designee, of the Sacramento Housing and Redevelopment Agency.

Section 4. The budgeted amount for any item in the Budget may be amended by majority vote of the governing body of each entity actually undertaking and funding the activity. Such an amendment to the Budget so enacted shall be deemed to have been approved by all of the entities that originally adopted the Budget without further action of the remaining entities.

Section 5. The Agency is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate legal directives of the California State Department of Finance and/or the State Controller's Office and the actions taken by the County of Sacramento acting as Successor Agency to the former Redevelopment Agency of the County of Sacramento (CRASA) as approved by the CRASA Oversight Board regarding housing successor matters.

Section 6. The Agency is authorized to submit the 2021 Annual Housing Operating Budget and all supporting documents to the United States Department of Housing and Urban Development (HUD), including all required amendments for utilities and other miscellaneous adjustments. Furthermore, the Agency is authorized to amend the Budget to reflect actual HUD approved expenditures and revenues for HUD funded programs and projects.

Section 7. The proposed expenditures under the 2021 Housing Operating Budget are necessary for the efficient and economical operation of Agency housing to serve low-income families.

Section 8. The housing financial plan set forth in the 2021 Housing Operating Budget is reasonable in that:

- a. It indicates a source of funding adequate to cover all proposed expenditures;
- b. It does not provide for the use of federal funding in excess of amounts payable under the provisions of the pertinent regulations;
- c. It proposes rental charges and expenditures that are consistent with provisions of law and the Annual Contributions Contract; and
- d. It implements the fee for service provisions and support service costs based on the HUD requirement for public housing authorities to implement asset management functions that includes fee for service. The fee for service provision is predicated on the revenues generated by fees being sufficient to cover the cost of services provided over time.

Section 9. The Housing Authority of the County of Sacramento (Authority or HACOS), staffed by the Agency, is authorized to submit applications to HUD for the Capital Fund Plan and Program funding. If such grants are awarded, the Agency is authorized to accept the grant or grants, execute all related documents, execute contracts to implement the Capital Fund Program subject to HUD approval of the annual statements, and amend the Budget accordingly. The Agency is directed to comply with all policies, procedures, and requirements prescribed by HUD as a condition of

such grants. The Agency is authorized to submit the annual statement to HUD, after receiving public comments and resident review and approval of the Sacramento Housing and Redevelopment Commission.

Section 10. On an annual basis HUD requires HACOS, staffed by the Agency, to conduct a financial audit, analyze receivables for collectability and accordingly, reconcile and adjust related financial records. The Agency is authorized to amend the Budget and financial records as needed for such adjustments.

Section 11. The Agency is authorized to purchase all lines of applicable insurance for its properties and operations through local independent agents, direct carriers, or risk retention pools, provided that the insurance requirements, coverage and terms are commercially reasonable, and provided that the cost does not exceed the amounts in the approved Budget. The Agency is also authorized to obtain flood insurance through the federal flood insurance program for Agency properties and this coverage may be secured through a local independent agent.

Section 12. Subject to availability under the Budget of any required funds, the Agency is authorized to approve conversion of HUD funded conventional public housing dwelling units to non-dwelling use or disposition as long as the use or disposition is approved by HUD and consistent with adopted Agency/Housing Authority policy and governing board approvals. The Agency is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate the approved HUD approved conversion.

Section 13. The Agency is authorized and directed to approve, submit and implement the Public Housing Agency (PHA) Annual Plan and PHA Five-Year Plan, and the attachments and/or amendments to such Plans to comply with the Quality Housing and Responsibility Act of 1998, as approved by the Sacramento Housing and Redevelopment Commission.

Section 14. The Agency is authorized to submit to HUD the One Year Action Plan for Community Development Block Grant (CDBG), Home

Investment Partnership (HOME), Emergency Solutions Grant (ESG) and Housing Opportunities for People with AIDS (HOPWA). The Agency is delegated authority to administer federal funds appropriated by HUD and is the designated recipient of funds outlined in the One Year Action Plan. If such grants are awarded, the Agency is authorized to accept the grant or grants, execute all related documents Agency deems necessary, and amend the Budget accordingly. The Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. The Agency is authorized to amend the Capital Reserve Project budget in the event that the actual entitlement exceeds, or is less than, that estimated in the Budget.

Section 15. The Agency is authorized to administer ESG and HOPWA funds or delegate authority to other appropriate entities approved by the governing boards to administer ESG and HOPWA programs, and is also authorized to expend funds and to execute contracts with the appropriate entities to carry out the ESG and HOPWA funded activities contained in the Action Plan, strictly in accordance with the terms of approved Action Plans and funding source requirements.

Section 16. The Agency is authorized to enter into necessary grants and agreements with HUD, the State Housing and Community Development Department (HCD), and other governmental or private entities for homeless programs for which the Agency is the designated recipient of grant funds or contracting agency. The Agency is authorized to accept such grants, execute contracts to implement homeless activities as outlined in the Agency public services schedule and funded in the Budget, and amend the Budget accordingly (provided that the activities are fully funded by the grant or are within the Agency Budget).

Section 17. The Agency is authorized to submit grant applications on behalf of the County of Sacramento for any and all housing and community development activities within the jurisdiction of the Agency. If such grants are awarded in an amount not exceeding \$100,000, the Agency is

authorized to accept the grant or grants, execute contracts the Agency deems necessary to implement grant activities with the appropriate entities (provided that the activities are fully funded by the grant or within the Budget), execute all related documents and amend the Budget. Budget expenditure and amendments for such grants are permitted for positions, services and supplies, equipment and projects. The Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Such grants may include but are not limited to the following:

- Homeless Prevention and Rapid Re-housing Program (HPRP)
- Neighborhood Stabilization Program
- Family Unification Program
- Family Self Sufficiency
- Veteran's Assistance and Supportive Housing
- Social Innovation Fund

Section 18. The Agency is authorized to amend the Budget to make transfers of fund balances to accommodate reserve requirements. The Executive Director, or designee, may allocate and transfer any available fund balances to accounts held for future projects or reduce budget shortfalls in any other fund balances; provided monies so used are not otherwise restricted by law or regulations related to the funding source. Further, the Agency is authorized to expend available balances from the payroll fund for the cost of liabilities such as post-retirement medical benefits, sick leave, and vacation accruals.

Section 19. The Agency Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.

Section 20. The Agency is authorized to amend the Budget to appropriate for expenditure of all revenues received in revolving funds.

Section 21. The Agency is authorized to increase or decrease operating Budget appropriations up to \$100,000. Operating Budget appropriation

increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

Section 22. The Agency is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.

Section 23. The Agency is authorized to transfer project appropriations among fund groups.

Section 24. The Agency is authorized to amend the Budget to reflect all required debt service payments, pass through payments, loan repayments, and other existing obligations based on actual revenues.

Section 25. The Agency is authorized to amend the operating budget or capital project budget, or transfer funding of approved capital projects or operating budgets within the respective project area funds in compliance with approvals, bond covenants, tax laws and applicable laws and regulations or changes to the aforementioned.

Section 26. The Executive Director, or designee, is authorized to amend the budget to receive insurance proceeds and award contracts to expend insurance proceeds so long as such proceeds are used exclusively towards the repairing, rehabilitating, replacing or otherwise compensating for the insured loss.

Section 27. The Agency is authorized to execute and implement internal loans between Agency managed funds as reflected in the Budget and as consistent with bond covenants, tax laws and applicable redevelopment laws and regulations; and to reconcile available revenues as needed to assure receipt of anticipated revenues.

Section 28. The Agency is authorized to exercise default remedies and take other actions Agency deems necessary to protect the Agency assets under contracts, loans, disposition and development agreements, owner participation agreements and other Agency agreements, and to appropriate the associated revenues in the Budget. The Agency is authorized to enter into "loan work outs," to the extent reasonably necessary to protect the Agency assets, and in entering such "work outs," the Agency is authorized to

renegotiate and rewrite the terms of the loan as if the loan were made according to current loan program underwriting criteria. Further, the Agency is authorized to renegotiate existing Agency debt obligations and execute new security instruments provided the terms of the new debt do not increase the principal outstanding, and either result in a cost savings or provide the Agency with more favorable loan terms.

Section 29. All project appropriations in existence as of December 31, 2020 will be carried over and continued in 2021.

Section 30. All multi-year operating grant budgets in existence as of December 31, 2020 shall be continued in 2021.

Section 31. All encumbrances for valid purchase orders and contracts in effect as of December 31, 2020 may remain in effect in 2021. The Agency is authorized to increase the Budget for valid encumbrances as of December 31, 2020, but only to the extent that the applicable division's 2020 operating budget appropriations exceeded expenditures.

Section 32. The Agency is authorized to incorporate the changes listed on Exhibit A as part of the 2021 Budget.

Section 33. If any entity requires a separate resolution to confirm any action approved within this resolution, the Sacramento Housing and Redevelopment Commission is delegated the authority to approve and deliver such resolution.

Section 34. The Agency is authorized to delegate the authorities as set out in this resolution to the Agency's Executive Director.

Section 35. This resolution shall take effect immediately.

On a motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento, State of California, this 28th day of July , 2020, by the following vote, to wit:

AYES: Supervisors,

NOES: Supervisors,

ABSENT: Supervisors,

ABSTAIN: Supervisors,

RECUSAL: Supervisors,

(PER POLITICAL REFORM ACT (§ 18702.5.))

Chair of the Board of Supervisors
of Sacramento County, California

(SEAL)

ATTEST: _____
Clerk, Board of Supervisors

EXHIBIT A

**SUMMARY OF SACRAMENTO HOUSING
AND REDEVELOPMENT AGENCY PROPOSED 2021 BUDGET**

Approved 2021 Total Operating Budget	\$ 165,254,689
Approved 2021 New Projects	\$ 48,027,902
TOTAL AGENCY BUDGET	\$ 213,282,591

RESOLUTION NO. _____

**ADOPTED BY THE HOUSING AUTHORITY OF THE COUNTY OF
SACRAMENTO**

ON DATE OF

**APPROVAL OF 2021 BUDGET FOR SACRAMENTO HOUSING AND
REDEVELOPMENT AGENCY; RELATED FINDINGS, APPROVALS,
DELEGATIONS, AND IMPLEMENTING AUTHORITIES; INCLUDING
AUTHORITY FOR UNITED STATES DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT (HUD) SUBMISSIONS, GRANTS AND FUND
TRANSFERS**

WHEREAS, the Sacramento Housing and Redevelopment Agency (Agency) is a joint powers agency created to eliminate duplicate staffing efforts to manage and administer federal housing and community development programs on behalf of the City and County of Sacramento which provides a competitive advantage to the City and County when seeking federal and other housing and community development funding opportunities. The consolidation of multiple departments from different jurisdictions achieves close coordination of housing and community development programs and provides budget savings for operation and overhead. The Agency Executive Director reports directly to the City and the County governing boards. The Agency is recognized statewide and nationally as a model public agency that achieves multi-jurisdictional cooperation and effectively leverages local, state and federal housing and community development funds; and

WHEREAS, the Agency receives annual funding from a combination of federal, state and local sources; and

WHEREAS, the sources of Agency revenue require an operating budget adopted prior to the start of each new fiscal year. The Agency's fiscal year is the calendar year from January 1st through December 31st.

WHEREAS, as of February 1, 2012, pursuant to Health and Safety Code Section 34173 and resolution no. 2012-0051, the fiscal administration of the former Redevelopment Agency of the County was assumed within the

management structure of the County of Sacramento which elected to administer the dissolution of its redevelopment agency and manage the County Redevelopment Agency Successor Agency (CRASA). The budget of the former Redevelopment Agency is no longer incorporated within the Agency Budget; and

WHEREAS, Pursuant to Health and Safety Code Section 34176 and resolution no. HA-2012-2329, the County of Sacramento designated the Housing Authority of the County of Sacramento (HACOS), managed and staffed by the Agency, as the local authority to retain the housing-assets and housing-functions previously performed by its Redevelopment Agency.

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING
AUTHORITY OF THE COUNTY OF SACRAMENTO:**

Section 1. The above recitals are found to be true and correct and are hereby adopted.

Section 2. The proposed actions are administrative and fiscal activities and do not make any commitments to, or give approvals for, specific projects or activities, and therefore the proposed actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378(b), and are exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3). Environmental Review for specific projects will be completed prior to any discretionary action(s) being carried out with regard to such projects.

Section 3. The 2021 Operating Budget totaling \$165,254,689 and the 2021 Project Budget totaling \$48,027,902, all as further described in the 2021 Proposed Agency Budget (hereinafter "2021 Agency Budget" or "Budget"), a copy of which is on file with the Agency Clerk and copies of which have been provided to the respective governing board members, are approved as the Budget of Agency for the 2021 fiscal year. The 2021 Agency Budget incorporates the budgets of the Housing Authority of the City

of Sacramento, the Housing Authority of the County of Sacramento, and the Sacramento Housing Development Corporation, and adoption of those budgets is contingent upon the approval of each of these respective entities.

Section 4. A total of 252 Agency full time equivalent positions (FTE) are approved subject to classification review by the Executive Director of the Sacramento Housing and Redevelopment Agency.

Section 5. Subject to availability under the Budget or limitations on use of any required funds, the Executive Director or her designees is authorized to amend the Budget as necessary to accept funds, expend funds, or transfer funds among operating budgets or project budgets to complete enforceable housing obligations, comply with legal directives of the California State Department of Finance and/or the State Controller's Office, facilitate the dissolution of redevelopment pursuant to AB 1x 26 and AB 1484, or to provide staffing services to CRASA. Such transactions must comply with applicable laws and regulations and agreements to provide staffing services for CRASA and are subject to CRASA Oversight Board Approval.

Section 6. The budgeted amount for any item in the Budget may be amended by majority vote of the governing body of each entity actually undertaking and funding the activity. Such an amendment to the Budget so enacted shall be deemed to have been approved by all of the entities that originally adopted the Budget without further action of the remaining entities.

Section 7. The Executive Director, or designee, is authorized to submit the 2020 Annual Housing Operating Budget and all supporting documents to the United States Department of Housing and Urban Development (HUD), including all required amendments for utilities and other miscellaneous adjustments. Furthermore, the Executive Director, or designee, is authorized to amend the Budget to reflect actual HUD approved

expenditures and revenues for HUD funded programs and projects. Please see Exhibit B-1 for a summary of the Public Housing operating budget.

Section 8. The proposed expenditures under the 2021 Housing Operating Budget are necessary for the efficient and economical operation of Agency housing to serve low-income families.

Section 9. The housing financial plan set forth in the 2021 Housing Operating Budget is reasonable in that:

- a. It indicates a source of funding adequate to cover all proposed expenditures.
- b. It does not provide for use of federal funding in excess of amounts payable under the provisions of the pertinent regulations.
- c. It proposes rental charges and expenditures that are consistent with provisions of law and the Annual Contributions Contract.
- d. It includes asset management project budgets prepared on an individual basis as shown in the Schedule of Public Housing AMP, Central Office, and Central Services 2021 Budget attached as Exhibit B-1.

Section 10. Form HUD-52574 (04/2013), attached as Exhibit B-2 for signature by the Chair of the Board of the Housing Authority, provides necessary certifications for submission of the Operating Budgets described in Section 9d.

Section 11. Based on the HUD requirement for public housing authorities to implement asset management functions that includes fee for service, the Budget implements the fee for service provisions and support service costs. The fee for service provision is predicated on the revenues generated by fees being equal to the cost of services provided. Such services include, but are not limited to property management services. Subject to applicable laws, regulations and policies governing Agency procurement, the Agency is authorized to competitively procure and execute contracts for such fee for services.

Section 12. The Executive Director, or designee, is authorized to submit applications to HUD for the Capital Fund Plan and Program funding. If such grants are awarded, the Executive Director, or designee, is authorized to accept the grant or grants, execute all related documents, execute contracts to implement the Capital Fund Program subject to HUD approval of the annual statements and amend the Budget accordingly. The Executive Director, or designee, is directed to comply with all policies, procedures and requirements prescribed by HUD as a condition of such grants. The Executive Director is authorized to submit the Comprehensive Plan or annual statement to HUD, after receiving public comments and resident review and approval of the Sacramento Housing and Redevelopment Commission.

Section 13. On an annual basis the Agency, on behalf of HACOS, conducts a financial audit , analyzes receivables for collectability and, accordingly, reconciles and adjusts related financial records. The Executive Director, or designee, is authorized to amend the Budget and financial records as needed for such adjustments.

Section 14. The Executive Director, or designee, is authorized to purchase all lines of applicable insurance for its properties and operations through local independent agents, direct carriers, or risk retention pools, provided that the insurance requirements, coverage and terms are commercially reasonable and provided that the cost does not exceed the amounts in the approved Budget. The Agency on behalf of HACOS is also authorized to obtain flood insurance through the federal flood insurance program for HACOS properties and this coverage may be secured through a local independent agent.

Section 15. Subject to availability under the Budget of any required funds, The Executive Director, or designee, is authorized to approve conversion of HUD funded conventional public housing dwelling units to non-dwelling use or disposition as long as the use or disposition is approved

by HUD and consistent with HACOS policy and governing board approvals. The Executive Director or her designee is authorized to amend the Budget as necessary and to transfer funds among operating budgets or project budgets to facilitate the approved HUD approved conversion.

Section 16. The Executive Director, or designee, is authorized and directed to approve, submit and implement the Public Housing Agency (PHA) Annual Plan and PHA Five-Year Plan, and the attachments and/or amendments to such Plans to comply with the Quality Housing and Responsibility Act of 1998.

Section 17. The Executive Director, or designee, is authorized to submit to HUD the One Year Action Plan for Community Development Block Grant (CDBG), Home Investment Partnership (HOME), Emergency Solutions Grant (ESG) and Housing Opportunities for People with AIDS (HOPWA). HACOS, staffed by the Agency is delegated authority to administer federal funds appropriated by HUD and is the designated recipient of funds outlined in the One Year Action Plan. If such grants are awarded, Agency is authorized to accept the grant or grants, execute all related documents Agency deems necessary, and amend the Budget accordingly. Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Agency is authorized to amend the Capital Reserve Project in the event that the actual entitlement exceeds, or is less than, that estimated in the Budget.

Section 18. The Executive Director, or designee, is authorized to administer funds or delegate authority to other appropriate entities approved by the governing boards to administer ESG and HOPWA programs, and expend funds and to execute contracts with the appropriate entities to carry out the activities contained in the Action Plan utilizing ESG and HOPWA funds, strictly in accordance with the terms of the Action Plan and funding source requirements.

Section 19. The Executive Director, or designee, is authorized to enter

into necessary grants and agreements with HUD, the State Housing and Community Development Department (HCD), and other governmental or private entities for homeless programs for which HACOS or the Agency is the designated recipient of grant funds or contracting agency. The Executive Director, or designee is authorized to accept such grants, execute contracts to implement homeless activities funded in the Budget, and amend the Budget accordingly (provided that the activities are fully funded by the grant or are within the Agency Budget). The Executive Director, or designee, is authorized to execute contracts for homeless activities funded in the Agency Budget as outlined in the Agency public services schedule.

Section 20. HACOS finds and declares that the proposed expenditure of tax increment housing funds, as set forth in approved recognized obligation payment schedules, for activities serving the homeless, including providing subsidies to, or for the benefit of, extremely low income households through either site specific rental assistance or tenant based rental assistance, as allocated/outlined in the Budget, will not cause or exacerbate racial, ethnic or economic segregation and will be beneficial to all former Redevelopment Project Areas by facilitating the production of affordable housing and providing housing for a population which remains in or frequents the former Redevelopment Project Areas and is perceived as a blighting influence by business owners, property owners, workers and residents, and as a result impedes the elimination of blight in the community.

Section 21. HACOS further finds and declares that the proposed expenditure of tax increment housing funds, as set forth in approved recognized payment schedules to provide subsidies to, or for the benefit of, extremely low income households through either site specific rental assistance or tenant based rental assistance, increases, improves, and preserves the community's supply of low and moderate-income housing available at an affordable housing cost to persons and families that are

extremely low, very low, low or moderate income households and will be of benefit to the community.

Section 22. HACOS finds and declares that the proposed planning and administrative expenses which may be paid for from the former low and moderate income housing fund, pursuant to an approved recognized payment obligation schedule, is necessary for the production, improvement and/or preservation of low and moderate income housing during the 2021 Agency Budget year.

Section 23. The Executive Director, or designee, is authorized to amend the Budget to transfer or accept funding or assets consistent with an approved recognized payment obligation schedule, to the Agency or CRASA for approved capital projects or operating expenses in compliance with all bond covenants, tax laws and applicable laws and regulations or changes to the aforementioned.

Section 24. The Executive Director, or designee, is authorized to amend the Budget to receive assets or transfer assets, receive funds or transfer funds to the CRASA and execute agreements with the County or RASA as necessary to facilitate authorized directives of the State of California, the California State Department of Finance and/or the State Controller's Office or to provide staffing services to RASA. Agreements between the Agency or HACOS and the CRASA are subject to Successor Agency Oversight Board Approval.

Section 25. The Executive Director, or designee, is authorized to submit grant applications on behalf of HACOS for any and all housing and community development activities within its jurisdiction. If such grants are awarded in an amount not exceeding \$100,000, the Executive Director, or designee is authorized to accept the grant or grants, execute contracts as the Executive Director, or designee deems necessary to implement grant activities with the appropriate entities (provided that the activities are fully funded by the grant or within the Budget), execute all related documents,

and amend the Budget. Budget expenditure and amendments for such grants are permitted for positions, services and supplies, equipment and projects. Agency is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. Such grants may include but are not limited to the following:

- Homeless Prevention and Rapid Re-housing Program (HPRP)
- Neighborhood Stabilization Program
- Family Unification Program
- Family Self Sufficiency
- Veteran's Assistance and Supportive Housing
- Federal Emergency Management Agency
- Social Innovation Fund

Section 26. The Executive Director, or designee, is authorized to amend the Budget to make transfers of fund balances to accommodate reserve requirements. The Executive Director, or designee, may allocate and transfer any available fund balances to accounts held for future projects or reduce budget shortfalls in any other fund balances, provided monies so used are not otherwise restricted by law or regulations related to the funding source. Further, Agency is authorized to expend available balances from the payroll fund for the cost of liabilities such as post retirement medical benefits, sick leave, and vacation accruals.

Section 27. The Agency Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.

Section 28. The Executive Director, or designee, is authorized to amend the Budget to appropriate for expenditure all of revenues received in revolving funds.

Section 29. The Executive Director, or designee, is authorized to increase or decrease operating Budget appropriations up to \$100,000. Operating Budget appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

Section 30. The Executive Director, or designee, is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.

Section 31. The Executive Director is authorized to increase or decrease project budget appropriations by not more than \$100,000 for each project or activity. Project budget appropriation increases and decreases in excess of \$100,000 must be approved by the appropriate governing board.

Section 32. The Executive Director, or designee, is authorized to transfer any available fund balances from HACOS instrumentalities or affiliates to allocate for future HACOS projects or to reduce Budget shortfalls, provided the use and receipt of funds is not otherwise restricted by law or regulations. Such transactions are subject to HACOS instrumentality or affiliate board approval.

Section 33. The Executive Director, or designee, is authorized to amend the Budget to reflect all required debt service payments, pass through payments, loan repayments and other existing obligations based on actual higher or lower revenues.

Section 34. The Executive Director, or designee, is authorized to amend the Budget to receive insurance proceeds and award contracts to expend insurance proceeds so long as such proceeds are used exclusively towards, the repairing, rehabilitating, replacing or otherwise compensating for the insured loss.

Section 35. The Executive Director, or designee, is authorized to amend the operating budget or capital project budget or transfer funding of approved capital projects or operating budgets within the respective project

area funds in compliance with approvals, bond covenants, tax laws and applicable laws and regulations or changes to the aforementioned.

Section 36. The Executive Director, or designee, on behalf of HACOS, serving as the County Successor Housing Entity, is authorized to execute, and implement internal loans between Agency managed funds as reflected in the Budget and as consistent with bond covenants, tax laws and applicable redevelopment laws and regulations; and to modify the terms of loans and reconcile available revenues as needed for the completion of enforceable housing obligations of the former redevelopment agency to assure receipt of anticipated revenues.

Section 37. The Executive Director, or designee, is authorized to exercise default remedies and take other actions Executive Director, or designee deems necessary to protect HACOS assets under contracts, loans, disposition and development agreements, owner participation agreements and other HACOS agreements and to appropriate the associated revenues in the Budget. The Executive Director, or designee is authorized to enter into "loan work outs," to the extent reasonably necessary to protect HACOS assets, and in entering such "work outs," the Executive Director, or designee is authorized to renegotiate and rewrite the terms of the loan as if the loan were made according to current loan program underwriting criteria. Further, The Executive Director, or designee, is authorized to renegotiate existing HACOS debt obligations and execute new security instruments provided the terms of the new debt do not increase the principal outstanding and either result in a cost savings or provide the Agency with more favorable loan terms.

Section 38. All project appropriations in existence as of December 31, 2020 will be carried over and continued in 2021.

Section 39. All multi-year operating grant budgets in existence as of December 31, 2020 shall be continued in 2021.

Section 40. All encumbrances for valid purchase orders and contracts in effect as of December 31, 2020 may remain in effect in 2021. The Executive Director, or designee, is authorized to increase the Budget for valid encumbrances as of December 31, 2020, but only to the extent that the applicable division's 2020 operating budget appropriations exceeded 2020 expenditures.

Section 41. The Executive Director, or designee, is authorized to incorporate the changes listed on Exhibit A as part of the 2021 Budget.

Section 42. If any entity requires a separate resolution to confirm any action approved within this resolution the Sacramento Housing and Redevelopment Commission is delegated the authority to approve and deliver such resolution.

Section 43. This resolution shall take effect immediately.

On a motion by Member _____,
seconded by Member _____, the foregoing Resolution was passed
and adopted by the Housing Authority of the County of Sacramento, State of
California, this 28th day of July, 2020, by the following vote, to wit:

AYES: Members,

NOES: Members,

ABSTAIN: Members,

ABSENT: Members,

Chair of the Housing Authority of the
County of Sacramento, California

SEAL:

ATTEST: _____
Clerk

EXHIBIT A

**SUMMARY OF SACRAMENTO HOUSING
AND REDEVELOPMENT AGENCY PROPOSED 2020 BUDGET**

Approved 2020 Total Operating Budget	\$ 165,254,689
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Approved 2020 New Projects	\$ 48,027,902
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TOTAL SHRA BUDGET	\$ 213,282,591
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County Public Housing AMP, Central Office and Central Services Budget

January 1 - December 31, 2021

PHA Code: CA007
County of Sacramento

	County AMP 1	County AMP 2	County AMP 3	County AMP 5	Total County Public Housing	County COCC Central Office & Central Svc
Beginning fund equity	\$ 1,234,427	\$ 943,217	\$ 583,689	\$ 1,145,256	\$ 3,906,589	\$ -
Revenues:						
HUD Operating Subsidy	362,560	709,950	1,125,849	684,809	2,883,168	-
Maintenance Charges to Tenants	-	3,000	1,000	3,500	7,500	-
Washer/Dryer Income	-	5,000	3,500	1,400	9,900	-
Rental Income - Dwelling	-	635,473	896,055	507,433	2,038,961	-
Rental Income - Other	-	-	-	5,000	5,000	-
Interest Income - Investment	-	2,000	8,500	8,400	18,900	200
Bad Debt Recovery	-	-	1,000	-	1,000	-
Miscellaneous income	-	2,000	5,800	2,800	10,600	-
Return Check Fee	-	-	30	-	30	-
Management Fee	-	-	-	-	-	1,254,142
IT/Bookkeeping Fee	-	-	-	-	-	63,000
Asset Management Fee	-	-	-	-	-	92,520
Admin Fee (CFP) & (HCV)	-	-	-	-	-	2,278,717
Washer/Dryer Income	-	-	-	-	-	-
Central services fees	-	-	-	-	-	364,207
Total operating revenue	362,560	1,357,423	2,041,734	1,213,342	4,975,059	4,052,786
CFP operating transfers	-	-	-	-	-	-
CFP Mgmt impr transfers	-	65,415	65,415	65,449	196,279	-
AMP to AMP transfers	(362,560)	212,333	212,333	212,334	274,440	-
Total revenues and transfers in	-	1,635,171	2,319,482	1,491,125	5,445,778	4,052,786
Expenditures:						
Employee Services:						
- Management/Maintenance	-	509,627	430,411	374,114	1,314,152	915,352
- Resident Trainees	-	54,231	54,231	54,231	162,693	-
Total Employee Services	-	563,858	484,642	428,345	1,476,845	915,352
Services & Supplies:						
- Management/Maintenance	-	585,556	1,059,500	542,386	2,187,442	3,134,923
- Maintenance	-	-	-	-	-	-
- Resident Trainees	-	-	-	-	-	-
Total Services & Supplies	-	585,556	1,059,500	542,386	2,187,442	3,134,923
Other Charges:						
Financial Transactions	133,195	855	1,230	1,500	136,780	200
- Central Service Fees	-	110,228	157,388	96,591	364,207	-
- Miscellaneous (PILOT, Depr.)	-	29,295	32,957	27,062	89,314	-
- AMP to AMP transfers	-	-	-	-	-	-
Management Fee	-	156,465	227,362	138,536	522,363	-
IT / Bookkeeping Fee	-	18,720	27,610	16,670	63,000	-
Asset Management Fee	-	31,320	32,280	28,920	92,520	-
Total operating expense	133,195	1,496,297	2,022,969	1,280,010	4,932,471	4,050,475
Ending Balance	\$ 1,101,232	\$ 1,082,091	\$ 880,202	\$ 1,356,371	\$ 4,419,896	\$ 2,311

PHA Board Resolution
Approving Operating Budget

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

Exhibit B-2
OMB No. 2577-0026
(exp. 04/30/2016)

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

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

PHA Name: Housing Authority-County of Sacramento PHA Code: CA007

PHA Fiscal Year Beginning: 01/01/2021 Board Resolution Number: _____

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

DATE

- ☒ Operating Budget approved by Board resolution on: 7/28/2020
- ☐ Operating Budget submitted to HUD, if applicable, on: _____
- ☐ Operating Budget revision approved by Board resolution on: _____
- ☐ Operating Budget revision submitted to HUD, if applicable, on: _____

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

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

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

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

Print Board Chairperson's Name: Phil Serna	Signature: _____	Date: _____
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RESOLUTION NO. SHDC ____

**ADOPTED BY THE SACRAMENTO HOUSING DEVELOPMENT
CORPORATION**

ON DATE OF

**SACRAMENTO HOUSING DEVELOPMENT CORPORATION RIVERVIEW
PLAZA RESIDENTIAL PROJECT OPERATING BUDGET; RELATED
FINDINGS, AUTHORIZATIONS AND APPROVALS**

NOW THEREFORE BE IT RESOLVED AND ORDERED BY THE BOARD
OF DIRECTORS OF THE SACRAMENTO HOUSING DEVELOPMENT
CORPORATION:

Section 1. Approval of the budget is an administrative and fiscal activity and does not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378(b), and is exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3). Actions necessary for the effective management of the Riverview Plaza Residential Project property are exempt under CEQA per Guidelines Section 15301 and are either exempt under NEPA per 24 CFR 58.34(a)(3) or categorically excluded per 24 CFR 58.35(b)(3).

Section 2. The Budget totaling \$628,869 for the Riverview Plaza Residential project, which is incorporated in the budget of the Sacramento Housing and Redevelopment Agency, all as further described in the "2021 Proposed Budget", a copy of which is on file with the Agency Clerk, is approved as the Operating Budget for the 2021 fiscal year for the Sacramento Housing Development Corporation (2021 Budget).

Section 3. The Executive Director of the Sacramento Housing Development Corporation (Executive Director) is authorized to obtain flood insurance for the Riverview Plaza Residential project through the federal flood insurance program, and is authorized to purchase liability insurance and enter into agreements with risk retention pools or other similar organizations, provided that the insurance requirements, coverage and terms are commercially reasonable and provided that the cost does not exceed the

amounts in the approved 2021 Budget.

Section 4. The Executive Director is authorized to submit grant applications for any and all activities within the delegated authority and jurisdiction of the Sacramento Housing Development Corporation. The Executive Director is authorized to accept such grants, to amend the 2021 Budget to receive and allocate the grant funds, and to implement the actions required by the grant for any projects and programs currently within the Sacramento Housing Development Corporation's authorization and jurisdiction, provided that the activities are fully funded by the grant. Such budget amendments are permitted for, but not limited to, positions, services and supplies, equipment and projects.

Section 5. The Executive Director is authorized to make transfers of fund balances to accommodate reserve requirements. The Executive Director may allocate and transfer any available fund balances to accounts held for future projects or to reduce budget shortfalls in any other fund balances, provided monies so used are not restricted by law or regulations related to the funding source.

Section 6. The Executive Director is authorized to make payments on debt incurred by the Sacramento Housing Development Corporation as necessary to comply with the provisions of the Partnership Agreement within which the Corporation serves as the General Partner, and as deemed prudent and necessary by the Executive Director on behalf of the Sacramento Housing Development Corporation and within the 2021 Budget hereby adopted.

Section 7. The Executive Director, or designee, is authorized to amend the budget to receive insurance proceeds and award contracts to expend insurance proceeds so long as such proceeds are used exclusively towards, the repairing, rehabilitating, replacing or otherwise compensating for the insured

Section 8. The Executive Director is authorized to incorporate the changes listed on Exhibit A as part of the 2021 Budget.

Section 9. The Executive Director is authorized to act on behalf of the Sacramento Housing Development Corporation with the same authority as conferred upon the Executive Director of the Sacramento Housing and Redevelopment Agency.

Section 10. This resolution shall take effect immediately.

On a motion by Director _____,
seconded by Director _____, the foregoing
Resolution was passed and adopted by the Sacramento Housing
Development Corporation, State of California, this 28th day of July, 2020, by
the following vote, to wit:

AYES: Directors,

NOES: Directors,

ABSTAIN: Directors,

ABSENT: Directors,

ABSTAIN: Directors,

(PER POLITICAL REFORM ACT (§ 18702.5.))

Chair, Board of Directors
Sacramento Housing Development
Corporation

(SEAL)

ATTEST: _____
Clerk

RESOLUTION NO.

APPROVAL OF MULTI-FAMILY LENDING AND MORTGAGE REVENUE BOND POLICIES PROGRAM APPLICATION SCHEDULE

WHEREAS, the Sacramento Housing and Redevelopment Agency (SHRA) proposes to revise and implement the Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule to correspond with California Tax Credit Allocation Committee and California Debt Limit Allocation Committee application deadlines.

WHEREAS, the proposed action is administrative and fiscal activity and does not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378(b), and is exempt under the National Environmental Policy Act (NEPA) per 24 CFR 58.34(a)(2) and (3).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SACRAMENTO:

Section 1. SHRA is authorized to adopt the 2021 Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule as outlined Exhibit A.

On a motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento this 28th day of July, 2020, by the following vote, to wit:

AYES: Supervisors,

NOES: Supervisors,

ABSENT: Supervisors,

ABSTAIN: Supervisors,

RECUSAL: Supervisors,
(PER POLITICAL REFORM ACT (§ 18702.5.))

Chair of the Board of Supervisors
of Sacramento County, California

(SEAL)

ATTEST: _____
Clerk, Board of Supervisors

**Sacramento Housing and Redevelopment Agency
Multifamily Loan and Mortgage Revenue Bond Applications
2021 Schedule ***

July 9% TCAC & CDLAC Applications:

Pre-Application Deadline	January 4, 2021
Application Deadline	March 1, 2021
Environmental Deadline**	April 30, 2021
Sacramento Housing and Redevelopment Commission (SHRC)	June 2, 2021
Board of Supervisors (Board) / City Council (Council)	June 22, 2021
9% TCAC/CDLAC Application Deadline (est.)	July 1, 2021

March 9% TCAC & CDLAC Applications:

Pre-Application Deadline	August 2, 2021
Application Deadline	October 4, 2021
Environmental Deadline **	December 17, 2021
SHRC	February 2, 2022
Board / Council	February 22, 2022
9% TCAC/CDLAC Application Deadline (est.)	March 1, 2022

Optional CDLAC Applications:

(based on funding availability)

Pre-Application Deadline:	October 1, 2021
Application Deadline	December 1, 2021
Environmental Deadline **	February 18, 2022
SHRC	April 20, 2022
Board / Council	May 11, 2022
CDLAC Application Deadline	May 19, 2022

* TCAC/CDLAC deadlines are estimates; therefore, schedule subject to change, if needed, to align with State program deadlines and governing body meeting calendars.

** Environmental clearance (CEQA and NEPA) not received by this date will result in project approvals being delayed and the TCAC/CDLAC application being submitted at a later date.