



**NOTICE OF REGULAR MEETING**  
**Sacramento Housing and  
Redevelopment Commission**  
**TELECONFERENCE MEETING ONLY**  
**Wednesday, October 20, 2021 – 6:00 pm**  
**801 12<sup>th</sup> Street Commission Room**  
**Sacramento CA**

**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 Commission meeting will be broadcast live on YouTube. To view the meeting please visit:**

**YouTube Link: <https://youtu.be/NVUZgqMtf20>**

**Members of the public who wish to make comments can do so in two ways:**

- 1. Email comments to [publiccomments@shra.org](mailto:publiccomments@shra.org) which will be read into the record by the Clerk during the meeting.**
- 2. Comment by phone during the meeting by dialing (888) 970-1444. Please call and indicate if you wish to comment during the general 'Citizens Comments' period or on a specific agenda item.**

**Please contact the Agency Clerk's office at 916-440-1332, if you have questions about the public comment procedure. In compliance with the Americans with Disabilities Act (ADA), SHRA requests that individuals who require special accommodations to access and/or participate in Commission meetings contact the office at (916) 440-1332 at least 24 hours before the scheduled meeting. Agenda materials are available for review online at [www.shra.org](http://www.shra.org). If you need assistance with locating reports, contact the Agency Clerk at (916) 440-1332 for assistance.**

**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. Members of the public wishing to provide comment should either email comments to [publiccomments@shra.org](mailto:publiccomments@shra.org) or be present them verbally by calling (888) 970-1444.

## **APPROVAL OF MINUTES – October 6, 2021**

### **BUSINESS**

- 1. 2022 Sacramento Housing and Redevelopment Agency Proposed Budget – City Report**
- 2. 2022 Sacramento Housing and Redevelopment Agency Proposed Budget – County Report**
- 3. 2022 and Subsequent Years Authorization for Solicitation, Award and Approval of Annual Expenditure Caps and Per Contract Caps for Routine Services**
- 4. Change in Meeting Time of the Sacramento Housing and Redevelopment Commission**

### **EXECUTIVE DIRECTOR REPORT**

### **COMMISSION CHAIR REPORT**

### **ITEMS AND QUESTIONS OF COMMISSION MEMBERS**

### **ADJOURNMENT**



**MINUTES**  
**Sacramento Housing and Redevelopment Commission (SHRC)**  
**Special Meeting**  
**October 6<sup>th</sup>, 2021**  
Meeting noticed on October 1, 2021

**ROLL CALL**

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:00 p.m. by Chair Morgan. Note that the meeting was held via teleconference following the Governor's executive order during the coronavirus pandemic.

**MEMBERS PRESENT:** Amanfor, Boyd, Morgan, Nunley, Ross, Staajabu, Starks, Schumacher-Hodge, Woo

**MEMBERS ABSENT:** Griffin, Osmany

**STAFF PRESENT:** La Shelle Dozler, Brad Nakano, Susana Jackson, James Shields, Christine Weichert, Victoria Johnson, Lira Goff, Vickie Smith

**APPROVAL OF AGENDA**

The Agenda was approved as submitted. Items #5 and #6 were heard together.

**CITIZENS COMMENTS**

Isador Montoya briefly spoke on a non-agenized item.

**APPROVAL OF MINUTES** – September 15, 2021 minutes were approved as submitted.

**CONSENT**

1. **AB 361 – Brown Act: Remote Meetings During a State of Emergency**
2. **Authorization to Submit State Emergency Solutions Grant Program 2021 Application to the California Department of Housing and Community Development and Amend the Sacramento Housing and Redevelopment Agency Budget**

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

**AYES:** Amanfor, Boyd, Morgan, Nunley, Ross, Staajabu, Starks, Schumacher-Hodge, Woo

**NOES:** None

**ABSENT:** Griffin, Osmany

**BUSINESS**

**3. Vista Nueva Project – Approval of Application for Homekey Funds and Conditional Loan and Grant Commitment**

Christine Weichert presented the item.

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

**AYES:** Amanfor, Boyd, Morgan, Nunley, Ross, Staajabu, Starks, Schumacher-Hodge, Woo

**NOES:** None

**ABSENT:** Griffin, Osmany

**4. Central Sacramento Studios Project – Approval of Application for Homekey Funds and Conditional Loan and Grant Commitment**

Christine Weichert presented the item.

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

**AYES:** Amanfor, Boyd, Morgan, Nunley, Ross, Staajabu, Starks, Schumacher-Hodge, Woo

**NOES:** None

**ABSENT:** Griffin, Osmany

**PUBLIC HEARING**

**5. Approval of the 2022 One-Year Action Plan for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), HOME American Rescue Plan (ARP) Emergency Solutions Grant (ESG), and Housing Opportunities for Persons With AIDS (HOPWA) Funded Projects and Programs; Amendment of Prior Years' Action Plans; Amendment to the Sacramento Housing and Redevelopment Agency (SHRA) Budget; Amendment to the Citizens Participation Plan; Authorization for SHRA to Administer Lead Based Paint Hazard Control Grant funds and Other Related Actions - City Report**

**6. Approve And Authorize Submission To The United States Department Of Housing And Urban Development (HUD) The 2022 One-Year Action Plan For The Community Development Block Grant, HOME Investment Partnerships Program,**

HOME American Rescue Plan Program, and Emergency Solutions Grant For Projects and Programs; Amendment of Prior Years' Action Plans; Amendment To The Sacramento Housing and Redevelopment Agency Budget, Amendment To The Citizen Participation Plan; Authorization To Administer Lead Based Paint Hazard Reduction Grant Funds From HUD – County Report

Items #5 and #6 were heard together.

Celia Yniguez presented the item.

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

AYES: Amanfor, Boyd, Morgan, Nunley, Ross, Staajabu, Starks,  
Schumacher-Hodge, Woo  
NOES: None  
ABSENT: Griffin, Osmany

BUSINESS

7. Change in Meeting Time of the Sacramento Housing and Redevelopment Commission (SHRC)

James Shields presented the item.

The item was tabled to the October 20, 2021 SHRC Meeting without objection.

PRESENTATION

8. 2022 SHRA Budget Workshop – Development Department

This item was presented by Tyrone Roderick Williams

EXECUTIVE DIRECTOR'S REPORT

La Shelle Dozier reviewed the following:

- Tyrone Roderick Williams will be CEO of the Fresno Housing Authority effective November 1, 2021.

COMMISSION CHAIR REPORT

None.

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Commissioner Staajabu asked if the time of the SHRC meetings were changed, when would they change and how would the public be notified?

**ADJOURNMENT**

**As there was no further business to be conducted, Chair Morgan adjourned the meeting at 7:53 pm.**

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**Clerk**

# RECORD OF MEETING ATTENDANCE

Board/Commission: Sacramento Housing and Redevelopment Commission Board Contact: Lira Goff, 916-440-1332

<b>Meeting Dates and Type</b>	2/03/21 R	E17/21 R	3/03/21 R	4/07/21 R	5/05/21 R	6/02/21 R	7/7/21 R	8/4/21 R	8/18/21 R	9/1/21 R	9/15/21 R	10/06/21 S	<b>Meetings Attended</b>
<b>Member Names:</b>													
4/13/21-12/31/23 <b>Emmanuel Amanfor:</b> <u>CITY</u>					X <i>1st Meeting</i>	X	X	X	X	X	X	X	8
8/13/19 -12/31/21 <b>Barry F. Boyd:</b> <u>CITY</u>	X	X	X	X	X	X	X	X	X	X	X	X	12
1/28/20 - 12/31/23 <b>Melvin Griffin:</b> <u>COUNTY</u>	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	EX-A	0
12/8/20 - 12/31/23 <b>Gale Morgan:</b> <u>COUNTY</u>	X	X	X	X	X	X	X	X	X	X	X	X	12
1/05/19 - 12/21/22 <b>Cecile Nunley:</b> <u>COUNTY</u>	X	X	X	X	X	A-UN	X	EX-A	X	A-UN	A-UN	X	8
03/11/20 - 12/31/22 <b>Jasmine Osmany:</b> <u>COUNTY</u>	X	X	X	X	X	X	X	X	EX-A	X	X	EX-A	10
04/13/21 - 12/31/23 <b>Marisha Schumacher-Hodge:</b> <u>CITY</u>					X <i>1st Meeting</i>	X	X	EX-A	EX-A	X	EX-A	X	5
06/08/2021 - 12/31/2023 <b>Martin Ross:</b> <u>CITY</u>							X <i>1st Meeting</i>	X	X	X	X	X	6
02/07/15 - 12/31/21 <b>Staajabu Staajabu:</b> <u>CITY</u>	X	X	X	X	X	X	X	X	X	X	X	X	12
2/06/18 -12/31/21 <b>Samuel Starks:</b> <u>CITY</u>	X	X	X	X	X	X	X	X	X	X	A-UN	X	11
05/19/2020 - 12/31/22 <b>Darrel Woo:</b> <u>COUNTY</u>	X	X	X	X	X	X	X	X	X	X	X	X	12
					<b>Attendance Types:</b> X - Attended Meeting EX-A - Excused Absence A - Absent A-Un - Unexcused Absence		<b>Meeting Type:</b> Regular Meeting = R Special Meeting = S						



October 20, 2021

**Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA**

Honorable Members in Session:

SUBJECT:

**2022 Sacramento Housing And Redevelopment Agency Proposed Budget**

RECOMMENDATION:

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

Respectfully Submitted

*La Shelle Dozier*

LA SHELLÉ DOZIER  
Executive Director

Attachment





**REPORT TO**  
**Housing Authority of the**  
**City of Sacramento**  
**915 I Street, Sacramento, CA 95814-2671**  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Public Hearing**  
**November 16, 2021**

**Honorable Mayor and Members of the City Council**

**Title: 2022 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 2022 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 **Housing Authority Resolution:** a) approving the 2022 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. 3) 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.

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

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

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

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

The proposed 2022 budget provides a plan by which the Agency operates 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 1<sup>st</sup> through December 31<sup>st</sup>. The City does not provide General Fund support for the Agency's operating budget, only for support of the Shelter programs as designated by the City of Sacramento.

The Agency proposes a balanced budget in the amount of \$347.1 million representing the operational activities and projects for 2022. The 2022 proposed budget represents a \$133.9 million or 62.8% increase in net appropriations compared with the prior year. This change in annual budget appropriations is primarily the result of the creation of the Emergency Rental Assistance Program, which accounts for \$66.7 million, or roughly 50% of the total increase in planned expenditures. Capital Projects are also estimated to increase approximately \$30.4 million due to increased revenues provided to the Agency at the Federal level.

Some of the guiding principles used to develop the Agency's budget include:

- Protecting "core services" to the greatest extent possible, with delivery of housing programs, public services and capital projects being a major priority;
- Managing program activities by focusing on the efficiency of program delivery and the maximization of results;
- Considering the overall financial health of the organization, not just the cash flow from year to year;
- Using partnerships with public entities, community based organizations and private entities whenever practicable; and
- Developing budget plans that deal with the immediate needs of the Agency and employing strategies that address the long-term needs of the communities we serve.

The chart below shows the budget trends for the past four years. Please note, that due to the COVID -19 Pandemic, the 2021 budget was adopted as a "Roll Forward" budget, where only the known increases of salaries and benefits were estimated for the year. All revenues and expenses were adopted as of the prior year of 2020.

2022 Proposed Agency Budget

November 16, 2021

<b>Calendar Year 2022 Proposed Budget (\$\$\$ In Millions)</b>							
	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>Variance (2021 to 2022)</b>	
<b>OPERATIONS</b>							
Salaries and Benefits	24.4	27.3	28.7	30.0	38.7	8.7	29.0%
Services and Supplies	17.9	17.8	17.4	17.4	24.1	6.7	38.5%
Housing Assistance Payments	100.7	100.3	109.1	109.1	130.7	21.6	19.8%
Emergency Rental Assistance Payments	0.0	0.0	0.0	0.0	66.7	66.7	100.0%
Debt Service	2.2	2.6	2.9	2.9	2.2	(0.7)	-24.1%
Financial Transactions	3.3	0.3	0.7	0.7	0.6	(0.1)	-14.3%
Public Services	6.7	5.1	5.1	5.1	5.7	0.6	11.8%
<b>Subtotal</b>	<b>\$155.2</b>	<b>\$153.4</b>	<b>\$163.9</b>	<b>\$165.2</b>	<b>\$268.7</b>	<b>\$103.5</b>	<b>62.7%</b>
<b>CAPITAL PROJECTS</b>							
<b>Subtotal</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$48.0</b>	<b>\$48.0</b>	<b>\$78.4</b>	<b>\$30.4</b>	<b>63.3%</b>
<b>TOTAL</b>	<b>\$155.2</b>	<b>\$153.4</b>	<b>\$211.9</b>	<b>\$213.2</b>	<b>\$347.1</b>	<b>\$133.9</b>	<b>62.8%</b>

**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 2020 Application Schedule and anticipated funding for Agency funded projects. The schedule will allow applicants to apply for funding on certain dates corresponding to the California Tax Credit Allocation Committee and California Debit Limit Allocation Committee application deadlines.

**Economic Impacts: None**

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** The proposed actions are administrative in nature and do not make any approvals for specific projects. They are therefore not a project subject to CEQA pursuant to California Code of Regulations (CCR) §15378. Environmental reviews for specific projects will be completed prior to making project approvals.

**National Environmental Policy Act (NEPA):** The proposed actions are administrative in nature and do not make any commitments to specific projects. They are therefore exempt under NEPA pursuant to 24 CFR 58.34(a)(2) and (3). Environmental reviews for specific projects will be completed prior to making project commitments or choice limiting actions.

**Sustainability Considerations: None**

**Commission Action:** *Sacramento Housing and Redevelopment Commission:* At its October 20, 2021 meeting, the Sacramento Housing and Redevelopment Commission reviewed the staff recommendation for this item. The votes were as follows:

AYES:

2022 Proposed Agency Budget

NOES:

ABSENT:

ABSTAIN:

**Rationale for Recommendation:** The proposed budget provides a fiscal strategy for operations and capital projects during 2022. The budget is in balance and complies with applicable federal, state, and local regulations on the use of the funds.

**Financial Considerations:** The 2022 proposed budget recommends total expenses of \$347.1 million, with the Housing Assistance Payments budget at \$130.7 million; Emergency Rental Assistance budget at \$66.7 million; the Operating budget at \$62.8 million; the Capital Projects budget at \$78.4 million; the Public Services budget at \$5.7 million; and, the Debt Service and Financial Transactions budget at \$2.8 million. The 2022 proposed budget of \$347.1 million represents a \$133.9 million or 62.8% increase in net appropriations compared with the prior year. This change in annual budget appropriations is primarily the result of the creation of the Emergency Rental Assistance Program, which accounts for \$66.7 million, or roughly 50% of the total increase in planned expenditures. Capital Projects are also estimated to increase approximately \$30.4 million due to increased restricted revenues provided to the Agency at the Federal level.

In 2022, the Agency proposes to increase its authorized full-time equivalent (FTE) positions to 313 from 252 FTE in 2021. A majority of additional positions will provide staffing to the Homeless Innovations Department, supporting the homeless programs as well managing the newly created Sacramento Emergency Rental Assistance Program, where we estimate issuing \$66 million in rental assistance to Sacramento City and County residents in 2022.

**LBE - M/WBE and Section 3 requirements:** Local Business Enterprise requirements do not apply to this report. Minority and Women's Business Enterprise requirements and Section 3 will be applied to all activities to the greatest extent feasible and in accordance with SHRA's Section 3 Economic Opportunity Plan. The Developer and general contractor will work with SHRA's Section 3 Administrator, the Sacramento Employment and Training Agency, the Greater Sacramento Urban League or similar entities, to promote employment opportunities.

Respectfully Submitted by:

  
LA SHELLE DOZIER  
Executive Director

**Attachments**

- 1- Background
- 2 - City Council Resolution

**2022 Proposed Agency Budget**

- 3 - Exhibit A Summary of Changes to the Agency 2022 Budget**
- 4 - Housing Authority of the City of Sacramento Resolution**
- 5 - Exhibit B-1 2022 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)**
- 6 - Exhibit B-2 HUD Resolution Approving the 2022 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)**
- 7 - City Council Resolution Multi-Family Loan and Mortgage Revenue Bond Application Schedule**
- 8 - Exhibit A-2 Multi-Family Loan and Mortgage Revenue Bond Application Schedule**
- 9 - Proposed Agency 2022 Budget**

**Sacramento Housing and Redevelopment Agency  
Multifamily Loan and Mortgage Revenue Bond Applications  
2022 Schedule \***

**July 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>January 3, 2022</b>
Application Deadline	March 1, 2022
Environmental Deadline**	April 29, 2022
Sacramento Housing and Redevelopment Commission (SHRC)	June 1, 2022
Board of Supervisors (Board) / City Council (Council)	June 21, 2022
9% TCAC Application Deadline (est.)	July 1, 2022
CDLAC Application Deadline (est.)	September 1, 2022

**March 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>July 1, 2022</b>
Application Deadline	September 1, 2022
Environmental Deadline **	December 9, 2022
SHRC	January 11, 2023
Board / Council	January 31, 2023
9% TCAC Application Deadline (est.)	March 1, 2023
CDLAC Application Deadline (est.)	February 2, 2023

**Optional CDLAC Applications:**

(based on funding availability)

<b>Pre-Application Deadline:</b>	<b>October 3, 2022</b>
Application Deadline	December 1, 2022
Environmental Deadline **	March 3, 2023
SHRC	April 5, 2023
Board / Council	April 25, 2023
CDLAC Application Deadline	May 11, 2023

\* 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.

## **RESOLUTION NO. 20XX -**

**Adopted by the Housing Authority of the City of Sacramento**

on date of  
November 16, 2021

### **APPROVAL OF 2022 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, and the Housing Authority of the City of Sacramento (HACS). 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. HACS's Executive Director reports directly to the governing board of HACS.
- B. The Agency and HACS receives annual funding from a combination of federal, state and local sources. The sources of Agency and HACS 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 1<sup>st</sup> through December 31<sup>st</sup>.
- 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 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:**

**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 2022 Operating Budget totaling \$268,706,290 and the 2022 Project Budget totaling \$78,417,934, all as further described in the 2022 Proposed Agency Budget (hereinafter "2022 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 2022 fiscal year. The 2022 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 313 full time equivalent positions (FTE) are approved subject to classification review by the Executive Director.
- 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 2022 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 2022 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 2022 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 2022 Budget attached as Exhibit B-1.
- Section 10.** On an annual basis, HUD requires the Authority to conduct a physical inventory, analyze receivables for collectability, and, accordingly, reconcile and adjust related financial records. The Executive Director, or designee, is authorized to amend the Budget and financial records as needed for such adjustments.
- Section 11.** Form HUD-52574 (04/2013), attached as Exhibit B-2 for signature by the Chair of the Board of HACS, provides necessary certifications for submission of the Operating Budgets described in Section 7d.
- Section 12.** Based on the HUD requirement for public housing authorities to implement Asset Management 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 HACS procurement, HACS is authorized to competitively procure and execute contracts for such fee for services.
- Section 13.** 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 14.** On an annual basis HACS conducts a physical inventory, 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 15.** 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 Executive Director, or designee, 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 16.** Subject to availability under the Budget of any required funds, the Executive Director, 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 17.** 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 18.** 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 Budget as outlined in the Agency public services schedule.
- Section 19.** 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 20.** 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 21.** 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 2022 Agency Budget year.
- Section 22.** The Executive Director is authorized to amend the budget to transfer or accept funding or assets consistent with an approved recognized obligation payment schedule to HACS 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 23.** The Executive Director is authorized to amend the budget to receive assets or transfer assets, receive funds or transfer funds to the City 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 City RASA are subject to Successor Agency Oversight Board Approval.
- Section 24.** The Executive Director, or designee, is authorized to submit grant applications for any and all housing and community development activities within its jurisdiction. If such grants are awarded, the Executive Director, or designee, is authorized to accept the grant or grants execute contracts 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 Executive Director 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
- CAL REUSE Cleanup Grant and Loan Program
- Social Innovation Fund

- Section 25.** Section 24. 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, the Executive Director, or designee, 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 26.** The Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.
- Section 27.** The Executive Director, or designee, is authorized to amend the Budget to appropriate for expenditure all revenues received in revolving funds.
- Section 28.** 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 29.** The Executive Director, or designee, is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.
- Section 30.** 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 31.** 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 32.** 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 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 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 35.** 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 36.** 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 in form and substance as the Executive Director deems appropriate, including without limitation refinancings, and execute new agreements incurring and/or evidencing indebtedness and 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 37.** The Executive Director, or designee, is authorized to allocate, transfer, expend, or dispose of all funds received by HACS resulting from the repayment of loans made to developers of low income housing which originated solely from funds controlled, or entitled for use, by HACS, to further any project the Executive Director determines will fulfill the original purpose of the Housing Authority Funds, without further authorization from

the Housing Authority Board, including without limitation, negotiating, executing and amending Loan Commitment Letters, Loan Agreements, and any related documents, as approved as to form by the HACS's Office of the General Counsel.

- Section 38.** All project appropriations in existence as of December 31, 2021 will be carried over and continued in 2022.
- Section 39.** All multi-year operating grant budgets in existence as of December 31, 2021 shall be continued in 2022.
- Section 40.** All encumbrances for valid purchase orders and contracts in effect as of December 31, 2021 may remain in effect in 2022. The Executive Director, or designee, is authorized to increase the Budget for valid encumbrances as of December 31, 2021, but only to the extent that the applicable division's 2021 operating budget appropriations exceeded 2021 expenditures.
- Section 41.** The Executive Director, or designee, is authorized to incorporate the changes listed on Exhibit A-1 as part of the 2022 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 Budget, the Sacramento Housing and Redevelopment Commission is delegated the authority to approve and deliver such resolution.
- Section 43.** The Executive Director, or designee, 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 2022 Budget
- Exhibit B-1:** 2022 City Public Housing Asset Management Projects (AMP) and Central Office Cost Center (COCC)
- Exhibit B-2:** HUD Resolution Approving the 2022 AMP Budgets

## EXHIBIT A

### SUMMARY OF SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY PROPOSED 2022 BUDGET

Approved 2022 Total Operating Budget	\$ 268,706,290
Approved 2022 New Projects	\$ 78,714,934
<b>TOTAL SHRA BUDGET</b>	<b>\$ 347,124,224</b>

**City Public Housing AMP, Central Office and Central Services Budget**

**January 1 - December 31, 2022**

PHA Code: CA005  
City of Sacramento

	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	\$ 2,870,884	\$ 5,744,127	\$ 2,615,410	\$ 1,520,751	\$ 1,449,011	\$ 996,159	15,196,342	\$ 671,519
<b>Revenues:</b>								
HUD Operating Subsidy	1,813,536	2,167,611	994,935	899,780	1,003,520	823,752	7,703,134	-
Maintenance Charges to Tenants	10,000	2,000	-	12,000	10,000	-	34,000	-
Washer/Dryer Income	-	60	22,000	-	-	2,000	24,060	-
Rental Income - Dwelling	1,005,328	857,351	22,000	600,000	450,000	400,000	3,334,679	-
Rental Income - Commercial	-	22,619	362,000	-	-	-	384,619	-
Rental Income other	15,000	-	-	-	-	-	15,000	-
Interest Income - Investment	25,000	34,791	15,000	13,500	13,000	5,000	106,291	-
Bad Debt Recovery	500	-	300	100	-	100	1,000	-
Return Check Fee	-	-	-	30	-	15	45	-
Miscellaneous Income	2,000	-	500	2,000	3,000	1,000	8,500	22,000
Management Fee	-	-	-	-	-	-	-	1,197,118
IT/Bookkeeping Fee	-	-	-	-	-	-	-	180,000
Asset Management Fee	-	-	-	-	-	-	-	130,000
Admin Fee (CFP)	-	-	-	-	-	-	-	431,012
Central services fees	-	-	-	-	-	-	-	-
<b>Total operating revenue</b>	<b>2,871,364</b>	<b>3,084,432</b>	<b>1,416,735</b>	<b>1,527,410</b>	<b>1,479,520</b>	<b>1,231,867</b>	<b>11,611,328</b>	<b>1,960,130</b>
CFP Mgmt Impr transfers	65,415	65,809	126,249	65,415	85,415	67,642	475,945	-
Local Housing Transfers	-	-	-	-	-	-	-	-
<b>Total revenues and transfers In</b>	<b>2,936,779</b>	<b>3,150,241</b>	<b>1,542,984</b>	<b>1,592,825</b>	<b>1,564,935</b>	<b>1,299,509</b>	<b>12,087,273</b>	<b>1,960,130</b>
<b>Expenditures:</b>								
<b>Employee Services:</b>								
- Management/Maintenance	738,843	727,074	445,875	389,207	323,799	449,000	3,073,798	777,224
- Resident Trainees	31,271	31,271	36,958	31,271	31,271	27,429	189,471	-
<b>Total Employee Services</b>	<b>770,114</b>	<b>758,345</b>	<b>482,833</b>	<b>420,478</b>	<b>355,070</b>	<b>476,429</b>	<b>3,263,269</b>	<b>777,224</b>
<b>Services &amp; Supplies:</b>								
- Management/Maintenance	1,357,230	1,740,006	1,252,644	728,510	366,652	782,302	6,227,344	1,182,906
<b>Other Charges:</b>								
Financial Transactions	35,417	38,368	32,466	11,807	14,757	14,756	147,571	-
- Central Service Fees	-	-	-	-	-	50,000	50,000	220,661
- Miscellaneous (PILOT, Depr.)	50,515	54,831	19,497	17,669	20,624	21,472	184,608	-
Management Fee	293,371	317,004	268,109	102,680	119,793	124,683	1,225,640	-
IT / Bookkeeping Fee	32,400	35,010	29,610	11,340	13,230	13,770	135,360	-
Asset Management Fee	43,200	46,920	39,720	15,120	17,640	18,360	180,960	-
<b>Total operating expense</b>	<b>2,582,247</b>	<b>2,990,484</b>	<b>2,124,679</b>	<b>1,307,604</b>	<b>907,766</b>	<b>1,501,772</b>	<b>11,414,752</b>	<b>2,180,791</b>
<b>Ending Balance</b>	<b>\$ 3,225,416</b>	<b>\$ 5,903,884</b>	<b>\$ 2,033,515</b>	<b>\$ 1,805,972</b>	<b>\$ 2,106,180</b>	<b>\$ 791,896</b>	<b>\$ 15,888,863</b>	<b>\$ 450,888</b>



**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: 01/01/2022 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: 11/16/2021
- 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: <b>Mayor Darrell Steinberg</b>	Signature: _____	Date: <b>11/16/21</b>
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# **RESOLUTION NO. 2021 -**

**Adopted by the Sacramento City Council**

On date of

November 16, 2021

## **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 2022 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 15 CCR §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  
2022 Schedule \***

**July 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>January 3, 2022</b>
<b>Application Deadline</b>	<b>March 1, 2022</b>
<b>Environmental Deadline**</b>	<b>April 29, 2022</b>
<b>Sacramento Housing and Redevelopment Commission (SHRC)</b>	<b>June 1, 2022</b>
<b>Board of Supervisors (Board) / City Council (Council)</b>	<b>June 21, 2022</b>
<b>9% TCAC Application Deadline (est.)</b>	<b>July 1, 2022</b>
<b>CDLAC Application Deadline (est.)</b>	<b>September 1, 2022</b>

**March 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>July 1, 2022</b>
<b>Application Deadline</b>	<b>September 1, 2022</b>
<b>Environmental Deadline **</b>	<b>December 9, 2022</b>
<b>SHRC</b>	<b>January 11, 2023</b>
<b>Board / Council</b>	<b>January 31, 2023</b>
<b>9% TCAC Application Deadline (est.)</b>	<b>March 1, 2023</b>
<b>CDLAC Application Deadline (est.)</b>	<b>February 2, 2023</b>

**Optional CDLAC Applications:**

(based on funding availability)

<b>Pre-Application Deadline:</b>	<b>October 3, 2022</b>
<b>Application Deadline</b>	<b>December 1, 2022</b>
<b>Environmental Deadline **</b>	<b>March 3, 2023</b>
<b>SHRC</b>	<b>April 5, 2023</b>
<b>Board / Council</b>	<b>April 25, 2023</b>
<b>CDLAC Application Deadline</b>	<b>May 11, 2023</b>

\* 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.

## 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

October 20, 2021

**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 and to provide 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.

**WHEREAS**, the Agency receives annual funding from a combination of federal, state and local sources. The sources of Agency revenues require that an operating budget be adopted prior to the start of each new fiscal year;

**WHEREAS**, Agency's fiscal year is the calendar year from January 1<sup>st</sup> through December 31.

**WHEREAS**, pursuant to Health and Safety Code Section 34176 the City and County of Sacramento designated the Housing Authorities of the City and County of Sacramento, managed and staffed by the Agency, as the designated local authorities to retain the housing-assets and housing-functions previously performed by the respective Redevelopment Agencies.

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

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) pursuant to 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 2022 Operating Budget totaling \$268,706,290 and the 2022 Project Budget totaling \$78,417,934, all as further described in the 2022 Proposed Agency Budget (hereinafter "2022 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 2022 fiscal year. The 2022 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 313 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 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 United States Department of Housing and Urban Development (HUD), the California State Department of Finance and/or the State Controller's Office and the actions taken by the Successor Agencies of the former Redevelopment Agencies approved by the Successor Agency oversight Boards.

**Section 6.** The Executive Director, or designee, is authorized to submit the 2022 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.

**Section 7.** The proposed expenditures under the 2022 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 2022 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 2022 budget.

- e. It implements the fee for service provisions and support service costs based on the HUD requirement for public housing authorities to implement Asset Management that includes fee for service. The fee for service provision is predicated on the concept that fee revenues will cover the cost of the services provided.

Section 9. 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 Executive Director, or designee, 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 10. The Executive Director, or designee, 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 Executive Director, or designee, is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants.

Section 11. 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 Agency/Housing Authority 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 12. The Executive Director, or designee, is authorized and directed to approve, submit, and implement the Public Housing Agency (PHA) Annual Plan, 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 13. 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). 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 Executive Director, or designee, is authorized to accept the grant or grants, execute all related documents and amend the Budget accordingly. The Executive Director is directed to comply with all policies, procedures, and requirements prescribed as a condition of such grants. The Executive Director, or designee, 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 14. 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 15.** 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 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 16.** The Executive Director, or designee, is authorized to submit grant applications on behalf of any of the Agency constituent members for any and all housing and community development activities within the jurisdiction of Agency. If such grants are awarded, the Executive Director, or designee, is authorized to accept the grant or grants execute contracts 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 Executive Director 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
- California State Water Resources Control Board – Underground Storage Cleanup
- CAL REUSE Cleanup Grant and Loan Program

**Section 17.** The proposed expenditure of tax increment housing funds 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 set out in the budget, will not cause or exacerbate racial, ethnic or economic segregation and will be beneficial to all Redevelopment Project Areas as set forth in City Redevelopment Agency Resolution 2004-062 and County Redevelopment Agency Resolution RA-0757, by facilitating the production of affordable housing and providing housing for a homeless population which remains in or frequents the Redevelopment Project Areas and is perceived as a blighting influence by business owners, property owners, workers and residents, and as a result impedes redevelopment of the Project Areas.

**Section 18.** The expenditure of tax increment housing funds from the Project Areas to provide subsidies to, or for the benefit of, extremely low income households through either site specific rental assistance or tenant based rental assistance, increasing, improving, and preserving 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 for proposed projects, will be of benefit to all the community.

Section 19. The proposed planning and administrative expenses paid for from the low and moderate income housing fund are necessary for the production, improvement and/or preservation of low and moderate income housing during the 2022 Agency Budget year.

Section 20. 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, the Executive Director, or designee, 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 21. The Agency Budget is controlled at the fund group level. Except as provided in this resolution, no expenditure will exceed the approved Budget.

Section 22. The Executive Director, or designee, is authorized to amend the Budget to appropriate for expenditure all revenues received in revolving funds.

Section 23. The Executive Director, or designee, is authorized to increase or decrease operating Budget appropriations up to \$100,000.

Section 24. The Executive Director, or designee, is authorized to transfer appropriations up to \$100,000 per transaction in Operating Budget and contingency reserves.

Section 25. The Executive Director, or designee, is authorized to transfer project appropriations among fund groups.

Section 26. 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 tax increment revenues.

Section 27. 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 redevelopment laws and regulations or changes to the aforementioned.

Section 28. 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 29. The Executive Director, or designee, 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 30. The Executive Director, or designee, is authorized to exercise default remedies and take other actions 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 Executive Director, or designee, is authorized to enter into "loan work outs," to the extent reasonably necessary to protect Agency 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 Agency debt obligations in form and substance as the Executive Director deems appropriate, including without limitation refinancings, and execute new agreements incurring and/or evidencing indebtedness and 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 31. All project appropriations in existence as of December 31, 2021 will be carried over and continued in 2022.

Section 32. All multi-year operating grant budgets in existence as of December 31, 2021 shall be continued in 2022.

Section 33. All encumbrances for valid purchase orders and contracts in effect as of December 31, 2021 may remain in effect in 2022. The Executive Director, or designee, is authorized to increase the Budget for valid encumbrances as of December 31, 2021, but only to the extent that the applicable division's 2021 operating budget appropriations exceeded 2021 expenditures.

Section 34. The Executive Director, or designee, is authorized to incorporate the changes as listed on Exhibit A as part of the 2022 Budget.

Section 35. The Executive Director, or designee, is authorized to delegate the authorities as set out in this resolution.

Section 36. This resolution shall take effect immediately.

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CHAIR

ATTEST:

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CLERK

## **BACKGROUND**

### **Housing Choice Voucher Program (HCV):**

The Housing Choice Voucher (formerly Section 8 Housing Assistance) program is funded by HUD through Annual Contribution Contracts (ACC). The Agency administers this program on behalf of the Housing Authority of the County of Sacramento. The Housing Choice Voucher (HCV) program permits the applicant to obtain housing in the private rental market using housing vouchers or in site specific developments utilizing HCV Project Based Vouchers (PBV's). The program participants pay a portion of their income (an adjusted 30 percent of gross family income) towards rent and the remaining due to the owner is paid by the Housing Authority. Participants can utilize their voucher anywhere in the City or County of Sacramento or port out to jurisdictions around the country.

Revenue under the HCV program is received from HUD in the form of Housing Assistance Payments (HAP) and Administrative Fees (AF). The federal appropriations process dictates the amount of funding that will be allocated to the HCV program on a national level. Jurisdictional funding allocations are performance based, with the funding level determined by the number of authorized vouchers leased. Currently, the Housing Authority has 13,944 vouchers authorized for leasing each month. This program strives to maintain a leasing level of 98-100 percent utilization of all vouchers authorized by HUD. This total of 13,944 includes the additional 494 Emergency Housing Vouchers recently awarded to the Agency, upon HUD creation in 2021.

The utilization level of vouchers makes the HCV program eligible for maximum funding from HUD. However, despite being entitled to maximum funding for the program, depending upon federal appropriations, HUD prorates the amount received by each Agency to remain within the parameters of the federal budget.

In 2022, the Agency's HAP eligibility was at 99.4 percent. Staff anticipates a slight increase for 2022 based upon the current proposals moving through Congress. In addition, HUD intentionally provides less funding than required to cover HAP costs in an effort to recapture accumulated HAP reserves from public housing authorities across the country. In 2018 HUD intentionally recaptured HAP reserves leaving the Housing Authority with approximately two weeks of reserves; therefore, managing leasing levels effectively is exceptionally critical.

HCV administrative funding eligibility is based upon the number of units leased within the Housing Authority's authorized voucher allocation. Once eligibility is determined, HUD uses a formula to determine administrative fees for the Agency. For 2021, the Agency receives \$100.64 per unit for the first 7,200 unit months leased and \$93.93 per unit on all remaining unit months leased. HUD then applies a proration to the formula to reduce fees paid so that the administrative fees paid to housing authorities' matches the appropriations provided by Congress. In 2021 the proration was 82 percent of administrative funding eligibility. This is a slight decrease from the 79.5 percent proration of administrative funding eligibility in 2020. The Agency expects funding in 2022 to be closer to 100 percent based on estimated funding that has been adopted by the Administration and Congress in 2021.

### **Emergency Rental Assistance:**

In the last quarter of 2020, the City and the County of Sacramento requested the Housing Authority to develop and administer an emergency rental assistance program for renters impacted by COVID-19 who are unable to pay rent. Local funds from the Community Development Block Grant CARES funds (CDBG CARES) and the COVID Relief Fund were available for this purpose. In just over 2 months with the SERA1 program, 780 landlords received payment for 1,230 families at risk of losing their housing.

In December 2020 and January 2021, federal and state funds became available to provide additional rental assistance. Both the City and the County of Sacramento received funding from the U.S. Treasury and the Department of Housing and Community Development for the Emergency Rental Assistance Program (ERAP). They both requested the Housing Authority to implement a program to keep additional households from being evicted from their rental homes. A total of \$101 million is available to provide renters with assistance paying rent and utilities; both included amounts owed in arrears and prospective bills. The application period for SERA2 was open from February 25 to March 19, 2021 and then again on May 11, 2021 and currently remains open. As of July 31, 2021, 18,180 applications for assistance were received. Additional information about this program is found at [www.shra.org/sera](http://www.shra.org/sera).

Additional funding is anticipated from President Biden's American Recovery Act to assist renters having difficulty paying rent and utilities due to the COVID-19 pandemic.

### **Public Housing:**

The Housing Authority manages a total of 3,214 units of affordable housing for extremely low, very low- and low-income persons, including children, seniors, and disabled individuals. Of this total, 2,155 are part of the Public Housing Program (1,508 units in the City of Sacramento and 647 units in the

County of Sacramento) which utilizes apartments, duplexes, and single family homes to house qualified low income families. Public Housing is owned, managed, and maintained by the Housing Authority, making it one of the largest landlords in Sacramento County.

HUD provides an annual operating subsidy to pay the cost of the Public Housing Program not covered by tenant rents which is appropriated annually through the federal budget process. The federal budget process has recently been erratic, with annual appropriations reaching as high as 103 percent of funding eligibility in 2010 to as low as 82 percent in 2013. In 2021, the program was funded at 95.86 percent of funding eligibility, meaning that the program received only 95.86 percent of what HUD believes the Agency needs to run the program. This requires that the Public Housing Program cut operating costs whenever possible and utilize operating reserves. The Agency anticipates a slight increase closer to 98 percent for funding in 2022 due to Federal legislation.

The Housing Authority has participated in the Rental Assistance Demonstration (RAD) Program, where HUD has approved the disposition of public housing from the program in order to address the nationwide backlog of deferred maintenance on public housing properties. The authority has partnered with SHRA's nonprofit, Sacramento Housing Authority Repositioning Program, Inc. (SHARP) to transfer ownership and maintain the properties. This move, has and will continue to not only preserve low income housing, it will allow private investment to address the capital needs of the Agency properties. The participation in this program will decrease future allocations of the Operating Subsidy, as the number of units in the Public Housing Portfolio will decrease, year after year.

### **Local Housing (Non-Federal)**

The Housing Authority also owns and manages 271 affordable units funded with tax credits and local funds. These local housing projects are not regulated by HUD and have 2021 revenues that are relatively status quo with prior years even with the COVID-19 Pandemic.

The non-profit organization SHARP owns three high-rise properties funded through project based vouchers. These properties contain 231 elderly only units which are also managed by Housing Authority staff.

The budget for the Sacramento Housing Development Corporation (SHDC), a nonprofit public benefit corporation created to serve as the general partner of Riverview Plaza Associates (RPA) is also included in the Agency budget. SHDC is the General Partner of the Riverview Plaza Associates (RPA) - a California limited partnership created to provide affordable housing to seniors with limited income. The property, known as Riverview Plaza, is located at 600 I Street. The County Board of Supervisors serves as the

Board of Directors of the general partner. The Housing Authority of the City of Sacramento serves as the limited partner. The 2022 budget of SHDC and its limited partnership is \$552,216 and is approved annually by the County Board of Supervisors sitting as the Board of SHDC.

**Capital Fund Program (CFP):**

The HUD CFP provides funding specifically intended for the development, financing, modernization, and management improvements needed at properties owned under the HUD public housing program. Funds are allocated annually via a formula. The Agency receives funding for the public housing properties owned by both the City and County Housing Authorities. Between 2003 and 2015, HUD funding for the CFP decreased 36 percent, with the sharpest decrease coming in 2011 at 21 percent. In 2019 HUD funding for the CFP increased from the 2018 levels; while 2020 had decreased slightly. It is expected that future funding years will continue to decrease due the Agency participation in the Rental Assistance Demonstration (RAD) program.

**Community Development Block Grant (CDBG):**

CDBG is a federal entitlement program provided to communities annually for the benefit of low-income persons through housing improvement, public improvements, economic development, public service and elimination of blighting conditions. Areas of Sacramento which are low-income and extremely physically blighted have been selected for targeted CDBG assistance in the areas of capital improvements, housing preservation and renovation, economic development and commercial revitalization activities. These funds must be used to augment but not replace local funds and responsibilities.

The annual HUD CDBG entitlement budget is allocated to cities and counties based on a formula comprised of several measures. The Agency receives grants for both the City and the County of Sacramento. Since 2010, CDBG appropriations have been cut by as much as 25 percent. 2020 saw increases in additional funding due to the COVID-19 pandemic, known as the "CV"

funding from the CARES Act. It is anticipated that the normal funding levels will return in 2022 with a slight increase.

**Home Investment Partnership Program (HOME):**

The Agency administers the HOME program on behalf of the City and County of Sacramento as well as the City of Citrus Heights and Rancho Cordova through a consortium agreement. This program provides for the preservation and expansion of affordable housing to very low and low-income persons. Housing developers and sponsors (both for-profit and non-profit) apply to

the Agency for funding. In the past, HOME funds have assisted families in purchasing their first home, renovating deteriorating housing units, and assisting with the development of new housing.

The annual HUD HOME budget is allocated to participating jurisdictions as formula grants. Since 2010, federal appropriations for the HOME program have declined significantly. 2018 saw a slight increase that did not continue into 2019. Again, due to the COVID 19 Pandemic and the funding available through the American Rescue Plan, 2021 saw a significant increase in the HOME funding. HOME federal funding levels are anticipated to return to pre pandemic levels in 2022.

### **Housing Trust Funds:**

The Agency administers Housing Trust Funds on behalf of both the City and County of Sacramento. The City and County of Sacramento adopted ordinances in 1989 and 1990 respectively, for the purposes of generating fees for the development of affordable housing near employment centers. Fees collected from non-residential development are deposited in the Housing Trust Fund, and are used to fund affordable housing projects that are intended to serve the low income workforce employed by commercial businesses in the surrounding area.

Housing Trust Fund fees dropped dramatically from 2009 to 2012 due to the sharp decline in the number of commercial building permits being issued. Beginning in 2013, there has been a steady increase in revenues due to an increase in building permits and prior year loan repayments. It is anticipated that 2021 revenues will experience a slight increase that is expected to level off in 2022.

### **Emergency Solutions Grant (ESG):**

The ESG program is designed to directly assist homeless individuals and families by providing funding to support the provision of emergency shelters and rapid rehousing assistance. ESG funding is used for operations and essential social services necessary to support shelter residents and for the

rapid re-housing of eligible individuals and families. The ESG program is designed to assist homeless subpopulations within this group, such as victims of domestic violence, youth, people with mental illness, families with children, and veterans. ESG funds can also be used, in narrowly defined situations, to aid people who are imminently at risk of becoming homeless. Revenues for 2021 saw an increase in ESG funding due to the CARES Act. The revenues are projected to be relative status quo with 2019 levels.

### **Housing Opportunities for Persons With AIDS (HOPWA):**

HOPWA funding provides housing assistance and related supportive services in an effort to develop consortium-wide strategies and to form partnerships with area nonprofit organizations. HOPWA funds may be used for a wide range of housing, social services, program planning, and development costs. HOPWA funds may also be used for health care and mental health services, chemical dependency treatment, nutritional services, case management, assistance with daily living, and other supportive services. Revenues for 2022 are projected to be relative status quo with pre pandemic levels received.

As a HOPWA recipient, SHRA has the responsibility to serve eligible individuals within the Eligible Metropolitan Statistical Area which is a metropolitan area with more than 500,000 people and more than 2,000 persons living with HIV or AIDS. For HOPWA funds allocated to the City, the eligible area includes Sacramento, Yolo, Placer, and El Dorado counties. SHRA works with sub-recipients to provide services to HOPWA-eligible clients.





October 20, 2021

**Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA**

Honorable Members in Session:

**SUBJECT:**

**2022 Sacramento Housing And Redevelopment Agency Proposed Budget**

**RECOMMENDATION:**

Staff is presenting this information to the Commission for review, prior to final review by the Housing Authority of the County of Supervisors.

Respectfully Submitted,

*La Shelle Dozier*

LA SHELLA DOZIER  
Executive Director

Attachment

**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
November 2, 2022

**To:** Board of Supervisors  
Housing Authority  
Sacramento Housing Development Corporation

**Through:** Ann Edwards, County Executive  
  
Bruce Wagstaff, Deputy County Executive, Social Services

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

**Subject:** 2022 Sacramento Housing And Redevelopment Agency  
Proposed Budget

**District(s):** All

**RECOMMENDED ACTION**

Conduct a public hearing and upon conclusion adopt the following resolutions: 1) a County Board Resolution 2) a Housing Authority Resolution (Authority) approving the 2022 Sacramento Housing and Redevelopment Agency Budget; 3) a Sacramento Housing Development Corporation Resolution approving the 2022 Proposed budget for the Riverview Plaza Residential Project; and 4) 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.

**BACKGROUND**

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

The proposed 2022 budget provides a plan by which the Agency operates in an efficient manner and in compliance with the regulatory requirements of our funding sources and the Government Accounting Standards Board. The Agency's budget and fiscal year is the calendar year from January 1<sup>st</sup> through December 31<sup>st</sup>. The County does not provide any General Funds in support of 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.

The Agency proposes a balanced budget in the amount of \$347.1 million representing the operational activities and projects for 2022. The 2022 proposed budget represents a \$133.9 million or 62.8% increase in net appropriations compared with the prior year. This change in annual budget appropriations is primarily the result of the creation of the Emergency Rental Assistance Program, which accounts for \$66.7 million, or roughly 50% of the total increase in planned expenditures. Capital Projects are also estimated to increase approximately \$30.4 million due to increased revenues provided to the Agency at the Federal level.

Some of the guiding principles used to develop the Agency's budget include:

- Protecting "core services" to the greatest extent possible, with delivery of housing programs, public services and capital projects being a major priority;
- Managing program activities by focusing on the efficiency of program delivery and the maximization of results;
- Considering the overall financial health of the organization, not just the cash flow from year to year;
- Using partnerships with public entities, community based organizations and private entities whenever practicable; and
- Developing budget plans that deal with the immediate needs of the Agency and employing strategies that address the long-term needs of the communities we serve.

The chart below shows the budget trends for the past four years. Please note, that due to the COVID -19 Pandemic, the 2021 budget was adopted as a "Roll Forward" budget, where only the known increases of salaries and benefits were estimated for the year. All revenues and expenses were adopted as of the prior year of 2020.

## 2022 Sacramento Housing and Redevelopment Agency Proposed Budget

Page 3

<b>Calendar Year 2022 Proposed Budget (\$\$\$ In Millions)</b>							
	<b>2018 Budget</b>	<b>2019 Budget</b>	<b>2020 Budget</b>	<b>2021 Budget</b>	<b>2022 Budget</b>	<b>Variance (2021 to 2022)</b>	
<b>OPERATIONS</b>							
Salaries and Benefits	24.4	27.3	28.7	30.0	38.7	8.7	29.0%
Services and Supplies	17.9	17.8	17.4	17.4	24.1	8.7	38.5%
Housing Assistance Payments	100.7	100.3	109.1	109.1	130.7	21.6	19.8%
Emergency Rental Assistance Payments	0.0	0.0	0.0	0.0	66.7	66.7	100.0%
Debt Service	2.2	2.6	2.9	2.9	2.2	(0.7)	-24.1%
Financial Transactions	3.3	0.3	0.7	0.7	0.6	(0.1)	-14.3%
Public Services	6.7	5.1	5.1	5.1	5.7	0.6	11.8%
<b>Subtotal</b>	<b>\$155.2</b>	<b>\$153.4</b>	<b>\$183.9</b>	<b>\$165.2</b>	<b>\$268.7</b>	<b>\$103.5</b>	<b>62.7%</b>
<b>CAPITAL PROJECTS</b>							
<b>Subtotal</b>	<b>\$0.0</b>	<b>\$0.0</b>	<b>\$48.0</b>	<b>\$48.0</b>	<b>\$78.4</b>	<b>\$30.4</b>	<b>63.3%</b>
<b>TOTAL</b>	<b>\$155.2</b>	<b>\$153.4</b>	<b>\$211.9</b>	<b>\$213.2</b>	<b>\$347.1</b>	<b>\$133.9</b>	<b>62.8%</b>

The Agency receives a majority of its funding from the federal government through the United States Department of Housing and Urban Development (HUD). Funding for the Housing Choice Voucher (HCV) program increased slightly and it is anticipated 2022 will also experience an increase due to the funding passed at the Federal level. Public Housing revenues remained constant in 2021 and based on federal budget projections should continue into 2022.

Federal programs such as the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs fund a number of housing projects, public services, and infrastructure improvements. In 2021, there was an increase in funding for both programs levels and it is expected that funding levels for 2022, will remain consistent.

### COMMISSION ACTION

At its meeting of October 20, 2021, the Sacramento Housing and Redevelopment Commission will consider 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 2022 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):** 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) per 15 CCR §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) per 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.

### 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.

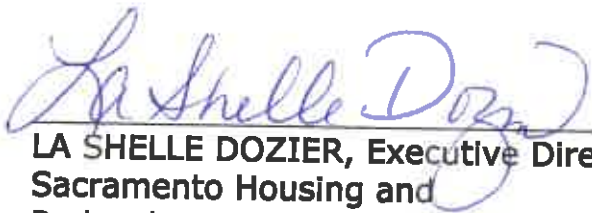
### FINANCIAL ANALYSIS

The 2022 proposed budget recommends total expenses of \$347.1 million, with the Housing Assistance Payments budget at \$130.7 million, Emergency Rental Assistance Payments estimated at \$66.7 million, the Operating budget at \$63.4 million; the Capital Project budget at \$78.4 million; the Public Services budget at \$5.7 million; and, the Debt Service and Financial Transaction budget at \$2.2 million. The 2022 proposed budget of \$347.1 million represents a \$133.9 million or 62.89.1 percent increase compared with the total 2019 Adopted budget. This increase is due primarily to the creation of the Sacramento Emergency Rental Assistance program that had not existed prior to the fall of 2020.

In 2022, the Agency proposes to increase its authorized full-time equivalent (FTE) positions to 313 from 252 FTE in 2021. The majority of these positions provide staffing to the Homeless Innovations Department, supporting the homeless programs as well managing the newly created Sacramento Emergency Rental Assistance Program, where we estimate issuing \$66 million in rental assistance to Sacramento City and County residents in 2022.

Respectfully Submitted,

APPROVED  
ANN EDWARDS  
County Executive



LA SHELLE DOZIER, Executive Director  
Sacramento Housing and  
Redevelopment Agency

By: \_\_\_\_\_  
BRUCE WAGSTAFF  
Deputy County Executive

Attachment(s):

- 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
- ATT 1 – Background
- ATT 2 – SHRA 2020 Proposed Budget

**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 per Guidelines Section 15378(b), and is exempt under the National Environmental Policy Act 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 2022 Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule as outlined Exhibit A.

In 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 2nd day of November, 2022, by the following vote, to wit:

**AYES:** Supervisors,

**NOES:** Supervisors,

**ABSENT:** Supervisors,

**ABSTAIN:** Supervisors,

**RECUSAL:** Supervisors,

(PER POLITICAL REFORM ACT (§ 18702.5.)

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

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

**APPROVAL OF 2022 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 revenues 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 1<sup>st</sup> through December 31<sup>st</sup>; and

**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 number 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 per 15 CCR §15378(b), and are exempt under the National Environmental Policy Act 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 2022 Operating Budget totaling \$268,706,290 and the 2022 Project Budget totaling \$78,417,934 all as further described in the 2022 Proposed Agency Budget (hereinafter "2022 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 2022 fiscal year. The 2022 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 313 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 2022 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 2022 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 2022 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 2022 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 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 SHRA Commission.

Section 13. On an annual basis the Agency, on behalf of HACOS conducts a physical inventory, 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, Home Investment Partnership, 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 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, 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 Agency 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 2020 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 County 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 County RASA 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 County 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 the Housing Authority of the County for any and all housing and community development activities within the jurisdiction of the Agency. If such grants are awarded, and approved by the governing board if in excess of \$100,000, the Agency is authorized to accept the grant or grants, execute contracts 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
- 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 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

Section 41. The Agency is authorized to allocate, transfer, expend, or dispose of all funds received by the Agency resulting from the repayment of loans made to developers of low income housing which originated solely from funds controlled, or entitled for use, by the Housing Authority (Housing Authority Funds), to further any project the Agency determines will fulfill the original purpose of the Housing Authority Funds, without further authorization from the Housing Authority Board, including without limitation, negotiating, executing and amending Loan Commitment Letters, Loan Agreements, and any related documents, as approved as to form by the Agency's Office of the General Counsel.

Section 42. The Executive Director, or designee, is authorized to incorporate the changes listed on Exhibit A as part of the 2022 Budget.

Section 43. 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 44. The Agency is authorized to delegate the authorities as set out in this resolution to the Agency's Executive Director.

Section 45. 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 2nd day of November, 2021, 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

**Attachment(s):**

- 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
- ATT 1 – Background
- ATT 2 – SHRA 2020 Proposed Budget

**EXHIBIT A**

**SUMMARY OF SACRAMENTO HOUSING  
AND REDEVELOPMENT AGENCY PROPOSED 2022 BUDGET**

Approved 2022 Total Operating Budget	\$ 268,706,290
Approved 2022 New Projects	\$ 78,417,934
<b>TOTAL SHRA BUDGET</b>	<b>\$ 347,124,224</b>

# County Public Housing AMP, Central Office and Central Services Budget

## January 1 - December 31, 2022

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	\$ 1,188,579	\$ 1,470,758	\$ 2,093,304	\$ 1,605,558	\$ 6,358,195	\$ 1,602,383
<b>Revenues:</b>						
HUD Operating Subsidy	470,010	988,800	1,158,333	922,158	3,519,101	-
Maintenance Charges to Tenants	-	2,280	-	7,487	9,727	-
Washer/Dryer Income	-	4,326	-	2,063	6,389	-
Rental Income - Dwelling	-	611,778	882,493	719,858	2,194,129	-
Rental Income - Other	-	-	-	7,820	7,820	-
Interest Income - Investment	12,599	10,738	10,738	10,042	44,117	8,540
Bad Debt Recovery	-	-	-	-	-	-
Miscellaneous Income	598	8,823	1,374	300	10,893	-
Management Fee	-	-	-	-	-	82,175
IT/Bookkeeping Fee	-	-	-	-	-	1,589,774
Asset Management Fee	-	-	-	-	-	-
Admin Fee (CFP) & (HCV)	-	-	-	-	-	2,998,033
Washer/Dryer Income	-	-	-	-	-	-
Central services fees	-	-	-	-	-	444,376
<b>Total operating revenue</b>	<b>483,205</b>	<b>1,608,326</b>	<b>2,032,938</b>	<b>1,869,508</b>	<b>5,791,976</b>	<b>5,113,898</b>
CFP operating transfers	-	-	-	-	-	-
CFP Mgmt Impr transfers	-	-	65,415	85,449	130,864	-
AMP to AMP transfers	(637,000)	277,748	181,332	177,920	-	-
<b>Total revenues and transfers in</b>	<b>(153,795)</b>	<b>1,884,073</b>	<b>2,279,685</b>	<b>1,912,877</b>	<b>5,922,840</b>	<b>5,113,898</b>
<b>Expenditures:</b>						
<b>Employee Services:</b>						
- Management/Maintenance	-	308,399	888,215	588,889	1,581,503	4,520,597
- Resident Trainees	-	31,271	-	31,271	62,542	-
<b>Total Employee Services</b>	<b>-</b>	<b>339,670</b>	<b>888,215</b>	<b>620,160</b>	<b>1,624,045</b>	<b>4,520,597</b>
<b>Services &amp; Supplies:</b>						
- Management/Maintenance	-	930,054	1,867,084	838,154	3,433,292	-
<b>Other Charges:</b>						
Financial Transactions	133,195	30,150	34,187	28,562	226,094	200
- Central Service Fees	-	-	-	-	-	680,554
- Miscellaneous (PILOT, Depr.)	-	20,000	33,851	21,133	74,784	-
Management Fee	-	158,724	227,632	138,538	525,892	-
IT / Bookkeeping Fee	-	17,840	27,810	16,870	81,920	-
Asset Management Fee	-	23,520	32,280	28,920	84,720	-
<b>Total operating expense</b>	<b>133,195</b>	<b>1,520,758</b>	<b>2,908,659</b>	<b>1,488,135</b>	<b>6,030,747</b>	<b>5,181,351</b>
<b>Ending Balance</b>	<b>\$ 899,589</b>	<b>\$ 1,834,071</b>	<b>\$ 1,464,330</b>	<b>\$ 2,050,288</b>	<b>\$ 6,248,288</b>	<b>\$ 1,534,930</b>

**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. 2577-0028  
(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: 01/01/2022 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: 11/2/2021
- 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: Sue Frost	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 per 15 CCR §15378(b), and is exempt under the National Environmental Policy Act per 24 CFR 58.34(a)(2) and (3).

**Section 2.** The Budget totaling \$552,216 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 "2022 Proposed Budget", a copy of which is on file with the Agency Clerk, is approved as the Operating Budget for the 2022 fiscal year for the Sacramento Housing Development Corporation (2022 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 2022 Budget.

**Section 4.** The Executive Director is authorized to submit grant applications for any and all activities within the authority and jurisdiction of the Sacramento Housing Development Corporation. The Executive Director is

authorized to accept such grants, to amend the 2022 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 2022 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 loss.

Section 8. The Executive Director is authorized to incorporate the changes listed on Exhibit A as part of the 2022 Budget.

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



2022 Sacramento Housing and Redevelopment Agency Proposed Budget  
Page 3 of 4

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 2<sup>nd</sup> day of November,  
2021, 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 2022 Multifamily Lending and Mortgage Revenue Bond Policies Program Application Schedule as outlined Exhibit A.

In 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 2nd day of November, 2022, by the following vote, to wit:

**AYES:** Supervisors,

**NOES:** Supervisors,

**ABSENT:** Supervisors,

**ABSTAIN:** Supervisors,

**RECUSAL:** Supervisors,

(PER POLITICAL REFORM ACT (§ 18702.5.))

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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  
2022 Schedule \***

**July 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>January 3, 2022</b>
<b>Application Deadline</b>	<b>March 1, 2022</b>
<b>Environmental Deadline**</b>	<b>April 29, 2022</b>
<b>Sacramento Housing and Redevelopment Commission (SHRC)</b>	<b>June 1, 2022</b>
<b>Board of Supervisors (Board) / City Council (Council)</b>	<b>June 21, 2022</b>
<b>9% TCAC Application Deadline (est.)</b>	<b>July 1, 2022</b>
<b>CDLAC Application Deadline (est.)</b>	<b>September 1, 2022</b>

**March 9% TCAC & CDLAC Applications:**

<b>Pre-Application Deadline</b>	<b>July 1, 2022</b>
<b>Application Deadline</b>	<b>September 1, 2022</b>
<b>Environmental Deadline **</b>	<b>December 9, 2022</b>
<b>SHRC</b>	<b>January 11, 2023</b>
<b>Board / Council</b>	<b>January 31, 2023</b>
<b>9% TCAC Application Deadline (est.)</b>	<b>March 1, 2023</b>
<b>CDLAC Application Deadline (est.)</b>	<b>February 2, 2023</b>

**Optional CDLAC Applications:**

(based on funding availability)

<b>Pre-Application Deadline:</b>	<b>October 3, 2022</b>
<b>Application Deadline</b>	<b>December 1, 2022</b>
<b>Environmental Deadline **</b>	<b>March 3, 2023</b>
<b>SHRC</b>	<b>April 5, 2023</b>
<b>Board / Council</b>	<b>April 25, 2023</b>
<b>CDLAC Application Deadline</b>	<b>May 11, 2023</b>

\* 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.

**BACKGROUND****Housing Choice Voucher Program (HCV):**

The Housing Choice Voucher (formerly Section 8 Housing Assistance) program is funded by HUD through Annual Contribution Contracts (ACC). The Agency administers this program on behalf of the Housing Authority of the County of Sacramento. The Housing Choice Voucher (HCV) program permits the applicant to obtain housing in the private rental market using housing vouchers or in site specific developments utilizing HCV Project Based Vouchers (PBV's). The program participants pay a portion of their income (an adjusted 30 percent of gross family income) towards rent and the remaining due to the owner is paid by the Housing Authority. Participants can utilize their voucher anywhere in the City or County of Sacramento or port out to jurisdictions around the country.

Revenue under the HCV program is received from HUD in the form of Housing Assistance Payments (HAP) and Administrative Fees (AF). The federal appropriations process dictates the amount of funding that will be allocated to the HCV program on a national level. Jurisdictional funding allocations are performance based, with the funding level determined by the number of authorized vouchers leased. Currently, the Housing Authority has 13,944 vouchers authorized for leasing each month. This program strives to maintain a leasing level of 98-100 percent utilization of all vouchers authorized by HUD. This total of 13,944 includes the additional 494 Emergency Housing Vouchers recently awarded to the Agency, upon HUD creation in 2021.

The utilization level of vouchers makes the HCV program eligible for maximum funding from HUD. However, despite being entitled to maximum funding for the program, depending upon federal appropriations, HUD prorates the amount received by each Agency to remain within the parameters of the federal budget.

In 2022, the Agency's HAP eligibility was at 99.4 percent. Staff anticipates a slight increase for 2022 based upon the current proposals moving through Congress. In addition, HUD intentionally provides less funding than required to cover HAP costs in an effort to recapture accumulated HAP reserves from public housing authorities across the country. In 2018 HUD intentionally recaptured HAP reserves leaving the Housing Authority with approximately two weeks of reserves; therefore, managing leasing levels effectively is exceptionally critical.

HCV administrative funding eligibility is based upon the number of units leased within the Housing Authority's authorized voucher allocation. Once eligibility is determined, HUD uses a formula to determine administrative fees for the Agency. For 2021, the Agency receives \$100.64 per unit for the first 7,200 unit months leased and \$93.93 per unit on all remaining unit months leased. HUD then applies a proration to the formula to reduce fees paid so that the administrative fees paid to housing authorities' matches the appropriations provided by Congress. In 2021 the proration was 82 percent of administrative funding eligibility. This is a slight decrease from the 79.5 percent proration of administrative funding eligibility in 2020. The Agency expects funding in 2022 to be closer to 100 percent based on estimated funding that has been adopted by the Administration and Congress in 2021.

### **Emergency Rental Assistance:**

In the last quarter of 2020, the City and the County of Sacramento requested the Housing Authority to develop and administer an emergency rental assistance program for renters impacted by COVID-19 who are unable to pay rent. Local funds from the Community Development Block Grant CARES funds (CDBG CARES) and the COVID Relief Fund were available for this purpose. In just over 2 months with the SERA1 program, 780 landlords received payment for 1,230 families at risk of losing their housing.

In December 2020 and January 2021, federal and state funds became available to provide additional rental assistance. Both the City and the County of Sacramento received funding from the U.S. Treasury and the Department of Housing and Community Development for the Emergency Rental Assistance Program (ERAP). They both requested the Housing Authority to implement a program to keep additional households from being evicted from their rental homes. A total of \$101 million is available to provide renters with assistance paying rent and utilities; both included amounts owed in arrears and prospective bills. The application period for SERA2 was open from February 25 to March 19, 2021 and then again on May 11, 2021 and currently remains open. As of July 31, 2021, 18,180 applications for assistance were received. Additional information about this program is found at [www.shra.org/sera](http://www.shra.org/sera).

Additional funding is anticipated from President Biden's American Recovery Act to assist renters having difficulty paying rent and utilities due to the COVID-19 pandemic.

**Public Housing:**

The Housing Authority manages a total of 3,214 units of affordable housing for extremely low, very low- and low-income persons, including children, seniors, and disabled individuals. Of this total, 2,155 are part of the Public Housing Program (1,508 units in the City of Sacramento and 647 units in the County of Sacramento) which utilizes apartments, duplexes, and single family homes to house qualified low income families. Public Housing is owned, managed, and maintained by the Housing Authority, making it one of the largest landlords in Sacramento County.

HUD provides an annual operating subsidy to pay the cost of the Public Housing Program not covered by tenant rents which is appropriated annually through the federal budget process. The federal budget process has recently been erratic, with annual appropriations reaching as high as 103 percent of funding eligibility in 2010 to as low as 82 percent in 2013. In 2021, the program was funded at 95.86 percent of funding eligibility, meaning that the program received only 95.86 percent of what HUD believes the Agency needs to run the program. This requires that the Public Housing Program cut operating costs whenever possible and utilize operating reserves. The Agency anticipates a slight increase closer to 98 percent for funding in 2022 due to Federal legislation.

The Housing Authority has participated in the Rental Assistance Demonstration (RAD) Program, where HUD has approved the disposition of public housing from the program in order to address the nationwide backlog of deferred maintenance on public housing properties. The authority has partnered with SHRA's nonprofit, Sacramento Housing Authority Repositioning Program, Inc. (SHARP) to transfer ownership and maintain the properties. This move, has and will continue to not only preserve low income housing, it will allow private investment to address the capital needs of the

Agency properties. The participation in this program will decrease future allocations of the Operating Subsidy, as the number of units in the Public Housing Portfolio will decrease, year after year.

**Local Housing (Non-Federal)**

The Housing Authority also owns and manages 271 affordable units funded with tax credits and local funds. These local housing projects are not regulated by HUD and have 2021 revenues that are relatively status quo with prior years even with the COVID-19 Pandemic.

The non-profit organization Sacramento Housing Authority Repositioning Program Inc. (SHARP) owns three high-rise properties funded through



project based vouchers. These properties contain 231 elderly only units which are also managed by Housing Authority staff.

The budget for the Sacramento Housing Development Corporation (SHDC), a nonprofit public benefit corporation created to serve as the general partner of Riverview Plaza Associates (RPA) is also included in the Agency budget. SHDC is the General Partner of the Riverview Plaza Associates (RPA) - a California limited partnership created to provide affordable housing to seniors with limited income. The property, known as Riverview Plaza, is located at 600 I Street. The County Board of Supervisors serves as the Board of Directors of the general partner. The Housing Authority of the City of Sacramento serves as the limited partner. The 2022 budget of SHDC and its limited partnership is \$552,216 and is approved annually by the County Board of Supervisors sitting as the Board of SHDC.

### **Capital Fund Program (CFP):**

The HUD CFP provides funding specifically intended for the development, financing, modernization, and management improvements needed at properties owned under the HUD public housing program. Funds are allocated annually via a formula. The Agency receives funding for the public housing properties owned by both the City and County Housing Authorities. Between 2003 and 2015, HUD funding for the CFP decreased 36 percent, with the sharpest decrease coming in 2011 at 21 percent. In 2019 HUD funding for the CFP increased from the 2018 levels; while 2020 had decreased slightly. It is expected that future funding years will continue to decrease due the Agency participation in the Rental Assistance Demonstration (RAD) program.

### **Community Development Block Grant (CDBG):**

CDBG is a federal entitlement program provided to communities annually for the benefit of low-income persons through housing improvement, public improvements, economic development, public service and elimination of blighting conditions. Areas of Sacramento which are low-income and extremely physically blighted have been selected for targeted CDBG assistance in the areas of capital improvements, housing preservation and renovation, economic development and commercial revitalization activities. These funds must be used to augment but not replace local funds and responsibilities.

The annual HUD CDBG entitlement budget is allocated to cities and counties based on a formula comprised of several measures. The Agency receives grants for both the City and the County of Sacramento. Since 2010, CDBG appropriations have been cut by as much as 25 percent. 2020 saw increases in additional funding due to the COVID-19 pandemic, known as the "CV"

funding from the CARES Act. It is anticipated that the normal funding levels will return in 2022 with a slight increase.

### **Home Investment Partnership Program (HOME):**

The Agency administers the HOME program on behalf of the City and County of Sacramento as well as the City of Citrus Heights and Rancho Cordova through a consortium agreement. This program provides for the preservation and expansion of affordable housing to very low and low-income persons. Housing developers and sponsors (both for-profit and non-profit) apply to the Agency for funding. In the past, HOME funds have assisted families in purchasing their first home, renovating deteriorating housing units, and assisting with the development of new housing.

The annual HUD HOME budget is allocated to participating jurisdictions as formula grants. Since 2010, federal appropriations for the HOME program have declined significantly. 2018 saw a slight increase that did not continue into 2019. Again, due to the COVID 19 Pandemic and the funding available through the American Rescue Plan, 2021 saw a significant increase in the HOME funding. HOME federal funding levels are anticipated to return to pre pandemic levels in 2022.

### **Housing Trust Funds (HTF):**

The Agency administers Housing Trust Funds on behalf of both the City and County of Sacramento. The City and County of Sacramento adopted ordinances in 1989 and 1990 respectively, for the purposes of generating fees for the development of affordable housing near employment centers. Fees collected from non-residential development are deposited in the Housing Trust Fund, and are used to fund affordable housing projects that are intended to serve the low income workforce employed by commercial businesses in the surrounding area.

Housing Trust Fund fees dropped dramatically from 2009 to 2012 due to the sharp decline in the number of commercial building permits being issued. Beginning in 2013, there has been a steady increase in revenues due to an increase in building permits and prior year loan repayments. It is anticipated that 2021 revenues will experience a slight increase that is expected to level off in 2022.

**Emergency Solutions Grant (ESG):**

The ESG program is designed to directly assist homeless individuals and families by providing funding to support the provision of emergency shelters and rapid rehousing assistance. ESG funding is used for operations and essential social services necessary to support shelter residents and for the

rapid re-housing of eligible individuals and families. The ESG program is designed to assist homeless subpopulations within this group, such as victims of domestic violence, youth, people with mental illness, families with children, and veterans. ESG funds can also be used, in narrowly defined situations, to aid people who are imminently at risk of becoming homeless. Revenues for 2021 saw an increase in ESG funding due to the CARES Act. The revenues are projected to be relative status quo with 2019 levels.

**Housing Opportunities for Persons With AIDS (HOPWA):**

HOPWA funding provides housing assistance and related supportive services in an effort to develop consortium-wide strategies and to form partnerships with area nonprofit organizations. HOPWA funds may be used for a wide range of housing, social services, program planning, and development costs. HOPWA funds may also be used for health care and mental health services, chemical dependency treatment, nutritional services, case management, assistance with daily living, and other supportive services. Revenues for 2022 are projected to be relative status quo with pre pandemic levels received.

As a HOPWA recipient, SHRA has the responsibility to serve eligible individuals within the Eligible Metropolitan Statistical Area (EMSA) which is a metropolitan area with more than 500,000 people and more than 2,000 persons living with HIV or AIDS. For HOPWA funds allocated to the City, the eligible area includes Sacramento, Yolo, Placer, and El Dorado counties. SHRA works with sub-recipients to provide services to HOPWA-eligible clients.



October 20, 2021

Sacramento Housing and Redevelopment Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT** 2022 and Subsequent Years Authorization for Solicitation, Award and Approval of Annual Expenditure Caps and Per Contract Caps for Routine Services

**RECOMMENDATION**

Staff recommends adoption of the attached resolution which authorizes the Executive Director or her designee to: 1) solicit competitive bids and proposals, and award contracts according to adopted Sacramento Housing and Redevelopment Agency (Agency) Procurement Policy and Procedures for routine and recurring services and, 2) authorizes the Executive Director or her designee to execute contracts in amounts not to exceed annual expenditure or per contract amounts set forth for routine and recurring services.

**CONTACT PERSONS**

Sylvester Donelson, Jr., Procurement and Contracts Program Manager, 916-440-1327  
James Shields, Deputy Executive Director of Administration, 916-440-1319

**SUMMARY**

The attached resolution authorizes the Executive Director to solicit competitive bids and/or proposals, make awards, and enter into agreements with the responsive and responsible bidders and/or offerors for the services required in 2022 and the subsequent years as set out in Attachment 1.

**BACKGROUND**

As in previous years, the Agency will procure routine services for various activities such as general administration and operations. This report covers anticipated services needed during 2022 and subsequent years. If the length of the contract is greater than one year, the resolution authorizes the Executive Director to amend the contract each subsequent year for the dollar amounts listed up to the total number of years listed. Any procurement that exceeds \$100,000 that is not included in this report or in the adopted budget resolution will be presented individually for approval at a future Commission meeting.

## **SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY**

Sacramento Housing and Redevelopment Commission  
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### **FINANCIAL CONSIDERATIONS**

Attachment 1 outlines the anticipated procurements for 2022 and subsequent years. This list is similar to the types of routine services that have been previously approved by the Commission and staff does not anticipate any substantial changes to the specifications.

As always, services will be procured by competitive bids and proposals in accordance with the Agency Procurement Policy and Procedures. Funds for the above services will be budgeted in the requesting departments' 2022 and subsequent years operating or project budgets.

### **POLICY CONSIDERATIONS**

Agency procurement policy requires that all purchase orders and agreements for routine services, supplies and maintenance exceeding \$100,000 be approved by the Sacramento Housing and Redevelopment Commission. Any activities exceeding that amount that are not listed in Attachment 1 will be brought back to the Commission for review and approval. Actions proposed in this report are consistent with adopted Agency Procurement Policy and no changes to that policy are currently recommended.

### **ENVIRONMENTAL REVIEW**

**California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA):** Authorization for Solicitation, Award and Approval of Annual Expenditure Caps and per Contract Caps is an administrative and fiscal activity and is therefore not considered a project under CEQA, pursuant to CEQA Guidelines 15378(b), and exempt under NEPA pursuant to 24 CFR 58.34(a)(2) and (3). This is not considered a choice limiting action and does not constitute a commitment of funding. Environmental reviews for individual activities undertaken by these procurements will be completed prior to project commitment or choice limiting actions.

### **M/WBE AND SECTION 3 CONSIDERATIONS**

Minority and Women's Business Enterprise requirements and Section 3 will be applied to all activities to the greatest extent possible and as required by federal funding and in accordance with the Agency's Section 3 Economic Opportunity Plan. All vendors, contractors and professional services will work with the Agency's Section 3 Coordinator, Sacramento Employment and Training Agency, the Greater Sacramento Urban League or similar programs, to promote employment opportunities.

**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY**

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Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

**Attachments**

Attachment 1: Anticipated Procurements for 2022 and Subsequent Years  
Attachment 2: Resolution – 2022 and Subsequent Years Solicitation

## 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  
**October 20, 2021**

### **2022 AND SUBSEQUENT YEARS SOLICITATION AWARD AND APPROVAL OF ANNUAL EXPENDITURE CAPS AND PER CONTRACT CAPS OF ROUTINE SERVICES, SUPPLIES, MAINTENANCE AND PUBLIC WORKS MAINTENANCE PROJECTS**

**WHEREAS**, authorization for solicitation, award and approval of annual expenditure caps and per contract caps is an administrative and fiscal activity and is therefore not considered a project under CEQA, per CEQA Guidelines 15378(b), and is exempt under NEPA pursuant to 24 CFR 58.34(a)(2) and (3). This is not considered a choice limiting action and does not constitute a commitment of funding. Environmental reviews for individual activities undertaken by these procurements will be completed prior to project commitment or choice limiting actions.

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

Section 1. After due consideration of the facts presented in the recitals above the findings, including environmental findings, are found to be true and correct and are hereby approved and adopted.

Section 2. The Executive Director or her designee is authorized to solicit competitive bids and proposals, and award contracts according to adopted Agency Procurement Policy and Procedures for routine and recurring services, supplies, maintenance and public works maintenance projects set forth in Attachment 1.

Section 3. The Executive Director or her designee is authorized to execute contracts for routine and recurring services, supplies, maintenance and public works maintenance projects, in amounts not to exceed the annual expenditure cap or per contract cap set forth in Attachment 1.

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CLERK

**ATTACHMENT 1**

**2022 AND SUBSEQUENT YEARS AUTHORIZATION FOR SOLICITATION, AWARD AND APPROVAL OF ANNUAL EXPENDITURE CAPS AND PER CONTRACT CAPS OF ROUTINE SERVICES**

<b>2022 and Subsequent Years Procurements</b>		
<b>Description</b>	<b>Annual Services Expenditure Caps</b>	<b>Maximum Length of Contract</b>
Appliance Purchasing	\$200,000 per contract	5 Years
Archive Records Storage	\$200,000 per contract	5 Years
Architectural Services	\$500,000 per contract	5 Years
Asphalt Surfacing Services	\$100,000 per contract	5 Years
Auditing Services	\$350,000 per contract	5 Years
Auto Repair	\$300,000 per year	5 Years
Carpet Water Extraction	\$250,000 per year	5 Years
Central Squire Software Development, Maintenance and Training	\$400,000 per contract	5 Years
Commercial Real Estate Brokerage	\$250,000 per contract	5 Years
Concrete Repair and Replacement	\$500,000 per contract	5 Years
Credit Reporting Services	\$100,000 per contract	5 Years
Environmental Oversight Fees	\$350,000 per contract	5 Years
Fencing Services	\$250,000 per contract	5 Years
Gates and Access Controls	\$150,000 per contract	5 Years
General Construction Services	\$400,000 per contract	5 Years
Homebuyer Education	\$100,000 per contract	5 Years
Housing Quality Standards Inspection Services (HQS) HCV	\$650,000 per contract	5 Years
Housing Quality Standards Inspection Services (HQS) HA	\$650,000 per contract	5 Years
Interpretation Services	\$100,000 per contract	5 Year
IT – Integrated Business Solution	\$750,000 per contract	5 Years
IT Software	\$750,000 per contract	5 Years
Janitorial Services - Commercial	\$350,000 per contract	5 Years
Legal Services	\$500,000 per contract	5 Years
Maintenance Materials and Supplies	\$850,000 per year	5 Years
Media and Communication Consulting Services	\$150,000 per contract	5 Years
Pest Control Services – Inspection & Treatment	\$300,000 per contract	5 Years
Security Systems	\$350,000 per contract	5 Years
Tax Credit Compliance	\$150,000 per contract	5 Years
Temporary Staffing Services	\$950,000 per contract	5 Years
Title and Escrow Services	\$100,000 per contract	5 Years
Uniform Rental & Cleaning Services	\$200,000 per contract	5 Years
Vacancy Janitorial Services – PHA/Residential	\$300,000 per contract	5 Years
Vehicle Purchasing/Leasing	\$500,000 per contract	5 Years
Waiting List Management Services	\$350,000 per contract	5 Years





October 6, 2021  
Tabled to October 20, 2021

Sacramento Housing and Redevelopment Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT** Change in Meeting Time of the Sacramento Housing and Redevelopment Commission (SHRC)

**RECOMMENDATION**

This report recommends holding a discussion regarding the meeting time of SHRC and approving a new meeting start time of 4:00 pm.

**CONTACT PERSONS**

James Shields, Deputy Executive Director - Administration, (916) 440-1319  
Lira Goff, Interim Agency Clerk, (916) 440-1332

**SUMMARY**

SHRC currently meets at 6:00pm. As SHRC meetings are now broadcast on YouTube, public access to the meetings has been significantly increased. The public is able to stream the meetings live or watch at leisure, as meetings are also archived for future reference. At the same time, due to changing demands in the larger Sacramento community, SHRA staff must often stay late into the evening to attend other meetings and events. Changing the meeting time would help relieve the stress of increased evening engagements, while safeguarding and increasing public access.

**BACKGROUND**

SHRC has historically held meetings at a variety of times including a 3:00pm start time. An earlier start time is consistent with the County's 9:30am meeting time and the City's 2:00pm and 5:00pm meeting times.

**FINANCIAL CONSIDERATIONS**

None.

**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY**

Sacramento Housing and Redevelopment Commission  
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**POLICY CONSIDERATIONS**

The recommendations in this report are consistent with SHRC by-laws, adopted April 18, 2018. Section 3.3 states that "[t]he meeting time and/or place of a regular or special meeting may be changed by a majority vote of the members of the Commission at any duly noticed regular or special meeting".

**ENVIRONMENTAL REVIEW**

The proposed action is an organizational and administrative action that does not relate to any specific activity and does not have potential for direct physical change or reasonably foreseeable indirect physical change in the environment. Therefore, the proposed activity is not a project under the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15378(b)(5). The proposed activity is exempt pursuant to the National Environmental Policy Act (NEPA) in 24 CFR 58.34(a)(3).

**M/WBE, SECTION 3 AND FIRST SOURCE CONSIDERATIONS**

Not Applicable.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director