

**FY 2017/18 Housing Authority Proposed Budget Summary**

<b>Housing Trust</b>				
	2016/17	2017/18		
<b>Revenue</b>	<i>Current Budget</i>	<b>Budget</b>	\$ Change	% Change
Federal Grants*	\$2,234,046	\$2,195,000	-\$39,046	-1.7%
State Grants (Not Fed Pass Through)	\$3,804,000	\$0	-\$3,804,000	-100.0%
Property Rentals	\$8,164	\$8,164	\$0	0.0%
Interest on Pooled Investments	\$15,000	\$0	-\$15,000	-100.0%
Housing Impact Fee	\$650,000	\$650,000	\$0	0.0%
Compliance Monitoring Fees	\$110,877	\$119,500	\$8,623	7.8%
Loan Repayments	\$5,772,300	\$67,000	-\$5,705,300	-98.8%
<b>TOTAL REVENUE</b>	\$12,594,387	\$3,039,664	-\$9,554,723	-75.9%
<b>TOTAL TRANSFERS IN</b>	\$3,292,471	\$881,287	-\$2,411,184	-73.2%
<b>TOTAL HOUSING TRUST RESOURCES</b>	\$15,886,858	\$3,920,951	-\$11,965,907	-75.3%
<b>Expenditures</b>				
Administration*	\$1,326,981	\$1,416,810	\$89,829	6.8%
Principal and Interest	\$5,700,000	\$0	-\$5,700,000	-100.0%
Subrecipient Funding*	\$420,925	\$419,150	-\$1,775	-0.4%
Loan Activity*	\$6,345,615	\$4,064,216	-\$2,281,399	-36.0%
Project Budget*	\$3,198,980	\$198,980	-\$3,000,000	-93.8%
<b>TOTAL HOUSING TRUST EXPENDITURES</b>	\$16,992,501	\$6,099,156	-\$10,893,345	-64.1%
<i>*Estimate based on prior year; will be updated when Federal entitlements announced.</i>				

<b>Housing Choice Voucher Program</b>				
	2016/17	2017/18		
<b>Revenue</b>	<i>Current Budget</i>	<b>Budget</b>	\$ Change	% Change
Federal Grants	\$20,691,233	\$21,238,168	\$546,935	2.6%
Port In HAP and Admin (Federal Grants)	\$3,741,864	\$3,846,864	\$105,000	2.8%
Misc	\$5,000	\$10,000	\$5,000	100.0%
<b>TOTAL HCV RESOURCES</b>	\$24,438,097	\$25,095,032	\$656,935	2.7%
<b>Expenditures</b>				
Administration	\$2,121,696	\$2,432,603	\$310,907	14.7%
Rental Assistance	\$21,795,999	\$22,440,000	\$644,001	3.0%
<b>TOTAL HCV EXPENDITURES</b>	\$23,917,695	\$24,872,603	\$954,908	4.0%

<b>Housing &amp; Community Services Administration</b>				
	2016/17	2017/18		
<b>Cost Recovery</b>	<i>Current Budget</i>	<b>Budget</b>	\$ Change	% Change
Cost Recovery	\$981,820	\$1,308,170	\$326,350	33.2%
<b>Expenditures</b>				
Administrative Staff	\$0	\$265,858	\$265,858	
Department Services & Supplies	\$93,608	\$88,705	-\$4,903	-5.2%
Liability Insurance	\$15,991	\$22,311	\$6,320	39.5%
Information Technology	\$165,034	\$202,382	\$37,348	22.6%
Citywide Overhead	\$707,187	\$728,914	\$21,727	3.1%
<b>TOTAL ADMIN EXPENDITURES</b>	\$981,820	\$1,308,170	\$326,350	33.2%
<b>TOTAL HOUSING AUTHORITY REVENUE</b>	\$38,014,304	\$29,442,866	-\$8,571,438	-22.5%
<b>TOTAL HOUSING AUTHORITY TRANSFERS</b>	\$3,292,471	\$881,287	-\$2,411,184	-73.2%
<b>TOTAL HOUSING AUTHORITY EXPENDITURES</b>	\$41,892,016	\$32,279,929	-\$9,612,087	-22.9%

<b>Housing &amp; Community Services Adopted FY 2016/17 Budget Summary</b>				
	2016/17	2017/18		
	<i>Adopted Budget</i>	<b>Budget</b>	\$ Change	% Change
<b>TOTAL HOUSING AUTHORITY FY16/17 ADOPTED EXPENDITURES</b>	\$32,388,016	\$32,279,929	-\$108,087	-0.3%
<i>Difference between FY 16/17 Adopted and 16/17 Current Budgets (Catalina Townhomes) \$9,504,000</i>				
<i>*The Catalina Townhomes expenditure budget of \$9,504,000 was added to the Housing Authority adopted expenditure budget in October 2016, per Housing Authority Resolution No. 1618.</i>				

# Housing Authority

## Mission

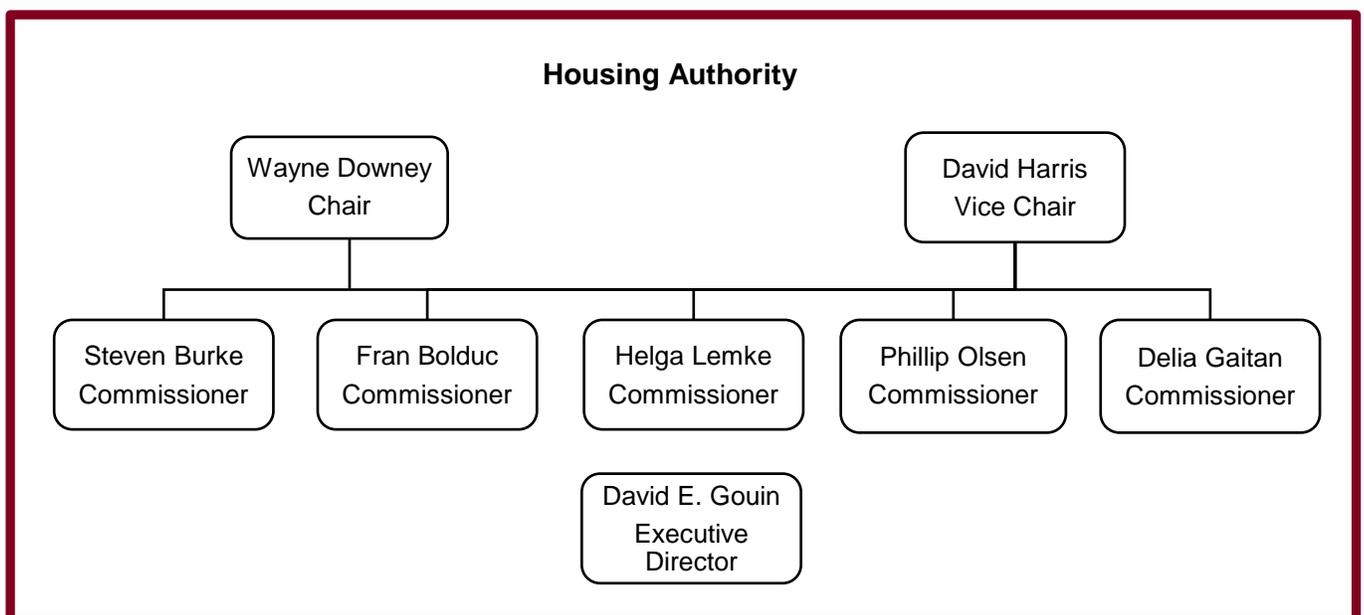
To ensure adequate, decent, safe and sanitary housing for qualified people within Santa Rosa consistent with Federal, State and local law.

## Department Description

The Housing and Community Service Department supports the Housing Authority (Authority) which consists of two programs, the Santa Rosa Housing Trust and the Housing Choice Vouchers Program. All of the Authority's programs improve the quality and affordability of housing in the City. The focus population is very low and low-income households, with the different programs utilizing different income eligibility guidelines.

**Santa Rosa Housing Trust (SRHT)** – Manages the City's \$100 million affordable housing loan portfolio, administers Federal and State housing grants, and performs compliance monitoring for over 3,000 units Citywide. These programs maximize and leverage available Federal, State, and local funding to assist in the production of affordable housing programs; conversion, preservation and rehabilitation of affordable housing; and the acquisition, development, and rehabilitation of special needs facilities. The Trust is actively involved in furthering the City Council's goal of Housing for All.

**Housing Choice Vouchers** – Provides rental assistance to extremely- and very-low income individuals and families by administering the federally-funded Housing and Urban Development (HUD) Housing Choice Voucher program. This program includes the HUD-Veterans Affairs Supportive Housing program (VASH), Project-Based Vouchers the Family Self-Sufficiency program and the Moderate Rehabilitation program. To qualify for these programs, applicants must be at or below 50% of the Area Median Income (AMI).



## **Strategic Goals and Initiatives for FY 2017-18**

(Numbers at right show relation to City Council Goals; see Council Goals Section)

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### **Santa Rosa Housing Trust**

- Manage the City's affordable housing portfolio consisting of 500 contracts with an economic value of approximately \$100 million, and continue monitoring affordability covenants for 3,000 units. 6
- Evaluate, originate, close, and manage loan disbursements for the development of new affordable housing units and the rehabilitation of existing affordable housing units. 6
- Facilitate the acquisition of existing housing units for preservation or conversion. 6
- Negotiate and administer contracts with developers participating in the Housing Allocation Plan, Density Increase, and Infill Policies. 6
- Monitor existing affordable rental units for compliance with income and rent restrictions. 6
- Continue to implement the Cal-HOME sponsored mobilehome rehabilitation loan program. 6
- Implement initiatives related to the Santa Rosa Housing Action Plan and the City's goal of "Housing for All." 6

### **Housing Choice Voucher Program**

- Provide Housing Choice Voucher rental assistance to at least 1,768 households to achieve 95 percent utilization in Santa Rosa, which has a current rental vacancy rate of approximately 2%. 5
- Utilize the resources of the voucher program to encourage the development of new affordable housing. 6
- Continue outreach and education to attract new landlords to the program, create new partnerships with housing providers, and explore opportunities to incentivize landlords to participate. 6

## **Major Budget Changes**

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The FY 2017-18 Housing Authority's budget is \$32.3M, a minimal decrease from last year's adopted budget. Salaries and Benefits increased by \$185K and \$87K respectively due to the mid-year FY 2016-17 cost of living adjustment, merit increases and the addition of salary and benefit charges from an addition 1.0 FTE Administrative Secretary in the Housing and Community Services department that will support the Housing Authority. This additional position will allow existing staff to provide additional technical and financial support to Housing programs.

Loan Activity increased by \$1.5M as more locally funded Real Property Transfer Tax and Housing Impact Fee funding are anticipated in FY 2017-18. Rental Assistance increased by \$644K in anticipation of higher per unit costs in FY 2017-18. Finally, projects were reduced by \$3M to reflect an additional need approved in FY 2016-17 for Housing Incentives as part of the Housing Action Plan Initiative which were not repeated in the current fiscal year.

## Budget Summary

<b>Expenditures by Program</b>			
	<b>2015 - 2016 Budget</b>	<b>2016 - 2017 Budget</b>	<b>2017 - 2018 Request</b>
Admin Housing & Comm Services	\$1,013,604	\$981,820	\$1,308,170
Housing Choice Vouchers	\$21,834,283	\$23,917,695	\$24,872,603
SRHT Portfolio Svcs & Grant	\$404,359	\$860,093	\$779,418
SRHT Afford Housing Prog & Fin	\$4,130,503	\$3,429,428	\$5,120,758
CIP and O&M Projects	\$198,980	\$3,198,980	\$198,980
<b>Total</b>	<b>\$27,581,729</b>	<b>\$32,388,016</b>	<b>\$32,279,929</b>

<b>Expenditures by Category</b>			
	<b>2015 - 2016 Budget</b>	<b>2016 - 2017 Budget</b>	<b>2017 - 2018 Request</b>
Salaries	\$1,461,761	\$1,539,055	\$1,724,850
Benefits	\$700,027	\$710,071	\$797,876
Professional Services	\$85,500	\$166,565	\$137,500
Vehicle Expenses	\$31,720	\$32,039	\$32,801
Utilities	\$7,403	\$7,403	\$8,250
Operational Supplies	\$95,735	\$101,500	\$129,300
Information Technology	\$211,690	\$177,947	\$209,667
Liab/Property Insurance	\$14,237	\$18,163	\$24,631
Other Miscellaneous	\$309,468	\$134,927	\$160,596
Subrecipient Funding	\$36,000	\$420,925	\$419,150
Insurance Prem/Claim	\$0	\$70,000	\$70,000
Loan Activity	\$3,129,388	\$2,541,615	\$4,064,216
Rental Assistance	\$19,715,700	\$21,795,999	\$22,440,000
Indirect Costs	\$1,584,120	\$1,472,827	\$1,862,112
CIP and O&M Projects	\$198,980	\$3,198,980	\$198,980
<b>Total</b>	<b>\$27,581,729</b>	<b>\$32,388,016</b>	<b>\$32,279,929</b>

<b>Expenditures by Fund</b>			
<b>Funding Source</b>	<b>2015 - 2016 Budget</b>	<b>2016 - 2017 Budget</b>	<b>2017 - 2018 Request</b>
Housing Operations Fund	\$1,013,604	\$981,820	\$1,308,170
Operating Reserve Fund	\$136,574	\$3,036,000	\$78,000
Housing Choice Voucher Prog	\$21,703,572	\$23,762,716	\$24,726,836
1980 Moderate Rehabilitation A	\$130,711	\$154,979	\$145,767
Brookwood Property	\$8,663	\$10,278	\$15,499
Community Dvlp Block Grant	\$1,348,536	\$1,696,768	\$1,363,888
Housing Grant Fund	\$48,602	\$396,830	\$424,000
Real Property Transfer Tax Fun	\$419,074	\$266,436	\$1,427,665
Southwest Low/Mod Housing Fund	\$851,734	\$154,415	\$160,932
Low and Moderate Income Housing	\$478,475	\$164,369	\$127,999
HOME Fund	\$518,862	\$919,043	\$589,308
Housing Compliance Fund	\$120,495	\$181,362	\$272,786
Housing Impact Fee Fund	\$802,827	\$663,000	\$1,639,079
<b>Total</b>	<b>\$27,581,729</b>	<b>\$32,388,016</b>	<b>\$32,279,929</b>

## Performance Measures

Indicators	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17 ESTIMATE
<b>Santa Rosa Housing Trust</b>				
Number of new affordable housing rental and ownership units completed	66	47	23	60
Very Low Income units	8	11	4	0
Low Income units	47	34	19	60
Moderate Income units	11	2	0	0
Number of new affordable rental housing units preserved	399	0	0	0
Number of new affordable rental housing units preserved- Special Needs	0	0	0	0
Number of new affordable rental and ownership housing units in the pipeline	407	444	421	342
Very Low Income units	204	200	196	139
Low Income units	203	244	225	203
Number of affordable ownership units transferred title	5	8	5	1
Number of owner-occupied affordable housing units rehabilitated or financed	0	0	0	8
Number of investor/developer affordable rental housing units rehabilitated	0	153	96	48
Number of units receiving housing accessibility modifications	1	1	1	1
Number of affordable housing rental units monitored	2,714	2,690	2,841	2,841
Number of owner-occupied housing units monitored	308	302	278	275
Consolidated Plan for CDBG and HOME funds (2009-2014 and 2014-2019)	✓	✓	✓	✓
Action Plan for CDBG and HOME funds	✓	✓	✓	✓
Consolidated Annual Performance Report (CAPER) for CDBG and HOME funds	✓	✓	✓	✓
<b>Housing Choice Voucher Program</b>				
Number of Housing Choice Voucher Rentals (Vouchers and Port-Ins) (Approximate)	1,950	1,950	2,000	2,000
Number of Housing Choice Vouchers-Santa Rosa clients	1,705	1,838	1,838	1,862
Number of HUD-VASH Vouchers	235	296	364	389
Number of landlords participating in program (all figures approximate)	750	650	715	695
Number of Port-In clients (varies monthly, all figures approximate)	280	250	200	200

## **Prior FY 2016-17 Accomplishments**

(Numbers at right show relation to City Council Goals; see Council Goals Section)

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### **Santa Rosa Housing Trust**

- Revised the criteria for Housing Authority project selection for clarity and transparency. 6
- Participated in initiatives related to the Santa Rosa Housing Series culminating in the adoption by the Council of the Housing Action Plan to achieve a goal of Housing for All. 1
- As part of the Housing Action Plan, issued a Notice of Funding for \$3 million allocated by the City Council to incentivize affordable housing production in the shortest timeframe. 1
- Completed Rehabilitation of 12 four-unit complexes at Paulin Creek Apartments by Burbank Housing in the Apple Valley Neighborhood Revitalization Program (NRP) area. 6
- Awarded \$1,295,646 of Community Development Block Grant funds for rehabilitation of 12 four-unit complexes at Papago Court Apartments by Burbank Housing in the Apple Valley NRP area. 6
- 60 low-income, first-time homeowners received the keys to their new homes at Catalina Townhomes, a sweat equity development by Burbank Housing with financial assistance provided by the Housing Authority. 6
- 79 affordable apartments are under construction in a collaborative City-County development called Crossroads by Burbank Housing. 1
- Facilitated drainage improvements to Housing Authority property leased to the Brookwood Health Center. 6
- Provided eight Cal-HOME funded mobilehome repair loans totaling \$218,000 to low-income residents of mobilehome parks. 6
- Provided \$833,641 in federal HOME Investment Partnerships Program to Benton Veterans House, with construction scheduled for Spring 2017. 6
- Collaborated with the Planning division to improve the process and procedure for Density Increase Program development applicants. 1

### **Housing Choice Voucher Program**

- Provided ongoing rental assistance for approximately 2,000 low income families residing in the City of Santa Rosa. 5
- Achieved High-Performing Public Housing Agency status for the 11th consecutive year. 6
- Obtained an additional 24 HUD-VASH vouchers for homeless veterans, bringing the total program size to 389 VASH vouchers. 6
- Selected as a federal demonstration agency for the Uniform Physical Code Standards-Voucher (UPCS-V) protocol, a new inspection method protocol for units occupied by program participants. 6

## **Looking Ahead**

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The SRHT will focus on implementing initiatives related to the Santa Rosa Housing Action Plan and the City's goal of "Housing for All."

The Housing Choice Voucher program will continue to focus on landlord outreach and incentives to help clients find housing in a challenging rental environment and will work on transitioning to the UPCS-V inspection model.