



# Yolo County Housing

**Lisa A. Baker, Executive Director**

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## BOARD OF COMMISSIONERS

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DATE: June 4, 2009  
TO: YCH Board of Commissioners  
FROM: Lisa A. Baker, Executive Director  
PREPARED BY: Mark Stern, Finance Director  
SUBJECT: **APPROVAL OF FY 2009-10 BUDGET**

### RECOMMENDATIONS:

That the Board of Commissioners:

- a) Review and, after making any modifications to the proposed budget, adopt the FY 2009-2010 for Yolo County Housing (YCH).

### BACKGROUND/DISCUSSION:

#### Budget Overview:

Our budget for Fiscal Year 2009-2010 projects a significant increase in income over the 2008-2009 year. This is due to a number of factors, including continued cost reductions and improved revenue from our funding sources. Table 1 is a summary of the detailed budget and narrative that follow.

	2009-2010 Proposed Budget			2008-2009 Approved Budget		
	Revenue	Expenses	Net Fund Balance	Revenue	Expenses	Net Fund Balance
<b>W Sacramento</b>	909,657	820,804	88,852	861,998	833,871	28,127
<b>Woodland</b>	932,343	880,837	51,506	922,296	861,445	60,851
<b>Winters</b>	1,053,067	895,576	157,491	1,045,205	898,616	146,589
<b>HCV Operations</b>	927,000	879,721	47,279	987,610	1,032,352	(44,742)
<b>HCV Vouchers</b>	8,304,025	8,304,025	-	8,143,892	9,285,802	(1,141,910)
<b>COCC</b>	1,645,732	1,586,395	59,337	1,380,022	1,195,992	184,030
<b>Cottonwood</b>	311,166	305,862	5,304	312,520	311,940	580
<b>Davis Solar</b>	38,320	38,310	10	38,320	31,635	6,685
<b>Total</b>	<b>14,121,310</b>	<b>13,711,530</b>	<b>409,780</b>	<b>13,691,863</b>	<b>14,451,653</b>	<b>(759,790)</b>

### **Assumptions included in the Proposed Budget**

#### **Agency-wide**

- The budget includes cash required for debt reduction of approximately \$480,000
- The budget adds an Operations Director to oversee all programs. The cost of this position is charged to HCV (15.4%), Migrant (24.3%), Cottonwood (4.1%), Davis Solar (.25%) and COCC for Administration and LIPH (55.95%). The allocation percentage is based on the 2008-2009 operating budgets of the programs.
- The Cottonwood Budget assumes that the loan payment is reduced and the loan term extended
- The budget excludes depreciation of approximately \$1,100,000
- The table above shows both revenue and expense as positive and loss as negative
- Individual program budgets show revenue as negative and expense and loss as positive

#### **LIPH**

- LIPH Operating Fund Subsidy is calculated at the 2008 proration of 82%. If the increased proration for HCV is an accurate indicator, then this should be quite conservative. Our LIPH Operating Subsidy is not yet available.
- Occupancy is generally budgeted at 97%.

#### **HCV**

- HCV Admin revenue is based on 1,150 ACC vouchers per month. Based on our Voucher Funding allocation, this is all that can be supported at the current average voucher cost

#### **Migrant**

- The Migrant Program is not included in this budget. We have not yet received contracts for the 2009-2010 year but we have received OMS' first revision of the budget we submitted. OMS will be submitting the budget to the State for contracts and approval.

#### **COCC**

- The COCC Budget includes an estimated \$156,100 for Migrant Program management fees based on the OMS first revision budget we received.
- The CFFP is projected to be approved and the COCC budget includes \$318,384 of capital funds for debt payment. This represents the first two years requested in the CFFP application
- The budget adds a clerical support position for HCV (40%) and COCC (60%)
- The budget adds a Maintenance Worker II working out of COCC to support all of the AMPs.

### **Program Summaries**

#### **LIPH (AMP'S: West Sacramento, Woodland and Winters):**

Due in part to large savings in our various insurance premiums and increased Operating Subsidy and Capital Fund Subsidy, all three AMPS should end the year with significantly positive fund balances.

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**HCV Program (Administrative Fees Only):**

Administrative fee income is based on 1,150 monthly vouchers. Although this is approximately \$60,000 less than the 2008-2009 year, the program should be able to operate with a positive fund balance. Large savings are anticipated in Outside Inspection Fees, Consultant Costs and Insurance. Admin and Bookkeeping Fees are also projected to be lower than 2008-2009 due to the reduced quantity of vouchers.

**HCV – HAP Payments:**

HAP Funding will be about \$175,000 higher than the 2008-2009 year but due to higher average voucher cost we will have to make significant reductions in the monthly number of vouchers to stay within the limit. HCV reserve funds have been entirely consumed during the 2008-2009 year making painful cuts to voucher assistance necessary. YCH has applied for \$2.4m of the \$100,000,000 nationwide set aside but any set aside funding we receive will prorated based on the approved requests received by the HUD office. YCH will a rent study re: feasibility of lower payment standards in order to improve performance.

**Central Office Cost Center:**

Under the new Asset Management model, the Central Office Cost Center (COCC) includes all administrative support staff including the Executive Director, Finance Director, Facilities Manager, HR/Risk Manager, two Finance support staff, and a Maintenance Worker I. To support the COCC operations, three types of fees are charged: Management fees, bookkeeping fees and asset management fees. In addition, certain fee for service income is anticipated for services provided to the various LIPH AMP's. The COCC also receives management fees from OMS for managing the migrant programs and from U.S. Department of Agriculture for managing the Davis Solar Housing. Capital Funds provide salary reimbursement to the COCC for project oversight. The CFFP funding is necessary for COCC to continue to operate.

**Cottonwood (New Hope CDC):**

Revenue is expected to remain level with the 2008-2009 year but expenditures will be reduced. The reduction is primarily due to the removal of the On Site Manager position and debt service cost reduction from extending the mortgage on the property.

**Davis Solar Housing:**

This is a self-sustaining program which the YCH manages for a fee of approximately \$1,200/year. Residual funds accrue to the fund after the required reserves are set aside.

**Capital Funds:**

The YCH receives a capital funds allocation that varies annually, based on Congressional appropriations. For FY 2009-10, it is \$1,000,964. These funds are earmarked for reimbursement of operational costs as well as planned capital projects. In addition to the 2009-2010 allocation, YCH received an ARRA Capital Grant of \$1,267,022. Capital Grants are earmarked for some operational costs which are included in the individual AMP and COCC expense budgets with offsets in the corresponding income budgets. These costs are limited to about 25% to 30% of the grant amount. The rest of the funds are for various capital projects that have been approved.

**FISCAL IMPACT**

Not adopting the budget prior to June 30, 2009 would result in loss of points for management scoring of PHAS. Adopting an on time budget is part of the Agency's recovery process.

Not adopting the budget prior to June 30, 2009 would require adoption of a continuing resolution in order to continue to make expenditures after June 30, 2009.

The proposed budget has some flexibility built into it to account for changes in salaries and benefits that must still be resolved through the meet and confer process with Union representatives as outlined in Item 4.02 of the agenda. If additional changes are warranted, staff will bring back a revised budget to cover those proposed changes.

The proposed budget assumes approval of the CFFP. If the Financing Plan is not approved, COCC would need to revise its budget downwards by approximately \$318,000. The budget also assumes repayment of \$180,000 note due in January for 1212 "L" Street property. This property is being actively marketed for sale at this time.

The proposed budget assumes hiring of an Operations Director and no current hire of a Supervisor for the Housing Assistance Division as part of continued cost savings.

**CONCLUSIONS:**

The proposed budget for FY 2009-2010 projects an increase of restricted and unrestricted fund balances of \$509,011. The total proposed budget for the YCH is: Revenues of \$14,121,310 and Expenditures of \$13,711,530.

As required by Asset Management Program (AMP) Regulations, program managers were active participants in this budget process. Finance held at least two individual meetings with each program manager in developing the projections presented to you today. This is the second year of program staff involvement in budget preparation and hopefully staff is getting a better feel for what it takes to complete the task. The week of May 18, program



staff attended a budget training class and came back with new knowledge that will be a tremendous help in their preparation of the 2010-2011 budgets.

Staff recommends that the Board approve the proposed budget.

### **Fund 110,120 & 130- Low Income Public Housing (AMPs)**

#### **Status Update FY 2008-09 Goals**

- Achieve and maintain a 95% monthly on time rent collection rate for all developments by consistently enforcing the YCH delinquency policy and reviewing the Tenant Accounts Receivable (TAR) report on the 15<sup>th</sup> and the last day of the month.
  - For the 08-09 year, W. Sacramento achieved a 99.9% rate, Winters is at 97% and Woodland is at 88.7%
- Ensure a minimum 95% correct submission report to PIC each month. Submit annual re-certification, interim, and all tenant and unit changes to Public and Indian Housing Information Center (PIC) through Tenmast via the internet every two weeks.
  - All three AMPs exceeded this goal with W. Sacramento and Woodland at 99+% and Winters at 98%
- Ensure that all 14-day notices are served each month on the 6<sup>th</sup> working day of the month to all tenants that do not pay the complete amount of rent due.
  - The procedure that has been established by LIPH staff is working. Notices are being sent and copies kept in binders at each AMP for ease of tracking chronic late/incomplete payments. Chronic Delinquency Notices are being sent to non compliant tenants.
- Monitor and control expenditures to the public housing budget. Require that all Housing Specialists/ Property Managers ensure that all items are charged to the correct general ledger line item and not over spent. Review and discuss budget with Housing Specialists/ Property Managers quarterly.
  - LIPH staff is making progress on this goal. Recent training is helping staff have a better grasp of their budgets and a newly developed line item transfer form is being used to ensure budget lines have sufficient funding for expenditures.
- Improve communication between YCH and residents by holding necessary meetings and/or providing written information to address concerns, give reminders and updates on events in the community.
  - All three AMPs have been holding quarterly resident meetings on site regarding safety issues, concerns and events that are beneficial to everyone. Tenants are also receiving flyers regarding the pest control treatments and events that will be held at our facilities. The Resident Initiative Coordinator has been sending staff information regarding job fairs and work opportunities that staff posts to keep tenants informed.

- Develop and implement a quarterly orientation for new tenants.
- At the time of the move in interview an orientation packet is provided with copies of the signed forms and other forms like maintenance charges and phone numbers for after hours. Also, a form for PG & E service is signed by the tenant and faxed that same day. The lease and regulations are discussed and reviewed with all the adult tenants.

### **Goals for FY 2009-2010**

- Continue to create policies and procedures to support the creation of a manual for housing specialists to ensure program consistency.
- Continue to improve PHAS score.
- Continue to train staff on the new rule of Asset Management to ensure compliance with all new HUD regulations.
- Complete a revised Admissions and Continued Occupancy Policy.
- Complete a Notice of Lease Non-Renewal for tenants that do not comply with community service requirements.
- Train LIPH staff in the process for submitting accounts to the collection agency, Rash Curtis & Associates.

### **Fund 200 – Housing Choice Voucher Program**

#### **Status Update FY 2008-09 Goals**

- Achieve and maintain 98% lease up in the budget year (combined between tenant-based HCV and project-based vouchers).
- During FY 08-09 the HCV lease up rate increased to fully utilize the HAP funds and reserves by issuing tenant-based and project-based vouchers.
- Close an additional 3 homes through the Housing Choice Voucher Home Ownership Program in the coming year. Staff intends to continue marketing this program to qualified voucher holders, as well as to partner with the participating cities in FY 2008-2009. Staff also anticipates extending this program to the unincorporated areas of Yolo County by providing information to County staff, contractors and lenders.
- (Increasing the Homeownership Program remains our goal; no new HO contracts were signed)
- Implement the Project-Based Voucher Program (PBV). The agency will finalize the process of the three (3) pending applications from owners requesting PBV from YCH and implement the program in FY 2008-2009. Do an RFP; continue to expand to two other complexes

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- In FY 2008-2009 the agency signed Project Based Voucher Housing Assistance Payment Contracts with three complexes to subsidize a total of 51 units for a period of 10 years.
- Maintain between 98 – 100% submission rate on the HUD PIC System. The Agency must maintain at least 95% accuracy reporting rate and it expects to continue maintaining a 98% - 100% rate in FY 2008-2009.
- During FY 2008-2009 the HCV program consistently maintained a score between 98 – 100% submission rate on the HUD PIC System, exceeding the 95% minimum requirement.
- Achieve high-performer status on SEMAP scores. For FY 2006-2007, which ended June 30, 2007, HUD determined that the Agency did not meet the minimum SEMAP standards and classified the program as “troubled”. This means that some management indicators must be improved. In FY 2007-2008, staff implemented improvements to the program and will continue with the implementation to bring the program to compliance and change the status to standard performer.
- During FY 2008-2009 the Agency improved the scores in several indicators of the Section 8 Management Assessment Plan (SEMAP) changing the status from “troubled agency” to “standard performer”.
- Implementation of new owner education/workshops. Staff will look into ways to recognize existing owners and to attract potential new owners to participate in the Agency’s Housing Choice Voucher Program. This will be done through recognition and education workshops.
- In FY 2008/2009 the Agency included free advertisement of available units for rent and information for landlords in its website to attract new landlords, and to provide a better service to landlords currently participating in the HCV Program. As part of the landlord outreach effort, the Agency hosted the Fair Housing Landlord Workshop, in partnership with Legal Services of Northern California and the City of Woodland to educate landlords in Fair Housing Laws.
- Review and Update of Administrative Plan and Briefing Information. The Administrative Plan is being revised and updated; program improvements are being implemented and the quality of information that is distributed to new participants has been improved.
- The Administrative Plan was updated in FY 2008-2009. Changes of policies procedures allow staff to administer the HCV program efficiently. The briefing packet was updated to allow HCV participants to better understand the Agency’s policies and procedures.
- Update current forms and written procedures. Translate revised letters and information documents. Place on-line. This includes a comprehensive review of the Agency’s forms, updating as appropriate and creating written procedures for new staff.
- (We will continue to work on this goal in FY 2009-2010).

- Analyze, develop and implement effective workflows for staff. New procedures have been implemented for the initial eligibility process and the Agency continues to look at the work flow pattern to streamline and improve the organization of the Housing Choice Voucher Program to increase efficiency and deliver excellent customer service.
- New procedures were implemented in FY 2008-2009 to improve the work flow and efficiency in reporting annual inspections, processing contracts and conducting annual re-certifications.

### **Goals for FY 2009-2010**

- Maintain 98% lease up in the budget year (combined between tenant-based HCV and project-based vouchers).
- Close an additional 3 homes through the Housing Choice Voucher Home Ownership Program in the coming year. Staff intends to continue marketing this program to qualified voucher holders, as well as to partner with the participating cities in FY 2009-2010. Staff also anticipates extending this program to the unincorporated areas of Yolo County by providing information to County staff, contractors and lenders.
- Maintain between 98 – 100% submission rate on the HUD PIC System. The Agency must maintain at least 95% accuracy reporting rate and it expects to continue maintaining a 98% - 100% rate in FY 2009-2010.
- Achieve high-performer status on SEMAP scores. For FY 2007-2008, which ended June 30, 2008, HUD determined that the Agency met the minimum SEMAP standards and classified the program as standard performer. This means that some management indicators must be improved. In FY 2008-2009, staff implemented improvements to the program and will continue with the implementation to bring the program to high performer status.
- Implementation of new owner education/workshops. Staff will look into ways to recognize existing owners and to attract potential new owners to participate in the Agency's Housing Choice Voucher Program. This will be done through recognition and education workshops.
- Update current forms and written procedures. Translate revised letters and information documents. Place on-line. This includes a comprehensive review of the Agency's forms, updating as appropriate and creating written procedures for new staff.
- Analyze, develop and implement effective workflows for staff. New procedures have been implemented for the initial eligibility process and the Agency continues to look at the work flow pattern to streamline and improve the organization of the Housing Choice Voucher Program to increase efficiency and deliver excellent customer service.
- Implementation of Family Self Sufficiency Program (FSS). The Agency has  
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adopted a new FSS Action Plan and will enroll twenty six HCV Program participants in the FSS program to comply with the HUD requirement to reduce the dependency of families on welfare or other public assistance. This plan provides for the establishment of the FSS account, and other activities and supportive services provided to families from public and private resources.

### **Fund 310 – COCC**

#### **Administration**

- Engage in planning for Emergency Preparedness, Disaster, Continued Operations and Emergency Evacuation Plans
  - The Risk Manager has arranged several trainings for staff and is participating in planning with other agencies within the county and state. YCH participated with other Yolo County Governments at the Homeland Security, FEMA, Emergency Management Institute training and exercise in Emmitsburg, Maryland. YCH continues to be an active participant in the Operational Area Steering Committee for Emergency Services in the County.
  
- Complete analysis of Agency's carbon footprint and begin mitigation planning
  - Analysis has been completed and YCH has become the first housing agency in the country to added to the registry.
  
- Successfully complete the CFFP to provide Capital Fund financing for debt service on the Administration building
  - HUD is in the final stages of reviewing documentation submitted and staff continues to work with HUD on finalizing approval.
  
- Define criteria for participation in the Resident Advisory Board and bring forward to the Board for adoption and appointment of Resident Advisory Board members; Staff will continue to work on this in FY 2009-2010.
  
- Work with departments to successfully complete the Memorandum of Agreement (MOA) and Corrective Action Plan (CAP) which will allow the YCH to be removed from "troubled" status by HUD
  - HCV Corrective Action Plan (CAP) has been completed and the program has been removed from troubled status.
  - The LIHP Memorandum of Agreement (MOA) has a few remaining open items and continues to be monitored.
  
- Complete development of an Agency-wide Annual Calendar to ensure that all outside reporting requirement are completed timely; Calendar items have been received from the majority of departments; final calendar to be completed in late 2008-2009 or early 2009-2010.

- Begin strategic planning initiatives for regional housing plan, which includes engaging with stakeholders and leaders in the County and in each incorporated City; this will continue after change over in governance structure expected in 2010.
- Begin looking at planning for master planned housing sites in land owned or acquired by the YCH. Staff has identified parcels for possible master planned sites and will begin working on plan for moving forward.

### **Data Management**

- Complete the phone system replacement to segregate voice from data
  - A new telephone system was install that will result in savings of approximately \$25,000 per year for the next three years.
- Finalize the Staff Identification Card process
  - All staff now have photo ID cards that are color coded to correspond with county wide Disaster Service Worker registration.
- Upgrade server operating systems from Windows 2000 Server to Server 2003 or 2007
  - To be completed in 2009-2010
- Upgrade Exchange server software to a newer version thus allowing greater database capacity
  - To be completed in 2009-2010
- Complete the memory upgrades of existing YCH computers to extend total replacement for two years.
  - To be completed in 2009-2010
- Standardize passwords across the Tenmast database and Windows passwords then programming scheduled network wide password changes on regular intervals
  - Completed
- Seek replacement of the YCH computer lab computers and printers as budget allows
  - Completed
- Seek funding for offsite spam and antivirus filtering to promote increased bandwidth and security.
  - A new off site span and antivirus filtering service. This gives the additional benefit of allowing staff to access agency email from any internet connected computer. An offsite remote data backup service has also been implemented for data security.

### **Finance**

- Have a completed 2007-2008 audit no later than December 31, 2008

- This deadline was not met. The audit was completed for the March 31 federal due date but needs to be done earlier. Our goal for the 2008-2009 is to have the audit completed by February 28.
- Prepare an RFP for Payroll services to begin January 1, 2009.
- Completed with an April 1 start date
- Set up Agency Fixed Assets in the TenMast module eliminating the need for the manual spreadsheets now used.
- This process has not yet commenced and will be completed in 2009-2010
- Continue evaluation of current operating procedures and methods to improve workflow timeliness and accuracy.
- This is an ongoing process. The payroll service change has been a big step in this direction. Approximately 25% of our landlords have signed up for ACH payment of monthly rents and implementation should begin with the new fiscal year.

#### **Resource Administration**

- Successfully complete HR Assessment of all files, policies, and practices assuring comprehensive legal compliance. Update Personnel Policy.
- Files reviewed; developed and instituted distracted driver policy and uniform policy. Personnel policy update to be completed incorporating updated language from revised union agreements.
- Identify and provide four no-cost or low-cost staff training opportunities to bring “in-house”. Training topics TBD in the areas of leadership, customer service, time management, etc.
- Partnership with the County of Yolo provided the following training to YCH staff at low cost. Topics included Dealing with Stress, Managing Stress, Conflict Resolution, Performance Evaluations, Emotional Intelligence, Dealing with Difficult People, Effective Communication, and Leadership. Expert speakers provided training in Employee Safety, Management Safety, Lockout/Tagout, and Bomb Awareness. Certification training was provided on-site in Homeownership, Project Based Vouchers, and Tenmast Software.

*Staff will continue to provide low and no cost training to YCH staff on-site.*

- Establish a staff wellness program based on staff input and develop and expand program through feedback.
- Conducted wellness survey of all YCH staff and established Wellness Committee. Four goals were established and 3 of the four goals have been incorporated. The Wellness team will be an ongoing working committee.
- Expand background check processes by instituting live-scan fingerprinting process to include DOJ/FBI clearances.

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- Staff met with current vendor to institute new process. This goal continues into next year.
- Re-evaluate YCH drug screening policy and institute process.
- Staff surveyed housing authorities within the HR Consortium on variants of drug screening policy. New process has not yet been instituted and this goal continues into next year.
- Write and implement updated Injury Illness and Prevention Program, Hazcom Plan, Emergency Action Plan and Fire Prevention Plan.
- Injury Illness and Prevention Program is written and has been reviewed by the YCH Safety Committee; Hazcom Plan has been written and MSDS sheets updated; elements of the Emergency Action Plan will be updated in conjunction with the Business Continuity Plan; this goal will be continued into next year.
- Implement individual disaster preparedness plans with YCH staff.
- Staff presented individual disaster preparedness planning to YCH staff during H1N1 outbreak; YCH utilized the emergency to practice continuity planning elements and educate staff on elements of personal and family preparedness.
- Seek grant funding for emergency preparedness education to public housing residents including disaster preparedness kits for each household.
- The YCH website provides residents with personal preparedness information. Staff has reviewed multiple grant opportunities but to date, a good match has not been identified.
- Write draft COOP (in coordination with the management team).
- Staff participated on the CHARMA Business Continuity Planning Sub-Committee which developed a Business Continuity Plan template for use by housing authority members. The next step will be to establish a BCP Activation Team to adapt the template to the individuality of YCH; provide training to the YCH Activation Team, conduct a test and training exercise; and evaluate the outcome. This will be conducted during the next fiscal year.

In addition to the continuation of the above:

- Effectively implement annual staff recognition process for years of service.
- Develop and implement customer satisfaction surveys; gather and interpret results; identify strengths and areas of needed improvement in YCH services.
- Implement Housing Authority Insurance Group Risk Control Work Plan resulting in a minimum of a 5% insurance premium rebate.
- Receive 80% or higher on the next California Housing Worker's Compensation Association (CHWCA) evaluation of the YCH safety program to be conducted in fall 2009.



**Fund 410 - New Hope Community Development Corporation**

**Goals for FY 2009-10**

- Achieve and maintain a 95% monthly on time rent collection rate for Cottonwood Meadows Apartments by consistently enforcing the delinquency policy and reviewing the Tenant Accounts Receivable (TAR) report on the 15<sup>th</sup> and the last day of the month.
- Ensure that all 3 or 14-day notices are served each month on the 6<sup>th</sup> working day of the month to all tenants that do not pay the complete amount of rent due.
- Monitor and control expenditures for Cottonwood Meadows. Require that the Housing Specialists/ Property Managers ensure that all items are charged to the correct General ledger line item and not over spent. Review and discuss budget with Housing Specialists/ Property Managers quarterly.
- Improve communication between YCH and residents by holding necessary meetings and/or providing written information to address concerns, give reminders and updates on events in the community.
- Continue to create policies and procedures to support the creation of a manual for Housing Specialists/ Property Manager to ensure program consistency.

**Fund 600 - Davis Solar Housing**

- Rent collection: staff have maintained 100% rate for rents collected for the last few months even though we have tenants owing on retro rent.
- 14 Day Notice: 14 day notices, are sent out on the sixth working day, delivered in person and mailed. They are also kept in a 14 day notice binder, easier to keep track of chronic 14 day notices. Chronic Delinquency Notices have been sent to several tenants; this form was created by our Eviction Attorney and will help YCH in court when evicting a family for chronic non-payment of rent.
- Monitor & Control Expenditures: Staff works closely with the supervisor and maintenance personnel to ensure that we work within our budget. Staff has received ongoing training in budgeting and procurement.
- Orientation for new tenants: At move in all information is provided for the new resident and it is read and discussed with the new tenant. The new tenant signs the move in packet and receives a copy.
- Staff working closely with USDA to update YCH's policies and procedures to adhere to USDA's regulations.

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Total Budget Summary  
2009-2010 Proposed Budget**

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400 Cottonwood	311,166	305,862	5,304	312,520	311,940	580
600 Davis Solar	38,320	38,310	10	38,320	31,635	6,685
<b>Total</b>	<b>14,121,310</b>	<b>13,711,530</b>	<b>409,780</b>	<b>13,691,863</b>	<b>14,451,653</b>	<b>(759,790)</b>

**Yolo County Housing  
West Sacramento AMP  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
110.3020.10.000.000	Capital Fund 1406 Transfer in	(43,415)	(32,688)	(10,727)
110.3020.20.000.000	Capital Fund 1408 Transfer in	(61,538)	(42,960)	(18,578)
110.3110.00.150.000	Dwelling Rent	(125,500)	(125,783)	283
110.3110.00.170.000	Dwelling Rent	(61,500)	(62,388)	888
110.3110.00.280.000	Dwelling Rent 44-28 Las Casitas	(289,581)	(293,829)	4,248
110.3111.00.280.000	Retro Rent		(100)	100
110.3436.00.000.000	Maintenance Charges to AMPS	(9,000)	(9,000)	-
110.3610.00.000.000	Interest Income General Fund	(1,000)	(1,500)	500
110.3690.00.000.000	Other Income	(2,000)	(2,000)	-
110.3690.00.150.000	Other Income- 44-15 RSM #1	(200)	(200)	-
110.3690.00.170.000	Other Income- 44-17 RSM #2	(250)	(250)	-
110.3690.00.280.000	Other Income- 44-28 Las Casitas	(11,300)	(11,300)	-
110.8020.00.000.000	HUD Operating Subsidy	(304,373)	(280,000)	(24,373)
110.4110.10.000.000	Administrative Salaries	59,389	50,406	8,983
110.4125.01.000.000	Admin. P/R Taxes- Social	4,405	3,731	674
110.4125.02.000.000	Admin. P/R Taxes--SUI	564	560	4
110.4125.04.000.000	Admin. Retirement	6,777	5,776	1,001
110.4125.05.000.000	Admin. Workers Comp	968	494	474
110.4130.00.000.000	Legal Fees	2,000	2,080	(80)
110.4140.00.000.000	Training	1,200	1,200	-
110.4150.00.000.000	Travel	500	504	(4)
110.4170.04.000.000	Contract Services Plan Updates	7,500	7,500	-
110.4170.05.000.000	Contract Services - Carbon Footprint		5,004	(5,004)
110.4171.00.000.000	Audit Fees	10,000	9,996	4
110.4190.00.000.000	Postage	1,300	1,500	(200)
110.4190.01.000.000	Office Supplies	1,200	1,500	(300)
110.4190.03.000.000	Telephone	7,500	8,496	(996)
110.4190.04.000.000	Fair Housing Services	1,250	1,656	(406)
110.4190.05.000.000	Dues and Subscriptions	1,100	254	846
110.4190.07.000.000	Computer Services	4,750	3,000	1,750
110.4190.11.000.000	Office Equipment	5,000	5,496	(496)
110.4190.12.000.000	Office Machines/Leases	1,700	2,004	(304)
110.4190.14.000.000	Criminal Background Checks	1,100	1,200	(100)
110.4190.20.000.000	Advertising	50	50	-
110.4210.00.010.000	Tenant Service Salaries	21,524	20,257	1,267
110.4215.01.000.000	Tenant Svc. P/R Taxes - Social	1,621	1,526	95
110.4215.02.000.000	Tenant Svc. P/R Taxes--SUI	521	600	(79)
110.4215.04.000.000	Tenant Svc. Retirement	1,232	1,091	141
110.4215.05.000.000	Tenant Svc. Workers Comp	229	199	30
110.4220.00.000.000	Tenant Services Materials	5,000	6,000	(1,000)
110.4310.00.150.000	Water 44-15 RSM #1	13,500	17,500	(4,000)
110.4310.00.280.000	Water - 44-28 Las Casitas	22,500	25,000	(2,500)
110.4320.00.150.000	Electricity- 44-15 RSM #1	26,750	25,000	1,750
110.4320.00.170.000	Electricity- 44-17 RSM #2	4,500	3,100	1,400
110.4320.00.280.000	Electricity- 44-28 Las Casitas	17,000	16,500	500
110.4330.00.280.000	Gas 44-28 Las Casitas	2,000	2,600	(600)
110.4330.10.150.000	Gas- 44-15 RSM #1	8,000	7,000	1,000
110.4330.11.170.000	Gas- 44-17 RSM #2	350	500	(150)

110.4330.14.280.000	Gas - vacant units	200	-	200
110.4390.10.150.000	Sewerage-44-15 RSM #1	8,750	8,800	(50)
110.4390.11.170.000	Sewerage- 44-17 RSM #2	5,300	5,200	100
110.4390.14.280.000	Sewerage-44-28 Las Casitas	16,900	16,500	400
110.4410.00.000.000	Maintenance Salaries	54,301	55,016	(715)
110.4415.01.000.000	Maintenance P/R Taxes- Social	4,035	4,200	(165)
110.4415.02.000.000	Maintenance P/R Taxes--SUI	434	434	-
110.4415.04.000.000	Maintenance Retirement	5,840	6,078	(238)
110.4415.05.000.000	Maintenance Workers Comp	4,556	5,798	(1,242)
110.4420.01.000.000	Electrical Supplies	2,000	1,596	404
110.4420.02.000.000	Plumbing Supplies	7,500	7,500	-
110.4420.03.000.000	Painting Supplies	2,000	2,004	(4)
110.4420.04.000.000	Chemical Supplies	1,000	996	4
110.4420.05.000.000	Lumber and Hardware	12,000	13,000	(1,000)
110.4420.06.000.000	Automotive Supplies	500	504	(4)
110.4420.07.000.000	Gas / Oil	3,750	6,000	(2,250)
110.4420.08.000.000	Dwelling Equipment/Supplies	8,000	7,000	1,000
110.4420.09.000.000	Maintenance Equip/Supplies	7,250	10,000	(2,750)
110.4421.08.000.000	Stoves/Parts	1,800	1,500	300
110.4423.08.000.000	Fire Protection/Testing/Monitor	6,000	9,000	(3,000)
110.4430.00.000.000	Grounds Maintenance	225	750	(525)
110.4430.01.000.000	Electrical Repair/Contract	400	504	(104)
110.4430.02.000.000	Plumbing Repair/Contract	3,250	2,500	750
110.4430.03.000.000	Painting/Decorating/Contract	15,000	17,504	(2,504)
110.4430.04.000.000	Garbage Removal	36,500	38,004	(1,504)
110.4430.05.000.000	Chemical Treatment/Contract	10,000	10,006	(6)
110.4430.06.000.000	Automotive Repairs	500	1,796	(1,296)
110.4430.07.000.000	Minor Equipment Repairs	3,600	5,000	(1,400)
110.4430.08.000.000	Major Equip Repair / Maint	600	500	100
110.4430.10.000.000	Uniform Service	700	996	(296)
110.4430.11.000.000	Building Repairs	25,000	18,000	7,000
110.4431.00.000.000	Grounds Maintenance	24,000	22,000	2,000
110.4431.05.000.000	Trash/Yolo County Landfill	300	1,500	(1,200)
110.4432.00.000.000	Las Casitas Groundskeeping		6,000	(6,000)
110.4434.00.000.000	Tree Trimming	3,750	3,000	750
110.4436.00.000.000	Maintenance Charges from AMPS	58,000	45,000	13,000
110.4480.00.000.000	Protective Services	1,500	1,500	-
110.4510.00.000.000	Flood Insurance	24,000	23,996	4
110.4510.01.000.000	General Liability Insurance	1,034	10,188	(9,154)
110.4510.02.000.000	Auto Insurance	2,018	2,964	(946)
110.4510.03.000.000	Property Insurance	13,702	19,596	(5,894)
110.4510.04.000.000	ERMA Insurance	2,344	1,476	868
110.4520.00.000.000	PILOT	48,000	48,000	-
110.4530.00.000.000	Flood Control Assessment	5,500	5,448	52
110.4540.00.000.000	Admin Benefits	16,698	17,241	(543)
110.4540.01.000.000	Retired Benefits	4,607	4,000	607
110.4540.10.000.000	Maintenance Benefits	3,600	800	2,800
110.4540.20.000.000	Tenant Service Benefits	3,132	3,020	112
110.4570.00.000.000	Collection Losses	3,000	3,000	-
110.9111.01.000.000	Transfers Out-Management Fees	85,900	89,916	(4,016)
110.9111.02.000.000	Transfers Out- Bookkeeping Fees	12,350	12,580	(230)
110.9111.04.000.000	Transfer Out - Asset Management Fee	16,500	16,680	(180)
				-
Total Budget		(88,852)	(28,127)	(60,725)

**Yolo County Housing  
Woodland AMP  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
120.3020.10.000.000	Capital Fund 1406 Transfer in	(33,318)	(33,647)	329
120.3020.20.000.000	Capital Fund 1408 Transfer in	(61,538)	(32,691)	(28,847)
120.3110.00.010.000	Dwelling Rent	(212,351)	(236,334)	23,983
120.3110.00.050.000	Dwelling Rent	(35,804)	(36,998)	1,194
120.3110.00.060.000	Dwelling Rent	(44,815)	(35,188)	(9,627)
120.3110.00.070.000	Dwelling Rent	(272,198)	(304,685)	32,487
120.3111.00.060.000	Retro Rent	(5)	(5)	-
120.8020.00.000.000	HUD Operating Subsidy	(234,564)	(201,498)	(33,066)
120.3436.00.000.000	Maintenance Charges to AMPS	(15,000)	(15,000)	-
120.3610.00.000.000	Interest Income General Fund	(750)	(750)	-
120.3690.00.000.000	Other Income	(12,500)	(12,500)	-
120.3690.00.010.000	Other Income - 44-01 Yolano	(5,000)	(5,000)	-
120.3690.00.050.000	Other Income - 44-05 Ridgecut	(500)	(500)	-
120.3690.00.060.000	Other Income - 44-06 Yolito	(1,500)	(1,500)	-
120.3690.00.070.000	Other Income- 44-07 Donnelly	(2,500)	(6,000)	3,500
120.4110.10.000.000	Administrative Salaries	58,613	48,638	9,975
120.4125.01.000.000	Admin. P/R Taxes- Social	4,347	3,600	747
120.4125.02.000.000	Admin. P/R Taxes- -SUI	564	573	(9)
120.4125.04.000.000	Admin. Retirement	6,695	5,533	1,162
120.4125.05.000.000	Admin. Workers Comp	665	477	188
120.4130.00.000.000	Legal Fees	1,511	1,500	11
120.4140.00.000.000	Training	2,000	2,500	(500)
120.4150.00.000.000	Travel	500	500	-
120.4170.04.000.000	Contract Services Plan Updates	10,000	10,000	-
120.4170.05.000.000	Contract Service - Carbon Footprint		5,000	(5,000)
120.4171.00.000.000	Audit Fees	10,000	10,000	-
120.4190.00.000.000	Postage	6,500	1,300	5,200
120.4190.01.000.000	Office Supplies	1,300	1,200	100
120.4190.03.000.000	Telephone	1,200	3,200	(2,000)
120.4190.04.000.000	Fair Housing Services	3,200	1,650	1,550
120.4190.05.000.000	Dues and Subscriptions	400	400	-
120.4190.07.000.000	Computer Services	4,000	3,500	500
120.4190.11.000.000	Office Equipment		6,500	(6,500)
120.4190.12.000.000	Office Machines/Leases	15,000	16,000	(1,000)
120.4190.13.000.000	Administrative Other		-	-
120.4190.14.000.000	Criminal Background Checks	3,000	2,700	300
120.4190.20.000.000	Advertising	45	45	-
120.4210.00.010.000	Tenant Service Salaries	10,424	20,256	(9,832)
120.4215.01.000.000	Tenant Svc. P/R Taxes- Social	772	1,526	(754)
120.4215.02.000.000	Tenant Svc. P/R Taxes--SUI	87	604	(517)
120.4215.03.000.000	Tenant Svc. P/R Taxes - FUTA		-	-
120.4215.04.000.000	Tenant Svc. Retirement	1,232	1,091	141
120.4215.05.000.000	Tenant Svc. Workers Comp	82	199	(117)
120.4220.00.000.000	Tenant Services Materials	7,000	7,500	(500)
120.4310.00.000.000	Water - W Main	500	-	500
120.4310.00.010.000	Water - 44-01 Yolano	35,000	34,250	750
120.4310.00.050.000	Water - 44-05 Ridgecut	2,300	2,300	-
120.4310.00.060.000	Water - 44-06 Yolito	4,200	4,150	50
120.4320.00.010.000	Electricity- 44-01 Yolano		12,500	(12,500)
120.4320.00.050.000	Electricity- 44-05 Ridgecut	1,500	1,450	50
120.4320.00.060.000	Electricity- 44-06-Yolito		1,300	(1,300)
120.4320.00.070.000	Electricity- 44-07 Donnelly		9,700	(9,700)

120.4320.01.000.000	Electricity-Office	500	-	500
120.4330.01.000.000	Gas at Office	500	500	-
120.4330.01.010.000	Gas- 44-01 Yolano		500	(500)
120.4330.02.020.000	Gas- 44-02 Villa #1		-	-
120.4330.06.060.000	Gas- 44-06 Yolito		150	(150)
120.4330.07.070.000	Gas- 44-07 Donnelly		100	(100)
120.4390.01.010.000	Sewerage - 44-01 Yolano	40,000	40,000	-
120.4390.05.050.000	Sewerage - 44-05 Ridgecut	2,300	2,350	(50)
120.4390.08.080.000	Sewerage- 44-08 Villa #2		-	-
120.4410.00.000.000	Maintenance Salaries	54,511	51,956	2,555
120.4415.01.000.000	Maintenance P/R Taxes- Social	4,050	3,840	210
120.4415.02.000.000	Maintenance P/R Taxes--SUI	434	435	(1)
120.4415.04.000.000	Maintenance Retirement	5,867	6,220	(353)
120.4415.05.000.000	Maintenance Workers Comp	4,574	5,930	(1,356)
120.4420.01.000.000	Electrical Supplies	54,511	1,500	53,011
120.4420.02.000.000	Plumbing Supplies	5,000	4,000	1,000
120.4420.03.000.000	Painting Supplies	2,300	2,300	-
120.4420.04.000.000	Chemical Supplies	3,000	2,900	100
120.4420.05.000.000	Lumber and Hardware	12,500	12,500	-
120.4420.06.000.000	Automotive Supplies	500	500	-
120.4420.07.000.000	Gas / Oil	3,500	3,500	-
120.4420.08.000.000	Dwelling Equipment/Supplies	1,800	1,800	-
120.4420.09.000.000	Maintenance Equip/Supplies	1,600	1,600	-
120.4421.08.000.000	Stoves/Parts	850	850	-
120.4422.08.000.000	Refrigerators/Parts	500	600	(100)
120.4423.08.000.000	Fire Protection/Testing/Monitor		3,500	(3,500)
120.4430.00.000.000	Grounds Maintenance	6,000	6,000	-
120.4430.01.000.000	Electrical Repair/Contract	100	20	80
120.4430.02.000.000	Plumbing Repair/Contract	2,900	2,900	-
120.4430.03.000.000	Painting/Decorating/Contract	24,000	24,000	-
120.4430.04.000.000	Garbage Removal	41,000	41,000	-
120.4430.05.000.000	Chemical Treatment/Contract	13,500	13,500	-
120.4430.06.000.000	Automotive Repairs	1,000	1,000	-
120.4430.07.000.000	Minor Equipment Repairs	2,500	2,600	(100)
120.4430.08.000.000	Major Equipment Repairs	5,000	-	5,000
120.4430.10.000.000	Uniform Service		500	(500)
120.4430.11.000.000	Building Repairs	1,000	1,100	(100)
120.4431.00.000.000	Yolo Probation Dept Contract	32,000	33,500	(1,500)
120.4431.05.000.000	Trash/Yolo County Landfill	1,500	1,500	-
120.4434.00.000.000	Tree Trimming	13,000	13,700	(700)
120.4435.00.000.000	Resident Watering Contracts	900	500	400
120.4436.00.000.000	Maintenance Charges from AMPS	92,000	80,000	12,000
120.4480.00.000.000	Protective Services	2,000	2,000	-
120.4510.01.000.000	General Liability Insurance	562	14,229	(13,667)
120.4510.02.000.000	Auto Insurance	2,018	2,960	(942)
120.4510.03.000.000	Property Insurance	15,708	22,591	(6,883)
120.4510.04.000.000	ERMA Insurance	2,344	1,463	881
120.4520.00.000.000	PILOT	51,000	51,000	-
120.4540.00.000.000	Administrative Benefits	20,358	20,671	(313)
120.4540.01.000.000	Retired Benefits	4,000	4,000	-
120.4540.10.000.000	Maintenance Benefits	7,080	7,080	-
120.4540.20.000.000	Tenant Service Benefits	3,132	3,099	33
120.4570.00.000.000	Collection Losses	10,000	10,000	-
120.4610.00.000.000	Extraordinary Maintenance	10,000	10,000	-
120.9111.01.000.000	Transfer Out-Management Fees	93,500	90,123	3,377
120.9111.02.000.000	Transfer Out-Bookkeeping Fees	13,500	12,996	504
120.9111.04.000.000	Transfer Out-Asset Management Fees	17,800	18,240	(440)
	Other			-
Total Budget		(51,506)	(60,851)	9,345

**Yolo County Housing  
Winters AMP  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
130.3020.10.000.000	Capital Fund 1406 Transfer in	(24,231)	(28,355)	4,124
130.3020.20.000.000	Capital Fund 1408 Transfer in	(28,538)	(16,299)	(12,239)
130.3110.00.020.000	Dwelling Rent	(148,468)	(154,394)	5,926
130.3110.00.040.000	Dwelling Rent	(88,900)	(101,575)	12,675
130.3110.00.080.000	Dwelling Rent	(143,585)	(159,879)	16,294
130.3110.00.180.000	Dwelling Rent	(268,536)	(281,363)	12,827
130.3110.00.250.000	Dwelling Rent	(91,272)	(92,840)	1,568
130.3436.00.000.000	Maintenance Charges to AMPS	(77,000)	(70,000)	(7,000)
130.3610.00.000.000	Interest Income General Fund	(333)	(800)	467
130.3690.00.000.000	Other Income	(5,800)	(5,800)	-
130.3690.00.020.000	Other Income - 44-02 Villa #1	(2,350)	(2,400)	50
130.3690.00.040.000	Other Income - 44-04 Montecito	(800)	(800)	-
130.3690.00.080.000	Other Income- 44-08 Villa #2	(1,500)	(2,400)	900
130.3690.00.180.000	Other Income- 44-18 Villa #3	(7,600)	(2,900)	(4,700)
130.3690.00.250.000	Other Income- 44-25 Villa #4	(1,600)	(2,400)	800
130.8020.00.000.000	HUD Operating Subsidy	(162,554)	(123,000)	(39,554)
130.4110.10.000.000	Administrative Salaries	63,589	50,198	13,391
130.4125.01.000.000	Admin. P/R Taxes- Social	4,715	3,715	1,000
130.4125.02.000.000	Admin. P/R Taxes- -SUI	564	560	4
130.4125.04.000.000	Admin. Retirement	11,247	5,751	5,496
130.4125.05.000.000	Admin. Wokers Comp	730	492	238
130.4130.00.000.000	Legal Fees	8,000	7,750	250
130.4140.00.000.000	Training	2,000	2,000	-
130.4150.00.000.000	Travel	3,000	1,000	2,000
130.4170.04.000.000	Contract Services Plan Updates	7,500	13,000	(5,500)
130.4170.05.000.000	Contract Service - Carbon Footprint		5,000	(5,000)
130.4171.00.000.000	Audit Fees	10,000	10,000	-
130.4190.00.000.000	Postage	500	750	(250)
130.4190.01.000.000	Office Supplies	1,100	1,100	-
130.4190.03.000.000	Telephone	6,000	7,000	(1,000)
130.4190.04.000.000	Fair Housing Services	2,000	1,700	300
130.4190.05.000.000	Dues and Subscriptions	100	450	(350)
130.4190.07.000.000	Computer Services	4,000	3,000	1,000
130.4190.11.000.000	Office Equipment		4,500	(4,500)
130.4190.12.000.000	Office Machines/Leases	400	750	(350)
130.4190.14.000.000	Criminal Background Checks	2,000	1,900	100
130.4190.20.000.000	Advertising	100	250	(150)
130.4210.00.010.000	Tenant Service Salaries	10,424	9,156	1,268
130.4215.01.000.000	Tenant Svc. P/R Taxes- Social	772	677	95
130.4215.02.000.000	Tenant Svc. P/R Taxes - - SUI	87	87	(0)
130.4215.04.000.000	Tenant Svc. Retirement	1,232	1,091	141
130.4215.05.000.000	Tenant Svc. Workers Comp	82	90	(8)
130.4220.00.000.000	Tenant Services Materials	700	6,000	(5,300)
130.4310.00.020.000	Water - 44-02 Villa #1	15,000	19,899	(4,899)
130.4310.00.040.000	Water - 44-04 Montecito	6,500	7,006	(506)
130.4310.00.180.000	Water - 44-18 Villa #3	13,500	18,395	(4,895)
130.4320.00.020.000	Electricity- 44-02 Villa #1	30,000	34,900	(4,900)
130.4320.00.040.000	Electricity- 44-04 Montecito	4,000	2,795	1,205
130.4320.00.080.000	Electricity- 44-08 Villa #2	100	582	(482)
130.4320.00.180.000	Electricity- 44-18 Villa #3	200	492	(292)
130.4320.00.250.000	Electricity- 44-25 Villa #4	300	292	8
130.4330.02.020.000	Gas- 44-02 Villa #1	550	750	(200)
130.4330.04.040.000	Gas- 44-04 Montecito	100	100	-
130.4330.08.080.000	Gas- 44-08 Villa #2		100	(100)
130.4330.12.180.000	Gas- 44-18 Villa #3	250	300	(50)

130.4330.25.000.000	Gas-Purtel Winters	200	200	-
130.4390.02.020.000	Sewerage - 44-02 Villa #1	10,600	10,296	304
130.4390.04.040.000	Sewerage - 44-04 Montecito	2,900	4,704	(1,804)
130.4390.08.080.000	Sewerage- 44-08 Villa #2	9,000	8,604	396
130.4390.12.180.000	Sewerage- 44-18 Villa #3	17,000	16,800	200
130.4390.13.250.000	Sewerage-44-25 Villa #4	6,600	6,204	396
130.4410.00.000.000	Maintenance Salaries	101,942	104,927	(2,985)
130.4415.01.000.000	Maintenance P/R Taxes-Social	7,569	7,016	553
130.4415.02.000.000	Maintenance P/R Taxes- - SUI	868	868	-
130.4415.04.000.000	Maintenance Retirement	11,247	11,328	(81)
130.4415.05.000.000	Maintenance Workers Comp	8,553	10,831	(2,278)
130.4420.01.000.000	Electrical Supplies	1,500	1,800	(300)
130.4420.02.000.000	Plumbing Supplies	3,500	2,000	1,500
130.4420.03.000.000	Painting Supplies	2,900	2,800	100
130.4420.04.000.000	Chemical Supplies	2,000	850	1,150
130.4420.05.000.000	Lumber and Hardware	11,500	12,800	(1,300)
130.4420.06.000.000	Automotive Supplies	200	100	100
130.4420.07.000.000	Gas / Oil	5,100	5,600	(500)
130.4420.08.000.000	Dwelling Equipment/Supplies	5,000	5,000	-
130.4420.09.000.000	Maintenance Equip/Supplies	1,000	1,400	(400)
130.4421.08.000.000	Stoves/Parts	500	950	(450)
130.4422.08.000.000	Refrigerators/Parts		550	(550)
130.4423.08.000.000	Fire Protection/Testing/Monitor	3,500	3,750	(250)
130.4430.00.000.000	Grounds Maintenance	3,500	3,000	500
130.4430.01.000.000	Electrical Repair/Contract	500	300	200
130.4430.02.000.000	Plumbing Repair/Contract	2,000	400	1,600
130.4430.03.000.000	Painting/Decorating/Contract	35,000	31,600	3,400
130.4430.04.000.000	Garbage Removal	22,000	22,500	(500)
130.4430.05.000.000	Chemical Treatment/Contract	10,500	9,600	900
130.4430.06.000.000	Automotive Repairs	4,000	3,500	500
130.4430.07.000.000	Minor Equipment Repairs	1,100	1,100	-
130.4430.08.000.000	Major Equipment Repairs	5,000	-	5,000
130.4430.10.000.000	Uniform Service	550	1,900	(1,350)
130.4430.10.010.000	Mat Service	2,200	1,300	900
130.4430.11.000.000	Building Repairs	4,000	5,000	(1,000)
130.4431.00.000.000	Landscape Maintenance	30,000	28,800	1,200
130.4431.05.000.000	Trash/Yolo County Landfill	2,900	5,500	(2,600)
130.4433.00.000.000	Winters Soccer Field		3,828	(3,828)
130.4434.00.000.000	Tree Trimming	15,000	9,600	5,400
130.4435.00.000.000	Resident Watering Contracts	540	540	-
130.4436.00.000.000	Maintenance Charges from AMPS	81,000	60,000	21,000
130.4480.00.000.000	Protective Services	600	750	(150)
130.4510.01.000.000	General Liability Insurance	1,826	14,207	(12,381)
130.4510.02.000.000	Auto Insurance	2,018	2,960	(942)
130.4510.03.000.000	Property Insurance	14,383	20,537	(6,154)
130.4510.04.000.000	ERMA Insurance	2,734	2,050	684
130.4520.00.000.000	PILOT	49,000	49,000	-
130.4540.00.000.000	Administrative Benefits	20,358	20,201	157
130.4540.01.000.000	Retired Benefits	12,954	11,000	1,954
130.4540.10.000.000	Maintenance Benefits	19,260	19,260	-
130.4540.20.000.000	Tenant Services Benefits	3,132	3,199	(67)
130.4570.00.000.000	Collection Losses	10,000	12,250	(2,250)
130.9111.01.000.000	Transfer Out-Management Fees	86,000	83,008	2,992
130.9111.02.000.000	Transfer Out-Bookkeeping Fees	12,400	11,970	430
130.9111.04.000.000	Asset Management Fee to COCC	16,600	16,800	(200)
			-	-
	<b>Budget total</b>	<b>(157,491)</b>	<b>(146,589)</b>	<b>(10,902)</b>



**Yolo County Housing  
HAP Operations  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
200.3025.00.000.000	Admin Fees Earned	(905,000)	(966,592)	61,592
200.3610.00.000.000	Interest Income-HAP Reserve	(2,500)	(802)	(1,698)
200.3690.00.000.000	Fraud Income	(2,000)	(7,000)	5,000
200.3690.01.000.000	Port In Admin Fees	(2,500)	(1,000)	(1,500)
200.3690.02.000.000	Other Income	(15,000)	(12,216)	(2,784)
200.4110.00.000.000	Administrative Salaries Vouchers	214,583	248,237	(33,654)
200.4110.10.000.000	FSS Coordinator	20,848	13,969	6,879
200.4115.01.000.000	FSS P/R Taxes - Social	1,545	1,039	506
200.4115.02.000.000	FSS P/R Taxes - SUI	174	156	18
200.4115.04.000.000	FSS Retirement	2,463	1,481	982
200.4115.05.000.000	FSS Workers Comp	165	171	(6)
200.4125.01.000.000	Admin. P/R Taxes- Social	15,905	20,440	(4,535)
200.4125.02.000.000	Admin. P/R Taxes- -SUI	2,219	3,968	(1,749)
200.4125.04.000.000	Admin. Retirement	25,001	30,400	(5,399)
200.4125.05.000.000	Admin. Workers Comp	2,535	3,102	(567)
200.4130.00.000.000	Legal Fees	500	-	500
200.4140.00.000.000	Training	4,000	1,942	2,058
200.4150.00.000.000	Travel	1,500	206	1,294
200.4171.00.000.000	Audit Fees	27,500	27,504	(4)
200.4180.00.000.000	Office Space Charges	60,000	60,000	-
200.4190.00.000.000	Office Supplies	8,000	8,004	(4)
200.4190.01.000.000	Postage	15,000	15,000	-
200.4190.03.000.000	Telephone	2,000	1,300	700
200.4190.05.000.000	Membership Dues and Subscriptions	2,000	2,000	-
200.4190.06.000.000	Fair Housing Services	5,000	5,004	(4)
200.4190.07.000.000	Publications	1,000	-	1,000
200.4190.08.000.000	Personnel Studies / Costs	5,000	-	5,000
200.4190.09.000.000	Admin Fees Port-Outs	5,200	3,072	2,128
200.4190.10.000.000	Computer Software Chgs. Vouchers	8,000	9,000	(1,000)
200.4190.11.000.000	Inspections	20,000	41,256	(21,256)
200.4190.12.000.000	Equipment	5,000	5,004	(4)
200.4190.14.000.000	Criminal Background Checks	5,000	7,750	(2,750)
200.4190.15.000.000	Office Equipment Lease/Rental	17,500	19,002	(1,502)
200.4190.16.000.000	Meeting Supplies/Expense	1,000	-	1,000
200.4190.17.000.000	Office Equipment	2,000	-	2,000
200.4190.20.000.000	Advertising	2,500	3,840	(1,340)
200.4230.10.000.000	Consulting Services	25,000	55,351	(30,351)
200.4420.00.000.000	Maintenance Supplies	100	67	33
200.4420.07.000.000	Gas / Oil	1,000	996	4
200.4430.01.000.000	Vehicle Repair & Maintenance	1,200	1,500	(300)
200.4436.00.000.000	Maintenance Charges from AMPS	300	300	-
200.4510.01.000.000	General Liability Insurance	4,843	27,012	(22,169)
200.4510.02.000.000	Auto Insurance	1,730	3,552	(1,822)
200.4510.04.000.000	ERMA Insurance	3,875	4,176	(301)
200.4540.00.000.000	Health Benefits	76,425	91,816	(15,391)
200.4540.01.000.000	Retired Benefits	7,409	6,209	1,200
200.4540.02.000.000	FSS Coordinator Health Benefits	6,264	1,986	4,278
200.9111.01.000.000	Transfer Out-COCC Management Fees	165,192	188,640	(23,448)
200.9111.02.000.000	Transfer Out-COCC Bookkeeping Fees	103,245	117,900	(14,655)
			-	-
	<b>Budget total</b>	<b>(47,279)</b>	<b>44,742</b>	<b>(92,021)</b>

**Yolo County Housing  
HAP Vouchers  
2009-2010 Budget Proposal**

<b>Acct Number</b>	<b>Account Name</b>	<b>Proposed 09-10</b>	<b>Approved 08-09</b>	<b>Change Yr/Yr</b>
201.3610.00.000.000	HAP Reserve Interest Income	(1,000)	(10,000)	9,000
201.3690.00.000.000	HAP Fraud Income (50%)	(2,000)	(7,000)	5,000
201.4190.00.000.000	General Administrative Costs		-	-
201.4715.00.000.000	HAP Payments	8,260,025	9,238,302	(978,277)
201.4715.01.000.000	HAP FSS Escrow Payments	14,000	20,000	(6,000)
201.4715.02.000.000	HAP Payments Outgoing Ports		-	-
201.4715.04.000.000	HAP Utilities	30,000	27,500	2,500
201.8025.00.000.000	HAP Contributions Received from HUD	(8,301,025)	(8,126,892)	(174,133)
	<b>Total Budget</b>	-	<b>1,141,910</b>	<b>(1,141,910)</b>

**Yolo County Housing  
COCC  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
310.3400.01.000.000	LIPH Bookkeeping Fees	(38,250)	(37,551)	(699)
310.3400.02.000.000	LIPH Management Fees	(265,400)	(263,046)	(2,354)
310.3400.03.000.000	LIPH Asset Management Fees	(50,900)	(51,720)	820
310.3400.05.000.000	Cttwd Mgmt Fees & Salary	(19,320)	(9,660)	(9,660)
310.3400.06.000.000	HCV Program Management Fees	(165,192)	(188,640)	23,448
310.3400.07.000.000	HCV Program Bookkeeping Fees	(103,245)	(117,900)	14,655
310.3400.08.000.000	HCV Program Rent for Office Space	(60,000)	(60,000)	-
310.3400.10.000.000	Capital Fund 1410 Admin Costs	(172,698)	(135,790)	(36,908)
310.3400.70.000.000	Capital fund 1470 Debt Service	(318,384)	(205,019)	(113,365)
310.3436.00.000.000	Maintenance Charges to AMPS	(190,000)	(120,000)	(70,000)
310.3500.01.000.000	Davis Migrant Center Management Fees	(41,900)	(47,391)	5,491
310.3500.02.000.000	Madison Migrant Center Management	(58,900)	(55,622)	(3,278)
310.3500.03.000.000	Dixon Migrant Center Management Fees	(55,300)	(51,790)	(3,510)
310.3500.04.825.000	Cesar Chavez Admin Fees	(50,000)	-	(50,000)
310.3500.05.851.000	Dixon Rehab Contract 851 Admin Fee		(450)	450
310.3500.06.793.000	Davis Water Well Contract Admin	(30,000)	-	(30,000)
310.3500.07.000.000	Davis Solar Management Fee	(1,143)	(1,143)	-
310.3610.00.000.000	Interest Income	(5,000)	(6,000)	1,000
310.3610.10.000.000	Bank Interest from Migrant Care Reserve	(100)	(100)	-
310.3690.00.000.000	Other income	(10,000)	(10,700)	700
310.3690.10.000.000	Soccer League Receipts	(10,000)	(10,000)	-
310.3690.22.000.000	TANA Project Revenue		(7,500)	7,500
310.4110.10.000.000	Administrative Salaries	546,461	463,278	83,183
310.4125.01.000.000	Admin. P/R Taxes- Social	40,585	32,259	8,326
310.4125.02.000.000	Admin. P/R Taxes- -SUI	3,276	2,917	359
310.4125.04.000.000	Admin. Retirement	59,644	54,537	5,107
310.4125.05.000.000	Admin. Workers Comp	6,227	4,540	1,687
310.4130.00.000.000	Legal Fees	40,000	40,000	-
310.4130.10.000.000	Litigations	-	11,468	(11,468)
310.4140.00.000.000	Training	6,000	5,000	1,000
310.4150.00.000.000	Travel	12,000	10,000	2,000
310.4170.00.000.000	Accounting Services	-	6,210	(6,210)
310.4170.01.000.000	Consulting Services	2,500	-	2,500
310.4170.05.000.000	Contract Service - Carbon Footprint	-	5,000	(5,000)
310.4170.06.000.000	Contract Service - Clerk of the Board	8,000	8,000	-
310.4170.07.000.000	Contract Service - GASB 45 Study	-	5,000	(5,000)
310.4170.08.000.000	Contract Service - Fairness Opinion	-	12,500	(12,500)
310.4171.00.000.000	Audit Fees	6,800	6,800	-
310.4190.00.000.000	Postage	5,000	5,000	-
310.4190.01.000.000	Office Supplies	7,500	7,500	-
310.4190.03.000.000	Telephone	22,500	27,500	(5,000)
310.4190.04.000.000	Board Stipends	2,200	1,500	700
310.4190.05.000.000	Dues & Subscriptions	3,000	3,000	-
310.4190.07.000.000	Computer Support-Tenmast	5,500	5,300	200
310.4190.08.000.000	Computer network & PC Support	2,000	2,000	-
310.4190.10.000.000	Director's Challenge Fund Awards		-	-
310.4190.11.000.000	Office Equipment	2,500	2,450	50
310.4190.12.000.000	Office Machines/Leases	9,000	8,100	900

310.4190.13.000.000	Administrative Other		4,500	(4,500)
310.4190.14.000.000	Advertising	500	500	-
310.4190.16.000.000	P/R Processing Fee	3,300	4,000	(700)
310.4190.20.000.000	Soccer League Expenses	10,000	10,000	-
310.4190.21.000.000	Admin Contract Services-Capital Fund	5,000	5,000	-
310.4190.22.000.000	TANA Project Expense	-	7,500	(7,500)
310.4310.00.000.000	Water - West Main	1,500	1,500	-
310.4320.00.000.000	Electricity- West Main	20,000	20,000	-
310.4330.00.000.000	Gas- West Main	4,000	1,800	2,200
310.4390.00.000.000	Sewerage - West Main	500	500	-
310.4410.00.000.000	Maintenance Salaries	142,776	79,604	63,172
310.4415.01.000.000	Maintenance P/R Taxes- Social	10,579	5,883	4,696
310.4415.02.000.000	Maintenance P/R Taxes- -SUI	1,237	695	542
310.4415.04.000.000	Maintenance Retirement	16,821	9,512	7,309
310.4415.05.000.000	Maintenance Workers Comp	11,979	9,083	2,896
310.4420.00.000.000	Maintenance Supplies	2,000	2,000	-
310.4420.01.000.000	Maintenance Contracts	8,000	8,000	-
310.4420.07.000.000	Gas & Oil Vehicles/Repairs Fleet	2,500	2,500	-
310.4430.06.000.000	Trash Truck- Insurance/Fuel/Repairs	5,000	7,000	(2,000)
310.4431.00.000.000	Landscape Maintenance	3,000	3,000	-
310.4436.00.000.000	Maintenance Charges from AMPS	12,500	12,500	-
310.4480.00.000.000	Security Alarm Contracts	5,800	5,800	-
310.4510.01.000.000	General Liability Insurance	3,500	3,500	-
310.4510.02.000.000	Auto Insurance	2,595	3,552	(957)
310.4510.03.000.000	Property Insurance	3,842	4,920	(1,078)
310.4510.04.000.000	ERMA Insurance	5,273	7,152	(1,879)
310.4540.00.000.000	Admin Benefits	86,155	67,860	18,295
310.4540.01.000.000	Retired Admin Benefits	17,202	14,000	3,202
310.4540.10.000.000	Maintenance Benefits	44,631	25,072	19,559
310.4550.00.000.000	Bank Fees	200	200	-
310.4580.01.000.000	Interest-Loan #1 \$2,240,000 Loan	116,900	122,000	(5,100)
310.4580.02.000.000	Interest-Loan #2 \$180,000 Loan	6,000	6,000	-
310.4580.03.000.000	Interest-Loan #3 \$480,000 Loan	6,400	6,000	400
310.4610.10.000.000	Replacement Reserve	2,000	2,000	-
310.4610.20.000.000	Replacement Reserve Maint. & Office	3,000	3,000	-
	Principal-Loan #1 \$2,240,000 Loan	51,012	-	51,012
	Principal-Loan #2 \$180,000 Loan	180,000	-	180,000
	<b>Budget total</b>	<b>(59,337)</b>	<b>(184,030)</b>	<b>124,693</b>

**Yolo County Housing  
Cottonwood Meadows  
2009-2010 Budget Proposal**

Acct Number	Account Name	Proposed 09-10	Approved 08-09	Change Yr/Yr
400.3000.00.000.000	State Annuity	(7,500)	(12,552)	5,052
400.3110.00.000.000	Dwelling Rent	(253,836)	(245,388)	(8,448)
400.3110.01.000.000	Dwelling Rent	(45,000)	(49,080)	4,080
400.3610.00.000.000	Interest Income	(1,000)	(1,500)	500
400.3690.03.000.000	Other Income Tenant Cottonwood	(1,580)	(1,500)	(80)
400.3690.04.000.000	Other Program Charges-RHCP Units	(250)	(500)	250
400.3690.05.000.000	Vending Income	(2,000)	(2,000)	-
400.4110.00.000.000	Administration Salaries	10,277	28,061	(17,784)
400.4125.01.000.000	Admin. P/R Taxes- Social	763	2,675	(1,912)
400.4125.02.000.000	Admin. P/R Taxes--SUI	61	477	(416)
400.4125.04.000.000	Admin. Retirement	1,132	3,117	(1,985)
400.4125.05.000.000	Admin. Workers Comp	81	266	(185)
400.4130.00.000.000	Legal Fees	2,000	2,500	(500)
400.4140.00.000.000	Training	500	-	500
400.4150.00.000.000	Travel	250	-	250
400.4170.04.000.000	Contract Services	600	600	-
400.4171.00.000.000	Audit Fees	1,700	1,704	(4)
400.4172.00.000.000	Advertising	250	150	100
400.4190.00.000.000	Office Supplies	500	704	(204)
400.4190.02.000.000	Postage	100	150	(50)
400.4190.03.000.000	Telephone	600	3,500	(2,900)
400.4190.04.000.000	Admin Misc	1,950	-	1,950
400.4190.05.000.000	Membership Dues and Subscriptions	100	96	4
400.4190.07.000.000	Computer Services	900	900	-
400.4190.11.000.000	Office Equipment	500	500	-
400.4190.15.000.000	Management Fee to YCHA	19,320	9,660	9,660
400.4190.16.000.000	Renting Expense	100	-	100
400.4190.17.000.000	Background Checks	300	300	-
400.4190.18.000.000	Taxes, Assessments & Fees	16,000	6,500	9,500
400.4221.00.000.000	Tenant Liason	1,800	600	1,200
400.4310.00.000.000	Water Cottonwood	9,500	9,375	125
400.4320.00.000.000	Electricity - Cottonwood	5,000	5,000	-
400.4330.00.000.000	Gas Cottonwood	1,000	700	300
400.4390.00.000.000	Sewerage - Cottonwood	15,000	14,100	900
400.4420.00.000.000	Maintenance Supplies	4,300	4,300	-
400.4430.00.000.000	Maintenance Contracts	16,000	16,000	-
400.4430.02.000.000	Painting and Decorating Contracts	4,000	4,000	-
400.4430.03.000.000	Garbage and Trash Removal	9,000	8,350	650
400.4430.04.000.000	Grounds Contracts	9,000	6,500	2,500
400.4430.05.000.000	Painting and Decorating Contracts	7,500	8,760	(1,260)
400.4436.00.000.000	Maintenance Charges from AMPS	7,500	7,500	-
400.4480.00.000.000	Protective Services	700	708	(8)
400.4510.00.000.000	Insurance-Flood	1,900	1,852	48
400.4510.01.000.000	General Liability Insurance	6,756	6,198	558
400.4510.03.000.000	Property Insurance	7,278	8,256	(978)
400.4510.04.000.000	ERMA Insurance	78	483	(405)
400.4510.05.000.000	Director's Risk Insurance	1,355	1,332	23
400.4540.00.000.000	Benefits	2,208	7,761	(5,553)
400.4570.00.000.000	Collection Loss	1,300	-	1,300
400.4900.00.000.000	Payment to Reserves	16,450	5,605	10,845
400.5615.00.000.000	Debt Service (Principal and Interest)	120,252	142,416	(22,164)
400.9110.05.000.000	Transfer in from Reserve		(9,716)	9,716
			-	-
	<b>Budget total</b>	<b>(5,304)</b>	<b>(580)</b>	<b>(4,724)</b>

**Yolo County Housing  
Davis Solar Housing  
2009-2010 Budget Proposal**

<b>Acct Number</b>	<b>Account Name</b>	<b>Proposed 09-10</b>	<b>Approved 08-09</b>	<b>Change Yr/Yr</b>
600.3110.00.000.000	Dwelling Rent	(37,620)	(37,620)	-
600.3610.00.000.000	Interest Income	(500)	(500)	-
600.3690.01.000.000	Other Income- tenants	(200)	(200)	-
600.4110.00.000.000	Administrative Salaries	2,135	1,543	592
600.4125.01.000.000	Admin. P/R Taxes- Social	158	114	44
600.4125.02.000.000	Admin. P/R Taxes- -SUI	23	22	1
600.4125.04.000.000	Admin. Retirement	249	181	68
600.4125.05.000.000	Admin. Wokers Comp	27	15	12
600.4140.00.000.000	Training	250	500	(250)
600.4170.00.000.000	Contract - Needs Assessment		1,500	(1,500)
600.4190.02.000.000	Telephone		60	(60)
600.4190.04.000.000	Computer Software		350	(350)
600.4190.12.000.000	Management Fees	1,143	1,143	-
600.4310.00.000.000	Water Davis Solar	5,500	5,000	500
600.4320.00.000.000	Electricity Davis Solar	100	100	-
600.4330.00.000.000	Gas Davis Solar	100	200	(100)
600.4390.00.000.000	Sewerage Davis Solar	5,000	4,800	200
600.4410.00.000.000	Maintenance Repairs and Contracts	1,200	1,000	200
600.4420.00.000.000	Maintenance Supplies	3,000	1,000	2,000
600.4420.08.000.000	Dwelling Equipment/Supplies	2,500	3,270	(770)
600.4430.00.000.000	Grounds Maintenance	250	100	150
600.4430.02.000.000	Furnishing Replacement	400	-	400
600.4430.03.000.000	Painting Services	4,000	1,000	3,000
600.4430.04.000.000	Garbage and Trash Removal	2,400	2,400	-
600.4430.11.000.000	Fencing Maintenance	2,500	2,500	-
600.4436.00.000.000	Maintenance Charges from AMPS	600	600	-
600.4510.01.000.000	General Liability Insurance	115	945	(830)
600.4510.03.000.000	Property Insurance	1,001	1,453	(452)
600.4510.04.000.000	ERMA Insurance	39	20	19
600.4540.01.000.000	Benefits	822	783	39
600.4550.00.000.000	Special Assessment	1,368	1,000	368
600.4580.00.000.000	Interest Expense	35	36	(1)
600.5000.00.000.000	Replacement Reserves	7,500	-	7,500
600.5650.00.000.000	FmHA Payment	895	-	895
600.9110.03.000.000	Trnsf from Reserves	(5,000)	-	(5,000)
	Other		-	-
	<b>Budget total</b>	<b>(10)</b>	<b>(6,685)</b>	<b>6,675</b>