

ATTACHMENT D
WFH Annual Progress Report
on Implementation of the Housing Element
General Plan Report requirement pursuant to
Section 65400 of the Government Code

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Jurisdiction: City of Woodland

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Report Period: July 1, 2004 To: June 30, 2005

The following should be included in the report:

A. Progress in meeting Regional Housing Need

1. Total number of new housing permits issued
2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing unit.
3. Compare units added to regional housing need allocation by income category (very low, lower, moderate, and above moderate)

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives

1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program
2. Assess effectiveness of actions and outcomes

C. Progress toward mitigating governmental constraints identified in the housing element.

A. Progress in meeting Regional Housing Need

1. Total number of new housing permits issued

The following table displays the total number of new housing permits issued by type of housing unit. Figures are given for each one-year (along with the first half-year) time period of the City's current Housing Element.

From	To	Single-Family	Half-Plex	Mobile Home	Multifamily Units	Total Units
1/1/2002	6/30/2002	69	2	0	0	71
7/1/2002	6/30/2003	307	2	1	11	321
7/1/2003	6/30/2004	230	16	0	15	261
07/1/2004	06/30/2005	96	11	1	5	113
Total		702	31	2	31	766

2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing unit.

The table below presents the number of units produced in Woodland during each period including affordable units with deed restricted affordable housing requirements.

From	To	Very Low-Income	Low-Income	Mod-Income	Combined VL, L, & M	Above Mod	Total Units
1/1/2002	6/30/2002	0	0	0	0	71	71
7/1/2002	6/30/2003	11	4	11	26	295	321
7/1/2003	6/30/2004	15	0	0	15	246	261
7/01/2004	6/30/2005	4	36	0	40	220	260
Total		30	40	11	81	832	913

The following table provides information on projects containing the affordable units which account for the figures in the above table. Affordable units were only counted as units with affordable housing deed restrictions in projects which received their *Certificate of Occupancy* during the fiscal year indicated. Several projects in Woodland containing affordable units received building permits during 2004-2005, however Certificates of Occupancy for these projects will be issued during 2005-2006 and should be reported next year, this will include our first affordable units under the City's Inclusionary Housing Policy in the Spring Lake Specific Plan Area. The addition of these affordable housing units to the City's

housing stock will further the City's progress towards meeting its RHNA numbers.

Project Name	Year Completed	Total Units	Very Low-Income	Low-Income	Mod-Income
Greenwood Subdivision	2002-2003	15	0	4	11
Wayfarer Center Transitional Housing	2002-2003	11	11	0	0
New Dimensions Multifamily Housing	2003-2004	15	15	0	0
Eaglewood Apartments	2004-2005	40	4	36	0
Total		81	30	40	11

3. Compare units added to regional housing need allocation by income category (very low, lower, moderate, and above moderate)

The table below presents the City's actual production numbers and percentages of very low, low, and moderate-income deed restricted housing.

From	To	Very Low-Income	Low-Income	Mod-Income	Combined VL, L, & M	Above Mod	Total Units
1/1/2002	6/30/2002	0	0	0	0	71	71
7/1/2002	6/30/2003	11	4	11	26	295	321
7/1/2003	6/30/2004	15	0	0	15	246	261
7/01/2004	6/30/2005	4	36	0	40	220	260
Total		30	40	11	81	832	913
Total RHNA		643	389	580	1,612	1,229	2,841
% of RHNA (of VL, L, & M only)		39.89%	24.14%	35.98%	-	-	-
% of RHNA (of all Income Levels)		22.64%	13.7%	20.42%	56.74%	43.26%	-
% of Actual to Date (of VL, L, & M Only)		37%	49%	14%	-	-	-
% Actual to Date (of all Income Levels)		3%	4%	1%	9%	91%	-

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives

- 1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program
&**
- 2. Assess effectiveness of actions and outcomes**

The following is a summary of each implementation program in the City of Woodland's housing element, along with an update of actions taken to implement each program. The effectiveness and outcomes of these actions are also assessed within this summary.

Development of Housing—Implementation Programs:

- 2.1. The City shall continue to cooperate with and advise developers in the use of the P-D Planned Development Overlay Zone to reduce housing costs.

Status: The City is utilizing the P-D Planned Development Overlay Zone in three single-family housing cluster projects which subdivisions were recently finalized by City Council. These are the Liberty Village and Heritage Village subdivisions in the Spring Lake Specific Plan Area and Hutchinson Valley. These projects will receive the benefit of housing cost reductions by receiving regulatory relief such as higher project density and shared parking. The PD overlay designation encourages a creative and more efficient approach to the use of land and to provide for greater flexibility in the design of integrated developments than otherwise possible through strict applications of zoning regulations. The City will continue to use the P-D Planned Development Overlay Zone in projects as applicable.

- 2.2. The City shall continue to cooperate with and advise developers in the use of the City's Bonus Incentive Program as contained in Section 25-21-25 of the Zoning Ordinance.

Status: The City amended its Bonus Incentives Ordinance in 2005 in order to bring its policy into consistency with changes to State law (SB1818). Developers of multifamily housing are encouraged to utilize the ordinance in order to make development more feasible of course the City will advise as State legislation changes in regards to Bonus Density. Recently, a 156 unit market-rate multifamily project (Eaglewood Apartments) containing 40 low and very low-income inclusionary housing units was completed. This project received a density bonus of 31 units through the use of the City's Bonus Incentive Program.

Also, the City has been working with USA Properties to develop a 156 unit affordable apartment complex in the Spring Lake Specific Plan Area. This project is using the Bonus Incentive Program to add 31 units to the 125 units the parcel is zoned for. These additional 31 units allows the project to be financially feasible. When built, this project will add 85 very-low income units and 71 low income units.

- 2.3. The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to implement tax exempt mortgage revenue bonding.

Status: The City continues to actively work with developers interested in issuing multifamily housing bonds to create affordable housing. The Terracina Spring Lake Apartments that will be built in the Spring Lake Specific Plan Area by USA Properties is proposing using Mortgage Revenue Bonds as a major funding source for their project. The City Council approved a Land Dedication Agreement in order to develop this project in June of 2004 and USA Properties was selected as the developer in April of 2005. As part of the Land Dedication Agreement, the City conditioned the land transfer to be accompanied by a one million dollar subsidy to make the project a reality. Based on this selection, the City's Redevelopment Agency will engage in an Exclusive Right To Negotiate and apply for State HOME Funds to aid in the financing. According to the project schedule provided by USA Properties, the City will hold a TEFRA hearing in January of 2006 with allocation in Spring of 2006 and construction estimated to begin in June of 2006. The Agency involvement in this project will add another 156 very-low and low income units to the City's affordable rental housing portfolio.

- 2.4. The City shall annually review its eligibility for various federal and state programs providing assistance to low income and special needs groups and shall submit applications for programs for which the City is eligible, as appropriate.

Status: City Housing Staff continues to be very actively pursuing grant applications for programs to increase the supply of affordable housing in Woodland. As was stated in the last report the City applied for \$800,000 from HOME including American Dream Downpayment Initiative funds. The City was successful in securing these funds and has contracted with Willdan and the Sacramento Home Loan Counseling Center to market this program. Housing Staff will prepare and submit a grant application for four million dollars in HOME funds. These funds will be the Redevelopment Agency's contribution to the USA Properties 156 unit project, which is currently estimated to cost approximately 26 million.

The City will remain active in targeting and acquiring grant funding in order to supplement its limited local funding (CDBG, Redevelopment 20% Housing Set-Aside funds). As part of the Spring Lake Specific Plan, the City has implemented an affordable housing fee of \$1,100 per market rate unit. This fee will help to

fund an additional 74 units of affordable housing outside of the Spring Lake Area on receiver sites that have been identified within the Redevelopment Project Area.

- 2.5. The City shall establish a comprehensive annual housing monitoring program and produce an annual Housing Monitoring Report to determine housing affordability and income levels for all new units built, including those created by the housing market without the use of incentives or mandates. As a part of the Housing Monitoring Report, the City shall also maintain an updated vacant land inventory (including an inventory of potential infill sites), and monitor and evaluate the achievement of the goals, policies, programs and quantified objectives contained in the Housing Element with suggested modifications to the Housing Element as needed.

Status: As a result of the adoption of the Affordable Housing Monitoring Program Policies and Procedures, the City has actively monitored properties in which the city has an affordability covenant regulatory agreement. This monitoring agreement includes inspections using Housing Quality Standards and Tenant Income Certifications verifications by third parties if possible for rental properties. The City and Redevelopment Agency monitor for sale properties based on residency by owner. These units must be owner occupied. The City continues to maintain an inventory of vacant land suitable for the development of housing.

- 2.6. The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and make a report to the City Council.

Status: The Planning Commission and City Council will receive a copy of this annual report on housing element progress.

- 2.7. The City shall accommodate development of at least an additional 27 units at densities that will facilitate production of housing affordable to moderate-income households by redesignating sufficient vacant land as Medium Density Residential (MDR). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall initiate redesignations and rezonings to provide additional land. The City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria.

Status: In 2004 the City approved the tentative map for this rezone parcel of approximately 11 acres to allow for an 86-unit single-family project. At around 8 acres per unit, the project fits the City's Medium Density Residential designation (8 to 16 units per acre).

The City currently has a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing Element planning period.

- 2.8. The City shall amend the General Plan text and map to change the density range of the Medium Density Residential (MDR) designation from 8 to 25 units/acre to 8 to 16 units/acre and add a new High Density Residential (HDR) designation that permits densities from 16 to 25 units/acre. Densities greater than 25 units/ acre in the HDR zone may be allowed subject to a conditional use permit. All existing MDR-designated land outside of specific plan areas shall be re-designated as HDR.

Status: The City has completed this program with its General Plan update, as the MDR designation allows for 8 to 16 units per acre, while the HDR designation allows for 16 to 25 units per acre. The City also amended its zoning ordinance to remove the conditional use permit requirement for multifamily projects located in areas zoned for multifamily residential use. This exemption would also apply to projects receiving density bonuses above 25 units per acre, as long as the project meets the City's site plan and design standards.

The City amended the Downtown Specific Plan to allow for housing with an R-8 to R-30 zoning on the 10 acres (this area is referred to as the Gateway Revitalization Master Plan Area in the Downtown Specific Plan's Chapter 7) owned by the Union Pacific Railroad. This site was previously zoned CBD-Commercial Only, which did not allow for residential development on the site. A copy of this Amendment is included as an exhibit to this report.

The City also approved the Westwood II General Plan Amendment. This project involves a General Plan Amendment, rezoning, annexation from the County and a tentative subdivision map for 86 housing units.

- 2.9. The City shall implement its "scattered sites" policy in the Spring Lake Specific Plan citywide to distribute assisted housing throughout the City.

Status: This program has been completed, as in June 2004 the City adopted an amendment to its City-wide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, produced anywhere in the City is now required to provide affordable units, thereby implementing the "scattered sites" policy City-wide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an "offsite" fee of \$1,100 per unit for R-3 to R-8 zoned parcels. This fee is to be used to assist an additional 74 units of affordable housing in the Redevelopment Agency Project Area. The City is currently in the process of reviewing Chapter 6A to make any changes that may be needed to help facilitate the construction of affordable housing.

- 2.10. The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction for units serving very-low, low, and moderate income families and special needs groups using its 20 percent housing set-aside funds.

Status: The Redevelopment Agency of the City of Woodland received approximately \$173,000 in 20% housing set-aside funds in fiscal year 2004-2005. These funds will be leveraged with other State, Federal, and local funds as well as future housing set-aside funds to implement affordable housing activities. The Agency assists in the development of affordable housing both inside the Redevelopment Project Area as well as City-wide. Affordable housing activities of the Agency will continue to be prioritized and coordinated with those of the City in order to utilize available funds to their greatest extent of producing affordable units.

- 2.11. The City shall allocate CDBG funds for the provision of new very low-, low-, and moderate-income housing units.

Status: CDBG funds are allocated by the City on an annual basis, with the City Council making funding decisions in April of each year. During 2004-2005, the City allocated \$120,000 in CDBG funds to the City's Housing Rehabilitation Program. An additional \$20,000 in CDBG funds were allocated to this program in 2004-2005. An additional \$45,000 in CDBG funds was allocated to this program for the next fiscal year of 2005-2006. The Housing Rehabilitation Program provides low-interest loans to low-income homeowners that occupy their home to complete rehabilitation work on their residences.

In 2004-2005, the City allocated approximately \$145,000 in CDBG funds to assist in the completion of off-site improvements associated with the Casa del Sol Mobile Home Park renovation project. This project involves the rehabilitation of a 156-unit mobile home park with rents affordable to very low, low, and moderate-income households. During 2004, the City also secured a \$1,000,000 Section 108 loan through the CDBG program to assist the completion of the Casa del Sol project. It is expected that construction will begin on the rehabilitation of the Casa del Sol Mobile Home Park in June of 2006. As part of this rehabilitation, there will be an additional 30 double wide manufactured homes added and made available to low income households for a total of 156 low income units.

- 2.12. The City shall allocate funds for transitional housing and other special-needs housing.

Status: In 2003-2004 and 2004-2005 a total of \$89,450 in CDBG funds were allocated to Friends of the Mission for the construction of a year-round homeless shelter in Woodland. In the 2005-2006 program year, an additional \$90,000 in CDBG funds will be allocated to this program. Construction will begin in fall of 2005.

The shelter will feature a 5,000 plus square foot facility with cold weather shelter area/dining room for over 100 homeless individuals.

The City also committed in 2001-2002 and 2002-2003 a total of \$180,000 in CDBG funds for Safe Harbor House. This project will add 15 new low-income "supportive housing" apartments for adults with mental illness.

In 2004-2005 the City committed \$90,000 in CDBG funds For Phase I of the Cache Creek Lodge Women's Residential Treatment and Housing Facility. Phase I includes the demolition of three structures at the site and replacing them with a 6,000 square foot building to house residential services for women. It will also create a 5-plex to house women undergoing drug/alcohol treatment at the facility.

The City receives an annual allocation of Supportive Housing Program funds from HUD. In 2004-2005 this grant amounted to \$175,151. The City sponsored the Day Services Program at the Friends of the Mission Yolo Wayfarer Center to serving the homeless population of Woodland.

- 2.13. The City shall continue to implement Section 6A-3-30 (Affordable Housing - Incentives) of its Municipal Code that states that the city council may, after review by the planning commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of city development fees; 2) waiver or modification of city development standards; or 3) assistance in obtaining such federal, state, or local financing and/or subsidies.

Status: The City's Bonus Incentive ordinance (City Code Section 25-21-25) allows the City to grant incentives to developers of projects that contain a minimum amount of affordable housing. The City has continued to implement its policy for granting density bonuses, regulatory relief, or financial incentives to developers that meet the City's inclusionary housing requirements. This ordinance was updated in July of 2005. Please see updates of program 2.1. A copy of the City's current Bonus Incentives ordinance is included as an exhibit to this report.

- 2.14. The City shall continue to facilitate the provision of emergency housing. The City shall continue to participate in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.

Status: See updates of program 2.12 and 2.18.

- 2.15. The City shall monitor the HUD Section 8 voucher program administered by the Yolo County Housing Authority. The City shall encourage the Housing Authority to raise its payment standard to 110% of HUD Fair Market Rent (FMR)

Status: No update to report.

2.16. The City shall adopt a Second Unit Ordinance that meets minimum State standards to encourage the production of infill units.

Status: This program has been completed by the City, as in 2004 the City adopted a Second Dwelling Unit Ordinance that meets minimum State standards to encourage the production of infill units.

2.17. The City shall review and, as necessary, modify its parking standards for second units, multifamily units, and mixed-use developments, in order to encourage development of these units. Modifications may include modifying requirements for second units so they only have to provide one uncovered off-street parking space in addition to the parking requirements for the primary dwelling.

Status: The City's new Second Dwelling Unit Ordinance does not impose excessive parking standards on second units and is consistent with State law on parking requirements for second units. Also see updates of program 2.1.

2.18. The City shall continue to contract for the services of Yolo County's Homeless Coordinator. Program to be funded through Redevelopment Funds and Housing Monitoring Funds.

Status: The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance.

2.19. The City shall require relocation assistance to tenants relocated as a result of removal of housing by the City or the RDA.

Status: The Redevelopment Agency assisted Heritage Oaks Apartments in an acquisition/rehabilitation project. There were several sources of funding in this project, one of which was CalHFA HELP via the Redevelopment Agency which triggered State relocation requirements. Overall 42 units were permanently relocated. 6 of these units were relocated in 2004-2005 while the balance will occur in 2005-2006.

2.20. The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that ten percent (10%) of all new for-sale units in any residential project consisting of ten or more units shall be affordable to low-income households and an additional ten percent (10%) shall be affordable to moderate-income households. Fifteen percent (15%) of all new multifamily rental units in any residential project consisting of ten or more households shall be affordable to very low-income households, and an additional ten percent (10%) shall be affordable to low-income households. In the alternative, a developer may elect to make twenty percent (20%) of multifamily

rental units in any residential project consisting of ten or more units at one location affordable to very low-income households.

The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of providing 10 percent (10%) of the for-sale units affordable to moderate-income households. Twenty-five percent (25%) of multi-family units shall be affordable to low-income households with 10 percent reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.

The City shall enforce the provisions of the Spring Lake Specific Plan that require that ten percent (10%) of the units in a for-sale residential project shall be affordable to low-income households. Twenty percent (20%) of the units in multifamily rental residential projects of ten or more dwelling units shall be affordable to very-low income households, and ten percent (10%) of the units shall be affordable to low-income households. In the alternative, a developer may make twenty-five percent (25%) of the units affordable to and occupied by very-low income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.

Status: In June 2004 the City amended its City-wide inclusionary housing policy to essentially apply the same requirements as those in the Spring Lake area to all new housing constructed throughout the entire City. This amendment should significantly increase the amount of affordable housing produced in Woodland over the next several years as compared to implementation of the previous city-wide inclusionary policy. Staff continues to update Chapter 6A taking into consideration state requirements.

The following table presents an estimation of projects subject to the City's inclusionary housing requirements expected to be approved and constructed in Woodland during the current housing element period.

Project Name	For-Sale/ Rental	Total Units	Very Low- Income Units	Low- Income Units
Eaglewood Apartments*	rental	156	4	36
Acacia Glen Senior Apartments*	rental	41	8	0
505 Community Lane Apartments*	rental	29	3	4
Stonehaven Subdivision	for-sale	86	0	9
Spring Lake Single-Family Housing	for-sale	1,000 (est.)	0	100
Spring Lake Multifamily Housing	rental	400 (est.)	100	40

Hutchinson Valley Subdivision	for-sale	22	0	2
Westwood II Subdivision	for-sale	86	0	9

*Pipeline projects subject to Pre 2004 Chapter 6A updates

2.21. The City shall designate staff time and/or funding for the activities of grant writer/affordable housing coordinator. Responsibilities will include applying for housing-related-funding and coordinating housing issues and programs for the City.

Status: A full-time staff person has been assigned by the City and Redevelopment Agency to write and manage affordable housing grants, administer the City's inclusionary housing policies, assist in project management of housing projects, and coordinate housing activities for the City and Agency. The City is currently in the process to hire a second person to implement the housing programs. The City has seen an increased need for a second Housing Analyst, especially as the Spring Lake Specific Plan is implemented. Spring Lake will result in over 400 units of for sale affordable housing.

Maintenance of Housing—Implementation Programs:

2.22. The City shall continue rehabilitation of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs and increase public awareness of self-help and rehabilitation programs through out-reach programs.

Status: One low-income homeowner received a loan during 2004-2005 to complete rehabilitation work on their unit. As was indicated in the 2003-2004 report resources for this program have been limited. Historically most loan repayments have been deferred. There is a wait list created and as funds are available, eligible homeowners will be assisted. The City will also explore the possibility of targeting other sources of funds for housing rehabilitation, such as State administered HOME and CalHome funds.

2.23. The City shall continue to include funds in its operating budget for building code and blight enforcement programs.

Status: The City's Neighborhood Enhancement Program, funded by CDBG, allows Code Enforcement to address blighting and dangerous building conditions by funding the clean-up or demolition of properties. This program is a strong part of the City's efforts to remove blighting conditions within the city limits. Code Enforcement staff is in the process of identifying properties to use this program on in the 2005-2006 Program Year.

The City is currently looking at extending its ½ cent sales tax initiative. One of the programs that would it would fund is recommended to address Neighborhood

Enhancement. This initiative is expected to be on the primary ballot in June 2006.

- 2.24. The City shall review its eligibility for Federal and State home repair and renovation programs annually and apply for programs, as appropriate.

Status: No update to report.

- 2.25. The City shall continue to periodically update the status of housing conditions to determine the need for housing rehabilitation and the removal of unsafe units.

Status: In 2004 the City amended the City Code to add the Uniform Housing Code. The addition of this code section will allow the City's Code Enforcement division to be more effective in the abatement of sub-standard housing conditions. Such conditions are identified by Code Enforcement staff and reported to the Redevelopment Agency and City housing staff.

- 2.26. The City shall initiate a program to potentially allow existing illegal nonconforming units that meet basic health and safety standards to continue to be used as dwelling units subject to issuance of a conditional certificate of compliance that includes a requirement to maintain affordable rent levels.

Status: No update to report.

- 2.27. The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor for the purposes of preservation and maintenance of affordable housing for very low, low, and moderate-income households.

Status: In 2004-2005, the City continued to work closely with Community Housing Opportunities Corporation to assist in the Casa Del Sol Mobile Home Park Project. To date, approximately 2.7 million dollars in assistance has been committed to the project from the City and Redevelopment Agency during the past five years, including a \$1,000,000 HELP loan, a \$1,000,000 Section 108 program loan, and \$145,000 in CDBG funds. This project involves the renovation and rehabilitation of a 156-unit mobile home park with rents affordable to very low, low, and moderate-income households. Construction on the project is expected to begin in June 2006. Due to delays caused by cost increases, Housing Staff will submit an application to the Sacramento Area Council of Governments (SACOG) for its Community Design Grant Program. This grant will add gap financing for offsite improvements related to the project. This grant application is due in January of 2006.

Equal Opportunity in Housing—Implementation Programs:

- 2.28. The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any person who feels they have been discriminated against in acquiring housing within the City and to any housing provider who requests such information.

Status: The City continues to provide Fair Housing brochures and other information published in both English and Spanish on display in its Fair Housing kiosk in the lobby of City Hall. This information is also made available to any person that calls with a fair housing question. This information is updated as State and Federal regulations change.

- 2.29. The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.

Status: The City has entered into year two of a three year contract for fair housing services with the Fair Housing Hotline Project provided through Legal Services of Northern California. The City is able to assess the effectiveness of this program by reviewing quarterly reports submitted from Legal Services of Northern California detailing information on the types of calls received. The Fair Housing Hotline is available to both tenants and landlords in Woodland. Any person with an inquiry related to fair housing is encouraged to utilize the hotline.

- 2.30. The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City

Status: In July 2004 the City amended its Municipal Code to add Section 25-21-85, Reasonable Accommodation for Persons with Disabilities. The Ordinance established a process and a set of criteria for reviewing reasonable accommodation requests for persons with disabilities. The City received the assistance of Legal Services of Northern California in drafting the Ordinance.

- 2.31. The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design features for residential projects.

Status: The City makes available to housing developers information on barrier-free design available from HUD.

- 2.32. The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social services organization and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.

Status: The City held its annual Fair Housing Workshop in April 2005. Legal Services of Northern California facilitated the workshop, and guest speakers made presentations and answered questions from both landlords and tenants. The workshop was well-attended and information on fair housing was dispersed to attendees.

- 2.33. The Community Development Department shall refer fair housing complaints to its fair housing consultant for resolution

Status: Fair housing complaints and inquiries are referred to Legal Services of Northern California's Fair Housing Hotline Project for resolution.

Energy Conservation—Implementation Programs:

- 2.34. The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.

Status: No update to report.

- 2.35. The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development. The City will make available an informational fact sheet for distribution which will describe the measures which can be instituted in homes for little cost and will save energy and utility expenses.

Status: No update to report.

- 2.36. The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide.

Status: No update to report.

C. Progress toward mitigating governmental constraints identified in the housing element.

The City has made progress toward mitigating certain potential governmental constraints identified in the housing element. The governmental constraints, along with the mitigating actions taken by the City are described below.

Land Use Controls – General Plan Land Use Designations and Zoning:

The City has Amended its General Plan, Zoning Code, and Municipal Code as needed to help facilitate development at varying densities. To illustrate this commitment the City Council approved:

1. Ordinance 1393 – which amends Chapter 6A of the City’s Municipal Code related to the creation of affordable housing throughout the City. This Ordinance was adopted on June 1, 2004.
2. Ordinance 1394- which amends sections 25-3-10, 25-4-10, 25-4-20, 25-13-20, and 25-21-25 of the Woodland Zoning Code related to the development of Multifamily housing and bonus density incentive projects.
3. The City of Woodland General Plan Update, December 17, 2002 and Resolution 4404 adopting the Plan. As a result of the City’s commitment (per the Housing Element and ensuing conversations) to incorporate modifications to the land use designation and densities for residential properties, the General Plan has incorporated the following designations: MLDR-5-12 units per gross acre; MDR-8-16 units per gross acre; HDR-16-25 units per gross acre. Densities greater the 25 units per acre may be allowed subject to a Conditional Use Permit.

Growth Controls/Growth Management

As part of the Spring Lake Specific Plan, the City has committed to issuing a limited number of building permits each year for the plan area. The city will issue approximately 340 single family permits per year for the life of plan. This process will allow the City to control growth while still meeting its regional housing needs.

On/Off Site Improvement Requirements

As part of development in the City of Woodland, developers are required to construct on and offsite improvements. These improvements include the installation of sewer pipeline, water pipelines, fire hydrants, and street lighting. Some of these requirements can affect the financial feasibility of affordable housing projects as they do not generate the same returns as market developments. In an effort to help an affordable housing development meet these offsite improvement requirements, City Housing Staff is applying for a Community Design Grant through SACOG. Please see program update 2.27 for more information.

Development Fees:

Affordable projects as well as market-rate projects containing a minimal required amount of affordable housing are eligible for a deferral of City development impact Building Permit and Plan Check Fees. During 2004-2005, the City processed a fee deferral for the Yolo Wayfarer Center Phase II. It is anticipated that the City will process many fee deferral requests over the 2005-2006 year. Per the City Affordable Housing Ordinance Chapter 6A and the Spring Lake Affordable Housing Plan Building Permit and Plan Check fees are eligible for waiver except for the fee for Strong Motion.

Processing and Permit Procedures:

One of the significant barriers to the development of multifamily and mixed-use housing identified by staff was the conditional use permit requirement for projects located in the multifamily residential and commercial zones of the City. In order to remove this potential barrier, in 2004 the City amended its zoning code to require multifamily housing projects located in the multifamily residential zone to receive only site plan and design review approval from the Planning Commission without the need for a conditional use permit. This action should speed the processing and approval time for multifamily housing in Woodland.

The City also amended its zoning code to facilitate the development of mixed-use (ground floor retail/office uses and upper floor residential uses) projects. The amendments added “mixed-use residential/commercial” as a principally permitted land use in the C-2 and C-3 commercial zones, requiring only site plan and design review approval and not a conditional use permit for mixed-use projects. Staff hopes that these amendments will facilitate the development of affordable and mixed-use projects throughout the City, and especially in the Redevelopment Project Area.

Persons with Disabilities:

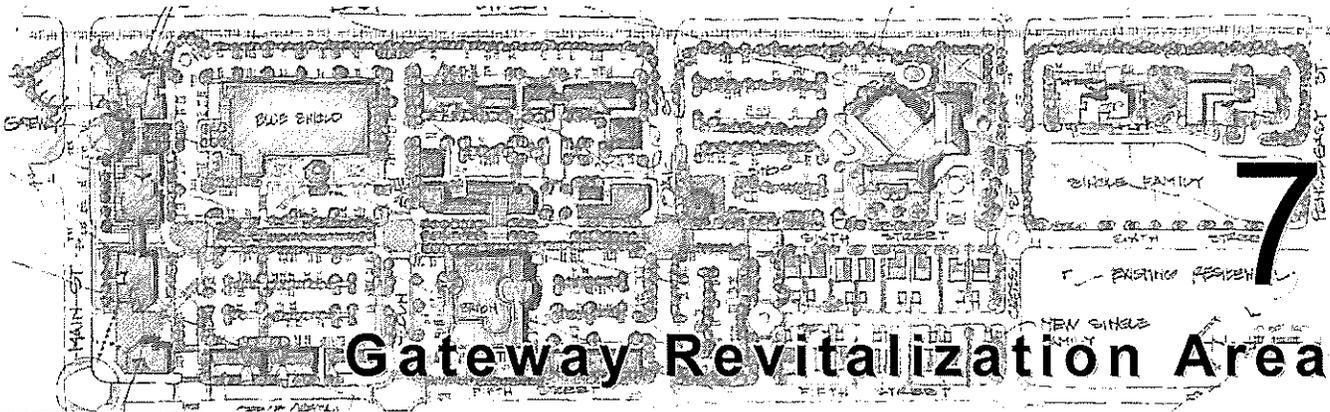
In the housing element background report, the following governmental constraint was identified:

The City does not have any processes for individuals with disabilities to make requests for reasonable accommodations with respect to zoning, permit processing, or building laws.

As previously noted in the update to housing element program 2.30, in July 2004 the City amended its Municipal Code to add Section 25-21-85, Reasonable Accommodation for Persons with Disabilities. The ordinance established a process and a set of criteria for reviewing reasonable accommodation requests for persons with disabilities. The City received the assistance of Legal Services of Northern California in drafting the ordinance. A copy of the code section is attached as an exhibit to this report.

LIST OF EXHIBITS:

- A) **Downtown Specific Plan Amendment (Please see bold face type)**
- B) **Affordable Housing Monitoring Program Policies and Procedures**
- C) **City Code Section 25-21-25. Bonus Incentives – Ordinance #1441**



7.1 MASTER PLAN CONCEPT

The Gateway Revitalization planning area (which is made up of the southern half of District A4 and District E2) is unique in several important ways.

- This area contains most of the vacant or underutilized land in the Downtown.
- The City will be developing a new Police Station located on a 3.2-acre parcel bounded by Lincoln Avenue, Sixth Street, Oak Street, and Fifth Street.
- A large portion of this area is owned by the railroad, providing the opportunity to deal with a single landowner.
- Due to the amount of developable area and the limited number of ownerships, this area would lend itself to a public/private partnership to develop the area under a master development agreement.
- The railroad properties (and the uses that occurred on them in the past) also raise the potential for hazardous materials contamination.
- This area is located at the entrance to the Downtown area.
- The area contains a large, regional office user (Blue Shield) that can be built upon to create synergy for other office users.
- This area has excellent circulation access to the local and regional markets.

As part of the Gateway Revitalization Master Plan, a Master Plan Concept was prepared (see Figure 7-1). This concept

drawing was prepared to illustrate the future land uses and urban design features for the area. As a concept drawing, it is used to illustrate development concepts, and is not intended to show specific developments or building shapes/sizes.

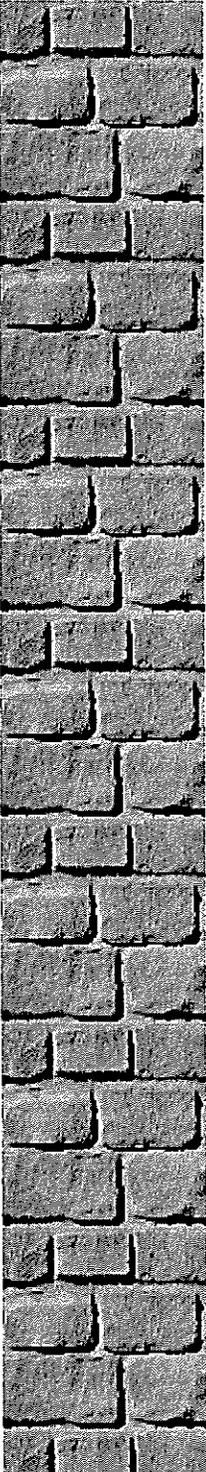
The Master Plan Concept illustrates several key concepts. In the following paragraphs, these concepts are described based on potential development sites (shown on Figure 7-1).

Gateway Office Park

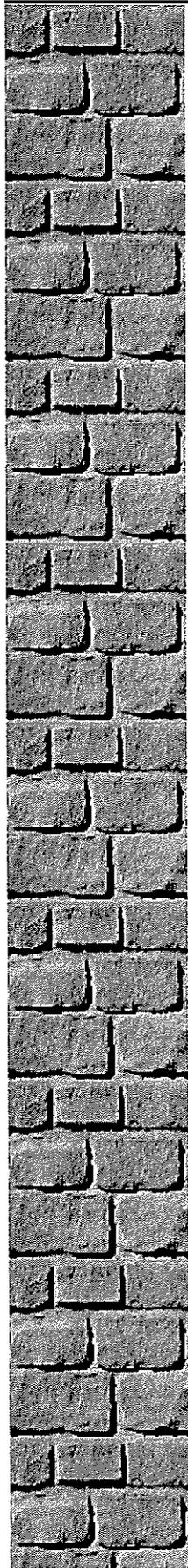
The proposed Gateway Office Park development is located at the north end of the Master Plan area adjacent to Main Street. Development in this area would primarily consist of office uses with some local supporting retail uses on the first floor of the buildings.

Key components of this proposed development are as follows:

- Create a “Main Street look” through the use of a zero lot line front setback on Main Street.
- Incorporate the existing Heritage Oak on Main Street into the design of a prominent gateway feature.
- Develop 2- and 3-story mixed-use structures with office or local retail use on first floors (e.g., deli, coffee shops), and office uses on the second floor. If market support exists, upper floors can include some residential uses on upper floors.



7. Gateway Revitalization Area



- Close Sixth Street between Main Street and Lincoln Avenue to convert to a pedestrian mall.
- Limit parking to the rear of all buildings.
- Create parking aisle behind first row of buildings on Main Street to serve as an “active alley” similar to those found in the rest of the Downtown area.
- Install traffic signal on Fifth and Main Streets to improve traffic flow.
- Include building outback at the corner of Main and Fifth Streets to allow space for a pedestrian plaza.
- Administration – offices, laboratories, waiting rooms, conference rooms, interview rooms, and supply storage
- Training – offices, classrooms, and weight room
- Investigations – offices, conference rooms, interview rooms, locker rooms (evidence storage), storage rooms
- Operations – offices, conference/ interview rooms, waiting rooms, locker rooms, shower rooms, storage rooms, holding cells, and personnel sallyport (an area that a vehicle can be driven into and secured prior to transferring a prisoner to or from the facility).
- Onsite parking areas for both staff and visitors. As the facility develops, additional parking can be provided south of Oak Street or by utilizing on-street parking on Lincoln Avenue and/or Sixth Street.

Blue Shield

The Blue Shield portion of the Master Plan Area, located just south of the proposed Gateway Office Park, will consist of the following components.

- Maintain existing regional office.
- Utilize reciprocal access and parking with the Gateway Office Park development.
- New access provided from Lincoln Avenue and alley behind first row of buildings in the Gateway Office Park.

Police Station

The new Police Station is proposed to replace the existing facility currently located adjacent to the City Hall. The Police Station will be located at the southeast corner of Lincoln Avenue and Fifth Street in the Master Plan area.

The Police Station will have a main building for administrative uses and a separate service building. The facility will consist of the following components:

- Command – offices, conference rooms, and waiting/reception rooms

The new Police Station will show a positive investment in a blighted area and strengthen the reuse of this area by private investors.

Housing Opportunity/Business Park/Mixed Use Area

The area just south of Lincoln Avenue between Sixth and East Streets in the Master Plan area is an opportunity area for a business park, housing or mixed use project. Although Figure 7-1 conceptually indicates a business park use, a residential or a mixed use project is allowed. A residential project provides a distinct infill opportunity on a underutilized site for medium or high density housing to support retail and jobs in the downtown area.

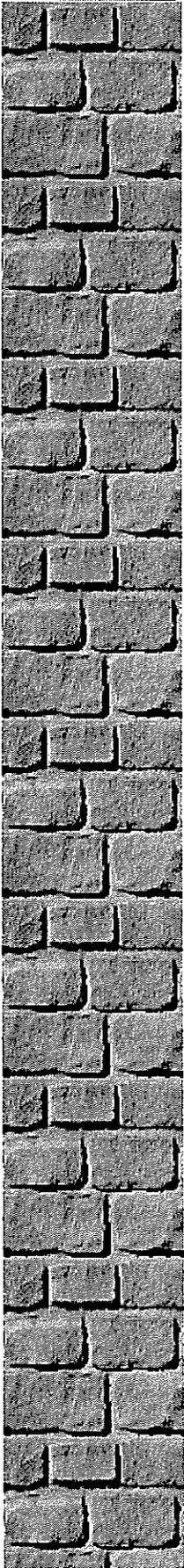


Figure 7-1. Master Plan Concept

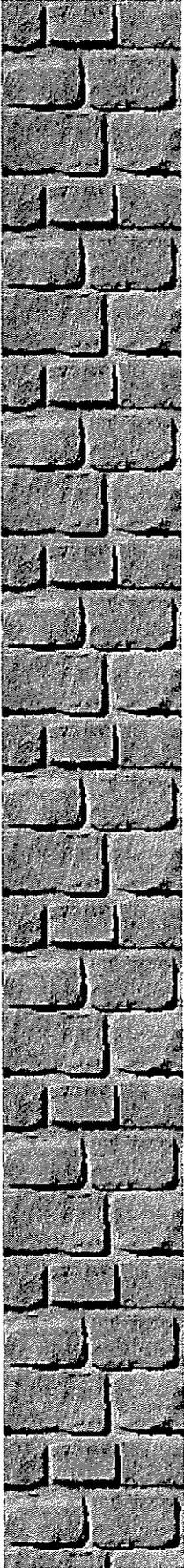


Figure 7-1 (cont'd)

If developed as a residential project, the following components would apply:

- Residential densities of 10-30 units per acres are allowed.
- Project design shall focus on pedestrian orientation in order to encourage walking and biking to nearby retail and employment uses.
- Residential Performance Standards found in Chapter 8 shall apply.
- Community Design Standards shall apply.
- Lot size, setbacks, maximum height shall be determined during site plan review.
- Final site plan and design review by the Planning Commission.

If developed as a Business Park, the Business Park will include the following components:

- Develop several clusters of office/research buildings.
- Provide onsite parking areas adjacent to buildings.
- Promote the development of flexible space that can easily be modified to handle several small incubator industries or a larger established business.
- Promote the development of research and development facilities in this area. Demand associated with nearby UC Davis, ease of access to UC Davis from this area, and the limited developable land in the City of Davis make this a good development opportunity.
- The buildings along the east edge of the site would have front facades facing towards East Street. This gives the businesses exposure to traffic on East Street and also provides a more attractive view of the area from East Street.
- This area contains the historic Woodland Depot building. This

building could be incorporated into the design of the new development or be relocated to another site, such as a site in the Armfield area.

Housing Revitalization

Housing revitalization in the Master Plan area is proposed to occur on a single block, located between Oak, Cross, Fifth, and Sixth Streets.

This block contains existing single-family and multi-family residential uses on the southwestern portion, and industrial development and public uses on properties owned by Yolo County in the remaining parts.

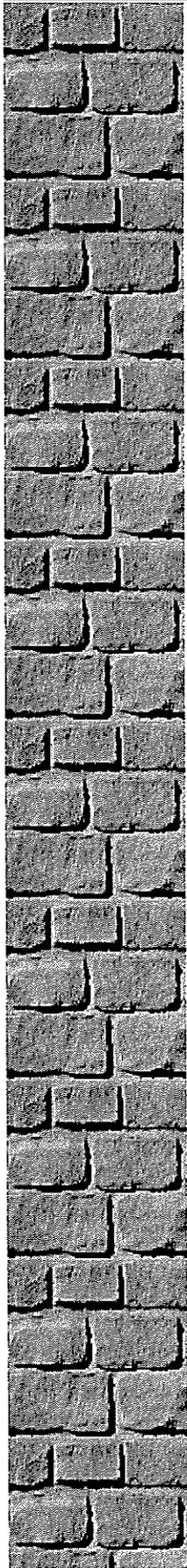
The key components of this project are as follows:

- Rehabilitate existing residences with the City's assistance. As part of the Redevelopment Area, these houses would be good candidates for use of the Redevelopment Agency's housing set aside funds. Programs for rehabilitation are detailed in the City's Housing Element.
- Remove existing, underutilized industrial development.
- Return property owned by Yolo County to the City's tax roles.
- Develop new single- or multi-family residential units compatible in design with surrounding residences.
- The north end of this area could be utilized for expansion of parking for the new Police Station or as a site for additional offices or light industrial.

Multi-family Housing Development

Multi-family housing development is proposed to be located south of Cross Street between Sixth and East Streets in the Master

7. Gateway Revitalization Area



Plan area. Key components of this development include the following:

- Develop a multi-family housing complex to provide more affordable housing in the Master Plan area and the City.
- Remove existing, vacant industrial uses that are located on the southern and northern portions of the block.
- Develop residential uses in the Downtown area to provide additional customers/users in the area.
- Provide a compatible use to adjacent residential uses.

7.2 CIRCULATION

As part of the Master Plan, several circulation improvements are proposed for the Master Plan to improve both the flow of pedestrian and vehicular traffic. The proposed improvements are as follows:

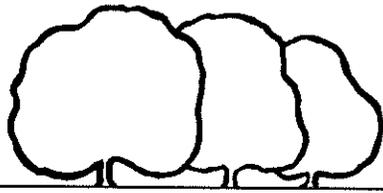
- Install traffic signal at Fifth and Main Streets.
- Abandon Sixth Street between Main Street and Lincoln Avenue. The street should be replaced with a right-turn in and out driveway and remaining space from the right-of-way used for a pedestrian spine into the Master Plan area.
- The City is intending to install two traffic improvements in this area. One is a median in the center of East Street at its intersection with Oak Street. Only right turns in and out will be allowed. The other is the installation of a traffic signal at the intersection of East and Cross Streets.

7.3 GATEWAY ELEMENT

Due to its location at the intersection of Main and East Streets, the Gateway Revitalization Master Plan area plays an important role as a primary gateway into the Downtown area. The type of development that is proposed for the Master Plan Area will complement this entryway into the Downtown area.

The Gateway itself will undergo several improvements that in turn will complement the proposed development for the Gateway Master Plan Area. The improvements (described in greater detail in Chapter 8) are as follows:

- Installation of a freestanding sign at the northwestern corner of Main and East Street to welcome visitors to Downtown Woodland.
- Installation of a monument style sign surrounding the west side of the existing heritage oak tree on Main Street to accent it as a natural landmark.
- Streetscape improvements to include pavers on Main Street and the construction of an archway or other vertical element at the gateway.



City of Woodland

AFFORDABLE HOUSING MONITORING PROGRAM POLICIES AND PROCEDURES

**ADOPTED BY THE CITY COUNCIL ON
MAY 18, 2004**

- FOR INCLUSIONARY UNITS & PROJECTS WITHOUT FEDERAL SUBSIDY -
(HOME-Funded Projects, see: Exhibit A—Monitoring Requirements for HOME-Assisted Projects)

Program Purpose

The following policies and procedures for the City of Woodland's Affordable Housing Monitoring Program have been established by the City Council in order to ensure regulatory compliance for rental residential projects that are subject to the City's applicable Affordable Housing Policies (Chapter 6A of the Code Code, the Southeast Area Specific Plan, the Spring Lake Specific Plan Affordable Housing Plan, and California Redevelopment Law).

Chapter 6A of the City Code, section 6A-4-60 "Monitoring and Compliance Requirements for Rental Projects" and section 6A-5-70 "Monitoring and Compliance Requirements for For-Sale Units" outline the basic requirements that apply to the monitoring of residential projects, referring to the Affordable Housing Monitoring Program Policies and Procedures for additional detail. The intent of these policies and procedures is to provide this detail along with guidance to City staff and necessary information to developers, owners, and managers of residential projects for the continued implementation of the City's affordable housing policies and programs.

Major Program Components

The major components of the City's Affordable Housing Monitoring Program are outlined as follows, and shall be updated or modified from time to time as needed or required by changes to the City's Affordable Housing Policies.

- a) **Affordable Housing Agreements**
- b) **Monitoring Fees**
- c) **Monitoring Requirements for Owners/Managers of Rental Residential Projects**
- d) **Monitoring Requirements for For-Sale Residential Units**
- e) **Implementation and Oversight of Affordable Housing Monitoring Program Policies and Procedures**
- f) **Appendices and Forms**

Affordable Housing Agreements

The regulations regarding compliance with applicable Affordable Housing Policies for each residential project are provided in the form of an Inclusionary Housing Agreement (“Affordable Housing Agreement” or “Regulatory Agreement”) between the developer and the City. This agreement generally indicates, but is not limited to, the household income targeted; the number, location, tenure of affordability, size, and construction scheduling of all inclusionary units; and any other information required by the City relative to the obligations imposed by the Affordable Housing Policies that are applicable to the residential project.

Chapter 6A and the Spring Lake Affordable Housing Plan require that residential projects be monitored for compliance with applicable Affordable Housing Policies. The “Monitoring” section of the Inclusionary Housing Agreement for each residential project requires that the project will be subject to the City’s Affordable Housing Monitoring Program Policies and Procedures outlined herein.

For residential projects that receive a state or federal housing subsidy and are, thus, subject to applicable regulatory agreements and requirements pertaining to each subsidy, these regulatory agreements shall supercede and/or supplement the monitoring requirements outlined in these guidelines. For projects receiving State HOME Program assistance, refer to the City of Woodland’s “Monitoring Requirements for HOME-Assisted Projects” (provided as Exhibit A).

The following section offers further detail to the specific reporting requirements, procedures, and forms for residential project owners/managers related to the monitoring of inclusionary units.

Monitoring Fees

Pursuant to City Code Chapter 6A, section 6A-4-60, rental residential project owners are required to pay an annual Monitoring Fee to the City based on the number of inclusionary units in the project. This fee is necessary in order to cover City staff costs associated with the implementation of the Affordable Housing Monitoring Program. The current monitoring fee is set at the level noted below:

- Base fee of \$550 for a project containing up to 6 inclusionary units.
- Each additional inclusionary unit adds \$25 to the base fee.
- Example:
A project containing 6 or fewer inclusionary units would be charged \$550 annually (base fee of \$550 only), while a project containing 10 inclusionary units would be charged \$650 annually (base fee of \$550 + 4 units at \$25 each = \$650).

Once each calendar year, the City's Finance Department will send a letter along with an invoice to each project owner requesting payment of the annual Monitoring Fee.

Monitoring Requirements for Owners/Managers of Rental Residential Projects

Rental projects shall be monitored every year to review for compliance with the requirements of the project's Regulatory Agreement and the City's applicable Affordable Housing Policies. The Community Development Department shall mail all necessary letters and forms to all property owners requesting the required information related to the affordable units, the rents charged, and the current tenants.

The basic affordable housing monitoring requirements that are subject to owners/managers of rental residential projects are as follows:

a) Certification of new tenant income:

Upon application for an affordable unit, the project owner/manager is responsible for providing income certification forms to the new tenants/applicants of affordable units in either the "Income Certification Form" provided by the City (see form 2) or an alternate format approved in advance by the City. The new tenant/applicant's household income shall be verified by the project owner/manager using the following method:

- 1) Applicants for affordable units shall be required to submit the two most recent pay stubs for all household members 18 years and older, along with the required Income Certification Form.
- 2) Owners/managers shall use these pay stubs and other information provided on the Income Certification Form to cumulate the household's total monthly income ("monthly household income").
- 3) Owners/managers shall determine if the applicant's monthly household income meets the income level restrictions for the affordable unit as appropriate to the household size by referring to the City of Woodland/Yolo County Income Limits (see Appendix A) provided by the City.

Income Certification Forms for current tenants of affordable units shall be kept on-file at the project site and shall be reviewed for accuracy by City staff during on-site monitoring visits.

b) One-year maximum per lease term:

Owners/managers shall rent affordable units to income-eligible households for lease terms not to exceed one year. The lease may be renewed or extended for up to one year per lease term upon re-certification of the household's income, as described below.

c) Re-certification of current tenant income at renewal of lease:

At the end of each lease term, the lease may be renewed for up to one year once the owner/manager has re-certified that the household income of the affordable unit remains eligible to the restricted income level of the unit. This re-certification shall be completed by the owner/manager using the Income Certification Form (check the "Income Re-Certification" option on the form) provided by the City.

d) Completion of Annual Project Compliance Report:

The owner/manager of the rental residential project is responsible for completing an "Annual Project Compliance Report" (see form 1), which provides summary information on the project's inclusionary units and income-qualified tenants. The form for this report shall be provided by the City upon notification of the project's annual on-site monitoring visit and unit inspections by City staff. The owner/manager of the project shall be given up to one month from receipt of this form to complete the Annual Project Compliance Report.

e) On-site monitoring visit and unit inspections by City staff:

Once per calendar year the City will notify owners/managers of rental projects of the schedule for completing on-site monitoring visits and unit inspections by City staff. The City's current monitoring schedule is provided in Appendix E. During

on-site monitoring visits, staff will review the files kept on-site in order to confirm the owner/manager's compliance with the tenant income certification requirements outlined above.

At least one of the project's *inclusionary* units will be selected at random for inspection (only designated affordable units shall be subject to inspections). During this inspection, staff will check the physical condition of the inclusionary unit, including the items listed in the "Points of Interest Regarding Inspections of Inclusionary Units/Inclusionary Unit Inspection Form" provided by the City (see form 3). City staff will notify the project owner/manager at least two weeks in advance of the inspections in order to allow the owner/manager an adequate amount of time to notify tenants of inclusionary units.

Pursuant to City Code Chapter 6A, section 6A-4-60, owners/managers of rental residential projects shall also comply with the following requirements for on-going compliance with the City's Affordable Housing Policies:

f) Over-income tenants:

If a very low-income household increases its income so that it no longer qualifies as a very low-income household during its tenancy, it shall be permitted to remain in the affordable unit as long as its income does not exceed the low-income limitation (i.e. 80% of AMI). At vacancy, such unit shall be rented to an eligible very low-income household and the rent reset to an affordable rent for a very low-income household, unless the affordable unit requirement has been met by renting other vacant units at the appropriate affordable rent level.

g) Affirmative marketing of available affordable rental units:

Owners/managers shall affirmatively market affordable rental units as the units become available by sending advertisements describing the affordable units to local newspapers and to the list of local nonprofit and government housing organizations and agencies that serve very low and low-income persons and families available from the Community Development Department.

h) Compliance with Fair Housing laws:

Owners/managers shall comply with all fair housing laws and not discriminate based on race, ancestry, gender, religion, color, age, national origin, marital status, familial status, sexual orientation, source of income, and disability.

i) Section 8 vouchers:

Owners/managers shall not discriminate based on any government rental subsidy, including but not limited to HUD Section 8 assistance. Tenants may utilize Section 8 vouchers to assist in renting inclusionary units; *however, the rent*

levels collected for inclusionary units occupied by tenants using Section 8 vouchers shall remain at the affordable level determined pursuant to section 6A-4-40 of Chapter 6A of the City Code.

The Community Development Department shall review the information submitted for each residential project to make sure that the project is in compliance with its Regulatory Agreement. Staff will notify the project owner of any discrepancies and establish the best practice for bringing the residential project into compliance with the applicable requirements of its Regulatory Agreement in the timeliest manner possible. For example, the project owner may be required to rent out available vacant units within the residential project as affordable units, or rent out other units as they become available as affordable units, in order to meet the affordable units requirement for the residential project.

Monitoring Requirements for For-Sale Residential Units

Affordable for-sale units will be monitored to make sure that the owners are complying with owner-occupancy requirements and are not subleasing the property, unless a temporary exception is allowed by the Community Development Director pursuant to City Code Chapter 6A, section 6A-5-50. Letters will be sent to the owners of affordable units at least once every two years with a form requesting the required certification of owner-occupancy. There is no requirement for re-certification of household income for owner-occupied affordable units. In addition to certifying owner-occupancy, the letter will restate the any applicable restrictions regarding the sale or refinancing of the property.

Implementation and Oversight of Affordable Housing Monitoring Program Policies and Procedures

As required by City Code Chapter 6A, the Community Development Department will be responsible for tracking and monitoring all of the City's inclusionary housing units. This includes maintaining a database of all units as well as files with the required regulatory agreements recorded against the property. The Community Development Department is also responsible for disclosing all necessary information and forms to owners/managers of rental projects, along with completing on-site monitoring visits in order to ensure compliance with applicable affordable housing requirements and the Regulatory Agreement for each project.

The Affordable Housing Monitoring Program Policies and Procedures and the associated forms may be amended as necessary from time to time by the Community Development Director.

Appendices and Forms

The following list of appendices and forms related to the Affordable Housing Monitoring Program have been attached for reference. The tables and forms included may be changed or updated from time to time as necessary.

Exhibit:

- A) Monitoring Requirements for HOME-Assisted Projects

Appendices:

- A) City of Woodland/Yolo County Income Limits
- B) City of Woodland Utility Allowance Table
- C) Calculation of Affordable Rent Tables
 - C-1) 80% AMI Low-Income Unit (Inclusionary Unit per Chapter 6A)
 - C-2) 70% AMI Low-Income Unit (Redevelopment Inclusionary Unit)
 - C-3) 50% AMI Very Low-Income Unit
 - C-4) 30% AMI Extremely Low-Income Unit
- D) List of Projects Subject to Affordable Housing Monitoring Program
- E) Schedule for Project Monitoring

Forms:

- 1) Annual Project Compliance Report
- 2) Income Certification Form
- 3) Points of Interest Regarding Unit Inspections/Inspection Form
- 4) Project Information Form
- 5) HOME Annual Monitoring Report: Multi-Family Rental Housing Project
- 6) HOME Project Compliance Report: Rental Housing

**APPENDIX A:
City of Woodland/Yolo County Income Limits**

**City of Woodland/Yolo County
2005 Income Limits**

Updated by the U.S. Department of Housing & Urban Development, March 2005

Household Size	1	2	3	4	5	6	7	8
Extremely Low-Income 30% of AMI	\$12,700	\$14,500	\$16,350	\$18,150	\$19,600	\$21,050	\$22,500	\$23,950
Very Low-Income 50% of AMI	\$21,150	\$24,200	\$27,200	\$30,250	\$32,650	\$35,050	\$37,500	\$39,900
Low-Income 70% of AMI	\$29,610	\$33,845	\$38,080	\$42,350	\$45,710	\$49,070	\$52,465	\$55,860
Low-Income 80% of AMI	\$33,900	\$38,700	\$43,550	\$48,400	\$52,250	\$56,150	\$60,000	\$63,900
Median Income 100% of AMI	\$42,300	\$48,350	\$54,400	\$60,450	\$65,300	\$70,100	\$74,950	\$79,800
Moderate-Income 120% of AMI	\$50,800	\$58,050	\$65,300	\$72,550	\$78,350	\$84,150	\$89,950	\$95,750

* AMI: Area Median Income

**APPENDIX B:
City of Woodland Utility Allowance Table**

Allowance for Tenant-Furnished Utilities and Other Services

LOCALITY	UNIT TYPE					EFFECTIVE DATE
City of Woodland	Garden Apartment					1/25/2005
UTILITY OR SERVICE	MONTHLY DOLLAR ALLOWANCE					
	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR
HEATING						
a. Natural Gas	\$13	\$16	\$16	\$20	\$23	\$25
b. Electric	\$16	\$20	\$24	\$29	\$34	\$38
c. Heat Pump	\$9	\$12	\$14	\$17	\$20	\$22
AIR CONDITIONING						
	\$17	\$23	\$28	\$37	\$46	\$53
COOKING						
a. Natural Gas	\$6	\$7	\$8	\$9	\$9	\$10
b. Electric	\$10	\$11	\$13	\$14	\$15	\$15
OTHER ELECTRIC						
	\$20	\$22	\$26	\$31	\$35	\$43
WATER HEATING						
a. Natural Gas	\$10	\$13	\$16	\$23	\$31	\$38
b. Electric	\$11	\$18	\$25	\$39	\$55	\$70
WATER (Average)						
	\$19	\$19	\$20	\$20	\$21	\$21
SEWER (Average)						
	\$19	\$19	\$19	\$19	\$19	\$19
TRASH COLLECTION						
	\$21	\$21	\$21	\$21	\$21	\$21
REFRIGERATOR						
	\$5	\$5	\$5	\$5	\$5	\$5
RANGE						
	\$4	\$4	\$4	\$4	\$4	\$4
OTHER						
TOTAL MONTHLY UTILITY ALLOWANCE						

Note: Table shown above is designated for Garden Apartment. Utility Allowance Tables for Single-Family, Duplex, Townhouse, High Rise, and Mobile Home units are available from the Community Development Department.

APPENDIX C-1:

Calculation of Affordable Rent Table—80% AMI Low-Income Unit

**AFFORDABLE RENT CALCULATION
80% AMI Low-Income Units
(Inclusionary Units per Chapter 6A)**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$38,550	\$43,350	\$48,150	\$52,000
Monthly HH Income	\$3,212	\$3,612	\$4,012	\$4,333
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$964	\$1,084	\$1,204	\$1,300
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$884	\$988	\$1,086	\$1,156

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 80% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-2:

Calculation of Affordable Rent Table—70% AMI Low-Income Unit

**AFFORDABLE RENT CALCULATION
70% AMI Low-Income Units
(Redevelopment Inclusionary Units)**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$33,705	\$37,940	\$42,140	\$45,500
Monthly HH Income	\$2,808	\$3,161	\$3,511	\$3,791
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$842	\$948	\$1,053	\$1,137
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$762	\$852	\$935	\$993

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 70% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-3:

Calculation of Affordable Rent Table—50% AMI Very Low-Income Unit

**AFFORDABLE RENT CALCULATION
50% AMI Very Low-Income Units**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$24,100	\$27,100	\$30,100	\$32,500
Monthly HH Income	\$2,008	\$2,258	\$2,508	\$2,708
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$602	\$677	\$752	\$812
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$522	\$581	\$634	\$668

- (1) Defined as number of bedrooms in the unit plus one.
 (2) Rent amount is based on 50% of AMI adjusted by household size.
 (3) Based on figures from Yolo County Housing Authority, to be updated periodically:
 Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-4:

Calculation of Affordable Rent Table—30% AMI Extremely Low-Income Unit

**AFFORDABLE RENT CALCULATION
30% AMI Extremely Low-Income Units**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$14,450	\$16,250	\$18,050	\$19,500
Monthly HH Income	\$1,204	\$1,354	\$1,504	\$1,625
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$361	\$406	\$451	\$487
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$281	\$310	\$333	\$343

- (1) Defined as number of bedrooms in the unit plus one.
 (2) Rent amount is based on 30% of AMI adjusted by household size.
 (3) Based on figures from Yolo County Housing Authority, to be updated periodically:
 Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

**APPENDIX D:
List of Projects Subject to Affordable Housing Monitoring Program**

CITY OF WOODLAND -- Rental Projects Subject to Affordable Housing Monitoring Program Requirements

Project Name	Address	Units	LI Units*	VLI Units*	Senior Units	Monitoring Required?	Affordability Term	Agreement Exp. Date	Fee	Agreement Type**
Pebblewood	260 California Street	38	0	4	0	Y	20 years	7/2/2005	\$400	BD
The Greens (DeVille)	121 W. Lincoln Ave.	53	13	0	0	Y	20 years	7/2/2005	\$952	BD
Woodland Manor	127-155 Main Street	51	0	5	0	Y	20 years	1/23/2006	\$500	BD
Fowler Commons	135 Third Street	9	0	0	5	No, call only	25 years	12/22/2011	\$250	EP
Lincoln Gardens I	802-850 Lincoln Ave.	66	0	0	65	No, call only	25 years	7/23/2012	\$2,217	EP
Stella Apartments	25 W. Lincoln Ave.	24	0	2	23	Y	25 years	9/25/2012	\$979	EP/BD
Courtside Towers Senior Apts.	320 W. Court St.	102	0	25	102	Y	25 years	9/11/2014	\$3,234	EP/BD
Courtside Village	255 Sonoma Way	150	0	0	0	Y	25 years	9/11/2014		BD
Lincoln Gardens II	440 Ashley Avenue	20	0	4	20	Y	40 years	9/4/2041	\$550	Ch. 6A
Acacia Glen	611&619 Acacia Wy.	41	0	8	41	Y	40 years	8/14/2043	\$640	Ch. 6A
Eaglewood	1975 Maxwell Drive	156	36	4	0	Y	permanent	none	\$1,390	SEASP/BD
505Community Lane	505 Community Lane	28	4	3	0	Y	Permanent	none	\$565	Ch. 6A
Sycamore Pointe	521 Pioneer Avenue	136	122/20	14/11H	0	Y	32 years	12/1/2031	\$1,560	HOME/SEASP/TCAC
Woodmark	700 Kincheloe Court	173	154/26	17/17	0	No, call only	permanent	none	None	Bond
Heritage Oaks	186 Muir Street	120	96	24	0	Y	55 years	4/7/2025	\$2,028.75	Bond/TCAC/HELP
Leisureville Mobile Home Park		150	76	0	0	Y	30 years	?	\$2,000+CPI	HOME/CDBG
Hotel Woodland	436 Main Street	76	0	76	0	Y	?	annual renewal	None	HOME/CDBG/RDA
Crosswood Apts.	645-2 Second Street	48	44	0	0	n--YCHA	-	annual renewal	-	Section 8
Summertree Apts.	555 Community Lane	93	91	0	0	n--YCHA	-	annual renewal	-	Section 8
The Greenery	505 W. Cross Street	95	95	0	0	n--YCHA	-	12/31/2019	-	Section 8/236
Casa del Sol Mobile Home Park										
TOTAL AFFORDABLE UNITS		675	207	?				TOTAL FEES	\$16,700.75	

* Note:

italics = required # of units
Regular = actual # of units

** Note:

BD = Bonus Density Agreement
EP = Elderly Parking Agreement
SEASP = Regulatory Agreement per requirements of Southeast Area Specific Plan
SLSP = Regulatory Agreement per requirements of Spring Lake Specific Plan Affordable Housing Plan
Ch. 6A = Regulatory Agreement per requirements of City Code Chapter 6A
HOME = Project assisted by City HOME funds & subject to specific requirements
CDBG = Project assisted by City CDBG funds & subject to specific requirements
RDA = Project assisted by City of Woodland Redevelopment Agency funds & subject to specific requirements
HELP = Project assisted by City of Woodland/CalHFA HELP funds & subject to specific requirements
Section 8 = Project-based Section 8 project monitored by the Yolo County Housing Authority
Bond = Project received low-income mortgage revenue bond financing and is subject to specific requirements
TCAC = Project received low-income housing tax credit financing and is subject to specific requirements

**APPENDIX E:
Schedule for Project Monitoring**

Because the City has so few HOME/TCAC/MRB projects the city's schedule for Project monitoring is limited. City staff monitor these projects in March of each year, based on appropriate noticing and scheduling with Property Management and tenants.

FORM 1:

Annual Project Compliance Report

(City will provide this *current format* for this form annually to project owners/managers for completion)

ANNUAL PROJECT COMPLIANCE REPORT

Project Name _____
 Project Address _____
 Project Owner _____

of Inclusionary Units: _____
 Low-Income _____
 Very Low-Income _____

Reporting Period _____

Unit #	Tenant Name	Unit Bedroom Size	# of Persons in Household	Rental Rate	Utility Allowance	Household's Annual Gross Income	Household Income: L; VL; or Over 80% AMI	Date Tenant Moved in	Date of Lease Renewal	Date of Last Income Certification
1										
2										
3										
4										
5										
6										
7										
8										

9																				
10																				

FORM 2:

Income Certification Form

(To be completed by project owners/managers at each household's initial lease application or lease renewal for an inclusionary unit)

TENANT INCOME CERTIFICATION QUESTIONNAIRE
--

Applicant/Tenant Name _____ Phone # _____

Type of Certification (Circle One): New Tenant Re-Certification

FORM CURRENTLY UNDER DEVELOPMENT (see attached sample)

FORM 3:

Points of Interest Regarding Inspections of Inclusionary Units/Inspection Form

In making preparations for the inspection of inclusionary units, owners/managers of rental residential projects should consider the following questions related to the physical condition of the unit. These questions, however, do not include the entire list of items to be inspected in the selected inclusionary unit. The complete Inclusionary Unit Inspection Form can be found at the following website:

<http://www.hud.gov/offices/cpd/affordablehousing/library/forms/hqschecklist.doc>

1. *Smoke Detectors:*
Is there at least one smoke detector located on every level of the unit (if the unit is multistory), and are the detectors functioning properly?
2. *Locking Devices:*
Are there locking devices on all of the doors and windows leading outside? Do all the devices function properly?
3. *Appliances:*
Do all of the major appliances within the apartment function properly (refrigerator, stove, oven, garbage disposal, if applicable)?
4. *Lights/Electrical Outlets:*
Is there at least one functioning light and/or electrical outlet within each room?
5. *Major Hazards:*
Are there any major hazards in the unit (exposed wires, cords lying in walkways, lifted tiles and/or carpet, etc.)?
6. *Mold/Pest/Nuisances:*
Is there any evidence of mold, pests, or other nuisances?
7. *Plumbing:*
Are there any leaks in the plumbing of the unit? Does the water work in all of the sinks, showers, toilets, baths, and faucets?
8. *Water Heater Closet:*
Does the tenant have access to the water heater, and if so, is the water heater safe? Are there any items placed in the water heater closet that pose the risk of causing a fire? Is the water heater closet over-packed with items?
9. *Exterior Walkways:*
Are all exterior walkways safe, well-lit, and free of physical damage?

FORM 4:

Project Information Form

(Information to be updated by City staff as necessary)

**CITY OF WOODLAND
Affordable Housing Monitoring Program
Project Information Form**

Property Information

PROJECT NAME	
PROJECT ADDRESS	
YEAR PROJECT BUILT	
NUMBER OF UNITS	
NET ACREAGE	
NET UNITS PER ACRE	

Affordability Information

TOTAL UNITS	Mod	Low	VL

AFFORDABILITY TERM	
TYPE OF AGREEMENT	

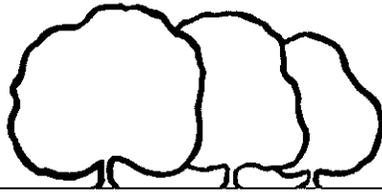
Project Ownership/Management Information

PROJECT OWNER	CONTACT PERSON	PHONE #	ADDRESS	E-MAIL
PROJECT MANAGER	CONTACT PERSON	PHONE #	ADDRESS	E-MAIL

Tenant Paid Utilities

HEATING		WATER	
AIR CONDITIONING		SEWER	
COOKING		TRASH	
OTHER ELECTRIC		REFRIGERATOR	
WATER HEATING		RANGE	

EXHIBIT A:



City of Woodland

MONITORING REQUIREMENTS FOR HOME-ASSISTED PROJECTS

(See also: "City of Woodland Affordable Housing Monitoring Program Policies and Procedures")

City of Woodland—State Recipient Requirements

As a periodic State Recipient of the HOME Investments Partnership Program (HOME), the City of Woodland is responsible to the California Department of Housing and Community Development (HCD) for the long-term monitoring of the City's HOME-assisted rental projects for the entire period of affordability. The State of California and HCD, as a participating jurisdiction, is responsible to the United States Department of Housing and Urban Development (HUD) to ensure that State Recipients such as Woodland are monitoring appropriately for continued compliance with Federal and State regulations.

As part of its obligation to HCD as a State Recipient of HOME funds, the City of Woodland must implement policies to demonstrate that a monitoring system is in place to meet all HOME Program requirements. This monitoring system requires that the recipient of the City's HOME funds maintain documentation demonstrating compliance with these requirements. The required documentation relates specifically to the City's satisfaction of HOME compliance obligations to the State, including:

- Annual Monitoring Reports
- Annual Project Compliance Reports
- Current Utility Allowances (with effective date identified)
- Affirmative Marketing and Fair Housing Files
- Property Standards Reports
- Lead-Based Paint Abatement Documentation
- Long-Term Monitoring Inspection Schedule

The following guidelines are intended to provide the information necessary to owners and managers of projects receiving HOME assistance from the City of Woodland. These guidelines may be amended by the Community Development Department from time to time, as required by the State HOME Program.

Ongoing Monitoring and Compliance Requirements

Projects receiving HOME assistance from the City of Woodland are required to enter into a Regulatory Agreement which identifies the HOME Program requirements applicable to the project, including long-term monitoring. The long-term monitoring requirements of the HOME Program apply to the HOME-assisted project upon initial occupancy of the development, and run with the property through the duration of the affordability period identified in the recorded Regulatory Agreement.

Long-term monitoring of HOME assisted projects consists of three forms of review, including:

1. Annual Reports
2. Remote/Office Monitoring (Property Management Files)
3. On-Site Monitoring (Property and Unit Inspections)

A summary of the requirements and procedures for each type of review is provided in the following text. This information will be provided by the Community Development Department to owners/managers of projects receiving HOME assistance from the City of Woodland.

Annual Reports

HCD requires two reports to be completed annually by the City and its project sponsors (owners/managers of HOME-assisted projects). A summary of each report is provided below:

Annual Monitoring Report—State Recipient

The City of Woodland is required to submit an Annual Monitoring Report to HCD for each HOME-assisted project. This report provides basic information regarding the City's and project's compliance with HOME regulations. The Annual Monitoring Report form is provided with these guidelines as Form 5.

Project Compliance Report—Owner/Manager

Owners/managers of HOME-assisted projects are required to submit a Project Compliance Report to the City of Woodland at least once per year, upon request by the City. This form presents information on HOME-assisted units, rent information, tenant income information, and tenant income recertification status. The City of Woodland will provide owners/managers with copies of this form (Form 6).

Remote/Office Monitoring (Property Management Files)

A major component of the City's on-site monitoring of HOME-assisted projects is a review of the project management files. These files are reviewed for compliance with HOME regulations regarding tenant incomes, rents, and affirmative marketing/fair housing. The following text offers a summary of these requirements.

Tenant Incomes and HOME Rents

Owners/managers of HOME-assisted projects shall adhere to the following procedures and restrictions regarding certification of tenant incomes and allowable HOME rents.

Income Determinations of Assisted Households

Tenants of HOME-assisted units must provide acceptable documentation of income. Self-certifications of income are not acceptable. All sources of income and assets must be verified by the management company. For HOME-assisted units, the definition of income used in HUD's Section 8 program shall apply. The following procedure should be used by owners/managers in the certification of new tenant income:

Certification of New Tenant Income:

Upon application for a HOME-assisted unit, the project owner/manager is responsible for providing income certification forms to the new tenants/applicants in either the "Income Certification Form" provided by the City (see form 2) or an alternate format approved in advance by the City. The new tenant/applicant's household income shall be verified by the project owner/manager using the following method:

- 1) Applicants for HOME-assisted units shall be required to submit the two most recent pay stubs for all household members 18 years and older, along with the required Income Certification Form.
- 2) Owners/managers shall use these pay stubs and other information provided on the Income Certification Form to cumulate the household's total monthly income ("monthly household income").
- 3) For HOME-assisted units, income from assets is recognized as part of annual income. For assets of \$5,000 or less, verification of asset(s) amount is required; the actual income from the asset(s) is included in the household income calculation. For assets above \$5,000, verification of the asset(s) amount and income earned from the asset(s) is required; the larger of actual income or imputed asset income is included in the calculation.
- 4) Owners/managers shall determine if the applicant's total monthly household income meets the income level restrictions for the HOME-assisted unit as appropriate to the household size by referring to the City of Woodland/Yolo County Income Limits (see Appendix A) provided by the City.

Income Certification Forms for current tenants of affordable units shall be kept on-file at the project site and shall be reviewed for accuracy by City staff during on-site monitoring visits.

Continued Income Eligibility/Tenant Income Re-certification:

Owners/managers of HOME-assisted projects must annually re-certify the income of each household living in HOME-assisted units, and that the tenancy still meets the HOME income requirements for low and very low-income units. Project owners/managers shall submit documentation of re-certification to the City on an annual basis using the "Project Compliance Report" provided by the City.

Continued Occupancy Eligibility:

For HOME-assisted projects with five or more units, a minimum of 20% of HOME-assisted units must continue to be occupied by very low-income households paying low HOME rents for the term of affordability, in accordance with the Yolo County area median income limits published annually by HUD.

Maximum HOME Rents

Maximum monthly rents of HOME-assisted units will be verified annually by the City and checked against the Project Compliance Report submitted by the HOME-assisted project owner/manager. Rents shall include the current tenant utility allowances provided by the Yolo County Housing Authority.

Section 8 Tenants:

When tenants of HOME-assisted units receive additional subsidy through tenant-based rental assistance programs such as Section 8, additional requirements apply. Under the HOME Program, the total contract rent for tenants receiving Section 8 assistance is the tenant's share of rent, the utility allowance, and the subsidy payment. The total of these amounts cannot exceed the allowable HOME rent.

Very low-income tenants of HOME-assisted units receiving project-based rental subsidies are subject to rents allowable under the Federal or State project-based rental subsidy program, not the HOME rent limits.

Rents for Over-Income Tenants:

An interim rule published in 1997 added language to distinguish a difference between over-income tenants in "fixed" and "floating" units assisted with HOME funds. The following procedure shall be used by owners/managers of HOME-assisted projects in adjusting rents for over-income tenants in "fixed" and "floating" HOME-assisted units:

Adjusting Rents for Over-Income Tenants in "Fixed" Unit Projects:
"Fixed" unit projects are those in which individual units within a project receiving HOME assistance are designated as HOME-assisted units upon initial occupancy of the project. In a "fixed" units project these units remain designated as HOME-assisted units throughout the affordability term of the project. Over-income tenants (those with incomes over 80% of the area median) in HOME-assisted "fixed" units must pay the lesser of the amount

payable by the tenant under State or local law (rent control) or 30% of the household's adjusted income for rent and utilities. There is no rent cap for "fixed" units.

Adjusting Rents for Over-Income Tenants in "Floating" Unit Projects:

"Floating" unit projects are those in which the designation of HOME-assisted units may change with turnover of income-eligible tenants. Over-income tenants in HOME-assisted "floating" units must pay 30% of their adjusted income for rent and utilities. However, the rent may not exceed the market rent for comparable, unassisted units in the neighborhood.

Current Utility Allowances

The most current "Allowance for Tenant-Furnished Utilities and Other Services" (as published and updated by HUD) shall be used by owners/managers of HOME-assisted projects in calculating allowable rents for HOME-assisted units. These utility tables are available from either the Yolo County Housing Authority or the City of Woodland Community Development Department. A sample of this table is included in Appendix B of the Affordable Housing Monitoring Program Policies and Procedures.

Affirmative Marketing and Fair Housing Requirements

For rental projects of five or more units receiving HOME assistance from the City of Woodland, the City is responsible for assessing whether the project has been *marketed affirmatively* along with ascertaining that no discrimination has occurred in the marketing and/or tenant selection process. All recipients of HOME funds are prohibited from discrimination based on protected class status.

Up-to-date records of the race, ethnicity, gender, disability, and age information must be maintained on file by each project owner/manager to demonstrate that the project does not discriminate against any protected class. The following data shall be maintained by the owner/manager as the project's "Affirmative Marketing/Fair Housing" file:

- Race, ethnicity, gender, disability, and age information of project applicants;
- Race, ethnicity, gender, disability, and age information of project residents (to verify that selections were without regard to race, color, national origin, sex, religion, familial status or disability);
- Race, ethnicity, gender, disability, and age information of rejected applicants (to verify that rejections were without regard to race, color, national origin, sex, religion, familial status or disability);

- Demographic data on residents of the community based on census data, surveys (this information can be obtained from the Community Development Department upon request);
- Annual analysis demonstrating that the HOME-assisted housing is provided to all people regardless of their protected class status (e.g., if a community is 50% Hispanic, then 50% of a project's residents would likely be Hispanic);
- Tenant Selection Procedures / actual logs that demonstrate that tenants are selected according to objective measures (e.g., income eligibility, credit checks, household size).

Additionally, owners/managers of HOME-assisted projects are required to practice the following affirmative marketing procedures in marketing the project and provide documentation in the "Affirmative Marketing/Fair Housing" file to demonstrate that it was done:

- Advertisements placed in local newspapers with the broadest possible circulation, including any foreign language newspapers in areas with a high percentage of non-English speaking residents (the purpose of this measure is to attract eligible persons without regard to race, color, national origin, sex, familial status or disability);
- Place the Fair Housing logo on all advertisements and marketing materials (this logo can be obtained from the Community Development Department upon request);
- Prominently display Fair Housing posters at rental offices.

Remote/Office Monitoring—Review of Files

The City will conduct an annual monitoring visit to the location where management files regarding tenant income certification, HOME rents, and affirmative marketing/fair housing files are maintained by the HOME-assisted project owner/manager. This visit shall be conducted in conjunction with the City's on-site monitoring of the project (property and unit inspections).

On-Site Monitoring (Property and Unit Inspections)

As required by federal HOME regulations and the Regulatory Agreement for the HOME-assisted project, the owner/manager of the project is responsible for maintaining the project's property standards. The underlying purpose of this requirement is to protect the health and safety of the project's residents as well as to protect the financial investment of Federal HOME funds by maintaining the integrity and longevity of the physical structures.

On-Site Monitoring—Property and Unit Inspections

The City of Woodland enforces these property standards requirements by conducting annual on-site property inspections along with inspections of HOME-

assisted units. City staff will use HUD Inspection Checklist (52580 form), or an adapted version of this form when conducting on-site inspections. City staff will notify the project owner/manager at least two weeks in advance of the inspections in order to allow the owner/manager an adequate amount of time to notify tenants of inclusionary units.

Monitoring Follow-Up

Following a monitoring visit to a HOME-assisted property and management office, City staff will prepare a summary report for the property owner/manager identifying the concerns of the City along with any necessary corrective actions. Concerns are identified areas of deficiency in the management of the property that fail to satisfy the requirements of the HOME Program. City staff will work with property owners/managers to correct these deficiencies within a reasonable timeframe in order to ensure on-going compliance with HOME regulations.

Lead-Based Paint Abatement Requirements

In accordance with the Lead-Based Paint Poisoning Prevention Act, the City of Woodland will enforce all lead-based paint abatement requirements for HOME-assisted projects built prior to 1978.

Long-Term Monitoring Responsibility

The City of Woodland Community Development Department will be responsible for tracking and monitoring HOME-assisted units. This includes maintaining a database of these units as well as files with the required regulatory agreements recorded against the property. The Community Development Department is also responsible for disclosing all necessary information and forms to owners/managers of HOME-assisted projects, along with completing on-site monitoring visits in order to ensure compliance with applicable HOME requirements and the Regulatory Agreement for each project.

Property Inspection Schedule

The City's inspection schedule is provided in Appendix E of the Affordable Housing Monitoring Program Policies and Procedures (Schedule for Project Monitoring).

**FORM 5:
HOME Annual Monitoring Report: Multi-Family Rental Housing Project**

HOME - Annual Monitoring Report State Recipient		MULTI-FAMILY RENTAL HOUSING PROJECT	
State Recipient:	Total # units:	# HOME assisted units:	
Owner Name:	HOME-Assisted Units: ____ Fixed or ____ Floating		
Project Name: Project Address:	HOME Contract Number:		
		TCAC project? Y N	
Years of Affordability per Regulatory Agreement:		HUD 811 project? Y N	
Affordability Expiration Date:		HUD 202 project? Y N	

Owner Reports	Yes	No	NOTES
1. Does the owner submit a Project Compliance Report annually?			
2. If yes , is it submitted on time every year?			
3. If no , why isn't the report submitted?			
4. What other reports does the owner submit to the State Recipient? a. _____ b. _____ c. _____ d. _____			
5. If no reports are submitted , how is the State Recipient ensuring that the project is in compliance with HOME Program Regulations?			

Project Requirements	Yes	No	NOTES
1. Does the owner have tenant selection procedures that are non-discriminatory?			
2. Does the owner provide adequate information to potential renters about program rules and expectations?			i.e., HOME high and low rents, utility allowance, HUD's prohibited lease terms, over-income tenants, unit inspection requirements, etc....
3. When HOME units are designated as "floating", does the owner ensure that HOME-assisted and unassisted rental units are comparable in terms of amenities and size?			____ Not applicable
4. Is the vacancy rate greater than 5%?			Current Rate: _____

Property Standards	Yes	No	NOTES
1. Does the State Recipient physically inspect the units and common areas on a schedule? <u>If no</u> , why not?			
2. <u>If yes</u> , when was the last inspection?			<u>Please provide a copy of the inspection schedule.</u>
3. Are the tenants given written notice that their unit will be inspected (using the Entry and Inspection procedures detailed in the lease)?			
4. When is the next inspection scheduled?			
5. Does the State Recipient use HUD form 52580 "Inspection Checklist" for property inspections?			<u>If no, provide a copy of the inspection form currently used.</u>
6. After a property inspection by the State Recipient, does the owner complete the repairs within prescribed timelines?			
7. Does the owner / managing agent conduct annual inspections of this property? <u>If no</u> , why not?			

Property Standards	Yes	No	NOTES
8. Do the units still meet all local codes and property standards?			

Lead-Based Paint	Yes	No	NOTES
1. Is the State Recipient familiar with and following all applicable federal and state laws concerning lead-based paint?			
2. Is the year of construction for HOME-assisted units <u>prior to 1978</u> ?			Completion Date: _____
3. If yes , does the State Recipient include lead-based paint in its scheduled inspections?			
4. If lead-based paint is not part of the inspection, please explain:			

Lead-Based Paint-TBRA	Yes	No	N/A	NOTES
5. <u>For TBRA programs only</u> : Are children under the age of six documented?				
6. <u>For TBRA programs only</u> : Do contracts with property owners include provisions in the event a poisoned child is identified in a HOME-assisted unit?				

Rents	Yes	No	NOTES
1. From what source does the owner obtain the HOME rent limits each year? a. HUD website b. State Recipient c. other: _____			
2. Does the owner <u>use</u> the most current HOME high and low rent limits for all HOME-assisted units?			High rent limit = 80% of AMI Low rent limit = 50% of AMI

Rents	Yes	No	NOTES
<p>3. Does the owner correctly calculate rents for over-income (exceeds 80% limit) tenants in HOME-assisted units?</p> <p><u>If no</u>, why not?</p>			<p><u>Fixed unit projects</u>: lesser of rent control amount or 30% of adjusted income – no rent cap</p> <p><u>Floating unit projects</u>: 30% of adjusted income – may not exceed market rent</p>
<p>4. Does the owner use the most current utility allowance schedule from the local housing authority to calculate maximum rent levels?</p>			

Income Eligibility	Yes	No	NOTES
<p>1. From what source does the owner obtain the HOME income limits each year? i.e.,</p> <p>a. HUD website</p> <p>b. State Recipient</p> <p>c. other: _____</p>			
<p>2. Does the owner use the most current HUD income limits?</p>			
<p>3. Does the owner annually recertify the income of each household living in HOME-assisted units?</p>			
<p>4. Does the owner use the Part 5 definition of annual income to measure initial and on-going eligibility for HOME-assisted units?</p> <p><u>If no</u>, why not?</p>			<p>24 CFR Part 5 published 1996 (formerly known as the Section 8 Program definition)</p>
<p>5. Do the unit files that the owner maintains adequately document income determinations?</p>			
<p>6. Do the unit files demonstrate that the tenants are income eligible?</p>			

Occupancy Eligibility	Yes	No	NOTES
1. In properties of 5 or more HOME-assisted units, does the owner monitor and enforce that at least 20% of the units continue to be occupied by very low-income households paying rents not exceeding the current Low HOME Rents?			
Tenant Leases	Yes	No	NOTES
1. Is there a copy of a lease in every tenant file?			
2. Is each lease properly executed?			
3. Does the term of the lease reflect the HOME Regulatory Agreement requirement?			
4. Are all leases for HOME-assisted units free of the HUD prohibited provisions contained in 24 CFR 92.253 (b)?			

Affirmative Marketing and Fair Housing	Yes	No	NOTES
1. Does this rental project have 5 or more HOME assisted housing units? <u>If no</u> , skip to the next section. <u>If yes</u> , answer the remainder of this section.			
2. Does the owner collect data using the new race and ethnicity categories? <u>If no</u> , why not?			OMB required collection of data based on new categories by December 31, 2002
3. Does the owner maintain files containing up-to-date records of the race, ethnicity, gender, disability and age on the following: a. residents of the community? b. applicants? c. project residents? d. rejected applicants?	a. b. c. d.	a. b. c. d.	As required by the federal HOME regulations, information must be collected not only at the time of initial occupancy, but as an ongoing affirmative marketing activity. Possible sources: census data, surveys, applications, etc....
4. Does the owner annually assess the success of affirmative marketing actions and what corrective actions will be taken where affirmative marketing requirements are not met?			

If no, why not?			
------------------------	--	--	--

Affirmative Marketing and Fair Housing	Yes	No	NOTES
5. Does the owner advertise in newspapers with the broadest possible circulation, including foreign language newspapers (in areas with a high percentage of non-English speaking residents)? If yes, which newspapers does the owner use? a. _____ b. _____ If no, why not?			
5. Are fair housing posters prominently displayed at rental offices?			

Property Ownership	Yes	No	NOTES
1. Has the property owner changed? Who is the new owner? Name: _____ Address: _____ Tel Number: _____			If yes, what happened and when?
2. Is there a HOME Regulatory Agreement (written agreement) between the State Recipient and the property owner of the project?			

If no , why not?			
3. If property ownership changed, did the State Recipient:			
a. enforce the affordability of the HOME-assisted rental unit(s)?	a.	a.	____ No ownership change
b. educate the new owner about HOME program requirements?	b.	b.	
c. enter into a regulatory agreement with the new owner?	c.	c.	

Property Management	Yes	No	NOTES
1. Does a property management company manage this project? If yes , Name: _____ Address: _____ Tel Number: _____			
2. If no , who manages the property? Name: _____ Address: _____ Tel Number: _____			
3. Has the property management company changed within the last 12 months?			
4. Does the management company annually provide the State Recipient with: a) a rent schedule? b) tenant income / eligibility information? c) property insurance documentation? d) a maintenance and/or a capital improvement schedule?	a. b. c. d.	a. b. c. d.	

State Recipient Requirements	Yes	No	NOTES
<p>1. Monitoring Rental Units:</p> <p>a) Does the State Recipient have written policies and procedures for monitoring this project?</p> <p>b) Do the monitoring policies / procedures contain current regulations and specific actions and objectives, i.e. risk analysis, goals, implementation, documentation, follow-up, information systems, quality assurance and training of staff?</p> <p>c) Have the monitoring policies / procedures been revised within the last 12 months?</p>	a.	a.	<i><u>Please provide a copy of your current policies / procedures and all attachments or exhibits.</u></i>
	b.	b.	
	c.	c.	

State Recipient Requirements	Yes	No	NOTES
<p>2. Are you following these written policies / procedures?</p> <p><u>If no</u>, why not?</p>			
<p>3. Does the State Recipient annually conduct an on-site monitoring of tenant files, project files, and perform unit inspections?</p> <p><u>If no</u>, why not?</p>			

FORM 6:
HOME Project Compliance Report: Rental Housing

AVAILABLE UPON REQUEST FROM THE COMMUNITY DEVELOPMENT DEPARTMENT

**AN ORDINANCE OF THE CITY OF WOODLAND AMENDING CHAPTER 25,
ARTICLE 21, SECTION 25 OF THE CODE OF THE CITY OF WOODLAND
RELATING TO DENSITY BONUSES**

The City Council of the City of Woodland does hereby ordain as follows:

Section 1. Purpose. The purpose of this ordinance is to amend Chapter 25, Article 21, Section 25 of the Code of the City of Woodland relating to density bonuses.

Section 2. Authority. The City Council enacts this ordinance under the authority granted to cities by Article XI, Section 7 of the California Constitution and Government Code Sections 65915-65918.

Section 3. Amendment. Chapter 25, Article 21, Section 25 of the Code of the City of Woodland is hereby amended by replacing that Section, in its entirety, with the following:

“Sec. 25-21-25. Bonus incentive projects.

(a) A developer entering an agreement pursuant to Government Code Section 65915 to construct a development project shall be eligible for bonus incentives if the housing development consists of five or more dwelling units and is:

(1) At least ten percent (10%) of the total units of a housing development for lower income households, as defined in Health and Safety Code Section 50079.5;

(2) At least five percent (5%) of the total units of a housing development for very low income households, as defined in Health and Safety Code Section 50105;

(3) A senior citizen housing development, as defined in Sections 51.3 and 51.12 of the Civil Code; or

(4) At least ten percent (10%) of the total dwelling units in a condominium project as defined in subdivision (f) of Civil Code Section 1351 or in a planned development as defined in subdivision (k) of Civil Code Section 1351, for persons and families of moderate income, as defined in Health and Safety Code Section 50093.

Government Code Section 65915.5 shall govern the availability of bonus incentives for projects which convert apartments to condominiums which include at least thirty-three percent (33%) low or moderate income housing units, as defined in Health and Safety Code Section 50093, or fifteen percent (15%) lower income units, if the housing development consists of five or more dwelling units.

(b) Developments qualifying under subsection (a) are eligible for a density bonus and one or more additional incentives or concessions as follows:

(1) For subsection (a)(1) development projects:

(i) A density bonus of twenty percent (20%) over the otherwise maximum allowable residential density under the applicable Zoning Ordinance and land use element of the general plan, unless a lesser percentage is elected by the housing developer. For each one percent (1%) increase above ten percent (10%) in the percentage of units affordable to lower income households, the density bonus shall be increased by 1.5 percent up to a maximum of thirty-five percent (35%).

(ii) Other concessions or incentives, as listed in subsection (e), which significantly contribute to the economic feasibility of the construction of the qualifying development project. The number of concessions or incentives will be determined by Government Code Section 65915(d)(2).

(2) For subsection (a)(2) development projects:

(i) A density bonus of twenty percent (20%) over the otherwise maximum allowable residential density under the applicable Zoning Ordinance and land use element of the general plan, unless a lesser percentage is elected by the housing developer. For each one percent (1%) increase above five percent (5%) in the percentage of units affordable to very low income households, the density bonus shall be increased by 2.5 percent up to a maximum of thirty-five percent (35%).

(ii) Other concessions or incentives, as listed in subsection (e), which significantly contribute to the economic feasibility of the construction of the qualifying development project. The number of concessions or incentives will be determined by Government Code Section 65915(d)(2).

(3) For subsection (a)(3) development projects:

(i) A density bonus of twenty percent (20%) over the otherwise maximum allowable residential density under the applicable Zoning Ordinance and land use element of the general plan, unless a lesser percentage is elected by the housing developer.

(ii) Other concessions or incentives, as listed in subsection (e), which significantly contribute to the economic feasibility of the construction of the qualifying development project.

(4) For subsection (a)(4) development projects:

(i) A density bonus of five percent (5%) over the otherwise maximum allowable residential density under the applicable Zoning Ordinance and land use element of the general plan, unless a lesser percentage is elected by the housing developer. For each one percent (1%) increase above ten percent (10%) in the percentage of units affordable to moderate income households, the density bonus shall be increased by one percent (1%) up to a maximum of thirty-five percent (35%).

(ii) Other concessions or incentives, as listed in subsection (e), which significantly contribute to the economic feasibility of the construction of the qualifying

development project. The number of concessions or incentives will be determined by Government Code Section 65915(d)(2).

(c) Projects which meet the requirements set forth in this Section shall qualify for a density bonus and an applicable number of concessions or incentives unless the City Council adopts a written finding, based upon substantial evidence, that either:

(1) The concession or incentive is not required to provide for affordable housing costs, as defined in Section 50052.5 of the Health and Safety Code, or for rents for the targeted units to be set at the required affordable levels, as specified in Government Code Section 65915(c); or

(2) The concession or incentive would have a specific adverse impact, as defined in Government Code Section 65589.5(d)(2), upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households.

The housing developer must show that the density bonus is necessary to make the housing units economically feasible. Where development and zoning standards exist which would otherwise inhibit the utilization of the density bonus on specific sites, the city shall waive or modify the standards.

(d) If a qualifying development project under subsection (a) includes a child care facility, as defined in Government Code Section 65915(i)(4), that is located on or adjacent to the development project, the following conditions apply, unless the city makes a written finding that the city has adequate childcare facilities:

(1) The city shall grant either:

(i) An additional density bonus that is an amount of square feet of residential space that is equal to or greater than the amount of square feet in the child care facility; or

(ii) An additional concession or incentive, as listed in subsection (e) of this Section, that significantly contributes to the economic feasibility of the construction of the child care facility.

(2) The city, as a condition of approving the housing project, shall require:

(i) The childcare facility shall remain in operation for a period of time that is as long as or longer than the period of time during which the density bonus units are required to remain affordable, pursuant to subsection (f)(2); and

(ii) Of the children who attend the child care facility, the children of very low income households, lower income households or families of moderate income shall equal a percentage that is equal to or greater than the percentage of dwelling units that are required for

very low income households, lower income households or families of moderate income pursuant to subsection (a).

(e) Bonus incentives which the city may agree to provide include, but are not limited to, the following:

(1) Use of federal, state or local affordable housing funds to subsidize the cost of the qualifying project.

(2) Waiver or reduction of city building permit, plan check and inspection fees (excluding re-inspection fees).

(3) Waiver and/or deferral of city development impact fees until the issuance of a certificate of occupancy for the qualifying project, but in no event shall such fees be waived unless an alternative source of funding to replace the fees has been secured.

(4) Reduction of local zoning standards that indirectly increase housing costs, including but not limited to, off-street parking requirements, minimum square footage, height limitations or setback requirements.

(5) Construction by the city of such public improvements as streets, sewers and sidewalks, street name and traffic signs, water mains, storm drains and street lights in association with the qualifying project.

(6) Approval of mixed use zoning in conjunction with the housing project if commercial, office, industrial or other land uses will reduce the cost of the housing development and if the commercial, office, industrial or other land uses are compatible with the housing project and the existing or planned development in the area where the proposed housing project will be located.

(7) Notwithstanding subsection (e)(3), for projects that are composed exclusively of affordable housing units, averaging of development impact fees in such a manner that the developer pays the amount of fees due for the number of units permitted prior to calculation of the density bonus and such fees are averaged over the total number of units in the project including both the original units and the density bonus units.

(8) Other regulatory incentives or concessions proposed by the developer or the city that result in identifiable, financially sufficient and actual cost reductions.

(f) Procedures.

(1) Site Plan or Design Review. Site plan and design review by the planning commission shall be required for projects involving bonus incentives. Any special conditions of the city Zoning Ordinance residential and commercial land use tables pertaining to the project shall also apply.

(2) Regulatory Agreement. As required by Chapter 6A of this code, the city and developer shall execute a regulatory agreement (inclusionary housing agreement), ensuring

compliance of the project with all applicable provisions and affordability restrictions as required under Chapter 6A of this code and this Section, or other applicable affordable housing requirements (such as the Spring Lake affordable housing plan). This agreement shall be recorded with the Yolo County recorder's office. Affordable units in the qualifying project shall remain affordable and available to qualified persons and families for the term required by the affordable housing ordinance, but in no case less than thirty years. Moderate income units located within a condominium project must be affordable and initially available to qualified persons and families. Resale of moderate income units shall be governed by Government Code Section 65915(c)(2).

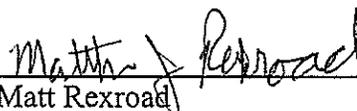
(3) Additional Conditions. In addition, reasonable conditions may be imposed to assure continued availability of such housing as very low or lower income housing.

For purposes of this Section, if a development project qualifies under both subsections (a)(1) and (2), the maximum density bonus to which the project may be entitled is thirty-five percent (35%)."

Section 4. Effective Date and Notice. This ordinance shall take effect thirty (30) days after its adoption, and, within fifteen (15) days after its passage, this ordinance shall be published at least once in a newspaper of general circulation published and circulated within the City of Woodland.

PASSED AND ADOPTED this 26th day of July, 2005 by the following vote:

AYES:	Council Members Flory, Monroe, Peart, Pimentel, Rexroad
NOES:	None
ABSENT:	None
ABSTAIN:	None



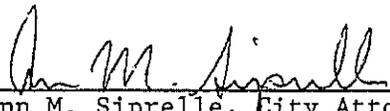
Matt Rexroad
Mayor

ATTEST:



Sue Vannucci
City Clerk

APPROVED AS TO FORM:



Ann M. Siprelle, City Attorney

A. Progress in meeting Regional Housing Need

1. Total number of new housing permits issued

The following table displays the total number of new housing permits issued by type of housing unit. Figures are given for each one-year (along with the first half-year) time period of the City's current Housing Element.

From	To	Single-Family	Half-Plex	Mobile Home	Multifamily Units	Total Units
1/1/2002	6/30/2002	69	2	0	0	71
7/1/2002	6/30/2003	307	2	1	11	321
7/1/2003	6/30/2004	230	16	0	15	261
07/1/2004	06/30/2005	96	11	1	5	113
Total		702	31	2	31	766

2. Describe the affordability, by income level, of new units including the number of deed restricted affordable housing unit.

The table below presents the number of units produced in Woodland during each period including affordable units with deed restricted affordable housing requirements.

From	To	Very Low-Income	Low-Income	Mod-Income	Combined VL, L, & M	Above Mod	Total Units
1/1/2002	6/30/2002	0	0	0	0	71	71
7/1/2002	6/30/2003	11	4	11	26	295	321
7/1/2003	6/30/2004	15	0	0	15	246	261
7/01/2004	6/30/2005	4	36	0	40	220	260
Total		30	40	11	81	832	913

The following table provides information on projects containing the affordable units which account for the figures in the above table. Affordable units were only counted as units with affordable housing deed restrictions in projects which received their *Certificate of Occupancy* during the fiscal year indicated. Several projects in Woodland containing affordable units received building permits during 2004-2005, however Certificates of Occupancy for these projects will be issued during 2005-2006 and should be reported next year, this will include our first affordable units under the City's Inclusionary Housing Policy in the Spring Lake Specific Plan Area. The addition of these affordable housing units to the City's

housing stock will further the City's progress towards meeting its RHNA numbers.

Project Name	Year Completed	Total Units	Very Low-Income	Low-Income	Mod-Income
Greenwood Subdivision	2002-2003	15	0	4	11
Wayfarer Center Transitional Housing	2002-2003	11	11	0	0
New Dimensions Multifamily Housing	2003-2004	15	15	0	0
Eaglewood Apartments	2004-2005	40	4	36	0
Total		81	30	40	11

3. Compare units added to regional housing need allocation by income category (very low, lower, moderate, and above moderate)

The table below presents the City's actual production numbers and percentages of very low, low, and moderate-income deed restricted housing.

From	To	Very Low-Income	Low-Income	Mod-Income	Combined VL, L, & M	Above Mod	Total Units
1/1/2002	6/30/2002	0	0	0	0	71	71
7/1/2002	6/30/2003	11	4	11	26	295	321
7/1/2003	6/30/2004	15	0	0	15	246	261
7/01/2004	6/30/2005	4	36	0	40	220	260
Total		30	40	11	81	832	913
Total RHNA		643	389	580	1,612	1,229	2,841
% of RHNA (of VL, L, & M only)		39.89%	24.14%	35.98%	-	-	-
% of RHNA (of all Income Levels)		22.64%	13.7%	20.42%	56.74%	43.26%	-
% of Actual to Date (of VL, L, & M Only)		37%	49%	14%	-	-	-
% Actual to Date (of all Income Levels)		3%	4%	1%	9%	91%	-

B. The effectiveness of the housing element in attainment of the community's housing goals and objectives

- 1. Include a program-by-program status report relative to implementation schedule from each program in the housing element; describe actions taken to implement each program
&**
- 2. Assess effectiveness of actions and outcomes**

The following is a summary of each implementation program in the City of Woodland's housing element, along with an update of actions taken to implement each program. The effectiveness and outcomes of these actions are also assessed within this summary.

Development of Housing—Implementation Programs:

- 2.1. The City shall continue to cooperate with and advise developers in the use of the P-D Planned Development Overlay Zone to reduce housing costs.

Status: The City is utilizing the P-D Planned Development Overlay Zone in three single-family housing cluster projects which subdivisions were recently finalized by City Council. These are the Liberty Village and Heritage Village subdivisions in the Spring Lake Specific Plan Area and Hutchinson Valley. These projects will receive the benefit of housing cost reductions by receiving regulatory relief such as higher project density and shared parking. The PD overlay designation encourages a creative and more efficient approach to the use of land and to provide for greater flexibility in the design of integrated developments than otherwise possible through strict applications of zoning regulations. The City will continue to use the P-D Planned Development Overlay Zone in projects as applicable.

- 2.2. The City shall continue to cooperate with and advise developers in the use of the City's Bonus Incentive Program as contained in Section 25-21-25 of the Zoning Ordinance.

Status: The City amended its Bonus Incentives Ordinance in 2005 in order to bring its policy into consistency with changes to State law (SB1818). Developers of multifamily housing are encouraged to utilize the ordinance in order to make development more feasible of course the City will advise as State legislation changes in regards to Bonus Density. Recently, a 156 unit market-rate multifamily project (Eaglewood Apartments) containing 40 low and very low-income inclusionary housing units was completed. This project received a density bonus of 31 units through the use of the City's Bonus Incentive Program.

Also, the City has been working with USA Properties to develop a 156 unit affordable apartment complex in the Spring Lake Specific Plan Area. This project is using the Bonus Incentive Program to add 31 units to the 125 units the parcel is zoned for. These additional 31 units allows the project to be financially feasible. When built, this project will add 85 very-low income units and 71 low income units.

- 2.3. The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to implement tax exempt mortgage revenue bonding.

Status: The City continues to actively work with developers interested in issuing multifamily housing bonds to create affordable housing. The Terracina Spring Lake Apartments that will be built in the Spring Lake Specific Plan Area by USA Properties is proposing using Mortgage Revenue Bonds as a major funding source for their project. The City Council approved a Land Dedication Agreement in order to develop this project in June of 2004 and USA Properties was selected as the developer in April of 2005. As part of the Land Dedication Agreement, the City conditioned the land transfer to be accompanied by a one million dollar subsidy to make the project a reality. Based on this selection, the City's Redevelopment Agency will engage in an Exclusive Right To Negotiate and apply for State HOME Funds to aid in the financing. According to the project schedule provided by USA Properties, the City will hold a TEFRA hearing in January of 2006 with allocation in Spring of 2006 and construction estimated to begin in June of 2006. The Agency involvement in this project will add another 156 very-low and low income units to the City's affordable rental housing portfolio.

- 2.4. The City shall annually review its eligibility for various federal and state programs providing assistance to low income and special needs groups and shall submit applications for programs for which the City is eligible, as appropriate.

Status: City Housing Staff continues to be very actively pursuing grant applications for programs to increase the supply of affordable housing in Woodland. As was stated in the last report the City applied for \$800,000 from HOME including American Dream Downpayment Initiative funds. The City was successful in securing these funds and has contracted with Willdan and the Sacramento Home Loan Counseling Center to market this program. Housing Staff will prepare and submit a grant application for four million dollars in HOME funds. These funds will be the Redevelopment Agency's contribution to the USA Properties 156 unit project, which is currently estimated to cost approximately 26 million.

The City will remain active in targeting and acquiring grant funding in order to supplement its limited local funding (CDBG, Redevelopment 20% Housing Set-Aside funds). As part of the Spring Lake Specific Plan, the City has implemented an affordable housing fee of \$1,100 per market rate unit. This fee will help to

fund an additional 74 units of affordable housing outside of the Spring Lake Area on receiver sites that have been identified within the Redevelopment Project Area.

- 2.5. The City shall establish a comprehensive annual housing monitoring program and produce an annual Housing Monitoring Report to determine housing affordability and income levels for all new units built, including those created by the housing market without the use of incentives or mandates. As a part of the Housing Monitoring Report, the City shall also maintain an updated vacant land inventory (including an inventory of potential infill sites), and monitor and evaluate the achievement of the goals, policies, programs and quantified objectives contained in the Housing Element with suggested modifications to the Housing Element as needed.

Status: As a result of the adoption of the Affordable Housing Monitoring Program Policies and Procedures, the City has actively monitored properties in which the city has an affordability covenant regulatory agreement. This monitoring agreement includes inspections using Housing Quality Standards and Tenant Income Certifications verifications by third parties if possible for rental properties. The City and Redevelopment Agency monitor for sale properties based on residency by owner. These units must be owner occupied. The City continues to maintain an inventory of vacant land suitable for the development of housing.

- 2.6. The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and make a report to the City Council.

Status: The Planning Commission and City Council will receive a copy of this annual report on housing element progress.

- 2.7. The City shall accommodate development of at least an additional 27 units at densities that will facilitate production of housing affordable to moderate-income households by redesignating sufficient vacant land as Medium Density Residential (MDR). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City's remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall initiate redesignations and rezonings to provide additional land. The City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria.

Status: In 2004 the City approved the tentative map for this rezone parcel of approximately 11 acres to allow for an 86-unit single-family project. At around 8 acres per unit, the project fits the City's Medium Density Residential designation (8 to 16 units per acre).

The City currently has a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing Element planning period.

- 2.8. The City shall amend the General Plan text and map to change the density range of the Medium Density Residential (MDR) designation from 8 to 25 units/acre to 8 to 16 units/acre and add a new High Density Residential (HDR) designation that permits densities from 16 to 25 units/acre. Densities greater than 25 units/ acre in the HDR zone may be allowed subject to a conditional use permit. All existing MDR-designated land outside of specific plan areas shall be re-designated as HDR.

Status: The City has completed this program with its General Plan update, as the MDR designation allows for 8 to 16 units per acre, while the HDR designation allows for 16 to 25 units per acre. The City also amended its zoning ordinance to remove the conditional use permit requirement for multifamily projects located in areas zoned for multifamily residential use. This exemption would also apply to projects receiving density bonuses above 25 units per acre, as long as the project meets the City's site plan and design standards.

The City amended the Downtown Specific Plan to allow for housing with an R-8 to R-30 zoning on the 10 acres (this area is referred to as the Gateway Revitalization Master Plan Area in the Downtown Specific Plan's Chapter 7) owned by the Union Pacific Railroad. This site was previously zoned CBD-Commercial Only, which did not allow for residential development on the site. A copy of this Amendment is included as an exhibit to this report.

The City also approved the Westwood II General Plan Amendment. This project involves a General Plan Amendment, rezoning, annexation from the County and a tentative subdivision map for 86 housing units.

- 2.9. The City shall implement its "scattered sites" policy in the Spring Lake Specific Plan citywide to distribute assisted housing throughout the City.

Status: This program has been completed, as in June 2004 the City adopted an amendment to its City-wide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, produced anywhere in the City is now required to provide affordable units, thereby implementing the "scattered sites" policy City-wide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an "offsite" fee of \$1,100 per unit for R-3 to R-8 zoned parcels. This fee is to be used to assist an additional 74 units of affordable housing in the Redevelopment Agency Project Area. The City is currently in the process of reviewing Chapter 6A to make any changes that may be needed to help facilitate the construction of affordable housing.

- 2.10. The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction for units serving very-low, low, and moderate income families and special needs groups using its 20 percent housing set-aside funds.

Status: The Redevelopment Agency of the City of Woodland received approximately \$173,000 in 20% housing set-aside funds in fiscal year 2004-2005. These funds will be leveraged with other State, Federal, and local funds as well as future housing set-aside funds to implement affordable housing activities. The Agency assists in the development of affordable housing both inside the Redevelopment Project Area as well as City-wide. Affordable housing activities of the Agency will continue to be prioritized and coordinated with those of the City in order to utilize available funds to their greatest extent of producing affordable units.

- 2.11. The City shall allocate CDBG funds for the provision of new very low-, low-, and moderate-income housing units.

Status: CDBG funds are allocated by the City on an annual basis, with the City Council making funding decisions in April of each year. During 2004-2005, the City allocated \$120,000 in CDBG funds to the City's Housing Rehabilitation Program. An additional \$20,000 in CDBG funds were allocated to this program in 2004-2005. An additional \$45,000 in CDBG funds was allocated to this program for the next fiscal year of 2005-2006. The Housing Rehabilitation Program provides low-interest loans to low-income homeowners that occupy their home to complete rehabilitation work on their residences.

In 2004-2005, the City allocated approximately \$145,000 in CDBG funds to assist in the completion of off-site improvements associated with the Casa del Sol Mobile Home Park renovation project. This project involves the rehabilitation of a 156-unit mobile home park with rents affordable to very low, low, and moderate-income households. During 2004, the City also secured a \$1,000,000 Section 108 loan through the CDBG program to assist the completion of the Casa del Sol project. It is expected that construction will begin on the rehabilitation of the Casa del Sol Mobile Home Park in June of 2006. As part of this rehabilitation, there will be an additional 30 double wide manufactured homes added and made available to low income households for a total of 156 low income units.

- 2.12. The City shall allocate funds for transitional housing and other special-needs housing.

Status: In 2003-2004 and 2004-2005 a total of \$89,450 in CDBG funds were allocated to Friends of the Mission for the construction of a year-round homeless shelter in Woodland. In the 2005-2006 program year, an additional \$90,000 in CDBG funds will be allocated to this program. Construction will begin in fall of 2005.

The shelter will feature a 5,000 plus square foot facility with cold weather shelter area/dining room for over 100 homeless individuals.

The City also committed in 2001-2002 and 2002-2003 a total of \$180,000 in CDBG funds for Safe Harbor House. This project will add 15 new low-income "supportive housing" apartments for adults with mental illness.

In 2004-2005 the City committed \$90,000 in CDBG funds For Phase I of the Cache Creek Lodge Women's Residential Treatment and Housing Facility. Phase I includes the demolition of three structures at the site and replacing them with a 6,000 square foot building to house residential services for women. It will also create a 5-plex to house women undergoing drug/alcohol treatment at the facility.

The City receives an annual allocation of Supportive Housing Program funds from HUD. In 2004-2005 this grant amounted to \$175,151. The City sponsored the Day Services Program at the Friends of the Mission Yolo Wayfarer Center to serving the homeless population of Woodland.

- 2.13. The City shall continue to implement Section 6A-3-30 (Affordable Housing - Incentives) of its Municipal Code that states that the city council may, after review by the planning commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of city development fees; 2) waiver or modification of city development standards; or 3) assistance in obtaining such federal, state, or local financing and/or subsidies.

Status: The City's Bonus Incentive ordinance (City Code Section 25-21-25) allows the City to grant incentives to developers of projects that contain a minimum amount of affordable housing. The City has continued to implement its policy for granting density bonuses, regulatory relief, or financial incentives to developers that meet the City's inclusionary housing requirements. This ordinance was updated in July of 2005. Please see updates of program 2.1. A copy of the City's current Bonus Incentives ordinance is included as an exhibit to this report.

- 2.14. The City shall continue to facilitate the provision of emergency housing. The City shall continue to participate in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.

Status: See updates of program 2.12 and 2.18.

- 2.15. The City shall monitor the HUD Section 8 voucher program administered by the Yolo County Housing Authority. The City shall encourage the Housing Authority to raise its payment standard to 110% of HUD Fair Market Rent (FMR)

Status: No update to report.

2.16. The City shall adopt a Second Unit Ordinance that meets minimum State standards to encourage the production of infill units.

Status: This program has been completed by the City, as in 2004 the City adopted a Second Dwelling Unit Ordinance that meets minimum State standards to encourage the production of infill units.

2.17. The City shall review and, as necessary, modify its parking standards for second units, multifamily units, and mixed-use developments, in order to encourage development of these units. Modifications may include modifying requirements for second units so they only have to provide one uncovered off-street parking space in addition to the parking requirements for the primary dwelling.

Status: The City's new Second Dwelling Unit Ordinance does not impose excessive parking standards on second units and is consistent with State law on parking requirements for second units. Also see updates of program 2.1.

2.18. The City shall continue to contract for the services of Yolo County's Homeless Coordinator. Program to be funded through Redevelopment Funds and Housing Monitoring Funds.

Status: The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance.

2.19. The City shall require relocation assistance to tenants relocated as a result of removal of housing by the City or the RDA.

Status: The Redevelopment Agency assisted Heritage Oaks Apartments in an acquisition/rehabilitation project. There were several sources of funding in this project, one of which was CalHFA HELP via the Redevelopment Agency which triggered State relocation requirements. Overall 42 units were permanently relocated. 6 of these units were relocated in 2004-2005 while the balance will occur in 2005-2006.

2.20. The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that ten percent (10%) of all new for-sale units in any residential project consisting of ten or more units shall be affordable to low-income households and an additional ten percent (10%) shall be affordable to moderate-income households. Fifteen percent (15%) of all new multifamily rental units in any residential project consisting of ten or more households shall be affordable to very low-income households, and an additional ten percent (10%) shall be affordable to low-income households. In the alternative, a developer may elect to make twenty percent (20%) of multifamily

rental units in any residential project consisting of ten or more units at one location affordable to very low-income households.

The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of providing 10 percent (10%) of the for-sale units affordable to moderate-income households. Twenty-five percent (25%) of multi-family units shall be affordable to low-income households with 10 percent reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.

The City shall enforce the provisions of the Spring Lake Specific Plan that require that ten percent (10%) of the units in a for-sale residential project shall be affordable to low-income households. Twenty percent (20%) of the units in multifamily rental residential projects of ten or more dwelling units shall be affordable to very-low income households, and ten percent (10%) of the units shall be affordable to low-income households. In the alternative, a developer may make twenty-five percent (25%) of the units affordable to and occupied by very-low income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.

Status: In June 2004 the City amended its City-wide inclusionary housing policy to essentially apply the same requirements as those in the Spring Lake area to all new housing constructed throughout the entire City. This amendment should significantly increase the amount of affordable housing produced in Woodland over the next several years as compared to implementation of the previous city-wide inclusionary policy. Staff continues to update Chapter 6A taking into consideration state requirements.

The following table presents an estimation of projects subject to the City's inclusionary housing requirements expected to be approved and constructed in Woodland during the current housing element period.

Project Name	For-Sale/ Rental	Total Units	Very Low- Income Units	Low- Income Units
Eaglewood Apartments*	rental	156	4	36
Acacia Glen Senior Apartments*	rental	41	8	0
505 Community Lane Apartments*	rental	29	3	4
Stonehaven Subdivision	for-sale	86	0	9
Spring Lake Single-Family Housing	for-sale	1,000 (est.)	0	100
Spring Lake Multifamily Housing	rental	400 (est.)	100	40

Hutchinson Valley Subdivision	for-sale	22	0	2
Westwood II Subdivision	for-sale	86	0	9

*Pipeline projects subject to Pre 2004 Chapter 6A updates

2.21. The City shall designate staff time and/or funding for the activities of grant writer/affordable housing coordinator. Responsibilities will include applying for housing-related-funding and coordinating housing issues and programs for the City.

Status: A full-time staff person has been assigned by the City and Redevelopment Agency to write and manage affordable housing grants, administer the City's inclusionary housing policies, assist in project management of housing projects, and coordinate housing activities for the City and Agency. The City is currently in the process to hire a second person to implement the housing programs. The City has seen an increased need for a second Housing Analyst, especially as the Spring Lake Specific Plan is implemented. Spring Lake will result in over 400 units of for sale affordable housing.

Maintenance of Housing—Implementation Programs:

2.22. The City shall continue rehabilitation of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs and increase public awareness of self-help and rehabilitation programs through out-reach programs.

Status: One low-income homeowner received a loan during 2004-2005 to complete rehabilitation work on their unit. As was indicated in the 2003-2004 report resources for this program have been limited. Historically most loan repayments have been deferred. There is a wait list created and as funds are available, eligible homeowners will be assisted. The City will also explore the possibility of targeting other sources of funds for housing rehabilitation, such as State administered HOME and CalHome funds.

2.23. The City shall continue to include funds in its operating budget for building code and blight enforcement programs.

Status: The City's Neighborhood Enhancement Program, funded by CDBG, allows Code Enforcement to address blighting and dangerous building conditions by funding the clean-up or demolition of properties. This program is a strong part of the City's efforts to remove blighting conditions within the city limits. Code Enforcement staff is in the process of identifying properties to use this program on in the 2005-2006 Program Year.

The City is currently looking at extending its ½ cent sales tax initiative. One of the programs that would it would fund is recommended to address Neighborhood

Enhancement. This initiative is expected to be on the primary ballot in June 2006.

- 2.24. The City shall review its eligibility for Federal and State home repair and renovation programs annually and apply for programs, as appropriate.

Status: No update to report.

- 2.25. The City shall continue to periodically update the status of housing conditions to determine the need for housing rehabilitation and the removal of unsafe units.

Status: In 2004 the City amended the City Code to add the Uniform Housing Code. The addition of this code section will allow the City's Code Enforcement division to be more effective in the abatement of sub-standard housing conditions. Such conditions are identified by Code Enforcement staff and reported to the Redevelopment Agency and City housing staff.

- 2.26. The City shall initiate a program to potentially allow existing illegal nonconforming units that meet basic health and safety standards to continue to be used as dwelling units subject to issuance of a conditional certificate of compliance that includes a requirement to maintain affordable rent levels.

Status: No update to report.

- 2.27. The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor for the purposes of preservation and maintenance of affordable housing for very low, low, and moderate-income households.

Status: In 2004-2005, the City continued to work closely with Community Housing Opportunities Corporation to assist in the Casa Del Sol Mobile Home Park Project. To date, approximately 2.7 million dollars in assistance has been committed to the project from the City and Redevelopment Agency during the past five years, including a \$1,000,000 HELP loan, a \$1,000,000 Section 108 program loan, and \$145,000 in CDBG funds. This project involves the renovation and rehabilitation of a 156-unit mobile home park with rents affordable to very low, low, and moderate-income households. Construction on the project is expected to begin in June 2006. Due to delays caused by cost increases, Housing Staff will submit an application to the Sacramento Area Council of Governments (SACOG) for its Community Design Grant Program. This grant will add gap financing for offsite improvements related to the project. This grant application is due in January of 2006.

Equal Opportunity in Housing—Implementation Programs:

2.28. The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any person who feels they have been discriminated against in acquiring housing within the City and to any housing provider who requests such information.

Status: The City continues to provide Fair Housing brochures and other information published in both English and Spanish on display in its Fair Housing kiosk in the lobby of City Hall. This information is also made available to any person that calls with a fair housing question. This information is updated as State and Federal regulations change.

2.29. The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.

Status: The City has entered into year two of a three year contract for fair housing services with the Fair Housing Hotline Project provided through Legal Services of Northern California. The City is able to assess the effectiveness of this program by reviewing quarterly reports submitted from Legal Services of Northern California detailing information on the types of calls received. The Fair Housing Hotline is available to both tenants and landlords in Woodland. Any person with an inquiry related to fair housing is encouraged to utilize the hotline.

2.30. The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City

Status: In July 2004 the City amended its Municipal Code to add Section 25-21-85, Reasonable Accommodation for Persons with Disabilities. The Ordinance established a process and a set of criteria for reviewing reasonable accommodation requests for persons with disabilities. The City received the assistance of Legal Services of Northern California in drafting the Ordinance.

2.31. The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design features for residential projects.

Status: The City makes available to housing developers information on barrier-free design available from HUD.

2.32. The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social services organization and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.

Status: The City held its annual Fair Housing Workshop in April 2005. Legal Services of Northern California facilitated the workshop, and guest speakers made presentations and answered questions from both landlords and tenants. The workshop was well-attended and information on fair housing was dispersed to attendees.

2.33. The Community Development Department shall refer fair housing complaints to its fair housing consultant for resolution

Status: Fair housing complaints and inquiries are referred to Legal Services of Northern California's Fair Housing Hotline Project for resolution.

Energy Conservation—Implementation Programs:

2.34. The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.

Status: No update to report.

2.35. The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development. The City will make available an informational fact sheet for distribution which will describe the measures which can be instituted in homes for little cost and will save energy and utility expenses.

Status: No update to report.

2.36. The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide.

Status: No update to report.

C. Progress toward mitigating governmental constraints identified in the housing element.

The City has made progress toward mitigating certain potential governmental constraints identified in the housing element. The governmental constraints, along with the mitigating actions taken by the City are described below.

Land Use Controls – General Plan Land Use Designations and Zoning:

The City has Amended its General Plan, Zoning Code, and Municipal Code as needed to help facilitate development at varying densities. To illustrate this commitment the City Council approved:

1. Ordinance 1393 – which amends Chapter 6A of the City’s Municipal Code related to the creation of affordable housing throughout the City. This Ordinance was adopted on June 1, 2004.
2. Ordinance 1394- which amends sections 25-3-10, 25-4-10, 25-4-20, 25-13-20, and 25-21-25 of the Woodland Zoning Code related to the development of Multifamily housing and bonus density incentive projects.
3. The City of Woodland General Plan Update, December 17, 2002 and Resolution 4404 adopting the Plan. As a result of the City’s commitment (per the Housing Element and ensuing conversations) to incorporate modifications to the land use designation and densities for residential properties, the General Plan has incorporated the following designations: MLDR-5-12 units per gross acre; MDR-8-16 units per gross acre; HDR-16-25 units per gross acre. Densities greater the 25 units per acre may be allowed subject to a Conditional Use Permit.

Growth Controls/Growth Management

As part of the Spring Lake Specific Plan, the City has committed to issuing a limited number of building permits each year for the plan area. The city will issue approximately 340 single family permits per year for the life of plan. This process will allow the City to control growth while still meeting its regional housing needs.

On/Off Site Improvement Requirements

As part of development in the City of Woodland, developers are required to construct on and offsite improvements. These improvements include the installation of sewer pipeline, water pipelines, fire hydrants, and street lighting. Some of these requirements can affect the financial feasibility of affordable housing projects as they do not generate the same returns as market developments. In an effort to help an affordable housing development meet these offsite improvement requirements, City Housing Staff is applying for a Community Design Grant through SACOG. Please see program update 2.27 for more information.

Development Fees:

Affordable projects as well as market-rate projects containing a minimal required amount of affordable housing are eligible for a deferral of City development impact Building Permit and Plan Check Fees. During 2004-2005, the City processed a fee deferral for the Yolo Wayfarer Center Phase II. It is anticipated that the City will process many fee deferral requests over the 2005-2006 year. Per the City Affordable Housing Ordinance Chapter 6A and the Spring Lake Affordable Housing Plan Building Permit and Plan Check fees are eligible for waiver except for the fee for Strong Motion.

Processing and Permit Procedures:

One of the significant barriers to the development of multifamily and mixed-use housing identified by staff was the conditional use permit requirement for projects located in the multifamily residential and commercial zones of the City. In order to remove this potential barrier, in 2004 the City amended its zoning code to require multifamily housing projects located in the multifamily residential zone to receive only site plan and design review approval from the Planning Commission without the need for a conditional use permit. This action should speed the processing and approval time for multifamily housing in Woodland.

The City also amended its zoning code to facilitate the development of mixed-use (ground floor retail/office uses and upper floor residential uses) projects. The amendments added “mixed-use residential/commercial” as a principally permitted land use in the C-2 and C-3 commercial zones, requiring only site plan and design review approval and not a conditional use permit for mixed-use projects. Staff hopes that these amendments will facilitate the development of affordable and mixed-use projects throughout the City, and especially in the Redevelopment Project Area.

Persons with Disabilities:

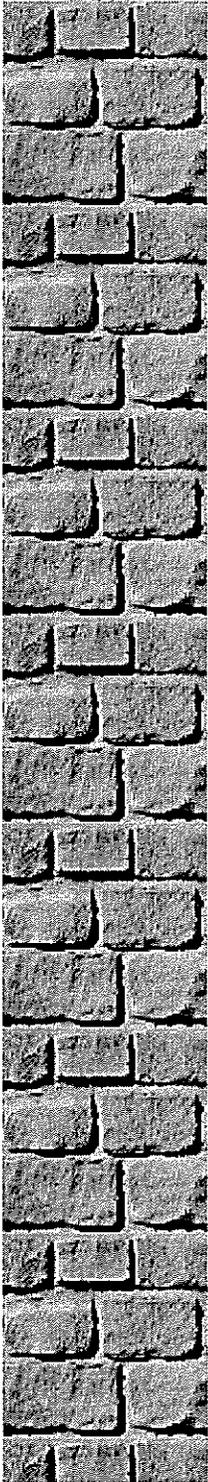
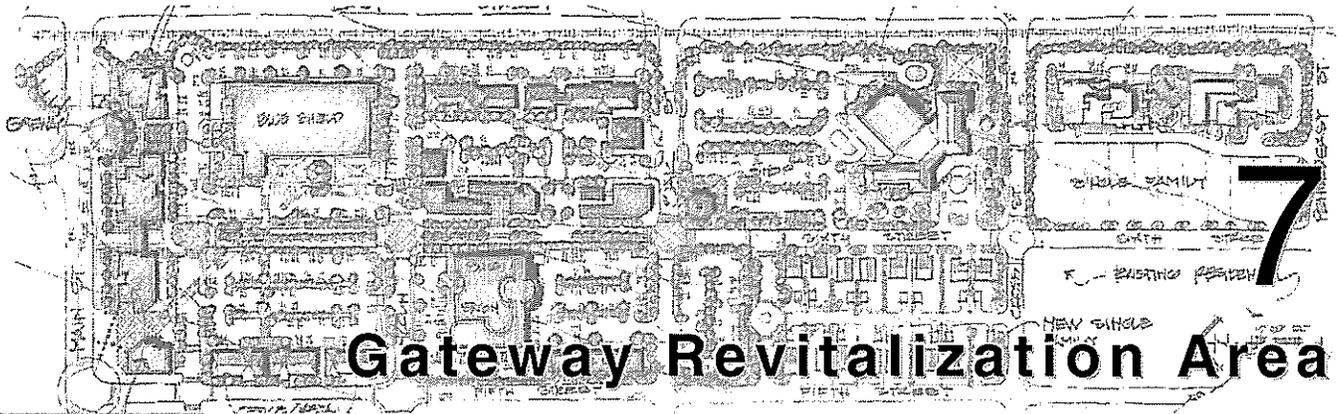
In the housing element background report, the following governmental constraint was identified:

The City does not have any processes for individuals with disabilities to make requests for reasonable accommodations with respect to zoning, permit processing, or building laws.

As previously noted in the update to housing element program 2.30, in July 2004 the City amended its Municipal Code to add Section 25-21-85, Reasonable Accommodation for Persons with Disabilities. The ordinance established a process and a set of criteria for reviewing reasonable accommodation requests for persons with disabilities. The City received the assistance of Legal Services of Northern California in drafting the ordinance. A copy of the code section is attached as an exhibit to this report.

LIST OF EXHIBITS:

- A) Downtown Specific Plan Amendment (Please see bold face type)**
- B) Affordable Housing Monitoring Program Policies and Procedures**
- C) City Code Section 25-21-25. Bonus Incentives – Ordinance #1441**



7.1 MASTER PLAN CONCEPT

The Gateway Revitalization planning area (which is made up of the southern half of District A4 and District E2) is unique in several important ways.

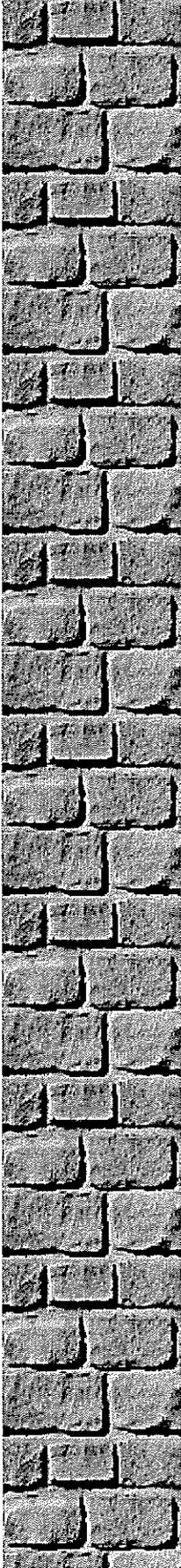
- This area contains most of the vacant or underutilized land in the Downtown.
- The City will be developing a new Police Station located on a 3.2-acre parcel bounded by Lincoln Avenue, Sixth Street, Oak Street, and Fifth Street.
- A large portion of this area is owned by the railroad, providing the opportunity to deal with a single landowner.
- Due to the amount of developable area and the limited number of ownerships, this area would lend itself to a public/private partnership to develop the area under a master development agreement.
- The railroad properties (and the uses that occurred on them in the past) also raise the potential

for hazardous materials contamination.

- This area is located at the entrance to the Downtown area.
- The area contains a large, regional office user (Blue Shield) that can be built upon to create synergy for other office users.
- This area has excellent circulation access to the local and regional markets.

As part of the Gateway Revitalization Master Plan, a Master Plan Concept was prepared (see Figure 7-1). This concept drawing was prepared to illustrate the future land uses and urban design features for the area. As a concept drawing, it is used to illustrate development concepts, and is not intended to show specific developments or building shapes/sizes.

The Master Plan Concept illustrates several key concepts. In the following paragraphs, these concepts are described based on potential development sites (shown on Figure 7-1).



Gateway Office Park

The proposed Gateway Office Park development is located at the north end of the Master Plan area adjacent to Main Street. Development in this area would primarily consist of office uses with some local supporting retail uses on the first floor of the buildings.

Key components of this proposed development are as follows:

- Create a “Main Street look” through the use of a zero lot line front setback on Main Street.
- Incorporate the existing Heritage Oak on Main Street into the design of a prominent gateway feature.
- Develop 2- and 3-story mixed-use structures with office or local retail use on first floors (e.g., deli, coffee shops), and office uses on the second floor. If market support exists, upper floors can include some residential uses on upper floors.
- Close Sixth Street between Main Street and Lincoln Avenue to convert to a pedestrian mall.
- Limit parking to the rear of all buildings.
- Create parking aisle behind first row of buildings on Main Street to serve as an “active alley”

similar to those found in the rest of the Downtown area.

- Install traffic signal on Fifth and Main Streets to improve traffic flow.
- Include building cutback at the corner of Main and Fifth Streets to allow space for a pedestrian plaza.

Blue Shield

The Blue Shield portion of the Master Plan Area, located just south of the proposed Gateway Office Park, will consist of the following components.

- Maintain existing regional office.
- Utilize reciprocal access and parking with the Gateway Office Park development.
- New access provided from Lincoln Avenue and alley behind first row of buildings in the Gateway Office Park.

Police Station

The new Police Station is proposed to replace the existing facility currently located adjacent to the City Hall. The Police Station will be located at the southeast corner of Lincoln Avenue and Fifth Street in the Master Plan area.

The Police Station will have a main building for administrative uses and a separate service building. The facility will consist of the following components:

- Command – offices, conference rooms, and waiting/reception rooms
- Administration – offices, laboratories, waiting rooms, conference rooms, interview rooms, and supply storage
- Training – offices, classrooms, and weight room
- Investigations – offices, conference rooms, interview rooms, locker rooms (evidence storage), storage rooms
- Operations – offices, conference/interview rooms, waiting rooms, locker rooms, shower rooms, storage rooms, holding cells, and personnel sallyport (an area that a vehicle can be driven into and secured prior to transferring a prisoner to or from the facility).
- Onsite parking areas for both staff and visitors. As the facility develops, additional parking can be provided south of Oak Street or by utilizing on-street parking on Lincoln Avenue and/or Sixth Street.

The new Police Station will show a positive investment in a blighted

area and strengthen the reuse of this area by private investors.

Housing Opportunity/Business Park/Mixed Use Area

~~The Business Park involves the proposed construction of office and research facilities to be located~~ The area just south of Lincoln Avenue between Sixth and East Streets in the Master Plan area is an opportunity area for a business park, housing or mixed use project. Although Figure 7-1 conceptually indicates a business park use, a residential or a mixed use project is allowed. A residential project provides a distinct infill opportunity on a underutilized site for medium or high density housing to support retail and jobs in the downtown area.

7. Gateway Revitalization Area

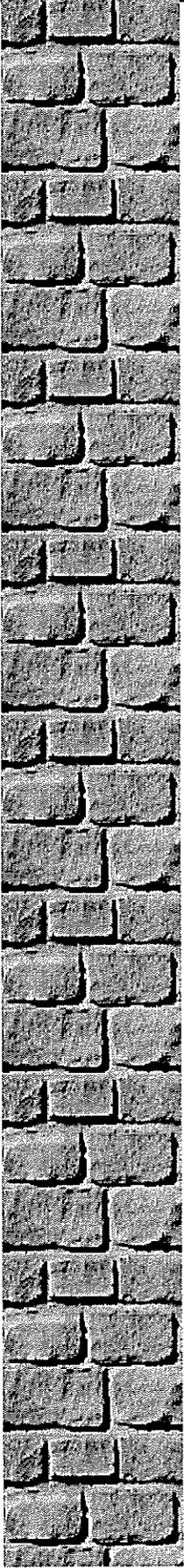


Figure 7-1. Master Plan Concept

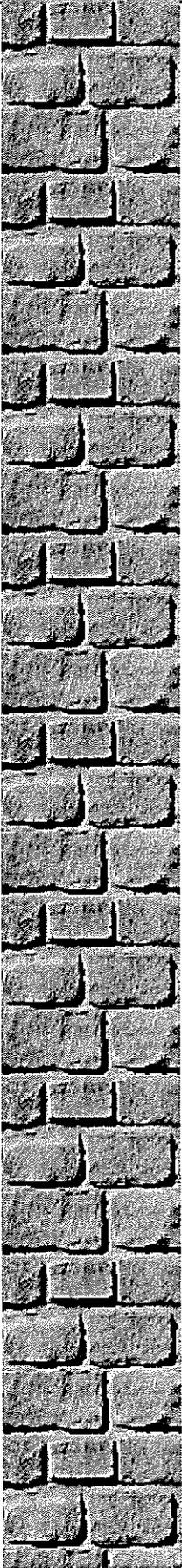


Figure 7-1 (cont'd)

7. Gateway Revitalization Area

If developed as a residential project, the following components would apply:

- Residential densities of 10–30 units per acres are allowed.
- Project design shall focus on pedestrian orientation in order to encourage walking and biking to nearby retail and employment uses.
- Residential Performance Standards found in Chapter 8 shall apply.
- Community Design Standards shall apply.
- Lot size, setbacks, maximum height shall be determined during site plan review.
- Final site plan and design review by the Planning Commission.

If developed as a Business Park, the Business Park will include the following components:

- Develop several clusters of office/ research buildings.
- Provide onsite parking areas adjacent to buildings.
- Promote the development of flexible space that can easily be modified to handle several small incubator industries or a larger established business.
- Promote the development of research and development facilities in this area. Demand

associated with nearby UC Davis, ease of access to UC Davis from this area, and the limited developable land in the City of Davis make this a good development opportunity.

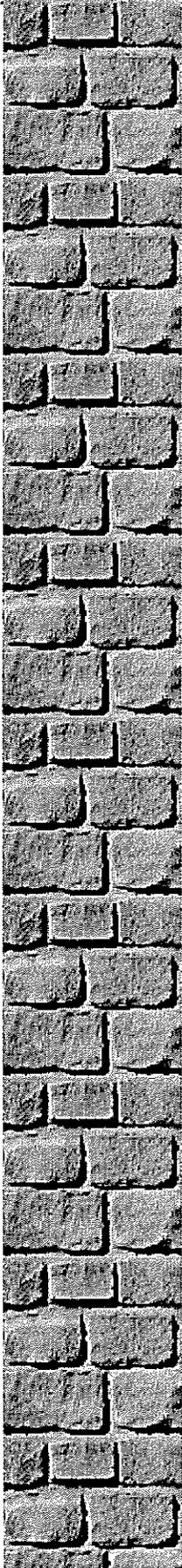
- The buildings along the east edge of the site would have front facades facing towards East Street. This gives the businesses exposure to traffic on East Street and also provides a more attractive view of the area from East Street.
- This area contains the historic Woodland Depot building. This building could be incorporated into the design of the new development or be relocated to another site, such as a site in the Armfield area.

Housing Revitalization

Housing revitalization in the Master Plan area is proposed to occur on a single block, located between Oak, Cross, Fifth, and Sixth Streets.

This block contains existing single-family and multi-family residential uses on the southwestern portion, and industrial development and public uses on properties owned by Yolo County in the remaining parts.

The key components of this project are as follows:



- Rehabilitate existing residences with the City's assistance. As part of the Redevelopment Area, these houses would be good candidates for use of the Redevelopment Agency's housing set aside funds. Programs for rehabilitation are detailed in the City's Housing Element.
- Remove existing, underutilized industrial development.
- Return property owned by Yolo County to the City's tax roles.
- Develop new single- or multi-family residential units compatible in design with surrounding residences.
- The north end of this area could be utilized for expansion of parking for the new Police Station or as a site for additional offices or light industrial.

Multi-family Housing Development

Multi-family housing development is proposed to be located south of Cross Street between Sixth and East Streets in the Master Plan area. Key components of this development include the following:

- Develop a multi-family housing complex to provide more

affordable housing in the Master Plan area and the City.

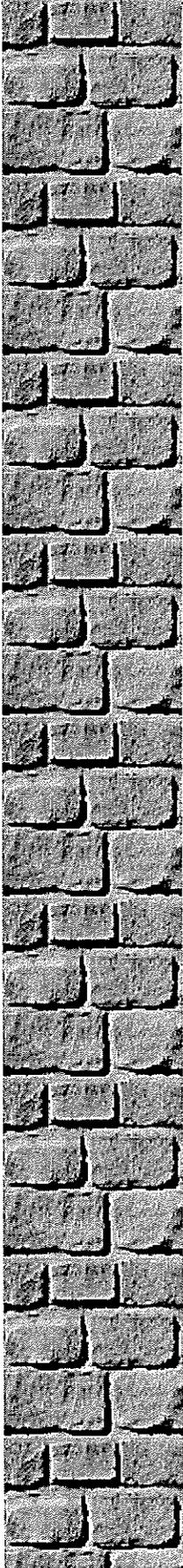
- Remove existing, vacant industrial uses that are located on the southern and northern portions of the block.
- Develop residential uses in the Downtown area to provide additional customers/users in the area.
- Provide a compatible use to adjacent residential uses.

7.2 CIRCULATION

As part of the Master Plan, several circulation improvements are proposed for the Master Plan to improve both the flow of pedestrian and vehicular traffic. The proposed improvements are as follows:

- Install traffic signal at Fifth and Main Streets.
- Abandon Sixth Street between Main Street and Lincoln Avenue. The street should be replaced with a right-turn in and out driveway and remaining space from the right-of-way used for a pedestrian spine into the Master Plan area.
- The City is intending to install two traffic improvements in this area. One is a median in the center of East Street at its intersection with Oak Street.

7. Gateway Revitalization Area



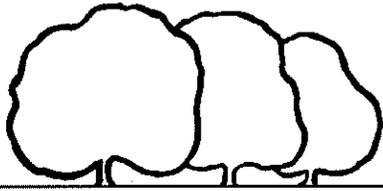
Only right turns in and out will be allowed. The other is the installation of a traffic signal at the intersection of East and Cross Streets.

7.3 GATEWAY ELEMENT

Due to its location at the intersection of Main and East Streets, the Gateway Revitalization Master Plan area plays an important role as a primary gateway into the Downtown area. The type of development that is proposed for the Master Plan Area will complement this entryway into the Downtown area.

The Gateway itself will undergo several improvements that in turn will complement the proposed development for the Gateway Master Plan Area. The improvements (described in greater detail in Chapter 8) are as follows:

- Installation of a freestanding sign at the northwestern corner of Main and East Street to welcome visitors to Downtown Woodland.
- Installation of a monument style sign surrounding the west side of the existing heritage oak tree on Main Street to accent it as a natural landmark.
- Streetscape improvements to include pavers on Main Street and the construction of an archway or other vertical element at the gateway.



City of Woodland

AFFORDABLE HOUSING MONITORING PROGRAM POLICIES AND PROCEDURES

**ADOPTED BY THE CITY COUNCIL ON
MAY 18, 2004**

- FOR INCLUSIONARY UNITS & PROJECTS WITHOUT FEDERAL SUBSIDY -
(HOME-Funded Projects, see: Exhibit A—Monitoring Requirements for HOME-Assisted Projects)

Program Purpose

The following policies and procedures for the City of Woodland's Affordable Housing Monitoring Program have been established by the City Council in order to ensure regulatory compliance for rental residential projects that are subject to the City's applicable Affordable Housing Policies (Chapter 6A of the Code Code, the Southeast Area Specific Plan, the Spring Lake Specific Plan Affordable Housing Plan, and California Redevelopment Law).

Chapter 6A of the City Code, section 6A-4-60 "Monitoring and Compliance Requirements for Rental Projects" and section 6A-5-70 "Monitoring and Compliance Requirements for For-Sale Units" outline the basic requirements that apply to the monitoring of residential projects, referring to the Affordable Housing Monitoring Program Policies and Procedures for additional detail. The intent of these policies and procedures is to provide this detail along with guidance to City staff and necessary information to developers, owners, and managers of residential projects for the continued implementation of the City's affordable housing policies and programs.

Major Program Components

The major components of the City's Affordable Housing Monitoring Program are outlined as follows, and shall be updated or modified from time to time as needed or required by changes to the City's Affordable Housing Policies.

- a) **Affordable Housing Agreements**
- b) **Monitoring Fees**
- c) **Monitoring Requirements for Owners/Managers of Rental Residential Projects**
- d) **Monitoring Requirements for For-Sale Residential Units**
- e) **Implementation and Oversight of Affordable Housing Monitoring Program Policies and Procedures**
- f) **Appendices and Forms**

Affordable Housing Agreements

The regulations regarding compliance with applicable Affordable Housing Policies for each residential project are provided in the form of an Inclusionary Housing Agreement (“Affordable Housing Agreement” or “Regulatory Agreement”) between the developer and the City. This agreement generally indicates, but is not limited to, the household income targeted; the number, location, tenure of affordability, size, and construction scheduling of all inclusionary units; and any other information required by the City relative to the obligations imposed by the Affordable Housing Policies that are applicable to the residential project.

Chapter 6A and the Spring Lake Affordable Housing Plan require that residential projects be monitored for compliance with applicable Affordable Housing Policies. The “Monitoring” section of the Inclusionary Housing Agreement for each residential project requires that the project will be subject to the City’s Affordable Housing Monitoring Program Policies and Procedures outlined herein.

For residential projects that receive a state or federal housing subsidy and are, thus, subject to applicable regulatory agreements and requirements pertaining to each subsidy, these regulatory agreements shall supercede and/or supplement the monitoring requirements outlined in these guidelines. For projects receiving State HOME Program assistance, refer to the City of Woodland’s “Monitoring Requirements for HOME-Assisted Projects” (provided as Exhibit A).

The following section offers further detail to the specific reporting requirements, procedures, and forms for residential project owners/managers related to the monitoring of inclusionary units.

Monitoring Fees

Pursuant to City Code Chapter 6A, section 6A-4-60, rental residential project owners are required to pay an annual Monitoring Fee to the City based on the number of inclusionary units in the project. This fee is necessary in order to cover City staff costs associated with the implementation of the Affordable Housing Monitoring Program. The current monitoring fee is set at the level noted below:

- Base fee of \$550 for a project containing up to 6 inclusionary units.
- Each additional inclusionary unit adds \$25 to the base fee.
- Example:
A project containing 6 or fewer inclusionary units would be charged \$550 annually (base fee of \$550 only), while a project containing 10 inclusionary units would be charged \$650 annually (base fee of \$550 + 4 units at \$25 each = \$650).

Once each calendar year, the City's Finance Department will send a letter along with an invoice to each project owner requesting payment of the annual Monitoring Fee.

Monitoring Requirements for Owners/Managers of Rental Residential Projects

Rental projects shall be monitored every year to review for compliance with the requirements of the project's Regulatory Agreement and the City's applicable Affordable Housing Policies. The Community Development Department shall mail all necessary letters and forms to all property owners requesting the required information related to the affordable units, the rents charged, and the current tenants.

The basic affordable housing monitoring requirements that are subject to owners/managers of rental residential projects are as follows:

a) Certification of new tenant income:

Upon application for an affordable unit, the project owner/manager is responsible for providing income certification forms to the new tenants/applicants of affordable units in either the "Income Certification Form" provided by the City (see form 2) or an alternate format approved in advance by the City. The new tenant/applicant's household income shall be verified by the project owner/manager using the following method:

- 1) Applicants for affordable units shall be required to submit the two most recent pay stubs for all household members 18 years and older, along with the required Income Certification Form.
- 2) Owners/managers shall use these pay stubs and other information provided on the Income Certification Form to cumulate the household's total monthly income ("monthly household income").
- 3) Owners/managers shall determine if the applicant's monthly household income meets the income level restrictions for the affordable unit as appropriate to the household size by referring to the City of Woodland/Yolo County Income Limits (see Appendix A) provided by the City.

Income Certification Forms for current tenants of affordable units shall be kept on-file at the project site and shall be reviewed for accuracy by City staff during on-site monitoring visits.

b) One-year maximum per lease term:

Owners/managers shall rent affordable units to income-eligible households for lease terms not to exceed one year. The lease may be renewed or extended for up to one year per lease term upon re-certification of the household's income, as described below.

c) Re-certification of current tenant income at renewal of lease:

At the end of each lease term, the lease may be renewed for up to one year once the owner/manager has re-certified that the household income of the affordable unit remains eligible to the restricted income level of the unit. This re-certification shall be completed by the owner/manager using the Income Certification Form (check the "Income Re-Certification" option on the form) provided by the City.

d) Completion of Annual Project Compliance Report:

The owner/manager of the rental residential project is responsible for completing an "Annual Project Compliance Report" (see form 1), which provides summary information on the project's inclusionary units and income-qualified tenants. The form for this report shall be provided by the City upon notification of the project's annual on-site monitoring visit and unit inspections by City staff. The owner/manager of the project shall be given up to one month from receipt of this form to complete the Annual Project Compliance Report.

e) On-site monitoring visit and unit inspections by City staff:

Once per calendar year the City will notify owners/managers of rental projects of the schedule for completing on-site monitoring visits and unit inspections by City staff. The City's current monitoring schedule is provided in Appendix E. During

on-site monitoring visits, staff will review the files kept on-site in order to confirm the owner/manager's compliance with the tenant income certification requirements outlined above.

At least one of the project's *inclusionary* units will be selected at random for inspection (only designated affordable units shall be subject to inspections). During this inspection, staff will check the physical condition of the inclusionary unit, including the items listed in the "Points of Interest Regarding Inspections of Inclusionary Units/Inclusionary Unit Inspection Form" provided by the City (see form 3). City staff will notify the project owner/manager at least two weeks in advance of the inspections in order to allow the owner/manager an adequate amount of time to notify tenants of inclusionary units.

Pursuant to City Code Chapter 6A, section 6A-4-60, owners/managers of rental residential projects shall also comply with the following requirements for on-going compliance with the City's Affordable Housing Policies:

f) Over-income tenants:

If a very low-income household increases its income so that it no longer qualifies as a very low-income household during its tenancy, it shall be permitted to remain in the affordable unit as long as its income does not exceed the low-income limitation (i.e. 80% of AMI). At vacancy, such unit shall be rented to an eligible very low-income household and the rent reset to an affordable rent for a very low-income household, unless the affordable unit requirement has been met by renting other vacant units at the appropriate affordable rent level.

g) Affirmative marketing of available affordable rental units:

Owners/managers shall affirmatively market affordable rental units as the units become available by sending advertisements describing the affordable units to local newspapers and to the list of local nonprofit and government housing organizations and agencies that serve very low and low-income persons and families available from the Community Development Department.

h) Compliance with Fair Housing laws:

Owners/managers shall comply with all fair housing laws and not discriminate based on race, ancestry, gender, religion, color, age, national origin, marital status, familial status, sexual orientation, source of income, and disability.

i) Section 8 vouchers:

Owners/managers shall not discriminate based on any government rental subsidy, including but not limited to HUD Section 8 assistance. Tenants may utilize Section 8 vouchers to assist in renting inclusionary units; *however, the rent*

levels collected for inclusionary units occupied by tenants using Section 8 vouchers shall remain at the affordable level determined pursuant to section 6A-4-40 of Chapter 6A of the City Code.

The Community Development Department shall review the information submitted for each residential project to make sure that the project is in compliance with its Regulatory Agreement. Staff will notify the project owner of any discrepancies and establish the best practice for bringing the residential project into compliance with the applicable requirements of its Regulatory Agreement in the timeliest manner possible. For example, the project owner may be required to rent out available vacant units within the residential project as affordable units, or rent out other units as they become available as affordable units, in order to meet the affordable units requirement for the residential project.

Monitoring Requirements for For-Sale Residential Units

Affordable for-sale units will be monitored to make sure that the owners are complying with owner-occupancy requirements and are not subleasing the property, unless a temporary exception is allowed by the Community Development Director pursuant to City Code Chapter 6A, section 6A-5-50. Letters will be sent to the owners of affordable units at least once every two years with a form requesting the required certification of owner-occupancy. There is no requirement for re-certification of household income for owner-occupied affordable units. In addition to certifying owner-occupancy, the letter will restate the any applicable restrictions regarding the sale or refinancing of the property.

Implementation and Oversight of Affordable Housing Monitoring Program Policies and Procedures

As required by City Code Chapter 6A, the Community Development Department will be responsible for tracking and monitoring all of the City's inclusionary housing units. This includes maintaining a database of all units as well as files with the required regulatory agreements recorded against the property. The Community Development Department is also responsible for disclosing all necessary information and forms to owners/managers of rental projects, along with completing on-site monitoring visits in order to ensure compliance with applicable affordable housing requirements and the Regulatory Agreement for each project.

The Affordable Housing Monitoring Program Policies and Procedures and the associated forms may be amended as necessary from time to time by the Community Development Director.

Appendices and Forms

The following list of appendices and forms related to the Affordable Housing Monitoring Program have been attached for reference. The tables and forms included may be changed or updated from time to time as necessary.

Exhibit:

- A) Monitoring Requirements for HOME-Assisted Projects

Appendices:

- A) City of Woodland/Yolo County Income Limits
- B) City of Woodland Utility Allowance Table
- C) Calculation of Affordable Rent Tables
 - C-1) 80% AMI Low-Income Unit (Inclusionary Unit per Chapter 6A)
 - C-2) 70% AMI Low-Income Unit (Redevelopment Inclusionary Unit)
 - C-3) 50% AMI Very Low-Income Unit
 - C-4) 30% AMI Extremely Low-Income Unit
- D) List of Projects Subject to Affordable Housing Monitoring Program
- E) Schedule for Project Monitoring

Forms:

- 1) Annual Project Compliance Report
- 2) Income Certification Form
- 3) Points of Interest Regarding Unit Inspections/Inspection Form
- 4) Project Information Form
- 5) HOME Annual Monitoring Report: Multi-Family Rental Housing Project
- 6) HOME Project Compliance Report: Rental Housing

APPENDIX A:
City of Woodland/Yolo County Income Limits

**City of Woodland/Yolo County
 2005 Income Limits**

Updated by the U.S. Department of Housing & Urban Development, March 2005

Household Size	1	2	3	4	5	6	7	8
Extremely Low-Income 30% of AMI	\$12,700	\$14,500	\$16,350	\$18,150	\$19,600	\$21,050	\$22,500	\$23,950
Very Low-Income 50% of AMI	\$21,150	\$24,200	\$27,200	\$30,250	\$32,650	\$35,050	\$37,500	\$39,900
Low-Income 70% of AMI	\$29,610	\$33,845	\$38,080	\$42,350	\$45,710	\$49,070	\$52,465	\$55,860
Low-Income 80% of AMI	\$33,900	\$38,700	\$43,550	\$48,400	\$52,250	\$56,150	\$60,000	\$63,900
Median Income 100% of AMI	\$42,300	\$48,350	\$54,400	\$60,450	\$65,300	\$70,100	\$74,950	\$79,800
Moderate-Income 120% of AMI	\$50,800	\$58,050	\$65,300	\$72,550	\$78,350	\$84,150	\$89,950	\$95,750

* AMI: Area Median Income

APPENDIX B:
City of Woodland Utility Allowance Table

Allowance for Tenant-Furnished Utilities and Other Services

LOCALITY		UNIT TYPE				EFFECTIVE DATE	
City of Woodland		Garden Apartment				1/25/2005	
UTILITY OR SERVICE	MONTHLY DOLLAR ALLOWANCE						
	0-BR	1-BR	2-BR	3-BR	4-BR	5-BR	
HEATING							
a. Natural Gas	\$13	\$16	\$16	\$20	\$23	\$25	
b. Electric	\$16	\$20	\$24	\$29	\$34	\$38	
c. Heat Pump	\$9	\$12	\$14	\$17	\$20	\$22	
AIR CONDITIONING							
	\$17	\$23	\$28	\$37	\$46	\$53	
COOKING							
a. Natural Gas	\$6	\$7	\$8	\$9	\$9	\$10	
b. Electric	\$10	\$11	\$13	\$14	\$15	\$15	
OTHER ELECTRIC							
	\$20	\$22	\$26	\$31	\$35	\$43	
WATER HEATING							
a. Natural Gas	\$10	\$13	\$16	\$23	\$31	\$38	
b. Electric	\$11	\$18	\$25	\$39	\$55	\$70	
WATER (Average)							
	\$19	\$19	\$20	\$20	\$21	\$21	
SEWER (Average)							
	\$19	\$19	\$19	\$19	\$19	\$19	
TRASH COLLECTION							
	\$21	\$21	\$21	\$21	\$21	\$21	
REFRIGERATOR							
	\$5	\$5	\$5	\$5	\$5	\$5	
RANGE							
	\$4	\$4	\$4	\$4	\$4	\$4	
OTHER							
TOTAL MONTHLY UTILITY ALLOWANCE							

Note: Table shown above is designated for Garden Apartment. Utility Allowance Tables for Single-Family, Duplex, Townhouse, High Rise, and Mobile Home units are available from the Community Development Department.

APPENDIX C-1:**Calculation of Affordable Rent Table—80% AMI Low-Income Unit**

**AFFORDABLE RENT CALCULATION
80% AMI Low-Income Units
(Inclusionary Units per Chapter 6A)**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$38,550	\$43,350	\$48,150	\$52,000
Monthly HH Income	\$3,212	\$3,612	\$4,012	\$4,333
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$964	\$1,084	\$1,204	\$1,300
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$884	\$988	\$1,086	\$1,156

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 80% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-2:**Calculation of Affordable Rent Table—70% AMI Low-Income Unit**

**AFFORDABLE RENT CALCULATION
70% AMI Low-Income Units
(Redevelopment Inclusionary Units)**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$33,705	\$37,940	\$42,140	\$45,500
Monthly HH Income	\$2,808	\$3,161	\$3,511	\$3,791
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$842	\$948	\$1,053	\$1,137
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$762	\$852	\$935	\$993

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 70% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-3:

Calculation of Affordable Rent Table—50% AMI Very Low-Income Unit

**AFFORDABLE RENT CALCULATION
50% AMI Very Low-Income Units**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$24,100	\$27,100	\$30,100	\$32,500
Monthly HH Income	\$2,008	\$2,258	\$2,508	\$2,708
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$602	\$677	\$752	\$812
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$522	\$581	\$634	\$668

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 50% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

APPENDIX C-4:

Calculation of Affordable Rent Table—30% AMI Extremely Low-Income Unit

**AFFORDABLE RENT CALCULATION
30% AMI Extremely Low-Income Units**

Unit Size	1-BR	2-BR	3-BR	4-BR
Appropriate HH Size (1)	2	3	4	5
HH Income (2)	\$14,450	\$16,250	\$18,050	\$19,500
Monthly HH Income	\$1,204	\$1,354	\$1,504	\$1,625
Percentage for Housing	30%	30%	30%	30%
Income for Housing	\$361	\$406	\$451	\$487
Less Utility Allowance (3)	\$80	\$96	\$118	\$144
Affordable Rent	\$281	\$310	\$333	\$343

(1) Defined as number of bedrooms in the unit plus one.

(2) Rent amount is based on 30% of AMI adjusted by household size.

(3) Based on figures from Yolo County Housing Authority, to be updated periodically:

Assumes that water, sewer, and trash collection are included in the rent and that refrigerator and range are provided. Assumes that natural gas is used for heating, water heating, and cooking. See utility allowance tables for precise calculation of affordable rent if different assumptions apply.

**APPENDIX D:
List of Projects Subject to Affordable Housing Monitoring Program**

CITY OF WOODLAND -- Rental Projects Subject to Affordable Housing Monitoring Program Requirements

Project Name	Address	Units	LJ Units*	VLI Units*	Senior Units	Monitoring Required?	Affordability Term	Agreement Exp. Date	Fee	Agreement Type**
Pebblewood	260 California Street	38	0	4	0	Y	20 years	7/2/2005	\$400	BD
The Greens (DeVillie)	121 W. Lincoln Ave.	53	13	0	0	Y	20 years	7/2/2005	\$952	BD
Woodland Manor	127-155 Main Street	51	0	5	0	Y	20 years	1/23/2006	\$500	BD
Fowler Commons	135 Third Street	9	0	0	5	No, call only	25 years	12/22/2011	\$250	EP
Lincoln Gardens I	802-850 Lincoln Ave.	66	0	0	65	No, call only	25 years	7/23/2012	\$2,217	EP
Stella Apartments	25 W. Lincoln Ave.	24	0	2	23	Y	25 years	9/25/2012	\$979	EP/BD
Courtside Towers Senior Apts.	320 W. Court St.	102	0	25	102	Y	25 years	9/11/2014	\$3,234	EP/BD
Courtside Village	255 Sonoma Way	150	0	0	0	Y	25 years	9/11/2014		BD
Lincoln Gardens II	440 Ashley Avenue	20	0	4	20	Y	40 years	9/4/2041	\$550	Ch. 6A
Acacia Glen	611&619 Acacia Wy.	41	0	8	41	Y	40 years	8/14/2043	\$640	Ch. 6A
Eaglewood	1975 Maxwell Drive	156	36	4	0	Y	permanent	none	\$1,390	SEASP/BD
505Community Lane	505 Community Lane	28	4	3	0	Y	Permanent	none	\$565	Ch. 6A
Sycamore Pointe	521 Pioneer Avenue	136	122/20	14/11H	0	Y	32 years	12/1/2031	\$1,560	HOME/SEASP/TCAC
Woodmark	700 Kincheloe Court	173	154/26	17/17	0	No, call only	permanent	none	None	Bond
Heritage Oaks	186 Muir Street	120	96	24	0	Y	55 years		\$2,028.75	Bond/TCAC/HELP
Leisureville Mobile Home Park		150	76	0	0	Y	30 years	4/7/2025	\$2,000+CPI	HOME/CDBG
Hotel Woodland	436 Main Street	76	0	76	0	Y	?	?	None	HOME/CDBG/RDA
Crosswood Apts.	645-2 Second Street	48	44	0	0	n--YCHA	-	annual renewal	-	Section 8
Summertree Apts.	555 Community Lane	93	91	0	0	n--YCHA	-	annual renewal	-	Section 8
The Greenery	505 W. Cross Street	95	95	0	0	n--YCHA	-	12/31/2019	-	Section 8/236
Casa del Sol Mobile Home Park										
TOTAL AFFORDABLE UNITS		675	207	?	TOTAL FEES	\$16,700.75				

* Note:

italics = required # of units

Regular = actual # of units

** Note:

BD = Bonus Density Agreement

EP = Elderly Parking Agreement

SEASP = Regulatory Agreement per requirements of Southeast Area Specific Plan

SLSP = Regulatory Agreement per requirements of Spring Lake Specific Plan Affordable Housing Plan

Ch. 6A = Regulatory Agreement per requirements of City Code Chapter 6A

HOME = Project assisted by City HOME funds & subject to specific requirements

CDBG = Project assisted by City CDBG funds & subject to specific requirements

RDA = Project assisted by City of Woodland Redevelopment Agency funds & subject to specific requirements

HELP = Project assisted by City of Woodland/CalHFA HELP funds & subject to specific requirements

Section 8 = Project-based Section 8 project monitored by the Yolo County Housing Authority

Bond = Project received low-income mortgage revenue bond financing and is subject to specific requirements

TCAC = Project received low-income housing tax credit financing and is subject to specific requirements

APPENDIX E:
Schedule for Project Monitoring

Because the City has so few HOME/TCAC/MRB projects the city's schedule for Project monitoring is limited. City staff monitor these projects in March of each year, based on appropriate noticing and scheduling with Property Management and tenants.

FORM 1:
Annual Project Compliance Report

(City will provide this current format for this form annually to project owners/managers for completion)

ANNUAL PROJECT COMPLIANCE REPORT

Project Name _____ # of Inclusionary Units: _____ Low-Income _____
 Project Address _____ Very Low-Income _____
 Project Owner _____ Reporting Period _____

Unit #	Tenant Name	Unit Bedroom Size	# of Persons in Household	Rental Rate	Utility Allowance	Household's Annual Gross Income	Household Income: L; VL; or Over 80% AMI	Date Tenant Moved in	Date of Lease Renewal	Date of Last Income Certification
1										
2										
3										
4										
5										
6										
7										
8										

9																				
10																				

FORM 2:

Income Certification Form

(To be completed by project owners/managers at each household's initial lease application or lease renewal for an inclusionary unit)

TENANT INCOME CERTIFICATION QUESTIONNAIRE
--

Applicant/Tenant Name _____ **Phone #** _____

Type of Certification (Circle One): New Tenant Re-Certification

FORM CURRENTLY UNDER DEVELOPMENT (see attached sample)

FORM 3:

Points of Interest Regarding Inspections of Inclusionary Units/Inspection Form

In making preparations for the inspection of inclusionary units, owners/managers of rental residential projects should consider the following questions related to the physical condition of the unit. These questions, however, do not include the entire list of items to be inspected in the selected inclusionary unit. The complete Inclusionary Unit Inspection Form can be found at the following website:

<http://www.hud.gov/offices/cpd/affordablehousing/library/forms/hqschecklist.doc>

1. *Smoke Detectors:*
Is there at least one smoke detector located on every level of the unit (if the unit is multistory), and are the detectors functioning properly?
2. *Locking Devices:*
Are there locking devices on all of the doors and windows leading outside? Do all the devices function properly?
3. *Appliances:*
Do all of the major appliances within the apartment function properly (refrigerator, stove, oven, garbage disposal, if applicable)?
4. *Lights/Electrical Outlets:*
Is there at least one functioning light and/or electrical outlet within each room?
5. *Major Hazards:*
Are there any major hazards in the unit (exposed wires, cords lying in walkways, lifted tiles and/or carpet, etc.)?
6. *Mold/Pest/Nuisances:*
Is there any evidence of mold, pests, or other nuisances?
7. *Plumbing:*
Are there any leaks in the plumbing of the unit? Does the water work in all of the sinks, showers, toilets, baths, and faucets?
8. *Water Heater Closet:*
Does the tenant have access to the water heater, and if so, is the water heater safe? Are there any items placed in the water heater closet that pose the risk of causing a fire? Is the water heater closet over-packed with items?
9. *Exterior Walkways:*
Are all exterior walkways safe, well-lit, and free of physical damage?

FORM 4:

Project Information Form

(Information to be updated by City staff as necessary)

**CITY OF WOODLAND
Affordable Housing Monitoring Program
Project Information Form**

Property Information

PROJECT NAME	
PROJECT ADDRESS	
YEAR PROJECT BUILT	
NUMBER OF UNITS	
NET ACREAGE	
NET UNITS PER ACRE	

Affordability Information

TOTAL UNITS	Mod	Low	VL

AFFORDABILITY TERM	
TYPE OF AGREEMENT	

Project Ownership/Management Information

PROJECT OWNER	CONTACT PERSON	PHONE #	ADDRESS	E-MAIL
PROJECT MANAGER	CONTACT PERSON	PHONE #	ADDRESS	E-MAIL

Tenant Paid Utilities

HEATING		WATER	
AIR CONDITIONING		SEWER	
COOKING		TRASH	
OTHER ELECTRIC		REFRIGERATOR	
WATER HEATING		RANGE	

EXHIBIT A:



**MONITORING REQUIREMENTS FOR
HOME-ASSISTED PROJECTS**

(See also: "City of Woodland Affordable Housing Monitoring Program Policies and Procedures")

City of Woodland—State Recipient Requirements

As a periodic State Recipient of the HOME Investments Partnership Program (HOME), the City of Woodland is responsible to the California Department of Housing and Community Development (HCD) for the long-term monitoring of the City's HOME-assisted rental projects for the entire period of affordability. The State of California and HCD, as a participating jurisdiction, is responsible to the United States Department of Housing and Urban Development (HUD) to ensure that State Recipients such as Woodland are monitoring appropriately for continued compliance with Federal and State regulations.

As part of its obligation to HCD as a State Recipient of HOME funds, the City of Woodland must implement policies to demonstrate that a monitoring system is in place to meet all HOME Program requirements. This monitoring system requires that the recipient of the City's HOME funds maintain documentation demonstrating compliance with these requirements. The required documentation relates specifically to the City's satisfaction of HOME compliance obligations to the State, including:

- Annual Monitoring Reports
- Annual Project Compliance Reports
- Current Utility Allowances (with effective date identified)
- Affirmative Marketing and Fair Housing Files
- Property Standards Reports
- Lead-Based Paint Abatement Documentation
- Long-Term Monitoring Inspection Schedule

The following guidelines are intended to provide the information necessary to owners and managers of projects receiving HOME assistance from the City of Woodland. These guidelines may be amended by the Community Development Department from time to time, as required by the State HOME Program.

Ongoing Monitoring and Compliance Requirements

Projects receiving HOME assistance from the City of Woodland are required to enter into a Regulatory Agreement which identifies the HOME Program requirements applicable to the project, including long-term monitoring. The long-term monitoring requirements of the HOME Program apply to the HOME-assisted project upon initial occupancy of the development, and run with the property through the duration of the affordability period identified in the recorded Regulatory Agreement.

Long-term monitoring of HOME assisted projects consists of three forms of review, including:

1. Annual Reports
2. Remote/Office Monitoring (Property Management Files)
3. On-Site Monitoring (Property and Unit Inspections)

A summary of the requirements and procedures for each type of review is provided in the following text. This information will be provided by the Community Development Department to owners/managers of projects receiving HOME assistance from the City of Woodland.

Annual Reports

HCD requires two reports to be completed annually by the City and its project sponsors (owners/managers of HOME-assisted projects). A summary of each report is provided below:

Annual Monitoring Report—State Recipient

The City of Woodland is required to submit an Annual Monitoring Report to HCD for each HOME-assisted project. This report provides basic information regarding the City's and project's compliance with HOME regulations. The Annual Monitoring Report form is provided with these guidelines as Form 5.

Project Compliance Report—Owner/Manager

Owners/managers of HOME-assisted projects are required to submit a Project Compliance Report to the City of Woodland at least once per year, upon request by the City. This form presents information on HOME-assisted units, rent information, tenant income information, and tenant income recertification status. The City of Woodland will provide owners/managers with copies of this form (Form 6).

Remote/Office Monitoring (Property Management Files)

A major component of the City's on-site monitoring of HOME-assisted projects is a review of the project management files. These files are reviewed for compliance with HOME regulations regarding tenant incomes, rents, and affirmative marketing/fair housing. The following text offers a summary of these requirements.

Tenant Incomes and HOME Rents

Owners/managers of HOME-assisted projects shall adhere to the following procedures and restrictions regarding certification of tenant incomes and allowable HOME rents.

Income Determinations of Assisted Households

Tenants of HOME-assisted units must provide acceptable documentation of income. Self-certifications of income are not acceptable. All sources of income and assets must be verified by the management company. For HOME-assisted units, the definition of income used in HUD's Section 8 program shall apply. The following procedure should be used by owners/managers in the certification of new tenant income:

Certification of New Tenant Income:

Upon application for a HOME-assisted unit, the project owner/manager is responsible for providing income certification forms to the new tenants/applicants in either the "Income Certification Form" provided by the City (see form 2) or an alternate format approved in advance by the City. The new tenant/applicant's household income shall be verified by the project owner/manager using the following method:

- 1) Applicants for HOME-assisted units shall be required to submit the two most recent pay stubs for all household members 18 years and older, along with the required Income Certification Form.
- 2) Owners/managers shall use these pay stubs and other information provided on the Income Certification Form to cumulate the household's total monthly income ("monthly household income").
- 3) For HOME-assisted units, income from assets is recognized as part of annual income. For assets of \$5,000 or less, verification of asset(s) amount is required; the actual income from the asset(s) is included in the household income calculation. For assets above \$5,000, verification of the asset(s) amount and income earned from the asset(s) is required; the larger of actual income or imputed asset income is included in the calculation.
- 4) Owners/managers shall determine if the applicant's total monthly household income meets the income level restrictions for the HOME-assisted unit as appropriate to the household size by referring to the City of Woodland/Yolo County Income Limits (see Appendix A) provided by the City.

Income Certification Forms for current tenants of affordable units shall be kept on-file at the project site and shall be reviewed for accuracy by City staff during on-site monitoring visits.

Continued Income Eligibility/Tenant Income Re-certification:

Owners/managers of HOME-assisted projects must annually re-certify the income of each household living in HOME-assisted units, and that the tenancy still meets the HOME income requirements for low and very low-income units. Project owners/managers shall submit documentation of re-certification to the City on an annual basis using the "Project Compliance Report" provided by the City.

Continued Occupancy Eligibility:

For HOME-assisted projects with five or more units, a minimum of 20% of HOME-assisted units must continue to be occupied by very low-income households paying low HOME rents for the term of affordability, in accordance with the Yolo County area median income limits published annually by HUD.

Maximum HOME Rents

Maximum monthly rents of HOME-assisted units will be verified annually by the City and checked against the Project Compliance Report submitted by the HOME-assisted project owner/manager. Rents shall include the current tenant utility allowances provided by the Yolo County Housing Authority.

Section 8 Tenants:

When tenants of HOME-assisted units receive additional subsidy through tenant-based rental assistance programs such as Section 8, additional requirements apply. Under the HOME Program, the total contract rent for tenants receiving Section 8 assistance is the tenant's share of rent, the utility allowance, and the subsidy payment. The total of these amounts cannot exceed the allowable HOME rent.

Very low-income tenants of HOME-assisted units receiving project-based rental subsidies are subject to rents allowable under the Federal or State project-based rental subsidy program, not the HOME rent limits.

Rents for Over-Income Tenants:

An interim rule published in 1997 added language to distinguish a difference between over-income tenants in "fixed" and "floating" units assisted with HOME funds. The following procedure shall be used by owners/managers of HOME-assisted projects in adjusting rents for over-income tenants in "fixed" and "floating" HOME-assisted units:

Adjusting Rents for Over-Income Tenants in "Fixed" Unit Projects:

"Fixed" unit projects are those in which individual units within a project receiving HOME assistance are designated as HOME-assisted units upon initial occupancy of the project. In a "fixed" units project these units remain designated as HOME-assisted units throughout the affordability term of the project. Over-income tenants (those with incomes over 80% of the area median) in HOME-assisted "fixed" units must pay the lesser of the amount

payable by the tenant under State or local law (rent control) or 30% of the household's adjusted income for rent and utilities. There is no rent cap for "fixed" units.

Adjusting Rents for Over-Income Tenants in "Floating" Unit Projects:

"Floating" unit projects are those in which the designation of HOME-assisted units may change with turnover of income-eligible tenants. Over-income tenants in HOME-assisted "floating" units must pay 30% of their adjusted income for rent and utilities. However, the rent may not exceed the market rent for comparable, unassisted units in the neighborhood.

Current Utility Allowances

The most current "Allowance for Tenant-Furnished Utilities and Other Services" (as published and updated by HUD) shall be used by owners/managers of HOME-assisted projects in calculating allowable rents for HOME-assisted units. These utility tables are available from either the Yolo County Housing Authority or the City of Woodland Community Development Department. A sample of this table is included in Appendix B of the Affordable Housing Monitoring Program Policies and Procedures.

Affirmative Marketing and Fair Housing Requirements

For rental projects of five or more units receiving HOME assistance from the City of Woodland, the City is responsible for assessing whether the project has been *marketed affirmatively* along with ascertaining that no discrimination has occurred in the marketing and/or tenant selection process. All recipients of HOME funds are prohibited from discrimination based on protected class status.

Up-to-date records of the race, ethnicity, gender, disability, and age information must be maintained on file by each project owner/manager to demonstrate that the project does not discriminate against any protected class. The following data shall be maintained by the owner/manager as the project's "Affirmative Marketing/Fair Housing" file:

- Race, ethnicity, gender, disability, and age information of project applicants;
- Race, ethnicity, gender, disability, and age information of project residents (to verify that selections were without regard to race, color, national origin, sex, religion, familial status or disability);
- Race, ethnicity, gender, disability, and age information of rejected applicants (to verify that rejections were without regard to race, color, national origin, sex, religion, familial status or disability);

- Demographic data on residents of the community based on census data, surveys (this information can be obtained from the Community Development Department upon request);
- Annual analysis demonstrating that the HOME-assisted housing is provided to all people regardless of their protected class status (e.g., if a community is 50% Hispanic, then 50% of a project's residents would likely be Hispanic);
- Tenant Selection Procedures / actual logs that demonstrate that tenants are selected according to objective measures (e.g., income eligibility, credit checks, household size).

Additionally, owners/managers of HOME-assisted projects are required to practice the following affirmative marketing procedures in marketing the project and provide documentation in the "Affirmative Marketing/Fair Housing" file to demonstrate that it was done:

- Advertisements placed in local newspapers with the broadest possible circulation, including any foreign language newspapers in areas with a high percentage of non-English speaking residents (the purpose of this measure is to attract eligible persons without regard to race, color, national origin, sex, familial status or disability);
- Place the Fair Housing logo on all advertisements and marketing materials (this logo can be obtained from the Community Development Department upon request);
- Prominently display Fair Housing posters at rental offices.

Remote/Office Monitoring—Review of Files

The City will conduct an annual monitoring visit to the location where management files regarding tenant income certification, HOME rents, and affirmative marketing/fair housing files are maintained by the HOME-assisted project owner/manager. This visit shall be conducted in conjunction with the City's on-site monitoring of the project (property and unit inspections).

On-Site Monitoring (Property and Unit Inspections)

As required by federal HOME regulations and the Regulatory Agreement for the HOME-assisted project, the owner/manager of the project is responsible for maintaining the project's property standards. The underlying purpose of this requirement is to protect the health and safety of the project's residents as well as to protect the financial investment of Federal HOME funds by maintaining the integrity and longevity of the physical structures.

On-Site Monitoring—Property and Unit Inspections

The City of Woodland enforces these property standards requirements by conducting annual on-site property inspections along with inspections of HOME-

assisted units. City staff will use HUD Inspection Checklist (52580 form), or an adapted version of this form when conducting on-site inspections. City staff will notify the project owner/manager at least two weeks in advance of the inspections in order to allow the owner/manager an adequate amount of time to notify tenants of inclusionary units.

Monitoring Follow-Up

Following a monitoring visit to a HOME-assisted property and management office, City staff will prepare a summary report for the property owner/manager identifying the concerns of the City along with any necessary corrective actions. Concerns are identified areas of deficiency in the management of the property that fail to satisfy the requirements of the HOME Program. City staff will work with property owners/managers to correct these deficiencies within a reasonable timeframe in order to ensure on-going compliance with HOME regulations.

Lead-Based Paint Abatement Requirements

In accordance with the Lead-Based Paint Poisoning Prevention Act, the City of Woodland will enforce all lead-based paint abatement requirements for HOME-assisted projects built prior to 1978.

Long-Term Monitoring Responsibility

The City of Woodland Community Development Department will be responsible for tracking and monitoring HOME-assisted units. This includes maintaining a database of these units as well as files with the required regulatory agreements recorded against the property. The Community Development Department is also responsible for disclosing all necessary information and forms to owners/managers of HOME-assisted projects, along with completing on-site monitoring visits in order to ensure compliance with applicable HOME requirements and the Regulatory Agreement for each project.

Property Inspection Schedule

The City's inspection schedule is provided in Appendix E of the Affordable Housing Monitoring Program Policies and Procedures (Schedule for Project Monitoring).

FORM 5:

HOME Annual Monitoring Report: Multi-Family Rental Housing Project

HOME – Annual Monitoring Report		MULTI-FAMILY RENTAL HOUSING PROJECT	
State Recipient			
State Recipient:	Total # units:	# HOME assisted units:	
Owner Name:	HOME-Assisted Units: _____ Fixed or _____ Floating		
Project Name: Project Address:	HOME Contract Number:		
		TCAC project? Y N	
Years of Affordability per Regulatory Agreement:		HUD 811 project? Y N	
Affordability Expiration Date:		HUD 202 project? Y N	

Owner Reports	Yes	No	NOTES
1. Does the owner submit a Project Compliance Report annually?			
2. If yes , is it submitted on time every year?			
3. If no , why isn't the report submitted?			
4. What other reports does the owner submit to the State Recipient? a. _____ b. _____ c. _____ d. _____			
5. If no reports are submitted , how is the State Recipient ensuring that the project is in compliance with HOME Program Regulations?			

Project Requirements	Yes	No	NOTES
1. Does the owner have tenant selection procedures that are non-discriminatory?			
2. Does the owner provide adequate information to potential renters about program rules and expectations?			i.e., HOME high and low rents, utility allowance, HUD's prohibited lease terms, over-income tenants, unit inspection requirements, etc....
3. When HOME units are designated as "floating", does the owner ensure that HOME-assisted and unassisted rental units are comparable in terms of amenities and size?			____ Not applicable
4. Is the vacancy rate greater than 5%?			Current Rate: _____

Property Standards	Yes	No	NOTES
1. Does the State Recipient physically inspect the units and common areas on a schedule? <u>If no</u> , why not?			
2. <u>If yes</u> , when was the last inspection?			<u>Please provide a copy of the inspection schedule.</u>
3. Are the tenants given written notice that their unit will be inspected (using the Entry and Inspection procedures detailed in the lease)?			
4. When is the next inspection scheduled?			
5. Does the State Recipient use HUD form 52580 "Inspection Checklist" for property inspections?			<u>If no, provide a copy of the inspection form currently used.</u>
6. After a property inspection by the State Recipient, does the owner complete the repairs within prescribed timelines?			
7. Does the owner / managing agent conduct annual inspections of this property? <u>If no</u> , why not?			

Property Standards	Yes	No	NOTES
8. Do the units still meet all local codes and property standards?			

Lead-Based Paint	Yes	No	NOTES
1. Is the State Recipient familiar with and following all applicable federal and state laws concerning lead-based paint?			
2. Is the year of construction for HOME-assisted units <u>prior to 1978</u> ?			Completion Date: _____
3. <u>If yes</u> , does the State Recipient include lead-based paint in its scheduled inspections?			
4. If lead-based paint is not part of the inspection, please explain:			

Lead-Based Paint-TBRA	Yes	No	N/A	NOTES
5. <u>For TBRA programs only</u> : Are children under the age of six documented?				
6. <u>For TBRA programs only</u> : Do contracts with property owners include provisions in the event a poisoned child is identified in a HOME-assisted unit?				

Rents	Yes	No	NOTES
1. From what source does the owner obtain the HOME rent limits each year? a. HUD website b. State Recipient c. other: _____			
2. Does the owner <u>use</u> the most current HOME high and low rent limits for all HOME-assisted units?			High rent limit = 80% of AMI Low rent limit = 50% of AMI

Rents	Yes	No	NOTES
<p>3. Does the owner correctly calculate rents for over-income (exceeds 80% limit) tenants in HOME-assisted units?</p> <p><u>If no</u>, why not?</p>			<p><u>Fixed unit projects</u>: lesser of rent control amount or 30% of adjusted income – no rent cap</p> <p><u>Floating unit projects</u>: 30% of adjusted income – may not exceed market rent</p>
<p>4. Does the owner use the most current utility allowance schedule from the local housing authority to calculate maximum rent levels?</p>			

Income Eligibility	Yes	No	NOTES
<p>1. From what source does the owner obtain the HOME income limits each year? i.e.,</p> <p>a. HUD website</p> <p>b. State Recipient</p> <p>c. other: _____</p>			
<p>2. Does the owner use the most current HUD income limits?</p>			
<p>3. Does the owner annually recertify the income of each household living in HOME-assisted units?</p>			
<p>4. Does the owner use the Part 5 definition of annual income to measure initial and on-going eligibility for HOME-assisted units?</p> <p><u>If no</u>, why not?</p>			<p>24 CFR Part 5 published 1996 (formerly known as the Section 8 Program definition)</p>
<p>5. Do the unit files that the owner maintains adequately document income determinations?</p>			
<p>6. Do the unit files demonstrate that the tenants are income eligible?</p>			

Occupancy Eligibility	Yes	No	NOTES
1. In properties of 5 or more HOME-assisted units, does the owner monitor and enforce that at least 20% of the units continue to be occupied by very low-income households paying rents not exceeding the current Low HOME Rents?			
Tenant Leases	Yes	No	NOTES
1. Is there a copy of a lease in every tenant file?			
2. Is each lease properly executed?			
3. Does the term of the lease reflect the HOME Regulatory Agreement requirement?			
4. Are all leases for HOME-assisted units free of the HUD prohibited provisions contained in <u>24 CFR 92.253 (b)</u> ?			

Affirmative Marketing and Fair Housing	Yes	No	NOTES
1. Does this rental project have 5 or more HOME assisted housing units? If no , skip to the next section. If yes , answer the remainder of this section.			
2. Does the owner collect data using the new race and ethnicity categories? If no , why not?			OMB required collection of data based on new categories by December 31, 2002
3. Does the owner maintain files containing up-to-date records of the race, ethnicity, gender, disability and age on the following: a. residents of the community? b. applicants? c. project residents? d. rejected applicants?	a. b. c. d.	a. b. c. d.	As required by the federal HOME regulations, information must be collected not only at the time of initial occupancy, but as an ongoing affirmative marketing activity. Possible sources: census data, surveys, applications, etc....
4. Does the owner annually assess the success of affirmative marketing actions and what corrective actions will be taken where affirmative marketing requirements are not met?			

<u>If no</u> , why not?			
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Affirmative Marketing and Fair Housing	Yes	No	NOTES
5. Does the owner advertise in newspapers with the broadest possible circulation, including foreign language newspapers (in areas with a high percentage of non-English speaking residents)? <u>If yes</u> , which newspapers does the owner use? a. _____ b. _____ <u>If no</u> , why not?			
5. Are fair housing posters prominently displayed at rental offices?			

Property Ownership	Yes	No	NOTES
1. Has the property owner changed? Who is the new owner? Name: _____ Address: _____ Tel Number: _____			<u>If yes</u> , what happened and when?
2. Is there a HOME Regulatory Agreement (written agreement) between the State Recipient and the property owner of the project?			

If no , why not?			
3. If property ownership changed, did the State Recipient: a. enforce the affordability of the HOME-assisted rental unit(s)? b. educate the new owner about HOME program requirements? c. enter into a regulatory agreement with the new owner?	a. b. c.	a. b. c.	____ No ownership change

Property Management	Yes	No	NOTES
1. Does a property management company manage this project? If yes , Name: _____ Address: _____ Tel Number: _____			
2. If no , who manages the property? Name: _____ Address: _____ Tel Number: _____			
3. Has the property management company changed within the last 12 months?			
4. Does the management company annually provide the State Recipient with: a) a rent schedule? b) tenant income / eligibility information? c) property insurance documentation? d) a maintenance and/or a capital improvement schedule?	a. b. c. d.	a. b. c. d.	

State Recipient Requirements	Yes	No	NOTES
1. Monitoring Rental Units:			<i><u>Please provide a copy of your current policies / procedures and all attachments or exhibits.</u></i>
a) Does the State Recipient have written policies and procedures for monitoring this project?	a.	a.	
b) Do the monitoring policies / procedures contain current regulations and specific actions and objectives, i.e. risk analysis, goals, implementation, documentation, follow-up, information systems, quality assurance and training of staff?	b.	b.	
c) Have the monitoring policies / procedures been revised within the last 12 months?	c.	c.	

State Recipient Requirements	Yes	No	NOTES
2. Are you following these written policies / procedures? <u>If no</u> , why not?			
3. Does the State Recipient annually conduct an on-site monitoring of tenant files, project files, and perform unit inspections? <u>If no</u> , why not?			

<p>4. After conducting an on-site monitoring, does the State Recipient send the owner a Monitoring Summary Letter specifying any Findings or Concerns?</p> <p><u>If no</u>, why not?</p>			
<p>5. Is program income being generated by the project?</p> <p><u>If yes</u>, how is it being collected, tracked and spent?</p>			

I certify that the above information is true and accurate.

By:

Print Name

Title

Telephone #

Signature and Date signed

FORM 6:
HOME Project Compliance Report: Rental Housing

AVAILABLE UPON REQUEST FROM THE COMMUNITY DEVELOPMENT DEPARTMENT

State of California
ARNOLD SCHWARZENEGGER, Governor

Business, Transportation and Housing Agency
SUNNE WRIGHT McPEAK, Secretary

Loan and Grant Programs

Annual Report

Fiscal Year 2003-2004



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December 2005

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1. HCD Loan and Grant Highlights Fiscal Year 2003-2004

Top Priority: Proposition 46

Since California voters approved Proposition 46 in November 2002, the Department of Housing and Community Development's (HCD's) top priority has been to make prompt, correct and productive investments in affordable housing from the \$1.765 billion the measure allocated to HCD. In FY 2003-2004, HCD awarded \$415 million from Proposition 46 funds through ten different programs. The principal awards included:

- Over \$233 million through the Multifamily Housing Program (MHP) to help produce 4,165 affordable rental housing units for lower-income workers and their families, the disabled and elderly, and those at risk of homelessness. Over 40% of the projects serve special needs households or provide supportive services. These awards have drawn additional private and public funding to these projects at a rate of \$2.95 for every MHP dollar.
- \$38.7 million for new and expanded shelters for the homeless and transitional housing for those working their way out of homelessness, which will produce or preserve 3,350 shelter spaces.
- \$58.5 million to help increase housing for farmworkers and their families by 2,789 units.
- \$23.8 million to 18 local government-operated affordable housing trust funds that will make loans for the construction of rental housing projects with units restricted for at least 55 years to households earning less than 60 percent of area median income. The local trust funds are obligated to fund projects that draw at least a dollar-for-dollar match from other funding sources.

In the 19 months from the passage of Proposition 46 until the end of 2003-2004 on June 30 2004, the total awarded in bond funds was \$592.6 million. It is expected that the last Proposition 46 funds will be awarded around the end of FY 2006-2007.

New Programs

Proposition 46 authorized and funded several new programs. In FY 2003-2004 the following programs were started up and their initial Notices of Funding Availability (NOFAs) were released:

Building Equity and Growth in Neighborhoods (BEGIN)
Exterior Accessibility Grants for Renters (EAGR)
Local Housing Trust Fund Matching Grants (LHTF)
Preservation Interim Repositioning Program (PIRP)

In addition, HCD took over responsibility from another state agency for the existing California Enterprise Zone Program (EZ). (For explanations of program names and other abbreviations and acronyms, see the Glossary in Section 5 of this report.)

Program Improvements

In consultation with our stakeholders, HCD has implemented numerous improvements that have resulted in better program performance. As a consequence HCD has:

- Increased technical assistance to applicants for the MHP Supportive Housing Multifamily Housing Component, and allowed applications to be submitted on an over-the-counter basis when they are ready, rather than holding them for later competitive review. As a result, successful applications are expected to increase from 10 projects for \$16.7 million over the first six months of program operation to 30 projects and \$50 million during the 12 months following these changes.
- Raised the maximum award amount for the Emergency Housing and Assistance Program – Capital Development component from \$500,000 to \$1 million, which helped to increase successful applications from \$24.5 million in 2002-2003 to \$38.7 million in 2003-2004. Increased awards help projects succeed by reducing the need for other financing sources and paperwork.
- Accelerated awards of funds and other improvements in the federally-funded HOME Program, which increased its disbursements (actual fund releases to generate production, following awards) from \$35.9 million during 2002-2003 to \$65.0 million in 2003-2004.
- Adopted new Uniform Multifamily Housing Regulations, which harmonize the multifamily financing requirements of the Home Investment Partnerships (HOME), MHP, and Joe Serna, Jr. Farmworker Housing Grant (JSJFWHG) programs, and reduce the administrative burdens for customers and HCD alike. HCD has embarked on a similar effort to bring consistency to its single family programs. Model Homebuyer Assistance Program Guidelines have been developed and work has begun on model Single Family Rehabilitation Program Guidelines.

Consultation with customers

HCD continues to solicit input from its borrowers and grantees. Stakeholder meetings were held to assist with design of the new Proposition 46 programs. The HOME Program has continued to meet with its advisory committee. Two new advisory committees were formed, for the Community Development Block Grant (CDBG) General Program and the CDBG Economic Development Program. All regulation adoptions and amendments received public reviews and hearings.

HCD has maintained a visible presence at industry conferences, attending and providing speakers for workshops, meetings and public events. Technical assistance workshops held by HCD for its loan and grant customers (a record 37 during the year) included invitations to participants to provide feedback about HCD programs.

2. Award Summary

Loans and Grants Awarded

During 2003-2004, HCD awarded \$554,102,781 – a new high for HCD by a margin of approximately \$167 million over 2002-2003 – in the form of 782 loans and grants to city and county government agencies, nonprofit developers and service providers, and for-profit developers. The table in Section 3 of this report breaks out this total by the county where funded projects were located, and by program within each county. The table in Section 4 displays the same data by program statewide, as well as by county within each program.

Sources of Funds

HCD's awards during 2003-2004 were drawn from the following fund sources:

Funding Source	Total Awards
Proposition 46 bond funds	\$415,148,559
Federal funds	117,614,277
State General Funds	10,623,353
Other sources (revolving funds, project rents)	10,716,592
Total	\$554,102,781

The largest source of funds for 2003-2004, as it was in the previous year, was the \$2.1 billion Proposition 46 General Obligation bond issue approved by California's voters on November 5, 2002. (More information about this measure can be found in recent editions of HCD's Loan and Grant Program Directory.)

Projected Production

2003-2004 loans and grants were projected to produce or contribute to the following results, among many others:

- 14,751 total rental and owner-occupied homes
- 11,578 total housing units assisted (including some but not all of the categories below)
- 3,472 housing units rehabilitated
- 6,621 new housing units built
- 307 lower income owner-builder households assisted
- 3,350 homeless shelter beds in facilities created or rehabilitated
- 9,666 existing homeless shelter beds supported
- 1,201 existing subsidized housing units preserved from loss or conversion to market rents
- 755 lower income households provided with rent assistance
- 1,993 migrant farmworker rental housing units operated

HCD's loans and grants also leveraged \$1.489 billion in funds from other sources that were invested in the same projects.

The top ten counties in terms of HCD funding received were as follows:

- Los Angeles.....\$ 91.651 million
- Alameda.....51.468 million
- San Diego.....33.138 million
- Santa Clara.....30.969 million
- Sacramento.....26.578 million
- Sonoma.....23.568 million
- Monterey.....18.108 million
- San Francisco.....17.694 million
- Riverside.....16.793 million
- Tulare.....16.178 million

Statutory Basis of this Report

This report is produced in response to the mandate in Health and Safety Code Section 50408:

50408. (a) On or before December 31 of each year, the department shall submit an annual report to the Governor and both houses of the Legislature on the operations and accomplishments during the previous fiscal year of the housing programs administered by the department, including, but not limited to, the Emergency Housing and Assistance Program and Community Development Block Grant activity.

(b) The report shall include all of the following information:

- (1) The number of units assisted by these programs.
- (2) The number of individuals and households served and their income levels.
- (3) The distribution of units among various areas of the state.
- (4) The amount of other public and private funds leveraged by the assistance provided by these programs.
- (5) Information detailing the assistance provided to various groups of persons by programs that are targeted to assist those groups.
- (6) The information required to be reported pursuant to Section 17031.8.

Items (b)(1) through (b)(5) are included in this report. Section 17031.8, cited in subdivision (b)(6), describes information on the department's Employee Housing Act program, administered by HCD's Division of Codes and Standards. A separate report has already been prepared on that program.

HCD reports additional data on the federally-funded HOME, FESG and STBG programs in its annual "Consolidated Annual Performance and Evaluation Report (CAPER)" to the federal Department of Housing and Urban Development (HUD). The current CAPER for 2003-2004 is available in PDF format on HCD's website at <http://www.hcd.ca.gov/hpd/hrc/rep/fed/caper03-04f.pdf>, or by calling HCD's Housing Policy Division (HPD) at (916) 445-4728.

3. Loan and Grant Awards and Projected Production by County

Acronyms in the table represent the program names listed below. A program line item may show more than one type of housing or community development assistance, because an award may support more than one activity. For program descriptions see the Glossary, or for more information see our website at <http://www.hcd.ca.gov/ca/>

BEGIN:	Building Equity and Growth in Neighborhoods Program
CalHome:	CalHome Program
CHSHHTAA:	CalHome Self-Help Housing Technical Assistance Allocation
EDBG:	Economic Development Block Grant Program
EHAP:	Emergency Housing and Assistance Program
EHAPCD:	Emergency Housing and Assistance Program – Capital Development Component
EAGR:	Exterior Accessibility Grants for Renters
FESG:	Federal Emergency Shelter Grant Program
HAP:	Housing Assistance Program
HOME:	Home Investment Partnerships Program
JSJFWHG:	Joe Serna, Jr. Farmworker Housing Grant Program
LHTF:	Local Housing Trust Fund Matching Grant Program
MHP:	Multifamily Housing Program
MHP-SH:	Multifamily Housing Program – Supportive Housing
MPROP:	Mobilehome Park Resident Ownership Program
OMS:	Office of Migrant Services
PDLP:	Predevelopment Loan Program
PIRP:	Preservation Interim Repositioning Program
STBG:	State Community Development Block Grant

**Department of Housing and Community Development
Awards and Projected Production by County 2003-2004**

County and Program	Number of Awards	Amount of Awards	Total Housing Units			Preserved Housing Units	Other Activities	Type of Activities	Leverage
			Total Housing Units	Assisted Housing Units	New Housing Units				
Alameda									
BEGIN	1	\$600,000	20	20	20			Mortgage assistance	\$6,240,000
CalHome	5	\$3,000,000	93	57	10	17	66	Owner-occupied rehabilitation/ mortgage assistance/homeownership new construction	\$1,796,000
CHSHHTAA	1	\$100,000	15	15	15			Owner-builder households assisted	\$4,306,000
EAGR	1	\$250,000	30	30		30		Exterior accessibility improvements	
EHAP	6	\$169,229					341	Average number persons served daily	
EHAPCD	1	\$1,000,000					125	Shelter beds	
FESG	3	\$330,206					122 ¹	Average number persons served daily	
LHTF	3	\$2,300,000						Contributions to local affordable housing trust funds	
MHP	5	\$36,814,135	523	376	523			Rental new construction	\$119,322,141
MHP-SH	1	\$5,904,095	81			81		Rental rehabilitation	\$3,141,669
PDLP	3	\$1,000,000	219	219	152	67		Predevelopment/acquisition	\$58,320,881
County Total:	30	\$51,467,665	981	717	720	195			\$193,126,691
Alpine									
EHAP	1	\$10,000					7	Average number persons served daily	
HAP	1	\$27,215					6	Section 8 rental assistance vouchers	
County Total:	2	\$37,215							
Amador									
CHSHHTAA	1	\$100,000	12	12	12			Owner-builder households assisted	\$972,000
EHAP	1	\$10,000					21	Average number persons served daily	
FESG	1	\$261,800					54 ²	Average number persons served daily	
HAP	1	\$265,661					56	Section 8 rental assistance vouchers	\$11,050
STBG	2	\$57,870					3	Planning studies/funding applications	\$983,050
County Total:	6	\$695,331	12	12	12				
Butte									
CalHome	2	\$1,000,000	34				34	Mortgage assistance	\$6,123,000
CHSHHTAA	1	\$300,000	22	22	22			Owner-builder households assisted	

¹ Of this figure, capacity for 45 persons daily was also supported by EHAP funds.

² Of this figure, capacity for 21 persons daily was also supported by EHAP funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
EDBG	4	\$490,000						41	Business assistance/microenterprise assistance/planning studies/funding applications	\$425,200
EHAP	1	\$31,553						113	Average number persons served daily	
EHAPCD	2	\$2,000,000						249	Shelter beds	
FESG	1	\$176,580						65	Average number persons served daily	
HOME	2	\$1,600,000	94	37	22	15			Rental rehabilitation/first-time homebuyer new construction	\$6,349,305
MHP	1	\$3,979,279	86	85	86				Rental new construction	\$11,948,614
PDLP	1	\$280,000	22	22	22				Land acquisition/new housing	\$2,435,000
STBG	4	\$584,750	8	8		8		50	Housing rehabilitation/planning studies/funding applications	\$257,570
County Total:	19	\$10,442,162	266	174	152	23				\$27,538,689
Calaveras										
EHAP	1	\$15,345						2	Average number persons served daily	
HAP	1	\$330,890						70	Section 8 rental assistance vouchers	
STBG	1	\$18,428						3	Planning studies/funding applications	\$4,950
County Total:	3	\$364,663								\$4,950
Colusa										
EHAP	1	\$12,735						2	Average number persons served daily	
HAP	1	\$110,297						23	Section 8 rental assistance vouchers	
OMS	1	\$406,419						100	Migrant farmworker housing operation	
STBG	3	\$1,035,000	9	9		9		73	Community facility/housing rehabilitation/planning studies/funding applications	\$597,100
County Total:	6	\$1,564,451	9	9	9	9				\$597,100
Contra Costa										
BEGIN	3	\$660,000	22	22	22				Mortgage assistance	\$6,580,000
CalHome	4	\$1,750,000	86	68		25		61	Mortgage assistance/owner-occupied rehabilitation	
EAGR	1	\$150,000	30	30		30		71	Exterior accessibility improvements	
EHAP	3	\$86,735						75	Average number persons served daily	
EHAPCD	1	\$1,000,000						188	Shelter beds	
FESG	1	\$339,379							Average number persons served daily	\$22,379,189
JSJFWHG	1	\$1,899,411	96	25	71				Rental new construction	

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
MHP-SH	1	\$2,088,602	28	27	28			10	Rental new construction/service facilities	\$2,875,802
PDLP	1	\$750,000	96	96	96				Land acquisition/new housing	\$23,355,125
County Total:	16	\$8,724,127	358	268	217	55				\$55,190,116
Del Norte										
EDBG	2	\$70,000						2	Planning studies/funding applications	\$11,200
EHAP	2	\$13,952						3	Average number persons served daily	\$7,116,423
JSJFWHG	1	\$3,000,000	52	26	26				Rental new construction	\$167,820
STBG	4	\$1,070,000						2,027	Public services/community facility/planning studies/funding applications	\$7,295,443
County Total:	9	\$4,153,952	52	26	26					
El Dorado										
EDBG	2	\$335,000						31	Microenterprise assistance/planning studies/funding applications	\$21,640
EHAP	2	\$43,383						13 ³	Average number persons served daily	\$2,399,631
FESG	2	\$136,000						13	Average number persons served daily	\$370,000
HOME	1	\$1,982,563	18	18	18				Rental new construction	\$2,791,271
STBG	1	\$300,000	3	3				3	Housing acquisition	
County Total:	8	\$2,796,946	21	21	18					
Fresno										
CalHome	3	\$1,740,000	48	48		5		43	Mortgage assistance/owner-occupied rehabilitation	\$1,864,000
CHSHHTAA	1	\$170,000	10	10	10			336	Owner-builder households assisted	\$80,500
EHAP	4	\$183,270						192	Average number persons served daily	\$1,944,500
OMS	1	\$848,452						2,610	Migrant farmworker housing operation	\$3,857,000
STBG	2	\$716,851							Public works/public services	\$1,750
County Total:	11	\$3,658,573	58	58	10	5				
Glenn										
CHSHHTAA	2	\$200,000	40	40	40			1	Owner-builder households assisted	\$3,857,000
EDBG	1	\$35,000						3	Planning studies/funding applications	\$1,750
EHAP	1	\$16,018						20	Average number persons served daily	
FESG	1	\$204,000						85	Average number persons served daily	
HAP	1	\$411,604							Section 8 rental assistance vouchers	

³ Of this figure, capacity for 6 persons daily was also supported by the FESG program.

County and Program	Number of Awards	Amount of Awards	Total Housing Units			New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
			Total Housing Units	Assisted Housing Units	Assisted Housing Units						
JSJF-WHG	1	\$300,000	33	32	33				Rental new construction	\$5,348,228	
STBG	3	\$570,000	8	8	8	8	4		Housing rehabilitation/planning studies/funding applications	\$61,050	
County Total:	10	\$1,736,622	81	80	73	8	8			\$9,268,028	
Humboldt											
CalHome	1	\$500,000	30	30	30	30			Owner-occupied rehabilitation		
EDBG	2	\$435,000							Microenterprise assistance/planning studies/funding applications	\$501,050	
EHAP	1	\$61,963					126		Average number persons served daily		
EHAPCD	2	\$1,044,541					40		Shelter beds		
FESG	2	\$134,594					30		Average number persons served daily		
HOME	4	\$1,825,435	38	38	38	38			Rental new construction/owner-occupied rehabilitation/first-time homebuyer acquisition	\$495,000	
STBG	7	\$2,208,272	44	44	3	36	9,473		Housing new construction/housing acquisition/public services/community facility/housing rehabilitation/planning studies/funding applications	\$725,800	
County Total:	19	\$6,209,805	112	112	3	104				\$1,721,850	
Imperial											
CalHome	2	\$1,000,000	63	63	8	8	55		Mortgage assistance/owner-occupied rehabilitation		
CHSHHTAA	1	\$100,000	18	18	18				Owner-builder households assisted	\$1,729,682	
EDBG	1	\$35,000					1		Planning studies/funding applications	\$700	
EHAP	2	\$116,867					57		Average number persons served daily		
EHAPCD	1	\$1,000,000					26		Shelter beds		
FESG	2	\$108,904					6		Average number persons served daily		
HOME	5	\$8,600,000	234	127	55		72		Rental new construction/first-time homebuyer acquisition	\$25,881,736	
JSJF-WHG	2	\$1,691,279	94	94	94				Rental new construction	\$12,497,995	
STBG	8	\$3,476,124	13	13	10	10	3,690		Housing rehabilitation/housing acquisition/public works/planning studies/funding applications	\$317,738	
County Total:	24	\$16,128,174	422	315	167	18				\$40,427,851	

⁴Of this figure, capacity for 12 persons daily was also supported by the FESG program.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Inyo/Mono										
EHAP	1	\$20,000						6	Average number persons served daily	
HAP	1	\$97,955						28	Section 8 rental assistance vouchers	
County Total:	2	\$117,955								
Kern										
CalHome	3	\$1,200,000	97	97		25		72	Mortgage assistance/owner-occupied rehabilitation	
CHSHHTAA	2	\$150,000	17	17	17			384	Owner-builder households assisted	\$1,467,600
EHAP	3	\$128,352						52	Average number persons served daily	
EHAPCD	1	\$928,137							Shelter beds	
JSJFWHG	3	\$7,400,000	144 ⁵	143 ⁵	93				Rental new construction/single-family mortgage assistance	\$12,205,910
MHP	1	\$3,531,059	86	42	86				Rental new construction	\$6,412,306
OMS	1	\$746,060						176	Migrant farmworker housing operation	
STBG	4	\$1,521,900	38	38		27		134	Housing rehabilitation/housing acquisition/public works/planning studies/funding applications	\$99,876
County Total:	18	\$15,605,508	296	295	196	52				\$20,185,692
Kings										
CalHome	3	\$1,400,000	25	25		25		13	Owner-occupied rehabilitation	
EHAP	1	\$84,427						10	Average number persons served daily	\$700,000
HOME	1	\$300,000	10	10				195	First-time homebuyer acquisition	\$542,655
STBG	2	\$678,145	10	10		10			Housing rehabilitation/community facility/public services	\$1,242,655
County Total:	7	\$2,462,572	45	45		35				
Lake										
CalHome	1	\$100,000	10	10				10	Mortgage assistance	
CHSHHTAA	2	\$172,000	19	19	19			4	Owner-builder households assisted	\$2,228,700
EDBG	3	\$89,000						18	Planning studies/funding applications	\$11,450
EHAP	1	\$29,304							Average number persons served daily	\$387,000
JSJFWHG	1	\$80,000	4	4	4				Single- family/self-help	\$2,627,150
County Total:	8	\$470,304	33	33	23					

⁵ Of these, 86 total units and 42 assisted units were also supported by funds from the MHP Program. County and State totals are reduced to avoid double-counting.

County and Program	Number of Awards	Amount of Awards	Total Housing Units			New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
			Housing Units	Assisted Housing Units	Housing Units						
Lassen											
EDBG	1	\$35,000							1	Planning studies/funding applications	\$1,050
EHAP	1	\$11,044							2	Average number persons served daily	
STBG	3	\$1,035,000	4	4	4	4	4		64	Public works/housing rehabilitation/planning studies/funding applications	\$36,490
County Total:	5	\$1,081,044	4	4	4	4					\$37,540
Los Angeles											
BEGIN	3	\$2,010,000	67	67	67					Mortgage assistance	\$13,093,760
CalHome	12	\$8,250,000	307	307	20	190			97	Mortgage assistance/owner-occupied rehabilitation/homeownership new construction	\$2,000,000
CHSHHTAA	3	\$250,000	18	18	18					Owner-builder households assisted	\$2,930,500
EAGR	4	\$1,150,000	197	197		197				Exterior accessibility improvements	
EHAP	32	\$1,365,784							2,164 ⁶	Average number persons served daily	
EHAPCD	16	\$9,250,681							1,423	Shelter beds	
FESG	5	\$689,200							151	Average number persons served daily	\$4,906,500
HOME	1	\$2,850,000	75	74	74					Rental new construction	
LHTF	3	\$5,000,000								Contributions to local affordable housing trust funds	
MHP	16	\$52,676,218	1,146	1,128	821	325	140			Rental new construction/acquisition/rehabilitation	\$177,346,723
MHP-SH	4	\$7,758,773	128	41	107	21			19	Rental new construction/conversion/service facilities	\$20,785,311
PDLP	3	\$400,000	138	138	138					Predevelopment	\$22,627,239
County Total:	102	\$91,650,656	2,076	1,970	1,245	733	140				\$243,690,033
Madera											
EDBG	3	\$435,000							27	Business assistance/planning studies/funding applications	\$21,750
EHAP	1	\$84,729							15	Average number persons served daily	
EHAPCD	1	\$955,560							90	Shelter beds	
FESG	1	\$122,400							22 ⁷	Average number persons served daily	
HOME	1	\$400,000	7	7	7	7				Owner-occupied rehabilitation program	\$81,000
JSJFWHG	1	\$3,000,000	72	41	72					Rental new construction	\$7,584,243

⁶ Of this figure, capacity for 24 persons daily was also supported by FESG funds.

⁷ Of this figure, capacity for 15 persons daily was also supported by the EHAP program.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
OMS	1	\$244,831						50	Migrant farmworker housing operation	\$192,839
STBG	3	\$1,500,000	20	20		20			Housing rehabilitation	\$7,879,832
County Total:	12	\$6,742,520	99	68	72	27				
Marin										
BEGIN	1	\$210,000	7	7	7				Mortgage assistance	\$1,643,600
EHAP	1	\$16,397						89	Average number persons served daily	
PDLP	1	\$250,000	50	50	50				Predevelopment	\$14,526,412
County Total:	3	\$476,397	57	57	57					\$16,170,012
Mariposa										
EHAP	1	\$10,000						6	Average number persons served daily	
EHAPCD	1	\$470,842						6	Shelter beds	
County Total:	2	\$480,842								
Mendocino										
CHSHHTAA	1	\$56,000	7	7	7				Owner-builder households assisted	\$1,014,146
EHAP	1	\$39,511						65 ⁸	Average number persons served daily	
FESG	1	\$96,037						26	Average number persons served daily	
HOME	2	\$1,483,335	55	51		38		13	First-time homebuyer acquisition/rental rehabilitation	\$3,911,571
PDLP	1	\$800,000	48	32	48				Land acquisition/new housing	\$8,947,280
STBG	5	\$1,570,000	6	6				1,057	Community facility/housing acquisition/planning studies/funding applications	\$1,072,540
County Total:	11	\$4,044,883	116	96	55	38				\$14,945,537
Merced										
CalHome	2	\$1,000,000	57	57				57	Mortgage assistance	
CHSHHTAA	1	\$50,000	10	10	10				Owner-builder households assisted	\$1,702,500
EDBG	7	\$1,405,000						200	Microenterprise assistance/planning studies/funding applications	\$44,650
EHAP	1	\$45,607						20	Average number persons served daily	
FESG	1	\$251,000						89 ⁹	Average number persons served daily	
HOME	3	\$1,200,000	19	19				19	First-time homebuyer acquisition	\$1,760,000
JSJFWHG	2	\$5,000,000	80	77	30				Rental new construction	\$5,675,000

⁸ Of this total, the capacity for 26 persons daily was also supported by FESG funds.

⁹ Of this total, capacity for 20 persons daily was also supported by EHAP funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
OMS	1	\$884,256	19	19	19			196	Migrant farmworker housing operation	
STBG	6	\$1,969,785	19	19		19		78	Housing rehabilitation/community facility/planning studies/funding applications	\$1,383,930
County Total:	24	\$11,805,648	185	182	40	19				\$10,566,080
Modoc										
EDBG	2	\$70,000						2	Planning studies/funding applications	\$8,400
EHAP	1	\$10,000						2	Average number persons served daily	
HAP	1	\$39,533						8	Section 8 rental assistance vouchers	
OMS	1	\$208,492						53	Migrant farmworker housing operation	\$7,350
STBG	1	\$35,000						1	Planning studies/funding applications	\$15,750
County Total:	6	\$363,025								
Mono										
HAP	1	\$72,572						19	Section 8 rental assistance vouchers	
HOME	1	\$3,500,000	48	24	24				Rental new construction	\$8,437,952
LHTF	1	\$2,000,000							Contributions to local affordable housing trust funds	
STBG	4	\$757,600	48	48	48			42	Housing new construction/public services/public works/planning studies/funding applications	\$62,199
County Total:	7	\$6,330,172	96	72	72					\$8,500,151
Monterey										
EDBG	2	\$70,000						3	Planning studies/funding applications	\$3,500
EHAP	1	\$53,497						17	Average number persons served daily	
EHAPCD	1	\$1,000,000						36	Shelter beds	
FESG	1	\$45,536						18 ¹⁰	Average number persons served daily	
HOME	4	\$8,422,676	159	83	71			12	Tenant-based rental assistance/first-time homebuyer new construction/ rental new construction	\$24,589,146
JSJFWHG	6	\$5,188,674	223	142	122	86			Rental rehabilitation/rental new construction	\$21,783,854
MHP	1	\$940,000	10	9	10	10			Rental acquisition and rehabilitation	\$1,918,380

¹⁰ Of this total, capacity for 17 persons daily was also supported by EHAP funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
OMS	1	\$317,947	50	50	28	22		49	Migrant farmworker housing operation	\$1,871,887
STBG	6	\$2,070,000	50	50				1,189	Community facility/housing new construction/public works/housing rehabilitation/planning studies/funding applications	
County Total:	23	\$18,108,330	442	284	221	118				\$50,166,767
Napa										
EHAP	1	\$34,081						32	Average number persons served daily	
EHAPCD	1	\$1,000,000						59	Shelter beds	
HOME	1	\$400,000	6	6				6	First-time homebuyer acquisition	\$1,742,100
JSJFWHG	1	\$350,000	22	18	22				Single-family new construction	\$4,335,422
STBG	2	\$535,000	18	18				20	Housing acquisition/planning studies/funding applications	\$1,047,500
County Total:	6	\$2,319,081	46	42	22					\$7,125,022
Nevada										
CalHome	1	\$120,000	6	6				6	Mortgage assistance	
CHSHHTAA	1	\$50,000	6	6	6				Owner-builder households assisted	\$230,000
EAGR	1	\$100,000	50	50		50			Exterior accessibility improvements	
EDBG	3	\$105,000						3	Planning studies/funding applications	\$16,100
EHAP	1	\$25,237						35	Average number persons served daily	
STBG	4	\$605,000	6	6		6		3	Housing rehabilitation/planning studies/funding applications	\$119,442
County Total:	11	\$1,005,237	68	68	6	56				\$365,542
Orange										
BEGIN	4	\$2,340,000	78	78	78				Mortgage assistance	\$23,851,400
CalHome	2	\$1,500,000	52	52				52	Mortgage assistance	
EHAP	1	\$243,357						300	Average number persons served daily	
FESG	1	\$119,000						35	Average number persons served daily	
HOME	2	\$420,000	52	52		12		40	Owner-occupied rehabilitation/tenant-based rental assistance	\$105,000
STBG	2	\$535,000	60	60	60			2	Housing new construction/planning studies/funding applications	\$2,020,550
County Total:	12	\$5,157,357	242	242	138	12				\$25,976,950
Placer										
EDBG	2	\$70,000						4	Planning studies/funding applications	\$10,850
EHAP	1	\$18,862						4	Average number persons served daily	
EHAPCD	1	\$478,370						6	Shelter beds	

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
HOME	4	\$1,300,000	29	29		11		18	Owner-occupied rehabilitation/first-time homebuyer acquisition	\$3,131,605
STBG	5	\$1,570,000	96	96	90	6		231	Housing rehabilitation/public works/housing new construction/planning studies/funding applications	\$1,217,302
County Total:	13	\$3,437,232	125	125	90	17				\$4,359,757
Plumas										
EDBG	3	\$570,000							Business assistance/planning studies/funding applications	\$298,625
EHAP	1	\$10,000						2	Average number persons served daily	\$298,625
County Total:	4	\$580,000								
Riverside										
CalHome	1	\$500,000	25	25				25	Mortgage assistance	\$4,034,000
CHSHHTAA	1	\$180,000	36	36	36			279	Owner-builder households assisted	
EHAP	7	\$186,659						144	Average number persons served daily	
EHAPCD	4	\$1,942,481						86	Shelter beds	
FESG	1	\$261,800	45	45				45	Average number persons served daily	\$7,800,920
HOME	1	\$600,000						66	First-time homebuyer acquisition	\$15,480,996
JSJFWHG	3	\$2,500,000	156	50	106				Single-family/self-help/mortgage assistance/rental new housing/mobilehomes	
MHP	2	\$4,925,437	104	82	40	64			Rental new construction/rehabilitation	\$12,954,791
MHP-SH	1	\$3,247,000	85	84	85			30	Rental new construction/service facilities	\$6,744,000
MPROP	1	\$1,000,000	377	40				99	Mortgage assistance	\$12,747,200
OMS	1	\$379,536						65	Migrant farmworker housing operation	\$630,285
STBG	4	\$1,069,658	27	27	10	17			Housing rehabilitation/housing new construction/community facility/planning studies/funding applications	
County Total:	27	\$16,792,571	855	389	277	81				\$60,392,192
Sacramento										
CalHome	3	\$1,900,000	76	76		20		56	Mortgage assistance/owner-occupied rehabilitation	
EAGR	2	\$1,000,000	132	132				97	Exterior accessibility improvements	
EHAP	3	\$145,854						5	Average number persons served daily	
EHAPCD	1	\$696,119							Shelter beds	
JSJFWHG	1	\$2,202,655	18	18	18				Rental new construction	\$7,537,513

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
LHTF	2	\$2,000,000							Contributions to local affordable housing trust funds	
MHP	3	\$18,633,378	358 ¹¹	319 ¹¹	176	182			Rental new construction/rehabilitation	\$52,643,758
County Total:	15	\$26,578,006	566	527	194	334				\$60,181,271
San Benito										
EHAP	1	\$25,264						60	Average number persons served daily	
FESG	1	\$39,272						3	Average number persons served daily	
JSJFWHG	1	\$1,000,000	286	286		286			Migrant farmworker housing rehabilitation	
OMS	1	\$289,788						67	Migrant farmworker housing operation	\$228,182
STBG	1	\$500,000						363	Public services	\$228,182
County Total:	5	\$1,854,324	286	286		286				
San Bernardino										
CalHome	4	\$2,000,000	150	150		95		55	Owner-occupied rehabilitation/mortgage assistance	
CHSHHTAA	1	\$22,932	2	2	2				Owner-builder households assisted	\$153,000
EAGR	1	\$250,000	24	24		24			Exterior accessibility improvements	
EHAP	5	\$218,824						367 ¹²	Average number persons served daily	
EHAPCD	1	\$745,500						40	Shelter beds	
FESG	1	\$202,000						48	Average number persons served daily	
HOME	5	\$1,700,000	72	72		52		20	First-time homebuyer acquisition/owner-occupied rehabilitation/rental acquisition	\$1,633,900
County Total:	19	\$8,374,256	328	327	82	171			Rental new construction	\$8,964,590
San Diego										
CalHome	7	\$4,300,000	114	114				114	Mortgage assistance	
EAGR	2	\$750,000	150	150		150			Exterior accessibility improvements	
EHAP	4	\$282,444						335 ¹³	Average number persons served daily	
EHAPCD	2	\$2,000,000						80	Shelter beds	
FESG	6	\$749,561						246	Average number persons served daily	

¹¹ Eighteen of these units, both total and assisted, were also supported by funds from the JSJFWHG program. County and State totals are reduced to avoid double-counting.

¹² Of this figure, capacity for 48 persons daily was also supported by FESG funds.

¹³ Of this figure, capacity for 39 persons daily was also supported by FESG funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
LHTF	1	\$2,000,000							Contributions to local affordable housing trust funds	
MHP	3	\$23,056,393	426	423	426				Rental new construction	\$70,461,251
County Total:	25	\$33,138,398	690	687	426	150				\$70,461,251
San Francisco										
CalHome	1	\$1,000,000	15	15		15			Owner-occupied rehabilitation	
EHAP	4	\$94,605					488		Average number persons served daily	
EHAPCD	1	\$1,000,000					108		Shelter beds	
MHP	1	\$7,999,094	81	80	81				Rental new construction	\$24,630,393
MHP-SH	1	\$7,500,000	140	139	140			51	Rental new construction/service facilities	\$33,801,941
PDLF	1	\$100,000	127	127	127				Predevelopment	\$31,054,342
County Total:	9	\$17,693,699	363	361	348	15				\$89,486,676
San Joaquin										
CalHome	1	\$500,000	22	22		12		10	Mortgage assistance/owner-occupied rehabilitation	
EHAP	1	\$96,718						19	Average number persons served daily	
OMS	1	\$1,024,358						285	Migrant farmworker housing operation	
County Total:	3	\$1,621,076	22	22		12				
San Luis Obispo										
EHAP	1	\$21,220						100	Average number persons served daily	
EHAPCD	1	\$348,098						8	Shelter beds	
STBG	2	\$361,393	9	9	9	9		3	Housing rehabilitation/planning studies/funding applications	\$51,644
County Total:	4	\$730,711	9	9		9				\$51,644
San Mateo										
EHAP	2	\$55,084						180	Average number persons served daily	
EHAPCD	1	\$1,000,000						90	Shelter beds	
FESG	3	\$478,827						127 ¹⁴	Average number persons served daily	
LHTF	1	\$2,000,000							Contributions to local affordable housing trust funds	
MHP-SH	1	\$2,746,000	25	24	25			24	Rental new construction/service facilities	\$3,144,000
County Total:	8	\$6,279,911	25	24	25	25				\$3,144,000

¹⁴ Of this figure, capacity for 76 persons daily was also supported by EHAP program funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Santa Barbara										
EDBG	2	\$335,000						37	Microenterprise assistance/planning studies/funding applications	\$216,400
EHAP	1	\$39,937						24	Average number persons served daily	
EHAPCD	2	\$2,000,000						100	Shelter beds	
FESG	2	\$309,400						99 ¹⁵	Average number persons served daily	
MHP	1	\$2,362,046	35	17	35				New construction	\$5,966,698
STBG	4	\$1,070,000	8	8				13	Housing acquisition/planning studies/funding applications	\$1,000,700
County Total:	12	\$6,116,383	43	25	35					\$7,183,798
Santa Clara										
BEGIN	1	\$510,000	17	17	17				Mortgage assistance	\$7,910,000
CalHome	2	\$2,000,000	73	73	40	100		33	Mortgage assistance/owner-occupied rehabilitation	
EAGR	1	\$500,000	100	100					Exterior accessibility improvements	
EHAP	4	\$202,952						1,334	Average number persons served daily	
EHAPCD	3	\$3,000,000						205	Shelter beds	
LHTF	3	\$4,500,000							Contributions to local affordable housing trust funds	
MHP	3	\$12,386,775	281	277	180	101	101		New construction/acquisition/rehabilitation	\$39,884,014
MHP-SH		\$7,500,000	89	88	89			32	Rental new construction/service facilities	\$13,394,982
OMS	1	\$368,981						100	Migrant farmworker housing operation	
County Total:	19	\$30,968,708	560	555	286	241	101			\$61,188,996
Santa Cruz										
BEGIN	1	\$660,000	22	22	22				Mortgage assistance	\$5,390,000
CalHome	1	\$140,000	2	2				2	Mortgage assistance	
EHAP	1	\$32,354						30	Average number persons served daily	
FESG	1	\$136,800						54 ¹⁶	Average number persons served daily	
HOME	1	\$600,000	8	8				8	First-time homebuyer acquisition	\$6,780,000
JSJFWHG	1	\$600,000	40	8	32				Rental new construction	\$10,753,892
LHTF	1	\$1,022,000							Contributions to local affordable housing trust funds	

¹⁵ Of this figure, capacity for 24 persons daily was also supported by EHAP program funds.
¹⁶ Of this figure, capacity for 30 persons daily was also supported by the EHAP Program.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
MHP	1	\$3,092,739	40 ¹⁷	39 ¹⁷	40				New construction	\$7,976,571
MPROP	2	\$2,000,000	110	61					Park preservation	\$5,120,653
OMS	1	\$319,482						103	Migrant farmworker housing operation	
STBG	1	\$500,000	96	96		96			Housing rehabilitation	\$1,780,000
County Total:	12	\$9,103,375	310	228	94	96				\$37,801,116
Shasta										
CHSHHTAA	2	\$200,000	26	26	26				Owner-builder households assisted	\$2,796,586
EDBG	2	\$70,000						2	Planning studies/funding applications	\$6,600
EHAP	2	\$77,878						21	Average number persons served daily	
EHAPCD	1	\$783,750						45	Shelter beds	
HOME	2	\$600,000	20	20		7		13	First-time homebuyer acquisition/owner-occupied rehabilitation	\$409,500
STBG	6	\$2,070,000	2	2		2		6,164	Housing rehabilitation/public works/community facility/public services/planning studies/funding applications	\$119,533
County Total:	15	\$3,801,628	48	48	26	9				\$3,332,219
Sierra										
EDBG	1	\$35,000						1	Planning studies/funding applications	\$3,500
EHAP	1	\$10,000						35	Average number persons served daily	
HAP	1	\$64,456						15	Section 8 rental assistance vouchers	\$4,250
STBG	2	\$50,000						6	Planning studies/funding applications	\$7,750
County Total:	5	\$159,456								
Siskiyou										
EDBG	8	\$2,670,000						145	Microenterprise/business assistance/planning studies/funding applications	\$757,150
EHAP	1	\$22,916						9	Average number persons served daily	
HAP	1	\$1,163,635						240	Section 8 rental assistance vouchers	\$668,950
STBG	12	\$2,953,400	11	11		11		733	Public works/housing rehabilitation/community facility/planning studies/funding applications	
County Total:	22	\$6,809,951	11	11		11				\$1,426,100
Solano										
BEGIN	1	\$450,000	15	15	15				Mortgage assistance	\$3,855,000
CalHome	1	\$150,000	3	3				3	Mortgage assistance	
EDBG	1	\$35,000						1	Planning studies/funding applications	\$4,900

¹⁷ These 40 total units, and 8 assisted units, were also supported by funds from the JSJFVHGH program. County and State totals are reduced to avoid double-counting.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
EHAP	1	\$39,500	97	96	29	5		111	Average number persons served daily	
HOME	5	\$4,440,000						62	First-time homebuyer acquisition/tenant-based rental assistance/rental rehabilitation/rental new construction	\$16,353,988
JSJFWHG	1	\$1,850,000	81	19	81				Rental new construction	\$12,501,976
MHP	2	\$5,510,751	111	109	87	24			Rental new construction/acquisition/rehabilitation	\$17,491,230
OMS	1	\$397,688						80	Migrant farmworker housing operation	\$50,207,094
County Total:	13	\$12,872,939	307	242	212	29				
Sonoma										
CalHome	1	\$500,000	36	36	36				Homeownership new construction	\$11,137,712
EHAP	1	\$40,207						41	Average number persons served daily	
EHAPCD	1	\$1,000,000						80	Shelter beds	
FESG	3	\$108,000						118	Average number persons served daily	
JSJFWHG	4	\$4,360,000	280	70	266				Rental new construction	\$46,479,125
LHTF	2	\$2,000,000							Contributions to local affordable housing trust funds	\$43,937,077
MHP	3	\$14,759,892	264 ¹⁸	260 ¹⁸	264				Rental new construction	\$15,064,304
PDLP	1	\$800,000	90	90	90				Land acquisition/new housing	\$116,618,218
County Total:	16	\$23,568,099	614	442	656					
Stanislaus										
CalHome	1	\$300,000	10	10				10	Mortgage assistance	\$13,000
EDBG	3	\$370,000						44	Microenterprise assistance/planning studies/funding applications	
EHAP	1	\$80,873						9	Average number persons served daily	
FESG	1	\$126,000						92	Average number persons served daily	
HOME	2	\$1,936,850	73	59	11	48			Rental new construction/rental rehabilitation	\$4,177,336
OMS	1	\$799,138						216	Migrant farmworker housing operation	\$64,000
STBG	1	\$500,000	5	5		5			Housing rehabilitation	\$4,254,336
County Total:	10	\$4,112,861	88	74	11	53				

¹⁸ 56 of these total units, and 14 of these assisted units, were also supported by funding from the JSJFWHG program. County and State totals are reduced to avoid double-counting.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Sutter										
FESG	1	\$78,150						143 ¹⁹	Average number persons served daily	
OMS	1	\$334,575						77	Migrant farmworker housing operation	
County Total:	2	\$412,725								
Tehama										
CHSHHTAA	1	\$80,000	16	16	16				Owner-builder households assisted	\$1,555,000
EDBG	1	\$35,000						1	Planning studies/funding applications	\$1,050
EHAP	1	\$28,788						7	Average number persons served daily	\$14,728,749
HOME	2	\$2,974,359	112	22	22				Rental new construction	\$4,541,840
PDLP	1	\$520,000	42	42	42				Predevelopment/acquisition	\$137,985
STBG	4	\$605,000	54	54	54			303	Housing new construction/community facility/planning studies/funding applications	\$20,964,624
County Total:	10	\$4,243,147	224	134	134					
Trinity										
EDBG	2	\$335,000						18	Microenterprise assistance/planning studies/funding applications	\$256,200
EHAP	1	\$10,000						6	Average number persons served daily	
EHAPCD	1	\$358,840						9	Shelter beds	
HAP	1	\$128,877						27	Section 8 rental assistance vouchers	
STBG	2	\$535,000	15	15	15	15		1	Housing rehabilitation/planning studies/funding applications	\$29,546
County Total:	7	\$1,367,717	15	15	15	15				\$285,746
Tulare										
BEGIN	1	\$556,000	20	20	20			10	Mortgage assistance	\$2,224,000
CalHome	4	\$1,700,000	42	42	42	32			Mortgage assistance/owner-occupied rehabilitation	
CHSHHTAA	3	\$265,000	33	33	33				Owner-builder households assisted	\$3,955,000
EAGR	2	\$500,000	120	120	120	120			Exterior accessibility improvements	
EDBG	4	\$405,000						35	Microenterprise assistance/planning studies/funding applications	\$6,651
EHAP	2	\$84,960						74	Average number persons served daily	
FESG	1	\$251,600						74 ²⁰	Average number persons served daily	

¹⁹ Of this figure, capacity for 108 persons daily was also supported by an EHAP program grant listed under Yolo County.

²⁰ Of this figure, capacity for 38 persons daily was also supported by EHAP funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
HOME	9	\$9,310,000	218	119	61	15		43	Rental new construction/first-time homebuyer acquisition/owner-occupied rehabilitation	\$21,989,451
STBG	9	\$3,105,000	50	50		32		91	Housing rehabilitation/public services/housing acquisition/public works/planning studies/funding applications	\$1,944,200
County Total:	35	\$16,177,560	483	384	114	199				\$30,119,302
Tuolumne										
EAGR	1	\$100,000	200	200		200		20	Exterior accessibility improvements	
EHAP	1	\$18,056						94	Average number persons served daily	
EHAPCD	3	\$1,758,028						14	Shelter beds	
FESG	1	\$68,000						178	Average number persons served daily	
HAP	1	\$899,807						24	Section 8 rental assistance vouchers	
HOME	1	\$250,000	24	24				24	Tenant-based rental assistance program	\$62,500
STBG	3	\$1,035,000	9	9				611	Housing acquisition/community facility/public services/planning studies/funding applications	\$1,350,520
County Total:	11	\$4,128,891	233	233		200				\$1,413,020
Ventura										
CalHome	2	\$1,160,000	42	42				42	Mortgage assistance	
EHAP	3	\$70,593						155 ²¹	Average number persons served daily	
EHAPCD	1	\$844,721						45	Shelter beds	
FESG	2	\$82,655						68	Average number persons served daily	
HOME	3	\$850,000	38	38		12		26	First-time homebuyer acquisition/owner-occupied rehabilitation/tenant-based rental assistance	\$513,000
LHTF	1	\$1,000,000							Contributions to local affordable housing trust funds	
MHP-SH	1	\$3,204,743	40	39	40			14	Rental new construction/service facilities	\$4,041,944
County Total:	13	\$7,212,712	120	119	40	12				\$4,554,944
Yolo										
BEGIN	1	\$600,000	20	20	20				Mortgage assistance	\$3,900,000
CalHome	2	\$1,000,000	28	28				28	Mortgage assistance	
EDBG	2	\$70,000						2	Planning studies/funding applications	\$9,450

²¹ Of this figure, capacity for 41 persons daily was also supported by FESG funds.

County and Program	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
EHAP	3	\$74,223						151 ²²	Average number persons served daily	
EHAPCD	2	\$1,045,531						110	Shelter beds	
FESG	1	\$86,400						48	Average number persons served daily	\$1,915,000
HOME	2	\$1,000,000	20	20				20	First-time homebuyer acquisition	\$640,000
JSJFWHG	1	\$600,000	6	6	6				New duplex rental	
OMS	1	\$818,431						150	Migrant farmworker housing operation	
STBG	4	\$1,010,280	6	6				1,515	Housing acquisition/public services/planning studies/funding applications	\$1,480,886
County Total:	19	\$6,304,865	80	80	26					\$7,945,336
Yuba										
EDBG	2	\$535,000						22	Business assistance/planning studies/funding applications	\$505,950
EHAP	1	\$90,364						108	Average number persons served daily	
STBG	2	\$535,000	21	21		21		1	Housing rehabilitation/planning studies/funding applications	\$23,016
County Total:	5	\$1,160,364	21	21	21					\$528,966
All										
PIRP	1	\$4,800,000	960	960			960		Preservation	\$91,000,000
County Total:	1	\$4,800,000	960	960			960			\$91,000,000
Various										
JSJFWHG	1	\$17,500,000	1,188						Health services	
County Total:	1	\$17,500,000	1,188							
State Total:	782	\$554,102,781	14,751	11,578	6,621	3,472	1,201			\$1,488,570,905

²² Of this figure, capacity for 48 persons daily was also supported by FESG funds.

4. Loan and Grant Awards and Projected Production by Program

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For program descriptions see the Glossary in Part 5.

**Department of Housing and Community Development
Awards and Projected Production by Program 2003-2004**

Program and County	Number of Awards	Amount of Awards	Total Housing Units			New Housing Units			Rehab Housing Units			Preserved Housing Units			Type of Activities	Leverage
			Total Housing Units	Assisted Housing Units	New Housing Units	New Housing Units	Rehab Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities						
Building Equity and Growth in Neighborhoods (BEGIN)																
Alameda	1	\$600,000	20	20	20									Mortgage assistance	\$6,240,000	
Contra Costa	3	\$660,000	22	22	22									Mortgage assistance	\$6,580,000	
Los Angeles	3	\$2,010,000	67	67	67									Mortgage assistance	\$13,093,760	
Marin	1	\$210,000	7	7	7									Mortgage assistance	\$1,643,600	
Orange	4	\$2,340,000	78	78	78									Mortgage assistance	\$23,851,400	
Santa Clara	1	\$510,000	17	17	17									Mortgage assistance	\$7,910,000	
Santa Cruz	1	\$660,000	22	22	22									Mortgage assistance	\$5,390,000	
Solano	1	\$450,000	15	15	15									Mortgage assistance	\$3,855,000	
Tulare	1	\$556,000	20	20	20									Mortgage assistance	\$2,224,000	
Yolo	1	\$600,000	20	20	20									Mortgage assistance	\$3,900,000	
Program Total:	17	\$8,596,000	288	288	288										\$74,687,760	
CalHome																
Alameda	5	\$3,000,000	93	57	10	17	66							Owner-occupied rehabilitation/ mortgage assistance/homeownership new construction	\$1,796,000	
Butte	2	\$1,000,000	34				34							Mortgage assistance		
Contra Costa	4	\$1,750,000	86	68		25	61							Mortgage assistance/owner-occupied rehabilitation		
Fresno	3	\$1,740,000	48	48		5	43							Mortgage assistance/owner-occupied rehabilitation		
Humboldt	1	\$500,000	30	30		30								Owner-occupied rehabilitation		
Imperial	2	\$1,000,000	63	63		8	55							Mortgage assistance/owner-occupied rehabilitation		
Kern	3	\$1,200,000	97	97		25	72							Mortgage assistance/owner-occupied rehabilitation		
Kings	3	\$1,400,000	25	25		25								Owner-occupied rehabilitation		
Lake	1	\$100,000	10	10			10							Mortgage assistance		
Los Angeles	12	\$8,250,000	307	307	20	190	97							Mortgage assistance/owner-occupied rehabilitation/homeownership new construction	\$2,000,000	
Merced	2	\$1,000,000	57	57			57							Mortgage assistance		

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Type of Activities		Leverage
								Activities	Other Activities	
Nevada	1	\$120,000	6	6				6	Mortgage assistance	
Orange	2	\$1,500,000	52	52				52	Mortgage assistance	
Riverside	1	\$500,000	25	25				25	Mortgage assistance	
Sacramento	3	\$1,900,000	76	76		20		56	Mortgage assistance/owner-occupied rehabilitation	
San Bernardino	4	\$2,000,000	150	150		95		55	Owner-occupied rehabilitation/mortgage assistance	
San Diego	7	\$4,300,000	114	114				114	Mortgage assistance	
San Francisco	1	\$1,000,000	15	15		15		10	Owner-occupied rehabilitation	
San Joaquin	1	\$500,000	22	22		12		10	Mortgage assistance/owner-occupied rehabilitation	
Santa Clara	2	\$2,000,000	73	73		40		33	Mortgage assistance/owner-occupied rehabilitation	
Santa Cruz	1	\$140,000	2	2				2	Mortgage assistance	
Solano	1	\$150,000	3	3				3	Mortgage assistance	
Sonoma/Napa	1	\$500,000	36	36	36			10	Homeownership new construction	\$11,137,712
Stanislaus	1	\$300,000	10	10				10	Mortgage assistance	
Tulare	4	\$1,700,000	42	42		32		10	Mortgage assistance/owner-occupied rehabilitation	
Ventura	2	\$1,160,000	42	42				42	Mortgage assistance	
Yolo	2	\$1,000,000	28	28				28	Mortgage assistance	
Program Total:	72	\$39,710,000	1,546	1,458	66	539		941		\$14,933,712
CalHome Self-Help Housing Technical Assistance Allocation (CHSHHTAA)										
Alameda	1	\$100,000	15	15	15				Owner-builder households assisted	\$4,306,000
Amador	1	\$100,000	12	12	12				Owner-builder households assisted	\$972,000
Butte	1	\$300,000	22	22	22				Owner-builder households assisted	\$6,123,000
Fresno	1	\$170,000	10	10	10				Owner-builder households assisted	\$1,864,000
Glenn	2	\$200,000	40	40	40				Owner-builder households assisted	\$3,857,000
Imperial	1	\$100,000	18	18	18				Owner-builder households assisted	\$1,729,682
Kern	2	\$150,000	17	17	17				Owner-builder households assisted	\$1,467,600
Lake	2	\$172,000	19	19	19				Owner-builder households assisted	\$2,228,700
Los Angeles	3	\$250,000	18	18	18				Owner-builder households assisted	\$2,930,500
Mendocino	1	\$56,000	7	7	7				Owner-builder households assisted	\$1,014,146
Merced	1	\$50,000	10	10	10				Owner-builder households assisted	\$1,702,500

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Nevada	1	\$50,000	6	6	6				Owner-builder households assisted	\$230,000
Riverside	1	\$180,000	36	36	36				Owner-builder households assisted	\$4,034,000
San Bernardino	1	\$22,932	2	2	2				Owner-builder households assisted	\$153,000
Shasta	2	\$200,000	26	26	26				Owner-builder households assisted	\$2,796,586
Tehama	1	\$80,000	16	16	16				Owner-builder households assisted	\$1,555,000
Tulare	3	\$265,000	33	33	33				Owner-builder households assisted	\$3,955,000
Program Total:	25	\$2,445,932	307	307	307					\$40,918,714
Economic Development Block Grant (EDBG)										
Butte	4	\$490,000						41	Business assistance/microenterprise assistance/planning studies/funding applications	\$425,200
Del Norte	2	\$70,000						2	Planning studies/funding applications	\$11,200
El Dorado	2	\$335,000						31	Microenterprise assistance/planning studies/funding applications	\$21,640
Glenn	1	\$35,000						1	Planning studies/funding applications	\$1,750
Humboldt	2	\$435,000						126	Microenterprise assistance/planning studies/funding applications	\$501,050
Imperial	1	\$35,000						1	Planning studies/funding applications	\$700
Lake	3	\$89,000						4	Planning studies/funding applications	\$11,450
Lassen	1	\$35,000						1	Planning studies/funding applications	\$1,050
Madera	3	\$435,000						27	Business assistance/planning studies/funding applications	\$21,750
Merced	7	\$1,405,000						200	Microenterprise assistance/planning studies/funding applications	\$44,650
Modoc	2	\$70,000						2	Planning studies/funding applications	\$8,400
Monterey	2	\$70,000						3	Planning studies/funding applications	\$3,500
Nevada	3	\$105,000						3	Planning studies/funding applications	\$16,100
Placer	2	\$70,000						4	Planning studies/funding applications	\$10,850
Plumas	3	\$570,000						42	Business assistance/planning studies/funding applications	\$298,625
Santa Barbara	2	\$335,000						37	Microenterprise assistance/planning studies/funding applications	\$216,400
Shasta	2	\$70,000						2	Planning studies/funding applications	\$6,600
Sierra	1	\$35,000						1	Planning studies/funding applications	\$3,500

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Siskiyou	8	\$2,670,000						145	Microenterprise/business assistance/planning studies/funding applications	\$757,150
Solano	1	\$35,000						1	Planning studies/funding applications	\$4,900
Stanislaus	3	\$370,000						44	Microenterprise assistance/planning studies/funding applications	\$13,000
Tehama	1	\$35,000						1	Planning studies/funding applications	\$1,050
Trinity	2	\$335,000						18	Microenterprise assistance/planning studies/funding applications	\$256,200
Tulare	4	\$405,000						35	Microenterprise assistance/planning studies/funding applications	\$6,651
Yolo	2	\$70,000						2	Planning studies/funding applications	\$9,450
Yuba	2	\$535,000						22	Business assistance/planning studies/funding applications	\$505,950
Program Total:	66	\$9,144,000						796		\$3,158,766
Emergency Housing and Assistance Program (EHAP)										
Alameda	6	\$169,229						341	Average number persons served daily	
Alpine	1	\$10,000						7	Average number persons served daily	
Amador	1	\$10,000						21	Average number persons served daily	
Butte	1	\$31,553						113	Average number persons served daily	
Calaveras	1	\$15,345						2	Average number persons served daily	
Colusa	1	\$12,735						2	Average number persons served daily	
Contra Costa	3	\$86,735						71	Average number persons served daily	
Del Norte	2	\$13,952						3	Average number persons served daily	
El Dorado	2	\$43,383						13 ¹	Average number persons served daily	
Fresno	4	\$183,270						336	Average number persons served daily	
Glenn	1	\$16,018						3	Average number persons served daily	
Humboldt	1	\$61,963						42 ²	Average number persons served daily	
Imperial	2	\$116,867						57	Average number persons served daily	
Inyo/Mono	1	\$20,000						6	Average number persons served daily	
Kern	3	\$128,352						384	Average number persons served daily	
Kings	1	\$84,427						13	Average number persons served daily	

¹ Of this figure, capacity for 6 persons daily was also supported by FESG funds. The program total is reduced to avoid double-counting.

² Of this figure, capacity for 12 persons daily was also supported by FESG funds. The program total is reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units			Type of Activities			Leverage
			Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities		
Lake	1	\$29,304						18	Average number persons served daily
Lassen	1	\$11,044						2	Average number persons served daily
Los Angeles	32	\$1,365,784						2,164 ³	Average number persons served daily
Madera	1	\$84,729						15	Average number persons served daily
Marin	1	\$16,397						89	Average number persons served daily
Mariposa	1	\$10,000						6	Average number persons served daily
Mendocino	1	\$39,511						65 ⁴	Average number persons served daily
Merced	1	\$45,607						20	Average number persons served daily
Modoc	1	\$10,000						2	Average number persons served daily
Monterey	1	\$53,497						17	Average number persons served daily
Napa	1	\$34,081						32	Average number persons served daily
Nevada	1	\$25,237						35	Average number persons served daily
Orange	1	\$243,357						300	Average number persons served daily
Placer	1	\$18,862						4	Average number persons served daily
Plumas	1	\$10,000						2	Average number persons served daily
Riverside	7	\$186,659						279	Average number persons served daily
Sacramento	3	\$145,854						97	Average number persons served daily
San Benito	1	\$25,264						60	Average number persons served daily
San Bernardino	5	\$218,824						367 ⁵	Average number persons served daily
San Diego	4	\$282,444						335 ⁶	Average number persons served daily
San Francisco	4	\$94,605						488	Average number persons served daily
San Joaquin	1	\$96,718						19	Average number persons served daily
San Luis Obispo	1	\$21,220						100	Average number persons served daily
San Mateo	2	\$55,084						180	Average number persons served daily
Santa Barbara	1	\$39,937						24	Average number persons served daily
Santa Clara	4	\$202,952						1,334	Average number persons served daily
Santa Cruz	1	\$32,354						30	Average number persons served daily
Shasta	2	\$77,878						21	Average number persons served daily

³ Of this figure, capacity for 24 persons daily was also supported by FESG funds. The program total is reduced to avoid double-counting.

⁴ Of this figure, capacity for 26 persons daily was also supported by FESG funds. The program total is reduced to avoid double-counting.

⁵ Of this figure, capacity for 48 persons daily was also supported by FESG program funds. The program total is reduced to avoid double-counting.

⁶ Of this figure, capacity for 39 persons was also supported by FESG program funds. The program total is reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units			Preserved Housing Units			Other Activities	Type of Activities	Leverage
			Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units				
Sierra	1	\$10,000						35	Average number persons served daily		
Siskiyou	1	\$22,916						9	Average number persons served daily		
Solano	1	\$39,500						111	Average number persons served daily		
Sonoma	1	\$40,207						41	Average number persons served daily		
Stanislaus	1	\$80,873						9	Average number persons served daily		
Tehama	1	\$28,788						7	Average number persons served daily		
Trinity	1	\$10,000						6	Average number persons served daily		
Tulare	1	\$34,947						36	Average number persons served daily		
Tulare	1	\$50,013						38	Average number persons served daily		
Tuolumne	1	\$18,056						20	Average number persons served daily		
Ventura	3	\$70,593						155 ⁷	Average number persons served daily		
Yolo	3	\$74,223						151 ⁸	Average number persons served daily		
Yuba/Sutter	1	\$90,364						108	Average number persons served daily		
Program Total:	130	\$5,051,512						8,001			
Emergency Housing and Assistance Program - Capital Development (EHAPCD)											
Alameda	1	\$1,000,000							125	Shelter beds	
Butte	2	\$2,000,000							249	Shelter beds	
Contra Costa	1	\$1,000,000							75	Shelter beds	
Humboldt	2	\$1,044,541							40	Shelter beds	
Imperial	1	\$1,000,000							26	Shelter beds	
Kern	1	\$928,137							52	Shelter beds	
Los Angeles	16	\$9,250,681							1,423	Shelter beds	
Madera	1	\$955,560							90	Shelter beds	
Mariposa	1	\$470,842							6	Shelter beds	
Monterey	1	\$1,000,000							36	Shelter beds	
Napa	1	\$1,000,000							59	Shelter beds	
Placer	1	\$478,370							6	Shelter beds	
Riverside	4	\$1,942,481							144	Shelter beds	
Sacramento	1	\$696,119							5	Shelter beds	
San Bernardino	1	\$745,500							40	Shelter beds	

⁷ Of this figure, capacity for 41 persons daily was also supported by FESG program funds. The program total is reduced to avoid double-counting.

⁸ Of this figure, capacity for 48 persons daily was also supported by FESG program funds. The program total is reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units			Rehab Housing Units			Preserved Housing Units			Other Activities	Type of Activities	Leverage	
			Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage					
San Diego	2	\$2,000,000									80	Shelter beds			
San Francisco	1	\$1,000,000									108	Shelter beds			
San Luis Obispo	1	\$348,098									8	Shelter beds			
San Mateo	1	\$1,000,000									90	Shelter beds			
Santa Barbara	2	\$2,000,000									100	Shelter beds			
Santa Clara	3	\$3,000,000									205	Shelter beds			
Shasta	1	\$783,750									45	Shelter beds			
Sonoma	1	\$1,000,000									80	Shelter beds			
Trinity	1	\$358,840									9	Shelter beds			
Tuolumne	3	\$1,758,028									94	Shelter beds			
Ventura	1	\$844,721									45	Shelter beds			
Yolo	2	\$1,045,531									110	Shelter beds			
Program Total:	54	\$38,651,199									3,350				
Exterior Accessibility Grants for Renters (EA GR)															
Alameda	1	\$250,000	30	30				30					Exterior accessibility improvements		
Contra Costa	1	\$150,000	30	30				30					Exterior accessibility improvements		
Los Angeles	4	\$1,150,000	197	197				197					Exterior accessibility improvements		
Nevada	1	\$100,000	50	50				50					Exterior accessibility improvements		
Sacramento	2	\$1,000,000	132	132				132					Exterior accessibility improvements		
San Bernardino	1	\$250,000	24	24				24					Exterior accessibility improvements		
San Diego	2	\$750,000	150	150				150					Exterior accessibility improvements		
Santa Clara	1	\$500,000	100	100				100					Exterior accessibility improvements		
Tulare	2	\$500,000	120	120				120					Exterior accessibility improvements		
Tuolumne	1	\$100,000	200	200				200					Exterior accessibility improvements		
Program Total:	16	\$4,750,000	1,033	1,033				1,033							
Federal Emergency Shelter Grant Program (FESG)															
Alameda	3	\$330,206												122 ⁹	Average number persons served daily
Amador	1	\$261,800												54 ¹⁰	Average number persons served daily
Butte	1	\$176,580												65	Average number persons served daily
Contra Costa	1	\$339,379												188	Average number persons served daily

⁹ Of this figure, capacity for 45 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁰ Of this figure, capacity for 21 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units			Other Activities	Type of Activities	Leverage
			Assisted Housing Units	New Housing Units	Rehab Housing Units			
El Dorado	2	\$136,000				13	Average number persons served daily	
Glenn	1	\$204,000				20	Average number persons served daily	
Humboldt	2	\$134,594				30	Average number persons served daily	
Imperial	2	\$108,904				6	Average number persons served daily	
Los Angeles	5	\$689,200				151	Average number persons served daily	
Madera	1	\$122,400				22 ¹¹	Average number persons served daily	
Mendocino	1	\$96,037				26	Average number persons served daily	
Merced	1	\$251,000				89 ¹²	Average number persons served daily	
Monterey	1	\$45,536				18 ¹³	Average number persons served daily	
Orange	1	\$119,000				35	Average number persons served daily	
Riverside	1	\$261,800				86	Average number persons served daily	
San Benito	1	\$39,272				3	Average number persons served daily	
San Bernardino	1	\$202,000				48	Average number persons served daily	
San Diego	6	\$749,561				246	Average number persons served daily	
San Mateo	3	\$478,827				127 ¹⁴	Average number persons served daily	
Santa Barbara	2	\$309,400				99 ¹⁵	Average number persons served daily	
Santa Cruz	1	\$136,800				54 ¹⁶	Average number persons served daily	
Sonoma	3	\$108,000				118	Average number persons served daily	
Stanislaus	1	\$126,000				92	Average number persons served daily	
Sutter	1	\$78,150				143 ¹⁷	Average number persons served daily	
Tulare	1	\$251,600				74 ¹⁸	Average number persons served daily	
Tuolumne	1	\$68,000				14	Average number persons served daily	

¹¹ Of this figure, capacity for 15 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹² Of this figure, capacity for 20 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹³ Of this figure, capacity for 17 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁴ Of this figure, capacity for 76 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁵ Of this figure, capacity for 24 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁶ Of this figure, capacity for 30 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁷ Of this figure, capacity for 108 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

¹⁸ Of this figure, capacity for 38 persons daily was also supported by EHAP funds. The program total is reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Ventura	2	\$82,655						68	Average number persons served daily	
Yolo	1	\$86,400						48	Average number persons served daily	
Program Total:	48	\$5,993,101						1,665		
Housing Assistance Program (HAP)										
Alpine	1	\$27,215						6	Section 8 rental assistance vouchers	
Amador	1	\$265,661						56	Section 8 rental assistance vouchers	
Calaveras	1	\$330,890						70	Section 8 rental assistance vouchers	
Colusa	1	\$110,297						23	Section 8 rental assistance vouchers	
Glenn	1	\$411,604						85	Section 8 rental assistance vouchers	
Inyo	1	\$97,955						28	Section 8 rental assistance vouchers	
Modoc	1	\$39,533						8	Section 8 rental assistance vouchers	
Mono	1	\$72,572						19	Section 8 rental assistance vouchers	
Sierra	1	\$64,456						15	Section 8 rental assistance vouchers	
Siskiyou	1	\$1,163,635						240	Section 8 rental assistance vouchers	
Trinity	1	\$128,877						27	Section 8 rental assistance vouchers	
Tuolumne	1	\$899,807						178	Section 8 rental assistance vouchers	
Program Total:	12	\$3,612,502						755		
Home Investment Partnerships Program (HOME)										
Butte	2	\$1,600,000	94	37	22	15			Rental rehabilitation/first-time homebuyer new construction	\$6,349,305
El Dorado	1	\$1,982,563	18	18	18				Rental new construction	\$2,399,631
Humboldt	4	\$1,825,435	38	38		38			Rental new construction/owner-occupied rehabilitation/first-time homebuyer acquisition	\$495,000
Imperial	5	\$8,600,000	234	127	55			72	Rental new construction/first-time homebuyer acquisition	\$25,881,736
Kings	1	\$300,000	10	10				10	First-time homebuyer acquisition	\$700,000
Los Angeles	1	\$2,850,000	75	74	74				Rental new construction	\$4,906,500
Madera	1	\$400,000	7	7		7			Owner-occupied rehabilitation	\$81,000
Mendocino	2	\$1,483,335	55	51		38		13	First-time homebuyer acquisition/rental rehabilitation	\$3,911,571
Merced	3	\$1,200,000	19	19				19	First-time homebuyer acquisition	\$1,760,000
Mono	1	\$3,500,000	48	24	24				Rental new construction	\$8,437,952

Program and County	Number of Awards	Amount of Awards	Total Housing Units			New Housing Units	Rehab Housing Units		Preserved Housing Units	Other Activities	Type of Activities	Leverage
			Housing Units	Assisted Housing Units	Housing Units		Housing Units	Housing Units				
Monterey	4	\$8,422,676	159	83	71				12	Tenant-based rental assistance/first-time homebuyer new construction/rental new construction	\$24,589,146	
Napa	1	\$400,000	6	6					6	First-time homebuyer acquisition	\$1,742,100	
Orange	2	\$420,000	52	52		12			40	Owner-occupied rehabilitation/tenant-based rental assistance	\$105,000	
Placer	4	\$1,300,000	29	29		11			18	Owner-occupied rehabilitation/first-time homebuyer acquisition	\$3,131,605	
Riverside	1	\$600,000	45	45					45	First-time homebuyer acquisition	\$7,800,920	
San Bernardino	5	\$1,700,000	72	72		52			20	First-time homebuyer acquisition/owner-occupied rehabilitation/rental acquisition	\$1,633,900	
Santa Cruz	1	\$600,000	8	8					8	First-time homebuyer acquisition	\$6,780,000	
Shasta	2	\$600,000	20	20		7			13	First-time homebuyer acquisition/owner-occupied rehabilitation	\$409,500	
Solano	5	\$4,440,000	97	96	29	5			62	First-time homebuyer acquisition/tenant-based rental assistance/rental rehabilitation/rental new construction	\$16,353,988	
Stanislaus	2	\$1,936,850	73	59	11	48				Rental new construction/rental rehabilitation	\$4,177,336	
Tehama	2	\$2,974,359	112	22	22					Rental new construction	\$14,728,749	
Tulare	9	\$9,310,000	218	119	61	15			43	Rental new construction/first-time homebuyer acquisition/owner-occupied rehabilitation	\$21,989,451	
Tuolumne	1	\$250,000	24	24					24	Tenant-based rental assistance	\$62,500	
Ventura	3	\$850,000	38	38		12			26	First-time homebuyer acquisition/owner-occupied rehabilitation/tenant-based rental assistance	\$513,000	
Yolo	2	\$1,000,000	20	20					20	First-time homebuyer acquisition	\$1,915,000	
Program Total:	65	\$58,545,218	1,571	1,098	387	260			451		\$160,854,890	
Joe Serna, Jr. Farmworker Housing Grant Program (JSJFHWG)												
Contra Costa	1	\$1,899,411	96	25	71					Rental new construction	\$22,379,189	
Del Norte	1	\$3,000,000	52	26	26					Rental new construction	\$7,116,423	
Glenn	1	\$300,000	33	32	33					Rental new construction	\$5,348,228	
Imperial	2	\$1,691,279	94	94	94					Rental new construction	\$12,497,995	

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Kern	3	\$7,400,000	144 ¹⁹	143 ¹⁹	93				Rental new construction/single-family mortgage assistance	\$12,205,910
Lake	1	\$80,000	4	4	4				Single-family self-help	\$387,000
Madera	1	\$3,000,000	72	41	72				Rental new construction	\$7,584,243
Merced	2	\$5,000,000	80	77	30				Rental new construction	\$5,675,000
Monterey	6	\$5,188,674	223	142	122	86			Rental rehabilitation/rental new construction	\$21,783,854
Napa	1	\$350,000	22	18	22				Single-family new construction	\$4,335,422
Riverside	3	\$2,500,000	156	50	106		66		Single-family/self-help/mortgage assistance/rental new housing/mobilehomes	\$15,480,996
Sacramento	1	\$2,202,655	18	18	18				Rental new construction	\$7,537,513
San Benito	1	\$1,000,000	286	286		286			Migrant farmworker housing rehabilitation	
Santa Cruz	1	\$600,000	40	8	32				Rental new construction	\$10,753,892
Solano	1	\$1,850,000	81	19	81				Rental new construction	\$12,501,976
Sonoma	4	\$4,360,000	280	70	266				Rental new construction	\$46,479,125
Various	1	\$17,500,000	1,188						Health services	
Yolo	1	\$600,000	6	6	6				New duplex rental	\$640,000
Program Total:	32	\$58,522,019	2,789	1,017	1,076	372	66			\$192,706,766
Local Housing Trust Fund Program (LHTF)										
Alameda	3	\$2,300,000							Contributions to local affordable housing trust funds	
Los Angeles	3	\$5,000,000							Contributions to local affordable housing trust funds	
Mono	1	\$2,000,000							Contributions to local affordable housing trust funds	
Sacramento	2	\$2,000,000							Contributions to local affordable housing trust funds	
San Diego	1	\$2,000,000							Contributions to local affordable housing trust funds	
San Mateo	1	\$2,000,000							Contributions to local affordable housing trust funds	

¹⁹ Of these, 86 total units and 42 assisted units were also supported by MHP program funds. Program and State totals are reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Santa Clara	3	\$4,500,000							Contributions to local affordable housing trust funds	
Santa Cruz	1	\$1,022,000							Contributions to local affordable housing trust funds	
Sonoma	2	\$2,000,000							Contributions to local affordable housing trust funds	
Ventura	1	\$1,000,000							Contributions to local affordable housing trust funds	
Program Total:	18	\$23,822,000								
Mobilehome Park Resident Ownership Program (MPROP)										
Riverside	1	\$1,000,000	377	40					Mortgage assistance	\$12,747,200
Santa Cruz	2	\$2,000,000	110	61					Park preservation	\$5,120,653
Program Total:	3	\$3,000,000	487	101						\$17,867,853
Multifamily Housing Program (MHP)										
Alameda	5	\$36,814,135	523	376	523				Rental new construction	\$119,322,141
Butte	1	\$3,979,279	86	85	86				Rental new construction	\$11,948,614
Kern	1	\$3,531,059	86	42	86				Rental new construction	\$6,412,306
Los Angeles	16	\$52,676,218	1,146	1,128	821	325	140		Rental acquisition/rehabilitation	\$177,346,723
Monterey	1	\$940,000	10	9		10			Rental acquisition/rehabilitation	\$1,918,380
Riverside	2	\$4,925,437	104	82	40	64			Rental new construction/rehabilitation	\$12,954,791
Sacramento	3	\$18,633,378	358 ²⁰	319 ²⁰	176	182			Rental new construction/rehabilitation	\$52,643,758
San Bernardino	1	\$3,235,000	80	79	80				Rental new construction	\$8,964,590
San Diego	3	\$23,056,393	426	423	426				Rental new construction	\$70,461,251
San Francisco	1	\$7,999,094	81	80	81				Rental new construction	\$24,630,393
Santa Barbara	1	\$2,362,046	35	17	35				Rental new construction	\$5,966,698
Santa Clara	3	\$12,386,775	281	277	180	101	101		Rental new construction/acquisition/rehabilitation	\$39,884,014
Santa Cruz	1	\$3,092,739	40 ²¹	39 ²¹	40				Rental new construction	\$7,976,571

²⁰ Eighteen of these units, both total and assisted, were also supported by JSJFVWHG program funds. Program and State totals are reduced to avoid double-counting.

²¹ These 40 total units, and 8 assisted units, were also supported by JSJFVWHG program funds. Program and State totals are reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Solano	2	\$5,510,751	111	109	87	24			Rental new construction/acquisition/rehabilitation	\$17,491,230
Sonoma	3	\$14,759,892	264 ²²	260 ²²	264				Rental new construction	\$43,937,077
Program Total:	44	\$193,902,196	3,549	3,285	2,925	706	241			\$601,858,537
Multifamily Housing Program - Supportive Housing (MHP-SH)										
Alameda	1	\$5,904,095	81			81			Rental rehabilitation	\$3,141,669
Contra Costa	1	\$2,088,602	28	27	28			10	Rental new construction/service facilities	\$2,875,802
Los Angeles	4	\$7,758,773	128	41	107	21		19	Rental new construction/conversion/service facilities	\$20,785,311
Riverside	1	\$3,247,000	85	84	85			30	Rental new construction/service facilities	\$6,744,000
San Francisco	1	\$7,500,000	140	139	140			51	Rental new construction/service facilities	\$33,801,941
San Mateo	1	\$2,746,000	25	24	25			24	Rental new construction/service facilities	\$3,144,000
Santa Clara	1	\$7,500,000	89	88	89			32	Rental new construction/service facilities	\$13,394,982
Ventura	1	\$3,204,743	40	39	40			14	Rental new construction/service facilities	\$4,041,944
Program Total:	11	\$39,949,213	616	442	514	102		180		\$87,929,649
Office of Migrant Services (OMS)										
Colusa	1	\$406,419						100	Migrant farmworker housing operations	
Fresno	1	\$848,452						192	Migrant farmworker housing operations	
Kern	1	\$746,060						176	Migrant farmworker housing operations	
Madera	1	\$244,831						50	Migrant farmworker housing operations	
Merced	1	\$884,256						196	Migrant farmworker housing operations	

²² Fifty-six of these total units and 14 of these assisted units were also supported by JSJFWHG program funds. Program and State totals are reduced to avoid double-counting.

Program and County	Number of Awards	Amount of Awards	Total Housing Units	Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units	Other Activities	Type of Activities	Leverage
Modoc	1	\$208,492						53	Migrant farmworker housing operations	
Monterey	1	\$317,947						49	Migrant farmworker housing operations	
Riverside	1	\$379,536						99	Migrant farmworker housing operations	
San Benito	1	\$289,788						67	Migrant farmworker housing operations	
San Joaquin	1	\$1,024,358						285	Migrant farmworker housing operations	
Santa Clara	1	\$368,981						100	Migrant farmworker housing operations	
Santa Cruz	1	\$319,482						103	Migrant farmworker housing operations	
Solano	1	\$397,688						80	Migrant farmworker housing operations	
Stanislaus	1	\$799,138						216	Migrant farmworker housing operations	
Sutter	1	\$334,575						77	Migrant farmworker housing operations	
Yolo	1	\$818,431						150	Migrant farmworker housing operations	
Program Total:	16	\$8,388,434						1,993		
Predevelopment Loan Program (PDLP)										
Alameda	3	\$1,000,000	219	219	152	67			Predevelopment/acquisition	\$58,320,881
Butte	1	\$280,000	22	22	22				Land acquisition/new housing	\$2,435,000
Contra Costa	1	\$750,000	96	96	96				Land acquisition/new housing	\$23,355,125
Los Angeles	3	\$400,000	138	138	138				Predevelopment	\$22,627,239
Marin	1	\$250,000	50	50	50				Predevelopment	\$14,526,412
Mendocino	1	\$800,000	48	32	48				Land acquisition/new housing	\$8,947,280
San Francisco	1	\$100,000	127	127	127				Predevelopment	\$31,054,342
Sonoma	1	\$800,000	90	90	90				Land acquisition/new housing	\$15,064,304
Tehama	1	\$520,000	42	42	42				Predevelopment/acquisition	\$4,541,840
Program Total:	13	\$4,900,000	832	816	765	67				\$180,872,423

Program and County	Number of Awards	Amount of Awards	Total Housing Units			New Housing Units		Rehab Housing Units		Preserved Housing Units		Other Activities	Type of Activities	Leverage
			Housing Units	Assisted Housing Units	Housing Units	Housing Units	Housing Units	Housing Units	Housing Units	Housing Units				
Preservation Interim Repositioning Program (PIRP)														
All	1	\$4,800,000	960	960	960				960			Preservation	\$91,000,000	
Program Total:	1	\$4,800,000	960	960	960				960				\$91,000,000	
State Block Grant (STBG)														
Amador	2	\$57,870									3	Planning studies/funding applications	\$11,050	
Butte	4	\$584,750	8	8	8	8	8	8			50	Housing rehabilitation/planning studies/funding applications	\$257,570	
Calaveras	1	\$18,428									3	Planning studies/funding applications	\$4,950	
Colusa	3	\$1,035,000	9	9	9	9	9	9			73	Community facility/housing rehabilitation/planning studies/funding applications	\$597,100	
Del Norte	4	\$1,070,000									2,027	Public services/community facility/planning studies/funding applications	\$167,820	
El Dorado	1	\$300,000	3	3	3						3	Housing acquisition	\$370,000	
Fresno	2	\$716,851									2,610	Public works/public services	\$80,500	
Glenn	3	\$570,000	8	8	8	8	8	8			4	Housing rehabilitation/planning studies/funding applications	\$61,050	
Humboldt	7	\$2,208,272	44	44	44	3	36	36			9,473	Housing new construction/housing acquisition/public services/community facility/housing rehabilitation/planning studies/funding applications	\$725,800	
Imperial	8	\$3,476,124	13	13	13		10	10			3,690	Housing rehabilitation/housing acquisition/public works/planning studies/funding applications	\$317,738	
Kern	4	\$1,521,900	38	38	38		27	27			134	Housing rehabilitation/housing acquisition/public works/planning studies/funding applications	\$99,876	
Kings	2	\$678,145	10	10	10		10	10			195	Housing rehabilitation/housing acquisition/public works/planning studies/funding applications	\$542,655	
Lassen	3	\$1,035,000	4	4	4		4	4			64	Housing rehabilitation/community facility/public services	\$36,490	
Madera	3	\$1,500,000	20	20	20		20	20				Planning studies/funding applications	\$192,839	

Program and County	Number of Awards	Amount of Awards	Total Housing Units		Assisted Housing Units	New Housing Units	Rehab Housing Units	Preserved Housing Units		Other Activities	Type of Activities	Leverage
			Housing Units	Units				Housing Units	Units			
Mendocino	5	\$1,570,000	6	6	6				1,057	Community facility/housing acquisition/planning studies/funding applications	\$1,072,540	
Merced	6	\$1,969,785	19	19	19	19	19		78	Housing rehabilitation/community facility/ planning studies/funding applications	\$1,383,930	
Modoc	1	\$35,000							1	Planning studies/funding applications	\$7,350	
Mono	4	\$757,600	48	48	48	48			42	Housing new construction/public services/public works/planning studies/funding applications	\$62,199	
Monterey	6	\$2,070,000	50	50	50	28	22		1,189	Community facility/housing new construction/public works/housing rehabilitation/planning studies/ funding applications	\$1,871,887	
Napa	2	\$535,000	18	18	18				20	Housing acquisition/planning studies/ funding applications	\$1,047,500	
Nevada	4	\$605,000	6	6	6		6		3	Housing rehabilitation/planning studies/funding applications	\$119,442	
Orange	2	\$535,000	60	60	60	60			2	Housing new construction/planning studies/funding applications	\$2,020,550	
Placer	5	\$1,570,000	96	96	96	90	6		231	Housing rehabilitation/public works/ housing new construction/planning studies/funding applications	\$1,217,302	
Riverside	4	\$1,069,658	27	27	27	10	17		65	Housing rehabilitation/housing new construction/community facility/ planning studies/funding applications	\$630,285	
San Benito	1	\$500,000							363	Public services	\$228,182	
San Luis Obispo	2	\$361,393	9	9	9		9		3	Housing rehabilitation/planning studies/funding applications	\$51,644	
Santa Barbara	4	\$1,070,000	8	8	8				13	Housing acquisition/planning studies/ funding applications	\$1,000,700	
Santa Cruz	1	\$500,000	96	96	96		96			Housing rehabilitation	\$1,780,000	
Shasta	6	\$2,070,000	2	2	2		2		6,164	Housing rehabilitation/public works/ community facility/public services/ planning studies/funding applications	\$119,533	
Sierra	2	\$50,000							6	Planning studies/funding applications	\$4,250	

Program and County	Number of Awards	Amount of Awards	Total Housing Units		New Housing Units		Rehab Housing Units		Preserved Housing Units		Other Activities	Type of Activities	Leverage
			Housing Units	Assisted Housing Units	Housing Units	Housing Units	Housing Units	Housing Units					
Siskiyou	12	\$2,953,400	11	11	11	11	11	11	733		Public works/housing rehabilitation/community facility/planning studies/funding applications	\$668,950	
Stanislaus	1	\$500,000	5	5	5	5	5	5			Housing rehabilitation	\$64,000	
Tehama	4	\$605,000	54	54	54	54			303		Housing new construction/community facility/planning studies/funding applications	\$137,985	
Trinity	2	\$535,000	15	15	15	15	15	15	1		Housing rehabilitation/planning studies/funding applications	\$29,546	
Tulare	9	\$3,105,000	50	50	50	50	32	32	91		Housing rehabilitation/public services/housing acquisition/public works/planning studies/funding applications	\$1,944,200	
Tuolumne	3	\$1,035,000	9	9	9	9			611		Housing acquisition/community facility/public services/planning studies/funding applications	\$1,350,520	
Yolo	4	\$1,010,280	6	6	6	6			1,515		Housing acquisition/public services/planning studies/funding applications	\$1,480,886	
Yuba	2	\$535,000	21	21	21	21	21	21	1		Housing rehabilitation/planning studies/funding applications	\$23,016	
Program Total:	139	\$40,319,456	773	773	293	393	30,821					\$21,781,835	
State Total:	782	\$554,102,781	14,751	11,578	6,621	3,472	1,201					\$1,488,570,905	

5. Glossary of Terms and Acronyms

For descriptions of the programs listed below, call HCD's Division of Community Affairs at (916) 322-1560 for a copy of HCD's Loan and Grant Program Directory, or see it as a pdf file at <http://www.hcd.ca.gov/ca/loanGrantDir.pdf>. Individual program descriptions can be seen at <http://www.hcd.ca.gov/ca/>.

Activities: The intended results of awards and contracts. In a standard agreement, means the purpose of the funding, or a specific portion of work to be completed.

Assisted Housing Units: Dwelling units, residential hotel units, or bedrooms in group homes, which are reserved for occupancy or occupied by eligible lower income households in accordance with contractual Regulatory Agreements between HCD and the project sponsors.

BEGIN: Building Equity and Growth in Neighborhoods (state bond funded). Offers incentives to cities and counties to reduce regulatory barriers to new affordable ownership housing in the form of financing for local-government-administered downpayment assistance loans to qualifying first-time low- and moderate-income buyers of homes in BEGIN projects.

CA or C/A: Division of Community Affairs, one of three line divisions of HCD.

CalHome: CalHome program (state funded, General Fund and bonds). Funds single-family development projects, first-time homebuyer assistance and owner-occupied rehabilitation.

CalHome-MH: CalHome Program, Manufactured Housing Component; finances the rehabilitation and replacement of mobilehomes and manufactured homes.

CalHome-SH: CalHome Program, Shared Housing Component. Funds technical assistance programs to facilitate shared housing arrangements.

CDBG: Community Development Block Grant program (federally funded). Provides federal CDBG program benefits to non-entitlement cities and counties.

CEGP: Code Enforcement Grant Program (state funded). Funds capital expenditure costs of existing or proposed local building code enforcement programs.

CHDO: Community housing development organization, a nonprofit developer that meets criteria to apply directly to HCD for HOME funds.

CHSHHTAA: CalHome Self-Help Housing Technical Assistance Allocation (state funded). Funds technical assistance organizations to assist low and moderate income families to build and rehabilitate their homes with their own labor.

CIAP: California Indian Assistance Program (state funded). Assists tribal organizations to obtain and manage state and federal funds for housing, infrastructure, community and economic development projects.

Contract: A written or oral agreement between two or more parties that is enforceable by law. In HCD practice a single loan or grant may involve several written contracts: a standard agreement, a loan agreement or development agreement, the regulatory agreement governing the operation of completed projects, etc.

DLB: Designated Local Board, a county-level entity formed to receive EHAP funds from HCD and distribute them to local homeless shelters and service providers in that area.

EAGR: Exterior Accessibility Grants for Renters (state bond funded). Helps lower income rental tenants with disabilities to make exterior accessibility modifications to rental housing.

EDBG: Economic Development Block Grant (component of CDBG). Helps create and retain jobs for low-income workers in rural communities.

EHAP: Emergency Housing Assistance Program (state funded). Finances the development and operation of emergency shelters, transitional housing and supportive services for homeless individuals and families.

EHAPCD: EHAP Capital Development Component (state funded). Funds the acquisition, construction, rehabilitation or expansion of homeless shelter facilities.

EZ: Enterprise Zone Program (state tax incentives). Offers state and local tax and regulatory incentives to encourage business investment and job creation and retention in Enterprise Zones (economically distressed areas designated by the state) throughout California.

FESG: Federal Emergency Shelter Grant Program (federally funded); also called ESG. Finances emergency shelters, supportive services and transitional housing for homeless individuals and families.

FTHB: First-time homebuyer assistance, usually in the form of grants for downpayment assistance or below-market-rate mortgage loans.

FWHG: see JSJFWHG.

Grant: An award of money for a specific purpose without expectation of repayment. A grant may be subject to contractual conditions, and may be cancelled or required to be repaid if the grantee defaults on contractual obligations.

HAP: Housing Assistance Program. Provides federal Section 8 rent assistance funds in twelve rural counties without housing authorities, to fund affordable rental housing for extremely-low and very-low income households.

HCD: California Department of Housing and Community Development, the agency that produces this report.

HOME: Home Investment Partnerships program (federally funded). Assists cities, counties and nonprofit community housing development organizations (CHDOs) to create and retain affordable housing.

Housing and Emergency Shelter Trust Fund Act of 2002: \$2.1 billion affordable housing bond measure approved by voters on November 5, 2002. Also known as Proposition 46.

HUD: federal Department of Housing and Urban Development

JHB or JHBP: Jobs-Housing Balance Incentive Grants program (state funded). Provides financial incentives for cities and counties to increase their issuance of residential building permits. Succeeded by the Workforce Housing Reward Program.

JSJFWHG: Joe Serna, Jr. Farmworker Housing Grant Program (state funded, General Funds and bonds). Finances owner-occupied and rental units for agricultural workers, with a priority for lower income households.

Leverage: 1) The amount of other, non-HCD funds invested in a project. 2) The use of loan or grant funds to maximize the amount of investment in a project from other sources, or maximize the return per dollar invested.

LHTF: Local Housing Trust Fund Matching Grant Program (state bond funded): Contributes to existing and new local housing trust funds dedicated to create or preserve affordable housing.

Loan: An award of funds for a specific purpose with the expectation that it will be repaid according to a specified schedule of payments or within a specified time limit.

Match: Funds (or in-kind assets such as land) from other sources that a grantee (e.g., a HOME grantee) is required to contribute to a project as a condition of the grant. Match can be one-to-one, two-to-one, one-half-to-one, etc.

MHP: Multifamily Housing Program (state funded, General Fund and bonds). Finances the new construction, rehabilitation and preservation of permanent and transitional rental housing for lower income households.

MHP-SH: Multifamily Housing Program – Supportive Housing. Finances rental housing that will provide supportive services to lower income residents, including space for service providers.

M&M: Monitoring and Management Branch (of CA). Oversees HCD's portfolio of past loans and grants with contractual conditions.

Monitoring: Periodic review of the operation, management, physical condition, plans, financial accounts and reports of a housing project to assess and assure the continued security of a loan on the project. Monitoring is typically annual, but may be less often for projects deemed at low risk of default. Includes a documentary review, and may also include site visits and inspections.

MPROP: Mobilehome Park Resident Ownership Program (state funded). Finances the preservation of affordable mobilehome parks by conversion to ownership or control by resident organizations, nonprofit housing sponsors, or local public agencies.

NOFA: Notice of Funding Availability. An announcement that a specified amount of funding will be awarded by an HCD program, according to listed criteria and schedules.

Nonprofit: A private entity organized as a nonprofit charitable corporation under state and federal law. A nonprofit may not pay earnings to private shareholders or individuals. Nonprofits are the most frequently eligible type of private entity to receive HCD loans and grants.

OLM: Owner Loan Management Section (of M&M)

OMS: Office of Migrant Services (state funded). Provides affordable seasonal rental housing and support services for migrant farmworker families during the peak harvest season.

PDLP: Predevelopment Loan Program (state funded). Provides predevelopment capital to finance the start of low-income housing projects in rural areas. Former PDLP-JHB, PDLP-P, PDLP-R and PDLP-U programs were consolidated into PDLP by legislation in 2001.

P/TA: Planning and Technical Assistance, a component of CDBG that funds planning efforts in small cities.

PIRP: Preservation Interim Repositioning Program (state bond funded). Funds one nonprofit organization to help preserve subsidized rental housing developments that are at risk of conversion to market rents.

Preserved Housing Units: Affordable (usually subsidized) housing units that were threatened with demolition or conversion to market rents through the termination of subsidies, and have been preserved as affordable units through purchase, renewed subsidy, and/or rehabilitation.

Rehab Housing Units: Dwelling units which were deteriorated or substandard, and have been repaired to return them to compliance with applicable building, health and safety codes.

RFP: Request for Proposals. An announcement that funds are available, and a solicitation of applications or proposals for their use. Similar to a NOFA.

RLM: Rental Loan Management Section (of M&M)

STBG: State Block Grant (General Allocation component of CDBG). See CDBG.

TBRA: Tenant-based rental assistance, such as federal Section 8 vouchers, which is issued to a tenant and moves with the tenant from unit to unit. The most common alternative form, project-based rental assistance, is tied to the unit or project.

TCAC: Tax Credit Allocation Committee (an arm of the State Treasurer's Office). Allocates federal low-income housing tax credits in California.

WFH: Workforce Housing Reward Program (state bond funded). Provides financial incentives for cities and counties to increase, during calendar year 2004, their issuance of building permits for housing affordable to very low and low-income households.