

### Overview

Since 2012, City Housing Department services have been provided by the Housing Authority through a Services Agreement. The staffing services agreement is administered by the Director of Community Development and encompasses most of the housing-related programs and projects city-wide. Housing Authority staff performs a wide range of services including managing the development of new affordable rental housing, implementing the City's first-time homebuyer programs, managing the inclusionary housing program, and administering the Community Development Block Grant (CDBG) and HOME programs on behalf of the City. The Housing Authority is also the Successor Housing Agency for the former Community Improvement Commission of the City of Alameda. The Housing Successor is a separate legal entity from the City's Successor Agency. Over the past five years, Housing staff has assisted with the completion or commencement of over **160 new or substantially renovated units** for low- and very low-income households.

### Workplan Highlights 2017 - 2018

- Complete construction of 32 new affordable units at Del Monte Senior apartments.
- Begin construction of 20 new affordable family units at 2437 Eagle Avenue.
- Complete conversion of 738 Eagle Avenue from single-family to duplex (add one ADA accessible unit).
- Administer the sale of the new below-market-rate homes at 2100 Clement.
- Continue clearance activities and pre-development work for up to 90 new supportive housing units at North Housing.
- Administer the CDBG program to continue serving 5,000 low- and moderate-income residents annually through public service and residential rehabilitation programs.



### Goals

1. Administer the City's various affordable housing funds to maintain and expand the supply of affordable housing.
2. Implement the Five-Year Affordable Housing Pipeline plan, which calls for the development of over 200 units of housing affordable to very low-, low- and moderate-income families.
3. Manage the Down Payment Assistance Program and Inclusionary Housing Program to provide ownership opportunities to first-time homebuyers.
4. Maintain policies and procedures for effective and efficient operation of the CDBG and HOME programs.

Performance Measure	Relates to Goal	2014 Actual	2015 Actual	2016 Actual
1. BMR/DPA Monitoring	1	119	121	130
2. Below Market Rate Sale/Resale	1	1	2	2
3. Down Payment Assistance	3	2	1	0
4. Construct New Rental Units (HOME)	2	0	32	31
5. CDBG Public Services	4	6369	5000	5000
6. CDBG Residential Rehab		35	30	40

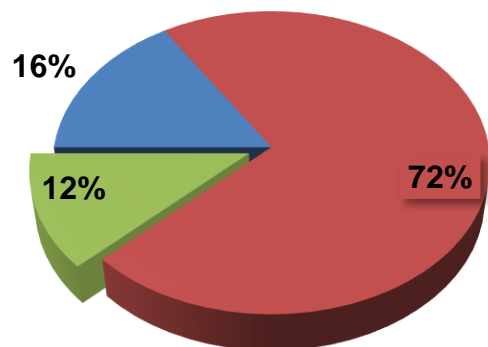
### Expenditure Summary by Program

<u>Program Name</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Budget</u>	<u>FY 16-17 Projected</u>	<u>FY 17-18 Budget</u>	<u>FY 18-19 Budget</u>
Housing in-Lieu	\$ 55,528	\$ 64,000	\$ 64,000	\$ 384,000	\$ 384,000
CDBG	1,480,381	1,227,492	1,464,000	1,210,000	1,211,000
Rent Review/Stabilization	137,752	1,643,316	789,000	1,782,000	1,789,000
Other Housing Programs	298,182	634,029	407,000	213,000	198,000
<b>Total Program Budget</b>	<b>\$ 1,971,843</b>	<b>\$ 3,568,837</b>	<b>\$ 2,724,000</b>	<b>\$ 3,589,000</b>	<b>\$ 3,582,000</b>
<b>Less Program Revenues</b>	<b>1,956,075</b>	<b>2,745,537</b>	<b>1,874,000</b>	<b>3,285,000</b>	<b>3,287,000</b>
<b>Net Program Budget</b>	<b>\$ 15,768</b>	<b>\$ 823,300</b>	<b>\$ 850,000</b>	<b>\$ 304,000</b>	<b>\$ 295,000</b>

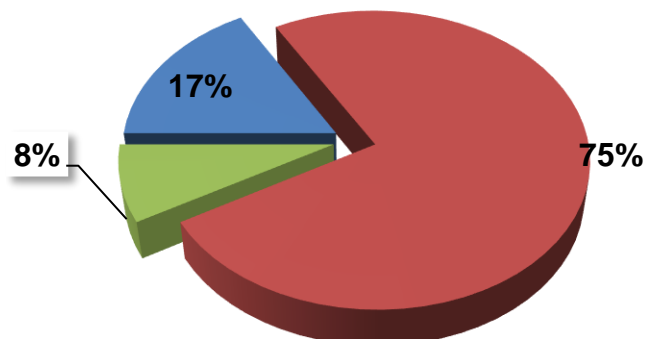
### Fund Summary

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Budget</u>	<u>FY 16-17 Projected</u>	<u>FY 17-18 Budget</u>	<u>FY 18-19 Budget</u>
<b>Program Budget by Fund</b>					
Housing in-Lieu (228)	\$ 55,528	\$ 64,000	\$ 64,000	\$ 384,000	\$ 384,000
CDBG (236)	1,480,381	1,227,492	1,464,000	1,210,000	1,211,000
Rent Review/Stabilization	137,752	1,643,316	789,000	1,782,000	1,789,000
Other Housing Programs	298,182	634,029	407,000	213,000	198,000
<b>Totals</b>	<b>\$ 1,971,843</b>	<b>\$ 3,568,837</b>	<b>\$ 2,724,000</b>	<b>\$ 3,589,000</b>	<b>\$ 3,582,000</b>
<b>Net Program Budget by Fund</b>					
Housing in-Lieu (228)	\$ (210,979)	\$ 62,000	\$ (81,000)	\$ 282,000	\$ 283,000
CDBG (236)	105,002	167,492	150,000	150,000	150,000
Rent Review/Stabilization	137,752	497,316	789,000	(10,000)	(12,000)
Other Housing Programs	(16,007)	96,492	(8,000)	(118,000)	(126,000)
<b>Totals</b>	<b>\$ 15,768</b>	<b>\$ 823,300</b>	<b>\$ 850,000</b>	<b>\$ 304,000</b>	<b>\$ 295,000</b>

### Expenditures by Program / Category



■ Housing in-Lieu ■ CDBG ■ Other



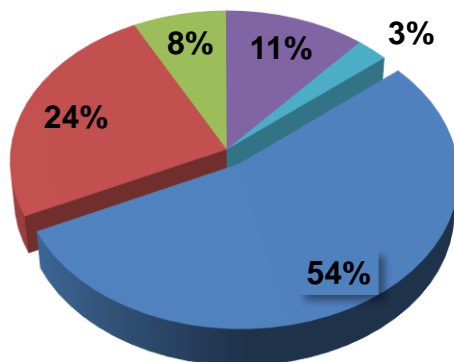
■ Personnel ■ Contract Services ■ Other

Expenditure Summary by Category

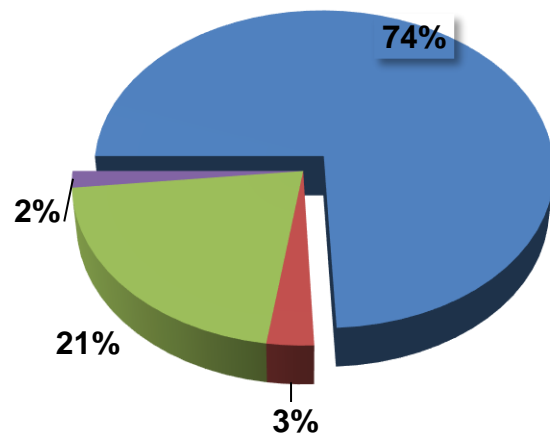
<u>Expenditure Category</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Budget</u>	<u>FY 16-17 Projected</u>	<u>FY 17-18 Budget</u>	<u>FY 18-19 Budget</u>
Full-Time Personnel	\$ 2,012	\$ 242,076	\$ 4,000	\$ 260,000	\$ 279,000
Part-Time Personnel	-	-	-	-	-
Contractual Services	1,956,843	2,961,610	2,698,000	3,189,000	3,175,000
Other Operational Costs	12,988	97,122	22,000	93,000	81,000
Cost Allocation	-	268,029	-	47,000	47,000
<b>Total Program Budget</b>	<b>\$ 1,971,843</b>	<b>\$ 3,568,837</b>	<b>\$ 2,724,000</b>	<b>\$ 3,589,000</b>	<b>\$ 3,582,000</b>
<b>Less Program Revenues</b>	<b>1,956,075</b>	<b>2,745,537</b>	<b>1,874,000</b>	<b>3,285,000</b>	<b>3,287,000</b>
<b>Net Program Budget</b>	<b>\$ 15,768</b>	<b>\$ 823,300</b>	<b>\$ 850,000</b>	<b>\$ 304,000</b>	<b>\$ 295,000</b>

Full-Time Personnel Summary

<u>Program</u>	<u>Program / Fund Number</u>	<u>FY 15-16 Budget</u>	<u>FY 16-17 Budget</u>	<u>FY 17-18 Budget</u>	<u>FY 18-19 Budget</u>
Home Project	6540	-	-	-	-
CDBG	6236	0.15	0.05	0.10	0.10
Affordable Housing	6620	-	-	-	-
Rent Review/Stabilization	0265	-	1.60	1.60	1.60
Lead Grant	6821	-	-	-	-
<b>Totals</b>		<b>0.15</b>	<b>1.65</b>	<b>1.70</b>	<b>1.70</b>



■ FT Salary      ■ PT Salary  
 ■ Pension      ■ Medical/OPEB  
 ■ Other



■ Affordable Housing      ■ Other  
 ■ Contract Services      ■ Cost Allocation

### Program Description

Housing in-lieu fees are funds collected when a developer is permitted to make payment in place of constructing required affordable housing units. These in-lieu fees are permitted for new residential construction of nine or fewer units or provided for in Disposition and Development or other negotiated agreements. Funds collected are used to support the City's Down Payment Assistance (DPA) program, to develop new affordable housing and for other initiatives that increase home ownership and rental housing opportunities for low- and moderate-income residents. When DPA loans are repaid, these funds are deposited in the In-Lieu account.

### Key Objectives

1. Preserve and improve City neighborhoods through strategic planning, home ownership, housing counseling services and affordable rental development.
2. Promote first-time homebuyer programs to residents and employees.
3. Provide down payment assistance loans for eligible first-time homebuyers.
4. Participate in the County-wide Mortgage Credit Certificate Program.

### Budget Highlights / Significant Changes

- The fluctuation in Contractual Services from the prior year is caused by shifting administrative costs from Fund 228. Overall program costs are minimally changed.



Program Summary

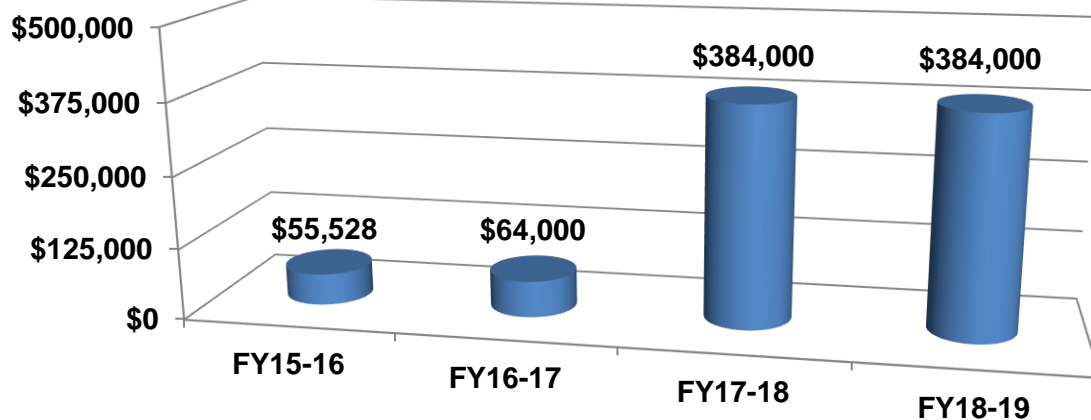
Housing In-Lieu (228)

<u>Expenditure Category</u>	<u>FY15-16 Actual</u>	<u>FY16-17 Budget</u>	<u>FY16-17 Projected</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Contractual Services	49,685	63,678	64,000	379,000	379,000
Materials & Supplies	5,843	322	-	5,000	5,000
<b>Total Program Budget</b>	<b>\$ 55,528</b>	<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ 384,000</b>	<b>\$ 384,000</b>
<b>% Variance</b>			<b>0%</b>	<b>500%</b>	<b>0%</b>
<b>Less: Program Revenues</b>	266,507	2,000	145,000	102,000	101,000
<b>Net Program Budget</b>	<b>\$ (210,979)</b>	<b>\$ 62,000</b>	<b>\$ (81,000)</b>	<b>\$ 282,000</b>	<b>\$ 283,000</b>

Full-Time Personnel Summary

<u>Position</u>	<u>Bargaining Unit</u>	<u>FY15-16 Budget</u>	<u>FY16-17 Budget</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Totals		-	-	-	-

Expenditures by Fiscal Year





### Program Description

HOME Investment Partnership Program (HOME) funds are federal monies received through the City's participation in Alameda County's HOME Consortium. HOME funds are administered by Alameda County. The City of Alameda uses HOME funds, leveraged with other affordable housing resources, to finance acquisition, rehabilitation and new construction of housing affordable to very low- and low-income households.

### Key Objectives

1. Provide HOME funds to partially fund the 2437 Eagle Multi-Family Housing Project (20 affordable units).

### Budget Highlights / Significant Changes

- The County of Alameda is the entitlement jurisdiction for HOME funds. The proposed FY17-18 HOME funding is \$148,275 for projects and \$9,309 for administration, subject to federal budget appropriations. The amounts assume level funding from FY16-17.
- In the unlikely event that the federal budget has not been adopted by the start of the City fiscal year (July 1, 2017), no CDBG/HOME funds would be available until a federal budget is adopted.



Program Summary

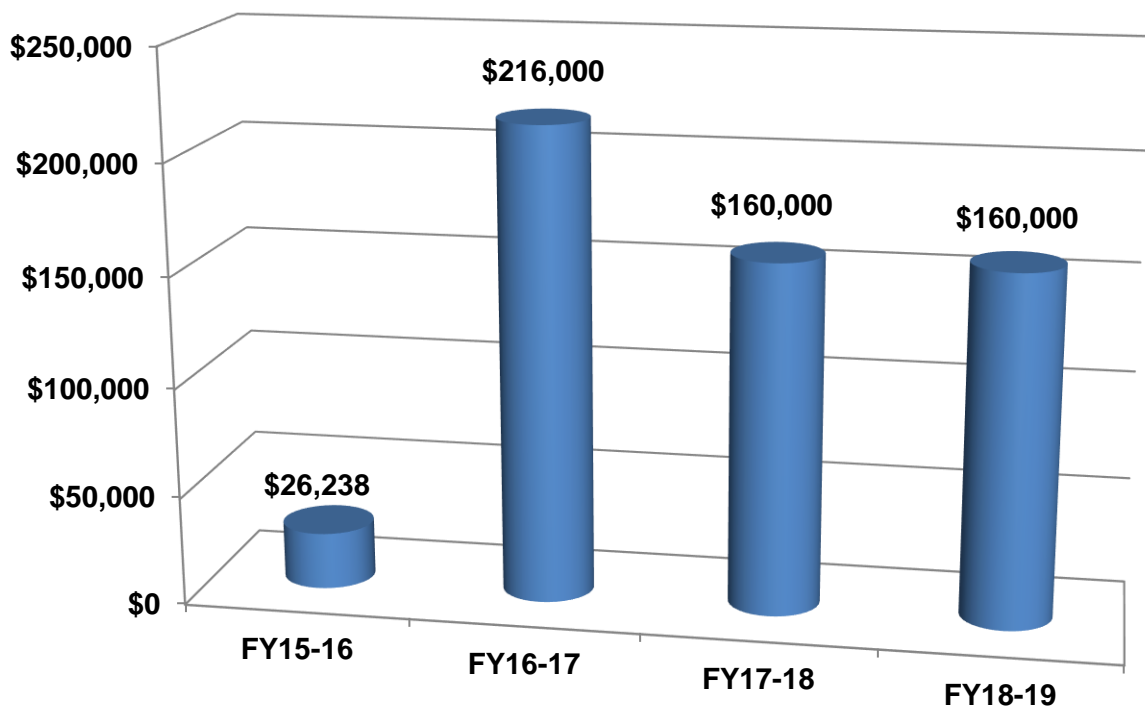
HOME Fund (235)

<u>Expenditure Category</u>	<u>FY15-16 Actual</u>	<u>FY16-17 Budget</u>	<u>FY16-17 Projected</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Contractual Services	26,238	268,029	216,000	160,000	160,000
<b>Total Program Budget</b>	<b>\$ 26,238</b>	<b>\$ 268,029</b>	<b>\$ 216,000</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>
<b>% Variance</b>			<b>19%</b>	<b>-40%</b>	<b>0%</b>
<b>Less: Program Revenues</b>	<b>26,238</b>	<b>210,537</b>	<b>216,000</b>	<b>160,000</b>	<b>160,000</b>
<b>Net Program Budget</b>	<b>\$ -</b>	<b>\$ 57,492</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Full-Time Personnel Summary

<u>Position</u>	<u>Bargaining Unit</u>	<u>FY15-16 Budget</u>	<u>FY16-17 Budget</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Totals		-	-	-	-

Expenditures by Fiscal Year



### Program Description

The Community Development Block Grant (CDBG) program implements housing and community development activities, including public facilities capital improvements, public services, residential rehabilitation, economic development, and planning/technical assistance programs.

### Key Objectives

1. Identify and implement residential rehabilitation projects, including major repairs to an older property that serves low-income persons with disabilities, and health and safety repairs.
2. Ensure activities meet a community need, as identified in the City's Consolidated Plan.
3. Coordinate with regional partners to plan and implement homeless service programs.
4. Provide support for capital improvements in low- and moderate-income neighborhoods. Identified projects include the installation of accessible intersections and the replacement of an old water main. Both projects will be coordinated through the Department of Public Works.
5. Implement public and non-profit facilities projects.
6. Provide access to economic development opportunities including a program run by the Alameda Point Collaborative and potential new business incubator program.



### Budget Highlights / Significant Changes

- The proposed FY17-18 CDBG funding is \$1,059,118, plus an estimated \$150,000 of FY16-17 Program Income. This assumes level funding from the prior year.
- In the unlikely event that the federal budget has not been adopted by the start of the City fiscal year (July 1, 2017), no CDBG funds would be available until a federal budget is adopted.
- Public Services funding is capped at 15% of entitlement and prior year Program Income funds. This results in a reduction in Public Services funds available for FY 17-18.
- Administration funding is capped at 20% of entitlement and Program Income funds. This results in a reduction in administration funds available for FY 17-18.



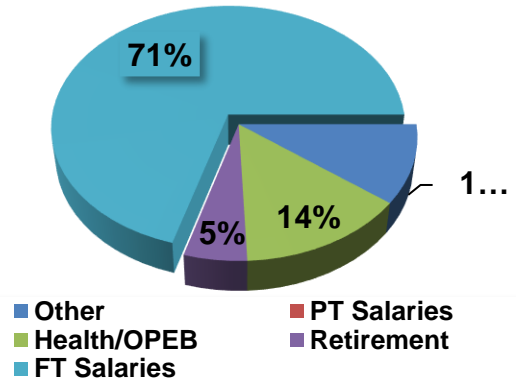
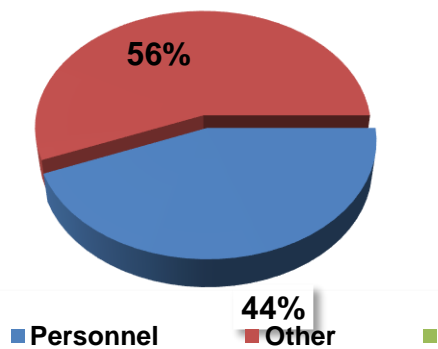
Program Summary CDBG (236)

<u>Expenditure Category</u>	<u>FY15-16 Actual</u>	<u>FY16-17 Budget</u>	<u>FY16-17 Projected</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Full-Time Personnel	\$ 2,012	\$ 5,440	\$ 4,000	\$ 18,000	\$ 18,000
Contractual Services	1,474,017	1,204,870	1,444,000	1,169,000	1,170,000
Other Operational Costs	4,352	17,182	16,000	23,000	23,000
<b>Total Program Budget</b>	<b>\$ 1,480,381</b>	<b>\$ 1,227,492</b>	<b>\$ 1,464,000</b>	<b>\$ 1,210,000</b>	<b>\$ 1,211,000</b>
<b>% Variance</b>			<b>-19%</b>	<b>-17%</b>	<b>-17%</b>
<b>Less: Program Revenues</b>	<b>1,375,379</b>	<b>1,060,000</b>	<b>1,314,000</b>	<b>1,060,000</b>	<b>1,061,000</b>
<b>Net Program Budget</b>	<b>\$ 105,002</b>	<b>\$ 167,492</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>

Full-Time Personnel Summary

<u>Position</u>	<u>Bargaining Unit</u>	<u>FY15-16 Budget</u>	<u>FY16-17 Budget</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Community Dev Director	EXME			0.05	0.05
Accountant I	MCEA	0.15	0.05	-	-
Sr Account Clerk	ACEA			0.05	0.05
<b>Totals</b>		<b>0.15</b>	<b>0.05</b>	<b>0.10</b>	<b>0.10</b>

Expenditures by Category / Personnel



### Program Description

Affordable Housing impact fees are levied on new commercial construction and are intended to meet the demand for new affordable housing generated by commercial and industrial activity.

### Key Objectives

1. Administer the City's Inclusionary Housing Program, including conducting annual monitoring, processing refinancing requests, and reselling below market rate (BMR) units to qualified homebuyers.
2. Preserve and improve City neighborhoods through strategic planning, home ownership, housing counseling services and affordable rental development.
3. Expand affordable housing choice throughout education, advocacy and partnerships with public and private partners.

### Budget Highlights / Significant Changes

- In the prior fiscal year, significant revenue was received through the commercial development at Alameda Landing. In FY16-17 \$50,000 was the estimated total revenue received.
- The decrease in expenditures for FY 17-18 is due to reduced revenues available. Staff and program costs have been allocated to another Housing Fund.



Program Summary

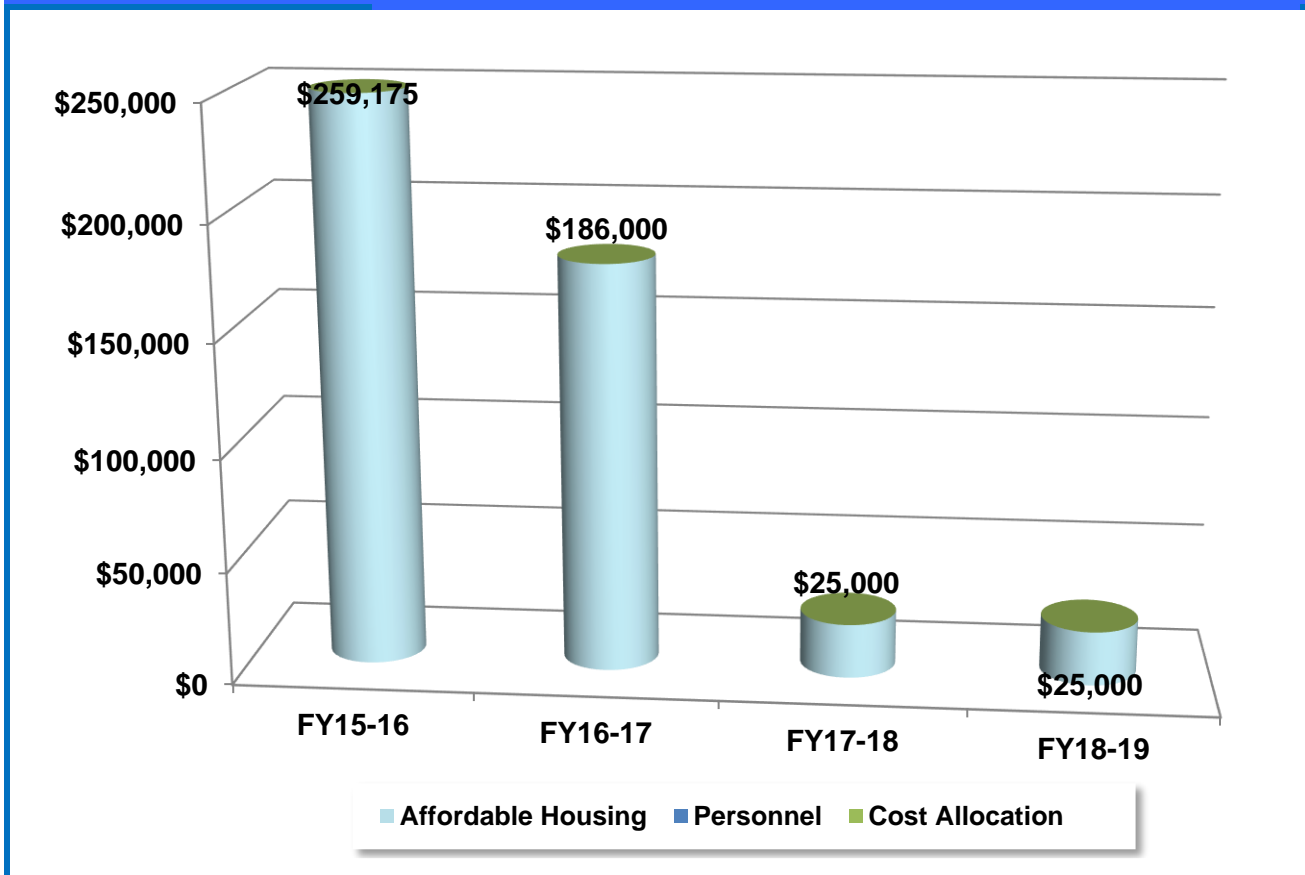
Affordable Housing (266)

<u>Expenditure Category</u>	<u>FY15-16 Actual</u>	<u>FY16-17 Budget</u>	<u>FY16-17 Projected</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Full-Time Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	256,382	355,321	180,000	24,000	24,000
Materials & Supplies	2,793	5,679	6,000	1,000	1,000
<b>Total Program Budget</b>	<b>\$ 259,175</b>	<b>\$ 361,000</b>	<b>\$ 186,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>% Variance</b>			<b>48%</b>	<b>-87%</b>	<b>0%</b>
<b>Less: Program Revenues</b>	<b>46,131</b>	<b>172,000</b>	<b>20,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Net Program Budget</b>	<b>\$ 213,044</b>	<b>\$ 189,000</b>	<b>\$ 166,000</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>

Full-Time Personnel Summary

<u>Position</u>	<u>Bargaining Unit</u>	<u>FY15-16 Budget</u>	<u>FY16-17 Budget</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Totals		-	-	-	-

Expenditures by Fiscal Year



### Program Description

Following the City Council's adoption of the Rent Review, Rent Stabilization and Limitations on Evictions Ordinance (Ordinance) in March 2016, the City Council approved an Agreement between the City and the Housing Authority of the City of Alameda on April 5, 2016, to administer the Rent Stabilization Program. The current Agreement includes a scope of services for the Housing Authority to administer the Rent Stabilization program including staffing to (a) respond to public inquiries about the Ordinance (b) create and implement procedures, forms, a website and educational materials and conduct public information trainings/clinics (c) manage the termination and relocation benefits provisions of the Ordinance and (d) coordinate the work of the Rent Review Advisory Committee (RRAC) to mediate rent disputes.

### Key Objectives

- Provide program administration for Rent Increases, terminations and relocation benefits.
- Implement a client management database to capture all data.
- Implement a program fee
- Establish an office space outside of the Housing Authority Administration Building
  - Expand and formalize pre-mediation
- Implement online forms
- Expand Range of translated program materials



### Budget Highlights/Significant Changes

1. Administer the City's Rent Stabilization ordinance 3148
2. Expand education and information to include specific topic for clinics.
3. Develop and implement a client database that will provide for additional data analysis
4. Finalize policies and procedures for effective and efficient operations of the program.

Program Summary

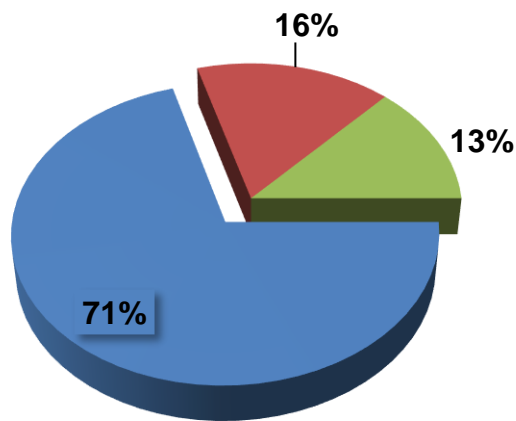
Rent Stabilization (265)

<u>Expenditure Category</u>	<u>FY15-16 Actual</u>	<u>FY16-17 Budget</u>	<u>FY16-17 Projected</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Full-Time Personnel	\$ -	\$ 236,636	\$ -	\$ 242,000	\$ 261,000
Contract Services	137,752	1,332,741	789,000	1,429,000	1,429,000
Other Operational Costs	-	73,939	-	64,000	52,000
Cost Allocation	-	-	-	47,000	47,000
<b>Total Program Budget</b>	<b>\$ 137,752</b>	<b>\$ 1,643,316</b>	<b>\$ 789,000</b>	<b>\$ 1,782,000</b>	<b>\$ 1,789,000</b>
<b>% Variance</b>			<b>52%</b>	<b>126%</b>	<b>0%</b>
<b>Less: Program Revenues</b>	<b>-</b>	<b>1,146,000</b>	<b>-</b>	<b>1,792,000</b>	<b>1,801,000</b>
<b>Net Program Budget</b>	<b>\$ 137,752</b>	<b>\$ 497,316</b>	<b>\$ 789,000</b>	<b>\$ (10,000)</b>	<b>\$ (12,000)</b>

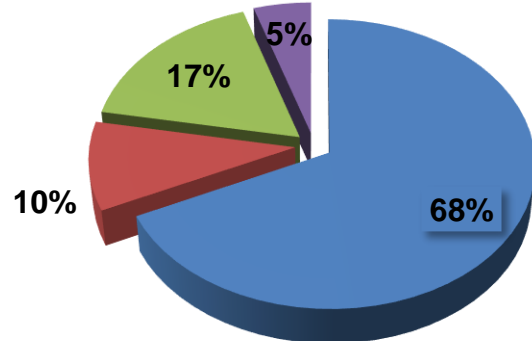
Full-Time Personnel Summary

<u>Position</u>	<u>Bargaining Unit</u>	<u>FY15-16 Budget</u>	<u>FY16-17 Budget</u>	<u>FY17-18 Budget</u>	<u>FY18-19 Budget</u>
Community Dev Director	EXME	-	0.10	0.10	0.10
Accounting Technician	ACEA	-	1.00	1.00	1.00
Assistant Attorney II		-	0.50	0.50	0.50
<b>Totals</b>		<b>-</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

Expenditures by Category / Personnel



■ Personnel ■ Other ■ Cost Allocation



■ FT Salaries ■ Health/OPEB ■ Other ■ Retirement



# Housing

## FY 17-18 / 18-19

