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# HOUSING COMMISSION AGENDA

CITY HALL COUNCIL CHAMBER  
78495 Calle Tampico, La Quinta

**REGULAR MEETING**  
**WEDNESDAY, DECEMBER 09, 2020 AT 4:00 P.M.**

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## **SPECIAL NOTICE** **Teleconferencing and Telephonic Accessibility In Effect**

Pursuant to Executive Orders N-25-20, N-29-20, N-33-20, and N-35-20, executed by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 *et seq.*), members of the Housing Commission, the City Manager, City Attorney, City Staff, and City Consultants may participate in this meeting by teleconference. Additionally, pursuant to the above-referenced executive orders, the public is not permitted to physically attend at City Hall the meeting to which this agenda applies, but any member of the public may listen or participate in the open session of this meeting as specified below.

Members of the public wanting to listen to this meeting may do so by tuning-in live via <http://laquinta.12milesout.com/video/live>.

Members of the public wanting **to address the Housing Commission**, either for public comment or for a specific agenda item, or both, are requested to send an email notification to Housing Specialist Doug Kinley at [DKinley@LaQuintaCA.Gov](mailto:DKinley@LaQuintaCA.Gov), and specify the following information:

- |                      |   |
|----------------------|---|
| 1) Full Name         | 4) Public Comment or Agenda Item Number |
| 2) City of Residence | 5) Subject                              |
| 3) Phone Number      | 6) Written or Verbal Comments           |

The email "subject line" must clearly state "Written Comments" or "Verbal Comments."

**Verbal public comments – requests to speak must be emailed to Housing Specialist Doug Kinley no later than 3:00 p.m. on the day of the meeting;** the City will facilitate the ability for a member of the public to be audible to the Housing Commission and general public for the item(s) by contacting him/her via phone and queuing him/her to speak during the discussion.

**Only one person at a time may speak by telephone and only after being recognized by the Housing Commission's Chairperson.**

**Written public comments**, received prior to the adjournment of the meeting, will be distributed to the Housing Commission, incorporated into the agenda packet and public record of the meeting, and will not be read during the meeting unless, upon the request of the Housing Commission Chairperson, a brief summary of any public comment is asked to be read, to the extent the Commission Secretary can accommodate such request.

It would be appreciated that any email communications for public comments related to the items on the agenda, or for general public comment, are provided to the City Manager's Office at the email address listed above prior to the commencement of the meeting. If that is not possible, and to accommodate public comments on items that may be added to the agenda after its initial posting or items that are on the agenda, every effort will be made to attempt to review emails received by the City Manager's Office during the course of the meeting. The Housing Commission's Chairperson will endeavor to take a brief pause before action is taken on any agenda item to allow the Commission Secretary to review emails and share any public comments received during the meeting. All emails received by the City Manager's Office, at the email address above, until the adjournment of the meeting, will be included within the public record relating to the meeting.

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## **CALL TO ORDER**

ROLL CALL: Commissioners: Casto, Davidson, McDonough, Pacheco, Chairperson Gaeta-Mejia

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

At this time, members of the public may address the Housing Commission on any matter not listed on the agenda. ***Please email "Written Public Comments" to [DKinley@LaQuintaCA.gov](mailto:DKinley@LaQuintaCA.gov) and limit your comments to three (3) minutes (approximately 350 words).*** The Commission values your comments; however, in accordance with State law, no action shall be taken on any item not appearing on the agenda unless it is an emergency item authorized by the Brown Act [Government Code Section 54654.2(b)].

## **CONFIRMATION OF AGENDA**

## **ANNOUNCEMENT, PRESENTATIONS, AND WRITTEN COMMUNICATION**

### **CONSENT CALENDAR**

NOTE: Consent Calendar items are routine in nature and can be approved by one motion.

1. APPROVE REGULAR MEETING MINUTES OF SEPTEMBER 9, 2020

### **BUSINESS SESSION**

1. RECEIVE AND FILE FISCAL YEAR 2019/2020 HOUSING AUTHORITY YEAR-END BUDGET REPORT
2. RECEIVE AND FILE FISCAL YEAR 2020/21 FIRST QUARTER HOUSING AUTHORITY BUDGET REPORT
3. RECOMMEND FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAMS FOR FY 2020/21

### **STUDY SESSION** – NONE

## **STAFF REPORTS AND INFORMATIONAL ITEMS**

1. INFORMATIONAL UPDATE ON HOUSING ELEMENT UPDATE
2. UPDATE ON THE REGIONAL HOUSING NEEDS ASSESSMENT (RHNA) MANDATE

**COMMISSIONERS' ITEMS** – NONE

**ADJOURNMENT**

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The next regular quarterly meeting of the La Quinta Housing Commission will be held on March 10, 2021, commencing at 4:00 p.m., at the La Quinta Study Session Room, 78495 Calle Tampico, La Quinta, CA 92253.

**DECLARATION OF POSTING**

I, Doug Kinley, Housing Specialist, do hereby declare that the foregoing Agenda for the La Quinta Housing Commission meeting was posted on the City’s website, near the entrance to the Council Chambers at 78495 Calle Tampico, and the bulletin boards at the Stater Brothers Supermarket at 78630 Highway 111, and the La Quinta Cove Post Office at 51321 Avenida Bermudas, on December 3, 2020.

DATED: December 3, 2020

*Doug Kinley MM*

Doug Kinley, Housing Specialist  
City of La Quinta, California

**PUBLIC NOTICES**

- The La Quinta City Hall Study Council Chamber is handicapped accessible. If special equipment is needed for the hearing impaired, please call the City Clerk’s office at (760) 777-7092, twenty-four (24) hours in advance of the meeting and accommodations will be made.
- If special electronic equipment is needed to make presentations to the Commission, arrangements should be made in advance by contacting the City Clerk’s office at (760) 777-7092. A one (1) week notice is required.
- If background material is to be presented to the Commission during a Housing Commission meeting, please be advised that eight (8) copies of all documents, exhibits, etc., must be supplied to the Secretary for distribution. It is requested that this take place prior to the beginning of the meeting.
- Any writings or documents provided to a majority of the Commission regarding any item(s) on this agenda will be made available for public inspection at The Hub counter at City Hall located at 78-495 Calle Tampico, La Quinta, California, 92253, during normal business hours.



# **HOUSING COMMISSION MINUTES TUESDAY, SEPTEMBER 9, 2020**

## **CALL TO ORDER**

A meeting of the La Quinta Housing Commission (Commission) was called to order at 4:00 p.m. by Commissioner Casto.

This meeting was held by teleconference pursuant to Executive orders N-25-20, N-29-20, N-33-20, and N-35-20, executed to by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions of the Ralph M. Brown Act (Government Code § 54950 et seq.).

PRESENT: Commissioners Casto, Davidson, Pacheco

ABSENT: Chairperson Gaeta-Mejia, Commissioner McDonough

STAFF PRESENT: Management Specialist Kinley, Management Analyst and Commission Secretary Camarena

## **PLEDGE OF ALLEGIANCE**

Commissioner Casto led the audience in the Pledge of Allegiance.

**CONFIRMATION OF AGENDA** - Confirmed

## **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

Management Specialist Kinley said no requests for WRITTEN PUBLIC COMMENTS or VERBAL COMMENTS have been received for this meeting.

## **ANNOUNCEMENTS, PRESENTATIONS AND WRITTEN COMMUNICATIONS**

- None

## **CONSENT CALENDAR**

### **1. APPROVE SPECIAL MEETING MINUTES DATED JUNE 10, 2020**

MOTION – A motion was made and seconded by Commissioners Davidson/Pacheco to approve the Consent Calendar as recommended. Motion passed – ayes (3), noes (0), abstain (2), absent (2 – Davidson, Gaeta-Mejia).

**BUSINESS SESSION** - None

**STUDY SESSION** – None

**STAFF REPORTS AND INFORMATIONAL ITEMS**

**1. AFFORDABLE HOUSING DEVELOPMENT OPPORTUNITIES FOR CALENDAR YEAR 2020-21 – VERBAL UPDATE BY HOUSING SPECIALIST DOUG KINLEY**

Management Analyst Ferreira provided an update for two projects upcoming in FY 20/21. First, acquisition of the Dune Palms Mobile Home Park is in its due diligence period, with more information being available by end of calendar year 2020. Second, continuing efforts to market and sell Housing Authority lots currently being appraised for market value.

Management Specialist Kinley informed the Commission of the United Lift program, put together by local affordable housing advocate Lift to Rise and the United Way organization, which provides for residents who need rental assistance. City staff has been working with Lift to Rise in sharing the information of the program to our residents and social media. Also discussed was the COVID-19 Small Business Emergency Economic Relief Program. Staff invited the Commission to attend the September 15, 2020 Council Meeting for staff's presentation of the program's status.

**COMMISSIONER'S ITEMS** – None

**ADJOURNMENT**

There being no further business, a motion was made and seconded by Commissioners Casto/Davidson to adjourn the meeting at 4:22 p.m. Motion passed – ayes (3), noes (0), abstain (2), absent (2 – Davidson, Gaeta-Mejia).

Respectfully submitted,

*Reyna Camarena*

REYNA CAMARENA, Commission Secretary  
City of La Quinta, California

# City of La Quinta

HOUSING COMMISSION MEETING: December 9, 2020

## STAFF REPORT

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**AGENDA TITLE:** RECEIVE AND FILE FISCAL YEAR 2019/20 HOUSING AUTHORITY YEAR-END BUDGET REPORT

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### **RECOMMENDATION**

Receive and file 2019/20 Housing Authority Year-End Budget Report.

### **EXECUTIVE SUMMARY**

- After closing the prior fiscal year, Finance presents a year-end summary that compares the final budget to actual transactions.
- Overall revenue was \$476,575 lower than budgeted.
- Overall expenditures were \$437,995 under budget and \$320,762 would be carried over to fiscal year (FY) 2020/21.
- The Report will be presented to the Housing Authority on December 15, 2020.

### **BACKGROUND/ANALYSIS**

Total adjusted revenues were under budget by \$476,575; mostly due lagging proceeds from the sale of other assets, which will be recognized in FY 2020/21.

Total expenditures were under budget by \$437,995 with \$320,762 to be carried over to FY 2020/21 for the housing element update and drainage improvements.

Revenues, expenditures, carryovers, and fund balances are discussed in the Fiscal Year-End 2019/20 Housing Authority Budget Report (Attachment 1).

### **ALTERNATIVES**

No alternatives are applicable.

Prepared by: Karla Romero, Finance Director

Attachment 1: Fiscal Year-End 2019/20 Housing Authority Budget Report



## HOUSING AUTHORITY

### FISCAL YEAR-END 2019/20 BUDGET REPORT

The La Quinta Housing Authority oversee four funds, which are restricted for affordable housing programs. This report focuses on significant activities and variances from the final budget during the fiscal year (FY) ended June 30, 2020.

### REVENUES

Total revenues, after non-cash adjustments were under budget by \$476,575. Revenues are summarized by fund below and detailed in Exhibit A.

<b>Housing Authority Revenues</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
Housing Authority Fund	1,688,256	1,474,316	(213,940)
RDA Low-Mod Housing Fund	40,000	269,013	229,013
2004 Bond Fund	-	4,326	4,326
2011 Bond Fund	350,000	403,942	53,942
<b>Total Revenues</b>	<b>2,078,256</b>	<b>2,151,597</b>	<b>73,341</b>
<b>Non-Cash Adjustments</b>			
Investments Fair Market Value Adjustment		(376,358)	(376,358)
RDA Loan Interest Earned, Extraordinary Gain		(173,558)	(173,558)
<b>Total Adjusted Revenues</b>		<b>1,601,681</b>	<b>(476,575)</b>

Larger revenue variances from the final budget are described below.

- Use of Money and Property includes the annual fair market value adjustment to the Authority's investments; noted as GASB 31 Interest on the revenue line items. In FY 2019/20 the portfolio holdings were valued greater than book value due to market conditions, therefore a positive adjustment in three of the funds in the total amount of \$376,358 was recorded. This amount has been reduced as an adjustment to revenues, as it is not cash received nor anticipated to be received in the future.

The Authority's investments have a five-year horizon with laddered maturities. The Authority has worked diligently to leverage highly restricted investments under volatile market conditions. At June 30, 2019, the portfolio was earning a 2.04% rate of return and on June 30,



2020 the return was 1.82%. Today the average investment purchases are yielding about a 0.50% return, which will reduce interest earnings going forward.

- Miscellaneous Revenue includes interest earned on two outstanding receivable notes; Coral Mountain Partners and LINC Housing earned \$121,857 and \$8,805 respectively in FY 2019/20.
- In FY 2019/20, the Authority approved the sale of portions of real property at 46150-46176 Dune Palms Road to the City of La Quinta for a future park and drainage improvements. Due to COVID impacts the transaction was delayed and revenues in the amount of \$1,061,456 were transferred to the Authority in FY 2020/21.
- A Transfer In for \$386,692 was recorded to close out the 2004 Bond Fund, which was used for the Washington Street Apartments improvement and expansion project.
- Extraordinary Gain revenue of \$173,558 in the RDA Low-Mod Housing Fund records the annual former Redevelopment Agency loan repayment interest earned in FY 2019/20. The loan repayments are structured to pay all principal first, then interest. Each year the City records the payment received and interest earned in accordance with the State Department of Finance approved loan repayment schedule. This amount is also reduced from revenues as an adjustment because it is earned, but not received until a future date.



## EXPENSES

Housing Authority expenses by fund are summarized below and detailed in Exhibit B.

<b>Housing Authority Expenditures</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
Housing Authority Fund			
Administration	673,957	316,833	(357,124)
La Quinta Cove Properties	317,000	298,218	(18,782)
RDA Low-Mod Housing Fund	351,000	350,779	(221)
2004 Bond Fund	390,500	388,632	(1,868)
2011 Bond Fund	60,000	-	(60,000)
<b>Total Expenditures</b>	<b>1,792,457</b>	<b>1,354,462</b>	<b>(437,995)</b>
Capital Project Carryovers		278,062	
Operational/Contractual Carryovers		42,700	
<b>Total Carryovers</b>		<b>320,762</b>	
<b>Total Expenditures After Carryovers</b>	<b>1,792,457</b>	<b>1,675,224</b>	<b>(117,233)</b>

Carryovers from FY 2019/20 to FY 2020/21, detailed in Exhibit C, increased by \$47,200 from the original anticipated amount of \$278,062 to \$320,762.

## HOUSING AUTHORITY FUND (241)

This fund recognizes administrative expenses and housing activities for several Authority owned properties in the La Quinta Cove. Overall expenses were \$4,996 greater than the previous year.

Combined savings of \$97,844 were recognized for salaries and benefits, professional program oversight, legal services, and rental expenses. Of this amount \$42,700 is being carried over to FY 2020/21 to ensure proper funding for the ongoing State mandated housing element update. This fund also had savings of \$278,062 from Transfers Out to the Capital Improvement Fund, which are also being carried over for drainage improvements which will benefit the housing parcel located adjacent to the future skate park on Dune Palms and Westward Ho.

Funds not being carried over are recognized as Restricted Fund balance in the Housing Fund. As of June 30, 2020, the available balance in this fund was \$11,338,100.

**LOW-MOD HOUSING FUND (243)**

Revenue in this fund is solely derived from Redevelopment Agency loan repayments and interest earnings. Annually loan repayments are allocated 80% to the General Fund and 20% to the Low-Mod Housing Fund. The total outstanding loan balance as of June 30, 2020 is \$32,587,178; with \$6,517,436 or 20% recognized in this fund as a future receivable.

In FY 2019/20, a total of \$350,779 was expensed for homelessness programs in the greater Coachella Valley. This amount included \$101,001 carried over from 2018/19 to 2019/20. As of June 30, 2020, the available balance in this fund was \$2,580,132.

**2004 BOND FUND (248) & 2011 BOND FUND (249)**

WSA’s rehabilitation and relocation plan expenses were incorporated in the 2004 and 2011 Bond Fund budgets, these bonds were refinanced in 2014 and 2016 respectively. The final relocation expenses were paid in FY 2019/20 from the 2004 Bond. To close out the project and fund, \$386,692 was transferred from the 2004 Bond Fund to the Housing Authority Fund, which is also restricted for housing programs. The 2011 Bond Fund had an ending balance of \$17,159,715 as of June 30, 2020.

**FUND BALANCES**

Below is a summary of Housing Authority fund balances as of June 30, 2020. These funds are restricted for housing programs.

<b>Housing Fund</b>	<b>Fund Balance as of 6/30/20</b>
Housing Authority Fund (241)	11,338,100
Low-Mod Housing Fund (243)	2,580,132
2011 Bond Fund (249)	17,159,715
<b>TOTAL HOUSING FUNDS</b>	<b>31,077,947</b>

		2018/19	2019/20	2019/20	2019/20
		Actuals	Original Budget	Final Budget	Actuals
<b>241 - HOUSING AUTHORITY</b>					
241-9101-41900	Allocated Interest	339,095	110,000	230,000	190,627
241-9101-41910	GASB 31 Interest	0	0	0	239,559
241-9101-41915	Non-Allocated Interest	771	0	0	131,261
241-9101-42301	Miscellaneous Revenue	1	0	0	1
241-9101-42706	Loan Repayments	0	0	0	107,695
241-9101-43500	Home Sale Proceeds	58,814	0	58,800	58,789
241-9101-43504	2nd Trust Deed Repayments	187,892	50,000	50,000	60,000
241-9101-45000	Sale of Other Assets	0	0	1,061,456	0
241-9101-49500	Transfers In	0	0	0	386,692
241-9103-43502	Rent Revenue/LQRP	286,872	288,000	288,000	299,692
<b>Total:</b>		<b>873,444</b>	<b>448,000</b>	<b>1,688,256</b>	<b>1,474,316</b>
<b>243 - RDA LOW-MOD HOUSING FUND</b>					
243-0000-41900	Allocated Interest	55,555	22,000	40,000	40,939
243-0000-41910	GASB 31 Interest	0	0	0	54,515
243-0000-48500	Extraordinary Gain	0	0	0	173,558
<b>Total:</b>		<b>55,555</b>	<b>22,000</b>	<b>40,000</b>	<b>269,013</b>
<b>248 - SA 2004 LO/MOD BOND FUND (Refinanced i</b>					
248-0000-41900	Allocated Interest	17,587	0	0	4,326
<b>Total:</b>		<b>17,587</b>	<b>0</b>	<b>0</b>	<b>4,326</b>
<b>249 - SA 2011 LOW/MOD BOND FUND (Refinanced</b>					
249-0000-41900	Allocated Interest	3,289	0	0	8,054
249-0000-41910	GASB 31 Interest	0	0	0	82,284
249-0000-41915	Non-Allocated Interest	487,581	270,000	350,000	313,604
<b>Total:</b>		<b>490,870</b>	<b>270,000</b>	<b>350,000</b>	<b>403,942</b>
<b>HOUSING AUTHORITY REVENUE</b>		<b>1,437,457</b>	<b>740,000</b>	<b>2,078,256</b>	<b>2,151,596</b>

		2018/19 Actuals	2019/20 Original Budget	2019/20 Final Budget	2019/20 Actuals
<b>241 - HOUSING AUTHORITY</b>					
<b>9101 - Housing Authority - Admin</b>					
<b>Salaries and Benefits</b>					
241-9101-50101	Permanent Full Time	130,085	142,000	143,595	136,322
241-9101-50105	Salaries - Overtime	0	0	0	578
241-9101-50110	Commissions & Boards	750	3,000	3,000	900
241-9101-50150	Other Compensation	196	200	200	193
241-9101-50200	PERS-City Portion	10,878	10,600	10,600	11,131
241-9101-50215	Other Fringe Benefits	2,262	0	0	261
241-9101-50221	Medical Insurance	22,129	31,800	31,800	24,158
241-9101-50222	Vision Insurance	337	0	0	330
241-9101-50223	Dental Insurance	1,482	0	0	1,259
241-9101-50224	Life Insurance	58	0	0	67
241-9101-50225	Long Term Disability	587	900	900	578
241-9101-50230	Workers Comp Insurance	2,600	3,400	3,400	3,400
241-9101-50240	Social Security-Medicare	1,936	2,100	2,100	2,002
241-9101-50241	Social Security-FICA	92	0	0	105
<b>50 - Salaries and Benefits Totals:</b>		<b>173,391</b>	<b>194,000</b>	<b>195,595</b>	<b>181,285</b>
<b>Contract Services</b>					
241-9101-60103	Professional Services	59,667	81,000	121,000	78,218
241-9101-60106	Auditors	5,000	5,000	5,000	5,000
241-9101-60153	Attorney	13,453	25,000	25,000	3,849
<b>60 - Contract Services Totals:</b>		<b>78,120</b>	<b>111,000</b>	<b>151,000</b>	<b>87,067</b>
<b>Maintenance &amp; Operations</b>					
241-9101-60320	Travel & Training	1,611	3,000	3,000	1,211
241-9101-60400	Office Supplies	153	0	0	0
241-9101-60420	Operating Supplies	1,377	1,500	1,500	2,470
<b>62 - Maintenance &amp; Operations Totals:</b>		<b>3,141</b>	<b>4,500</b>	<b>4,500</b>	<b>3,681</b>
<b>Insurance</b>					
241-9101-91843	Property & Crime Insurance	10,000	6,000	6,000	6,000
<b>63 - Insurance Totals:</b>		<b>10,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>Internal Service Charges</b>					
241-9101-91844	Earthquake Insurance	20,000	14,000	14,000	14,000
241-9101-98110	Information Tech Charges	18,100	24,800	24,800	24,800
<b>69 - Internal Service Charges Totals:</b>		<b>38,100</b>	<b>38,800</b>	<b>38,800</b>	<b>38,800</b>
<b>Transfers Out</b>					
241-9101-99900	Transfers Out	0	0	278,062	0
<b>99 - Transfers Out Totals:</b>		<b>0</b>	<b>0</b>	<b>278,062</b>	<b>0</b>
<b>9101 - Housing Authority - Admin Totals:</b>		<b>302,753</b>	<b>354,300</b>	<b>673,957</b>	<b>316,833</b>
<b>9103 - Housing Authority - LQRP</b>					
<b>Maintenance &amp; Operations</b>					
241-9103-60157	Rental Expenses	307,302	255,000	317,000	298,218
<b>62 - Maintenance &amp; Operations Totals:</b>		<b>307,302</b>	<b>255,000</b>	<b>317,000</b>	<b>298,218</b>
<b>9103 - Housing Authority - LQRP Totals:</b>		<b>307,302</b>	<b>255,000</b>	<b>317,000</b>	<b>298,218</b>
<b>241 - HOUSING AUTHORITY Totals:</b>		<b>610,055</b>	<b>609,300</b>	<b>990,957</b>	<b>615,051</b>

		2018/19 Actuals	2019/20 Original Budget	2019/20 Final Budget	2019/20 Actuals
<b>243 - RDA LOW-MOD HOUSING FUND</b>					
<b>0000 - Undesignated</b>					
<b>Other Expenses</b>					
243-0000-60532	Homelessness Assistance	166,666	250,000	351,000	350,779
<b>64 - Other Expenses Totals:</b>		<b>166,666</b>	<b>250,000</b>	<b>351,000</b>	<b>350,779</b>
<b>0000 - Undesignated Totals:</b>		<b>166,666</b>	<b>250,000</b>	<b>351,000</b>	<b>350,779</b>
<b>243 - RDA LOW-MOD HOUSING FUND Totals:</b>		<b>166,666</b>	<b>250,000</b>	<b>351,000</b>	<b>350,779</b>

		2018/19 Actuals	2019/20 Original Budget	2019/20 Final Budget	2019/20 Actuals
<b>248 - SA 2004 LO/MOD BOND FUND (Refinanced in 201</b>					
<b>9002 - ? Missing Department Description - 9002</b>					
<b>Transfers Out</b>					
248-9002-99900	Transfers Out	0	0	0	386,692
<b>99 - Transfers Out Totals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>386,692</b>
<b>002 - ? Missing Department Description - 9002 Totals:</b>					
		<b>0</b>	<b>0</b>	<b>0</b>	<b>386,692</b>
<b>9102 - Housing Authority - Wash St Apts</b>					
<b>Contract Services</b>					
248-9102-60103	Professional Services	0	0	145,000	0
248-9102-60159	Relocation Benefits	954,480	0	245,500	1,939
248-9102-60185	Design/Construction	80,735	0	0	0
<b>60 - Contract Services Totals:</b>		<b>1,035,215</b>	<b>0</b>	<b>390,500</b>	<b>1,939</b>
<b>9102 - Housing Authority - Wash St Apts Totals:</b>		<b>1,035,215</b>	<b>0</b>	<b>390,500</b>	<b>1,939</b>
<b>2004 LO/MOD BOND FUND (Refinanced in 2014) Totals:</b>		<b>1,035,215</b>	<b>0</b>	<b>390,500</b>	<b>388,632</b>

		2018/19 Actuals	2019/20 Original Budget	2019/20 Final Budget	2019/20 Actuals
<b>249 - SA 2011 LOW/MOD BOND FUND (Refinanced in 2016)</b>					
<b>0000 - Undesignated</b>					
<b>Contract Services</b>					
249-0000-60188	Construction	7,376,024	0	0	0
<b>60 - Contract Services Totals:</b>		<b>7,376,024</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Expenses</b>					
249-0000-80050	Affordable Housing Project Development	0	20,000	60,000	0
<b>68 - Capital Expenses Totals:</b>		<b>0</b>	<b>20,000</b>	<b>60,000</b>	<b>0</b>
<b>0000 - Undesignated Totals:</b>		<b>7,376,024</b>	<b>20,000</b>	<b>60,000</b>	<b>0</b>
<b>11 LOW/MOD BOND FUND (Refinanced in 2016) Totals:</b>		<b>7,376,024</b>	<b>20,000</b>	<b>60,000</b>	<b>0</b>



**Revised Continuing Appropriations/Carryovers from 2019/20 to 2020/21**

<b>Vendor/Program</b>	<b>Account Number</b>	<b>Description</b>	<b>Estimated</b>	<b>Revised</b>
Housing Element Update, State Mandate	241-9101-60103	Professional Services	-	\$ 42,700
Housing Retention Basin, Drainage Improvements	241-9101-99900	Transfers Out to Capital Improvement Fund	278,062	\$ 278,062
<b>TOTAL AUTHORITY CARRYOVERS</b>			<b>\$ 278,062</b>	<b>\$ 320,762</b>

*NOTE: In June 2020 when the budget was adopted all carryovers were estimates based on projected invoices to end fiscal year 2019/20. Upon completion of the final audit (October 2020), Finance verified account balances and additional carryover recommendations based on current budgetary needs and constraints due to COVID. In no event shall a carryover exceed the revised per account amount noted above.*



# City of La Quinta

HOUSING COMMISSION MEETING: December 9, 2020

## STAFF REPORT

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**AGENDA TITLE:** RECEIVE AND FILE FISCAL YEAR 2020/21 FIRST QUARTER HOUSING AUTHORITY BUDGET REPORT

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### RECOMMENDATION

Receive and file fiscal year 2020/21 First Quarter Housing Authority Budget Report.

### EXECUTIVE SUMMARY

- The Fiscal Year 2020/21 First Quarter Housing Authority Budget Report (Attachment 1) provides an update of the Authority's fiscal activities from July to September 2020.
- A budget report is prepared quarterly to assess the adopted budget and incorporate adjustments based on current economic conditions and operational requirements.
- The Report will be presented for approval to the Housing Authority on December 15, 2020.

### BACKGROUND/ANALYSIS

Throughout the fiscal year staff monitors the budget and proposes adjustments to reflect current conditions and ongoing operational needs. Requests are reviewed and discussed before recommending approval in the budget report (Attachment 1). Funds with no adjustments from the originally presented 2020/21 Budget have been excluded from the report.

The Report will be presented for approval to the Housing Authority Board on December 15, 2020.

### ALTERNATIVES

No alternatives are applicable.

Prepared by: Karla Romero, Finance Director

Attachment 1: Fiscal Year 2020/21 First Quarter Housing Authority Budget Report



**HOUSING AUTHORITY**

**FISCAL YEAR 2020/21 FIRST QUARTER BUDGET REPORT**

The following is a summary of budgetary adjustments requested for the first quarter of fiscal year (FY) 2020/21. Account details are provided in Exhibit A and discussed in this report.

<b>2020/21 FIRST QUARTER RECOMMENDED HOUSING AUTHORITY ADJUSTMENTS</b>			
<b>Fund</b>	<b>Revenues</b>		<b>Expenses</b>
Housing Authority Fund (241)	\$	1,202,456	\$ -
Low-Mod Housing Fund (243)		-	-
2011 Bond Fund (249)		-	-
<b>TOTAL FUND ADJUSTMENTS</b>	<b>\$</b>	<b>1,202,456</b>	<b>\$ -</b>

**REVENUES**

Total revenue increases of \$1,202,456 described as follows:

- A reduction of \$30,000 to interest earnings based on interest earned in the prior year and current market conditions yielding lower interest returns
- An increase of \$171,000 for second trust deed repayments. To date three outstanding balances have been repaid. This adjust reflects current activity.
- An increase of \$1,061,456 in the sale of other assets to recognize the approved sale of portions of real property located at 46150-46176 Dune Palms Road to the City of La Quinta for a future park and drainage improvements. Due to COVID impacts the transaction was delayed and revenues in the amount of \$1,061,456 were transferred to the Authority in FY 2020/21.

**EXPENSES**

During the first quarter, there are no proposed expenditure adjustments for any Authority fund.

**Housing Authority (241)**

Account No.	Description	Revenues	Expenses
241-9101-41900	Allocated Interest	(30,000)	
241-9101-43504	Second Trust Deed Repayments	171,000	
241-9101-45000	Sale of Other Assets	1,061,456	
			-

**Low-Mod Housing (243)**

Account No.	Description	Revenues	Expenses
NO ADJUSTMENTS		-	-

**2011 Bond (249)**

Account No.	Description	Revenues	Expenses
NO ADJUSTMENTS		-	-

<b>TOTAL ALL HOUSING AUTHORITY FUNDS</b>	<b>1,202,456</b>	<b>-</b>
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# City of La Quinta

HOUSING COMMISSION MEETING: December 9, 2020

## STAFF REPORT

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**AGENDA TITLE:** RECOMMEND FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAMS FOR FY 2020/21

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### **RECOMMENDATION**

Recommend approval to the Housing Authority of funding options to provide assistance to area homeless service providers and homeless prevention partners; Coachella Valley Rescue Mission (CVRM), Martha's Village and Kitchen (MVK), and Lift to Rise (LTR).

### **EXECUTIVE SUMMARY**

- The Housing Commission (Commission) and Housing Authority (Authority) agreed on the allocation of \$250,000 of Housing Authority funds to area homeless service providers and homeless prevention partners in previous Fiscal Year (FY) 2019/2020.
- Staff continues receiving metrics regarding the success of this funding and can track how it positively impacts the City of La Quinta and greater Coachella Valley community.
- Staff recommends the Commission consider providing the following allocations for FY 2020/2021 totaling \$250,000:
  - \$100,000 to CVRM;
  - \$100,000 to MVK; and
  - \$50,000 to LTR.

### **FISCAL IMPACT**

Authority funds are available in account number 243-0000-60532.

### **BACKGROUND/ANALYSIS**

Staff recommends providing \$100,000 to CVRM and MVK, a larger allocation than previous fiscal year's \$83,333, due to the metrics provided showing the additional need brought on by the COVID-19 pandemic and the knowledge of these facilities providing benefit to the Coachella Valley and City of La Quinta.

As part of a new effort to provide relief to the Coachella Valley during the COVID-19 pandemic, Riverside County, Inland SoCal United Way and Lift to Rise have coordinated to create a program keeping local families and residents housed known as the United Lift Fund (Fund). The Fund provides \$3,500 one-time rental assistance relief to those who are part of our affordable housing community and have been financially impacted by the pandemic. In 2020, the Fund provided relief to 163 La Quinta residents (as of September 30, 2020) and conducted four mobile outreach workshops to assist with future rent relief applications.

Based on the success of this program and the impact of the ongoing pandemic to the community, staff recommends providing \$50,000 to Lift to Rise. This is pending a signed Memorandum of Understanding that the funds will be used primarily toward assistance for La Quinta residents in need, with excess funds going on to support the Coachella Valley community either through the Coachella Valley Housing Catalyst Fund or similar services that support homeless prevention and rapid rehousing services for individuals and families who are homeless or would be homeless but for the assistance.

Each organization will continue to be required to provide a quarterly report on their use of the funds, indicate how many individuals from La Quinta were assisted, and what services they utilized.

#### **ALTERNATIVE**

The Housing Commission can recommend this option to the Housing Authority, or direct staff with a new option.

Prepared by: Doug Kinley, Housing Specialist

Approved by: Gil Villalpando, Assistant to City Manager