

# HOUSING & NEIGHBORHOOD REVITALIZATION



# Housing & Neighborhood Revitalization

## Budget Summary

	Actuals FY 2017	Year End Estimates FY 2018	Adopted FY 2019
<b>Dollars by Division</b>			
Community Development Block Grant	1,273,120	1,726,821	1,776,841
Low & Moderate Income Housing	3,072,495	2,745,656	4,005,213
Code Enforcement	1,252,300	1,354,213	1,731,575
<b>Housing &amp; Neighborhood Vitalization</b>	<b>\$ 5,597,915</b>	<b>\$ 5,826,690</b>	<b>\$ 7,513,629</b>
<b>Dollars by Category</b>			
Personnel	2,547,675	2,465,543	3,054,884
Operations & Maintenance	3,050,240	3,361,147	4,458,745
Capital Outlay	-	-	-
<b>Total Dollars by Category</b>	<b>\$ 5,597,915</b>	<b>\$ 5,826,690</b>	<b>\$ 7,513,629</b>
<b>Dollars by Funding Source</b>			
General Fund	1,235,678	1,330,843	1,731,575
LA County Reimbursement	147,576	-	-
Lancaster Housing Authority	698,021	681,610	720,921
Low & Moderate Income Housing	1,131,620	1,046,327	3,274,292
State Grant Recycling Beverage	24,702	26,688	-
Community Development Block Grant	1,273,120	1,726,821	1,776,841
Neighborhood Stabiliz. Program	1,077,059	1,004,401	-
Federal HOME Grant	10,139	10,000	10,000
<b>Total Dollars by Fund</b>	<b>\$ 5,597,915</b>	<b>\$ 5,826,690</b>	<b>\$ 7,513,629</b>

## Description

The Housing/Neighborhood Vitalization Department is responsible for the following functions:

**LOW & MODERATE INCOME HOUSING** (Division no. 4542) Establish and implement housing programs and projects to improve the quality of life within the City's limits for person and families of very low to low income. Activities are funded from the Housing property disposition and Housing loan pay-offs and utilized to implement housing programs and project activities of the Lancaster Housing Authority. The Division is responsible for the removal of blight and prevention of recurring blight conditions by providing affordable housing and rehabilitation of existing housing through housing programs and projects. The Lancaster Housing Authority is responsible for the implementation and administration

of the Fair Housing outreach plan and Non-Discrimination Policy to promote non-discrimination and ensure fair and equal housing opportunities for all, and to inform the general public that the City encourages, supports, and welcomes all of the citizens in the City of Lancaster.

The Division is responsible for the long-term monitoring of the affordability housing Conditions, Covenants and Restrictions (CC&Rs) on all directly assisted housing projects such as the Lancaster Housing Authority Homes, Neighborhood Stabilization Program 1 and 3, and mobile-home and revenue bond housing projects.

The Lancaster Housing Authority promotes health and wellness through the implementation and monitoring of the Wellness and Impact Homes located in various neighborhoods designed to proactively address and provide physical and emotional support as well as helping community residents understand the importance of good health by providing services assistance and holistic health care alternative for our residents.

The Division is responsible for the implementation and monitoring of the YOLO (You Only Live Once) Wellness Challenge. A long-term public awareness initiative established with Antelope Valley Partners for Health to educate the public and steer them toward healthier lifestyles.

The Lancaster Housing Authority implements and administers the Mobile Home Rent Stabilization Ordinance, which was adopted to assist in resolving rent increase disputes between park owners and park tenants. Staff receives and reviews the applications for Permissive Rent Increases/Adjustments and acts as a facilitator for meeting between owners and tenants. The Lancaster Housing Authority Director conducts a hearing and then renders a decision on the increase or adjustment.

**COMMUNITY DEVELOPMENT BLOCK GRANT** (Division no. 4541) Establish and implement program activities benefitting persons of low to moderate income utilizing funds from the Community Development Block Grant (CDBG). Responsibilities include budget preparation and monitoring of CDBG activities for compliance with federal, state and local regulations.

**CODE ENFORCEMENT** (Division no. 4545) The Code Enforcement Program is predicated on Geographic-Based Enforcement: a strategic plan that designates areas where a prescribed code enforcement effort is needed. This plan is implemented by identifying blighted neighborhoods within redevelopment areas, but is also applicable to areas where a sustained effort could keep the neighborhood from falling into blight. Object-Based Enforcement operates from a strategic plan that identifies particular types of code compliance violations which are more broadly distributed throughout a community.

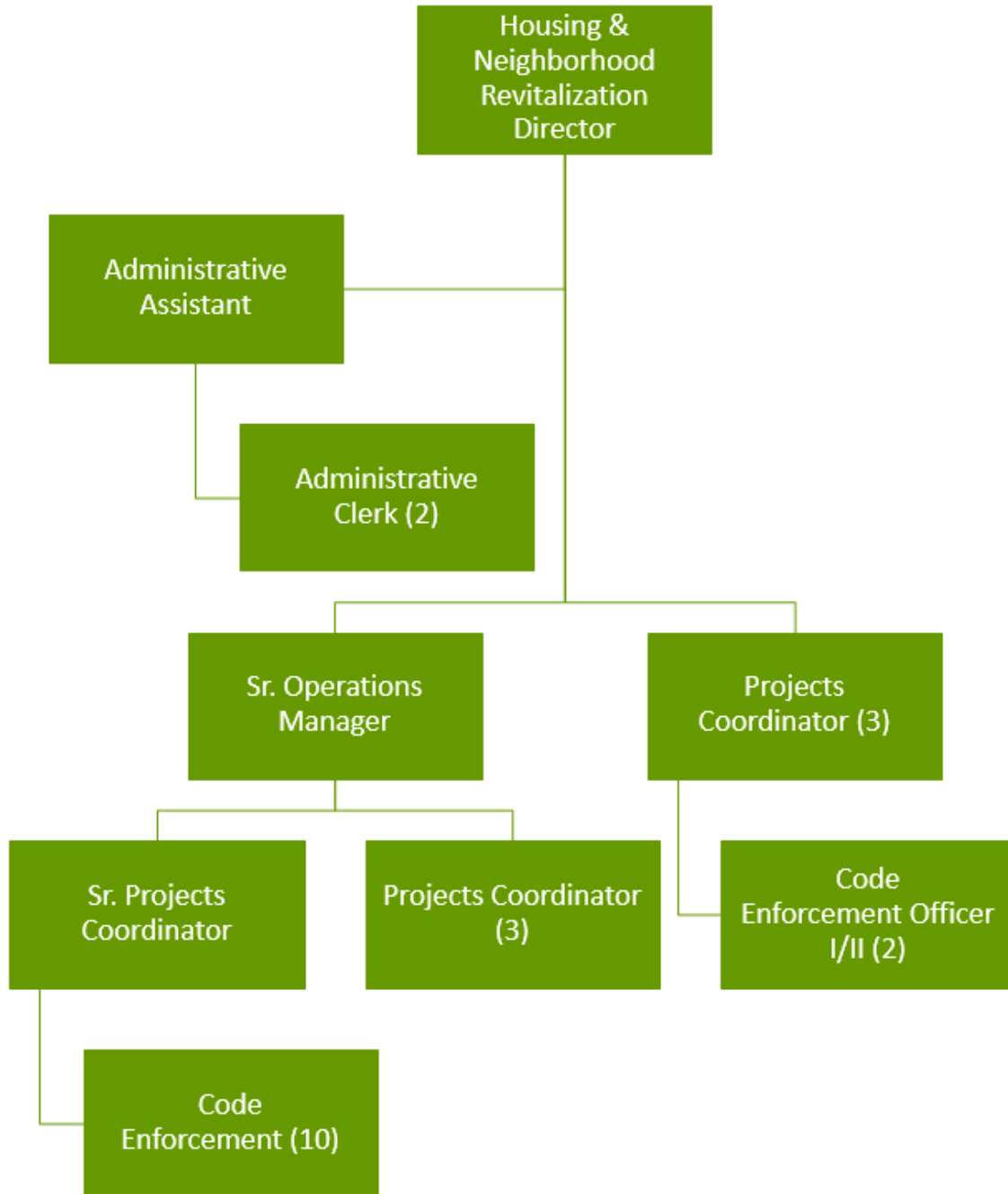
Code Enforcement responds to citizen complaints for enforcement activity, City Council requests for service, and City departmental referrals for investigation/compliance, inter-governmental enforcement agency referrals and proactive enforcement. Code

Enforcement also conducts field inspections and investigations; prepares written Municipal warnings; administers notices to correct violations, administrative citations, parking citations, and order; verifies compliance measures and prepares reports and request for action by the District Attorney for judicial hearings and trials.

Code Enforcement highlights education for voluntary non-judicial compliance with an emphasis on public awareness of governmental regulatory provisions. However, education for voluntary compliance is not always successful and in many instances is submitted to the District Attorney to prosecute and constitute a significant commitment of staff resources and program costs. Eventually, the results are permanent compliance. The programs implemented to comply with the Lancaster Municipal Code constitute a much needed and significant commitment of staff resources and program costs.

# Org Detail- Housing and Neighborhood Revitalization

Division nos. 4541, 4542 & 4545



# Budget Detail- CDBG Program

Division no. 4541

Obj.	Obj. Description	Actuals FY 2017	Year End Estimates FY 2018	Adopted FY 2019
<b>Personnel</b>				
101	SALARIES-PERMANENT	251,712	262,194	255,067
121	FRINGE BENEFITS	10,719	9,713	10,808
122	PERS	61,569	63,189	66,268
124	HEALTH INSURANCE	49,882	56,477	47,369
125	WORKER'S COMP	11,026	11,484	11,192
129	DEFERRED COMP	13,845	14,147	17,683
<b>Personnel Total</b>		<b>\$ 398,753</b>	<b>\$ 417,204</b>	<b>\$ 408,387</b>
<b>Operations &amp; Maintenance</b>				
201	TRAVEL EXPENSE	596	3,500	3,500
206	PUBLICATIONS & DUES	-	500	500
213	PROGRAM EXPENSES - CDBG	-	1,000	1,000
217	VEHICLE - FUEL	33	100	100
263	LEGAL ADVERTISING	4,079	3,000	5,665
301	PROFESSIONAL SERVICES	35,000	41,014	35,000
773	UBG10-04-0054	25,425	-	-
775	TRANSFER-NON RECURRING EVENTS	3,899	-	-
776	HOMELAND SECURITY GRANT 2004	158,377	9,856	-
777	RATE STABILIZATION	52,280	-	-
778	YOUTH CENTER	-	-	194,834
900	CITY CONTRIBUTION	134,325	800,488	642,325
908	DEBT SERVICE	460,353	450,159	485,530
<b>Operations &amp; Maintenance Total</b>		<b>\$ 874,367</b>	<b>\$ 1,309,617</b>	<b>\$ 1,368,454</b>
<b>GRAND TOTAL</b>		<b>\$ 1,273,120</b>	<b>\$ 1,726,821</b>	<b>\$ 1,776,841</b>
<b>Funding Sources</b>				
361	COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	1,273,120	1,726,821	1,776,841
<b>GRAND TOTAL</b>		<b>\$ 1,273,120</b>	<b>\$ 1,726,821</b>	<b>\$ 1,776,841</b>

# Budget Detail- Housing Authority

Division no. 4542

Obj.	Obj. Description	Actuals FY 2017	Year End Estimates FY 2018	Adopted FY 2019
<b>Personnel</b>				
101	SALARIES-PERMANENT	604,503	508,201	654,933
121	FRINGE BENEFITS	22,891	17,720	26,855
122	PERS	149,019	123,848	169,850
124	HEALTH INSURANCE	97,940	86,921	115,095
125	WORKER'S COMP	28,464	22,276	28,686
129	DEFERRED COMP	38,721	36,295	50,688
112	SALARIES-TEMPORARY	81	-	-
<b>Personnel Total</b>		<b>\$ 941,619</b>	<b>\$ 795,261</b>	<b>\$ 1,046,107</b>
<b>Operations &amp; Maintenance</b>				
202	LOCAL & REGIONAL EVENTS	25	500	500
203	MILEAGE	-	355	355
205	CITY PROMOTION & ADVERTISING	-	2,500	2,500
207	VEHICLE OPERATIONS	15	1,500	1,500
212	POSTAGE-SPECIAL MAILING	519	1,600	1,600
217	VEHICLE - FUEL	127	500	1,000
251	SPECIAL ACTIVITY SUPPLIES	-	200	200
253	REPROGRAPHICS	93	400	400
259	OFFICE SUPPLIES	1,194	2,500	2,500
263	LEGAL ADVERTISING	1,068	1,200	1,500
301	PROFESSIONAL SERVICES	69,545	150,000	46,000
355	SPECIAL PROGRAMS	18,976	30,000	100,000
361	RECORDING/CREDIT FEES	-	3,000	3,000
402	MAINTENANCE SERVICE-PRIVATE	125	130	130
682	PROPERTY MAINTENANCE, NON-BOND	59,216	60,000	60,000
684	PROPERTY MAINTENANCE, BOND	7,216	7,000	10,000
656	REFUSE COLLECTION	5,549	-	-
770	GRANT EXPENSES	1,357,710	507,000	7,000
771	NON REIMBURSABLE GRANT EXPEND	696,936	500,000	-
779	GENERAL FUND OVERHEAD	681,610	681,610	720,921
799	TRANSFER-AGENCY LOAN BALANCE	(859,175)	-	-
900	CITY CONTRIBUTION	-	-	2,000,000
901	PARCEL MAP COMPLETION	88,416	-	-
902	OPER OF ACQ PROP-LANC COMM SHL	305	-	-
924	CONSTRUCTION IMPROVEMENTS	1,406	400	-
<b>Operations &amp; Maintenance Total</b>		<b>\$ 2,130,876</b>	<b>\$ 1,950,395</b>	<b>\$ 2,959,106</b>
<b>GRAND TOTAL</b>		<b>\$ 3,072,495</b>	<b>\$ 2,745,656</b>	<b>\$ 4,005,213</b>



# Budget Detail- Housing Authority (cont.)

Division no. 4542

Obj.	Obj. Description	Actuals FY 2017	Year End Estimates FY 2018	Adopted FY 2019
<b>Funding Sources</b>				
261	LOS ANGELES COUNTY REIMBURSEMENT	147,576	-	-
301	LANCASTER HOUSING AUTHORITY	698,021	681,610	720,921
306	LOW & MODERATE INCOME HOUSING	1,131,620	1,046,327	3,274,292
330	STATE GRANT - RECYCLING BEVERAGE	8,080	3,318	-
363	NEIGHBORHOOD STABILIZATION PROGRAM	1,077,059	1,004,401	-
391	FEDERAL HOME GRANT	10,139	10,000	10,000
<b>GRAND TOTAL</b>		<b>\$ 3,072,495</b>	<b>\$ 2,745,656</b>	<b>\$ 4,005,213</b>

# Budget Detail- Code Enforcement

Division no. 4545

Obj.	Obj. Description	Actuals FY 2017	Year End Estimates FY 2018	Adopted FY 2019
<b>Personnel</b>				
101	SALARIES-PERMANENT	792,892	820,067	1,012,926
121	FRINGE BENEFITS	50,691	29,734	42,669
122	PERS	184,197	197,791	262,692
124	HEALTH INSURANCE	128,508	153,172	203,694
125	WORKER'S COMP	35,509	35,914	44,366
129	DEFERRED COMP	15,506	16,400	34,043
<b>Personnel Total</b>		<b>\$ 1,207,303</b>	<b>\$ 1,253,078</b>	<b>\$ 1,600,390</b>
<b>Operations &amp; Maintenance</b>				
200	REGISTRATION	-	-	1,200
206	PUBLICATIONS & DUES	935	1,235	1,235
207	VEHICLE OPERATIONS	3,352	6,000	7,000
216	MHP RENT ARBITRATION BOARD	6,000	-	5,000
217	VEHICLE - FUEL	9,705	11,000	12,950
251	SPECIAL ACTIVITY SUPPLIES	272	-	-
253	REPROGRAPHICS	370	800	800
259	OFFICE SUPPLIES	1,385	1,800	2,500
301	PROFESSIONAL SERVICES	9,462	5,000	10,000
413	COMMUNICATION EQUIP MAINT	-	300	500
682	PROPERTY MAINTENANCE, NON-BOND	1,960	-	-
685	RELOCATION COSTS	1,879	-	-
940	CODE/DEMOLITION ACTIVITY	9,677	75,000	90,000
<b>Operations &amp; Maintenance Total</b>		<b>\$ 44,997</b>	<b>\$ 101,135</b>	<b>\$ 131,185</b>
<b>GRAND TOTAL</b>		<b>\$ 1,252,300</b>	<b>\$ 1,354,213</b>	<b>\$ 1,731,575</b>
<b>Funding Sources</b>				
101	GENERAL FUND	1,235,678	1,330,843	1,731,575
330	STATE GRANT - RECYCLING BEVERAGE	16,622	23,370	-
<b>GRAND TOTAL</b>		<b>\$ 1,252,300</b>	<b>\$ 1,354,213</b>	<b>\$ 1,731,575</b>