

1 BOARD OF DIRECTORS  
2 OF THE CALIFORNIA HOUSING FINANCE AGENCY

3  
4 RESOLUTION NO. 20-11

5  
6 RESOLUTION AUTHORIZING THE AGENCY OPERATING BUDGET FOR FISCAL  
7 YEAR 2020/2021

8  
9 WHEREAS, the Board of Directors of the California Housing Finance Agency has  
10 reviewed its proposed operating budget for the 2020/2021 fiscal year;

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12 NOW, THEREFORE, BE IT RESOLVED as follows:

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14 1. The operating budget attached hereto is hereby approved for operations of the  
15 California Housing Finance Agency Fund for fiscal year 2020/2021.

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19 Attachment

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SECRETARY'S CERTIFICATE

I, Claire Tauriainen, the undersigned, do hereby certify that I am the duly authorized Secretary of the Board of Directors of the California Housing Finance Agency, and hereby further certify that the foregoing is a full, true, and correct copy of Resolution No. 20-11 duly adopted at a regular meeting of the Board of Directors of the California Housing Finance Agency duly called and held on the 14th day of May 2020, at which meeting all said directors had due notice, a quorum was present and that at said meeting said resolution was adopted by the following vote:

AYES: Avila Farias, Gallagher, Gunn (for Imbasciani), Hunter, Johnson-Hall, Ma, Velasquez, Prince, Russell, Sotelo, Gunning, Castro Ramirez

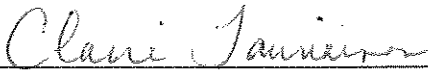
NOES: None

ABSTENTIONS: None

ABSENT: None

IN WITNESS WHEREOF, I have executed this certificate hereto this 14th day of May 2020.

ATTEST:

  
\_\_\_\_\_  
CLAIRE TAURIAINEN  
Secretary of the Board of Directors of the  
California Housing Finance Agency

April 17, 2020

CALIFORNIA HOUSING FINANCE AGENCY  
2020-21  
CALHFA FUND OPERATING BUDGET  
(IN THOUSANDS)

	Adopted Budget	Actual	Adopted Budget	Projected Actual	Proposed Budget
<u>EXPENDITURE ITEM</u>	<u>2018-19</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2019-20</u>	<u>2020-21</u>
<b>PERSONAL SERVICES</b>					
Salaries and Wages	\$20,432	\$17,482	\$19,636	\$17,377	\$19,428
Benefits	9,922	8,846	11,288	9,991	10,198
Estimated Savings (Vacancies)	(1,712)	(534)	(2,118)	(2,118)	(4,061)
Anticipated Salaries and Wages and Benefits	<u>28,642</u>	<u>25,794</u>	<u>28,806</u>	<u>25,250</u>	<u>25,565</u>
Temporary Help	184	118	127	112	145
Students/Retired Annuitants	154	0	127	112	145
Contract	30	0	0	0	0
Overtime	46	30	48	28	32
Reimbursements	(523)	(393)	(498)	(490)	0
KYHC (Outside Funding)	(\$523)	\$0	(\$498)	(\$490)	\$0
HCD	\$0	\$0	\$0	\$0	\$0
Caltrans	\$0	\$0	\$0	\$0	\$0
<b>TOTALS, Personal Services</b>	<u>\$28,349</u>	<u>\$25,549</u>	<u>\$28,483</u>	<u>\$24,900</u>	<u>\$25,742</u>
<b>OPERATING EXPENSES AND EQUIPMENT</b>					
General Expense	722	569	775	675	745
Communications	417	317	407	400	429
Travel	597	396	638	500	498
Training	209	145	270	175	256
Facilities Operation	2,974	2,787	3,115	3,000	2,868
Consulting & Professional Services	3,008	1,677	2,867	1,500	5,634
Central Admin. Serv.*	2,317	2,253	2,699	2,690	1,860
Information Technology	953	1,001	2,326	2,200	1,485
Equipment	130	52	180	100	170
<b>TOTALS, Operating Expenses and Equipment</b>	<u>\$11,327</u>	<u>\$9,197</u>	<u>\$13,276</u>	<u>\$11,240</u>	<u>\$13,945</u>
<b>TOTALS, EXPENDITURES</b>	<u>\$39,676</u>	<u>\$34,746</u>	<u>\$41,759</u>	<u>\$36,140</u>	<u>\$39,687</u>

\*Represents CalHFA's allocated share of the State's central administrative costs.

April 28, 2020

CALIFORNIA HOUSING FINANCE AGENCY  
2020-21

SUMMARY  
PERSONNEL YEARS AND DIVISION BUDGETS

DIVISION	PERSONNEL YEARS			DIVISION BUDGET AMOUNTS		
	Actual 2018-19	Adopted Budget 2019-20	Proposed Budget 2020-21	Actual 2018-19	Adopted Budget 2019-20	Proposed Budget 2020-21
BOARD MEMBERS	0.0	0.0	0.0	\$29,346	\$83,500	\$ 61,250
EXECUTIVE OFFICE	5.2	6.0	6.0	\$1,647,365	\$2,091,422	\$1,962,848
ERM & C	3.3	8.0	0.0	\$1,512,437	\$1,367,068	\$ -
ADMINISTRATION	19.4	21.0	20.0	\$2,701,534	\$3,171,172	\$ 3,074,570
FINANCING	9.8	7.0	11.0	\$1,081,134	\$1,354,740	\$ 1,787,180
FISCAL SERVICES	32.1	33.0	34.0	\$5,110,877	\$5,201,352	\$ 5,262,423
GENERAL COUNSEL	12.0	12.0	12.0	\$2,294,497	\$2,845,844	\$ 3,107,252
MARKETING	7.2	9.0	9.0	\$1,502,736	\$2,061,834	\$ 1,972,505
I.T.	17.5	19.0	22.0	\$4,437,886	\$6,304,323	\$ 6,094,027
SINGLE FAMILY LENDING	48.2	50.0	52.0	\$7,035,956	\$7,852,892	\$ 10,095,667
MULTIFAMILY	19.9	27.0	26.0	\$3,406,154	\$4,502,168	\$ 4,118,228
ASSET MANAGEMENT	24.0	29.0	29.0	\$4,073,209	\$4,690,641	\$ 4,426,251
INDIRECT COST POOL/TEMPS	1.6	2.2	2.2	(\$87,293)	\$729,600	\$ 1,784,900
REIMBURSEMENTS	-	-	-	\$0	(\$497,805)	\$0
TOTAL PYS AND BUDGET AMOUNTS	200.2	223.2	223.2	\$34,745,838	\$41,758,752	\$39,686,547

## 2245 CALIFORNIA HOUSING FINANCE AGENCY

ORGANIZATIONAL UNIT  Classification	EXPENDITURES					
	Filled 2018-19	Authorized 2019-20	Proposed 2020-21	Actual 2018-19  (Salary Range)	Budgeted 2019-20	Proposed 2020-21
<b>OPERATIONS</b>						
<b>Executive Office</b>						
Executive Office:						
Board Members	-	-	-	\$100/day	\$5,000	\$5,000
Executive Director	1.0	1.0	1.0	14,333-21,500	242,338	258,000
Chief Deputy Director	1.0	1.0	1.0	12,667-19,000	224,479	228,000
Director of Business & Governmental Affairs	1.0	1.0	1.0	8,333-12,500	155,250	102,496
Information Officer II	0.4	-	-	6,187-7,688	-	-
Assoc Govtl Prog Analyst	1.0	1.0	1.0	4,975-6,228	68,900	74,452
Staff Services Analyst	0.2	-	-	4,136-5,179	-	-
Legislative Office:						
Director of Legislation	0.6	1.0	1.0	11,802-14,592	146,472	150,000
Assoc Govtl Prog Analyst	-	1.0	1.0	4,975-6,228	71,663	63,333
Totals, Executive Office	5.2	6.0	6.0	\$800,662	\$914,103	\$881,281
<b>Enterprise Risk Mangement &amp; Compliance</b>						
Director of Enterprise Risk Mgt & Compliance	0.3	1.0	-	10,667-16,000	165,602	-
Risk Manager	0.3	1.0	-	9,333-14,000	176,142	-
Staff Services Mgr II	0.3	-	-	7,190-8,167	-	-
Financing Officer	0.3	-	-	7,121-8,867	-	-
Housing Finance Ofcr	0.6	2.0	-	7,121-8,867	220,256	-
Staff Services Mgr I	0.3	-	-	5,917-7,351	-	-
Housing Finance Spec	0.9	2.0	-	5,465-6,841	169,930	-
Assoc Govtl Prog Analyst	-	1.0	-	4,975-6,228	78,098	-
Mgt Services Techn	0.3	1.0	-	2,822-3,992	49,581	-
Totals, Enterprise Risk Management & Compliance	3.3	8.0	-	\$930,185	\$859,610	\$0
<b>Administrative Division</b>						
Director of Administration, C.E.A. A	1.0	1.0	1.0	6,913-9,937	128,348	131,561
Contracts and C&P:						
Staff Services Mgr II	1.0	1.0	1.0	7,190-8,167	101,434	103,972
Assoc Govtl Prog Analyst	1.9	2.0	-	4,975-6,228	143,853	-
Assoc Pers Analyst	1.6	2.0	2.0	4,975-6,228	132,854	134,033
Staff Services Analyst	-	-	1.0	3,186-5,179	-	53,751
Business Services:						
Staff Services Mgr I	1.0	1.0	1.0	5,917-7,351	91,299	93,578
Assoc Govtl Prog Analyst	2.5	3.0	3.0	4,975-6,228	222,002	221,177
Business Service Assistant-Spec	1.0	1.0	1.0	2,822-4,318	53,630	54,969
Mgt Services Techn	1.0	1.0	1.0	2,822-3,992	45,805	50,824
Central Scan Facility:						
Office Tech-Typing	-	-	3.0	3,038-3,916	-	123,698
Office Asst-Typing	3.6	4.0	1.0	2,424-3,292	145,393	32,816
Human Resources:						
Staff Services Mgr II	1.0	1.0	1.0	7,190-8,167	97,376	103,109
Staff Services Mgr I	0.9	1.0	1.0	5,917-7,351	91,299	93,578
Sr Pers Spec	0.1	-	1.0	4,239-5,309	-	68,427
Staff Services Analyst	-	-	1.0	3,186-5,179	-	57,986
Office Techn-Typing	0.9	1.0	-	3,038-3,916	38,747	-
Pers Spec	0.9	1.0	-	3,016-4,496	52,322	-
Mgt Services Techn	1.0	1.0	1.0	2,822-3,992	49,581	50,824
Totals, Administrative Division	19.4	21.0	20.0	\$1,249,981	\$1,393,943	\$1,374,303

<b>Financing Division</b>							
Director	1.0	1.0	1.0	11,667-17,500	200,181	150,679	
Director of Enterprise Risk Mgt & Compliance	0.4	-	1.0	10,667-16,000	-	137,764	
Risk Manager	0.7	-	1.0	9,333-14,000	-	120,536	
Acctg Administrator III	0.5	-	-	7,897-8,966	-	-	
Financing Ofcr	3.2	4.0	4.0	7,121-8,867	400,688	394,994	
Housing Finance Ofcr	1.4	-	-	6,847-8,526	-	-	
Staff Services Manager	0.1	-	-	5,917-7,351	-	-	
Housing Finance Spec	1.4	-	-	5,465-6,841	-	-	
Associate Governmental Program Analyst	0.3	-	-	4,975-6,228	-	-	
Research Data Analyst I	0.1	2.0	4.0	3,512-5,439	106,899	227,517	
Mgt Services Techn	0.7	-	-	2,822-3,992	-	-	
<b>Totals, Financing Division</b>	<b>9.8</b>	<b>7.0</b>	<b>11.0</b>	<b>\$550,637</b>	<b>\$707,768</b>	<b>\$1,031,490</b>	
<b>Fiscal Services Division</b>							
<b>Fiscal Services</b>							
Comptroller, C.E.A. B	1.0	1.0	1.0	10,010-11,924	148,013	151,794	
Deputy Comptroller, C.E.A. A	1.0	1.0	1.0	7,190-10,334	116,028	124,870	
<b>Financial Reporting &amp; Bond Administration:</b>							
Financial Accountant II	0.3	1.0	1.0	7,144-8,877	105,247	113,012	
Acctg Administrator II	0.7	-	-	6,495-8,070	-	-	
Acctg Administrator I-Spec	3.8	4.0	3.0	5,465-6,841	339,861	261,252	
Assoc Acctg Analyst	2.0	2.0	3.0	5,223-6,542	164,925	250,001	
Sr Acctg Officer-Spec	0.5	-	-	4,975-6,228	-	-	
<b>Fiscal Systems:</b>							
Information Technology Specialist II	-	-	1.0	6,482-8,523	0	104,832	
Information Technology Specialist I	-	-	1.0	5,118-8,280	0	87,447	
Sr Adm Analyst-Acctg Sys	1.0	1.0	-	6,495-8,070	100,229	0	
Assoc Adm Analyst-Acctg Sys	1.0	1.0	-	5,223-6,542	81,252	0	
<b>Single Family:</b>							
Acctg Administrator II	0.5	-	-	6,495-8,070	-	-	
Acctg Administrator I-Supvr	-	1.0	1.0	5,917-7,351	79,221	81,363	
Sr Acctg Officer-Spec	3.0	3.0	3.0	4,975-6,228	234,922	205,951	
Acctg Officer-Spec	5.0	5.0	6.0	4,344-5,439	330,574	400,648	
Accountant Trainee	0.3	1.0	-	3,665-4,370	53,839	-	
Accountant I-Spec	0.7	-	-	3,245-4,063	-	-	
<b>Multifamily:</b>							
Acctg Administrator II	-	1.0	1.0	6,495-8,070	90,449	82,681	
Acctg Administrator I-Supvr	1.0	1.0	1.0	5,917-7,351	91,299	75,325	
Acctg Administrator I-Spec	1.7	2.0	2.0	5,465-6,841	169,930	174,168	
Assoc Acctg Analyst	1.0	1.0	1.0	5,223-6,542	77,352	83,283	
Sr Acctg Officer-Spec	1.0	2.0	2.0	4,975-6,228	139,776	146,650	
Acctg Officer-Spec	2.0	1.0	1.0	4,344-5,439	67,552	69,237	
Accountant Trainee	0.5	-	-	3,665-4,370	-	-	
<b>Operating:</b>							
Acctg Administrator II-Supvr	0.1	-	1.0	6,495-8,070	-	98,674	
Acctg Administrator I-Supvr	0.9	1.0	-	5,917-7,351	91,299	-	
Sr Acctg Officer-Spec	1.0	1.0	1.0	4,975-6,228	77,352	79,286	
Associate Governmental Program Analyst	0.1	-	1.0	4,975-6,228	-	68,446	
Acctg Officer-Spec	1.0	1.0	1.0	4,344-5,439	67,552	69,237	
Accountant Trainee	-	-	1.0	3,665-4,370	-	47,070	
Accountant I-Spec	0.7	1.0	-	3,245-4,063	41,479	-	
Office Techn-Typing	0.3	-	-	3,038-3,916	-	-	
<b>Totals, Fiscal Services</b>	<b>32.1</b>	<b>33.0</b>	<b>34.0</b>	<b>\$2,493,425</b>	<b>\$2,668,152</b>	<b>\$2,775,227</b>	
<b>General Counsel Division</b>							
Asst Chief Counsel	1.1	1.0	1.0	12,312-14,401	172,812	182,003	
General Counsel	0.9	1.0	1.0	11,667-17,500	194,947	197,190	
<b>Records Management:</b>							
Assoc Govtl Prog Analyst	1.0	1.0	1.0	4,975-6,228	77,352	75,520	
<b>Single Family:</b>							
Attorney IV	-	1.0	1.0	10,173-13,062	154,079	164,628	
Attorney III	1.0	-	-	9,210-11,815	-	-	
Attorney I	1.0	1.0	1.0	5,602-9,760	96,369	110,916	
Housing Finance Spec	1.0	1.0	1.0	5,465-6,841	84,965	82,948	
<b>Multifamily/Asset Management:</b>							
Attorney IV	0.8	1.0	1.0	10,173-13,062	155,497	170,586	

Attorney III	0.2	-	-	9,210-11,815	-	-
Attorney I	1.0	1.0	1.0	5,602-9,760	89,080	103,437
Housing Finance Spec	2.0	2.0	2.0	5,465-6,841	169,930	170,032
Staff Services Analyst	2.0	2.0	2.0	3,186-5,179	120,924	117,208
Totals, General Counsel Division	12.0	12.0	12.0	\$1,248,907	\$1,315,956	\$1,374,466
<b>Marketing Division</b>						
C.E.A. A	1.0	1.0	1.0	7,190-10,334	128,348	131,561
Information Officer II	1.6	3.0	3.0	6,187-7,688	266,099	275,741
Research Data Specialist I	-	1.0	1.0	5,465-6,841	76,420	69,589
Information Officer I	1.0	-	-	4,975-6,228	-	-
Information Technology Specialist I	-	-	1.0	5,118-8,280	-	91,800
Information Technology Associate	2.0	2.0	1.0	3,877-5,196	166,931	73,320
Assoc Govtl Prog Analyst	-	-	1.0	4,975-6,228	-	63,336
Staff Services Analyst	0.6	2.0	1.0	3,186-5,179	103,091	53,370
Office Techn-Typing	1.0	-	-	3,038-3,916	-	-
Totals, Marketing Division	7.2	9.0	9.0	\$577,340	\$739,890	\$758,697
<b>Information Technology Division</b>						
Chief Information Officer	0.6	1.0	1.0	9,333-14,000	152,445	136,937
Application Systems Development & Support:						
Information Technology Supervisor II	0.7	-	-	6,683-8,955	-	-
Information Technology Specialist II	0.4	1.0	2.0	6,482-8,523	107,979	229,524
Information Technology Supervisor I	-	1.0	1.0	6,078-8,145	75,489	77,379
Information Technology Specialist I	2.8	3.0	4.0	5,118-8,280	254,618	342,584
Information Technology Associate	3.0	2.0	-	3,877-6,245	149,462	-
Information Security & Exchange						
Information Technology Specialist II	-	-	1.0	6,482-8,523	-	110,129
Security Administration & Workstation Support:						
Information Technology Manager I	0.9	1.0	1.0	8,949-10,877	122,138	97,419
Information Technology Supervisor II	0.1	-	-	6,683-8,955	-	-
Information Technology Specialist II	1.2	3.0	1.0	6,482-8,523	325,426	86,272
Information Technology Specialist I	1.3	2.0	5.0	5,118-8,280	170,795	480,666
Information Technology Associate	1.7	1.0	1.0	3,877-6,245	62,037	66,762
Information Technology Technician	-	1.0	3.0	3,248-5,195	56,331	137,821
Project Management, Procurement, Budgets						
Information Technology Specialist I	3.8	3.0	1.0	5,118-8,280	286,053	75,150
Information Technology Associate	1.0	-	1.0	3,877-6,245	-	83,276
Totals, CalHFA Information Technology Division	17.5	19.0	22.0	\$1,646,274	\$1,762,774	\$1,923,919
Temporary Help	1.1	2.2	2.2	69,757	127,000	145,000
Overtime	-	-	-	11,714	18,000	14,000
Totals, CalHFA Operations	107.6	117.2	116.2	\$9,578,882	\$10,507,195	\$10,278,381
<b>PROGRAMS</b>						
<b>Single Family</b>						
Director of Homeownership	1.0	1.0	1.0	11,667-17,500	217,350	210,000
Compliance and Loan Administration						
Housing Finance Chief	1.0	1.0	1.0	8,681-9,858	122,436	125,497
Housing Finance Ofcr	1.0	2.0	2.0	7,121-8,867	220,256	225,754
Housing Finance Spec	3.0	3.0	4.0	5,465-6,841	254,896	345,732
Staff Services Manager I	-	-	1.0	5,917-7,351	-	92,962
Housing Finance Assoc	2.8	4.0	6.0	4,975-6,228	288,492	443,809
Housing Finance Trainee	2.0	2.0	2.0	3,186-4,318	107,259	109,937
Mgt Services Techn	1.0	1.0	2.0	2,822-3,992	49,581	101,647
Loan Production						
Housing Finance Chief	1.0	1.0	1.0	8,681-9,858	122,436	125,497
Housing Finance Ofcr	2.2	2.0	2.0	7,121-8,867	205,493	193,110
Staff Services Mgr I	1.0	1.0	2.0	5,917-7,351	91,299	188,446
Housing Finance Spec	4.3	4.0	4.0	5,465-6,841	340,699	309,169
Housing Finance Assoc	11.9	12.0	8.0	4,975-6,228	928,573	630,520
Office Techn-Typing	1.0	1.0	-	3,038-3,916	47,221	-
Mgt Services Techn	1.0	1.0	2.0	2,822-3,992	49,581	101,635
Secondary Marketing and Systems Support						
Housing Finance Chief	1.0	1.0	1.0	8,681-9,858	117,294	125,497
Housing Finance Ofcr	1.0	1.0	1.0	7,121-8,867	110,128	112,877
Staff Services Manager I	-	-	1.0	5,917-7,351	-	92,962
Housing Finance Spec	7.0	10.0	9.0	5,465-6,841	838,415	757,552
Housing Finance Assoc	4.0	1.0	1.0	4,975-6,228	77,352	79,286

Housing Finance Trainee	-	1.0	1.0	3,186-4,318	46,944	48,179
Office Techn-Typing	1.0	-	-	3,038-3,916	-	-
Totals, Single Family	48.2	50.0	52.0	\$3,960,804	\$4,235,707	\$4,420,067
<b>Multifamily Programs</b>						
Director of Multifamily Programs	0.3	1.0	1.0	11,667-17,500	181,127	195,615
Deputy Director of Multifamily Programs	-	1.0	1.0	7,190-16,679	132,087	131,204
Credit Officer, C.E.A. A	-	1.0	1.0	7,190-16,679	104,639	121,204
Housing Finance Chief	-	-	1.0	8,681-9,858	-	110,520
Staff Services Mgr II	0.7	1.0	-	7,190-8,167	101,434	-
Housing Finance Ofcr	3.7	5.0	5.0	7,121-8,867	519,220	503,066
Housing Finance Spec	4.7	8.0	7.0	5,465-6,841	644,399	563,080
Housing Finance Assoc	4.0	5.0	4.0	4,975-6,228	353,975	269,650
Housing Finance Asst	3.7	2.0	1.0	4,136-5,179	129,893	62,796
Staff Services Analyst	-	-	2.0	3,186-5,179	-	106,629
Office Techn-Typing	0.8	1.0	1.0	3,038-3,916	43,514	38,671
<b>Construction Services:</b>						
Sr Housing Constrn Insp	1.0	1.0	1.0	9,382-11,741	146,528	150,195
Housing Constrn Insp	1.0	1.0	1.0	8,639-10,815	134,971	110,516
Totals, Multifamily Programs	19.9	27.0	26.0	\$1,847,567	\$2,491,787	\$2,363,147
<b>Asset Management</b>						
<b>Asset Management:</b>						
Housing Finance Chief	1.5	2.0	2.0	8,681-9,858	233,136	236,012
Housing Maint Insp	3.0	4.0	4.0	7,975-9,977	485,188	440,053
Housing Finance Ofcr	3.3	4.0	4.0	7,121-8,867	405,066	413,806
Staff Services Mgr I	0.6	1.0	1.0	5,917-7,351	91,299	93,578
Housing Finance Spec	9.3	12.0	12.0	5,465-6,841	978,658	964,892
Housing Finance Assoc	1.3	3.0	4.0	4,975-6,228	204,308	279,376
Housing Finance Asst	2.0	1.0	-	4,136-5,179	55,506	-
Housing Finance Trainee	1.0	-	-	3,186-4,318	-	-
Office Techn-Typing	1.0	1.0	1.0	3,038-3,916	43,167	46,451
Mgt Services Techn	1.0	1.0	1.0	2,822-3,992	49,581	50,824
Totals, Asset Management	24.0	29.0	29.0	\$2,176,128	\$2,545,909	\$2,524,992
Temporary Help	0.5	-	-	48,350	0	0
Overtime	-	-	-	18,571	30,000	16,000
Totals, Programs	92.6	106.0	107.0	\$8,051,420	\$9,303,403	\$9,326,206
Totals Regular/Ongoing Positions Before Salary Savings	198.6	221.0	221.0	\$17,481,910	\$19,635,597	\$19,427,587
CalHFA Salary Savings	-	-	-	\$0	-\$2,117,545	-\$4,060,553
<b>TOTALS, CalHFA AUTHORIZED POSITIONS</b>	<b>200.2</b>	<b>223.2</b>	<b>223.2</b>	<b>\$17,630,302</b>	<b>\$17,693,052</b>	<b>\$15,544,034</b>
Regular/Ongoing Positions (CalHFA)	198.6	221.0	221.0	17,481,910	17,518,052	15,367,034
Temporary Help (CalHFA)	1.6	2.2	2.2	118,107	127,000	145,000
Overtime (CalHFA)	-	-	-	30,285	48,000	32,000



### TOTAL AGENCY FY 2020-21 Out of State Travel Requests

Mission Critical Travel	Division	Date of event (If known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings )	Impact if Denied
2019 NCSHA Annual Conference (Oct. 24-27, 2020)	Agency Wide	October 2020	New Orleans, LA	8	1	6	\$ 30,000.00	Mission critical annual meeting with national HFAs regarding professional development in various housing related program areas including communications, finance, governance, legal, human relations, information technology, management, homeownership, rental and special needs housing. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.
2020 NCSHA HFA Institute (Est. Jan. 10-15, 2021)	Agency Wide	January 2021	Washington, DC	4	1	0	\$ 8,750.00	Mission critical event designed to strengthen understanding of program fundamentals and explore advanced techniques for administering various housing programs and initiatives. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Loss of opportunity to obtain in-depth instruction on essential HFA programs.
2019 NCSHA Legislative Conference (Est. Mar. 22-24, 2021)	Agency Wide	March 2021	Washington, DC	6	2	1	\$ 22,500.00	To receive mission critical current updates on legislative and regulatory activities and priorities, industry perspectives, and the solutions to the latest issues and challenges, and to collaborate with experienced HFA practitioners, Congressional and Federal staff, and noted industry leaders through events and roundtable sessions. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to strengthen understanding in common and shared affordable housing initiatives with HFAs and key Federal and Congressional leaders.
NCSHA Executive Development Seminar	Agency Wide	November 2020	South Bend, IN	1	0	1	\$ 1,500.00	Annual executive development program. Topics covered in the seminar include mission critical transformational strategies and identifying growth opportunities, change management, improved decision making, negotiation and conflict management, building high performance teams and situational leadership. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to provide executive management with high level training regarding organizational transformation, change management and organizational performance.
NCSHA Housing Credit Connect (Est. June 22-25, 2021)	Exec, Financing, Multifamily	June 2020	Denver, CO	3	1	3	\$ 10,500.00	Mission critical annual meeting with national HFAs regarding low income housing tax credits, including legislative updates, industry expert meetings, IRS regulation changes, and policy discussions. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible. This event is a function required by statute, contract, or executive directive.	Failure to obtain critical information on changes to Multifamily low income housing tax credits, including any legislative core related financing methods.
NCSHA Executive Directors Workshop	Executive	July 2020	TBD	1	0	0	\$ 1,750.00	Mission critical annual meeting with national HFA Executive Directors regarding low income housing tax credits, including legislative updates, industry expert meetings, IRS regulation changes, and policy discussions. Job required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to obtain critical information on changes to Multifamily low income housing tax credits, including any legislative ore related financing methods.

**TOTAL AGENCY FY 2020-21 Out of State Travel Requests**

Mission Critical Travel	Division	Date of event (if known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings)	Impact if Denied
NCSHA Special Board of Director's Meeting	Executive	TBD	Washington, DC	1	0	0	\$ 1,250.00	Provide mission critical guidance as a member of the Board of Directors to NCSHA member HFA's on ways to better serve low and moderate income neighborhoods and residents across the country. This event is a function required by statute, contract, or executive directive.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives.
NCSHA Board Member Training	Board	TBD	TBD	0	2	0	\$ 5,000.00	Mission critical annual meeting with HFA Board Members across the Country regarding the responsibilities as Board Members, role of HFAs in the housing finance space and policy and legislative updates from industry experts. The training sessions offered are multi-disciplinary and sending only one representative to attend multiple sessions is not possible. This event is a function required by statute, contract, or executive directive.	Participation in the training will ensure that the Board Members understand their role and responsibilities as Board Members and will help avoid potential issues during their service on the Board.
2021 Government Social Media Conference	Marketing	TBD	TBD	0	0	1	\$ 1,750.00	The GSMCON is an annual social media conference targeted to city, county, and state government. Sessions include speakers from CA state agencies and others who are presenting on topics such as 'using social media during emergencies', 'handling negative social media', and 'legal aspects for government social media'. It's mission critical for our communications staff and public information liaisons to be trained on these topics so that we can communicate effectively to the public. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Lack of preparedness and understanding to communicate effectively during a crisis or to communicate to or on behalf of public officials. Lack of preparedness and understanding when handling negative social interactions that directly impact the Agency's reputation.
2020 Western HUD Lender's Conference	Exec, Asset Management	September 2020	TBD	2	0	1	\$ 4,500.00	Mission critical consortium of HUD approved multifamily lenders to share with and provide updates on HFA multifamily insurance programs including updates from HUD national office, updates and revisions to appraisal evaluations and engineering, updates to asset management, legal and loan closing requirements. Requests by the federal government to appear before committees.	Failure to hear from HUD HUB Directors, HUD national headquarters staff, and other HUD senior management to address challenges and issues that impact CalHFA and its lending initiatives.
Western States HFA Summit	Single Family, Executive	TBD	TBD	2	0	0	\$ 2,500.00	Annual mission critical meeting with Western States HFA's. This training event is designed to strengthen the understanding of regional issues in various housing related program areas which are common to our region. Work on regional issues / solutions by partnering with sister HFA in cost sharing ventures. This event is a function required by statute, contract, or executive directive.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.
West Coast HFA Meet Up	Executive, General Counsel	TBD	TBD	2	0	0	\$ 2,500.00	Annual mission critical meeting with Western States HFA's. This training event is designed to strengthen the understanding of regional issues in various housing related program areas which are common to our region. Work on regional issues / solutions by partnering with sister HFA in cost sharing ventures. This event is a function required by statute, contract, or executive directive.	Loss of cost savings and efficiencies for not meeting business partners in one location, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives with HFAs across the country.
Fannie Mae's HFA Institute	General Counsel, Single Family	September 2020	Washington, DC	2	0	1	\$ 5,250.00	Required by federal partners. To obtain mission critical information on Fannie Mae's HFA Preferred Program (A NCSHA sponsored HFA Conference). Requests by the federal government to appear before committees.	Not attending could jeopardize CalHFA's participation in Fannie Mae's HFA Preferred Program.

**TOTAL AGENCY FY 2020-21 Out of State Travel Requests**

Mission Critical Travel	Division	Date of event (if known)	Destination	# of Exempt Employees Attending	# Board Members Attending *	# of Non-Exempt Employees Attending (Excluded and Represented Employees)	Projected Cost (including airfare, rental car, meals, etc.)	Justification (i.e. Mission Critical; List benefits to the Dept.; Auditing; Litigation Related; Function required by statute, contract, or executive directive; NCSHA Sponsored Meetings; Meetings with Rating Agencies, GSE's; Lender Trainings )	Impact if Denied
HUD TRACS Annual Meeting	Asset Management	TBD	Washington, DC	1	0	0	\$ 2,500.00	Required by federal partners. Tenant Rental Assistance Certification System (TRACS) Mission critical meeting to learn of the latest changes and HUD regarding occupancy related issues, software updates, and new HUD initiatives. Meetings or training required by a grant or to maintain grant funding.	Failure to obtain the most current and critical information regarding HUD matters.
HUD 811 Convening	Asset Management	TBD	Washington, DC	1	0	1	\$ 5,000.00	Mission critical and required by federal partners. HUD 811 program provides "convening" of states that have been awarded funds. California was the first state to have an executed Rental Assistance Contract with an owner. CalHFA has been asked to discuss the new HUD system that handles the PRA subsidy payments as well as to discuss our experience with the payment process so far. Meetings or training required by a grant or to maintain grant funding.	Failure to obtain information on program changes as well as provide important feedback on the Agency's experience with the 811 program so far.
HUD Introduction Meeting	Executive	TBD	Washington, DC	1	0	0	\$ 1,500.00	As the new presidential administration takes shape, it is mission critical to introduce CalHFA and its business lines to HUD. The ongoing programs we have with HUD (Section 8 TCA, Section 811 PRA, FHA Risk-Share, etc.) are critical to the success of CalHFA's mission. Meetings or training required by a grant or to maintain grant funding.	HUD may eliminate or alter programs without CalHFA's full input. Some of these changes may negatively alter CalHFA's role in affordable housing.
Rating Agency Visit	Executive	TBD	New York, NY	1	0	0	\$ 1,750.00	Mission critical required annual management review with Moody's. This event is a function required by statute, contract, or executive directive.	potential negative comments on Agency management. Failure to educate rating agencies regarding specific business risks that influence our ratings on debt issuance.
Federal Financing Bank HUD Risk-Share Program Meeting	Executive	TBD	Washington, DC	1	0	0	\$ 1,750.00	Mission critical meeting with HUD, US Treasury, and the Federal Financing Bank on the Agency's major primary housing program, the FFB Risk-Share loan program. Requests by the federal government to appear before committees.	Failure to meet with CalHFA's partners in this unique HFA financing tool could result in lowered lending production at higher financing rates
MBA National Technology in Mortgage Banking Conference	I.T., Single Family	TBD	TBD	2	0	2	\$ 10,000.00	Mission critical training on all of the emerging technologies, the impact of new regulations, vendor solutions, and to connect with vendors and industry experts related to mortgage lending. Job-required training necessary to maintain licensure or similar standards required for holding a position, if comparable training cannot be obtained in California or a different state not subject to the travel prohibition. A function required by statute, contract, or executive directive.	Loss of cost savings and efficiencies for not meeting needs of single family IT business needs, resulting in the inability to collaborate and strengthen lending products for affordable housing initiatives. Failure to obtain in depth instructions on essential system and regulatory changes in the industry.
GPUG Summit Conference (October 15-18, 2019)	Fiscal Services	October 2020	Nashville, TN	1	0	2	\$ 6,000.00	Agency is utilizing MSGP2016 for the Agency's business. The recent implementation of several modules and plan to implement several additional modules makes this a mission critical summit, as it will provide CalHFA with the necessary tools to realize the full potential of the software solution. The training sessions offered are multi-disciplinary (IT, Fiscal, Budget, Admin, etc.) and sending only one representative to attend multiple training sessions is not possible. A function required by statute, contract, or executive directive.	Failure to obtain critical training may result in inefficient or incorrect implementation of GP modules, staff inefficiencies, and missed financial reporting deadlines.
Freddy Mac	Executive	TBD	Washington, DC	1	0	0	\$ 1,750.00	Mission critical meeting with Freddie Mac to discuss new partnerships and capital raising opportunities for Multifamily Programs. Requests by the federal government to appear before committees.	Loss of opportunity to obtain in-depth instruction on essential HFA programs.

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GSE's	Executive, Multifamily	TBD		2	0	0	\$ 3,000.00	Mission critical meeting with GSE's to discuss new partnerships and capital raising opportunities for Multifamily Programs. Requests by the federal government to appear before committees.	Loss of opportunity to obtain in-depth instruction on essential HFA programs.
National Housing & Rehabilitation Conference	Executive, Multifamily	TBD		3	0	0	\$ 5,250.00	Mission critical event for training and best practices sponsored by developers involved with multifamily lending products and creation of innovative lending strategies. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to meet with HFA partners will reduce lending opportunities and prevent Agency staff from understanding and modifying our lending products to meet the needs of the development community.
CIO Leadership Forum 2021	Executive, Information Technology	TBD		2	0	0	\$ 4,000.00	Mission critical event for training for building the culture and digital dexterity to support innovation. This leadership forum dissects the challenges and opportunities of digital business among select peers that drove competitive advantages for attending organizations. A function required by statute, contract, or executive directive.	Missed opportunity to explore strategic trends and technologies that could assist in reshaping the future of IT and CalHFA.
Smiths Research & Grading Conference	Executive	TBD		1	0	0	\$ 1,000.00	Mission critical event designed to explore new ways to improve organizations with products that attract homeowners such as down-payment assistance. Develop and promote sustainable lending practices in order to minimize institutional risks, build stronger stakeholder and consumer relationships. Implement key financial strategies to maintain and improve the Agency's credit ratings. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to obtain the most current and critical information regarding research and analysis for institutional investors.
CDFA National Development Finance Summit	Executive	TBD		1	0	0	\$ 1,750.00	A mission critical summit built to learn about all types of development finance tools and programs from industry experts. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to obtain the most current and critical information regarding finance approaches and solutions.
National Housing Conference Home Ownership Taskforce	Executive	TBD		1	0	0	\$ 2,000.00	Mission critical event designed to educate participants on how to provide housing and community development assistance, and to make sure everyone has access to "Fair and Equal Housing", by increasing safe and affordable rental housing, reducing homelessness, and fighting housing discrimination. Requested to serve as a member of the National Taskforce.	Loss of opportunity to obtain in-depth instruction on essential HFA programs, as well as State and Federal affordable housing initiatives.
Fannie Mae Rural Duty to Serve	Exec	TBD		1	0	0	\$ 2,000.00	Mission critical meeting with secondary marketing purchaser of single family and multifamily loans. To further explore the ability to influence and provide input of issues related to helping homeowners and communities located in some of our nations most challenging markets. Attendance is required as member of the Board and serves as mission critical to CalHFA. Requests by the federal government to appear before committees.	Loss of cost savings and efficiencies for not meeting lending partners in one location, resulting in the inability to collaborate as strengthen leading products for affordable housing initiatives.



**TOTAL AGENCY FY 2020-21 Out of State Travel Requests**

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Novogradac Conference	General Counsel	TBD		1	0	0	\$ 2,000.00	Mission critical conference to bring together hundreds of professionals to explore ways to overcome structuring and other challenges with the primary goal to help build America's low income neighborhoods. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Loss of opportunity to strengthen knowledge of CA issues and trends.
CLA Real Property Symposium	General Counsel	TBD		1	0	0	\$ 2,000.00	Mission critical symposium to discuss latest trends and developments in commercial real estate as well as the future of commercial real estate. High priority topics include tax benefits in investing in opportunity zones, discussion on impact on landlord-tenant relationships and latest developments in real property law. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Loss of opportunity to strengthen knowledge of industry housing issues and trends.
Gartner IT Symposium/Xpo 2020	Information Technology	TBD		1	0	3	\$ 7,000.00	Mission critical IT Symposium/XPO 2020 is the place to hone leadership skills, refine IT strategies, and find the innovative technologies that help to power digital transformation. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Missed opportunity to explore strategic trends and technologies that could assist in reshaping the future of IT and CalHFA.
National Housing Conference Solutions for Housing Communications	Marketing	TBD		1	0	1	\$ 4,000.00	A mission critical national convening designed especially for housing communicators that focuses on communications strategies and tactics for expanding awareness of the benefits of affordable housing and building support for affordable housing policies and development. Workshops address communications tools and trends needed as a housing communicator. National experts provide helpful tips and strategies on how housing organizations communicate with policymakers, the media, stakeholders and its constituents. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition	Lack of preparedness on the latest's strategies and tactics for communicating, building support for and defending efforts surrounding affordable housing. Without keeping apprised of the communication efforts around the nation, we risk being ineffective in our efforts here in California where the housing crisis is substantially worse than many other states.
Ross Training	Asset Management	TBD		1	0	1	\$ 3,000.00	Mission critical training with RBD, and industry expert that works directly with HUD Headquarters on policy decisions. RBD is also facilitator for HUD headquarters as it relates to TRACS and MORS. Job-required training necessary to maintain licensure or similar standards required for holding a position as no comparable training can be obtained in California or a different state not subject to the travel prohibition.	Failure to obtain critical training will result in loss of the most up to date industry knowledge and key information on HUD TRACS
<b>Totals</b>				<b>81</b>	<b>7</b>	<b>24</b>	<b>\$ 159,750.00</b>		

\*Agency will reimburse out of state travel expenses for Board Members eligible for per diem pursuant to Health & Safety Code Section 50909

April 23, 2020

## CalHFA Contracts for FY 2020/21

		Consulting and Professional Services Proposed 2020/21	Remarks
<b>DIVISION CONTRACTS</b>			
<b><u>REGULAR ONGOING CONTRACTS</u></b>			
AGENCY WIDE			
	Cornerstone	600	Security Monitoring
<b>TOTALS</b>		<b>600</b>	
EXECUTIVE			
	BCSH	150,000	Interagency Agreement
	Management Consulting Services	200,000	Potential expansion of organizational assessment
	Economic Impact Study Report	50,000	Economic Impact Study Report
	Towers Watson Delaware, Inc.	50,000	Executive Evaluation/Compensation
<b>TOTALS</b>		<b>450,000</b>	
ADMINISTRATION			
	State Controller's Office	5,000	Leave Accounting
	HR Legal Services (Shaw)	150,000	Attorney services for workplace investigations, mediation, and expert witness work as necessary
	Heidrick	105,000	HR Consulting Services
	CalHR Attorney Services	10,000	Attorney services for workplace investigations, mediation, and expert witness work as necessary
	TPi	50,000	Professional advice
	GPTW	5,000	Consulting Services
<b>TOTALS</b>		<b>325,000</b>	
INFORMATION TECHNOLOGY			
	QBIX	9,000	General Ledger Report Upgrades
	BGI Support	15,000	Programming Support for Fiscal Services - MF Loan Servicing System
	Public Consulting Group	300,000	Programming Support
	Providence Technology Group (SharePr	25,000	SharePoint Technical Support
	Macroview, Inc.	1,000	Technical Support
	RedCar Consultation	250,000	Technical Support
	American River Technologies	250,000	KYHC
	Baygrape	160,000	KYHC Programming support
	Eplus Technology	50,000	RSA/PAM Integration technical expertise
	Altura Communication Services	1,000	Professional services and programming support for VoIP (telephone) system
	AB670 Assessment	55,000	Independent Security Assessment

	SSAE 18 SOC 1	35,000	Security
	Enterprise Networking Solutions	5,000	Server Upgrades
	Altura Communication Services (VoIP)	1,000	Telephone Support and Maintenance
	Enterasys (EYEP)	10,000	Ongoing Switch Maintenance
<b>TOTALS</b>		<b>1,167,000</b>	
<b>FINANCING</b>			
	Bloomberg	30,000	Financial services used to monitor interest rate swap markets and fixed income markets
	Refinitive	35,000	Municipal Market Indexes
<b>TOTALS</b>		<b>65,000</b>	
<b>BOARD MEMBERS</b>			
	3Play Media	4,000	Closed captioning and interactive transcript for services for CalHFA Board meetings
<b>TOTALS</b>		<b>4,000</b>	
<b>FISCAL SERVICES</b>			
	Audits		
	CliftonLarsonAllen	190,000	Housing Finance Fund Financial Audit
	Deloitte	76,500	KYHC
	Other		
	McCracken Financial Solutions Corp.		Multifamily Loan Servicing ASP - Ongoing
	Ominicap	5,000	Tax Compliance Calculations
<b>TOTALS</b>		<b>271,500</b>	
<b>GENERAL COUNSEL</b>			
	Litigation related		
	Bankruptcy/Consultation Services	5,000	Bankruptcy
	Cal Attorney General	25,000	Homeowner loan and routine litigation
	Orrick	15,000	Litigation
	Kronick	15,000	Litigation
	Non-litigation related/Other		
	Greenberg Trauig	75,000	HUD OIG
	Kronick	50,000	Advice
	Orrick	300,000	Hourly bond & finance advice
	Other		
	Hawkins Delafield & Wood LLP	20,000	Bond counsel
	HotDocs	10,000	Support
	Kronick	150,000	Transactional Support
<b>TOTALS</b>		<b>665,000</b>	
<b>MARKETING</b>			
	Marketing/Digital Marketing/PR	200,000	Agency Promotion and Printing
	Fuze Digital Solutions, LLC	6,000	Web Enhancements

Lazzarone Photography	10,000	Photographer for Annual Report
Design Forge	15,000	Consultant for Annual Report
Critical Mention	6,000	Media monitoring tool and housing data collection

**TOTALS** **237,000**

**SINGLE FAMILY LENDING**

McBride Edwards LLP	40,000	Servicing Auditor
All Regs	6,500	Quarterly enhancements to the CalHFA Servicer Guide
MERSCORP, Inc.	10,000	Electronic Registry Service
Community Ventures dba eHome Ameri	100,000	Online homebuyer counseling classes for CalHFA borrowers
MTS Softworks	29,900	AI technology expertise
Aardvark	40,000	Temp Help KYHC
Utopian	1,531,367	KYHC
Zieve Brodnax & Steele	10,000	KYHC
Dept. of Justice	10,000	KYHC
Kelli Foutz	21,000	KYHC
Jean Mills	90,000	KYHC
Chris Anglewirth	200,000	KYHC
Tami Swihart	15,000	KYHC
Janet Van Y	40,000	KYHC

**TOTALS** **2,143,767**

**MULTIFAMILY**

Multifamily Underwriting Services	150,000	MF Underwriting Services
Experian Information Solutions, Inc.	5,000	Credit reports on business partners obtaining financing from CalHFA

**TOTALS** **155,000**

**ASSET MANAGEMENT**

EPS	100,000	TRACS expertise
Jay Hays	15,000	3rd Party Property Inspector
Professional Associate Services	15,000	Professional Services
Inspections	20,000	Property Inspection Services

**TOTALS** **150,000**

**GRAND TOTAL** **5,633,867**