

CITY OF YUBA CITY  
STAFF REPORT

**Date:** September 20, 2022  
**To:** Honorable Mayor & Members of the City Council;  
**From:** Development Services Department  
**Presentation By:** Ben Moody, Public Works & Development Services Director

---

**Summary**

**Subject:** 2021 CDBG - Consolidated Annual Performance and Evaluation Report  
**Recommendation:** A. Conduct a Public Hearing and after consideration;  
B. Adopt a Resolution approving the 2021 CAPER and authorizing staff to submit all necessary documents to the U.S. Department of Housing and Urban Development (HUD)  
**Fiscal Impact:** No direct fiscal impact would result from approving the 2021 CAPER

---

**Purpose:**

To solicit public input on the City's Community Development Block Grant (CDBG) program and approve submission of the 2021 CDBG Consolidated Annual Performance and Evaluation Report.

**Council's Strategic Goal:**

This item addresses the Council's goal of infrastructure in that the City receives funding from the federal U.S. Department of Housing and Urban Development to address housing and community development within the City.

**Background:**

The Consolidated Annual Performance and Evaluation Report (CAPER) is required of all jurisdictions that receive CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD). The purpose of the CAPER is to evaluate the City's progress in using CDBG funds to meet the housing and community development goals contained in the City's five-year Consolidated Plan. The City's grant allocation for the 2021-2022 Program Year (PY) was \$641,102. Per HUD guidelines, these funds must be used to further the overall goals of the CDBG program to provide decent, safe, sanitary housing; a suitable living environment; and to expand economic opportunities for low and moderate-income persons. The 2021-2022 PY covers the period from July 1, 2021 to June 30, 2022.

**Analysis:**

The purpose of the hearing is to solicit community feedback on the City's efforts in utilizing its CDBG funding to meet the housing and community development goals outlined in the City's Five-Year

Consolidated Plan. It also provides the public an opportunity to identify community housing needs. In addition to this public hearing, the City is holding a public comment period, which commenced on September 10, 2022 and will end on September 24, 2022. Citizens and organizations are encouraged to submit comments regarding the report during this time. To date, no public comments have been received.

## **2021-2022 Program Year Accomplishments**

During the 2021-2022 PY, \$178,974 was expended. Below is a summary of the 2020-2021 PY progress:

### *Housing Rehabilitation Activities:*

Approximately \$17,500 was expended and a total of thirteen (13) extremely-low, low-, and moderate-income disabled or senior households were assisted through the FREED Home Repair project, which provided minor health and safety repairs, accessibility modifications and energy efficiency improvements to homes. Approximately \$7,500 in funding remains for use.

A total of \$30,000 was expended and three (3) extremely low-income households were assisted through Habitat for Humanity's Exterior Home Repair/Preservation program, which provides weatherization, painting, landscaping, and exterior repairs to preserve homes and improve neighborhoods.

The Owner-Occupied housing Rehabilitation program was put on hold while the City transitioned between administrators. City Council approved the transfer of the 2021 funds to the new 2022 CDBG program year activities on July 19, 2022.

### *Public Service Activities:*

342 people were assisted and approximately \$54,404 expended by the Sutter Yuba Homeless Consortium (SYHC) Homeless Assistance Program. The SYHC provides support services to people experiencing temporary homelessness. The SYHC partners with the Central Valley Homeless Veterans Assistance Program, which provides first-month's rent and security deposits to homeless veterans, Bridges to Housing, an organization assisting the homeless or near homeless families with security deposits so they may secure rental housing, and Hands of Hope, a program that provides assistance and mentoring to homeless women and children.

97 people were assisted and \$41,000 expended through the City of Yuba City Police Department – Homeless Liaison program, where the homeless liaison directed homeless individuals towards programs and resources available to them within the City.

### *Public Facilities Improvements:*

ADA Public Facility Improvements Project: The City set aside \$300,000 for the installation of ADA improvements throughout the City's Qualified Low/Mod Census Tracts. This project was put on hold but is expected to be bid in Spring 2023 to allow for construction plan refinement.

## **Fiscal Impact:**

A total of \$178,974 in CDBG funding was expended during the 2021-2022 PY from designated 2021 activities to fund community development projects throughout the City. Approximately \$462,128 remains from the 2021 CDBG allocation. Of this amount, \$143,772 was approved by Council on July

19, 2022, to be transferred from the Owner-Occupied Housing Rehabilitation project to be used for the upcoming 2022-2023 CDBG PY activities. This leaves approximately \$318,300 of the 2021 CDBG allocation left to expend, much of this is allocated for the 2021 ADA Public facilities project. An additional \$393,968 was expended during the program year from both 2020 CDBG-CV and previous years' CDBG activities (2018-2020 PY funds), signaling the continued progress of community development projects throughout the City.

**Alternatives:**

Delay or modify the proposed 2021 CAPER.

**Attachments:**

1. Attachment 1 - Resolution to Approve 2021 CAPER
2. Attachment 2 - Draft 2021 CAPER

Prepared By:  
Shannon Jones  
Administrative Analyst

Submitted By:  
Diana Langley  
City Manager

# ATTACHMENT 1

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
APPROVING THE 2021 SECOND YEAR CONSOLIDATED ANNUAL PERFORMANCE &  
EVALUATION PLAN, CERTIFYING COMPLIANCE WITH THE REQUIREMENTS OF THE  
CDBG PROGRAM, AND AUTHORIZING STAFF TO SUBMIT ALL APPROVED DOCUMENTS  
TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

WHEREAS, the Department of Housing and Urban Development determined that the City of Yuba City received \$641,102 under program year 2021 of the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the City of Yuba City held a public hearing on September 20, 2022, to consider public comments and evaluation regarding the 2021 Second Year Consolidated Annual Performance & Evaluation Plan (CAPER), the community development accomplishments and the actual use of CDBG funds contained therein; and

WHEREAS, the City of Yuba City has provided the citizens with an opportunity to review and comment on concerns involving the accomplishments of spent funds for proposed community development and housing activities, the range of activities that may be undertaken and other important program requirements, and provided citizens with adequate opportunity to participate in the review of the 2021 CAPER, including any revisions, changes or amendments thereto for public comment period commencing on September 10, 2022 and ending on September 24, 2022.

NOW, THEREFORE, be it resolved by the City Council of the City of Yuba City that the 2021 CAPER is hereby approved, that the City Manager is authorized to execute all documents related thereto, and that staff is authorized to submit all documents to the United States Department of Housing and Urban Development.

The foregoing resolution was duly and regularly introduced, passed, and adopted by the City Council of the City of Yuba City at a regular meeting thereof held on September 20, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
Dave Shaw, Mayor

\_\_\_\_\_  
Ciara Wakefield, Deputy City Clerk

APPROVED AS TO FORM  
COUNSEL FOR YUBA CITY:

---

Shannon Chaffin, City Attorney  
Aleshire & Wynder, LLP

# ATTACHMENT 2

CITY OF Yuba City

# 2021 DRAFT CAPER

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

COMMUNITY DEVELOPMENT BLOCK GRANT



Development Services Department



## **Executive Summary**

The City of Yuba City's Development Services Department is responsible for the administration of the Community Development Block Grant (CDBG) funds, including facilitating project/program implementation, monitoring project activities and outcomes, and ensuring compliance with all the U.S. Department of Housing and Urban Development (HUD) requirements and regulations, such as fair housing, Davis-Bacon requirements (prevailing wages), environmental reviews, affirmative action, competitive bidding procedures, and fiscal and contract administration. CDBG activities are carried out by both internal City Departments, as well as external Subrecipients.

The Consolidated Annual Performance and Evaluation Report (CAPER) is a report mandated for all communities that receive CDBG entitlement funds from HUD. The Draft 2021 CAPER covers the period from July 1, 2021 through June 30, 2022 and reports the City's progress in using CDBG funds to meet the housing and community development goals contained in the 2020 Consolidated Plan (Con Plan), a five-year comprehensive planning document that covers the period of July 1, 2020 through June 30, 2025. The Con Plan also identifies the City's overall need for affordable and supportive housing as well as non-housing community development needs. It is comprised of several components, including a five-year Strategic Plan that outlines the strategy for use of available resources to meet identified needs and an Annual Action Plan (AAP) that describes the activities the City plans to undertake to meet the goals set forth in the Strategic Plan. The CAPER evaluates the City's overall progress in carrying out priorities of assistance identified in the Con Plan and Annual Action Plan for the 2021-2022 Program Year.

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

CDBG entitlement funds are the only Community Planning and Development (CPD) funding source the City receives to accomplish the goals and objectives outlined in the Con Plan. While other funding sources like State HOME and CalHome funds are available, CDBG funding is tailored to meet the highest priority needs and other funding sources are leveraged to assist with filling in the gaps. In addition, several community development activities are funded with CDBG to specifically target the need to provide a suitable living environment for low and moderate-income households.

The Draft 2021 CAPER reports on the second year in the 2020 Con Plan. The City is on target for meeting the goals set by the five-year strategic plan for the City's CDBG program. The following sections provide a more detailed analysis of the City's performance for the 2021 Program Year.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Homeless Assistance	Homeless	CDBG: \$96,165	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	684	849	124.12%	275	439	160%
Housing Rehabilitation	Affordable Housing	CDBG: \$228,772	Homeowner Housing Rehabilitated	Household Housing Unit	15	26	173.33%	73	16	21.9%
Infrastructure Improvements/ADA Modifications	Non-Housing Community Development	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8,500	4,500	52.94%	12,736	0	0.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

During the 2021 Program Year (PY) the City continued to address the high priority needs identified in the Con Plan, including preservation of existing units; homeless housing and supportive services; housing and supportive services for special needs; and public improvements and infrastructure, including ADA improvements. Recognizing there are limited resources available, the City actively supported efforts by other entities to acquire funding for priority needs, identified in the Con Plan, that benefit low- and moderate-income residents.

The Sutter-Yuba Homeless Consortium (SYHC) was designated to act as the lead agency and fiscal agent in providing services and programs to the City’s homeless population. These programs and services were provided in conjunction with six (6) other non-profit agencies, Hands of Hope, Bridges to Housing, The Salvation Army, Central Valley Homeless Veterans Assistance Program, Regional Emergency Shelter Team (REST) and the Sutter County Homeless Shelter.

- **Sutter Yuba Homeless Assistance:** A total of \$54,404 was expended to provide public and homeless services; a combined total of 342 low-income persons were assisted through the combined efforts of the Sutter-Yuba Homeless Consortium and six (6) non-profit agencies who serve the City’s homeless population.
- **City of Yuba City Police Department – Homeless Liaison:** A total of \$41,761 was expended for a staff person to coordinate referrals for services for the homeless population; a total of 97 extremely low-income persons were assisted.
- **Housing Rehabilitation:**
  - **Owner-Occupied Housing Rehabilitation Program:** Due to the transition of housing loan contract administrators, loan payoffs, and the housing market prices, this project did not move forward. Funding was approved by City Council to be transferred to activities for the new 2022-2023 CDBG program year.
  - **Habitat for Humanity – Exterior Home Repair Program:** A total of \$30,000 was expended and three (3) homes were completed during this program year. In addition, Habitat for Humanity expended the remainder of their 2020 CDBG funding, which was used to assist two (2) households.
  - **FREED Center for Independent Living – Home Repair Program:** A total of \$17,619.33 was expended and assistance provided to thirteen (13) beneficiaries during the PY, projects included modification to improve mobility/accessibility and

upgrades/replacements to critical appliances for senior and/or disabled individuals.

- **Infrastructure Improvements/ADA Modifications:** ADA Public Facility Improvements Project: The City set aside a total of \$300,000 for the installation of new curb, gutter and ADA compliant sidewalks/ramps to provide accessibility and safe passage for individuals with disabilities. Approximately \$59,000 was expended during the PY for staff time and construction plan development. The project is expected to be bid in Spring of 2023 and completed shortly after.

In addition to the above 2021 CDBG activities, the below **CDBG-CV** activities were completed during the PY:

- **Playzeum Play-for-All Initiative:** \$34,150 expended and 101 low-income children served through providing scholarships for summer camp and classes
- **City of Yuba city Fire Department – Fire Fighter PPE's:** \$133,053 expended and 48 sets of PPE received.
- **REST – Emergency Winter Shelter:** \$10,000 expended and 59 individuals assisted.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).  
91.520(a)

	CDBG
White	301
Black or African American	50
Asian	0
American Indian or American Native	22
American Indian/Alaskan Native & White	13
Native Hawaiian or Other Pacific Islander	14
Other Multi-racial	43
<b>Total</b>	<b>443</b>
Hispanic	132
Not Hispanic	323

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

A total of 455 families were assisted with CDBG funding during the 2021 Program Year; 301 of those assisted identified as White. Approximately 41% identified themselves as Hispanic, some of which did not also identify as white (which accounts for the discrepancy between 455 total families assisted for the year, but only 443 when adding all the ethnicities and races together). Other ethnicities assisted include: 50 Black or African American, 22 American Indian or American Native, 13 American Indian/Native Alaskan and White, 14 Native Hawaiian or Other Pacific Islander, and 43 Other Multi-Racial.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Public - Federal	\$1,011,991.77	\$178,974
Other – CDBG CV	Public - Federal	\$824,716	\$215,729.87

Table 3 - Resources Made Available

### Narrative

The City received Community Development Block Grant (CDBG) Entitlement funds through the United States Department of Housing and Urban Development (HUD). Below is a breakdown of the total “Resources Made Available” as identified in table 3 above; all of which are CDBG funds:

The City’s CDBG allocation for the 2021 Program Year (PY) was \$641,102; the balance at the beginning of the PY, July 1, 2021, was \$266,944.37; in addition, the City received \$103,945.40 in Program Income for a total of \$1,011,991.77.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	40	53	Other
Qualified Low/Mod Census Tracts	40	47	Low/Mod Areas

Table 4 – Identify the geographic distribution and location of investments

### Narrative

In general, the City allocated investment of resources on a city-wide basis. The distribution of funding is predicated somewhat on the nature of the activities funded. Resources targeted to preservation of existing housing were allocated on a city-wide basis. Resources targeted to special needs populations, including homeless, were allocated on a city-wide basis, where needs are identified and/or where resources could be coordinated with existing facilities and services. Activities such as public facilities and improvements were targeted to the City’s Qualified Low/Mod Census Tracts most in need of assistance. No Economic Development activities were funded with CDBG funds during this Program Year.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Community Development Block Grant (CDBG) funds are not sufficient to fully fund activities; as a result, activities undertaken are leveraged with a variety of Federal, State funds, charitable organizations and private donations. Subrecipients identify additional funding sources in their budgets included with their applications for CDBG funding. The CDBG funds do not require matching funds. The City continues to struggle to meet any matching requirements when applying for other Federal or State funding sources.

There is no publicly owned land or properties located within the City that were used to address needs identified in the 2020 Con Plan or 2021 Action Plan.

The City pursued and supported applications by other entities who applied for Federal and State funding during the 2021 Program Year to address priority needs. The City's application for Permanent Local Housing Allocation (PLHA) funding from HCD was approved; as a result, the City will receive approximately \$310,000. The City has committed some of these funds in collaboration with the County to be used for an overnight camping site where homeless individuals can safely park overnight and have access to restrooms and a secure location. The City is currently in the process of determining how best to utilize the remaining funds to address housing needs.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

The City continued offering and/or providing funding for affordable housing activities which includes the single-family Owner Occupied Housing Rehabilitation, First-Time Homebuyer Down Payment Assistance and the Exterior Home Repair Programs. The City worked in partnership with local non-profit agencies and the to preserve affordable housing units.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	73	17
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>73</b>	<b>17</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	1
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	73	16
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>73</b>	<b>17</b>

Table 6 – Number of Households Supported



**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The transition of housing loan administrators, housing market prices, and specific guidelines from the State on how loan program funds can be spent have created issues in meeting the City’s goals for affordable housing.

Although the City does not operate a rental assistance program, the RHA administers the Housing Choice Voucher (HCV) Section 8 Rental Assistance Program. A total of 481 households were assisted during this Program Year (PY). The RHA also administers the Low-Income Public Housing Program which assisted a total of 120 families this Program Year. The RHA also administers the United States Department of Agriculture (USDA) – Rural Development Housing Program; it assisted a total of 185 families this PY.

**Discuss how these outcomes will impact future annual action plans.**

Despite the issues described above, with the City contracting with a new loan administrator, and the State re-evaluating the First-Time Homebuyer program, the City will be able to meet the goals set forth for future action plans.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	225	0
Low-income	82	0
Moderate-income	148	0
<b>Total</b>	<b>455</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

Of the total 455 low-income persons assisted above, 13 were assisted through the FREED Home Repair Program and 3 assisted through the Habitat for Humanity Exterior Home Repair program.

97 were assisted by the Yuba City Police Department Homeless Liaison and 342 were assisted by the Sutter-Yuba Homeless Consortium.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Many persons experiencing homelessness, require specialized or intensive assistance in order to get back into permanent housing and be linked with services needed for on-going stability. Often, homeless persons suffer from mental health conditions, drug or alcohol addiction, chronic physical illnesses, and many experience more than one of these conditions, which may contribute to their homelessness.

The City relies on the Sutter-Yuba Homeless Consortium (SYHC), our area's Continuum of Care (CoC), to coordinate services for the homeless. The SYHC is a regional, non-profit organization that brings together public and private agencies and organizations to address the full scope of housing and supportive services needed by the varying homeless population. During this Program Year (PY), SYHC has implemented its Coordinated Entry System (CES). Coordinated Entry is a HUD-mandated requirement to prioritize services to the most vulnerable within the community. In Yuba City, the CES is located at Hands of Hope's day services center. Upon entering the CES, homeless individuals have their needs assessed to determine which services they are eligible for and are assigned a case manager to assist them in obtaining permanent housing. Additionally, Hands of Hope offers several life skills classes to help facilitate a client's move toward self-sufficiency.

Annually the SYHC, along with volunteers, conduct a Point-in-Time (PIT) count of the homeless. The information is limited since it cannot count every person that is homeless or count people that are at risk of homelessness. It does however provide an estimate of the homeless population, helps to assess the needs of the various sub-populations, and helps to assess the progress in ending homelessness. In PY 2020, the most recent unsheltered count, SYHC identified a total of 1,074 individuals in Sutter and Yuba Counties. Approximately 18% of individuals were identified as being chronically homeless, 45% struggled with substance abuse, and 40% identified as physically disabled.

All agencies that received CDBG funding during this Program Year (PY) utilize intake forms to collect data and assess the needs of homeless individuals and families. They assess for chronic homelessness, physical, mental, or behavioral issues as well as any financial difficulties these individuals may have. Once their individual needs are assessed, they construct a case plan specific to their needs and assist them in achieving their individual goals and milestones. Their assistance can include classes that address specific barriers that each client may have that affect them maintaining housing stability. These classes may include; Seeking Safety, Anger Management, Relapse Prevention, Life Skills, Budgeting, Co-dependency, Kitchen class, Health Classes, Grief Counseling, One-on-Ones with case managers and Parenting classes. Unfortunately, COVID-19 has caused some of these classes to be on hold.

## **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City works within the framework of and relies on the SYHC and member agencies to address the emergency shelter and transitional housing needs of homeless individuals and families.

The City took the following actions during this PY to address the needs of homeless persons: 1) The City's zoning code allows for emergency shelter and transitional shelter sites in accordance with State Law; and 2) the City continued to support applications for emergency shelter and/or transitional housing funding by the SYHC and member agencies, consistent with City policy.

Better Way shelter, Sutter County's homeless shelter opened in doors in the City of Yuba City in 2019. Better Way has a 40-bed capacity, and offers a temporary place to stay for up to 3 months for single individuals age 18 and above.

## **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Low-income households overpaying for rent and utilities are constantly at risk of becoming homeless. The City's objectives for helping low-income individuals and families avoid homelessness include maintain and increasing the supply of affordable housing as well as supporting the efforts of SYHC and its member agencies.

During this PY the City provided CDBG funds to the SYHC. The SYHC provides a forum for its member agencies who assist low-income households and individuals receiving assistance from public and private agencies to develop comprehensive, coordinated services that address the underlying reasons for homelessness helping those individuals and families avoid becoming homeless. The SYHC allocates funding to non-profit agencies who provide programs and services to the City's homeless population. These agencies are: The Bridges to Housing, Central Valley Homeless Veterans Assistance Program, and the Salvation Army; these agencies provide assistance with security deposits, one-time rental assistance, utility assistance, on-going supportive services and/or case management to individuals and families that are formerly homeless or at risk of becoming homeless.

Bridges to Housing provides financial assistance to low income individuals and families in the form of security deposits to prevent them from becoming homeless. The deposit assistance provided by Bridges to Housing is sometimes the financial assistance needed to help those at risk of being homeless moving forward in a positive direction. Providing security deposit assistance to homeless individuals or families give them a fresh start placing them in a stable and safe environment and moving them from the uncertainty of being homeless. Bridges to Housing also provides everyone with a list of additional resources and referrals to such organizations as Hands of Hope while they are going through this transition

period giving them the additional hope and resources they need avoid becoming homeless again.

The Central Valley Homeless Veterans Assistance Program provides assistance to veterans with one-time rent assistance and utility assistance to create or maintain stable housing. They also provide additional supportive services and participate and support the Sutter-Yuba Veterans Stand Down event held annually during which veterans and their families receive a variety of services.

The City's efforts during this PY to help low-income individuals and families avoid becoming homeless included continuing its Housing Rehabilitation Program that maintains the City's existing affordable housing stock as well as continuing to work in cooperation with the Regional Housing Authority (RHA). The RHA provides a variety of housing options to low and very low-income households. The City also supported efforts by the RHA to apply for a HOME housing price waiver from HCD so that both the First-Time Homebuyer and Owner Occupied Rehabilitation programs can effectively operate under the high housing prices within the City. RHA and the City are currently awaiting a determination.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City does not provide supportive services or case management to homeless or formerly homeless persons. The City relies on the SYHC and its member service providers to address the supportive services and case management needed to help homeless people's transition to permanent housing, independent living, secure permanent affordable housing and prevent recurring homelessness.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City does not own or operate public housing or have oversight of the Regional Housing Authority (RHA); however, the City maintains a close working relationship with the RHA, supporting the RHA's actions to address the needs of their public housing units and residents.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

Since the City does not own, operate public housing or have oversight over Housing Authority operations, there are no City strategies directed at public housing tenants; however, the City encourages all residents to be active participants in their community.

The RHA has continued to work with residents to provide an environment in which they are able to accumulate adequate resources in order to move into non-subsidized housing and homeownership.

The City's First Time Homebuyer Program provides homeownership opportunities for low-income households. In addition, the RHA encourages its residents to participate in the Lease to Own (TRIO) program. The TRIO program allows renters to live in the home they choose for a specified time before they are ready to purchase.

### **Actions taken to provide assistance to troubled PHAs**

The RHA is not identified as a troubled Housing Authority; therefore, this section does not apply.

### **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City's 2021-2029 Housing Element was certified by HCD on May 5, 2022. The purpose of the Housing Element was to establish specific goals, policies, and objectives relative to the provision of housing for all economic segments of the community and to adopt an action plan. The plan outlines policies and actions that will provide a systematic program for achieving the City's fair share of regional housing needs, maintaining the existing housing stock, providing affordable housing, facilitating the production of a wide range of housing types, and facilitating the incorporation of energy-efficient materials and technology in new and existing housing units. These policies include: allowing for accessory dwelling units in all zones where residential structures are allowed in accordance with AB 2299; allowing for single room occupancy (SRO) housing without a use permit in commercial zones; continuing to ensure zoning standards and development of housing at higher density ranges through exploration of creative options such as shared-parking, mixed-use development, encouragement of additional building floors, etc. Also, developing regulations for condominium conversions that minimize displacement of low-income residents and prevent the loss of affordable housing units, a density bonus which will offer incentives for developers who submit projects for multi-unit affordable housing, the requirement for developers to replace all affordable housing units lost to new development, and allowing residential use in non-residential land use designations. In addition, the City permits rotating cold weather shelters in religious institutions in each of the Residential Districts by-right, providing housing opportunities, albeit on a limited basis.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The greatest obstacle to meeting underserved needs in the City is a lack of available funding.

During the 2021 Program Year, the City continued its efforts to identify alternate funding sources, supported funding applications by service providers that expanded the availability of affordable housing, and supported applications for homeless assistance and supportive services. The City continued to implement zoning and land use policies that encourages the development of affordable housing. The City also continued to encourage partnerships with other local government entities and service providers so that underserved needs may be better met by coordinated and collaborative uses of resources.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City continues to implement HUD's lead-based paint regulations. Efforts by the City in this regard include the disclosure of possible lead hazards and implementation of lead risk assessment, clearance testing procedures and supervision of lead-related work performed in conjunction with any of its housing programs. Any mitigation or removal of lead-based paint hazard is in accordance with HUD guidelines.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Poverty has many causes. Among the causes are disabilities (physical and developmental disabilities, chronic diseases, mental illness, etc.), a lack of adequate education or vocational training, a lack of sufficient spousal support and substance abuse problems. According to the 2020 U.S. Census Bureau data, 13.4% of Yuba City's population resides in poverty.

During this Program Year, the City has continued its efforts to forge relationships with public and private organizations that share a common mission for improving the quality of life for lower income individuals through housing, social services, employment and skills training, neighborhood revitalization and economic development.

The City is also a member of the Yuba-Sutter Economic Development Corporation (YSEDC) which offers economic development programs and partners with local lending institutions to make loans available to businesses creating and/or retaining jobs for low income residents.

Sutter County offers residents and businesses assistance through their Human Services Department, Employment Services offered include: Job Fairs, Hiring Assistance, Advertising and Recruitment Services, Employment Counseling, Job Search Programs and Strategies, Resume Design and a Resource Center.

The Regional Housing Authority, through the Family Self Sufficiency (FSS) Program, a voluntary 5-year program, provides rental assistance and support programs in order to allow households on the Housing Choice Voucher (HCV) Section 8 Rental Assistance Program to become free of public assistance.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City's Development Services Department is responsible for the administration of the City's Housing Programs, including the CDBG Program. The Development Services Department also oversees the City's Community Development and Economic Development activities. As an entitlement jurisdiction, the City receives an annual allocation of CDBG funds directly from the Department of Housing and Urban Development (HUD); both internal City departments and external agencies implement the programs and projects identified in the Annual Action Plan. The Development Services Department has continued to collaborate with other City Departments, the City Council, City Commissions, as well as local agencies, organizations and residents to develop programs and activities that serve low and moderate-income individuals and families within the jurisdiction.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City will continue to meet with and maintain a dialog with non-profit agencies and organizations that serve low and moderate-income persons. The City will work to enhance and improve the organizational capacity and foster a collective planning process.

The City will continue to work closely with the Regional Housing Authority to develop, preserve and

improve the supply of affordable housing in the City.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City includes HUD brochures on subprime lending practices in the City's First Time Homebuyers and Housing Rehabilitation Programs.

To the extent that impediments pertain to private sector activities, the City carefully monitors any complaints received and, if necessary, refers fair housing matters to California Rural Legal Assistance. The City also encouraged applications for boards and commissions from all classes of citizens in order to promote adequate citizen representation.



## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City monitors its performance through the Consolidated Annual Performance and Evaluation Report (CAPER). Each year the City reviews and reports progress it has made in carrying out its Con Plan and Action Plan. The Draft 2021 CAPER includes a description of resources made available, investment of available resources, geographic distribution and location of investments, results/outcomes, actions taken to affirmatively further fair housing and any other actions taken during the 2021 Program Year (PY) as outlined in the 2021 Action Plan.

Throughout the 2021 PY, the City utilized the Integrated Disbursement and Information System (IDIS) for setting up, funding, drawing down and reporting CDBG and other funds as required. IDIS reports are incorporated into the Draft 2021 CAPER and made available to the public as required.

The City utilized a performance measurement system to ensure accurate reporting of results in IDIS and in the Draft 2021 CAPER for the programs and projects undertaken by the City during this PY.

In addition to the HUD monitoring and reporting requirements, the City completed the following monitoring program for its housing and community development programs and projects:

- The City reviewed and reported to the State Department of Housing and Community Development on the progress the City made during this PY implementing its 2021-2029 Housing Element.

The City monitored its subrecipients to ensure compliance with federal and local requirements outlined in Subrecipient agreements. The level of Subrecipient monitoring conducted by City staff is determined through a Risk Assessment (RA), utilizing a variety of factors i.e., Subrecipients new to CDBG funding, Subrecipients with higher staff turnover, etc. The RA determines which Subrecipients have a higher level of risk of non-compliance with CDBG Program regulations and requirements. For Subrecipients determined to have a higher risk of non-compliance, City staff will conduct an on-site monitoring and may be provided technical assistance, training or additional oversight by City staff throughout the year. For those Subrecipients that are determined to have a low risk of non-compliance, City staff may determine a desk review is sufficient to ensure on-going compliance with CDBG requirements. The RA conducted for the monitoring during this PY determined no Subrecipients were at high risk of non-compliance. The City utilized quarterly reporting to monitor subrecipient progress and financials, and to provide feedback moving forward based on those reports to ensure funds are being expended successfully.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

### **Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City's Citizen Participation Plan (CPP) details the public noticing requirements for CDBG activities, sets threshold requirements for Annual Plan amendments, and also provides a detailed description of the CDBG Program Year cycle. In addition to carrying out the actions set forth in the City's Citizen Participation Plan, the following actions were taken during the 2021 Program Year:

#### 1. Public Notice Requirements

The Public Notice for Public Review and Comment for the Draft 2021 CAPER was published on September 9, 2022. The comment period begin on September 10, 2022 and ended on September 24, 2022. The Public Notice and Draft 2021 CAPER were also posted on the City's website, where translation services were available. The notice provided 15 days for citizens to comment on the report as required by 24 CFR 91.105(d). This report and all CDBG public information files are available for public review at City Hall and the Public Library.

- i. The City maintains a list of organizations and agencies that advocate on behalf of special needs groups and in addition to the publishing the Public Notice in the local newspaper and on the City's website, the City provides notice to all entities on this list, inviting them and their clients to participate in the CAPER process, including the Public Hearing.

#### 2. Reporting and Recordkeeping

The City maintains all CDBG programs and financial records. All CDBG program reports will be submitted to HUD as required. A citizen information file is maintained and available for public review.

#### 3. Citizen Comments

Copies of the Draft 2021 CAPER were made available to the public during the 15-day comment period. A public hearing for public review and comment for the Draft 2021 CAPER will be held on September 20, 2022 before the City Council.

RESERVED FOR PUBLIC COMMENTS

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City does not have any plans to change its program objectives at this time.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No; the City does not have any BEDI grants.

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

Not applicable.

## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	1	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

**Table 8 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
--------	--	--	--	--	--

**Table 9 – Qualitative Efforts - Number of Activities by Program**

**Narrative**