

CITY OF YUBA CITY  
STAFF REPORT

**Date:** September 19, 2017  
**To:** Honorable Mayor & Members of the City Council  
**From:** Development Services Department  
**Presentation By:** Arnaldo Rodriguez, Development Services Director

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**Summary**

**Subject:** Proposed 2016-2017 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program

**Recommendation:** A. Conduct a public hearing and after consideration,  
B. Approve the CAPER and authorize staff to submit it to the U.S. Department of Housing and Urban Development (HUD)

**Fiscal Impact:** Expenses incurred by the City for the administration of the CDBG program are paid through funds received via the CDBG entitlement; thus, the City does not incur costs

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**Purpose:**

To solicit public input on the City's CDBG program and approve submission of the 2016-2017 CDBG Consolidated Annual Performance and Evaluation Report.

**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 highlight the City's success 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 2016-2017 Program Year (PY) was \$580,299. Per HUD guidelines, these funds must be used to further the overall goal of the CDBG program which is to provide decent, safe, sanitary housing; a suitable living environment; and to expand economic opportunities for low and moderate-income households. The 2016-2017 PY covers the period between July 1, 2016 and June 30, 2017.

**Discussion:**

Pursuant with the guidelines outlined in the Citizen Participation Plan, the City is holding this public hearing. The purpose of the hearing is to solicit community feedback on the City's efforts. Moreover, it provides the public an opportunity to identify community housing needs.

In addition to this public hearing, the City held a 15-day public comment period, which commenced on September 4, 2017 and closed on September 18, 2017. During the public comment period,

residents were encouraged to provide feedback with regard to the CAPER. To date, staff has not received any comments.

## **2016-2017 Program Year Accomplishments**

The following is a synopsis of the City's accomplishments funded by the CDBG program for the 2016-2017 Program Year:

### *Housing Rehabilitation Activities:*

- ✓ Senior Handyman Program: Four seniors received services to complete minor home repairs.
- ✓ FREED Home Repair Program: FREED's Housing Repair Program provides accessibility improvements for disabled residents. Improvements may include grab bars, ramps, safety poles, and other assistive items. During the past year, 39 individuals participated in this program.
- ✓ Habitat for Humanity Yuba-Sutter Exterior Home Repair Program: 13 low-income, disabled, and senior citizens were provided Exterior Home Repair services such as roofing, siding, landscaping, replacing doors and windows, and installation of wheelchair ramps.
- ✓ City of Yuba City Owner-Occupied Housing Rehabilitation Program: one low-income senior resident was assisted through this Program which provides home repair assistance such as deck replacement, landscaping, door/window replacement, floor/carpet replacement, kitchen cabinet and countertop replacement.

### *Public Service Activities:*

- ✓ 36 individuals were assisted via the Salvation Army's Family Self-Sufficiency Program, a case management program for formerly homeless families.
- ✓ Nine veterans were assisted through the Central Valley Homeless Veterans Assistance Program, which provides first-month's rent and security deposits to homeless veterans.
- ✓ 545 people were assisted through the Hands of Hope's guest services program. This program provides assistance and mentoring to homeless women and children.
- ✓ 10 homeless persons were assisted through Bridges to Housing, an organization assisting the homeless or near homeless families with security deposits so they may secure rental housing.
- ✓ 1,101 homeless persons were assisted through the Sutter Yuba Homeless Consortium (CoC). The CoC provides support services to people experiencing temporary homelessness.

### *Public Facilities Improvements:*

- ✓ Transition Plan ADA and Garden Highway ADA Improvement Projects: The City set aside a total of \$225,000 for the installation of ADA sidewalk, curb and gutter for Garden Highway and Transition Plan projects. A total of \$460,000 was expended during this PY with a combination of 2015 and 2016 PY CDBG funds. Additional funding totaling \$1,647,149 was provided to complete this project; sources of funding include

Transportation Development Act (TDA), Streets and Road, Development Impact Fee (DIF), Congestion Mitigation and Air Quality (CMAQ), City Water and Wastewater funds. It is estimated that 320 disabled persons will benefit from these improvements. An unexpended balance of \$143,019.51 remains; staff anticipates expending these funds in conjunction with the 2017 PY ADA projects during the next reporting period.

- ✓ Center Street ADA Improvement Project: A total of \$47,972.69 was expended during this PY with a combination of 2015 and 2016 CDBG funds, (\$34,082.69), as well as private and local funding. It is estimated that 448 disabled persons will benefit from these improvements.
- ✓ Public Facilities Construction/Rehabilitation (City Hall ADA Improvement Project): The City set aside an additional \$30,000 as the total cost of the project exceeded what was originally funded. A total of \$111,793.23 were expended during this PY with a combination of 2015 and 2016 PY CDBG funds (\$90,000), as well as \$21,793.23 from the City's Capital Improvement Project (CIP) funds for the City Hall Public Counter ADA Improvements. The ADA improvements were completed during this PY.

The activities above represent a snapshot of the plethora of programs and upgrades during the 2016-2017 PY. These, and all activities performed, are consistent with the City's goals for improving and enhancing the quality of life for all residents. Moreover, they are consistent with the City's priorities identified in the City's 2015-2019, 5-year Consolidated Plan.

**Recommended Action:**

Approve the CAPER and authorize staff to submit the CAPER to the Department of Housing and Urban Development.

**Attachment:**

- Program Year 2016-2017 CAPER

Prepared By:

*/s/ Prableen Mundi*

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Submitted By:

*/s/ Steven C. Kroeger*

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CITY OF Yuba City

# 2016-2017 CAPER

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

COMMUNITY BLOCK DEVELOPMENT GRANT



Development Services Department

## **Executive Summary**

The City's Development Services Department is responsible for administration of the Community Development Block Grant (CDBG) funds, including facilitating project/program implementation, monitoring project activities and outcomes, and ensuring compliance with all 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 Sub-Recipients.

The Consolidated Annual Performance and Evaluation Report (CAPER) is a report mandated for all communities that receive CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD). The 2016 Program Year (2016 PY) CAPER covers the period from July 1, 2016 through June 30, 2017 and reports the City's success in using CDBG funds to meet the housing and community development goals contained in the 2015 Consolidated Plan (Con Plan), a five-year comprehensive planning document that covers the period of July 1, 2015 through June 30, 2020. 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.

### **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 then 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.

Overall the City remains on target for meeting the goals of the CDBG program and utilizing the resources available through annual CDBG entitlement grants as well as program income. The following sections provide a more detailed analysis of the City's performance for the 2016 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)**

The 2016 Action Plan identified the general priority categories of housing, homelessness, special needs and community development needs and the related goals for the activities to be undertaken for this Program Year. These goals target a variety of areas including: funding for homeless assistance, affordable housing through rehabilitation and first-time homebuyer programs, public services that assist youth, seniors, and other needs of low-income persons in the City, as well as improvements to infrastructure, streets, and public facilities that primarily service low-income neighborhoods.

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: \$87,045	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,500	3,431	1.37%	1,058	1,701	1.61%
Housing Rehabilitation	Affordable Housing	CDBG: \$59,706.74	Homeowner Housing Rehabilitated	Household Housing Unit	300	69	23.00%	138	57	41.00%
Infrastructure Improvements/ADA Modifications	Non-Housing Community Development	CDBG: \$485,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,800	0	0.00%	5,160	960	19.00%
Public Facilities Construction/Rehabilitation	Non-Housing Community Development	CDBG: \$90,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,400	450	32.14%	860	4,878	5.67%

**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 this 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 that there are limited resources available to the City, 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. Specifically, the City supported the efforts of the Regional Housing Authority to enhance its Housing Choice Voucher (HCV) Section 8 Rental Assistance Program and Public Housing activities. The City continued to support efforts of the Yuba Sutter Homeless Consortium to expand housing opportunities or supportive services for the homeless.

Furthermore, the City did not hinder the plan implementation by willful inaction. Certifications for consistency were also provided for other HUD programs. The City also continued to distribute funds to areas where the percentage of low- and moderate-income persons is above 51%. There are no areas of minority or ethnic concentration indicated in the 2010 Census.

- **Homeless Assistance:** A total of \$87,045 was expended to provide public and homeless services; a combined total of 1,701 low-income persons were assisted through the combined efforts of the Sutter Yuba Homeless Consortium, Bridges to Housing, Central Valley Homeless Veterans, Hands of Hope and Salvation Army's Family Self Sufficiency (FSS) Program.
- **Housing Rehabilitation:** A total of \$59,706.74 was expended and a combined total of 57 low-income disabled and senior households were assisted through the City's Owner-Occupied Housing Rehabilitation, FREED Home Repair, Habitat for Humanity Exterior Home Repair and Handyman Programs which provided minor to major health and safety repairs, accessibility modifications and energy efficiency improvements to their homes.
- **Infrastructure Improvements/ADA Modifications:**
- Transition Plan and Garden Highway ADA Improvement Project: The City set aside a combined total of \$225,000 for the installation of ADA Sidewalk, Curb and Gutter for Garden Highway and Transition Plan projects due to increased costs. A total of \$460,000 was expended during this PY with a combination of 2015 and 2016 PY CDBG funds. Additional funding totaling \$1,647,149 was provided to complete this project; sources of funding include Transportation Development Act (TDA), Streets and Road, Development Impact Fee (DIF), Congestion Mitigation and Air Quality (CMAQ), City Water and Wastewater funds. It is estimated that 320 disabled persons will benefit from these improvements. An unexpended balance of \$143,019.51 remains; staff anticipates expending these funds in conjunction with the 2017 PY ADA projects during the next reporting period.
- Center Street ADA Improvement Project: A total of \$47,972.69 was expended during this PY with a combination of 2015 and 2016 CDBG funds, (\$34,082.69), as well as private and local funding. It is estimated that 448 disabled persons will benefit from these improvements.
- **Public Facilities Construction/Rehabilitation:** The City set aside an additional \$30,000 as the total cost of the project exceeded what was originally funded. A total of 111,793.23 were expended

during this PY with a combination of 2015 and 2016 PY CDBG funds (\$90,000), as well as \$21,793.23 from the City's Capital Improvement Project (CIP) funds for the City Hall Public Counter ADA Improvements. The ADA improvements were completed during this PY; as a result, 4,878\* disabled persons will have availability/accessibility when visiting City Hall.

\* Although the City does not anticipate this number of disabled persons to visit City Hall on a yearly basis, this number is based on the United States Census Bureau's website based on the City's 2015 population.



## 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)

Funding Source	CDBG
White	2,066
Black or African American	116
Asian	55
American Indian or American Native	41
Native Hawaiian or Other Pacific Islander	9
<b>Total</b>	<b>2,287</b>
Hispanic	526
Not Hispanic	1,761

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

### Narrative

A total of 2,287 families were assisted with CDBG funding this Program Year; 2,066 of those assisted identified as White. Of the 2,287, approximately 23% (526) identified themselves as Hispanic. Other ethnicities assisted include: 116 Black or African American families, 55 Asian families, 41 American Indian or American Native families and nine (9) Native Hawaiian or Other Pacific Islander families.

## 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	HUD	\$927,292.28	722,505.33

Table 3 – Resources Made Available

### Narrative

The City only received Community Development Block Grant (CDBG) Entitlement funds through the United States Department of Housing and Urban Development (HUD).

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	70	70	Additional funding was provided to ADA projects

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 older, low-income neighborhoods 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. Sub-recipients identify additional funding sources in their budgets included in the 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 2015 Con Plan or 2016 Action Plan.

The City pursued and supported applications by other entities who applied for Federal and State funding during the 2016 Program Year to address priority needs. The City's application for 2017 HOME funds was denied due to insufficient points awarded; the City's Need category fell short which is dictated by census data. Funding sources available to the City or its partners are typically through a competitive application process and applications may or may not be successful.

## 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 Regional Housing Authority (RHA) to preserve affordable housing units.

The RHA administers the City's CalHome grant funds, \$600,000, which funds both the Owner-Occupied Housing Rehabilitation and First Time Homebuyer Down Payment Assistance Programs.

	<b>One-Year Goal</b>	<b>Actual</b>
Number of homeless households to be provided affordable housing units	<b>0</b>	<b>0</b>
Number of non-homeless households to be provided affordable housing units	<b>0</b>	<b>0</b>
Number of special-needs households to be provided affordable housing units	<b>0</b>	<b>0</b>
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 5- Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through rental assistance	<b>0</b>	<b>731</b>
Number of households supported through the production of new units	<b>0</b>	<b>0</b>
Number of households supported through the rehab of existing units	<b>161</b>	<b>1</b>
Number of households supported through the acquisition of existing units	<b>4</b>	<b>5</b>
<b>Total</b>	<b>165</b>	<b>772</b>

**Table 6 - Number of Households Supported**

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

Although the City does not operate a rental assistance program, the Regional Housing Authority administers the Housing Choice Voucher (HCV) Section 8 Rental Assistance Program. A total of 731 households were assisted during this Program Year.

The City fell short of meeting its goal of rehabilitating 161 units during this reporting period as a result of the majority of the applicants requesting assistance having income exceeding the maximum allowable limits.

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

Based on the actual number of households assisted through the rehabilitation of existing units and funding amounts, it is anticipated that the goal for future Annual Action Plans will be reduced.

**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 Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	4,630	0
Low-income	222	0
Moderate-income	66	0
<b>Total</b>	<b>4,918</b>	<b>0</b>

**Table 7 – Number of Persons Served**

**Narrative Information**

The table above does not include CalHome (State) funds that were used to assist five (5) households through the First-Time Homebuyer Program. Additionally, the table above does not reflect the one (1) Housing Rehabilitation unit that was completed this Program Year with a combination of CalHome and CDBG Revolving Loan Funds (RLF).

## **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 homeless need specialized, intensive assistance in order to get back into housing and be linked with services needed for on-going stability. Often homeless persons suffer from mental health conditions, drug or alcohol addiction and chronic physical illnesses, and many have more than one of these conditions, that contribute to their homelessness.

The City does not have services for the homeless but 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.

Annually the SYHC, along with volunteers, conduct a Point-in-Time (PIT) count of the homeless. The PIT count is only a snap shot of the homeless population at any given time. 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 subpopulations, and helps to assess the progress in ending homelessness.

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. For example, The Salvation Army's inquiry process and intake procedure includes collection of data that enables them to construct a case plan for each individual who seeks services from their agency unique to each of their needs. 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.

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

The City does not operate any emergency or transitional shelters for the homeless within the community. 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; 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; and, 3) the City provided CDBG funding for The Salvation Army's Family Self Sufficiency (FSS) Program.

The Salvation Army currently has the ability to house 64 individuals at The Salvation Army Depot Family Crisis Center at one time. They had 176 individuals enter their shelter this reporting year; 112 of those went on to be participants in their FSS Program. Every individual who entered into their FSS Program obtained permanent housing. As these individuals progress through their case plans and move to transitional and/or permanent housing, their FSS Case Worker continues to follow them, conducting home visits to assure that they are keeping set goals and deadlines to maintain their housing. Their Case Worker also assists them when they are in need of financial assistance through specific funding, when it's available.

**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**

The City does not have a Discharge Coordination Policy for those likely to become homeless after discharge from health care facilities, mental health facilities, foster care, or corrections programs and institutions, etc. and relies on the SYHC and its member agencies to address those individuals.

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 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 provided assistance in the form of CDBG grants to the Salvation Army, Bridges to Housing and Central Valley Homeless Veterans Assistance who provide assistance with security deposits, one-time rental assistance, utility assistance, on-going supportive services and/or case management services to

individuals and families that are formerly homeless or at risk of becoming homeless.

Currently The Salvation Army does not have any funding to assist individuals to avoid becoming homeless; they are still helping those who come through their facility learn to focus on the important essentials in life through case management services which helps lower the recidivism to homelessness. The Salvation Army has been selected by the CoC to be the recipient of an ESG (Emergency Solutions Grant) grant for Rapid Re-housing. In December 2016, they entered into a contract with Sutter County CalWorks, (including Yuba City), to assist in administering the Housing Support Program that helps house homeless families who are on CalWorks.

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. Of the \$10,000 of the CDBG funds received from the City this PY, \$10,000 was directly applied for direct client security deposits, or 100% of the grant funds. The level of family income for those served include 20 families that had family income below 30% of the Area Median Income (AMI), five (5) below 50% (AMI), one (1) family had income below 60% of the AMI and one (1) family had income below 80% of the AMI. Of the 27 families assisted, 13 were homeless or without permanent addresses, 14 were precariously housed.

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. A total of nine (9) homeless veterans who were either homeless or at immediate risk of losing their housing were assisted; of the nine (9), six (6) were extremely low-income and three (3) were low-income during this PY.



**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.

During this reporting period, the City provided CDBG funding to The Salvation Army's FSS Program. The Salvation Army is currently growing their landlord connections through their Housing Support Case Managers and with their FSS Worker. The tools and skills individuals learn in their facility enable them to be better tenants due to the fact that they have begun to address, or have completely addressed, the issues that caused them to become homeless. All clients, upon arrival into the FSS program, are encouraged to sign up for low-income and affordable housing so that they are on the waiting list for these properties as soon as possible. Once the clients complete the program and find housing, their FSS Worker becomes invaluable. The FSS Worker's main priority is to assist these clients with staying housed, living successful, positive lives.

The CDBG funds provided to Bridges to Housing helped 27 families, 37 adults and 24 children with acquiring permanent housing.

## **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 RHA operates the City's first time homebuyer program that provides homeownership opportunities for low-income households. In addition, the RHA encourages its residents to participate in the IDEA down payment match program offered by the Federal Home Loan Bank of San Francisco. The IDEA program specifically targets households transitioning from the Section 8 rental assistance program to homeownership by providing matching funds for the down payment on a house.

### **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 2013 Housing Element analysis of barriers to affordable housing does not identify any regulations or policies in place that are inconsistent other jurisdictions or are specifically used to inhibit the development of affordable housing. However, the Housing Element does include programs the City will undertake to address polices that may encourage the development of affordable housing. These policies include: allowing for second units in R-2 and R-3 zones; allowing for single room occupancy (SRO) housing without a use permit in C 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. 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

It should also be noted that the City recently commissioned a nearly 650 Master Plan (Bogue-Stewart Master Plan) area which identifies several large parcels for multiple family residential development. While the project is in infant stages, it anticipates completing the project within the next year. In addition, the City recently completed an inventory of available land for Residential Development. This analysis is intended to better inform policy makers of potential limitations on existing land use patterns.

It should also be noted that the City continues to encourage development in “Infill Areas” where development impact fees are approximately 37 percent lower in comparison to Greenfield Development areas for residential development.

### **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. The current political climate has focused on reducing or eliminating funding sources available for affordable housing.

During this 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 in order 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 2011-2015 American Community Survey 5-Year Estimates 15.6% 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 Yuba-Sutter Economic Development Corporation (EDC) offers economic development programs including a Revolving Loan Fund Program which is available to businesses for the purpose of creating and/or retaining jobs for low income residents. The Chamber of Commerce Business Development Center offers entrepreneur training classes and technical assistance. Graduates of entrepreneur training classes are eligible for short-term micro business loans.

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

Sutter County One-Stop provides residents with employment opportunities, education and training, in addition to providing local businesses hiring, training and human resource assistance.

The Regional Housing Authority, through the Family Self Sufficiency (FSS) 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 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. The City applies for CDBG funds annually and both internal City departments and external sub-recipient 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.

Moreover, during the last Program Year, the City recruited two additional City Planners, an experienced Building Inspector and a Code Enforcement Officer to assist the City expedite the processing of land use and building permits, and to better respond to code enforcement reports. In addition, the City instituted the City's Code Enforcement web based program that allows constituents to report code enforcement reports. These new positions, along with the new reporting system, allow City staff to not only serve the entire community, but to better respond to market changes, assess the City's land use patterns, and prepare the City to better address potential institutional barriers that may hinder the development of new affordable units or existing units that may present public health and safety issues. More recently, the City also instituted a new building permit web based program that allows customers to track their building permits, thus minimizing wait times.

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

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

The City worked closely with the Regional Housing Authority (RHA) to develop, preserve and improve the supply of affordable housing in the City. The City partnered with the RHA to administer the City's Owner-Occupied Housing Rehabilitation and First Time Homebuyer Down Payment Assistance Programs.

Additionally, the City continued to participate and support the Sutter Yuba Homeless Consortium in order to enhance and implement strategies for addressing homelessness in the region.

Although there are coordinated programs and services to address the needs of lower income households and the homeless, it is recognized that many unmet needs remain.

**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's Analysis to Impediments to Fair Housing Choice identified only one (1) impediment to fair housing choice, Possible Discriminatory Subprime Lending Practices. To address this impediment, City staff incorporated 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, referred 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 Annual Action Plan. The 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 Program Year as outlined in the Action Plan.

Throughout this Program Year (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 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 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 Housing Element.
- The City monitored its sub-recipients to ensure compliance with federal and local requirements outlined in agreements. The monitoring included site visits and a review of files, including documentation of federal overlay requirements.
- The City annually monitors assisted housing projects for compliance with affordability requirements.

## **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 2016 Program Year:

#### 1. Public Notice Requirements

The Public Notice of Availability for Public Review and Comment for the 2016 CAPER was published on September 4, 2017; the City also posted the Public Notice and Draft 2016 CAPER on its website. 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.

#### 2. Reporting and Recordkeeping

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

#### 3. Citizen Comments

Copies of this document were made available to the public during the 15-day comment period. A public hearing for public review and comment for the 2016 CAPER was held on September 19, 2017 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.**

As a result of removing the Neighborhood Revitalization Strategy Area (NRSA) from the City’s 2015 Consolidated Plan, the City submitted its “Amended” 2016 Annual Action Plan to HUD for their review and approval. In conjunction with this submission, the 2016 NRSA activity was cancelled; the corresponding funding was transferred to the 2017 Program Year Public Works ADA Sidewalk, Curb and Gutter Improvement Project.

**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-60 - ESG 91.520(g) (ESG Recipients only)**

This section does not apply as the City does not receive ESG funds.