

## RESOLUTION NO. 2010-627

Adopted by the Sacramento City Council

October 26, 2010

### **APPROVAL OF THE 2011 ONE-YEAR ACTION PLAN, COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT PARTNERSHIP PROGRAM, HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS AND EMERGENCY SHELTER GRANT PROGRAMS; AMENDMENT TO THE NEIGHBORHOOD STABILIZATION PROGRAM; HOMELESS PREVENTION AND RAPID RE-HOUSING PROGRAM AND AMENDMENT OF THE SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY BUDGET**

#### **BACKGROUND**

- A. On October 23, 2007, the Sacramento City Council approved the 2008-2012 Consolidated Plan Resolution #2007-770. The Consolidated Plan identifies the City's housing and community development needs and describes a long-term strategy for meeting those needs. In addition, it specifically addresses federally funded housing and community development programs: Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Shelter Grant (ESG) Programs.
- B. On October 21, 2008, the Sacramento City Council approved the Substantial Amendment to the Consolidated Plan for Neighborhood Stabilization Program, Resolution 2008-691.
- C. On May 12, 2009, the Sacramento City Council approved the Substantial Amendment to the Consolidated Plan for the Homeless Prevention and Rapid Re-Housing Program (HPRP) Resolution # 2009-293.
- D. On September 8, 2010, HUD awarded an additional \$1 billion of Neighborhood Stabilization Program (NSP 3) funds to all states along with a number of counties and local communities.
- E. The Department of Housing and Urban Development (HUD) requires the annual submittal of a One-Year Action Plan describing proposed activities and expenditures for the following year using the goals and priorities of the Consolidated Plan.

- F. The Sacramento Housing and Redevelopment Agency (SHRA) annually serves as the designee for the City of Sacramento to administer community development grants originating from HUD.
- G. One-time community development grants from HUD which are to be administered directly by the recipient are required to secure environmental clearance; SHRA is designated as the general unit of local government and is authorized to submit a determination of environmental clearance on their behalf.
- H. Local organizations are recipients of federal funds as a result of the Action Plan, accordingly they must be able to provide construction oversight, labor compliance and related construction services when the activity funded includes construction.
- I. A noticed public hearing soliciting comments on the 2011 One-Year Action Plan was held by the Sacramento Housing and Redevelopment Commission on October 6, 2010.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action as stated in Exhibit A to this resolution, are approved.
- Section 2. The 2011 One-Year Action Plan, which allocates anticipated CDBG, HOME, ESG and HOPWA funds to various programs and projects as set out in Exhibit B to this resolution, is approved.
- Section 3. The update to the Citizen Participation Plan is approved.
- Section 4. SHRA is authorized to accept funding for NSP 3 and amend the SHRA 2010 budget to allocate ten percent of the award for administration of NSP 3.
- Section 5. The 2010 One-Year Action Plan is amended to defund the activities set forth in Exhibit C and add the projects set out in Exhibit D to this resolution.
- Section 6. SHRA is authorized to amend the SHRA Budget to allocate the CDBG funding for programs and projects in accordance with the amendment of the prior years' Action Plan, and to allocate the CDBG, HOME, ESG and HOPWA grant funding for programs and projects as set out in the 2011 One-Year Action Plan.

- Section 7. SHRA is authorized to submit the amendment of prior years' Action Plan, the 2011 One-Year Action Plan for Community Development Block Grant (CDBG), Home Investment Partnership (HOME), Emergency Shelter Grant (ESG) and Housing Opportunities for People with AIDS (HOPWA) to HUD and execute the subsequent grant agreements with HUD. The Agency is delegated authority to administer federal funds appropriated by HUD and is the designated recipient of funds outlined in the One Year Action Plan.
- Section 8. SHRA is authorized to execute agreements and contracts with the appropriate entities to carry out the CDBG (to include NSP), HOME, ESG and HOPWA grant funds in accordance with the 2011 One-Year Action Plan and substantial amendment to the Consolidated Plan.
- Section 9. SHRA is authorized to delegate authority to the County Department of Human Assistance, or other appropriate entity approved by the governing boards, to administer ESG and HOPWA programs and expend funds and to execute contracts with the appropriate entities to carry out the activities contained in the Action Plan utilizing ESG and HOPWA funds, strictly in accordance with the terms of the Action Plan and funding source requirements.
- Section 10. SHRA is authorized to amend the 2011 CDBG capital reserve, HOME, ESG and HOPWA budgets to the extent necessary to implement and ensure the timely completion of the activities set out in the Attachments.
- Section 11. SHRA is authorized to execute agreements with appropriate entities to carry out the environmental review for HUD grants.
- Section 12. SHRA is authorized to charge and receive a fee of \$850 to reimburse Agency staff costs and publication costs for environmental services provided to non-profit entities in connection with HUD grants. The Executive Director, or her designee, is also authorized to receive a deposit to fund all third party costs for providing such services.
- Section 13. SHRA is authorized to provide construction oversight services to organizations receiving CDBG funds not possessing such capacity.

Section 14. The City Manager, or his designee, is authorized to execute agreements and contracts with the appropriate entities to carry out the activities contained in the 2011 One-Year Action Plan.

**Table of Contents:**

- Exhibit A: Environmental Determination
- Exhibit B: 2011 One-Year Action Plan Activities
- Exhibit C: Project and Program Defunding
- Exhibit D: 2010 One-Year Action Plan Activities
- Exhibit E: Citizen Participation Plan

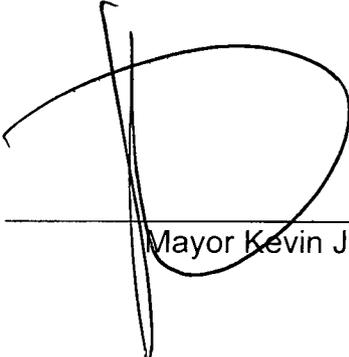
Adopted by the City of Sacramento City Council on October 26, 2010 by the following vote:

Ayes: Councilmembers Cohn, Fong, Hammond, Pannell, Sheedy, Tretheway, Waters, and Mayor Johnson.

Noes: None.

Abstain: None.

Absent: Councilmember McCarty.



\_\_\_\_\_  
Mayor Kevin Johnson

Attest:



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Shirley Concolino, City Clerk

**City of Sacramento  
Environmental Determination**

**Supportive Services (no physical impact) - NEPA per 24 CFR Section 58.35(b)(2) and CEQA per Guidelines Section 15061 (b)(3):**

The Action Plan includes funding for services and staff for the following programs, which will have no physical impact on the environment. These are considered supportive services and are categorically excluded under NEPA. These programs are covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. **Environmental Review is complete for these activities; no further environmental review is required.**

- Emergency Shelter Grant Program
- Homeless Shelter & Services
- Senior Nutrition Program
- Youth Services
- Phoenix Park Resource Center
- 211 Sacramento Activities
- Downtown SRO Supportive Services
- Furthering Fair Housing
- Single-Family Rehabilitation/Emergency Repair/Accessibility Grant Program Delivery
- Homeownership Assistance Delivery
- HOPWA - Volunteers of America – Open Arms
- HOPWA - AIDS Housing Alliance – Saint Martin De Porras
- HOPWA - AIDS Housing Alliance – Steven Place
- HOPWA - Center for AIDS Research, Education and Services (CARES)
- HOPWA – Transitional Living and Community Support (TLCS)
- HOPWA – CommuniCare Health Clinics – Emergency Housing Assistance
- HOPWA - Placer County – Emergency Housing Assistance
- HOPWA - El Dorado County – Emergency Housing Assistance

**Operating Costs (staff costs) - NEPA per 24 CFR Section 58.35 (b)(3) and CEQA per Guidelines Section 15378 (b)(2):**

The Action Plan includes funding for staffing only for the following programs, which will have no physical impact on the environment. Staffing costs are considered operating costs and are categorically excluded under NEPA. Costs for staffing are not considered a project under CEQA. **Environmental Review is complete for these activities; no further environmental review is required.**

- Commercial Revitalization Program Administration
- Community Development Block Grant Administration
- Neighborhood Stabilization Program Administration
- Department of Human Assistance Administration (Homeless, ESG, and CDBG)
- HOPWA Administration

- Minor Repair & ADA for Seniors and Low Income Homeowners Program Administration
- City Code Enforcement Administration
- HOME Administration
- Public Improvement Delivery
- Section 108 Custodial Accounts
- Section 108 Loan Repayment - Del Paso Nuevo

**Planning and Feasibility Studies - NEPA per 24 CFR Section 58.34 (a)(1) and CEQA per Guidelines Section 15262:**

The Action Plan includes funding for planning and feasibility studies only, which may include funding for environmental planning, for the following programs. These actions are considered environmental and other studies, resource identification and the development of plans and strategies, and are exempt under NEPA. As feasibility and planning studies only, with no legally binding effect on later activities, these activities are also exempt under CEQA.

**Environmental Review is complete for the feasibility and planning studies associated with these programs only; if these studies identify specific projects, further environmental review will be required prior to taking any choice limiting action or discretionary action on those specific projects.**

- Community Development Block Grant Planning and Scoping
- Ten-Year Plan to End Chronic Homelessness
- 2013-2017 Consolidated Plan
- Broadway Study
- Rio Linda Super Block

**Financial Assistance for Acquisition and/or Rehabilitation of Existing Structures - NEPA per 24 CFR 58.35 (a)(3) and (a)(5) and CEQA per Guidelines Section 15301:**

The Action Plan includes funding for acquisition of land or properties, and/or rehabilitation of existing structures for the following programs. Both acquisition and rehabilitation of existing structures are categorically excluded under NEPA, assuming that the requirements of 24 CFR 58.35 (a) are met. These activities are also categorically exempt under CEQA.

**Environmental Review is complete for these programs; however, as individual properties are identified for acquisition and/or rehabilitation, additional review shall be performed to complete NEPA requirements. Additional review may also be required if site specific rehabilitation, as it is further identified, allows for changes in use or capacity.**

- Multi-Family Acquisition and Rehabilitation Program
- Las Victorianas Rehabilitation
- Single-Family Rehabilitation Loan Program
- Commercial Revitalization Program

**Rehabilitation/Reconstruction of Existing Public Facilities - NEPA per 24 CFR 58.35 (a)(1) and CEQA per Guidelines Section 15301(c) and 15304(b):**

The Action Plan includes funding for rehabilitation of existing public facilities within existing right of way under the following programs. Rehabilitation and reconstruction of existing public facilities and improvements are categorically excluded under NEPA, assuming that the requirements of 24 CFR 58.35 (a) are met. These activities are also categorically exempt under CEQA. **Environmental Review is complete for these programs; however, as individual improvements are identified, additional review will be needed to complete NEPA requirements. Additional review may also be required if identified improvements allow for changes in use or capacity.**

- Midtown Streetscape Improvements
- Mack Road Median Improvements
- Downtown Streetlight Project

**The remaining programs and actions included in the 2011 Action Plan have program specific environmental review as described below:**

- **Emergency Repair Program/Accessibility Grant Program** – This program includes: an emergency repair component, which will be limited to repair and improvements to existing structures to control threats to public safety; and, an accessibility improvements component, which will remove barriers that restrict mobility of and accessibility by elderly and disabled persons. The emergency repairs component is exempt under NEPA pursuant to 24 CFR 58.34 (a)(10), and categorically exempt pursuant to CEQA Guidelines Section 15301. The accessibility component is categorically excluded under NEPA pursuant to 24 CFR 58.35 (a)(2), and categorically exempt pursuant to CEQA Guidelines Section 15301. **Environmental Review is complete for the emergency repair component of this program; no further environmental review is required. As individual properties are identified for the accessibility component, additional review will be needed to complete NEPA requirements.**
- **First-Time Homebuyer Assistance Program** – This program consists of financial assistance to aid first-time homebuyers in purchasing existing dwelling units. These activities are categorically excluded under NEPA pursuant to 24 CFR 58.35 (b) (5) and categorically exempt pursuant to CEQA Guidelines Section 15310. **Environmental Review is complete for this program; no further environmental review is required.**
- **Del Paso Nuevo 6** – The Del Paso Nuevo 6 project is a portion of the larger Del Paso Nuevo project, which was previously approved on March 10, 1998. Environmental review for the Del Paso Nuevo project, which consisted of an Environmental Assessment and Finding of No Significant Impact under NEPA, and a Mitigated Negative Declaration under CEQA, was completed in March, 1998. An Addendum to the Mitigated Negative Declaration was prepared for Del Paso Nuevo 6, which was adopted by the City Planning Commission on March 11, 2010. The 2011 Action Plan proposes to add funding to this previously approved project, for which there will be no change in scope. This addition of funding does not require additional environmental review under CEQA Guidelines Section 15162. **Environmental Review under CEQA is complete for this project; however, additional environmental review may be required under NEPA prior to any choice limiting action.**

- **Multi-Family Housing New Construction** – This program consists of financial assistance for the construction of new multi-family housing projects. The actions included in this 2011 Action Plan do not include any funding commitments or approvals for any specific project. **Environmental Review will be required for individual projects as they are identified and will be completed prior to any choice limiting action or discretionary action.**

**City of Sacramento**  
**2011 One-Year Action Plan Activities**

The U.S. Department of Housing and Urban Development (HUD) requires a consolidated planning process for the federal Community Development Block Grant (CDBG); HOME Investment Partnership Program (HOME); Housing Opportunities for Persons with AIDS (HOPWA); and Emergency Shelter Grant (ESG) programs. This process consolidates multiple grant application requirements into a single submission. The concept of the Consolidated Plan was developed to further HUD's statutory goals through a collaborative process involving the community to establish a unified vision for future community development actions.

The Five-Year Consolidated Plan outlines proposed strategies for the expenditure of CDBG, HOME, HOPWA, and ESG funds for the period 2008-2012. In general, the mission of the Consolidated Plan is to revitalize selected lower-income neighborhoods and to assist disadvantaged populations by providing adequate public facilities and services, generating affordable housing opportunities, and stimulating economic development.

The One-Year Action Plan is the annual update to the 2008-2012 Consolidated Plan. A key component of the One-Year Action Plan is the allocation of funds to proposed activities. This portion of the plan describes activities the jurisdiction will undertake in the coming year. Proposed activities address the priority needs and specific objectives of the 2008-2012 Consolidated Plan, adopted by the Sacramento City Council on October 23, 2007 and subsequently amended for NSP October 21, 2008; HPRP May 12, 2009; and CDBG – R May 22, 2009.

In addition, a description of other actions to further the Consolidated Plan strategies is required by HUD as part of the One-Year Action Plan application. These include the Public Housing Authority Administrative Plan, the Citizen Participation Plan, the Continuum of Care Plan and the 10-Year Plan to End Chronic Homelessness. These documents, on file with the Agency Clerk, are incorporated into this staff report and the record by this reference.

The One-Year Action Plan is based on the following estimated revenues:

<b>Revenue Source</b>	<b>Estimated Revenue</b>
CDBG Entitlement	\$6,266,315
CDBG Program Income	\$145,848
HOME Entitlement	\$3,478,137
HOME Program Income	\$322,493
ESG Entitlement	\$254,485
HOPWA Entitlement	\$906,991
HOPWA Reprogramming	\$41,927
<b>Total Revenues</b>	<b>\$11,416,196</b>

The following summarizes proposed activities for 2010. Activities are organized into the following categories; funding totals for each category are indicated.

<b>Funding Category</b>	<b>Proposed Funding</b>
Infrastructure and Public Improvements	\$1,539,511
Housing Development, Preservation and Homeownership	\$4,859,168
Public Services	\$2,129,153
Commercial Revitalization	\$9,996
Grant Planning and Administration	\$1,623,613
HUD Loan Repayments	\$598,849
CDBG Capital Reserve	\$655,906
<b>Total Funding</b>	<b>\$11,416,196</b>

#### Background on the City Council District Allocation

The infrastructure and public improvement projects recommended in the 2010 One-Year Action Plan are allocated by City Council District. Each Council District contains low- and moderate-income census tracts, and each Council District allocation is based on the percentage of low- and moderate-income population residing within the District according to the 2000 Census. This allocation method is used to distribute funds for new and continuing capital improvement projects.

The chart below shows the percent of low- and moderate-income population and each Council District's CDBG allocation for the 5-year consolidated plan.

District 1	District 2	District 3	District 4	District 5	District 6	District 8
<b>2000 Percent of Low- and Moderate-Income Population</b>						
10.91%	18.53%	12.13%	12.27%	16.62%	13.20%	16.35%
<b>CDBG Allocation</b>						
\$588,000	\$1,004,000	\$726,000	\$648,000	\$900,000	\$707,000	\$877,000

## 2011 Action Plan Activities

<b>INFRASTRUCTURE AND PUBLIC IMPROVEMENTS</b>
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The following are recommended capital improvements of public or community-based facilities and public rights-of-way to be completed within 18 months. These activities, when appropriate, will be coordinated with other City Departments to maximize leveraging with the City's capital improvement plans.

<b>Mack Road Median Improvements (District 8):</b> Funds will be used for median improvements to Mack Road east of Center Parkway, approximately 710 linear feet.	\$90,000	CDBG
<b>Del Paso Nuevo 6/Rio Linda Super Block:</b> Funds will be used for infrastructure improvement in support of low- and moderate-income housing in the Del Paso Nuevo Homeownership Zone and the Rio Linda Super Block.	\$1,031,349	CDBG
<b>Capital Improvement Project Scoping:</b> Funding for early cost estimates, conceptual design, and/ or environmental for CDBG-eligible projects. Location and scope to be determined by an internal process of requests on first-come, first-served basis. CDBG staff to determine eligibility of activity.	\$100,000	CDBG
<b>Public Improvements Implementation:</b> Staffing and supportive services for capital improvement projects in 2011.	\$318,162	CDBG
<b>Total Infrastructure and Public Improvements</b>	<b>\$1,539,511</b>	

<b>HOUSING DEVELOPMENT, PRESERVATION AND HOMEOWNERSHIP</b>
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The following are recommended activities to increase, improve, and preserve affordable housing opportunities.

<b>Multi-Family Housing Acquisition and Rehabilitation:</b>	\$58,155	CDBG PI
Provides loans for the acquisition and rehabilitation of low- and moderate-income multi-family housing.	\$1,565,163	HOME
	\$161,247	HOME PI
<b>Multi-Family Housing New Construction:</b> Provides loans for the construction of multi-family housing.	\$1,565,163	HOME
	\$161,246	HOME PI

<b>Emergency Repair Program/Accessibility Grant Program (ERP-A):</b> This program provides grants of up to \$5,000 each to very-low income homeowners for emergency health and safety repairs as well as grants to low-income disabled residents for accessibility modifications.	\$300,000	CDBG
<b>Single-Family Rehabilitation Program:</b> Provides rehabilitation loans up to \$50,000 to owner-occupant low- and moderate-income homeowners.	\$25,545	CDBG PI
<b>Minor Repair &amp; ADA for Seniors and Low Income Homeowners Program:</b> Provides for administrative costs associated with minor home repairs for low- and moderate-income homeowners and the administrative oversight for the Home Assistance Repair Program for Seniors (HARPS).	\$46,625	CDBG
<b>City Code Enforcement:</b> Provides funds for City code enforcement staff to address boarded and/or vacant and substandard residential properties in low- and moderate-income areas.	\$250,000	CDBG
<b>Las Victorianas Rehabilitation:</b> Funds will be used rehabilitate multi-family housing complex operated by the Public Housing Authority	\$500,000	CDBG
<b>Single-Family Rehabilitation, Emergency Repair/Accessibility Grant Program Delivery:</b> Supportive services for the single-family rehabilitation, emergency repair/accessibility programs in 2011.	\$135,140	CDBG
<b>Homeownership Assistance Delivery:</b> Supportive services for the Homeownership Program in 2011.	\$90,884	CDBG
<b>Total Housing Development, Preservation, and Homeownership</b>	<b>\$4,859,168</b>	

<b>COMMERCIAL REVITALIZATION</b>
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The following are recommended activities to provide financial and technical assistance to revitalize distressed business communities.

<b>Commercial Revitalization Program:</b> The program operates as a zero-interest loan program along commercial corridors, using CDBG funding for façade improvements and correction of code violations	\$9,996	CDBG PI
<b>Total Commercial Revitalization</b>	<b>\$9,996</b>	

<b>PUBLIC SERVICES</b>
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The following are recommended funding allocations to support human assistance programs. For CDBG, HUD limits funding for public services to 15 percent of the total amount of entitlement and program income.

<b>Emergency Shelter Program:</b> Funding of shelter(s) to provide approximately 100 bed 24 hour shelter for women and children, with a 90 day stay.	\$254,485	ESG
<b>Homeless Shelter &amp; Services:</b> Provides shelter, food, medical screening & assessments, detoxification, counseling services, and recovery program to public inebriates and homeless.	\$55,000	CDBG
<b>Senior Nutrition Program:</b> Provides meals to homebound seniors and to non-homebound seniors at over 21 dining sites.	\$486,750	CDBG
<b>Phoenix Park Resource Center:</b> Provides funds for utility payments, resource center office expenses, and resource center staff.	\$25,000	CDBG
<b>2-1-1 Sacramento:</b> Provides information which links callers with organizations providing housing, transportation, health, and other services in low- and moderate-income areas.	\$119,000	CDBG
<b>Downtown SRO Supportive Services:</b> Provides coordination of health and human services, crisis intervention, independent living skills, drug and alcohol recovery, and community building activities at four downtown hotels. The service center is located at 719 J Street.	\$120,000	CDBG
<b>Youth Services:</b> Youth program connecting teens with peers and adults in an environment that fosters safety, relationship building, skill development, youth participation, and community involvement.	\$80,000	CDBG
<b>Keys to Hope:</b> Funding to be provided to Sacramento Self Help Housing, Inc. (SSHH) will be used for the provision of supportive services for clients enrolled in the Keys to Hope Program for approximately 40 chronically homeless individuals placed in shared housing throughout the City of Sacramento.	\$40,000	CDBG
<b>HOPWA - CARES:</b> Provides intensive case management to 30 individuals participating in the Shelter Plus Care program and 30 individuals who live in other housing, who may be single or a member of a family, and are formerly homeless persons living with HIV/AIDS	\$80,000	HOPWA
<b>HOPWA - Volunteers of America – Open Arms:</b> Operates an emergency shelter for homeless individuals with HIV/AIDS. Individuals are eligible for 90 days of emergency shelter including chemical dependency assessment, meals, transportation and assistance into permanent housing.	\$312,189	HOPWA

<b>HOPWA - AIDS Housing Alliance – Colonia San Martin:</b> Provider is acquiring 40 permanent housing units for persons with HIV/AIDS. One unit will be an operations office. In addition to housing, on-site supportive services will also be provided.	\$141,633	HOPWA
<b>HOPWA - Center for AIDS Research, Education and Services (CARES) - Emergency Housing Assistance:</b> Provides for short-term emergency housing assistance for persons with HIV/AIDS. Administered by Sacramento County, Department of Human Assistance for Sacramento County. – Supportive Services. Provides case management, assessment, and referral to services and housing, to persons with HIV/AIDS in Sacramento County.	\$142,725	HOPWA
<b>HOPWA - Transitional Living and Community Support (TLCS):</b> Provides clean and sober facility-based housing with supportive services for persons with HIV/AIDS and mental disabilities at a community residence with 9 – 1 bedroom units (one bedroom has 2 beds) Provides 24 hour property manager. Also provides weekly supportive services and educational and social activities for residents.	\$87,537	HOPWA
<b>HOPWA - Placer County – Emergency Housing Assistance:</b> Provides for short-term emergency housing assistance for persons with HIV/AIDS. Administered by Sacramento County, Department of Human Assistance for Placer County.	\$52,757	HOPWA
<b>HOPWA - El Dorado County – Emergency Housing Assistance:</b> Provides for short-term emergency housing assistance for persons with HIV/AIDS. Administered by Sacramento County Department of Human Assistance for El Dorado County.	\$49,157	HOPWA
<b>HOPWA - CommuniCare Health Clinics-Emergency Housing Assistance:</b> Provides for short-term emergency housing assistance for persons with HIV/AIDS. Administered by Sacramento County, Department of Human Assistance for Yolo County.	\$43,320	HOPWA
<b>HOPWA - AIDS Housing Alliance – Steven Place:</b> Provides for 16 units of housing for persons living with HIV/AIDS. In addition to housing, on-site supportive services will also be provided.	\$39,600	HOPWA
<b>Total Public Services</b>	<b>\$2,129,153</b>	

<b>HUD LOAN REPAYMENTS</b>
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The following debt service payments for HUD Section 108 loans and internal SHRA loans for commercial revitalization, job creation, and infrastructure development.

<b>Section 108 Loan Repayment :</b> Annual debt service payment on	\$546,697	CDBG
Section 108 loan funds. If program income is utilized towards the debt service payment then unused entitlement funds will be utilized towards project costs.	\$52,152	CDBG PI

<b>Total Loan Repayments:</b>	<b>\$598,849</b>	
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<b>GRANT PLANNING AND ADMINISTRATION</b>
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The following are related to immediate/intermediate term CDBG program planning, community participation and general program administration. For CDBG, HUD limits funding for planning and administration to 20 percent of the total amount of entitlement and program income. For HOME, the limit is 10 percent.

<b>Further Fair Housing:</b> Provides administrative support for fair housing activities, including investigations, referral mediation, outreach, education, and fair housing audits through RFP/RFQ process.	\$92,903	CDBG
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<b>Ten-Year Plan to End Chronic Homelessness:</b> Administrative services for the implementation of the Plan.	\$173,000	CDBG
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<b>Broadway Study:</b> Funds will be used for planning activities including revitalization strategies, economic feasibility and transportation studies, and environmental review.	\$120,000	CDBG
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<b>2013-2017 Consolidated Plan:</b> Costs associated with the development of the 2013-2017 Consolidated Plan.	\$75,000	CDBG
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<b>Downtown Lighting Study (District 1):</b> Funds will be used to conduct a lighting study in the downtown area from I Street to L Street, 7 <sup>th</sup> Street to 16 <sup>th</sup> Street.	\$30,000	CDBG
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<b>CDBG Planning:</b> Project and program planning for CDBG activities in 2011.	\$123,566	CDBG
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<b>CDBG Administration:</b> Administrative services for CDBG programs in 2011.	\$661,333	CDBG
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<b>HOME Program Administration:</b> Administrative services for the implementation of HOME-funded activities in 2011	\$347,811	HOME
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<b>Total Grant Planning and Administration:</b>	<b>\$1,623,613</b>	
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<b>CDBG CAPITAL RESERVE</b>
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**Capital Reserve:** Fund reserve account for overruns in capital improvement activities and to fund budgeted activities to the extent necessary to implement and ensure the timely completion of the activities.

**\$655,906**      CDBG

October 26, 2010

**City of Sacramento  
Defunded Activities for Various Years' Action Plan**

Activities being defunded are those that have been completed, cancelled or funded through alternative sources. Newly funded activities are scheduled to be implemented and completed by December 31, 2012 to comply with federal regulations governing the timely expenditure of funds.

<b>CDBG</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>Robert T. Matsui Waterfront Park Improvements (District 1):</b> Funds programmed for design and construction of park improvements. The project is not moving forward and staff recommends funds reprogrammed to Capital Reserve.	\$5,000	CDBG
<b>Del Paso Streetscape (District 2):</b> Funds programmed for the construction of streetscape improvements on Del Paso Boulevard from Acoma to Arden Way. Improvements include but are not limited to curbs, gutters, sidewalks, drainage, traffic controls and landscaping. Another funding source will be used for this project and a portion of the CDBG will not be needed. Staff recommends funds reprogrammed to Capital Reserve.	\$410,659	CDBG
<b>Sidewalk Improvements Del Paso Blvd:</b> Programmed for sidewalk improvements and ADA ramping on Del Paso Boulevard and on Southgate Boulevard from Del Paso Boulevard to the alley. The project costs were much less than estimated. Staff recommends funds reprogrammed to Capital Reserve.	\$65,000	CDBG
<b>Westerner Mobile Home Park:</b> Funds programmed for the cost associated with the construction of cathodic protection test station & anode bed for the gas system, pavement and drainage, and community room. It has been determined the funds will not be needed for this project. Staff recommends the funds be reprogrammed to Capital Reserve.	\$100,000	CDBG
<b>Total</b>	<b>\$580,659</b>	

**City of Sacramento**  
**Amendment to 2010 Action Plan and Substantial Amendment Activities**

This report formally amends the 2010 Action Plan by augmenting existing and new projects with CDBG. These activities have been identified as those that need immediate funding. Also, these adjustments will facilitate timely expenditures as required by HUD.

<b>CDBG</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>ADA North Sacramento School District Building (District 2):</b> Funds will be used to retrofit building to comply with Americans with Disabilities Act (ADA).	\$345,000	CDBG
<b>Capital Reserve:</b> Fund reserve account for overruns in capital improvement activities and to fund budgeted activities in 2010 if CDBG entitlement is less than anticipated.	\$235,659	CDBG
<b>Total</b>	<b>\$580,659</b>	



## City of Sacramento Citizen Participation Plan

### INTRODUCTION

It is the intent of the City of Sacramento (City), County of Sacramento Department of Human Assistance (DHA), and the Sacramento Housing and Redevelopment Agency (SHRA) to encourage and facilitate the participation of the residents of Sacramento in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and *the One-Year Annual Action Plan*, substantial amendments thereto and performance reviews for the following five programs funded by the U.S. Department of Housing and Urban Development (HUD) [24 CFR Part 91]:

- Community Development Block Grant (CDBG);
- *Neighborhood Stabilization Program (NSP)*;
- HOME Investment Partnerships (HOME);
- ~~American Dream Downpayment Initiative (ADDI)~~;
- Emergency Shelter Grant (ESG);
- *Homeless Prevention and Rapid Re-Housing Program (HPRP)*; and
- Housing Opportunities for Persons with Aids (HOPWA).

### USE OF THE CITIZEN PARTICIPATION PLAN

The City, DHA and SHRA are committed to vigorously follow, implement, and abide by both the letter and spirit of this Citizen Participation Plan (24 CFR Part 570.431).

This plan identifies strategies to obtain participation from those persons directly affected by the Consolidated Plan and One-Year Action Plans, to provide accurate information and timely notification of activities, to provide education and assistance to citizens to access the programs, to involve citizens during all stages of the process, and to respond to specific complaints and needs of citizens. *The City, DHA and SHRA will take whatever actions are appropriate to encourage the participation of all citizens, including minorities and non-English speaking persons, person with disabilities, and residents of public and assisted housing. SHRA staff will encourage the participation of residents of public and assisted housing developments and recipients of tenant-based assistance in the process of developing and implementing the Consolidated Plan, along with other low-income residents of targeted revitalization areas in which developments are located. Staff shall make an effort to provide information to the Housing Authority about Consolidated Plan activities related to its developments and surrounding communities that the Housing Authority can make available at the annual public hearing for the Public Housing Agency Plan.*

The general structure of ~~DHA and SHRA's~~ *the* citizen review/participation component has three tiers: citizens and citizen groups, Sacramento Housing and Redevelopment Agency Commission (SHRC) ~~or~~ *and* the City Council, the governing body for the City of Sacramento. Many project ideas occur at the grass roots level. These ideas are then recommended to the SHRC who reviews all housing and redevelopment activities. The recommendation then proceeds to the City Council for final review and approval.

Citizens may submit proposals verbally or in writing at public hearings or directly to SHRA and DHA staff *depending upon the federal program*. Individuals should address comments, questions, inquiries, and proposals according to the following:

CDBG, NSP *and* HOME programs:

Sacramento Housing and Redevelopment Agency  
*Housing and Community Development Department*  
*Attn: CDBG Program Manager*  
*801-12<sup>th</sup> Street*  
*Sacramento, CA 95814*

HOPWA and ESG programs:

County of Sacramento  
Department of Human Assistance  
*Attn: Director*  
2435 Marconi Avenue  
Sacramento, CA 95821

## DEFINITIONS

Consolidated Plan: This document is submitted to HUD and serves as the planning document of the jurisdiction *City of Sacramento* and application for funding for CDBG, NSP, HOME, ADDI, ESG, HPRP, and HOPWA. The document is developed in accordance with 24 CFR Part 91 and sets forth the priorities and strategies of the programs for a five-year period.

One-Year Action Plan: This document updates the Consolidated Plan on an annual basis and allocates one year's funding (entitlement and program income) to specific projects and activities for the CDBG, NSP, HOME, ESG, and HOPWA programs. *SHRA develops the document annually in accordance with 24 CFR 91.505.*

Consolidated Annual Performance Evaluation Report (CAPER): This document reports on the progress made in carrying out the Consolidated Plan and One-Year Action Plan *activities*. SHRA prepares the report annually in accordance with 24 CFR Part 91.

Public Hearing: A public hearing is a public meeting that has been publicly noticed in a local newspaper of general circulation, or noticed in a fashion which otherwise follows local procedures for formal noticing of public hearings. Public hearings are required prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and substantial amendments to either Plan (24 CFR 91.505 (b)).

Substantial Amendment: *A substantial amendment to the Consolidated Plan and One-Year Action Plans involves carrying out an activity or program not previously described (purpose, scope, location and beneficiary). Substantial Amendments will follow local procedures for formal noticing of public hearings and citizen comment period per 24 CFR 91.105 and 505(b).*

Substantial Amendment examples: *Community Development Block Grant-Recovery Act; Neighborhood Stabilization Program, Homelessness Prevention and Rapid Re-Housing Program are examples of new or one-time federally funded activities or programs.*

Amendment: *An amendment pertains to the One-Year Action Plan and involves carrying out an activity or program previously described in the existing One-Year Action plan, but includes a change in funding that does not require additional citizen participation. SHRA's Executive Director (CDBG, NSP and HOME) and the Department of Human Assistance Director (ESG and HOPWA), or respective designees, will administratively amend, up to the authority granted during approval by the governing body, the existing budget for activities or programs to efficiently expend funds (including program income) related to previously disclosed activities or programs in accordance to the intent of the funds identified in the previously undertaken citizen participation process. In addition, an existing activity or program can be cancelled administratively if no funds were expended, and said funds can then be re-allocated to an existing One-Year Action Plan activity, program or applicable contingency fund to be allocated to a future activity(ies) or program(s) at a future date.*

Substantial Amendment: ~~An amendment to the Consolidated or One-Year Action Plan which involves carrying out an activity not previously described, or a change in the purpose, scope, location or beneficiary of an activity, or an increased appropriation to an existing activity in excess of \$100,000. However, an increase or decrease in the amount of HOME funds~~

~~appropriated to an approved HOME activity shall not be considered a substantial amendment. Substantial amendments require a noticed public hearing.~~

### **CONSOLIDATED PLAN, ONE-YEAR ACTION PLAN, AND SUBSTANTIAL AMENDMENTS THERETO**

Comments and suggestions from the public are welcome at all times. To facilitate public interaction, SHRA and/or DHA will conduct at least two public meetings *meetings of which one will be a public hearing* at different stages of the program year. *Together, the meetings will address housing and community development needs, development of proposed activities, and review of program performance. The hearings will be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities.* At least one public hearing will be held prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and when making substantial amendments to either plan.

SHRA and/or DHA will notify the public of these hearings by publishing a notice in at least one paper of general circulation ~~in the~~ at least 30 15 days (24 CFR 91.105 (e)(1)) prior to the ~~first~~ public hearing. The public hearing will be held in a time and location convenient to potential and actual beneficiaries and with accommodations for persons with disabilities. The notice will:

- Describe the approximate amount of funding and range of possible activities; and;
- State where and how information may be obtained;
- State the date of the public hearing;
- Allow 30 days for *public* comments prior to adoption of the Consolidated Plan, One-Year Action Plan, or the substantial amendment; and
- State how the public can submit comments.

All comments received in writing, or orally at the public hearing, will be considered when preparing the final Consolidated Plan, One-Year Action Plan or substantial amendments thereto. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the document. Written comments will receive a written response within fifteen working days, where practicable.

### **CAPER (Consolidated Annual Performance Evaluation Report)**

SHRA will notify the public by publishing a notice in at least one paper of general circulation at least 15 days prior to the submission of the report to HUD. The notice will:

- State where and how the report may be obtained;
- Allow at least ~~fifteen~~ 15 days for comments prior to the submission of the report to HUD; and
- State how the public can submit comments.

All comments received in writing will be considered when preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the document. Written comments will receive a written response within ~~fifteen~~ 15 working days, where practicable.

## CITIZEN PARTICIPATION PLAN

Prior to the adoption of the Citizen Participation Plan and any substantial amendments, SHRA and/or DHA will hold a public hearing and consider all comments. Copies of the Citizen Participation Plan were made available at SHRA, public libraries, and governmental offices. SHRA and/or DHA staff will assist any disabled persons interested in obtaining a copy of the Citizen Participation Plan who are otherwise unable to access it.

A free copy of the ~~plan~~ *Consolidated Plan and One-Year Action Plan* ~~are is~~-available from SHRA and/or DHA at no cost to persons and organizations that request it.

### OTHER CITIZEN PARTICIPATION REQUIREMENTS

Notification to Interested Parties: SHRA and/or DHA will endeavor to directly notify interested parties of scheduled public hearings. A list of persons and community groups interested in receiving such notices will be maintained by SHRA and/or DHA.

Access to Records: SHRA will provide access to public records related to the Consolidated Plan and One-Year Action Plan and the jurisdiction's use of assistance under the programs covered by the plans during the preceding five years through written or verbal request. SHRA and DHA may charge a fee for copies to recover the cost of material and operations. SHRA and DHA will require an appointment to view records and, in most case, will require SHRA and/or DHA staff to be present during inspection of records.

Translation and Interpretation Services: If non-English speaking or hearing-impaired residents request assistance to participate in a public hearing, SHRA and/or DHA staff will retain appropriate assistance to allow such residents to participate. Generally, assistance will consist of obtaining appropriate interpreter services. However, if such assistance presents an undue financial or administrative burden, SHRA and DHA will consider it mandatory only in instances where it is expected that a significant number of non-English speaking or hearing-impaired residents will be in attendance.

Technical Assistance: SHRA and/or DHA will endeavor to assist community groups and individuals as requested. The provision of assistance will be determined based upon the following: staff availability; the relationship of the request to the priorities adopted in the Consolidated Plan; and other available resources. At a minimum, SHRA and DHA will advise on all technical questions, such as determining the eligibility of a request.

Complaints: *SHRA and/or DHA will respond to written complaints from citizens related to the Consolidated Plan, One-Year Action Plan, Substantial Amendments, administrative amendments and performance reports within 15 working days.*

Responsibility: SHRA will retain responsibility and authority for the development, *outreach to minorities and non-English speaking persons, as well as persons with disabilities*, and execution of the Consolidated Plan and One-Year Action Plan. This responsibility and authority is not restricted by the citizen participation requirements.

### MINIMIZING DISPLACEMENT AND RELOCATION BENEFITS

**CITY OF SACRAMENTO RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED**

~~Sacramento Housing and Redevelopment Agency~~ *SHRA*, administrator of the Urban Development Action Grant (*UDAG*) Program, Community Development Block Grant Program *CDBG*, *NSP* and the HOME Investment Partnerships Act *Program* programs for the City of Sacramento, will comply with all federal regulations governing residential antidisplacement and relocation assistance as they pertain to these programs.

Specifically, ~~Sacramento Housing and Redevelopment Agency~~ *SHRA* will comply with Section 104(d) of the Housing and Community Development Act of 1974 [42 U.S.C. 5304(d)] and implementing regulations at 24 CFR Part 42. HUD assisted programs administered by ~~Sacramento Housing and Redevelopment Agency~~ *SHRA* which are governed by these regulations are the ~~Community Development Block Grant Program~~ *UDAG*, *CDBG*, *NSP*, ~~HOME Investment Partnerships Program~~, the *and* Section 108 Loan Guarantee Program programs. ~~and the Urban Development Action Grant Program~~

~~Sacramento Housing and Redevelopment Agency~~ *SHRA* will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than as lower-income housing as a direct result of activities assisted with funds under the above-stated programs.

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Pursuant to 24 CFR 42.375(c) and before entering into a contract committing the City of Sacramento to provide funds for a project that will directly result in demolition or conversion, ~~Sacramento Housing and Redevelopment Agency~~ *SHRA* will make public by publication in a newspaper of general circulation and submit to *HUD* ~~the U.S. Department of Housing and Urban Development~~ the following information in writing:

1. A description of the proposed assisted activity;
2. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for lower-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission will identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size will be submitted and disclosed to the public as soon as it becomes available;
5. The source of funding and a time schedule for the provision of replacement dwelling units;

6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the approved Consolidated Plan.

To the extent that the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission, ~~Sacramento Housing and Redevelopment Agency~~ SHRA will identify the general location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data are available.

~~The Relocation Office of Sacramento Housing and Redevelopment Agency~~ *The Housing and Community Development Department of SHRA, 801-12<sup>th</sup> Street, (916) 440-1328*, is responsible for tracking the replacement of lower-income dwelling units and ensuring that it is provided within the required period.

~~Sacramento Housing and Redevelopment Agency~~ SHRA will provide relocation assistance, as described in 24 CFR Part 42, Subpart C--Requirements Under Section 104(d) of the Housing and Community Development Act of 1974, to each lower-income person who, in connection with an activity assisted under any program subject to this subpart, permanently moves from real property or permanently moves personal property from real property as a direct result of the demolition or conversion of a lower-income dwelling.

~~The Relocation Office of Sacramento Housing and Redevelopment Agency~~, *801-12<sup>th</sup> Street, (916) 449-6287* is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling units or the conversion of lower-income dwelling units to another use.

Consistent with the goals and objectives of activities assisted under Section 104(d) of the Housing and Community Development Act of 1974, as amended, ~~Sacramento Housing and Redevelopment Agency~~ SHRA will take the following steps to minimize the direct and indirect displacement of persons from their homes:

1. In structuring proposed projects for funding consideration, ~~Sacramento Housing and Redevelopment Agency~~ SHRA (a) make an assessment of the potential displacement which might occur from the project as proposed, (b) consider alternatives which would minimize displacement, and (c) select the most feasible alternative which both meets project goals and minimizes displacement.
2. For programs assisted through HOME, CDBG, NSP or Section 108 resources, in which a property owner voluntarily seeks such assistance (such as a rehabilitation loan), ~~Sacramento Housing and Redevelopment Agency~~ SHRA will assess the potential displacement which may result from the project and the costs associated with such displacement and advise the property owner. The property owner shall be further advised of his/her responsibility to pay for such costs. ~~Sacramento Housing and Redevelopment Agency~~ SHRA will provide technical assistance to owners on methods to minimize permanent displacement (and therefore costs) such as scheduling construction activities in phases to allow tenants to temporarily move

and thereby avoid permanent displacement, referring eligible tenants to assistance programs (such as ~~Section 8~~ *Housing Choice Voucher*) to help stabilize the tenant's rent, or other alternatives appropriate to the assisted activity.

3. For major publicly initiated programs, where the displacement assessment indicates substantial direct or indirect displacement may occur, ~~Sacramento Housing and Redevelopment Agency~~ *SHRA* will prepare a project specific displacement mitigation/ relocation plan in order to ensure implementation consistent with HUD regulations.
4. Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation by working with empty units first.
5. Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.