



**REPORT TO COUNCIL AND  
HOUSING AUTHORITY  
City of Sacramento  
915 I Street, Sacramento, CA95814-2671  
[www.CityofSacramento.org](http://www.CityofSacramento.org)**

**Consent  
June 26, 2012**

**Honorable Mayor and Members of the City Council  
Chair and Members of the Housing Authority Board**

**Title: Revised 2012 One-Year Action Plan Amendment and Amendment to the Sacramento Housing and Redevelopment Agency (Agency) Budget for Implementation of the Focused Outreach and Code Inspection Strategy (FOCIS) Program**

**Location/Council District: Citywide**

**Recommendation:** Adopt: 1) a **City Council Resolution** a) approving amendments to the 2012 One-Year Action Plan Budget and the Agency Budget to allocate funding for programs and projects in accordance with the amendment of the 2012 Action Plan, b) authorizing the Agency to submit the amendments to the 2012 One-Year Action Plan to the U.S. Department of Housing and Urban Development (HUD) and execute documents necessary for the continued administration of federal funds, and c) authorizing the Agency to execute agreements and contracts with the appropriate entities to carry out the funded activities, and 2) a **Housing Authority Resolution** a) authorizing the Executive Director, or her designee, to amend the Agency Budget to allocate funding for programs and projects in accordance with the revised amended 2012 Action Plan, and b) authorizing the Executive Director to execute documents necessary for the administration of federal funds.

**Contact:** Geoffrey Ross, Program Manager, 440-1357

**Presenters:** n/a

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

**Issue:** This report requests approval of a revised mid-year amendment to the 2012 One-Year Action Plan and approval to submit the revised documents to HUD. The 2012 One-Year Action Plan describes community development activities funded by the City through the use of federal community development funding originating from HUD, and any amendments are required to be submitted to HUD each year. The 2012 One-Year Action Plan was approved by the City Council on November 1, 2011 and submitted to HUD on November 15, 2011.

The 2012 One Year Action Plan was amended May 22, 2012. The use of the funds is based upon Five-Year Consolidated Plan priorities adopted by the City Council on October 23, 2007.

This report proposes to amend the 2012 One-Year Action Plan and allocate funding to a new activity which is the **Focused Outreach and Code Inspection Strategy (FOCIS)** program. The City's Community Development Department (CDD), through the housing and dangerous buildings section, implements code enforcement activities in low- and moderate-income areas. The work is essential to protect public health and safety, as well as prevent neighborhood deterioration. To continue these services, CDD has become more efficient and effective by implementing streamlined processes and cost recovery. To further increase efficiencies in its process, the City is proposing to establish an 18-month pilot proactive inspection program, the FOCIS Program, which will use GIS mapping to determine focus areas that have a high concentration of problem properties within low- and moderate income areas of the city.

To effectively implement this 18-month pilot program, CDD will initially work with SHRA and use relevant data to determine the appropriate focus areas, prioritize focus areas based on issues and needs, and perform systematic inspections in those areas. This needs-based approach will enable the City to dedicate resources in specific geographic locations and initiate steps to address problem properties. The desired goal of this effort is to leverage code enforcement activities to ultimately rehabilitate problem properties, increase owner occupancy, provide safe housing, and create healthy neighborhoods.

Please refer to Attachment 1, and Exhibits A and B to the City Resolution for additional description of the funding recommendations which must be completed in the next 18 months as required by HUD.

**Policy Considerations:** The recommended actions are consistent with the City of Sacramento's 2008-12 Consolidated Plan adopted October 23, 2007.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA):** This action constitutes an update to budget amendments and designation of authority to carry out activities associated with the allocation of funding only. This action does not constitute approval for any specific projects, or the allocation of funding to any specific projects, that may have an adverse effect on the environment. As such, this action is exempt from or does not require environmental review under CEQA or NEPA.

All new federally funded projects are subject to environmental review under the requirements of the National Environmental Policy Act (NEPA) and per HUD regulations prior to any commitment of federal funds for expenditures, unless they are exempt from such review. Commitment of funding for new projects that could result in a direct or indirect physical change to the environment is subject to environmental review under the

California Environmental Quality Act, (CEQA) if implementation of the projects is authorized as part of the budgeting process. Therefore, the appropriate level of CEQA and/or NEPA review will be carried out for individual projects under this plan as they are identified.

Focused Outreach and Code Inspection Strategy (FOCIS)

The Community Development Block Grant (CDBG) funds will be paying for staffing only for the program, which will have no physical impact on the environment. Staffing costs are considered operating costs and are categorically excluded under NEPA 24 CFR Section 58.35 (b)(3). Costs for staffing are not considered a project under CEQA Section 15378 (b)(2).

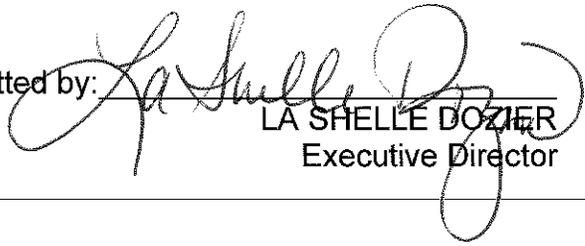
**Sustainability Considerations:** The Project included in this report has been reviewed for consistency with the goals, policies and targets of the Sustainability Master Plan and the 2030 General Plan. If approved, the contents of this report will advance the following goals, policies and targets as follows: the project supports Goal number four – Materials Resources; to reduce water consumption and Goal number five-Public Health and Nutrition; to provide safe and healthy housing for public housing residents.

**Committee/Commission Action:** *Sacramento Housing and Redevelopment Commission:* It is anticipated that, at its meeting on June 20, 2012, the Sacramento Housing and Redevelopment Commission will approve the staff recommendation for this item. In the event this does not occur, staff will brief the Council on the outcome of their vote on June 26, 2012.

**Rationale for Recommendation:** As a condition of the receipt of various federal grants provided through HUD, the regulations require the annual submittal of a One-Year Action Plan describing proposed activities and expenditures for the following year using goals and priorities described in the Consolidated Plan. Any amendments to the One-Year Action plan must also be submitted to HUD. The proposed appropriation of funds to new activities that can be completed within 18 months is consistent with the goals and objectives of the City of Sacramento's 2008-2012 Consolidated Plan approved by the Council on October 23, 2007.

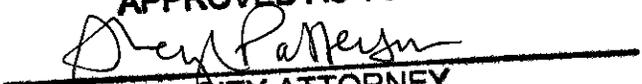
**Financial Considerations:** This report recommends allocating \$200,000 from Unallocated Capital Reserve to the 2012 Focused Outreach and Code Inspection Strategy (FOCIS) (Exhibit B).

**M/WBE Considerations:** Minority and Woman’s Business Enterprise requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. To the extent possible, the Agency shall encourage all participants to hire locally and to partner with emerging small businesses

Respectfully Submitted by:   
LA SHELLE DOZIER  
Executive Director

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Approved as to form:  
  
Agency Counsel

APPROVED AS TO FORM:  
  
CITY ATTORNEY



## **RESOLUTION NO. 2012 -**

**Adopted by the Sacramento City Council**

On date of

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### **ADOPTION OF THE REVISED 2012 ONE-YEAR ACTION PLAN AMENDMENT TO ADD NEW COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED ACTIVITY AND AUTHORIZATION TO AMEND THE SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY (AGENCY) BUDGET**

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#### **BACKGROUND**

- A. October 23, 2007, the Sacramento City Council adopted the 2008-2012 Consolidated Plan by Resolution 2007-770. The Consolidated Plan identifies the City's housing and community development needs and describes 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 (now Solutions) Grant (ESG) Programs.
- B. On November 1, 2011, the Sacramento City Council approved the 2012 One-Year Action Plan by Resolution 2011-605.
- C. On May 22, 2012, the Sacramento City Council approved the Mid-Year Amendment to the 2012 One Year Action Plan by Resolution 2012-140.
- D. 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.
- E. A duly noticed public hearing soliciting comments on the revised Mid-Year update to the 2012 One-Year Action Plan, prior year Action Plan, and Agency budget was held by the Sacramento Housing and Redevelopment Commission on June 20, 2012.
- F. This action constitutes an update to existing planning studies, budget amendments, and designation of authority to carry out activities associated with the allocation of funding only. This action does not constitute approval for any specific projects, or the allocation of funding to any specific projects, that may have an adverse effect on the environment. As such, this action is exempt from or do not require environmental review under the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).

**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 above, are true and correct and are hereby approved.

Section 2. The 2012 One-Year Action Plan is revised and amended to add the new pilot Focused Outreach and Code Inspection Strategy (FOCIS) program included as Exhibits A and B to this resolution.

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Section 3. The Agency is authorized to submit the revised and amended 2012 One-Year Action Plan to HUD, execute all necessary agreements to implement the recommended activities described in the revised and amended 2012 One-Year Action Plan.

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Exhibit A: Unallocated Capital Reserve

Exhibit B: Revised Amendment to 2012 One-Year Action Plan



**City of Sacramento  
Unallocated Capital Reserve**

The Unallocated Capital Reserve Fund is an account for overruns in capital improvement activities and to fund previously approved or newly approved activities or projects. The proposed newly funded activity is scheduled to be implemented and completed by December 31, 2013 to comply with federal regulations governing the timely expenditure of funds.

<b>CDBG</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<p><b>Capital Reserve:</b> 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.</p> <p>Staff recommends funds to be allocated to the Focused Outreach and Code Inspection Strategy (FOCIS) (Exhibit B).</p>	\$200,000	CDBG
<b>Total</b>	<b>\$200,000</b>	<b>CDBG</b>



Exhibit B

**City of Sacramento  
Revised Amendment to 2012 One-Year Action Plan**

This report formally amends the 2012 Action Plan by augmenting a new activity with CDBG. This activity has been identified as one that needs immediate funding. Also, this adjustment will facilitate timely expenditures as required by HUD.

<b>CDBG</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>Focused Outreach and Code Inspection Strategy (FOCIS):</b> Funds will be used for City building inspectors for an 18-month pilot program to operate a geographically focused single-family inspection strategy addressing problem properties in the targeted area.	\$200,000	CDBG
<b>Total</b>	<b>\$200,000</b>	<b>CDBG</b>



## **RESOLUTION NO. 2012**

**Adopted by the Housing Authority of the City of Sacramento**

on date of

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### **AUTHORIZATION TO AMEND THE SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY (AGENCY) BUDGET TO IMPLEMENT THE REVISED 2012 ONE-YEAR ACTION PLAN AMENDMENT TO ADD NEW COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED ACTIVITY**

#### **BACKGROUND**

- A. In 1982, City of Sacramento (and the County) transferred the management and administration of the Community Development Block Grant program (CDBG) to the Sacramento Housing and Redevelopment Agency.
- B. On October 23, 2007, the Sacramento City Council adopted the 2008-2012 Consolidated Plan by Resolution 2007-770. The Consolidated Plan identifies the City's housing and community development needs and describes long-term strategy for meeting those needs. In addition, it specifically addresses federally funded housing and community development programs: CDBG, HOME Investment Partnership Program (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG) Programs.
- C. On November 1, 2011, the Sacramento City Council approved the 2012 One-Year Action Plan by Resolution 2011-605.
- D. On May 22, 2012, the Sacramento City Council approved the Mid-Year Amendment to the 2012 One Year Action Plan by Resolution 2012-140.
- E. 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. A duly noticed public hearing soliciting comments on the revised Mid-Year update to the 2012 One-Year Action Plan, prior year Action Plan, and Agency budget was held by the Sacramento Housing and Redevelopment Commission on June 20, 2012.

- G. This action constitutes an update to the existing budget and designation of authority to carry out activities associated with the allocation of funding only. This action does not constitute approval for any specific projects, or the allocation of funding to any specific projects, that may have an adverse effect on the environment. As such, this action is exempt from or does not require environmental review under the California Environmental Quality Act (CEQA) or the National Environmental Policy Act (NEPA).

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:**

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- Section 1. After due consideration of the information presented, the findings, including the environmental findings regarding this action, as stated above, are true and correct and hereby approved.
- Section 2. The Executive Director, or her designee, is authorized to amend the Agency budget to allocate funding as set forth in the concurrently approved City Council revised and amended 2012 and prior year Action Plans.
- Section 3. The Executive Director is authorized to execute documents necessary for the administration of federal funds consistent with the City Council adopted and Housing and Urban Development (HUD) approved Action Plans.