



JULY 1, 2019 – JUNE 30, 2020

DRAFT ANNUAL ACTION PLAN

For the

U.S. Department of Housing and Urban Development

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

(CDBG)



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of West Sacramento (City) became eligible to receive federal Community Development Block Grant (CDBG) Entitlement funding from the U.S. Department of Housing and Urban Development (HUD) in Fiscal Year 2016/17. In accordance with HUD regulations, the City developed a five-year Consolidated Plan examining the needs of low-income persons and neighborhoods and setting goals for the use of CDBG funding. The consolidated planning process honors community connections established during previous outreach efforts and builds upon the community concerns voiced during the citizen participation process. The consolidated plan process included: a review of previously collected data, recent census data and other available data; citizen input received from focus groups; presentations to City Commissions, the City Council and interested groups; and three public hearings. The City of West Sacramento's 2016-2020 Consolidated Plan was adopted by the West Sacramento City Council on July 20, 2016 and approved by HUD. The 2016-2020 Consolidated Plan identified four goals to be addressed within the five-year period:

- Consolidated Plan Goal #1 (High Priority): Reduce the incidence and impact of homelessness.
- Consolidated Plan Goal #2 (High Priority): Achieve goals in the HUD Challenge Grant funded Washington Realized: A Sustainable Community Strategy.
- Consolidated Plan Goal #3 (Low Priority): Strengthen economic opportunities for lower-income households.
- Consolidated Plan Goal #4 (Low Priority): Affirmatively further fair housing compliance.

For each year of the Consolidated Plan, the City must develop an Annual Action Plan (Action Plan) detailing how CDBG funds will be used to meet the overall goals of the Consolidated Plan. Once an Annual Action Plan is adopted, the federal CDBG Entitlement funding from HUD is distributed to the City on a fiscal-year basis (July-June). At the beginning of each program year (PY), the City is allocated its yearly award and required to use its funds as prescribed within that year's Annual Action Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Action Plan serves as an outline of the City's intent to pursue the overall goals of HUD's community development and planning programs, including:

- Provide decent and quality housing;
- To establish and maintain a suitable living environment; and
- To expand economic revitalization opportunities.

The Action Plan also serves as:

- A planning document for the City, based on a participatory process;
- An annual application for federal funds under HUD's formula CDBG grant program; and
- A strategy for administering HUD programs; and
- A plan that provides a basis for assessing performance.

Additionally, the 2019 Action Plan will prescribe how the current year's funding will further the goals outlined within the City's 2016-2020 Consolidated Plan. The 2019 Action Plan will provide the funding for activities that further the following goal:

- Consolidated Plan Goal #2 (High Priority): Achieve goals in the HUD Challenge Grant funded Washington Realized: A Sustainable Community Strategy; and
- Consolidated Plan Goal #3 (Low Priority): Strengthen economic opportunities for lower-income households.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Since becoming eligible for the Federal Entitlement program, the City's CDBG allocations have been used to support projects that have furthered the goals outlined within the 2016-2020 Consolidated Plan. A summary of those projects is outlined below by program year.

Program Year 2016 Projects

- River Walk Trail: The 2016 Action Plan allocated funding for design and engineering for improvements to the River Walk Trail from the I Street Bridge north to the Broderick Boat Ramp, located in the Washington Neighborhood (Census Tract 101.01). The improvements will extend the River Walk Trail/levee access road approximately 2,100 linear feet along the levee crown from the existing I Street Bridge northward to the Broderick Boat Ramp. In addition, a high-water event route along D Street, 3rd Street, and 2nd Street will also be included in the scope so that the trail maintains connectivity when the portion of trail under the I Street Bridge is inundated. This project will provide a bike/pedestrian route and ADA improvements to activate

the riverfront and allow residents in the Washington neighborhood access to a viable option to reach the job centers in downtown Sacramento without using a motor vehicle. This project was in support of addressing Consolidated Plan Goal #2: Achieve goals in the HUD Challenge Grant funded Washington Realized: A Sustainable Community Strategy.

Program Year 2017 & 2018 Projects

- Permanent Supportive Housing: The 2017 and 2018 Action Plans allocated funding to help acquire property suitable for the development of an initial minimum of 20 units of housing targeted to persons experiencing homelessness and persons at-risk of homelessness. The City has since partnered with a non-profit developer to acquire a potential site that would support up to 85 units of permanent supportive housing that would offer low barriers to entry and on-site supportive services to those targeted persons. This project is in support of addressing Consolidated Plan Goal #1 (High Priority): Reduce the incidence and impact of homelessness.

Additionally, the City allocates a portion of its General Administration and Planning cap to fund activities that affirmatively further fair housing. This allocation set aside has been used to participate in the development of a Sacramento regional Analysis of Impediments to Fair Housing and fund a contract with a fair housing services to provide fair housing outreach, counseling, education, testing, enforcement, and landlord/tenant dispute resolution. These services are offered to reduce discrimination and the incidence of homelessness due to avoidable evictions. These activities are in support of addressing Consolidated Plan Goal #4 (Low Priority): Affirmatively further fair housing compliance.

At the end of each program year, the City is required to complete a Consolidated Annual Performance Evaluation Report (CAPER). This annual report is required by the U.S. Department of Housing and Urban Development (HUD). The CAPER is comprised of statistics and narratives that are meant to capture the City's progress in implementing the goals and projects identified within the Consolidated Plan and the Action Plan. More on the City's evaluation of past performance can be found within these reports. These annual reports are available for public review on the City of West Sacramento's website and copies are available at City Hall (1110 West Capitol Avenue; West Sacramento, CA 95691).

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City's Economic Development and Housing (EDH) Commission conducted a public hearing on January 23, 2019 to announce the availability of Program Year (PY) 2019 CDBG funding and to receive public comments regarding possible activities for funding. On February 5, 2019, a presentation was made to the City's Parks, Recreation and Intergenerational Services (PRIS) Commission to receive Commission feedback regarding possible activities for funding. On April 24, 2019 the EDH Commission conducted a second public hearing to review the first draft of the 2019 Annual Action Plan. On July 24, 2019, the EDH Commission will conduct an additional public hearing to review the second draft of the

2019 Annual Action Plan. On August 7, 2019, the City Council will conduct a final public hearing to review the Annual Action plan prior to its adoption and provide authorization for submission to HUD for approval.

The draft Action Plan will be made available to the public for a final 30-day review period starting June 13, 2019 and ending July 12, 2019. All public hearings and noticing periods were properly noticed in the West Sacramento News-Ledger and emailed to interested individuals and agencies including the Yolo County Homeless and Poverty Action Coalition (HPAC), which acts as the local Continuum of Care, and the Bryte and Broderick Community Action Network (BBCAN).

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

During the development of the 2016-2020 Consolidated Plan, the most consistently repeated comments received through the citizen participation process concerned the need for housing available to persons experiencing homelessness and those at-risk of homelessness. The 2016-2020 Consolidated Plan identified housing cost burden as the most significant housing issue facing low- and moderate-income West Sacramento households. The impact of affordability is compounded by barriers to housing for homeless persons including transportation costs, poor rental histories, lack of money for rental and utility deposits, and mental health or substance abuse issues that make it difficult to successfully maintain permanent housing.

Other comments received during the development of the 2016-2020 Consolidated Plan included the need for:

- Assistance for families with children and the elderly who are at-risk of homelessness, including rapid re-housing funds (see attachments for public comments received)
- Affordable housing for larger families
- An improved West Sacramento distribution site for the Yolo County Food Bank
- Housing rehabilitation assistance
- Retail and grocery stores in the Washington Neighborhood (Census Tract 101.01)
- Services for persons with disabilities
- Assistance for persons economically displaced from the Bay Area to our community
- Continuance of the City's Microenterprise business assistance program

Additionally, during the 2019 Action Plan public participation process, the most consistent request for funding included supporting Consolidated Plan Goal #3: Strengthen economic opportunities for lower-income households.

Please see attached document for public comment received.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments received through the citizen participation process are evaluated and closely considered by staff. CDBG funds are limited and not sufficient to fund all projects discussed during public hearings and other community outreach efforts. Many suggested activities are eligible for other funding such as Yolo County CalWorks and the City's newly adopted Measure E which will provide funds for homeless services and projects. Projects proposed for 2019 funding will support the City's 2016-2020 Consolidated Plan and address the most significant needs identified during the citizen participation process.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WEST SACRAMENTO	Economic Development & Housing Department

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Amber Whitaker, Community Investment Specialist
 Economic Development and Housing Department
 City of West Sacramento
 1110 West Capitol Avenue, 3rd Floor
 West Sacramento, CA 95691
 (916) 617-5042
 amberw@cityofwestsacramento.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of West Sacramento Citizen Participation Plan outlines the process for development of the Action Plan. At a minimum, the City must:

- Conduct at least two public hearings;
- Provide presentations to the Economic Development and Housing Commission and the Parks, Recreation and Intergenerational Services Commission; and
- Draft an Annual Action Plan and make it available for public review and comment for a 30-day period prior to adoption.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City is an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC), which acts as the local Continuum of Care, along with the Yolo County Department of Health and Human Services, the Housing Authority of Yolo County (Yolo County Housing), the U.S. Veteran’s Administration and local health, and mental health and service provider agencies. City staff attends monthly HPAC meetings and is a voting member.

The City of West Sacramento is signatory to the ten-year plan entitled “One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents” available at www.yolocounty.org.

The City employs a full-time Homeless Outreach Coordinator who provides outreach, referrals and case management to homeless individuals; and acts as the City’s liaison with Yolo County and homeless service providers. The City is very involved with local developers of affordable housing. A member of the City Council sits on the Yolo County Housing Authority Advisory Board and City staff are available to provide technical assistance as needed to developers. The City has provided financial assistance to a number of affordable housing developers over the years. The most recent example is the development of West Gateway Place, a partnership between Jamboree Housing and the West Sacramento Housing Development Corporation. West Gateway Place Phase 1 opened in February 2017 with 76 affordable apartment homes. The City provided \$8.11 million in permanent financing, which includes \$1.1 million of State CDBG program income for public infrastructure needed to support the project. A second phase is under development and City staff are working closely with the developer to secure funding for the project.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

City staff participate in the local Continuum of Care known as the Yolo County Homeless and Poverty Action Coalition (HPAC) to ensure that all homeless activities are coordinated with local service providers, the Yolo County Department of Health and Human Services, the Housing Authority of Yolo County and other community partners.

The City shares in the cost for the Yolo County Homeless Coordinator position, along with Yolo County and the Cities of Davis, Woodland and Winters. There are no emergency shelters located in West Sacramento, however the City provides funding to Fourth and Hope, an emergency shelter in Woodland serving many homeless persons originating from West Sacramento. In 2013, the City assisted Friends of the Mission, a non-profit organization associated with Fourth and Hope, to acquire and rehabilitate four units of permanent supportive housing for formerly homeless persons using NSP3 funding received from the State of California. In the mid-1990s, the City provided State CDBG funding to Shores of Hope (formerly United Christian Centers of Sacramento) for the acquisition and rehabilitation of an 11-unit transitional housing facility which now serves transitional aged homeless youth.

For many years, the City has hosted the quarterly Northern California Homeless Roundtable fostering education and collaboration for service providers throughout the region. As noted above, the City is signatory to the ten-year plan entitled “One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents” adopted in 2009. The City is assisting with a revision of this document to focus on a coordinated entry system for all agencies and programs assisting homeless persons in Yolo County.

The City employs a full time Homeless Outreach Coordinator who provides outreach, case management, referrals and housing search assistance to at-risk and homeless persons. The Homeless Coordinator is part of a Community Intervention Program, a joint partnership between the City's Police Department and the Yolo County Health and Human Services Department facilitating referrals to services such as medical, mental health, social security, food stamps, substance abuse treatment, financial assistance and job counseling.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City is not a HUD ESG grant recipient, although several social service agencies working in West Sacramento receive funding through the State of California ESG program. As noted above, the City participates in Yolo County HPAC Continuum of Care deliberations regarding pressing community needs appropriate for ESG allocations received from the State of California. The City contributes to the salary

of the Yolo County Homeless Coordinator who acts as staff to the Continuum of Care, coordinating Continuum of Care grant applications, grant management and reporting. In the past, HPAC members would make funding recommendations to the Yolo County Community Services Action Board for approval, but this process is under revision due to changes to the State's process for allocation and evaluation of ESG funded activities. The member agencies of HPAC, including the City, will comply with the new State requirements for allocation, performance standards and evaluation of outcomes. Yolo County ESG recipient agencies use the HUD required Homeless Management and Information System (HMIS) to measure outcomes and coordinates services throughout Yolo County.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Yolo County Homeless & Poverty Action Coalition
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City emails public notices for all CDBG public hearings and public review periods to the Yolo County Homeless & Poverty Action Coalition (HPAC), which then distributes the emails to their members. The City meets with the Yolo County Homeless & Poverty Action Coalition (HPAC) monthly. The City sent the draft 2018/2019 Annual Action Plan to HPAC on March 9, 2019.
2	Agency/Group/Organization	West Sacramento Economic Development and Housing Commission
	Agency/Group/Organization Type	Other government - Local Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Economic Development and Housing (EDH) Commission is composed of seven West Sacramento residents tasked by the City Council to provide recommendations regarding affordable housing and economic development policy issues. The EDH Commission conducted a public hearing on January 23, 2019 to receive public comments regarding the availability of 2019 CDBG funds and possible activities for funding. The EDH Commission conducted a second public hearing to receive public comments on the draft 2019 Annual Action Plan.
3	Agency/Group/Organization	West Sacramento Parks, Recreation and Intergenerational Services Commission
	Agency/Group/Organization Type	Other government - Local Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Parks, Recreation and Intergenerational Services Commission is composed of eight City residents tasked by the City Council to provide recommendations on programs, facilities and services serving youth and the elderly; in addition to City recreational facilities and trails. The PRIS Commission received a presentation regarding the use of CDBG funds to date and was asked to provide comments on activities under consideration for 2019 CDBG funding.

Identify any Agency Types not consulted and provide rationale for not consulting

The City consulted all agencies known to have an interest in the needs of low-income persons and all agencies identified in the Citizen Participation Plan as required for Action Plan development.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Yolo County Homeless and Poverty Action Coalition (HPAC)	The 2019 Annual Action Plan is consistent with the Yolo County 10 Year Homeless Plan completed by HPAC in 2008 entitled One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents. The Action Plan addresses goals to: 1) Create permanent housing for people who are homeless or at-risk of homelessness that is linked with supportive services; and 2) Facilitate and streamline access to housing and housing-related supportive services by people who are homeless or at-risk of homelessness.
Housing Element of the General Plan	City of West Sacramento Community Development Department	The Annual Action Plan is consistent with goals in the 2013 update to the City's Housing Element including: HE-PR-1.6 pursuing funds for affordable housing; HE-PR-1.9 cooperation with housing providers; HE-PR-6.1 participation with HPAC; and HE-PR-6.6 development of housing for persons with special needs, such as persons with disabilities and persons experiencing homelessness.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City's Economic Development and Housing (EDH) Commission conducted a public hearing on January 23, 2019 to announce the availability of PY 2019 CDBG funding and to receive public comments regarding possible activities for funding. On February 5, 2019, a presentation was made to the City's Parks, Recreation and Intergenerational Services (PRIS) Commission to receive Commission feedback regarding possible activities for funding. On April 24, 2019, the EDH Commission conducted a second public hearing to review the first draft of the 2019 Action Plan. Tentatively scheduled for August 7, 2019, the City Council will conduct a final public hearing to review the Annual Action plan prior to its adoption and provide authorization for submission to HUD for approval.

The draft Action Plan was made available to the public for a 30-day review period starting March 21, 2019 and ending April 19, 2019. All public hearings and noticing periods were properly noticed in the West Sacramento News-Ledger and emailed to interested individuals and agencies including the Yolo County Homeless and Poverty Action Coalition (HPAC), which acts as the local Continuum of Care, and the Bryte and Broderick Community Action Network (BBCAN).

Additionally, during the 2019 Action Plan public participation process, the most consistent request for funding included supporting Consolidated Plan Goal #3: Strengthen economic opportunities for lower-income households. Based on this request, the 2019 Action Plan will be allocating funding to support Consolidated Plan Goal #3.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	A total of three newspaper ads were published. Two were to notice public hearings, and one was to notice the 30-day comment period for the 2019 Action Plan.	No comments received regarding the published notices.	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	Staff from Center for Land Based Learning and the Yolo County Children's Alliance attended the public hearing.	Staff from Center for Land Based Learning made a request for funding to support the development and sustainability of the West Sacramento Urban Farm Program that incubates small businesses. Staff from Yolo County Children's Alliance provided comments in support of the City's efforts to develop Permanent Supportive Housing within the City.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Non-targeted/broad community	For each public hearing and public comment period, notices were published on the City's website. These notices included information and links to CDBG program documents.	No comments were received regarding the notices.	n/a	
4	Email Listservs	Local Continuum of Care	For each public hearing and noticing period, the City sent emails to the Broderick and Bryte Community Action Network, and the Homeless and Poverty Action Coalition.	Yolo County Food Bank emailed City staff requesting more information on the CDBG allocation process and expressed an interest in pursuing funding.	All comments were received and noted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

For PY 2019, the City is receiving \$429,547 in Entitlement funding, in addition to receiving an anticipated \$30,000 in program income. Anticipated program income for 2019 is from activities funded by previous years' State CDBG grants.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	429,547	30,000	0	459,547	429,547	The expected amount available for the remainder of the Con Plan is based upon receiving an estimated \$429,547 per year.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The 2016 CDBG allocation for the North River Walk Trail project was used as a portion of local match for a \$2.3 million grant awarded by the Sacramento Area Council of Governments (SACOG) for additional design features (frontage along C St between 3rd St & 4th St and 3rd between C St and D St) and construction of the overall project.

The 2017 and 2018 CDBG allocations were used to support the development of a Permanent Supportive Housing project. These funds will be used to leverage an estimated \$1 million in private foundation money, \$6.7 million in state funding (No Place Like Home), and just over \$21 million in State Low-Income Housing Tax Credits.

The City always strives to allocate its limited CDBG resources on larger projects that allow the City to leverage additional private, state, and local funding.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

City-owned property will be sold to a non-profit developer to support the construction of up to 85 units of permanent supportive housing for persons/families who are homeless or at-risk of homelessness. The 2017 and 2018 CDBG allocations were used to acquire the privately-owned portion of this site.

Discussion

In addition to the Consolidated Plan, the City endeavors to use its CDBG allocations on projects that promote greenhouse gas (GHG) reduction through developing walkable communities and sustainable modes of transportation.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Strengthen Economic Opportunities for Low-Income	2016	2020	Non-Housing Community Development		Strengthen Economic Opportunities for Low-Income	CDBG: \$100,000	Businesses assisted: 20 Businesses Assisted
2	Washington Neighborhood Infrastructure	2016	2020	Affordable Housing Non-Housing Community Development				Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5542 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Strengthen Economic Opportunities for Low-Income
	Goal Description	

2	Goal Name	Washington Neighborhood Infrastructure
	Goal Description	

Projects

AP-35 Projects – 91.220(d)

Introduction

The City's Action Plan will fund public infrastructure and microenterprise technical assistance activities to low- and moderate-income residents. Infrastructure activities will include improvements to streets and sidewalks, provide ADA access, and bike/pedestrian upgrades to the Washington neighborhood (Washington Target Area CT 101.01).

Projects

#	Project Name
1	Washington Public Infrastructure Improvements
2	Microenterprise Assistance
3	2019 General Administration & Planning

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

All allocation priorities support 2016-2020 Consolidated Plan goals which are based on community concerns voiced during public outreach and public hearing sessions, in addition to data from the homeless count conducted by the local Continuum of Care, the Yolo County Homeless and Poverty Action Coalition (HPAC). Additionally, funding priorities voiced during the 2019 Action Plan citizen participation process included support for Consolidated Plan Goal #3 (Low Priority): Strengthen economic opportunities for lower-income households.

The Washington Infrastructure Improvement project is in support of Consolidated Plan Goal #2 (High Priority): Achieve goals in the HUD Challenge Grant funded Washington Realized: A Sustainable Community Strategy. The activities associated with accomplishing this goal included completing street, sidewalk, crosswalk, bike lane, ADA and safety improvements and promoting a walkable, bikeable infill neighborhood with access to education and job centers. The improvements included in the 2019 Washington Public Infrastructure Improvement project will create ADA and sidewalk improvements along E and F Streets between Fifth and Sixth Streets in the Washington Neighborhood. These public improvements will create better access to public transportation for all residents of the Washington Neighborhood, but especially those needing ADA accessibility. Additionally, these improvements will benefit the residents of three multi-family affordable housing developments all located within two residential blocks from project location; these three housing developments provide

just over 200 affordable housing units to the Washington Neighborhood.

AP-38 Project Summary
Project Summary Information

1	Project Name	Washington Public Infrastructure Improvements
	Target Area	
	Goals Supported	Washington Neighborhood Infrastructure
	Needs Addressed	Washington Infrastructure Needs (CT101.01)
	Funding	CDBG: \$307,638
	Description	Frontage improvements along E and F Streets between Sixth and Fifth Streets to allow for improved ADA accessibility to access public transportation, local parks, and riverfront trails within the Washington Neighborhood.
	Target Date	5/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	This activity is specifically being carried out to benefit individuals needing ADA accessibility to access public transportation within the Washington Neighborhood. This project is located within two blocks of three affordable housing developments that provide 207 affordable units to the Washington Neighborhood. The total estimated number of individuals that will benefit from this activity is 1,555 (2017 American Community Survey). This number is the amount of individuals within Census Tract 101.1, Block Group 4; the project's service area.
	Location Description	The public improvement activities associated with this project are located on the entire length of the E and F Street block between Fifth and Sixth Streets.
Planned Activities	The planned activities associated with this project include the following: planning and design work associated with the project; removing the existing sidewalk; removing and relocating architectural barriers to accessibility (utility poles and street sign poles currently located in the middle of the sidewalks); installing new sidewalk, curb and gutter where needed; and installing new lighting and landscaping.	
2	Project Name	Microenterprise Assistance
	Target Area	
	Goals Supported	Strengthen Economic Opportunities for Low-Income
	Needs Addressed	Strengthen Economic Opportunities for Low-Income
	Funding	CDBG: \$60,000

	Description	The City will provide a microenterprise assistance program for low- to moderate-income individuals who currently own or are actively working towards developing a business that is expected to be a microenterprise at the time it is formed.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of persons that will benefit from the proposed project is 20 business owners per year.
	Location Description	The activity will be carried out either at City Hall (1110 West Capitol Avenue, West Sacramento, CA 95691) or at a facility that can accommodate the required classroom size.
	Planned Activities	The activities associated with this project include providing technical assistance classes to low- and moderate-income individuals who currently own or are actively working towards developing a business that is expected to be a microenterprise at the time it is formed.
3	Project Name	2019 General Administration & Planning
	Target Area	
	Goals Supported	
	Needs Addressed	Affirmatively Further Fair Housing Compliance
	Funding	CDBG: \$91,909
	Description	General administration and planning of the CDBG program and planning activities associated with CDBG eligible activities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The 2016-2020 Consolidated Plan identified the Washington neighborhood (Census Tract 101.01) as a low-income area challenged with aging infrastructure, underutilized properties, derelict buildings, contaminated parcels (brownfields) and a lack of economic vitality. The 2016 CDBG allocation was dedicated to the Washington Neighborhood Target Area, as well as a portion of the 2019 allocation.

Geographic Distribution

Target Area	Percentage of Funds
Washington Neighborhood	67

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

As stated above, the 2016-2020 Consolidated Plan identified the Washington neighborhood (Census Tract 101.01) as a low-income area challenged with aging infrastructure, underutilized properties, derelict buildings, contaminated parcels (brownfields) and a lack of economic vitality. 2016 CDBG funding allocated 100% of funding to the improvement of the River Walk Trail serving the Washington Neighborhood target area (Census Tract 101.01) and the 2019 allocation will provide 67% of funding to public infrastructure within this neighborhood.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Working families face a tradeoff between lower cost housing and living close to major employment centers. According to the Center for Housing Policy, households at low- and moderate-income levels spend an average of 8% of their income on transportation; whereas very low-income spend an average of 12% and extremely low-income spend an average of 24% of income on transportation. The policy's number one recommendation to improve the economic well-being of lower-income families is to consider housing and transportation together to ensure that affordable housing is situated near employment centers and transit nodes to reduce transportation costs and boost families' disposable income.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	20
Special-Needs	0
Total	20

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The 2017 and 2018 CDBG allocations were used for land acquisition in the support of the development of up to 85 units of housing targeted to persons who are homeless or at-risk of homelessness.

AP-60 Public Housing – 91.220(h)

Introduction

There are two public housing projects in West Sacramento that are operated by the Yolo County Housing Authority: 76 family units at Las Casitas and 63 senior units at Riverbend Manor. The Yolo County Housing Authority administers Housing Choice Vouchers (formerly known as Section 8) in West Sacramento. The Permanent Supportive Housing project, financially supported by both the 2017 and 2018 CDBG allocations, was awarded 60 project-based Section 8 housing vouchers by the Yolo County Housing Authority. The Yolo County Housing Authority is a key partner in the development of this project.

Actions planned during the next year to address the needs to public housing

The two public housing projects in West Sacramento, Las Casitas and Riverbend Manor, are located in the Washington neighborhood. Residents will benefit from completion of the River Walk Park Trail Extension funded in fiscal year 2016/2017 as it is located only a few blocks from the projects.

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

City housing staff participate in the Yolo County Housing Authority Family Self-Sufficiency (FSS) Program Coordinating Committee.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable. HUD has designated the Yolo County Housing Authority as a high performing agency.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

As in most areas of the nation, homelessness is a significant concern in West Sacramento. In 2013, the City used a State CDBG planning grant to initiate a dialogue around the impacts of homelessness between stakeholders including City staff, homeless persons, law enforcement, local residents, community groups, faith-based organizations, business owners and social service agencies. Over a five-month period, a Homeless Action Plan was developed that included four key objectives:

- Prevention and early intervention activities;
- Creating housing available to persons experiencing homelessness or at-risk of homelessness;
- Integration of supportive services with housing to help the homeless access and maintain permanent housing; and
- Implementation and financing plan for addressing homelessness.

The Homeless Action Plan was intended to be an 18-month effort to make an impact on homelessness in the community. Of the 24 action items in the plan, most were accomplished. However, housing units available to, and affordable to, persons experiencing homelessness remains a significant need. The most recent HUD Homeless Census (2015) identified 60 unsheltered homeless persons in West Sacramento. Eight units of permanent supportive housing were developed using State of California Neighborhood Stabilization Program (NSP) funds, but this is not nearly enough to address the need. Rental rates have escalated rapidly over the past years and rental vacancy rates are very low. The most common comment heard during the citizen participation process was a need for Permanent Supportive Housing for persons with disabilities who are homeless or who recently became homeless.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

In 2019, the City will:

- Employ a full-time City of West Sacramento Homeless Coordinator to conduct outreach, referrals to services, case management and housing search assistance for persons experiencing homelessness and those at imminent risk of homelessness.
- Continue to provide funding towards the full-time Yolo County Homeless Coordinator position.
- Work in coordination with the Downtown Streets Team (DST), a non-profit work experience program to address homelessness. Homeless persons who participate in the program will receive work readiness training, case management, and employment services. In addition, DST will host weekly success meetings to serve as a consistent check-in point for existing Team

Members. These weekly success meetings will serve as an entry point for people interested in joining the Team and offer a venue to provide housing resources and job leads.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2019 the City will:

- Continue to subsidize overhead costs at the Fourth and Hope Homeless Shelter (formerly the Wayfarer Center) located in Woodland, CA.
- Provide staff to participate in the Yolo County Homeless and Poverty Action Coalition (HPAC) which acts as the local Continuum of Care.

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 has partnered with a non-profit affordable housing developer to develop housing affordable to, and available to homeless individuals and families, and homeless veterans and their families. During 2019 the City will financially support acquisition costs to purchase land for the development of up to 85 units of permanent supportive housing.

Since July 1, 2018, the City of West Sacramento has been partnering with Downtown Streets Team, a non-profit work experience program that uses a volunteer work experience model in which unhoused Team Members beautify their community in exchange for case management, employment services and a basic need stipend. The focus areas for the program will be along the West Capitol Avenue corridor and the River Walk Trail, which includes the Washington neighborhood.

The City's Homeless Coordinator works closely with service providers, primarily members of the Yolo County Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care, to move homeless and at-risk individuals and families into appropriate housing situations. The HPAC includes representatives from a wide array of service providers including healthcare, mental health treatment, substance abuse treatment, financial assistance, food assistance, housing providers, the Veteran's Administration, schools, and domestic violence/sexual assault assistance. These agencies work diligently to strengthen the housing stability of individuals and families in Yolo County.

In 2009, the City participated in a county-wide effort to apply for a HUD Homeless and Rapid Rehousing Program (HRRP) grant. The Yolo County program received accolades from HUD for its smooth implementation and success. The agency selected to lead the effort, the Yolo County Family Resource

Center, continues to operate a Rapid Rehousing program in West Sacramento using ESG and other funding sources.

Friends of the Mission administers 7 beds of permanent supportive housing for formerly homeless that were developed using City of West Sacramento NSP3 funds received from the State of California. The Yolo County Housing Authority administers 2 units of permanent supportive housing for persons with mental disabilities in West Sacramento. Shores of Hope operates 11 units of transitional housing for unaccompanied, transitional aged youth.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In addition to the City's Homeless Coordinator noted above, the Yolo Family Resource Center (FRC) assists individuals and families to access the support and resources needed to encourage health, stability and self-sufficiency. The FRC operates a HUD funded Rapid-Rehousing program to help at risk individuals and families avoid becoming homeless. Shores of Hope provides employment counseling, and job training to extremely-low income persons. Member agencies of HPAC (the Continuum of Care) work closely with institutions to minimize the incidence of discharge into a homeless situation.

In addition, a portion of 2017 and 2018 CDBG funding was allocated towards fair housing services that included counseling and landlord/tenant dispute resolution services to provide a complementary approach towards achieving the goal of reducing the incidence of homelessness. Resolving issues between vulnerable households and their landlords before they escalate to the point of an eviction can help many to maintain housing security.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City's housing policies encourage the development of affordable housing and market rate housing. Development impact fees, environmental analysis, prevailing wage and conflicting requirements of the multiple funding sources needed to complete an affordable housing project result in escalating costs.

Actions it planned 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

The City's Zoning Ordinance includes zoning for multifamily development and allows for a density bonus to projects that create affordable and/or senior housing.

The City's Inclusionary Ordinance (Municipal Code Chapter 15.40) is a key component of the City's affordable housing strategy. The ordinance requires developers of rental units to make at least 5% of rental units in a project affordable to very-low income households at or below 50% AMI and 5% affordable to low-income households at or below 60% AMI for a period of 55 years. For-sale projects must make at least 10% of units affordable to low-income households at or below 70% AMI for 45 years. Since adoption in 2005, the policy has created 388 units of housing affordable to households at or below 50% of AMI (very-low income), 428 units affordable to households at or below 80% AMI (low-income at 80%) and 67 units affordable to households at or below 120% of AMI (moderate-income). This is a total of 883 long-term affordable units in eleven years. Developers may propose an alternative method of meeting an inclusionary requirement, such as the payment of an in-lieu fee which is placed in the Housing Trust Fund for affordable housing development. Approval of an alternative is solely at the discretion of the City. Since implementation in 2011, the City has used the Housing Trust Fund to provide financial assistance to developers to create 69 units of affordable rental housing at The Rivermark and 76 units at West Gateway Place phase 1.

The City's 2013-2021 Housing Element of the General Plan indicates that the City will implement the following actions:

- HE-PR-6.5: Encourage housing developers to include mobility-impaired accessibility into project design, review regulations and procedures for City funded or operated housing programs to ensure that they do not include policies that exclude participation by persons with disabilities and include accessibility considerations in the preparation of the City's infrastructure financing for housing and for residential neighborhoods.
- HE-PR-6.6: The City will work with housing providers to ensure that special housing needs are addressed for seniors, large families, female-headed households, single-parent households with

children, persons with disabilities and developmental disabilities, homeless individuals and families, and farmworker families.

Discussion:

Despite the City's affordable housing policies, development of affordable housing is still a lengthy and costly process. With the State's elimination of Redevelopment Agencies in 2012, the City's resources to provide assistance to developers are far more limited than in past years. This is compounded by proposed reductions in funding for affordable housing at the federal level.

AP-85 Other Actions – 91.220(k)

Introduction:

The Vision of the City of West Sacramento includes a commitment to quality public schools, educational programs, and vibrant neighborhoods with a range of quality housing choices for all residents.

Actions planned to address obstacles to meeting underserved needs

The City is an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care. The HPAC is committed to creating and sustaining a comprehensive, coordinated and balanced array of human services for homeless and low-income individuals and families within Yolo County.

In November 2016, the citizens of West Sacramento voted to approve Measure E which enacted a sales tax to provide funding for education, trails, roads and homelessness. Measure E funds were made available for the first time in fiscal year 2017/2018. The City will use \$250,000 towards the salary of a full-time homeless services coordinator and towards services assisting the homeless to locate suitable housing. In addition, the City will provide \$284,000 to support a one-year contract with the Downtown Streets Team program, a nonprofit work experience program that uses a volunteer work experience model in which unhoused Team Members beautify their community in exchange for case management, employment services and a basic need stipend. The focus areas for the program will be along the West Capitol Avenue corridor and the River Walk Trail, which includes the Washington neighborhood.

Actions planned to foster and maintain affordable housing

The need for affordable housing is escalating throughout the Sacramento Region. The City continues to seek resources and opportunities for the development of affordable housing through partnership with nonprofit and for-profit housing developers. Since 2005, the City's Inclusionary Ordinance has required developers of market rate housing to produce affordable units or pay in-lieu fees to the City's Housing Trust Fund for future affordable housing development. The City will continue to enforce inclusionary requirements to promote the development of affordable housing.

Actions planned to reduce lead-based paint hazards

When funding is available, the City will seek to reinstate the Owner-Occupied Housing Rehabilitation Program that made available funding for lead-based paint remediation.

Actions planned to reduce the number of poverty-level families

In 2016, the City was designated as an LRNG organization committed to engaging youth in mentorship and job experiences to ensure that they can develop their full potential in life and work. To prepare

youth to be competitive in the job market of the future, the City created the Summer Steps program that hires interns from 11th grade through graduate school, for the summer months. In addition to receiving real-world job experience, participants are required to complete a series of tasks that will lead to a certification that they can include with college or job applications. For example, interns in the Economic Development and Housing Department are required to attend a City Council meeting, Commission meetings, a Microenterprise business class and similar tasks that provide exposure to both City operations and the economic development and affordable housing career fields.

The City is working with Sacramento City College to match job training opportunities at the West Sacramento campus to business needs in the City. As noted above, Measure E will fund educational services including preschool, tuition-free college and college savings accounts for West Sacramento residents.

Actions planned to develop institutional structure

The City's 2013 Homeless Update study and resulting Homeless Action Plan identified a need for improved communication and coordination between the City, the County and stakeholders of the homeless services delivery system. With implementation of the Action Plan, the situation has improved, but the City will continue to strive for more effective solutions to the needs of homeless persons and persons at risk of homelessness. Additionally, starting in 2019 the City's homeless coordinator has started using the Coordinated Entry System when enrolling individuals into his case management services.

Actions planned to enhance coordination between public and private housing and social service agencies

The City continues to be an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC) as it facilitates coordination between public and private housing and social service agencies serving lower-income and homeless individuals and families. The City's Homeless Coordinator acts as a liaison between the City's housing programs, the Police Department, Yolo County Department of Health and Human Services (H&HS) and other social service agencies. The Homeless Coordinator is co-located at the County's West Sacramento H&HS offices to expedite referrals to needed services and to coordinate service delivery.

Discussion:

The City is committed to ensuring that the Vision of West Sacramento is realized for residents from all income levels and backgrounds.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The City is anticipating receiving \$30,000 in Program Income for the 2019 PY in addition to its 2019 allocation amount of \$429,547.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The City will use a period of one year to determine that a minimum overall benefit of 70% of CDBG funds are being used to benefit persons of low and moderate income.

Attachments

Citizen Participation Comments

Support for Development and Sustainability of the West Sacramento Urban Farm Program

Over the course of the last four and a half years, the Center for Land-Based Learning has created and grown the West Sacramento Urban Farm Program from a single city owned lot at 5th and C Streets ($\frac{2}{3}$ acre) to a total of five farm sites covering seven acres. Three of the five sites are located in disadvantaged communities as mapped by CalEnviroScreen SB353, and are located in the Broderick, Bryte and Washington neighborhoods. In 2019, these farm sites are incubating 10 microenterprises. On average, these urban farms grow 25,000 pounds of fresh, sustainably grown produce per month, 90% of which is distributed within 0-5 miles of where it is grown. Regular distribution channels include Washington Unified School District, Raley's Food for Families Program, Yolo Food Bank's Kids Farmers Markets (located at Washington Unified School District school sites), on-site farm stands, Community Supported Agriculture (CSA) veggie box programs, Nugget Markets, Raley's Living Local Program, donations to volunteers and program participants, and local farmers markets. There is a desire and critical need to provide additional produce to programs such as Meals on Wheels, as well as to launch a "Food as Medicine" prescription program via partnerships with local healthcare providers such as Communicare. However, these opportunities lack implementation funding.

Each year, the West Sacramento Urban Farms engage almost 1,000 community members: School field trips through Yolo Farm to Fork, Future Farmers of America, Washington Unified School District's Farm-to-Fork Career Track, City of West Sacramento Future Ready Internships, Transitioning to Adult Living Programs (TAL), Sacramento County Office of Education Parolee Reentry Program, various summer camps, Mutual Housing Green Corps Internship, Sacramento State Peace Corps Readiness Internship, residents of West Sacramento Housing Development Corporation's low income housing units, and residents predominantly from Broderick Bryte and Washington neighborhoods. These activities require funding to develop, implement, and sustain.

The West Sacramento Urban Farm Program incubates small businesses. The Program provides all of the infrastructure, mentorship, training, resources and partnership development support that entrepreneurs need to succeed in growing a business. The businesses simultaneously increase food access, improve neighborhood safety via vacant lot revitalization, increase community access to green spaces, provide job training for youth and adults, work experience for disabled young adults and positively impact climate change through low emissions food production and environmentally smart land management.

At this stage in its development, the West Sacramento Urban Farm Program needs funding to continue to grow and reach additional populations not currently being served. Programming to support microenterprise growth, community engagement, internships and job training does not generate revenue. The high cost of production of specialty crops in an urban area makes it exceedingly difficult to price produce as low as many of our lowest-income community members need.

Aside from strengthening economic opportunities, supporting microenterprises and providing access to job readiness programming, our farms can further address the need for greater food access to the community. With the passing of SB1000, The “Planning for Healthy Communities Act,” support for the West Sacramento Urban Agriculture Program through the City of West Sacramento’s CDBG funds would show commitment to greatly improved climate smart food access. Policies to promote healthy food access for communities through programs and projects such as farm stands, grocery store supermarkets, farmer’s markets, and local agriculture are essential to this policy.