



City of Elk Grove



FY 2007/08

Action Plan



Public Review Draft

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2007-08 ACTION PLAN

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EXECUTIVE SUMMARY

The 2007-08 Action Plan is a one-year plan to address the community development and low- and moderate-income housing needs in the City of Elk Grove. It is the first portion of the implementation of the five-year Consolidated Plan. Both the Consolidated Plan and the Action Plan are implemented by the City housing staff.

This plan also amends the 2006-07 Action Plan to include a reprogramming of funds to the Elk Grove Adult Community Training public facilities project.

The City anticipates receiving \$475,823 from the federal Community Development Block Grant (CDBG) program and will reprogram \$110,714 from the 2006-07 program year. The City also plans to meet its community development and housing needs using the City's Very Low Income Housing Trust Fund.

City staff encouraged citizen participation throughout the Action Plan process. This included consulting local organizations, holding public meetings, and encouraging public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

OBJECTIVES

The City's key objectives for the 2007-08 funding period include the following:

- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;
- Arrest decline in deteriorated areas of the City by requiring rental property owners to fix code violations and improve their properties;
- Assist community-based organizations with additional financing that allows them to provide new or expanded services to target-income residents, especially seniors and youth; and
- Improve public facilities in target areas.

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OUTCOMES

The City's housing outcomes for this planning period are primarily directed at improving affordability and accessibility of housing for target-income residents. Three houses will be rehabilitated.

The City will fund six programs, which are expected to benefit approximately 433 households:

- Senior Nutrition Services (Meals on Wheels), which provides hot meals to homebound seniors;
- Sacramento Self-Help Housing, which provides services to homeless and near-homeless persons;
- The Center for Human Rights, Law, and Advocacy, which provides fair housing services;
- Support Works for Women which provides services to women in crisis;
- Mobility Training which assists the disabled and elderly in using local public transportation; and
- Senior Center Congregate Meals which provides nutritious meals to senior citizens in a congregate setting.

INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) requires all government entities receiving federal Community Development Block Grant (CDBG) funds to prepare an Annual Action Plan. The Action Plan outlines funding priorities and discusses how activities will meet the community needs identified in the Consolidated Plan. The activities described in this Action Plan are proposed to be undertaken during the period between July 1, 2007 and June 30, 2008.

The major objectives of activities undertaken during the 2007-2008 funding year will be to:

- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;

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- Improve public facilities in target areas, with a concentration on accessibility improvements; Assist community-based organizations with additional financing that allows them to provide new or expanded services to target-income residents; and
- Assist community-based organizations with additional financing that allows them to provide new or expanded services to target-income residents, especially those that are seniors, youth, and disabled; and

RESOURCES

Activity funding is obtained from two sources: the FY 2007-087 allocation of \$475,823, and the reprogramming of funding from 2006-07. \$110,714 from projects in 2006-07 must be reprogrammed because the projects did not proceed adequately during the given time frame. The City's total funding for the remainder of 2006-07 and 2007-08 is \$586,537. The City does not anticipate receiving any program income during this timeframe.

While some residents in the City may live in Section 8 properties or use Housing Choice Vouchers (formerly Section 8), these programs are managed by the local public housing authority, Sacramento Housing and Redevelopment Agency.

Activities to be Undertaken

The activities to be undertaken during fiscal year 2007-08 are summarized in Table 1; the activity to be expanded in 2006-07 using reprogrammed funds is also identified in this table. For each activity, the one-year accomplishment and the amount of CDBG funding allocated are identified. All activities identified are expected to be completed no later than June 30, 2008.

The City continued to utilize a rating tool in making project recommendations. Consideration was given to a variety of thresholds that projects must meet to comply with CDBG objectives, including meeting one of the National Objectives and addressing one of the community priorities set out in the Consolidated Plan. The rating system also took into account activity need and justification, cost reasonableness and effectiveness, activity management and implementation, experience with similar activities, past performance, leveraged funds, and completeness of the application. Project recommendations are for those projects determined most likely to be successful and maintain compliance with CDBG regulations.

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Table 1
Proposed CDBG Activities and Projects: Fiscal Year 2007-08

Goal	Activity Name	Activity Description	Output	Funding
HOUSING				
HS-1	Owner Occupied Rehabilitation	Provide home rehabilitation loans	3 homes rehabilitated	\$100,000 *
CD-3	Low Income ULFT voucher Program -	Retrofitting low income homes with water efficient toilets	25 toilets replaced	\$20,000
PUBLIC FACILITIES				
CD-1	Curb Ramp Installation for Pedestrian Accessibility	The construction of curb ramps to provide a pathway to cross roadways safely	26 curb cuts completed	\$150,000
CD-1	Bus Stop Improvements	Provide improvements to bus stops in the CDBG targeted zones.		\$100,000
CD-6	ADA Accessible Office and Meeting Space - Elk Grove Adult Community Training	Expanding office space to make it ADA accessible	1 office expansion	\$50,000*
PUBLIC SERVICES				
CD-3, CD-5	Meals on Wheels	Provide homebound seniors with hot meals	44 seniors provided meals.	\$19,000
HA-1, CD-3	Sacramento Self-Help Housing	Provide counseling and housing referral services to homeless and near-homeless individuals and households.	60 households provided counseling.	\$5,000
HS-1, CD-3	Center for Human Rights, Law, and Advocacy	Provide fair housing assistance and education	119 households provided education	\$10,000
CD-3, CD-5	Support Works for Women	Provide immediate assistance and ongoing support to women in crisis	160 Women provided assistance	\$21,600
CD-3, CD-5	Mobility Training	Provide public transportation training to disabled and elderly persons	50 people assisted	\$5,000
CD-3, CD-5	Congregate Meals	Provide nutritious meals to seniors in a congregate setting	105 seniors provided meals	\$10,773
PLANNING AND ADMINISTRATION				
PA-1	Planning and Administration	Provide general administration of the CDBG program, including all planning and reporting activities	1 year of program administration.	\$95,164

*Funded with reprogrammed 2006/07 monies

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HOUSING ACTIVITIES

Owner Occupied Rehabilitation Program

The Owner Occupied Rehabilitation Program provides low-interest loans to target income homeowners with housing rehabilitation needs. This program supports the maintenance of the housing stock in the City of Elk Grove.

Output: 3 homes rehabilitated

Objective: Decent Housing

Outcome Category: Affordability for the purpose of providing decent affordable housing

Goals Addressed: HS-1

Funding: \$ 100,000 (\$60,714 reprogrammed 2006-07 funds, \$39,286 07-08 funds)

Low Income ULFT Voucher Program

The Low Income ULFT Voucher Program will retrofit low income homes with water efficient toilets.

Output: 25 Toilets replaced

Objective: Suitable Living Environment

Outcome Category: Affordability for the purpose of providing decent affordable housing

Goals Addressed: CD-3

Funding: \$20,000

PUBLIC FACILITIES

Curb Ramp Installation for Pedestrian Accessibility

The construction of curb ramps to provide a pathway for pedestrians, wheelchairs, strollers and other users to cross roadways safely and back up to the sidewalk without obstructions.

Output: 26 Curb Ramps Installed

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Objective: Suitable Living Environment

Outcome Category: Accessibility for the purpose of creating suitable living environments

Goals Addressed: CD-1

Funding: \$150,000

Bus Stop Improvements

Provide bus benches, bus shelters, ADA compliant pads and lighted bus stop signals at e-tran local bus stops in the CDBG targeted zones.

Output: 5 Bus Stops Improved

Objective: Suitable Living Environment

Outcome Category: Accessibility for the purpose of creating suitable living environments

Goals Addressed: CD-1

Funding: \$100,000

ADA Accessible Office and Meeting Space- Elk Grove Adult Community Training

Expanding current office space to make it ADA accessible. (Funded with reprogrammed 2006-07 monies)

Output: 1 Office expansion

Objective: Suitable Living Environment

Outcome Category: Accessibility for the purpose of creating suitable living environments

Goals Addressed: CD-6

Funding: \$50,000

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PUBLIC SERVICES

Department of Human Services- Senior Nutrition Services (Meals on Wheels)

The Senior Nutrition Services program will provide five hot meals per week to homebound seniors. The program provides regular contact and monitoring for homebound seniors.

Output: 44 seniors provided with meals

Objective: Suitable Living Environment

Outcome Category: Accessibility for the purpose of creating suitable living environments

Goals Addressed: CD-3, CD-5

Funding: \$19,000

Sacramento Self-Help Housing

Sacramento Self-Help Housing provides counseling and housing referrals to homeless and near-homeless individuals and households.

Output: 60 households provided counseling

Objective: Suitable Living Environment

Outcome Category: Accessibility for the purpose of creating suitable living environments

Goals Addressed: HA-1, CD-3

Funding: \$5,000

Center for Human Rights, Law, and Advocacy – Fair Housing Services

The Center for Human Rights, Law & Advocacy provides fair housing services such as housing discrimination and tenant and landlord laws, complaint investigation, outreach and education through public forums, distribution of fair housing brochures, and newspaper articles.

Output: Assist 119 people in fair housing issues.

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Objective: Suitable Living Environment

Goals Addressed: HS-1, CD-3.

Outcome Category: Accessibility for the purpose of creating suitable living environments

Funding: \$10,000 CDBG

Elk Grove Food Bank – Support Works for Women

Support Works for Women is a one-on-one service offering assistance, resources, and case management to women in crisis. Referrals often come from the Elk Grove Food Bank and include those who have limited resources, may be from culturally diverse backgrounds, and need assistance in accessing resources and services.

Output: Provide 110 households with referrals and/or case management

Objective: Suitable Living Environment

Goals Addressed: CD-3, CD-5

Outcome Category: Accessibility for the purpose of creating suitable living environments

Funding: \$21,600 CDBG

Transit Services – Mobility Training

Elderly and disabled individuals who are unable to drive may be unaccustomed and fearful of riding public transit. This can lead to isolation and an unhealthy, disconnected lifestyle. Individuals may need assistance getting to medical facilities, recreation and shopping. Mobility counselors will ride with them and show them how to negotiate e-tran and regional transit.

Output: Provide 50 individuals with mobility training

Objective: Suitable Living Environment

Goals Addressed: CD-3, CD-5

Outcome Category: Accessibility for the purpose of creating suitable living environments

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Funding: \$5,000 CDBG

Senior Center of Elk Grove – Congregate Meal Program

Assist in funding the congregate meal program at the Elk Grove Senior Center. Hot meals are served to seniors on a daily basis, typically at lunch time. The seniors will be monitored for social service needs and the Senior Center will provide a safety net to its clients.

Output: Provide 105 seniors with meals

Objective: Suitable Living Environment

Goals Addressed: CD-5, CD-3

Outcome Category: Accessibility for the purpose of creating suitable living environments

Funding: \$10,773

PLANNING AND ADMINISTRATION ACTIVITIES

Planning and Administration

The planning and administration funding is intended to provide funding for general staff administration of CDBG programs and activities, including Integrated Disbursement and Information System (IDIS) training, program set-up, reporting, planning, and sub recipient training and monitoring.

2007-08 Output: Quality administration of the CDBG program, 1-2 staff members trained as necessary

Objective: Full compliance with all applicable CDBG and federal regulations and maintenance of a successful and innovative program.

Goals Addressed: PA-1

Funding: \$95,164

NON-CDBG 2007-08 HOUSING ASSISTANCE ACTIVITIES

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Affordable Housing Development Program (non-CDBG funds)

In addition to the two housing programs described above, the City will assist in the funding of affordable housing development using the City's Very Low Income Housing Trust Fund (VLIHTF) and the Affordable Housing Fund (AHF). Provide funding for the development of 222 units affordable to target-income households.

2007-08 Objective: 89 units for low-income households

133 units for moderate-income households

Goals Addressed: HS-1

Funding: \$9,000,000 VLIHTF/AHF

Outcome: Affordability for the purpose of providing decent affordable housing.

GEOGRAPHIC DISTRIBUTION

Geographic distribution is predicated, for the most part, on the nature of the activity to be funded. Figure 1 shows the proposed projects to be funded in program year 2007-08. Not all of the activities funded through the CDBG program are shown in Figure 1 since some are community-wide. While the City of Elk Grove has low income residents, there is not geographic concentration of low income households. Thus, we have not included a map exclusively showing low income concentrations.

MINORITY DISTRIBUTION

The City of Elk Grove strives to make all of its programs available to eligible target income residents regardless of sex, race, religious background, or disability. As a result, many programs, including housing rehabilitation, emergency repair, fair housing, employment, youth, and senior services, will be available to residents city-wide. Programs with a specific location, such as the Senior Center, are located in areas with varying levels of minority concentration. Table 1 details the proposed projects for the City of Elk Grove; of these, the majority are available on a citywide basis.

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The percentage of minorities in Elk Grove varies from a minimum of 18.5 percent per census block group to 62.2 percent per census block group. Figure 2 represents areas where the concentration of minorities is higher than that of the County, above 44.8 percent. These areas will benefit from programs administered at City Hall, such as the Owner-Occupied Rehabilitation Program and the Emergency Repair Program, both of which are available to residents throughout the community. The majority of projects (services and facility improvements) will occur at existing facilities in the City, which serve all areas and residents of the City. No requests for funding were received from service providers that would principally benefit areas with a minority concentration.

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(Location of Proposed Projects)

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(Location of Proposed Projects and Areas of Minority Concentration)

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Homeless and Other Special Needs Populations

The City's strategy related to the needs of the homeless, those at risk of homelessness, and other special needs populations involves the funding of supportive services in Elk Grove or regional services, such as fair housing counseling or homeless services. Currently, while services are available in Elk Grove on a limited basis, the City plans to encourage a system of supportive services to be located in the City. This will allow for easy accessibility for our residents.

Toward this end, the City is funding several programs and services to assist its homeless and special needs populations. These include:

- Homeless and family assistance;
- Services for persons with disabilities;
- Accessibility improvements;
- Senior services; and
- Fair housing services.

In addition, the City's Housing Element includes several programs that provide for the development of affordable housing and removal of constraints to the placement of emergency shelters. The Element also removes potential constraints to housing for persons with disabilities.

Address Obstacles to Meeting Underserved Needs

While there are several constraints to meeting the needs of target income residents (refer to the Consolidated Plan, p. 3-14), the primary obstacle to meeting the needs of target income residents is the lack of available services within the City's boundaries. Many services are located in the City of Sacramento.

Foster and Maintain Affordable Housing

The City's 2002-2007 Housing Element includes a number of important programs to facilitate the development of affordable housing in Elk Grove. Some of these programs include:

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- Support affordable housing development through direct financial assistance, regulatory incentives (e.g., density bonuses), and land write-downs. (H-4 Action 2)
- Assign Very Low Income Housing Trust Funds, Affordable Housing Fees, and pursue CDBG/HOME funds and other affordable housing subsidies for housing projects affordable to very low and low income households. (H-6 Action 1)
- Adopt a program of regulatory and financial incentives for affordable housing. (H-6 Action 5)
- Require that all affordable housing development subsidized by the City or required by the City contain provisions that assure long-term affordability mechanisms (e.g., 45 years or more). (H-8 Action 1)

Additional measures are identified and explained in detail in the City's Housing Element.

In addition, the City has two major funding sources to promote affordable housing development: the Very Low Income Housing Trust Fund (VLIHTF) and the Affordable Housing Fund (AHF). The VLIHTF is funded by impact fees collected on non-residential development in the City and funds housing appropriate to the City's workforce and affordable to households earning 0 to 50 percent AMI.

The AHF is collected from market rate residential development and used to provide new housing affordable to households with incomes less than 80 percent AMI. The City anticipates assisting with the financing of approximately 200 units of affordable rental housing during the program year.

The Owner-Occupied Rehabilitation Program and Emergency Repair Program will assist the City in maintaining its stock of affordable ownership housing. Together, these programs are expected to rehabilitate approximately 12 units. The SHRA HOME Consortium is expected to complete two additional rehabilitations.

The City does not anticipate providing rental assistance, as this is provided by SHRA, and also does not expect to acquire any existing units.

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Remove Barriers to Affordable Housing

The City is undertaking a number of actions to reduce potential barriers and constraints to affordable housing as well as housing for special needs populations. These include funds in support of affordable housing development, fee reductions and waivers, regulatory incentives, density incentives, rezoning of sites to higher densities, and several others. These are described in more detail in the City's 2002-2007 Housing Element.

The City has made available through fee reduction 13 for-sale units to low- and moderate-income buyers and it is anticipated that in FY 2006-07 an additional 12 for-sale units will be released. Working cooperatively with Sacramento NeighborWorks, the City is offering homebuyer workshops to low-and moderate-income potential buyers to facilitate education and prepare buyers for homeownership.

Develop Institutional Structure

The Department of Development Services is responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan. The Planning Division within the department is specifically charged with these tasks. The division works in close consultation with the City's advisory committees and with the department's director.

The City has designated staff positions to administer the programs and activities funded with CDBG funds. These staff members work with the individual city divisions, such as public works, economic development, and community enhancement and the City's advisory committees to develop procedures and coordination for administering programs that will be carried out by these divisions.

Enhance Coordination

The City will continue its work with neighboring jurisdictions such as the County and the City of Sacramento, including Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of target-income persons as well as special needs populations.

Effective January 2006, the City of Elk Grove is a participant in the SHRA sponsored 2006-2008 HOME Consortium. This cooperative effort will make available additional resources available to City residents. Specifically, SHRA housing rehabilitation program will be made available to Elk Grove residents and the City will coordinate interested applicants and SHRA.

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Public Housing Needs

There are ten apartment complexes that include some of the 747 affordable housing units in Elk Grove. Some of these units are administered by Sacramento Housing and Redevelopment Agency (SHRA), which serves as the public housing authority for Sacramento County. The City of Elk Grove does not have its own local housing authority. Resident initiatives are handled directly by SHRA.

Anti-Poverty Strategy

The City's anti-poverty strategy is based on providing a range of employment opportunities and supportive services aimed at enabling those in poverty to move into the workforce. During the 2007-08 program year the City will also continue to support activities that preserve and expand the supply of housing that is affordable to target income households.

The strategy focuses on encouraging economic development and providing supportive services such as services referral assistance, job training, and loans to small business that will result in job creation.

Lead-Based Paint Hazards

While most housing units were built after 1978 in Elk Grove, the City will work together with the County Health and Human Services Department to monitor incidences of elevated blood levels.

The City will also provide lead-abatement assistance for residential units through its residential rehabilitation and emergency repair programs. The programs will comply with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999. The procedures regarding lead-based paint in both rehabilitation programs will include:

- Notification
- Identification
- Treatment (if necessary)

Monitoring Plan

The City of Elk Grove has developed a monitoring system to ensure that the activities carried out in furtherance of the Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501(V) and 24 CFR 85.40 and all other applicable

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laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring plan are described in more detail in the Consolidated Plan (p. 3-16).