

2009-10 ACTION PLAN

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EXECUTIVE SUMMARY

The 2009-10 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 second portion of the implementation of the five-year Consolidated Plan. Both the Consolidated Plan and the Action Plan are implemented by City housing staff.

The City anticipates receiving \$500,738 in 2009-10 funds from the federal Community Development Block Grant (CDBG) program. The City will also receive \$133,902 in 2008-09 funding from the economic stimulus measures, considered separately as an amendment to the 2008-09 Action Plan. The City also plans to meet its community development and housing needs using the City's Affordable Housing Fund, Very Low Income Housing Trust Fund, and Neighborhood Stabilization Program.

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 2009-10 funding period include the following:

- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;
- Support community organizations in making improvements to their facilities;
- 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 will be primarily funded through the Neighborhood Stabilization Program and the Affordable Housing Fund. The Neighborhood Stabilization Program will provide funding for downpayment assistance to purchasers of foreclosed homes, as well as allow for acquisition, rehab, and resale/rental to low- and moderate-income residents.

The City will also fund improvements to public facilities, as well as provide funds for infrastructure projects in the City's target areas.

The City received applications from six public service programs, and plans to fund the following:

- Senior Nutrition Services (Meals on Wheels), which provides hot meals to homebound seniors;
- Support Works for Women, which provides services to women in crisis; and
- Elk Grove Senior Center, which provides nutritious meals to senior citizens in a congregate setting;
- Sacramento Self-Help Housing, which provides services to homeless and near-homeless persons; and
- The Center for Human Rights, Law, and Advocacy, which provides fair housing services.

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, 2009 and June 30, 2010.

The major objectives of activities undertaken during the 2009-2010 funding year will be to:

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- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;
- Improve public facilities in target areas, with a concentration on accessibility improvements; 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.

RESOURCES

Activity funding is obtained from the FY2009-10 allocation of \$500,738. The City will also consider separately an allocation of \$133,902 in economic stimulus CDBG funding for “shovel-ready” projects. The City does not anticipate receiving any program income during this timeframe.

The City will also continue operation of its Affordable Housing Fund programs, which primarily provide loans to affordable rental housing developers. About \$8 million is expected to be available in the Affordable Housing Fund in 2009-10. Some residents in the City may receive Housing Choice Vouchers (formerly Section 8), but the HCV program is managed by the public housing authority, the Sacramento Housing and Redevelopment Agency.

ACTIVITIES TO BE UNDERTAKEN

The activities to be undertaken during 2009-10 are summarized in Table 1. 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, 2010.

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 2009-2010**

Goal	Activity Name	Activity Description	Output	Funding
HOUSING				
HS-1	Downpayment Assistance Program	Provide downpayment assistance to purchasers of foreclosed homes.	8 loans provided	Through NSP
HS-1	Acquisition, Rehab, and Resale/Rental Program	Provide funding to organizations acquiring, rehabilitating, and making foreclosed homes available for purchase by or rental to low- and moderate-income buyers.	4 homes purchased	Through NSP
PUBLIC FACILITIES				
CD-6	Rhoads School House Accessibility	Construct a concrete ramp to allow people with disabilities to participate in programs.	1 public facility imp. completed	\$5,400
CD-6	EGACT Entrance Repaving	Repave the entrance to the EGACT facility so that vehicles, pedestrians, and wheelchairs can easily navigate it.	1 public facility imp. completed	\$37,800
CD-6	Elk Grove Senior Center Facility Improvements	Provide several interior and exterior facility improvements.	1 public facility imp. completed	\$48,898
CD-6	Elk Grove Food Bank Reception Area and Walk-in Freezer	Provide a new reception area and walk-in freezer in a newly acquired building.	1 public facility imp. completed	\$40,000
CD-1	Elk Grove Creek/Markofer Trail Improvements	Improve safety and circulation near Markofer Elementary by paving an existing gravel path.	1 public facility imp. completed	\$193,383
PUBLIC SERVICES				
CD-3, CD-5	Meals on Wheels	Provide homebound seniors with hot meals (Department of Human Assistance).	134 seniors provided meals	\$19,000
HA-1, CD-3	Homelessness and Housing Counseling	Provide counseling and housing referral services to homeless and near-homeless (Sacramento Self-Help Housing).	115 households provided counseling	\$6,500
HS-1, CD-3	Fair Housing Counseling	Provide fair housing assistance and education (Center for Human Rights, Law, and Advocacy).	119 households provided education	\$10,000
CD-3	Support Works for Women	Provide immediate assistance and ongoing support to women in crisis (Elk Grove Food Bank).	210 women provided assistance	\$27,610

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Goal	Activity Name	Activity Description	Output	Funding
CD-3 CD-5	Congregate Meals	Provide nutritious meals to seniors in a congregate setting (Elk Grove Senior Center).	180 seniors provided meals	\$12,000
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.	\$100,147

PUBLIC FACILITIES

Rhoads School House Accessibility Improvements

Construct a concrete ramp to allow persons with disabilities to participate in the programs offered there.

Output: 1 accessibility improvement completed

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

Goals Addressed: CD-1

Funding: \$5,000

EGACT Entrance Repaving

Repave the main entrance to the EGACT facility so that vehicles, pedestrians, and wheelchairs can easily navigate it.

Output: 1 public facility improvement completed

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

Goals Addressed: CD-6

Funding: \$37,800

Elk Grove Senior Center Facility Improvements

Make several facility improvements, including: a new roof, interior and exterior paint, new security cameras and door locks, and Internet wiring, among others.

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Output: 1 public facility project completed

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

Goals Addressed: CD-6

Funding: \$48,688

Elk Grove Food Bank Reception Area

Construct a new reception area, waiting room, and walk-in freezer to better serve and facilitate residents in need, and to expand services to include the collection and offering of perishable foods such as produce and dairy products.

Output: 1 public facility project completed

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

Goals Addressed: CD-6

Funding: \$40,000

Elk Grove Creek/ Markofer Trail Improvements

Replace a portion of an existing gravel path along Elk Grove Creek. The new asphalt pedestrian/bicycle trail would primarily serve Florence Markofer Elementary School students. The trail will increase the safety of children walking to school, while serving as an interim improvement for a future multi-use recreational trail slated for completion 15-20 years from now.

Output: 1 public facility project completed

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

Goals Addressed: CD-1

Funding: \$193,593

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PUBLIC SERVICES

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

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: 134 seniors provided with meals

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

Goals Addressed: CD-3, CD-5

Funding: \$19,000

Homeless and Housing Counseling - Sacramento Self-Help Housing

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

Output: 115 households provided counseling

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

Goals Addressed: HA-1, CD-3

Funding: \$6,500

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

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: 119 people assisted with fair housing issues

Goals Addressed: HS-1, CD-3

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

Funding: \$10,000

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Support Works for Women - Elk Grove Food Bank

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: 210 households provided with referrals and/or case management

Goals Addressed: CD-3

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

Funding: \$27,610

Congregate Meal Program - Elk Grove Senior Center

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: 180 seniors provided with meals

Goals Addressed: CD-5, CD-3

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

Funding: \$12,000

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 subrecipient training and monitoring.

2008-09 Output: Administration of the CDBG program, 1-2 staff members trained as necessary

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

Goals Addressed: PA-1

Funding: \$100,147

NON-CDBG 2009-10 HOUSING ASSISTANCE ACTIVITIES

Affordable Housing Development Program (non-CDBG funds)

The City will assist in the funding of affordable housing development using the City's Affordable Housing Fund (AHF). Provide funding for the development of 100 units affordable to target-income households.

2008-09 Objective: 100 rental units constructed for low- and moderate-income households

Outcome: Affordability for the purpose of providing decent affordable housing

Goals Addressed: HS-1

Funding: \$8,000,000 AHF

Neighborhood Stabilization Program (non-CDBG funds)

The City will provide funding to activities that lessen the impact of foreclosed properties on their neighborhoods, while increasing housing opportunities for low- and moderate-income households. Programs include downpayment assistance to purchasers of foreclosed homes, and funding to acquire, rehabilitate, and rent or resale housing to target-income households.

2008-09 Objective: 16 housing units made available to low- and moderate-income households

Outcome: Affordability for the purpose of providing decent affordable housing

Goals Addressed: HS-1

Funding: \$2,200,000 NSP

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DISTRIBUTION OF FUNDS, ACTIVITIES, AND SERVICES

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 2008-09. 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 citywide. Programs with a specific location, such as the Elk Grove 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.

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 Housing Rehabilitation Loan Program and the Emergency Repair Loan 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.

ADDITIONAL TOPICS AND STRATEGIES

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.

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

- Homeless and family assistance;
- Services for persons with disabilities;
- Accessibility improvements;
- Social services;
- 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.

Affordable Housing

Foster and Maintain Affordable Housing

The City's 2008-2013 Housing Element includes a number of important programs to facilitate the development of affordable housing in Elk Grove. Some of these programs include:

- 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)

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- 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 100 units of affordable rental housing during the program year.

The continued operation of the Owner-Occupied Housing Rehabilitation Loan Program and Emergency Repair Loan Program will assist the City in maintaining its stock of affordable ownership housing.

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

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 promote 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 2008-2013 Housing Element.

Public Housing Needs

While two public housing complexes are located in Elk Grove, they are administered by SHRA, which serves as the 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.

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Develop Institutional Structure

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 and the Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of target-income persons as well as special needs populations.

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 2009-10 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 and job training.

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

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- 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 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).

Appendix B summarizes the public participation process for the adoption of the Action Plan.

The City of Elk Grove provided opportunities for public involvement during the development of the Action Plan and once the Action Plan was completed. The City held a Community Workshop on February 17th to provide the public with an opportunity to comment on the development of the Action Plan and identify funding priorities. Notice of the workshop was published in the Elk Grove Citizen, posted on the City's website, and provided directly to service providers and other parties that had expressed an interest in the CDBG program. The notice for the workshop also invited the public and interested parties to provide written comments to the City. No written comments were offered to the City, however.

The community workshop on the Action Plan was held on February 17th from 3:30 to 5:00 p.m. The meeting, which was a joint application training session, was attended by 6 representatives from 4 organizations. No public comment was received.

Once the workshop was held and public input received, the City completed the Draft Action Plan. The Action Plan was made available for a 30-day public review period.

The Action Plan is available for review at City Hall, Senior Center of Elk Grove, the Elk Grove Public Library, and on the City's website. Copies of the Action Plan were also made available free of charge at City Hall.