

City of Rancho Cordova

2019 CDBG CAPER

Consolidated Annual Performance Evaluation Report

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

In the 2019 program year, the City of Rancho Cordova (City) was instructed by the Department of Housing and Urban Development (HUD) to change its Community Development Block Grant (CDBG) program to align with Sacramento County's (County) HOME Investment Partnerships Program (HOME) timelines, due to the City's participation in a HOME Consortium agreement with the County and adjoining cities. This change would include aligning with the County's Consolidated Plan cycle, which goes from January 1, 2020, to December 31, 2024, and aligning with the County's program year start and end dates, which occur between January 1 and December 31 of each CDBG program year. Prior to January 1, 2020, the City's previous program year would consistently begin on July 1 and would continue to June 30 each year.

Being that these changes to the City's CDBG program year were decided in November 2019, the City prioritized the program year shift to occur immediately, in order to properly align with the new program year that was to begin on January 1, 2020. This resulted in a six-month CDBG program year that ran from July 1, 2019, to December 31, 2019, as well as a shortening of the Consolidated Plan's regular five-year cycle. Subsequently, this Consolidated Annual Performance and Evaluation Report (CAPER) only covers a period of six months, instead of the standard one-year period that a CAPER would normally report on.

During this shortened performance period, which covered CDBG activities and funding from July 1, 2019, to December 31, 2019, the City received \$616,119 from HUD to use toward the selected projects and programs in what was meant to be the fourth year of the 2016-2020 Five-Year Consolidated Plan. Additionally, approximately \$114,260 in funds were rolled over from the previous 2018-19 program year.

Listed below are the approved projects and programs which were funded using the City's 2019 CDBG allocation. These programs were selected through a competitive application process that occurred in January and February of 2019. Each project was selected to assist in carrying out the City's CDBG priority needs, as identified in the 2016-20 Consolidated Plan's Strategic Plan section:

- \$102,000 in funding was allocated for **Code Enforcement** (\$51,000) services and the **Rental Housing Inspection** (\$51,000) program, which provides health and safety code inspections for residential housing, businesses, and renter-occupied residential housing in the CDBG target area.
- \$38,815 in funding was allocated to **Meals on Wheels by ACC**, a program that aids senior populations, including home-bound seniors, by providing access to nutritious meals.
- \$29,574 in funding was allocated to **Folsom Cordova Community Partnership** to help support the Group Mentoring Initiative program.

This program provides youth support and improves community involvement through intensive one-on-one and group youth mentoring.

- \$9,242 in funding was allocated to **Sacramento Self-Help Housing** for a renter’s helpline, which provides counseling and mediation services for landlord/tenant disputes for City residents in a housing crisis or dispute.
- \$7,393 in funding was allocated to **Sacramento Self Help-Housing** for fair housing services, which includes advocacy, enforcement, mediation, and marketing and education materials.
- \$14,787 in funding was allocated to **Sacramento Self Help Housing** for housing counseling services, which help prevent discrimination and at-risk households from becoming homeless.
- \$198,477 in funding was allocated to **Rebuilding Together Sacramento** for homeownership repairs through the Roof Rehab & Repair Program and the Critical Systems Home Repair program.
- \$100,000 in funding was allocated to the **City of Rancho Cordova’s Public Works Department** for an ADA Sidewalk Improvement project meant to meet the requirements of the Americans with Disabilities Act (ADA).
- \$123,224 in funding was allocated to **the City of Rancho Cordova’s Housing Division** for the general administrative costs to facilitate and manage the CDBG program. Administrative costs include the management of monitoring efforts, assisting subrecipients of CDBG funds with information and guidance on CDBG policies and procedures, planning for future CDBG goals and actions, and any other general administration activities that are involved in the implementation of the CDBG program.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Table 1, below, provides a detailed evaluation of the City’s individual programs and projects, and compares them to the goals identified in the 2019 Annual Action Plan (AAP) and the 2016-2020 Consolidated Plan. It should be noted that, due to the abrupt program year change described above, the City’s programs and projects had a condensed time to perform, and most did not reach their originally anticipated annual goals;

however, these programs and projects are expected to continue into the next funding cycle where they will continue working on their goals into the 2020 program year.

Project/Activity	Agency/Operator	Goal	Funding	Estimated Expenses	Indicator	Unit of Measure	Goal 5 yr Plan	Act. 5 yr Plan	% Comp.	Goal 2019	Act. 2019	% Comp.
Planning and Administration - PA-18												
Planning and Administration	City Staff	Planning and Administration	\$115,830	\$65,000.00	Successfully administered the CDBG program according to HUD regulations	Efficient Administration				NA	NA	100%
Planning & Administration: Fair Housing	Sacramento Self Help	Homelessness Prevention	\$7,393	\$3,355.77	Public Services Low/Mod Housing Benefit	Household Housing Unit				25	11	44%
Public Services - PS-18												
Homelessness Prevention - Households and Housing Units							1,000	1,418	142%	570	185	32%
Renters Helpline	Sacramento Self-Help Housing	Homelessness Prevention	\$9,242	\$3,839.26	Public Services Low/Mod Housing Benefit	Household Housing Unit				420	128	30%
Housing Counseling	Sacramento Self-Help Housing	Homelessness Prevention	\$14,787	\$5,916.45	Public Services other than Low/Mod Housing Benefit	Households Assisted				150	57	38%
Senior Services - Persons Assisted							1,000	703	70%	150	145	97%
Senior Nutrition Program	Meals on Wheels	Senior Services	\$38,815	\$22,589.28	Public Services other than Low/Mod Housing Benefit	Persons Assisted				150	145	97%
Youth Services - Persons Assisted							700	472	67%	120	47	39%
Group Mentoring Initiative	Folsom Cordova Community Partnership	Youth Services	\$29,574	\$12,557.90	Public Services other than Low/Mod Housing Benefit	Persons Assisted				120	47	39%
Housing Preservation Program HP-18												
Code Enforcement - Code Cases and Inspections							5,000	12,837	257%	1,600	2,222	139%
Code Enforcement	City Staff	Housing preservation-Code Enforcement	\$51,000	\$51,000.00	Housing Code Enforcement/Foreclosed Property Care	Code Cases				800	863	108%
Rental Housing Inspection Program	City Staff	Code Enforcement	\$51,000	\$51,000.00	Housing Code Enforcement/Foreclosed Property Care	Code Cases				800	1,359	170%
Housing Preservation - Housing Units							30	31	103%	16	2	13%

Critical Repair Program	Rebuilding Together Sacramento	Housing Preservation-Homeless Prevention	\$198,477	\$35,631.32	Homeowner Housing Rehabilitated	Household Housing Unit			16	2	13%	
Public Infrastructure PI-18												
Public Infrastructure - Persons Provided Improved Access							30000	59,490	198%	2,000	0	0%
Public Facilities and Infrastructure	ADA Sidewalk Program	Public Infrastructure	\$100,000	\$0.00	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Infrastructure Projects Completed			0	0	0%	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Being that this program year lasted for a six-month period, 2019 subrecipients had half the time of a regular program year to meet their originally anticipated goal outcomes. It should be noted that CDBG subrecipients stated their original anticipated outcomes prior to the City having knowledge of the program year change that occurred. This being the case, it is appropriate to adjust the anticipated goal outcomes to reflect half of the originally anticipated outcomes. Below is a summary of each project or program’s performance, with an adjustment that compensates for a 50 percent decrease in their anticipated outcomes.

Five programs performed below 50 percent of their anticipated program goals, while **three** programs performed above 50 percent of their projected goals in the 2019 program year. When analyzing the accomplishments of the subrecipients during this shortened performance period, it is important to note that many services and parts of the programs that these subrecipients offer occur in the second half of the year. This means that for some of the subrecipients, it is not the case that they did not perform as anticipated, but rather that their anticipated accomplishments were cut short before the second half of the year, which would normally contain most of their program’s accomplishments.

Below Goal - Explanation of goal outcomes

Rebuilding Together Sacramento reached 12.5 percent of its goal (2 homeowners) to assist 16 homeowners and spent 18 percent of its allocated budget. A total of three projects were completed for two homeowners. The first project included replacement of an HVAC system and flooring for a disabled elderly person living in a mobile home. The second project, for this same wheelchair-bound homeowner, was to repair their subflooring and install new vinyl flooring. The third project was provided for a second homeowner, living in the Cordova Meadows

neighborhood. This project repaired their porch structure and added new roofing material to the home. Water is now properly draining away from her home and not causing further damage to the exterior walls of the home. All of the repairs completed by Rebuilding Together Sacramento helped assist low- to moderate-income individuals, many of whom did not have the necessary capabilities or resources to complete the repairs otherwise.

Rebuilding Together Sacramento takes the first few months of the program year to ramp up and prepare for projects that are to happen throughout the course of the year, and then usually completes the projects in the second half of the program year. This means that many of their actual projects were unable to be captured in the six-month 2019 program year. Though the projects were not completed in this time frame, it should be known that the organization is on track to meet its anticipated goal of 16 completed projects before June 30, 2020.

Sacramento Self-Help Housing (SSHH) Renters Helpline reached 30 percent of its goal, or 128 of the goal of 420. At the same time, the **Fair Housing Services** project was also undercut by the lack in Renters Helpline call intakes. Renters Helpline was meant to refer a total of 25 cases to Project Sentinel and the California Apartment Association for follow-up on housing discrimination and disputes. However, at 11 referrals, the Fair Housing project met 44 percent of its goal, which comes close to the 50 percent mark. Additionally, SSHH's Housing Counseling program reached 38 percent of its goal, serving 57 individuals out of the anticipated 150 that were set as the 2019 program goals. The decrease in outcomes is also attributed to the decrease in Renters Helpline intakes, as it is the initial process prior to the client being referred to housing counseling.

As with Rebuilding Together Sacramento, SSHH also anticipates many of its accomplishments to be completed in the second half of the program year. This being the case, the low performance level is mainly due to the lack in calls that are often expected through the winter, spring, and summer months, when many people often need housing assistance.

The **City's Public Work's sidewalk repair** program did not begin its project during the program year and did not drawdown any funds. This project was to be completed in the spring and summer months of the originally anticipated CDBG program year, to avoid the rainy winter season. This project will now be completed as part of the 2020 CDBG program year.

Folsom Cordova Community Partnership (FCCP) reached 39 percent of its goal. The partnership was able to leverage the participation in its group mentoring program by partnering with the Folsom Cordova Unified School District and taking advantage of other grant funding to substantially increase the number of mentoring groups, total number of participants, and the number of school sites and housing groups in the region. The popularity of the group mentoring program among at-risk youth has been a key to the successful leveraging of the CDBG funding and helped serve 47 individuals and their families.

FCCP is another example of a subrecipient that regularly assists a large percentage of its beneficiaries in the spring and summer months of the program year. Due to school schedules and youth availability, spring and summer months are often the best months to have access to youth mentoring opportunities. It should be noted that FCCP has regularly met its anticipated accomplishments in prior CDBG program years.

Above Goal – Explanation of Outcomes

Code Enforcement reached 108 percent of its goal. The City-operated Code Enforcement program continues to help proactively address health and safety issues in both residential and commercial neighborhoods in the CDBG target area. In the 2019 program year, Code Enforcement officers responded to a total of 863 instances of code violation issues.

Rental Housing Inspection reached 170 percent of its goal. The Rental Housing Inspection program has been a pivotal program in addressing poor housing conditions in rental housing units in the CDBG target area. The City uses CDBG funding to leverage the program and support the goal of inspecting every registered rental unit in the City in two-year cycles. The program allows the City to proactively address deferred maintenance and poor housing conditions that pose health and safety risks to tenants without requiring that tenants first report on the housing conditions and risk potential retaliation from property owners and landlords. In the 2019 program year, 1,359 inspections occurred through the Rental Housing Inspection program.

Meals on Wheels reached 96 percent of its goal. The Meals on Wheels program expected to serve 151 seniors but ended up assisting a total of 145 seniors in the program year. Hot meals were provided to seniors through the organization’s Café program, in which meals are served Monday through Friday at different host community centers. In conjunction with the Café meals served, the program also supplies meals to homebound seniors, providing individuals with social interaction and a healthy meal to enjoy at home.

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The 2019 program year was the fourth year of the 2016-2020 Five Year Consolidated Plan. The 2016-2020 Consolidated Plan identifies the following goals and priorities for projects funded through CDBG during the five-year cycle. Those goals are as follows:

- Homelessness Prevention
- Senior Services
- Public Infrastructure
- Housing Preservation- Code Enforcement

- Youth Services
- Public Facilities
- Homeless Housing
- Housing Preservation- Homelessness Prevention

CDBG-funded programs in the 2019 program year aligned with six of the eight goals that were outlined in the 2016-2020 Consolidated Plan. Those are **Homelessness Prevention, Housing Preservation for Code Enforcement, Housing Preservation for Homelessness Prevention, Youth Services, Senior Services,** and **Public Infrastructure.** **Table 1** above shows these goals and their associated projects in more detail, along with the one-year progress against the five-year goals established in the strategic plan section of the Consolidated Plan.

The City is currently leveraging non-CDBG funds to help address homeless housing needs and is the primary driving force behind one project in particular, known as the Mather Veterans Village project. This project is a three-phase affordable housing project that will, at completion, include at least 100 permanent supportive housing units for veterans and their families, and as many as 60 transitional housing beds for veterans currently experiencing homelessness. The entire project will be served by the Veterans Resource Centers of America in coordination with Mather Veterans Hospital to serve veterans in need of housing support. Currently, the project is in its final phase of construction and up to 60 transitional housing beds may be ready for occupants by spring 2020.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

Race and Ethnicity	CDBG
White	42.9%
Black or African American	22.9%
Asian	6.2%
American Indian or American Native	0.9%
Native Hawaiian or Other Pacific Islander	0.9%
American Indian or American Native and White	0.0%
Black or African American and White	2.9%
Asian and White	0.6%
American Indian or American Native and Black/African American	0.0%
Other Multi-Racial	22.6%
Total	
Hispanic	6.5%
Not Hispanic	54.7%

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Table 2 above shows the race and ethnic distribution of persons who received assistance or services through the CDBG program during the 2019 program year. The 2017 American Community Survey (ACS) race and ethnicity population estimates for the City of Rancho Cordova are as follows:

Race and Ethnicity	2017 ACS
White	62.4%
Black or African American	9.3%
Asian	12.2%
American Indian or American Native	0.6%
Native Hawaiian or Other Pacific Islander	1.0%
American Indian or American Native and White	0.6%

Black or African American and White	2.2%
Asian and White	1.6%
American Indian or American Native and Black/African American	0.3%
Other Muti-Racial	6.7%
TOTAL Population: 69,482	
Hispanic	21.6%
Not Hispanic	78.4%

The 2016–2020 Consolidated Plan showed certain racial/ethnic groups as having a disproportionate need, compared to the jurisdiction as a whole. A disproportionate need exists when a racial/ethnic group experiences a housing need at 10 percentage points higher than that corresponding group in the jurisdiction as a whole. The 2016 -2020 Consolidated Plan found the following groups to have experienced a greater disproportionate housing need:

American Indian/Alaska Native

- 0-30% AMI households experience at least one housing problem

Black/African American

- 0-30% AMI households experience one or more severe housing problems
- 30-50% AMI households experience one or more severe housing problems
- Severe Cost Burden >50% of Income

Asian

- 30-50% AMI households experience one or more severe housing problems
- 50-80% AMI households experience one or more severe housing problems

Pacific Islander

- 30-50% AMI households experience one or more severe housing problems
- Severe Cost Burden >50% of Income

Two racial/ethnic groups were served by programs at a greater rate than the jurisdiction as a whole. This helps to meet the Consolidated Plan’s goals of serving those racial/ethnic groups with a greater disproportionate need. To illustrate, the City’s population consists of 9.3 percent Black/African American persons, while the population of persons served by CDBG programs consisted of 22.9 percent Black/African American persons. Additionally, the City’s population consists of 6.7 percent multi-racial persons, while the population of persons served by CDBG programs consisted of 22.6 percent multi-racial persons.

The City strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of sex, race, religious background, or disability. All of the CDBG-funded public service programs, including senior services, youth services, and housing counseling, are available to residents citywide. Projects that focus on facility or infrastructure improvements are generally limited to the CDBG target area to help make sure they benefit as many low- and moderate-income residents as possible.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$616,119	\$248,872.48

Table 3 - Resources Made Available

Narrative

In the 2019 program year, the City received an award of \$616,119, and about \$114,260 in prior year rollover funds. For the 2019 program year, the City had originally budgeted for an allocation of \$500,000 to be distributed to different programs and projects. When the actual allocation was received, it was \$116,119 more than originally anticipated. With an increased award the City was able to fully fund projects that were slated to originally receive only a portion of their original application request. These projects included the City's three projects – Rental Housing Inspection, General Code Enforcement, and ADA Sidewalk Repair. Additionally, remaining funds were allocated to Rebuilding Together Sacramento's Critical Systems Repair Program, with the goal of serving additional households in the City. No amendment needed to be made to the AAP, as the funding award announcement was made prior to the due date of the AAP and the draft AAP contained a contingency plan in the event of such a change in funding amount. The following is a list of 2019 City CDBG programs and approved allocation amounts:

- Planning and Administration - \$115,830
- Affordable Housing
 - Rental Housing Inspection Program - \$51,000
 - Code Enforcement - \$51,000
 - Housing Repair - \$198,477
- Non-Housing Community Development Needs
 - Public Infrastructure and Facilities
 - ADA Sidewalk Improvement Project - \$100,000
 - Public Services
 - Folsom Cordova Community Partnership: Group Mentoring Initiative - \$29,574
 - Meals on Wheels: Senior Nutrition - \$38,815
 - SSHH: Fair Housing Services - \$7,393
 - SSHH: Renters Helpline - \$9,242

- SSHH: Housing Counseling - \$14,787

All recipient and subrecipient programs performed according to CDBG Laws and Regulations, found in the Federal Code of Civil Procedure, 24 CFR Part 570 Community Development Block Grants. In addition to all laws and regulations, the City and its subrecipients have made regular drawdowns and completed quarterly reports. All projects, aside from the ADA Sidewalk Improvement project, were completed during the program year, and all projects were completed within their allocated budget. The ADA Sidewalk Improvement project was not able to begin during the 2019 program year due to it originally being scheduled for completion in the spring and summer months of 2020. The City has met timeliness requirements every year since becoming an entitlement jurisdiction.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Target Area	60%	55%	Meals on Wheels, Folsom Cordova Community Partnership, and Sacramento Self-Help Housing programs were provided to populations throughout the city, while programs like Rental Housing Inspection, Code Enforcement, and Rebuilding Together Sacramento Critical Repairs took place in the City’s designated CDBG target area.

Table 4 – Identify the geographic distribution and location of investments

Narrative

Of the total \$616,119 that was allocated for the 2019 program year, approximately 22 percent (\$137,631) was spent on activities in the CDBG target area. Please note that due to the shortened program year, the amount of the total allocation able to be spent in the CDBG target area was significantly reduced. In the six-month period, the City spent a total of \$248,872 on all CDBG activities; table 4 above shows that approximately 55 percent of this amount was spent on activities in the CDBG target area. If the program year were to have run its normal course and end in June 2020, the total percentage of funds dedicated to CDBG target area activities would have been closer to 80 percent of the total allocation.

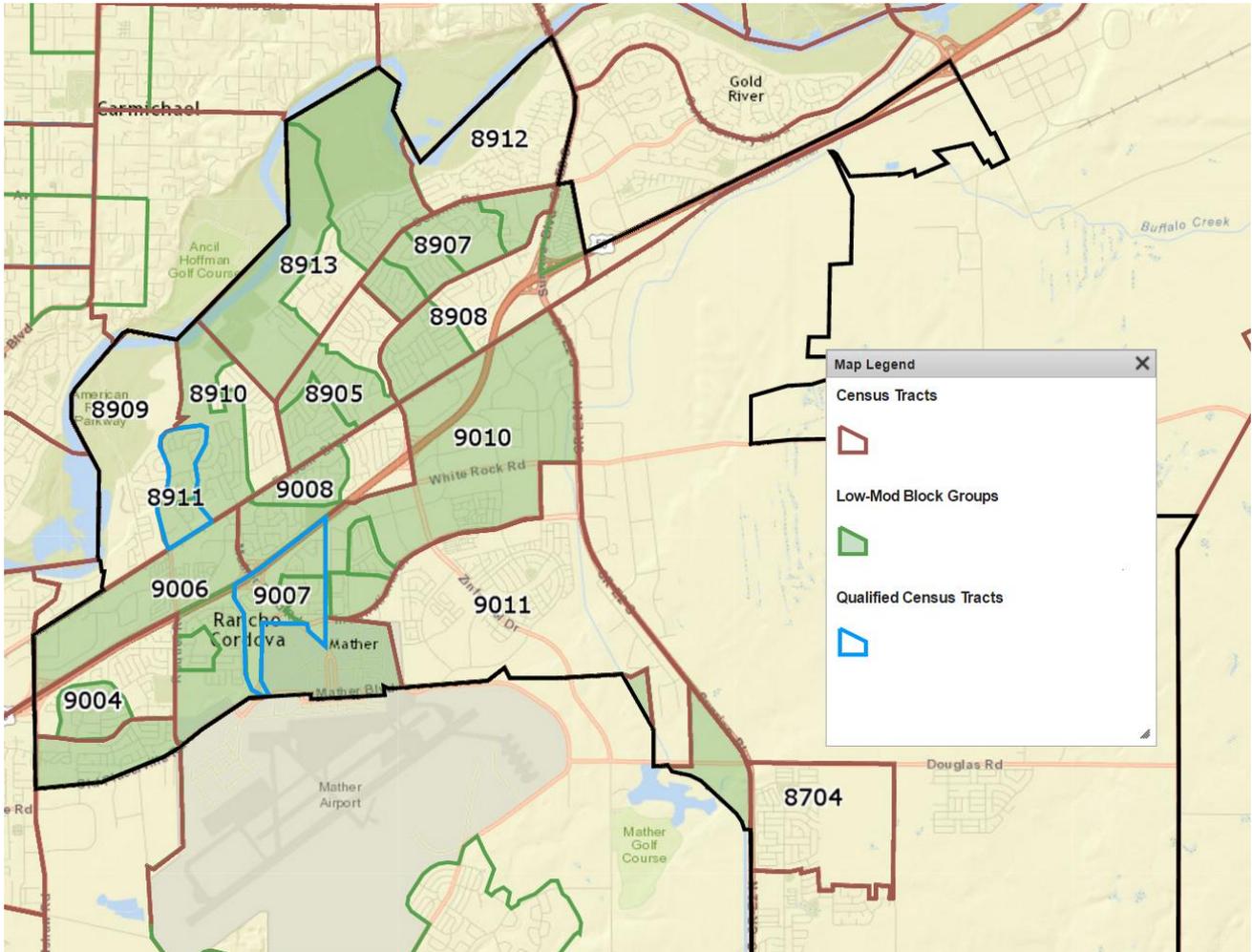
Geographic distribution of activities is widely varied, but most activities take place in or near low- or moderate-income areas. The location of an activity largely depends on the type of activity. Some of

the City's 2019 CDBG activities, such as Meals on Wheels and Housing Counseling, are able to serve populations across the entire city, while other projects and programs are located and provided to populations in the CDBG target area. The primary geography area identified for use in CDBG-funded activities is the CDBG target area, which is made up of census tracts in which more than 50 percent of households earn less than 80 percent of area median income (AMI). The entire CDBG target area is located in the northern older section of the City.

The Rental Housing Inspection program and Code Enforcement activities funded by CDBG take place in the City's designated CDBG target areas, as seen in **Figure 1**. The investment of other public and private funds in these areas will provide a comprehensive approach to revitalization.

As shown in **Figure 1**, much of the City, including many residential neighborhoods, is in the CDBG target area. This allows for a significant percentage of the annual CDBG allocation to be focused in these low-moderate income areas of the City.

Map 1



Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with the federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with the available CDBG funding.

The City's CDBG program does not have any match requirements. The City has pursued state of California housing funds whenever appropriate and will continue to look for opportunities to leverage private and non-federal resources and begin to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects will have the best results for the community and the low- and very low-income residents they are intended to serve. Sources may include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

Table 5 – Number of Households

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0

	One-Year Goal	Actual
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 6 – Number of Households Supported

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	16	2
Number of households supported through Acquisition of Existing Units	0	0
Total	16	2

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

As mentioned earlier, the difference in expected outcomes and actual outcomes is due to the abrupt program year change that occurred halfway through the year. All 2019 CDBG-funded projects and programs were on track to meet their anticipated accomplishments. It is important to keep in mind that the lack in performance portrayed in this report does not accurately reflect the subrecipients’ actual performance for the six-month 2019 program year.

In the 2019 program year, the City continued to address its affordable housing needs in a variety of ways. For example, the City’s partnership with Rebuilding Together Sacramento made it possible for income-qualified residents to receive emergency health and safety repairs to their homes. These residents might otherwise not have a habitable home, which could lead to homelessness. The repair program also contributes toward the continued preservation of the existing stock of affordable housing, a high priority goal identified in the 2016-2020 Consolidated Plan. This program successfully repaired two homes out of the 16 that were anticipated, within the CDBG target area. The program is on track to meet its goal of 16 anticipated repairs before June 2020.

The City also preserves affordable housing through code enforcement and rental inspection efforts, which ensure that all rental housing is safe and habitable. The continued success of the

Rental Housing Inspection and Code Enforcement programs, run by the City's Neighborhood Services Division, is largely because of the funding and technical assistance received through the CDBG program. These programs were able to meet their goals, even with the shortened program year, due to an increased number of cases and the integration of new personnel to run the programs.

SSHH saw an increase from the previous year in its intakes through the Renters Helpline program, which affected the accomplishments of the other two programs, Fair Housing Services and Housing Counseling. Though it was not able to meet its anticipated goals, due to the change in program year, SSHH was on track to meet its anticipated goals by the original program year end date of June 30, 2020. The City provided additional funding to SSHH in the 2019 program year to be used for additional outreach materials. SSHH joined City staff in December 2019 during a pop-up event at the Mather light rail station, in which they distributed information and materials to renters living or working in Rancho Cordova.

Discuss how these outcomes will impact future annual action plans.

The City plans to address housing needs, but without significant additional resources, the City will continue to focus CDBG dollars where they will do the most good for low- and moderate-income households through better access to affordable housing, services, and public infrastructure.

The City's plan for the 2020 program year is to continue cooperating and actively engaging the County of Sacramento in its attention to homelessness issues, including chronic homelessness and near homelessness. The City will continue to contract with SSHH to provide housing counseling and homelessness prevention to Rancho Cordova residents. For anyone that wishes to learn more information about SSHH, information is accessible to Rancho Cordova residents at <https://www.sacselfhelp.org/>, by telephone, and by walk-in appointment.

Due to the continued success of Rebuilding Together Sacramento's Critical Systems Repair project, the City will continue to fund this program in the 2020 AAP. This program has proven to be effective in assisting low-income individuals in housing repairs and directly benefitting individuals who lack alternative options to housing improvements. Additionally, this organization continues to abide by CDBG reporting and reimbursement procedures, which is a very beneficial aspect to the administration costs of the CDBG program.

With 2019 program funds, the City allocated \$102,000 to the two City-run Neighborhood Services projects: the Rental Housing Inspection program and Code Enforcement. These programs were able to exceed their planned goals for the program year and provide the CDBG target area with blight and

nuisance prevention, along with assistance in mitigating rental housing unit dilapidation and safety problems. The City will continue to allocate CDBG funds to these two programs for the 2020 program year.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Table 7 –Number of Persons Served by Income Level

Number Person Served	CDBG Actual	% Total
Extremely Low-income	213	59.5%
Low-income	71	19.8%
Moderate- income	38	10.6%
Non Low/Moderate Income	36	10.0%
Total	358	
Total Low-to-Moderate Income Persons Served		89.9%

Narrative Information

Income categories for the CDBG program are set through the HUD Adjusted Median Family Income (HAMFI) formula. HUD adjusts this formula each year to address inflation and changes in household costs. The CDBG requirement is that a minimum of 70 percent of all CDBG recipients must be low to moderate income. The HAMFI for Sacramento County in the 2019 program year was \$83,600 for a family of four; since 80 percent of HAMFI is considered low income, this calculates to \$66,880 for a family of four. All persons assisted with CDBG-funded programs are required to provide income data to identify which category they fit: extremely low income (30 percent or less of HAMFI), very low income (31-50 percent of HAMFI), low income (51-80 percent of HAMFI), or moderate income (81-120 percent of HAMFI). About 78 percent of persons assisted through CDBG funds were low income with incomes less than 80 percent of HAMFI.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

The City established a set of strategies and priority actions to expand homeless services and provide supportive housing opportunities to elderly persons, disabled veterans, and other persons with special needs. Since CDBG funding fluctuates from year to year, the City is seeking additional funding for programs and services aimed at assisting homeless persons and non-homeless special needs populations to supplement funding of current programs.

During the 2019 program year, the City continued its relationship with SSHH to assist homeless and special needs populations. SSHH provides vital homelessness prevention services and resources to individuals and families who are at imminent risk of homelessness due to housing discrimination and landlord disputes. SSHH provides a Renters Helpline, as well as housing counseling to help with landlord/tenant disputes and housing discrimination cases. A collaborative approach between SSHH, California Apartment Association, and Project Sentinel provides a telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. The SSHH team deals directly with concerns about landlord/tenant disputes while fair housing issues are identified and referred to Project Sentinel. The collaborative team aims to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities to protect residents in danger of homelessness.

The City also contracts with SSHH for one full-time Outreach Navigator. The navigator seeks out homeless individuals and families to provide outreach services, which include connecting clients with immediate resources such as mental health services, general health services, substance abuse services, income services, identification documents and other documents necessary to help homeless persons meet the ultimate goal of finding shelter and housing. The Outreach Navigator also assists in gathering information through the Vulnerability Index Service Prioritization Decision Tool or VISPDAT. This program is not funded through CDBG but is supported through other City funds.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City participates in the regional Continuum of Care (CoC) through the nonprofit Sacramento Steps Forward (SSF). SSF manages the Sacramento Area CoC process, which establishes a set of strategies and

priority actions to expand the City's homeless programs and services and provide supportive housing opportunities and services. The CoC is working on several system updates to improve the flow of shelters and transitional housing, which includes policy and process improvement for the County shelters, lower barriers to housing programs, and improvement to placements into the different housing services offered in the region. Rancho Cordova is also home to the Mather Community Campus, a transitional living facility that supports homeless individuals and families and includes job training, as well as housing and supportive services. The City is currently coordinating with the County, Mather Veterans Administration Hospital, and a competitively selected nonprofit development team to develop a comprehensive range of housing opportunities for homeless, near homeless, and disabled veterans. None of these efforts are funded through CDBG and are all supported through other funding sources and staff time.

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

The City contracts with SSHH to provide counseling to low-income households who are at risk of becoming homeless. This program is intended to prevent homelessness, and the counseling helps individuals and households to maintain housing stability. The housing counseling providers keep a detailed database of housing resources that are available to homeless and near-homeless residents. SSHH also provided assistance to tenants facing relocation as the result of the sale or dilapidation of their housing or other catastrophe. Residents can also call the Renters Helpline at (916) 389-7877 and get access to homeless and homelessness prevention services. Through a collaborative approach between SSHH, the California Apartment Association, and Project Sentinel, the City is able to help facilitate the provision of a telephone hotline, tenant education, housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute.

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 refers individuals to housing counseling providers that keep a detailed database of housing resources that are available to homeless and near-homeless residents. Rancho Cordova is home to the Mather Veterans Village, which provides transitional and permanent supportive housing specifically for homeless and near-homeless veterans in the region. The Mather Community Campus provides units as both a permanent and transitional living facility, as well as offering job training and supportive services for homeless individuals and families to prevent repeated patterns of homelessness. The City does not receive enough in CDBG funds to support these projects solely through the CDBG program and relies on coordination with other agencies and nonprofits as well as alternative funding sources to support these projects.

Additionally, the City's adopted Housing Element identifies a specific policy to remove potential constraints to housing for persons with disabilities:

- H.3.3 – Provide housing for special needs populations, including housing accessible for persons with disabilities (including veterans as a primary target group), large households, homeless individuals, and single-parent households.

Projects, such as the Mather Veterans Village, work to address underserved needs of individuals in the City with disabilities and other special needs. Concurrently, goals identified in the Housing Element, such as the one mentioned above, work to break down barriers to affordable housing among these same populations.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City does not own any public housing. According to the City's 2013-2021 Housing Element, there are 17 housing developments located in Rancho Cordova providing subsidized housing, with a total of 1,585 low- and very low-income units. Subsidized units account for approximately 7 percent of the total housing stock. All of the affordable housing projects currently in use, in planning, or in construction will be managed by the SHRA and nonprofit developers and will include coordination with the SHRA for vouchers and other rental subsidies. The 2016-2020 Consolidated Plan does not include plans to construct or operate public housing.

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

While the City is dedicated to increasing community outreach and involving neighborhoods in the decision-making process, the City does not plan to participate in any activities to increase resident

involvement in SHRA-owned and -operated public housing unless specifically asked to do so by SHRA.

Actions taken to provide assistance to troubled PHAs

SHRA has a Satisfactory Participation Score with HUD.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. Details of these actions can be found in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The need for affordable housing for lower-income households and supportive housing for persons with special needs continues to exceed available resources. The City has provided services, discussed previously in the Homeless and Other Special Needs narrative, and has worked to offer housing opportunities to underserved groups, including homeless individuals and veterans with disabilities. The City continues its active participation in County, Mather Veterans Administration Hospital, and service provider efforts to locate and develop a continuum of housing opportunities for disabled veterans.

The City has continued its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The goal in this effort is to reduce the burden of providing services within each jurisdiction with CDBG funding. The City has worked directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

The City also plans to use its CDBG funds to promote the local provision of services for low- and

moderate-income residents in Rancho Cordova. Furthermore, the City will encourage area service providers to offer services in the community. In the 2020 program year, several organizations (including SSHH, Meals on Wheels, and Folsom Cordova Community Partnership) will provide services in Rancho Cordova.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City works with a certified lead-based paint inspector to identify lead-based paint hazards when necessary. This inspector is qualified to conduct lead-based paint identification, assessment, and clearance services to reduce lead hazard.

The City complies with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 CFR 35 Subpart B. Compliance includes the following strategy:

Housing Rehabilitation: All housing rehabilitation activities funded under this plan will assess lead hazard risk before proceeding, including the planned Emergency Repair Grant Program. This applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100. All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described in 24 CFR 35.110. At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described in 24 CFR 35.110.

When needed, Rebuilding Together Sacramento conducts lead-based paint inspections through a contractor. Additionally, the City provides free printed information regarding the potential hazards of lead-based paint at the City Hall permit counters.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City continues to fund public services intended to help poverty-level families. The City's anti-poverty strategy is based on revitalizing Rancho Cordova's existing housing stock to provide safe and decent places to live, and on supporting the services of social services agencies that promote income and housing stability. The City's strategy also includes supportive services for target-income residents, including senior and youth services. For example, the City continued to fund SSHH in the 2019 program year, as SSHH provides vital services and resources to families who are homeless or are at imminent risk of homelessness, and Rebuilding Sacramento Together, a program that helps low-income homeowners rehabilitate necessary health- and safety-related issues in their home in order to avoid homelessness due to habitability issues.

The City also continued to fund other anti-poverty programs such as the Senior Nutrition program offered by Meals on Wheels, and the Folsom Cordova Community Partnership's Group Mentoring Initiative for Youth populations and their families. This latter program supports youth and enhances community involvement through intensive one-on-one youth mentoring to help improve economic

opportunities for low-income youth in Rancho Cordova.

In November 2014, Rancho Cordova voters approved Measure H, a half-cent sales tax measure, which has generated revenue for the City's general fund. The local fund is called the Community Enhancement Fund and provides funding for projects administered by individual residents, organizations, businesses, and community partners who are interested in enhancing the Rancho Cordova community. The City received 81 applications for funding and considered 76 of those applications. During the 2019 CDBG program year, there were several Community Enhancement Fund projects, many of which will reduce the number of poverty-level families. Projects include, but are not limited to, free community college for the first year for recent high school graduates attending the Folsom Lake College Rancho Cordova location (year 2 of 3); Career Choices and Changes – a 17-week course for 30 adults, held at the Rancho Cordova Folsom Cordova Adult School; PRO Youth and Families – Governments Engaging Youth in the City of Rancho Cordova; on-site youth career center at Cordova and Kinney High Schools; Boys & Girls Clubs of Greater Sacramento: Serving the Youth of Rancho Cordova; and Beyond the Village, which offers workforce development and training, with a special emphasis on veterans and adults 55+ who are unemployed, under employed, or looking for ways to improve their current job situation.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City developed a monitoring system to ensure that the activities carried out in furtherance of the AAP are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501 and 2 CFR 200 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.

The City's Community Development Department (CDD) is responsible for the management, implementation, and monitoring of Consolidated Plan documents, including the AAP and all other subsequent documents related to the implementation of the CDBG program.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works, as well as partner districts, such as Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these divisions. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City strives to provide training opportunities and technical assistance to grant subrecipients and works to establish best practices. The City's goal is for all subrecipients to update their programs to integrate industry best practices into the day-to-day and long-term activities of programs. In addition, the City is continuing its initiative to coordinate activities with neighboring cities, especially in regard

to responding to fair housing-related efforts. Coordinated efforts include joint monitoring of common service providers, such as the monitoring that occurred during the 2019 program year for SSHH, standardizing reporting requirements and forms to encourage efficiency and consistency, and sharing information from workshops.

During the 2019 program year, the City implemented contracts with local service organizations that provide assistance to senior/elderly households, households at imminent risk of homelessness, and special needs populations. These subrecipients have all received CDBG funding in the past from the City. City staff and City Council have realized the continued need for these services and have instituted the multi-year contracts to provide continuity of services and help reduce administrative burden.

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

In 2019, the Sacramento Valley Fair Housing Collaborative completed a Regional Analysis of Impediments to Fair Housing Choice (AI). Led by SHRA, the City of Rancho Cordova and surrounding constituent entities were part of a 14-jurisdiction regional collaborative effort to complete the new AI for the County of Sacramento.

The AI included surveys of both the general public and fair housing stakeholders in the region, as well as various other data that was collected to assess housing characteristics in the region. Key fair housing barriers identified in the analysis were centered on historical segregation and integration challenges, a lack in affordable renting options, stricter rental policies, a lack in affordable housing for disabled populations, disparities in access to homeownership, educational inequities, and various other contributing factors. The CDBG funds allocated to fair housing efforts were utilized to help the City make progress addressing the specific impediments.

During the 2019 program year, the City partnered with SSHH to provide fair housing and landlord/tenant services. The City is also a partner in the Renters Helpline, a service offered by SSHH that is designed to determine if calls they receive represent a fair housing issue or a landlord/tenant or life crisis issue. SSHH staff is trained to answer calls and make accurate determinations. In the City of Rancho Cordova, the Renters Helpline assisted 128 households between July 1, 2019, and December 31, 2019, referred 11 cases to additional fair housing services, and assisted 57 households through the Housing Counseling program.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City staff communicated with the subrecipients' staff responsible for each activity prior to the beginning of the program year. All subrecipients were informed of the obligations to collect the required information on income, household composition, and race and ethnicity. Staff provided technical assistance to subrecipients throughout the year as needed.

During the 2019 program year, City staff examined the progress the subrecipients were making toward performance targets through desk monitoring. Subrecipients are required to report the demographics of their service population on a quarterly basis, as well as additional supporting information such as general ledger and program accounting documents. Each subrecipient agreement contains provisions for reductions to or suspensions of payments in the event that targets are not being met (without valid reason) or past performance issues have not been resolved.

The City has continued to emphasize the importance for subrecipients to gather complete and accurate information on the persons and/or households they serve, and to regularly report their progress.

In the fall of 2019, CDBG staff conducted a monitoring of the City's Public Works Department for the CDBG-funded 2019 Sidewalk Improvement project. Additionally, In the 2018-19 program year, the City conducted an on-site audit of SSHH and Meals on Wheels in collaboration with other local grantors. The City plans to conduct ongoing desk monitoring on all CDBG-funded programs throughout the 2020 program year, as well as a monitoring of two subrecipients that will be selected at a later date. The CDBG program has successfully met expenditure deadlines in years past and is on target to meet its deadlines for the 2019 program year. The City is also current on quarterly and semi-annual reports due to HUD.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

This report was made available for public review during a 15-day public comment period from February 28, 2020, to March 13, 2020.

A public notice announcing its availability was published in the *Grapevine Independent* and posted on the City's website on February 14, 2020. The public notice included the purpose of the report, the

premise of the CDBG program, information identifying the public hearing that will be held to approve of the CAPER, the address of City Hall, staff contact names, mailing addresses, phone numbers, the website to view the report, and information on where to direct comments and questions.

Copies of this CAPER are made available for public review and comment in electronic format found online on the City of Rancho Cordova's website (www.cityofranhocordova.org) along with a printed copy located at City Hall. A public hearing to approve of this report was held on March 16, 2020, at the Rancho Cordova City Council meeting held at City Hall, 2729 Prospect Park Drive, Rancho Cordova, California 95670.

Public comments received: TBD

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes were made to program objectives during the 2019 program year.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

Not applicable.

