

a fresh take.
RANCHO CORDOVA
CALIFORNIA



2016-2017 CDBG Action Plan

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EXECUTIVE SUMMARY

The 2016-2017 Action Plan is a one-year plan to address community development and low- and moderate-income community needs in the City of Rancho Cordova. It is the first Action Plan in the implementation of the City's five-year Consolidated Plan for the 2016-2020 period. The City's Community Development Department is responsible for implementing both the Consolidated Plan and the annual Action Plan. The City plans to use a variety of funding sources to meet its housing and community development needs, including Local Housing Trust Fund money, Community Development Block Grant (CDBG), and CalHome funds, as well as other local funds.

The City is scheduled to receive \$559,369 for its 2016-2017 allocation of CDBG funding from the U.S. Department of Housing and Urban Development. The 2016-2017 program year marks the third year that the City has teamed with ZoomGrants (www.zoomgrants.com) to provide an efficient online application process. Rather than handling paper applications, staff has convenient online access to the grantees' information and documents. ZoomGrants has the ability to streamline application reviews and committee collaboration regarding CDBG applications. After the public notice of the CDBG Capital RFP, staff hosted a technical workshop to give an overview of ZoomGrants and answer questions related to this year's application process.

In the 2012-2013 and 2013-2014 program years, the City executed 2-year contracts with its subrecipients providing CDBG funded services. These organizations include: Folsom Cordova Community Partnership (FCCP), Meals on Wheels (MOW), Sacramento Self-Help Housing (SSHH), and Respite C.L.U.B. by the Cordova Neighborhood Church. The City has contracted with these organizations in the past for the CDBG services they provide, and is confident in their capacity to report regularly on activities performed. To save time and administrative burden on the part of both the City and the organizations, staff had recommended the implementation of 2-year contracts. All subrecipients will be reporting achievements on an annual basis, which will be reported through the Integrated Disbursement and Information System (IDIS) and the Consolidated Annual Performance Evaluation Report (CAPER).

Throughout the process of drafting the Action Plan, City staff encouraged citizen participation and feedback. Staff invited residents to attend a Public Hearing on May 2, 2016 at City Hall to provide feedback on the proposed 2016-2017 Action Plan, and gave individuals an opportunity to review the draft document. The document was made available at City Hall and on the City's website beginning on April 8, 2016. Staff provides key objectives on the following pages, based on feedback received and staff's knowledge of services and infrastructure needs in the community.

Objectives

The City's key objectives for the 2016-2017 funding period are based on the public surveys used in the 2016-2020 Consolidated Plan and include the following:

- Improve housing opportunities, accessibility, affordability, and sustainability:
 - Continue to arrest decline in deteriorated areas of the City by requiring rental property owners to fix code violations and improve their properties, and continuing code enforcement efforts;
- Continue assisting community-based organizations with funding that allows them to provide new or expanded services to target low-income residents, especially seniors and youth;
- Improve accessibility to public facilities for youth and seniors; and
- Improve accessibility and American with Disabilities Act (ADA) compliance improvements to public infrastructure, such as sidewalks, crosswalks, and other public facilities, that increase public safety and improve the living environment of the City.

Outcomes

The City's housing outcomes for this planning period (July 1, 2016 – June 30, 2017) are primarily directed at providing needed services for youth, homeless, and seniors in the community, improving accessibility to community facilities, and providing funding for our Emergency Repair Grants Program to provide more residents a chance to receive emergency health and safety repairs in their homes.

The City intends to continue to fund five public services programs, which are expected to benefit approximately 1,000 residents in the 2016-2017 program year:

- Meals on Wheels (MOW) Senior Nutrition Services, which provides homebound seniors with hot meals or frozen heat-and-serve meals, and provides lunch to seniors at the Cordova Senior Center.
- Folsom Cordova Community Partnership (FCCP) Group Mentoring Initiative, which provides youth support and improves community involvement through intensive youth mentoring.

- Sacramento Self-Help Housing (SSHH), which provides services to residents who are in danger of homelessness, or who are already homeless, to aid them in securing stable housing. SSHH will also provide tenant/landlord mediation to assist low-income and very low-income renters who have a conflict with their landlord or property manager. Sacramento Self-Help Housing is also providing a Renters Helpline to help with tenant/landlord disputes and housing discrimination cases. A collaborative approach between SSHH, Rental Housing Association, and Project Sentinel will provide a telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. The SSHH team will deal directly with concerns about tenant/landlord disputes while fair housing issues will be identified and referred to Project Sentinel. The collaborative team wants to reduce housing discrimination, promote public awareness of fair housing laws and rights and assist persons with disabilities.
- Respite C.L.U.B. by the Cordova Neighborhood Church, which provides affordable, senior respite day care services to senior with severe memory loss.

The City also plans to fund various capital improvements projects to benefit the community:

- City will continue to fund its Rental Housing Inspection Program, in which the City Neighborhood Services Department inspects rental units in CDBG target areas to find and correct code violations.
- City will also continue funding its Code Enforcement activities, in which City Neighborhood Services Code Enforcement officials provide code enforcement services in CDBG target areas.
- The City plans on funding accessibility improvements to the Hagan Community Park Education Barn.
- The City plans on funding the Roof Rehab & Repair Program by Rebuilding Together Sacramento (RTS).
- Additionally, the City funds an annual sidewalk program that removes and replaces damaged curbs, gutters, and sidewalks to meet current ADA standards throughout the City.

Evaluation of Past Performance

The 2015-2016 program year is still in progress, and the Consolidated Annual Performance and Evaluation Report (CAPER) will be available for review in September 2016. The CAPER for the previous 2014-2015 program year was accepted by HUD as adequate, and is available on the City's website for viewing.

Citizen Participation Process

The City utilized the Citizen Participation Plan in the creation of this Action Plan. The 2016-2017 Action Plan will be presented at a City Council meeting on May 2nd for Council approval. This Action Plan was noticed on April 8th, and made available for public comment. According to the City's Citizen Participation Plan, the Public Comment Period must be open for a minimum of 30 days.

Any public comment the City receives will be included in the Appendix to this document.

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, 2016 and June 30, 2017.

The major objectives of activities undertaken during the 2016-2017 funding year will be the furthering of issues identified in the 2016-2020 Consolidated Plan, which include efforts to:

- Arrest decline in deteriorated areas of the City by requiring rental property owners to fix code violations and improve their properties, and by increasing code enforcement efforts;
- Assist community-based organizations with funding that allows them to provide new or expanded services to target low-income residents, especially seniors and youth; and
- Improve accessibility to public facilities for youth primarily through after-school activities.

Resources

The City of Rancho Cordova has been allocated \$559,369 in CDBG funding for the 2016-2017 program year. 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 (SHRA). The City supports private developers in their applications for low-income housing tax credits, when possible, but does not manage or administer affordable housing.

The City does not have any CDBG programs that are currently bringing in any program income. All program income from previous program years has been obligated, spent, and drawn down from HUD.

Activities to be Undertaken

Table 1 below provides a description of the activities to be undertaken during the 2016-2017 program year. The one-year objective (output) and the estimated amount of CDBG funding allocated to each activity are identified. All activities are anticipated to be completed during the program year (July 1, 2016 to June 30, 2017). More detailed descriptions of activities follow the table.

The City chose to emphasize increased access to public facilities, continued funding for health and safety improvements to residents' homes, and continued funding of public services activities with its CDBG funding, as there are relatively few other sources of funding available to finance these activities. Within public services, the City gave a high priority to activities serving seniors and youth, as well as providing fair housing support, education, and service efforts in the community.

Table 1

**Proposed CDBG Activities and Projects:
Program Year 2016-2017**

Goal	Activity Name	Activity Description	Output	Funding
Housing				
HS-1, HS-2	Rental Housing Inspection Program	Inspect rental units in CDBG target areas to find and correct code violations.	800 units inspected	\$70,000
HS-1, HS-2	Code Enforcement	Provide code enforcement services in CDBG target areas.	800 units inspected	\$70,000
Public Facilities				
CD-2 CD-3 CD-4	Accessibility Improvements to Hagan Community Park Educational Barn	Sidewalk accessibility and two accessible spaces w/van aisle	1 public facility improved	\$23,590
CD-2 CD-3 CD-4	Public Works ADA Improvements	Sidewalk repair and gap completion projects, including installation of wheelchair ramps, crosswalks, and damaged sidewalk repairs	1 public works project completed	\$100,000
CD-2 CD-3 CD-4	Rebuilding Together Sacramento	Roof Rehab & Repair Program	8-12 Housing Units Repaired	\$100,000

Public Services				
CD-2 CD-3	Group Mentoring Initiative (Folsom Cordova Community Partnership)	Provide youth support and improve community involvement through intensive one-on-one youth mentoring.	60 youth served	\$20,000
CD-1 CD-3	Senior Nutrition Program (Meals on Wheels)	Provide homebound seniors with hot meals or frozen heat-and-serve meals and provide lunch to seniors at the Cordova Senior Center.	150 seniors provided meals. A daily average of 48 Home Delivered Meal participants and 9 Congregate Meal participants.	\$31,405
HA-1 CD-3	Housing Counseling (Sacramento Self-Help Housing)	Provide housing services to residents who are in danger of homelessness, or who are already homeless, to aid them in securing stable housing.	150 households provided counseling	\$10,000
HA-1 CD-3	Tenant Landlord Mediation (Sacramento Self-Help Housing)	Responds to requests from Rancho Cordova residents who are in danger of becoming homeless due to conflicts with their landlord or property manager and are seeking assistance.	180 households provided services via Renters Helpline	\$10,000

CD-1, CD-3	Respite C.L.U.B.	Provides senior respite day care services to seniors with severe memory loss.	29 seniors provided day care services	\$10,000
HS-1, HS-2	Fair Housing (via Sacramento Self-Help Housing)	Provide fair housing services to residents by responding to inquiries of illegal housing discrimination and investigating discrimination complaints.	30 households provided assistance through information and referral or consultation. Investigate a minimum of 10 complaints or audits of potentially discriminatory housing. Outreach and education for housing providers, social service agencies, and the public	\$2,500 Services Funding (in addition to \$13,500 from Planning and Admin.)
Planning & Admin				
	Planning and Administration	Provide general administration of the CDBG program, including all planning and reporting activities.	1 year of program administration.	\$111,874 (\$13,500 of this total to be used to further Fair Housing efforts)

HOUSING ACTIVITIES

The following sections identify the different housing activities and programs to be funded out of CDBG for the 2016-2017 program year. This includes the Rental Housing Inspection and Code Enforcement programs, which are operated by the Neighborhood Services Division, and Rebuilding Together Sacramento's Roof Rehab and Repair Program.

Rental Housing Inspection Program

The rental housing inspection program is an area benefit activity wherein CDBG is partially funding the salary and benefits for 1 FTE code enforcement officer whose duties will include inspecting rental units within the CDBG target area (see Figure 1). The City has many rental units which, due to general age and deferred maintenance, are out of compliance with applicable codes. This program, in coordination with private investment by property owners, will arrest the decline of the area by requiring landlords to improve their properties to meet state health and safety standards and City Municipal Code standards.

2016-17 Output: 800 rental units inspected

Outcome Category: DH-3 "Decent Housing with Purpose of New or Improved Sustainability"

Goals Addressed: HS-1, HS-2

Funding: \$70,000

Code Enforcement

The code enforcement program is also an area benefit activity wherein CDBG is partially funding the salary and benefits for 1 FTE code enforcement officer whose responsibilities will include responding to code enforcement complaints and proactively enforcing City's Municipal Code and state health and safety code in single family homes and businesses in the CDBG target area to enforce reduction of blighted conditions (see Figure 1).

2016-17 Output: 800 units inspected

Outcome Category: DH-3 "Decent Housing with Purpose of New or Improved Sustainability"

Goals Addressed: HS-1, HS-2

Funding: \$70,000

Rebuilding Together Sacramento

The Roof Rehab & Repair Program will directly benefit the residents in the 8-12 homes served. Typically there is an average of 1.5 individuals in each home equating to 17-25 residents. The populations that will benefit from roof services are low-income homeowners who are elderly, disabled or families with children. Typically 90% of Rebuilding Together Sacramento's services are for homeowners who are elderly and/or disabled. Families with children are served when there is a compelling need. The roof will increase the health and safety of the occupants and the value of the home.

2016-17 Output: 8-12 Housing Units
 Outcome Category: DH-2 "Affordability of Decent Housing"
 Goals Addressed: HS-1, HS-2
 Funding: \$100,000

PUBLIC FACILITIES

The City has identified a few public facilities needs that are to be addressed during the 2016-2017 program year.

Hagan Community Park Educational Barn (Cordova Recreation & Park District)

The project would construct two new accessible parking spaces with a van accessible aisle and an accessible concrete walkway. The project includes two exterior interpretive signs to illustrate the barn's teaching curriculum and to describe the barn's occupants.

The education barn at Hagan Community Park was originally preserved and donated to the Park District by the Rancho Cordova Rotary Club. The mission statement and core values of the barn is to enrich and develop youth, by encouraging a sense of community and work ethic through the education of ethical and humane treatment of animals and the web of life.

2016-17 Output: 1 Public Facility Renovated
 Outcome Category: SL-1 "Availability/Accessibility of Suitable Living Environment"
 Goals Addressed: CD-2, CD-3, CD-4
 Funding: \$23,590

Public Works ADA Improvements

The City plans to dedicate \$100,000 in CDBG funds to its Public Works Department for the Pedestrian Improvement Program, which will allow for continued development and improvement of annual sidewalk repair and gap completion projects that provide safety and consistency in the existing pedestrian network. These improvements may include the installation of wheelchair ramps, crosswalks, and damaged sidewalk repairs.

2016-17 Output: 1 Public Works Project Completed

Outcome Category: SL-1 “Availability/Accessibility of Suitable Living Environment”

Goals Addressed: CD-2, CD-3, CD-4

Funding: \$100,000

PUBLIC SERVICES

CDBG annually supports several of the most critical and valuable public services available in the City. These services are selected, in-part, as a response to the needs identified in the 2016-2020 Consolidated Plan, and are focused on serving at-risk youth, seniors, and near-homeless individuals and families.

Group Mentoring Initiative (Folsom Cordova Community Partnership)

The Group Mentoring Initiative, operated by the Folsom Cordova Community Partnership (FCCP), is a program that facilitates one-on-one mentoring for at-risk and disadvantaged youth. The program uses a multi-faceted mentoring and activity-based curriculum to encourage youth to stay away from socially disadvantageous activities and to pursue education and active community engagement.

2016-17 Output: 60 youth served

Outcome Category: SL-1 “Availability/Accessibility of Suitable Living Environment”

Goals Addressed: CD-2, CD-3

Funding: \$20,000

Senior Nutrition Services (Meals on Wheels)

The Senior Nutrition Services program, Meals on Wheels (MOW), provides homebound seniors with hot meals or frozen heat-and-serve meals, and provides lunch to seniors at the Cordova Senior Center. MOW has received CDBG funding in previous program years, and provides a valued service to the City’s senior population.

2016-17 Output: 150 seniors provided with meals

Outcome Category: SL-1 “Availability/Accessibility of Suitable Living Environment”

Goals Addressed: CD-1, CD-3

Funding: \$31,405

Tenant Landlord Mediation – Renters Helpline & Housing Counseling (Sacramento Self-Help Housing)

Sacramento Self-Help Housing, Inc. provides counseling and housing referrals to homeless and near-homeless individuals and households. With funding, the organization plans to continue operating in the City’s primary low-income service center, the Rancho Cordova Neighborhood Center. In addition to providing counseling services, the organization will continue to provide services for the Renter’s Helpline tenant-landlord counseling, case management, and fair housing referrals. The proposed funding amount accounts for these additional services.

2016-17 Output: 330 households provided counseling

Outcome Category: SL-1 “Availability/Accessibility of Suitable Living Environment”

Goals Addressed: HA-1, CD-3

Funding: \$10,000 for Tenant Landlord Mediation & \$10,000 for Housing Counseling

Elderly Services (Respite C.L.U.B.)

Respite C.L.U.B. is a service provided by the Cordova Neighborhood Church. The C.L.U.B., which has received CDBG funding in past years, provides affordable, senior respite day care service to seniors with severe memory loss. The program provides a much-needed service to seniors in the community, while also providing respite to individual caregivers (family members) who might otherwise need to pursue permanent living facilities for the seniors they care for.

2016-17 Output: 29 seniors provided day care services

Outcome Category: SL-1 “Availability/Accessibility of Suitable Living Environment”

Goals Addressed: CD-1, CD-3

Funding: \$10,000

Fair Housing (Sacramento Self-Help Housing)

The City is working with Sacramento Self-Help Housing to provide tenant-landlord counseling, case management, and fair housing referrals. The City has also established a Renters Helpline, which serves as a collaborative approach between Sacramento Self-Help Housing (SSHH), the Rental Housing Association and Project Sentinel to provide a

telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. The Renters Helpline team deals directly with concerns about landlord-tenant disputes while fair housing issues are identified and referred to Project Sentinel. The goals of the collaborative team are to reduce housing discrimination, promote public awareness of fair housing laws and rights and assist persons with disabilities.

2016-17 Output: 30 households assisted

Outcome Category: SL-1 "Availability/Accessibility of Suitable Living Environment"

Goals Addressed: HS-1, HS-2

Funding: \$16,000 (\$2,500 from Services, \$13,500 from Planning and Administration)

PLANNING & 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.

2016-17 Output: Quality administration of the CDBG program

Goals Addressed: PA-1

Funding: \$111,873 (\$13,500 of this total to go to furthering Fair Housing efforts)

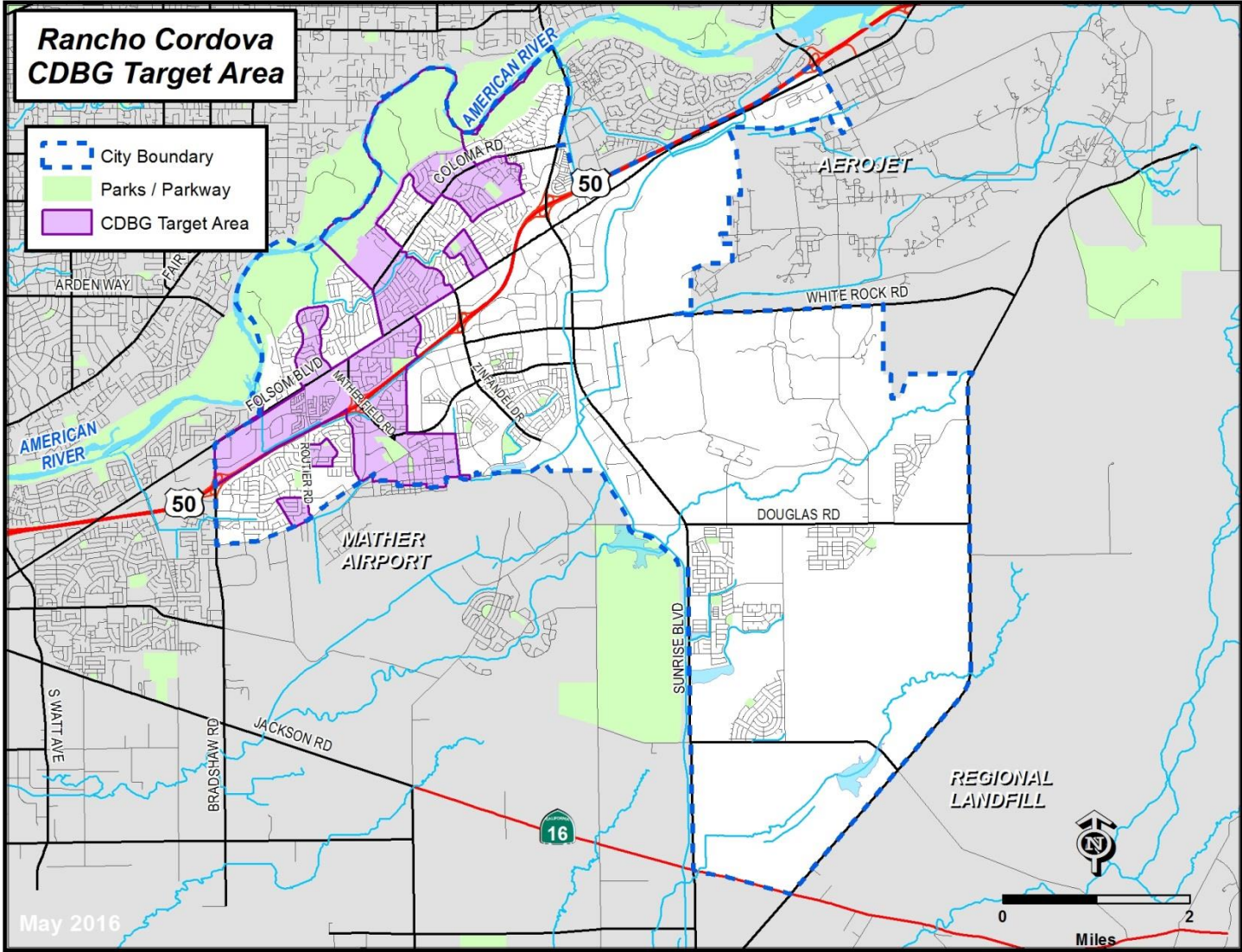
GEOGRAPHIC DISTRIBUTION

Geographic distribution of activities is widely varied, but most take place in or near low- and moderate-income areas. The location of an activity largely depends on the type of activity. Some of the City's 2016-17 activities, such as Meals on Wheels and housing counseling, are offered to residents throughout the entire City. Figure 1 shows the CDBG Target Area for the program year 2016-17.

The Rental Housing Inspection Program and Code Enforcement activities funded by CDBG will take place in the City's designated CDBG Target Areas (Figure 1). The investment of other public and private funds in these areas will provide a comprehensive approach to revitalization.

The City of Rancho Cordova strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of sex, race, religious affiliation, or disability. As a result, many programs, including senior services, youth services, and housing counseling will be available to residents citywide. Significant additional funding will also be used in the low- and moderate-income areas, as needed.

Figure 1



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 funding a variety of supportive services offered locally or regionally to Rancho Cordova residents. Currently, Rancho Cordova is home to the Mather Community Campus, a major supportive housing facility for formerly homeless individuals, but all of our resources have very limited capacity. As identified in the 2016-2020 Consolidated Plan, the City's goal is to encourage a system of collaborative supportive services, located in the City, to allow for accessibility for residents. The City is seeking additional funding for programs and services aimed directly at assisting its homeless and special needs populations, as levels of CDBG funding appear to be in decline. For the 2016-17 program year, programs aimed at homeless and other special needs populations include:

- Homeless and family assistance to locate temporary or permanent housing, provided by Sacramento Self-Help Housing;
- Senior services, provided by Meals on Wheels and Cordova Neighborhood Church's Respite C.L.U.B.; and
- Youth services, provided by the Folsom Cordova Community Partnership.

Further, the City in collaboration with the Veterans Affairs Hospital, Veterans Resource Center of America, Sacramento County, and Mercy Housing California, is actively pursuing the development of approximately 60 transitional housing opportunities for homeless and disabled veterans and 100 units of permanent supportive housing as part of the Mather Veterans Village development project. Furthermore, the Reinvestment and Housing Opportunities is in the process of developing affordable senior rental housing in the CDBG target area. The first phase of the project (50 permanent supportive housing units) has received funding from 9% tax credits (approximately \$13.3 million) rather than CDBG. Construction formally began in December 2014. Finally, the City's adopted Housing Element also identifies strategies to remove potential constraints to housing for persons with disabilities. These strategies include:

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

These programs have been used to help low- and moderate-income disabled home-owners to address health and safety issues and to improve accessibility in their homes.

While the City does not operate any transitional housing facilities, it does cooperate with the County of Sacramento's Continuum of Care. The City is also home to one of the larger transitional housing facilities in the area located at the Mather Community Campus. The City's plan for the 2016-17 program year is to continue cooperating and actively engaging the County of Sacramento in its attention to homeless issues. These issues also include chronic homelessness and near homelessness. The City of Rancho Cordova also contracts with Sacramento Self-Help Housing to provide housing counseling and homelessness prevention to Rancho Cordova residents. Sacramento Self-Help Housing is accessible to Rancho Cordova residents via the internet, by telephone, and by walk-in appointment at their Rancho Cordova office.

OBSTACLES TO ADDRESSING UNDER-SERVED NEEDS

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of available resources for services within the City's boundaries. Many services are located in the City of Sacramento or the County of Sacramento unincorporated areas that are not convenient for the residents of Rancho Cordova. Additionally, those services located locally often do not have sufficient capacity to meet current needs and the City does not have sufficient resources to help those local service providers to build that capacity.

The City 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 also encourage area service providers to offer services in the community. In the 2016-17 program year, several organizations (including Sacramento Self-Help Housing, Cordova Neighborhood Church, and Folsom Cordova Community Partnership) are expected to provide services within Rancho Cordova.

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 identifying funds in support of affordable housing development, as well as offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair programs, as well as several other options. These also include the

actions and policies listed above, and can be found with additional detail in the City's 2014-2021 Housing Element.

Develop Institutional Structure

The Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan.

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.

Enhance Coordination

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, City of Elk Grove, and other surrounding jurisdictions, and the Sacramento Housing and Redevelopment Agency and SACOG, to address the regional issues that affect the needs of target-income persons as well as special needs populations. The City intends to reinvigorate the regional CDBG working group to help streamline reporting and monitoring requirements for local service providers that operate within all/some of the jurisdictions. The goal in this effort is to reduce the burden of providing services within each jurisdiction with CDBG funding. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and HCD).

Public Housing Needs

There are ten public housing apartment complexes or single family homes that include some of the 747 affordable housing units in Rancho Cordova. 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 Rancho Cordova 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 revitalizing the City's existing housing stock to provide safe and decent places to live, and supporting social services agencies that provide various services that promote income and housing stability. In addition, the City's strategy is to provide supportive services for target-income residents, including senior and youth services.

In the 2016-17 program year, the City plans the following anti-poverty programs:

- Senior nutrition programs, such as Meals on Wheels;
- Housing crisis intervention services, provided by Sacramento Self-Help Housing;
- Homeless services, provided by Sacramento Self-Help Housing and the processes set out in Sacramento County's Continuum of Care program; and
- Youth services aimed at fostering community involvement and increasing post-secondary education opportunities for low- and moderate-income youth.

Lead-Based Paint Hazards

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 strategies.

Housing Rehabilitation

All housing rehabilitation activities funded under this Plan will assess lead hazard risk before proceeding. This includes 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 at 24 CFR 35.110.

At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described at 24 CFR 35.110.

Information & Education

Households that participate in housing activities under this Plan, including home purchase, rental assistance, or rehabilitation, will be given educational material regarding the hazards of lead-based paint, signs of lead poisoning, and strategies to reduce exposure.

Materials will include the use of HUD/EPA publications such as “Protect Your Family from Lead in Your Home.” Information will be provided in multiple languages.

Testing

Blood testing of children occupying housing constructed prior to January 1, 1978 will be encouraged for all housing rehabilitation or emergency repair projects to ensure health and safety needs are being met. Testing can be in conjunction with housing programs, public health programs, or other programs conducted under this Plan.

Monitoring Plan

The City of Rancho Cordova 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.

ANALYSIS OF IMPEDIMENTS COMPLIANCE

During the 2012-2013 program year, the City completed a comprehensive review of our Analysis of Impediments to identify progress and next steps to help ensure fair housing access and choice in the Rancho Cordova community. The CDBG funds that have been allocated to Fair Housing efforts will be utilized to help the City make progress in addressing the specific impediments identified in the Analysis of Impediments (AI) study completed in the 2010-2011 program year.

On July 16, 2015, the U.S. Department of Housing and Urban Development (HUD) published the Final Rule for Affirmatively Furthering Fair Housing (AFFH). The AFFH rule establishes a process that the Participating Agencies must use to help them meet their long-standing obligations to affirmatively further fair housing. The AFFH rule creates a standardized process for fair housing planning that replaces the Analysis of Impediments (AI) requirements with a new AFH. The AFH must be completed using an assessment tool provide by HUD, with the goal of identifying the following:

- 1) The primary determinants influencing conditions of segregation, concentrations of poverty, disparities in access to community assets, and disproportionate housing needs based on protected class, and the most significant determinates of these disparities.
- 2) Fair housing priorities and general goals and articulating a justification for the chosen prioritization.

3) One or more goal(s) for mitigating or addressing the determinants.

HUD will provide publicly open data for grantees to use to assess the state of fair housing within their communities and to set locally-determined priorities and goals. The rule responds to recommendations of the Government Accountability Office and stakeholders for HUD to enhance its fair housing planning obligations by providing greater clarity and support to jurisdictions receiving HUD funding, and facilitating local decision-making on fair housing priorities and goals.

The AFFH analysis will be utilized by each Participating Agency for their respective Consolidated and Annual Action Plans; and for the Housing Authority's PHA and Capital Fund Plans. The City will enter into a Memorandum of Understanding with the Sacramento Housing and Redevelopment Agency (SHRA), the City of Citrus Heights, and the City of Elk Grove for cost-sharing the fees to conduct an Assessment of Fair Housing (AFH).

A general fair housing informational brochure has been printed and is in distribution, and fair housing flyers have been printed in five commonly spoken languages in the City (i.e., Spanish, Tagalog, Chinese, Russian, and Vietnamese).

CITY OF RANCHO CORDOVA

RESOLUTION NO. 43-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
APPROVING AND ADOPTING THE 2016-2017 COMMUNITY DEVELOPMENT BLOCK
GRANT ACTION PLAN, AND AUTHORIZING THE CITY MANAGER TO SUBMIT THE
ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

WHEREAS, the Community Development Block Grant (CDBG) Program, authorized pursuant to Title 1 of the Housing and Community Development Act of 1974, as amended (Act), requires that jurisdictions provide for the issuance of grants in order to attain the objective of providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

WHEREAS, there has been presented to, and reviewed by this City Council, the 2016-2017 CDBG Action Plan (Action Plan), which describes programs to be funded, in compliance with the goals and objectives of the 2016-2020 Consolidated Plan, for the 2016-2017 program year; and

WHEREAS, there has been presented to, and reviewed by this City Council, certifications to the U.S. Department of Housing and Urban Development (HUD), including those regarding affirmatively furthering fair housing, anti-displacement and relocation plan, drug free workplace, anti-lobbying, authority of jurisdiction, consistency with strategic plan, citizen participation, community development plan, following Consolidated Plan, use of funds, prohibition of excessive force, compliance with anti-discrimination laws, and lead-based paint; and

WHEREAS, the City has received notification of an 2016-2017 CDBG allocation in the amount of \$559,369 from HUD, and is awaiting the annual application form (Standard Form 424); and

WHEREAS, the Action Plan, and a notice of the 30-day public comment period, have been published for citizen comment prior to forwarding the documents to City Council for approval; and

WHEREAS, the City Council held a public hearing on May 2, 2016 to provide an opportunity for the public to comment on the information provided in the Action Plan.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA:

1. Approves the adoption of Resolution 43-2016, which approves:
 - a. The Action Plan, which serves as the CDBG budget for July 1, 2016 to June 30, 2017 (FY 2016-17);
 - b. Certifications required by HUD that state the City of Rancho Cordova will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG program, as identified in the Certifications in Appendix A of the Action Plan.

2. Authorizes the City Manager, or his designee, to execute and file the Application, Certifications, and all documents, including the Action Plan and SF 424, that are required to receive CDBG funding, for and on behalf of the City of Rancho Cordova, and to make any changes to those documents where necessary.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on this 2nd day of May, 2016 by the following vote:

AYES: Budge, McGarvey, Sander, Skoglund, Terry

NOES: None

ABSENT: None

ABSTAIN: None



David M. Sander

ATTEST:



Mindy Cuppy, MMC, City Clerk

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

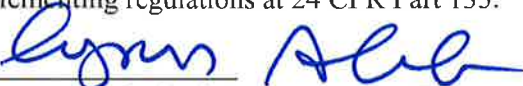
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official

Date

5 / 16 / 16

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2016 , 2017 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Lynn A. Lee 5/16/16
Signature/Authorized Official Date

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.