

City of Rancho Cordova

# 2021 Consolidated Annual Performance and Evaluation Report (CAPER)

Community Development Block Grant

## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

#### 91.520(a)

Listed below are the approved projects and programs that were funded using the City's 2021 CDBG allocation. These programs were selected through a competitive application process that occurred in July and August of 2020. Each project was selected to assist in carrying out the City's CDBG priority needs, as identified in the 2020-2024 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 provide health and safety code inspections for residential housing, businesses, and renter-occupied residential housing in the CDBG target area.
- \$42,000 in funding was allocated to **Meals on Wheels by ACC**, a program that aids senior populations, including homebound seniors, by providing access to nutritious meals.
- \$43,699 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.
- \$4,500 in funding was allocated to **Resources for Independent Living** to provide outreach and coordination for disability-related home modifications to households in Rancho Cordova.
- \$62,414 in funding was allocated to **Boys & Girls Clubs of Greater Sacramento** for the Club Connect Program, which provides weekly kits to low-income youth and families that are in need of assistance.
- \$9,900 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.
- \$7,200 in funding was allocated to **Sacramento Self Help-Housing** for fair housing services, which includes advocacy, enforcement, mediation, and marketing and education materials.
- \$24,213 in funding was allocated to **Sacramento Self-Help Housing** for housing counseling services, which help prevent discrimination and at-risk households from becoming homeless.
- \$210,761 in funding was allocated to **Rebuilding Together Sacramento** for homeownership repairs through the Roof Rehab & Repair Program and the Critical Systems Home Repair program.
- \$410,561 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).
- \$119,804 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 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)**

Table 1, below, provides a detailed evaluation of the City’s individual programs and projects, and compares them to the goals identified in the 2021 Annual Action Plan (AAP) and the 2020-2024 Consolidated Plan.

Project/Activity	Agency/Operator	Goal	Funding	Total Expenses	Indicator	Unit of Measure	Goal 5 yr Plan	Act. 5 yr Plan	% Comp.	Goal 2021	Act. 2021	% Comp	
<b>Planning and Administration - PA-21</b>													
Planning and Administration	City Staff	Planning and Administration	\$119,804	\$55,140.36	Successfully administered the CDBG program according to HUD regulations	Efficient Administration					NA	NA	NA
Planning and Administration: Fair Housing	Sacramento Self-Help Housing	Homelessness Prevention	\$7,200	\$6,236.49	Public Services Low/Mod Housing Benefit	Household Housing Unit					NA	NA	NA
<b>Public Services - PS-21</b>													
<b>Homelessness Prevention - Households and Housing Units</b>							2,100	707	34%	600	328	55%	
Renters Helpline	Sacramento Self-Help Housing	Homelessness Prevention	\$9,900	\$9,174.22	Public Services Low/Mod Housing Benefit	Household Housing Unit					450	211	47%
Housing Counseling	Sacramento Self-Help Housing	Homelessness Prevention	\$24,213	\$24,213	Public Services other than Low/Mod Housing Benefit	Households Assisted					150	117	78%
<b>Senior and Disability Services - Persons Assisted</b>							500	545	109%	183	319	174%	
Senior Nutrition Program	Meals on Wheels	Senior and Disability Services	\$42,000	\$42,000	Public Services other than Low/Mod Housing Benefit	Persons Assisted					180	319	177%
Home Modification Assistance Program	Resources for Independent Living	Senior and Disability Services	\$4,500	\$0	Public Services other than Low/Mod Housing Benefit	Persons Assisted					3	0	0%
<b>Child and Youth Services - Persons Assisted</b>							1,000	565	57%	220	524	238%	
Group Mentoring Initiative	Folsom Cordova Community Partnership	Youth Services	\$43,699	\$34,838.97	Public Services other than Low/Mod Housing Benefit	Persons Assisted					120	58	48%
Club Connect Program	Boys & Girls Clubs of Greater Sacramento	Youth Services	\$62,414	\$50,245.73	Public Services other than Low/Mod Housing Benefit	Persons Assisted					100	466	466%
<b>Housing Preservation Program HP-21</b>													
<b>Housing Preservation - Code Cases and Inspections</b>							5,000	10,090	202%	3,600	4,700	131%	
Code Enforcement	City Staff	Housing Preservation	\$51,000	\$51,000	Housing Code Enforcement/Foreclosed Property Care	Code Cases					2,000	2,472	124%
Rental Housing Inspection Program	City Staff	Housing Preservation	\$51,000	\$51,000	Housing Code Enforcement/Foreclosed Property Care	Code Cases					1,600	2,228	139%
<b>Housing Preservation - Housing Units</b>							70	33	47%	18	13	72%	
Critical Repair Program	Rebuilding Together Sacramento	Housing Preservation-Homeless Prevention	\$210,761	\$210,761	Homeowner Housing Rehabilitated	Household Housing Unit				18	13	72%	
<b>Public Infrastructure PI-21</b>													
<b>Public Infrastructure - Persons Provided Improved Access</b>							30,000	51,760	173%	51,760	51,760	100%	
Public Facilities and Infrastructure	ADA Sidewalk Program	Public Infrastructure	\$410,561	\$296,362.59	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Infrastructure Projects Completed				51,760	51,760	100%	

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

**Five programs** performed at or above 100 percent of their anticipated program goals, while **five programs** performed below their projected goals in the 2021 program year. The following paragraphs detail each program's performance and provide explanation for each activity's achievements and challenges.

#### **Below Goal - Explanation of goal outcomes**

**Sacramento Self-Help Housing (SSHH) Renters Helpline** reached 47 percent of its goal, or 211 of the goal to serve 450 persons. SSHH continues to struggle with a reduction in staff capacity caused by the COVID-19 pandemic. The Renters Helpline is a regional program funded by the City and County of Sacramento, City of Elk Grove, City of Citrus Heights, and the City of Rancho Cordova. The City continues to jointly monitor this program with its partner jurisdictions and is seeking to improve SSHH's program capacity.

**Sacramento Self-Help Housing (SSHH) Housing Counseling** reached 78 percent of its goal, or 117 of the goal to serve 150 persons. This is an improvement from last year, as SSHH only reached 25 percent of its goal to serve 150 persons in 2020. However, due to poor overall performance, this program will not be funded by CDBG in the 2022 program year.

**Resources for Independent Living** reached 0 percent of its goal to serve 3 persons with home modification services. Resources for Independent Living had difficulty reaching persons in need of this service.

**Folsom Cordova Community Partnership** reached 48 percent of its goal, serving 58 out of 120 youth. Folsom Cordova Community Partnership continues to struggle with the impacts of COVID-19 and its consequences on youth involvement in its programs.

**Rebuilding Together Sacramento** reached 72 percent of its goal. A total of 13 projects were completed out of the annual goal of 18, all of which helped to serve low- to moderate-income individuals and seniors. The projects consisted of four roof replacements, two HVAC system replacements, one accessibility modification, and seven other critical system repairs. Rebuilding Together Sacramento did not reach its goal to assist 18 homes due to rising supply and labor costs as well as the provision of unexpected repairs to their clients' homes.

#### **Above Goal – Explanation of Outcomes**

**Code Enforcement** reached 124 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 2021 program year, Code Enforcement officers responded to a total of 2,472 instances of code violation issues.

**Rental Housing Inspection** reached 139 percent of its goal. The Rental Housing Inspection program has been a pivotal program in addressing various 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 housing conditions that pose health and safety risks to tenants without requiring tenants to first report on the housing conditions and risk potential retaliation from property owners and landlords. In the 2021 program year, 2,228 inspections occurred through the Rental Housing Inspection program.

The **City’s Public Work’s Sidewalk Improvement** project began construction during the program year and has drawdown funds. This project is still in progress and will be completed in 2022.

**Meals on Wheels** reached 177 percent of its goal. The Meals on Wheels program expected to serve 180 seniors but ended up assisting a total of 319 seniors in the program year. Due to COVID-19, there was higher demand for its services.

**Boys & Girls Club** reached 466 percent of its goal and was able to serve 466 youth, over its goal to serve 100.

**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 2021 program year was the second year of the 2020-2024 Five Year Consolidated Plan. The 2020-2024 Consolidated Plan identifies the following nine goals and priorities for projects that the City intends to fund through CDBG allocations during the plan’s five-year cycle. Those goals are as follows:

• Homelessness Prevention	• Public Infrastructure	• Public Facilities
• Senior and Disability Services	• Homeless Housing	• COVID-19 Preparation, Prevention, and Response
• Child and Youth Services	• Housing Preservation Program	• Program Administration

CDBG-funded programs in the 2021 program year aligned with seven of the nine goals that are outlined in the 2020-2024 Consolidated Plan. The seven goals supported in 2021 were Homelessness Prevention, Senior Services, Child and Youth Services, Public Infrastructure, Housing Preservation Program, COVID-19 Preparation, Prevention, and Response (through CDBG-CV funding), and Program Administration. 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 Consolidated Plan.

**CARES Act CDBG-CV Funding Summary (Round 3 Allocation)**

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136 was signed by the president of the United States. This made available \$5 billion in Community Development Block Grant Coronavirus (CDBG-CV) funds to respond to the growing effects of the historic

COVID-19 public health crisis. The Department of Housing and Urban Development (HUD) informed the City of Rancho Cordova that CARES Act funding would be allocated to the City based on the existing entitlement formulas for the CDBG program.

CDBG-CV funding was allocated to jurisdictions in three phases. HUD allocated the first and third phases of CDBG-CV funds to the City in the amount of \$373,379 and \$487,938, respectively. The City did not receive funding in the second phase of funding. During the 2021 program year, the City allocated the third phase of funding (Round 3) to public service projects. Each project was selected to assist in carrying out the City's CDBG priority need of COVID-19 Preparation, Prevention, and Response, as identified in the amended 2020-2024 Consolidated Plan's Strategic Plan. The following explanations are brief summaries of program activities for Round 3 of CDBG-CV funding.

- **CDBG-CV Round 3 Activity Summaries:**

- \$7,697 in funding was allocated to **Sacramento Self-Help Housing** for a renter's helpline, which provided counseling and mediation services for landlord/tenant disputes for City residents in a housing crisis or dispute. (Note: funding for this activity is from CDBG-CV Round 1 because SSHH's contract was extended into the 2021 program year).
- \$20,000 in funding was allocated to **Sacramento Self-Help Housing** for Navigator services, a program that provided support to transitional homeless and susceptible individuals by way of providing up to three months of rental and utility assistance and covering direct deposits.
- \$150,000 in funding was allocated to **Folsom Cordova Community Partnership** for Relief Safety Net Services, which provided rental assistance, utility assistance, and emergency services, including the provision of food, diapers, and disinfectant supplies.
- \$35,000 in funding was allocated to **Boys & Girls Clubs of Greater Sacramento** to provide clothing and cold weather items to youth as well as academic packets, online club programs, food and snacks, books, DIY STEM activities, and family health resources.
- \$125,000 in funding was allocated to **Meals on Wheels by ACC** for a senior nutrition program that would take over for the Great Plates program, which exhausted its funding in the 2021 program year.
- \$105,000 in funding was allocated to **Rebuilding Together Sacramento** for homeownership repairs through the Roof Rehab & Repair Program and the Critical Systems Home Repair program.
- \$52,938 in funding was allocated to **the City of Rancho Cordova's Housing Division** for the general administrative costs to facilitate and manage the CDBG-CV program.

Administrative costs include the management of monitoring efforts, assisting subrecipients of CDBG-CV funds with information and guidance on CDBG-CV policies and procedures, and any other general administration activities that are involved in the implementation of the CDBG-CV program.

Table 2, below, provides a detailed evaluation of the City's individual CDBG-CV programs and projects, including accomplishments achieved and funds expended.



Project/Activity	Agency/Operator	Goal	Funding	Total Expenses	Indicator	Unit of Measure	Goal	Act.	% Comp.
Planning and Administration	City Staff	COVID-19 Preparation, Prevention, and Response	\$52,938	\$33,983	NA	NA	NA	NA	NA
Renters Helpline	Sacramento Self-Help Housing	COVID-19 Preparation, Prevention, and Response	\$7,697	\$0	Public Services Low/Mod Housing Benefit	Persons Assisted	420	0	0%
Navigator	Sacramento Self-Help Housing	COVID-19 Preparation, Prevention, and Response	\$20,000	\$5,194.43	Public Services Low/Mod Housing Benefit	Persons Assisted	40	3	8%
Senior Nutrition Program	Meals on Wheels by ACC	COVID-19 Preparation, Prevention, and Response	\$125,000	\$69,316	Public Services other than Low/Mod Housing Benefit	Persons Assisted	148	106	72%
Emergency Services	Folsom Cordova Community Partnership	COVID-19 Preparation, Prevention, and Response	\$60,000	\$43,313	Public Services other than Low/Mod Housing Benefit	Persons Assisted	160	587	367%
Rental Assistance	Folsom Cordova Community Partnership	COVID-19 Preparation, Prevention, and Response	\$90,000	\$86,321	Public Services Low/Mod Housing Benefit	Persons Assisted	60	339	565%
Clothes & Kicks for Kids!	Boy & Girls Clubs of Greater Sacramento	COVID-19 Preparation, Prevention, and Response	\$35,000	\$35,000	Public Services other than Low/Mod Housing Benefit	Persons Assisted	155	170	110%
Critical Repair Program	Rebuilding Together Sacramento	COVID-19 Preparation, Prevention, and Response	\$105,000	\$105,000	Public Services Low/Mod Housing Benefit	Households Assisted	4	5	125%

**Table 2 - Accomplishments – Program Year Accomplishments**

**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)**

<b>Race</b>	<b>CDBG</b>	<b>%</b>
White	548	46.28%
Black or African American	194	16.39%
Asian	129	10.90%
American Indian or American Native	25	2.11%
Native Hawaiian or Other Pacific Islander	13	1.10%
American Indian or American Native and White	4	0.34%
Black or African American and White	3	0.25%
Asian and White	12	1.01%
American Indian or American Native and Black/African American	9	0.76%
Other Multi-Racial	247	20.86%
<b>Total</b>	<b>1,184</b>	<b>-</b>
<b>Ethnicity</b>	<b>CDBG</b>	<b>%</b>
Hispanic	192	16.22%
Not Hispanic	992	83.78%
<b>Total</b>	<b>1,184</b>	<b>-</b>

**Table 3 – Table of assistance to racial and ethnic populations by source of funds**

**Narrative**

The table above shows the racial and ethnic distribution of persons who received assistance or services through the regular entitlement CDBG program during the 2021 program year.

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 so they may 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	\$1,037,052	\$835,850.36
CDBG-CV	public - federal	\$487,938	\$380,560.92

**Table 4 - Resources Made Available**

### Narrative

In the 2021 program year, the City received an award of \$635,018, and had \$402,034 in prior year rollover funds. The following is a list of 2021 City CDBG programs and approved allocation amounts:

- Planning and Administration
  - Planning and Administration – \$119,804
  - SSHH: Fair Housing Services – \$7,200
- Housing Preservation Program
  - Rental Housing Inspection Program – \$51,000
  - Code Enforcement – \$51,000
  - Housing Repair – \$210,761
- Non-Housing Community Development Needs
  - Public Infrastructure and Facilities
    - ADA Sidewalk Improvement Project – \$410,561
  - Public Services
    - Folsom Cordova Community Partnership: Group Mentoring Initiative – \$43,699
    - Meals on Wheels: Senior Nutrition – \$42,000
    - SSHH: Renters Helpline – \$9,900
    - SSHH: Housing Counseling – \$24,213
    - Resources for Independent Living: Home Modification Assistance – \$4,500
    - Boys & Girls Clubs of Greater Sacramento: Club Connect Program – \$62,414

All recipient and subrecipient programs performed according to CDBG Laws and Regulations, found in the Federal Code of Civil Procedure, 24 Code of Federal Regulations (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 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	68%	79%	Rental Housing Inspection, Code Enforcement, Critical Repairs, and ADA Sidewalks project take place in the CDBG target area

**Table 5 – Identify the geographic distribution and location of investments**

**Narrative**

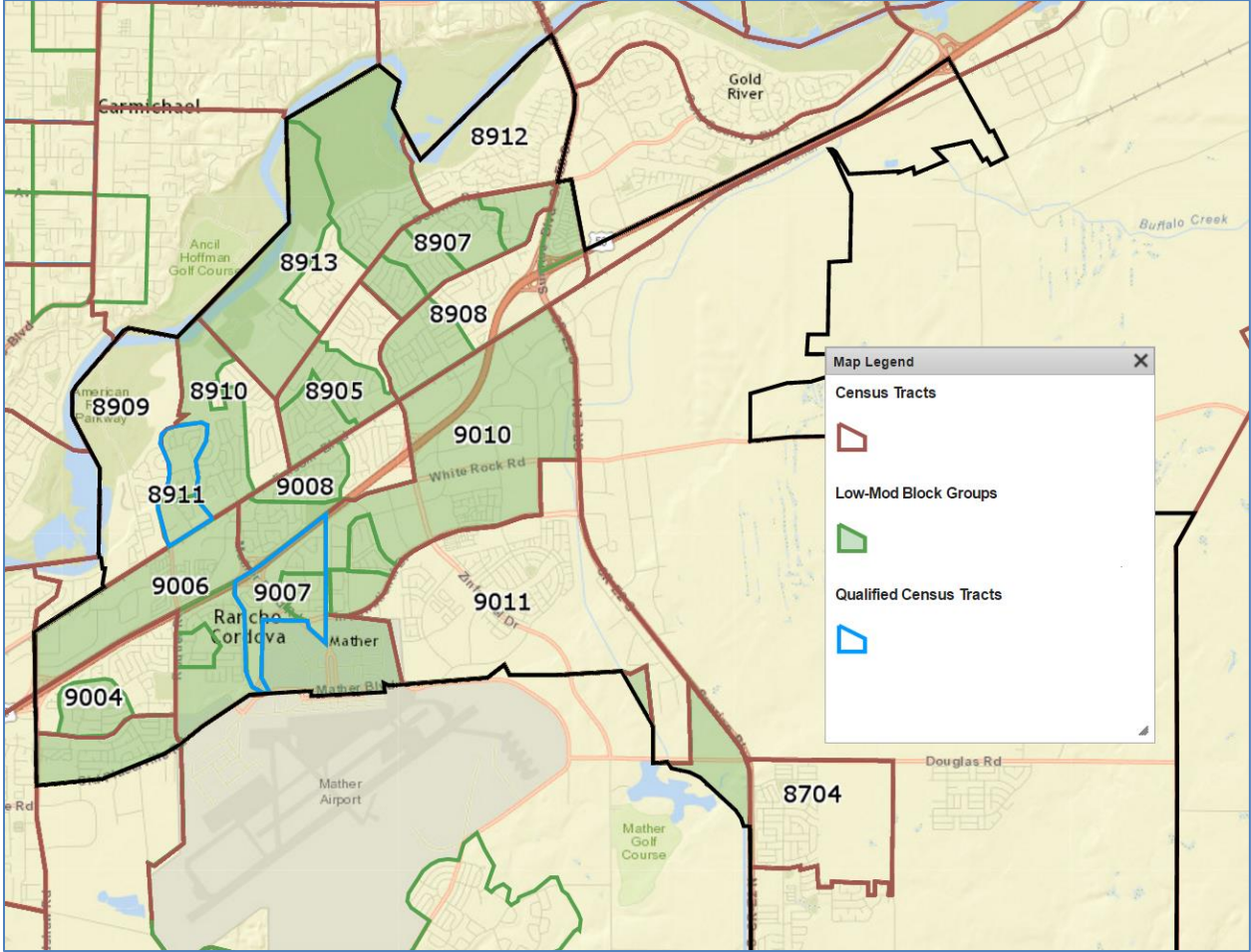
Of the total funding available for the 2021 program year, approximately 79 percent (\$609,123) was spent on activities in the CDBG target area (net administration expenses).

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 2021 CDBG activities, such as Meals on Wheels and SSHH’s 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 geographic 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 Rental Housing Inspection program and Code Enforcement activities, funded by CDBG, take place in the City’s designated CDBG target areas, as seen in **Map 1** below. The investment of other public and private funds in these areas will provide a comprehensive approach to revitalization.

As shown in **Map 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. The City will also 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.

The City did not utilize publicly owned land or property to address the needs identified in the 2021 Annual Action Plan.

## 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.

	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
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	0	0

Table 6 – Number of Households

	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	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	0	0

Table 7 – Number of Households Supported

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

In the 2021 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 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 2020-2024 Consolidated Plan. This program successfully repaired 13 homes within the CDBG target area.

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.

**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 2022 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 2022 AAP. This program has proven to be effective in assisting low-income individuals with 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 beneficial aspect to the administration costs of the CDBG program.

With 2021 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 2022 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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>% Total</b>
Extremely Low Income	629	53%
Low Income	356	30%
Moderate Income	132	11%
Non-Low/Moderate Income	67	6%
<b>Total</b>	<b>1,184</b>	-
<b>Total Low-to-Moderate Income Persons Served</b>	1,117	94%

**Table 8 – Number of Households Served**



## **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 2021 program year was \$90,625 for a family of four; since 80 percent of HAMFI is considered low income, this calculates to \$72,500 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), low income (31-50 percent of HAMFI), moderate income (51-80 percent of HAMFI), or above moderate income (81+ percent of HAMFI). About 94 percent of persons assisted through CDBG funds were low- to moderate-income individuals.

## **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 2021 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/or 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, and 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 also coordinated 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. Clients receiving services from SSHH also include those discharged from public institutions. 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 2013-2021 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 and policies 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; however, the local public housing authority, Sacramento Housing and Redevelopment Agency (SHRA), manages 747 public housing units across 10 apartment complexes and several single-family homes throughout the City. Additionally, there are 312 affordable housing units of various sizes (1, 2, 3, and 4 bedrooms) in the City, financed by SHRA. The 2020-2024 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 removed regulatory barriers. Note: the City adopted the 2021-2029 Housing Element during the 2021 program year.

**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 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 2022 program year, several organizations (including SSHH, Meals on Wheels, and Folsom Cordova Community Partnership) are being funded with CDBG funds and continuing to provide services in Rancho Cordova.

The City addressed the worst-case housing needs of persons with disabilities through activities that serve the City generally. The City funded the Renters Helpline, Housing Counseling, Code Enforcement, Rental Housing Inspection Program, and Critical Repair Program during the 2021 program year:

- Renters Helpline responds to requests from Rancho Cordova residents in danger of becoming homeless.
- Housing Counseling provides support services to residents at risk of homelessness or to homeless persons to aid them in securing housing.
- Code Enforcement identifies health and safety violations present in single-family housing.
- Rental Inspection Program inspects rental units for health and safety violations.
- Critical Repair Program provides home repairs to single-family homeowners.

**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 2021 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 homes 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 2020, Rancho Cordova voters approved Measure R, a half-cent sales tax measure, which will generate an estimated \$8 million revenue for the City's general fund. Funds may be used to attract jobs and address homelessness.

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. During the 2021 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, on-site youth career centers, senior nutritional support, youth meal services, food pantry improvements, home repairs, and a winter homeless shelter.

**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 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, standardizing reporting requirements and forms to encourage efficiency and consistency, and sharing information from workshops.

During the 2021 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.

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 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)**

On June 21, 2021, the City of Rancho Cordova adopted the 2021–2029 Housing Element. The Housing Element includes an analysis of vacant and underused land in the City that can be developed into housing for low-, moderate-, and above moderate-income housing. It also contains an analysis of potential governmental and nongovernmental constraints to housing development in the City as well as policies and goals the City should take to produce more affordable housing.

During the 2021 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 211 persons between January 1, 2021, and December 31, 2021.

## **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 2021 program year, City staff performed desk monitoring to examine the progress the subrecipients were making toward performance targets. 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.

The City requires all applicable CDBG subrecipients to comply with minority/women business enterprise (MBE/WBE) requirements when procuring their activities. This is written into their subrecipient agreements. At each year's Notice of Funding Availability meeting, staff informs potential CDBG subrecipients that they will be subject to a monitoring every year that they receive CDBG funds. Additionally, for all construction projects that require adherence to Davis-Bacon, staff conducts a labor compliance review to ensure the project's procurement has followed MBE/WBE standards.

In November 2021, CDBG staff conducted monitorings of the Folsom Cordova Community Partnership and Rebuilding Together Sacramento CDBG activities. Both organizations were found to be operating CDBG activities in accordance with HUD regulations and their subrecipient agreements.

The City will continue to conduct ongoing desk monitoring on all CDBG-funded programs throughout the 2022 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 2021 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 March 4, 2022, to March 21, 2022.

A public notice announcing its availability was published in the *Grapevine Independent* and posted on the City's website on February 18, 2022. 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 were made available for public review and comment in electronic format found online on the City of Rancho Cordova's website ([www.cityofranhocordova.org](http://www.cityofranhocordova.org)). City Council approved the CAPER at a public hearing held on March 21, 2022.

The following is a summary of comments received from citizen participation:

- Member of public disagrees with funding of code enforcement activity.
- Member of public expressed need for affirmative marketing of CDBG-funded services, citing that those served are primarily white and do not reflect the demographics of the City's lower-income residents.
- Member of public expressed the need for greater engagement with Black residents.
- Member of public expressed concern that Lincoln Village and Countryside high schools are excluded from CDBG-funded youth program operated by FCCP.
- Member of public expressed that City should affirmatively market toward residents living in SHRA-owned/operated housing units in order to bridge engagement gaps.

**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.**

NA

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

No.

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

NA