



# Fiscal Year 2015/2016 Action Plan



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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

Each year the U.S. Department of Housing and Urban Development (HUD) provides funding for housing and community development programs to the City of Santa Rosa (City), specifically Community Development Block Grant (CDBG) and HOME Investment Partnerships Act (HOME) funds. In order to receive these funds, the City must complete a report every three to five years called the Consolidated Plan. The purpose of the Consolidated Plan is to identify a city's or state's housing and community development needs, priorities, goals, and strategies; and to stipulate how funds will be allocated to housing and community development activities over the period of the Consolidated Plan, which in the case of the City is five years. The City's Department of Economic Development and Housing (EDH) was the lead agency in developing the 2014 to 2019 Consolidated Plan (Consolidated Plan) and the first-year Action Plan for 2014/2015. Both reports can be found on the City's website: [http://srcity.org/departments/economicdev/housing/Pages/fed\\_grant.aspx](http://srcity.org/departments/economicdev/housing/Pages/fed_grant.aspx). The Consolidated Plan and Annual Action Plan are prepared in accordance with HUD's Office of Community Planning and Development (CPD) eCon Planning Suite (launched in 2012), including the Consolidated Plan template in IDIS (Integrated Disbursement and Information System).

This second-year Action Plan details the activities the City will undertake to address the housing and community development needs and local objectives using HOME and CDBG funds received during program year 2015/2016 consistent with those goals outlined in the Consolidated Plan and in Section 2 below.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City has organized its priority needs according to the structure presented in HUD regulations (24 CFR 91.215): affordable housing, homelessness, and non-housing community development. Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Consolidated Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; and the availability of resources to address these needs. Based on all of these components, housing needs are considered a high priority followed by homelessness and non-housing community development needs.

The City has six goals to address housing and community development needs between Fiscal Year 2014 and 2019:

- Increase supply of affordable rental housing for the City's lowest income households;
- Preserve existing affordable housing stock;
- Provide housing and services to special needs populations;
- Increase access to homeownership opportunities for City residents;
- Provide funding for public facilities and improvements; and
- Promote economic development activities in the City.

During 2015/2016, the City will receive an allocation of \$1,326,536 in CDBG funding. CDBG funds are used by the City for public services, housing activities and administrative costs. The primary objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. Funds can be used for a wide array of activities, including: housing rehabilitation; homeownership assistance; lead-based paint detection and removal; construction or rehabilitation of public facilities and infrastructure; removal of architectural barriers; public services; rehabilitation of commercial or industrial buildings; and loans or grants to businesses.

The City will also receive an allocation of \$485,562 in HOME funding for housing activities and administrative costs. The HOME program provides federal funds for the development and rehabilitation of affordable rental and ownership housing for low- and moderate-income households. HOME funds can be used for activities that promote affordable rental housing and homeownership by low- and moderate-income households, including: building acquisition; new construction and reconstruction; moderate or substantial rehabilitation; homebuyer assistance; and tenant-based rental assistance. Fifteen percent (15%) of the funds are allocated to community housing development organizations (CHDOs).

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City prepares the Consolidated Annual Performance and Evaluation Report (CAPER), which outlines how the City met the needs and objectives outlined in the Consolidated Plan and Annual Action Plan. The City will report out on its first-year accomplishments under the 2014 to 2019 Consolidated Plan period in its 2014/2015 CAPER which is due to HUD in September 2015. The City's 2013/2014 CAPER can be found on its website:

[http://srcity.org/departments/economicdev/housing/Pages/fed\\_grant.aspx](http://srcity.org/departments/economicdev/housing/Pages/fed_grant.aspx). The Executive Summary to the Consolidated Plan also includes the City's key accomplishments during the 2009 to 2014 Consolidated Plan period.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

For 2015/2016, the City hosted a community meeting on February 25, 2015, to receive public comment and recommendations on the priorities for the use of 2015/2016 CDBG and HOME funds. Notification of the community meeting was published in the Press Democrat, a local newspaper, on February 11, 2015, distributed through the Sonoma County Continuum of Care (CoC) listserv, and provided to the City Council. The Public Services Program application materials were made available on the City's website and were sent to nonprofit service providers through the CoC listserv on February 26, 2015. The CoC membership is comprised of more than 40 agencies, non-profit and for-profit entities, as well as private citizens.

The draft 2015/2016 Action Plan was made available for review and comment at the City Manager's Office in City Hall, the Department of Economic Development and Housing in City Hall Annex, the main branch of the Sonoma County Library located in downtown Santa Rosa, on the City's website, and distributed through the CoC's listserv. A public hearing was held on May 12, 2015, at the Santa Rosa Council Chamber to allow residents to provide input on how the City plans to distribute CDBG and HOME funds it will receive in 2015/2016. Notification of the availability of the draft 2015/2016 Action Plan and public hearing was published in the Press Democrat on April 1, 2015, and distributed on the CoC listserv.

The Consolidated Plan process involved the housing and community development organizations in the City, non-profit providers of affordable housing, service providers to the City's low-income and special needs populations, advocates and others. A community meeting was held to present findings from the consolidated planning research process and to solicit public input on the draft Consolidated Plan. Extensive outreach was conducted to promote this meeting, including posting the bilingual (English/Spanish) notice to the City's website and in the Press Democrat and La Voz Bilingual Newspaper (including their Facebook page); and email or mail distribution to the Sonoma County Continuum of Care, City Council, Housing Authority, Community Advisory Board, various neighborhood associations, local businesses and social service agencies, individuals, and affordable housing developers.

Consultation and citizen participation are discussed in greater detail in Sections AP-10 and AP-12 of this Action Plan and in the Process Section of the Consolidated Plan. Additionally, the City developed a Citizen Participation Plan in conjunction with the Consolidated Plan which can be found on the City's website: [http://srcity.org/departments/economicdev/housing/Pages/fed\\_grant.aspx](http://srcity.org/departments/economicdev/housing/Pages/fed_grant.aspx).

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

During the public comment period a letter was received from the National Fair Housing Alliance regarding the City's responsibility to affirmatively further fair housing as a recipient of CDBG funds. The letter is attached to this Action Plan under Citizen Participation Comments.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

Not applicable.

## **7. Summary**

Given the increasingly tight rental market in Sonoma County, the City will continue to dedicate its CDBG, HOME, and local resources for affordable housing purposes and homeless services. Some of the current challenges include:

- 4,600 families currently on the City's Section 8 Housing Choice Voucher Program waiting list are facing a wait of approximately six to eight years, and those families that receive vouchers are routinely turned away from housing providers.
- 2013 homeless count data found 4,280 homeless persons in Sonoma County, 77 percent of whom were unsheltered. Of the 2,188 homeless persons in Santa Rosa, 1,522 were unsheltered (69 percent).

In 2015/2016, the City anticipates the completion of two affordable housing communities, sponsored by the City: Tierra Springs Apartments (66 multi-family rental units, developed by USA Properties) and Catalina Townhomes (60 self-help ownership units, developed by Burbank Housing). Additionally, the City is optimistic that Crossroads Apartments (79 multi-family rental units, developed by Burbank Housing), jointly funded by the City and the County of Sonoma, will successfully compete for 9 percent tax credits and start construction in 2015/2016. This is good news given that these three projects were delayed for years due to the downturn in the economy and hopefully an indication that the City, along with its community partners, will be able to increase its inventory of affordable housing and provide some relief to its cost burdened residents. The City will also continue to assist with the operating costs of homeless programs administered by Catholic Charities, including the Family Support and Homeless Services centers, and the city-owned Samuel L. Jones Hall Homeless Shelter, which recently increased its capacity by 68 beds in 2014/2015.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SANTA ROSA	
CDBG Administrator		
HOME Administrator		

Table 1 – Responsible Agencies

### Narrative (optional)

The City has delegated the responsibility of administering its housing programs to the Housing Authority of the City of Santa Rosa (Housing Authority) which is staffed by EDH. The mission of the Housing Authority is to ensure adequate, decent, safe, and sanitary housing for qualified people within Santa Rosa consistent with federal, state, and local law. EDH administers a variety of programs to facilitate a positive business climate and encourage the development of existing and emerging industry clusters; effectively manage the community's parking assets; revitalize blighted and economically disadvantaged areas; and develop and administer a variety of affordable housing programs. Key program areas include Economic Development, Rental Assistance, Santa Rosa Housing Trust (Trust), Neighborhood Revitalization, Mobilehome Rent Control, and Parking. The Trust administers the City's housing programs which are broken into four broad funding categories:

1) Affordable Housing Production; 2) Conversion and Preservation of Affordable Housing; 3) Special Needs Facilities; and 4) Homebuyer Finance.

The City has supported the development of more than 4,000 affordable rental and ownership units, including single and multi-family residences, and housing for seniors and persons with special needs. The Trust's asset management and compliance portfolio exceeds \$100 million, 500 contracts and loans, and more than 2,700 units which are actively monitored for regulatory compliance.

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The consolidated planning process requires jurisdictions to reach out to and consult with other public and private agencies when developing the Consolidated Plan. The City's consultation process is summarized below and provided in greater detail in its Consolidated Plan which can be found on its website: [http://srcity.org/departments/economicdev/housing/Pages/fed\\_grant.aspx](http://srcity.org/departments/economicdev/housing/Pages/fed_grant.aspx). Section PR-10 (Consultation) includes a complete listing of all the agencies, groups, and organizations that were consulted as part of the Consolidated Plan, and, therefore, only a partial listing of those entities consulted as part of the 2015/2016 Action Plan are noted below.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

In preparing the Consolidated Plan, the City consulted with various organizations located in Sonoma County that provide services to the residents of Santa Rosa. In many instances, these consultations are part of on-going interactions between EDH and the agency or group described.

City of Santa Rosa

1. City Council – authorize (at a public hearing) the submission of the Consolidated Plan and Annual Action Plan to HUD.
2. City of Santa Rosa Department of Community Development - reviews CDBG and HOME funded development projects to determine whether proposed development activities comply with the General Plan and Zoning Code; responsible for drafting the Santa Rosa General Plan 2035, adopted in 2009, including the Housing Element, cited throughout the Consolidated Plan as the *Housing Element of the General Plan 2014-2022 – Public Review Draft, March 5, 2014 (Housing Element)*.
3. City of Santa Rosa Department of Economic Development and Housing – Economic Development Division – provides assistance with business needs such as starting or expanding a business, finding a site, or connecting with other City services.
4. Housing Authority of the City of Santa Rosa – the policy board of the Department of Economic Development and Housing. The Housing Authority addresses the housing needs of extremely low- and low-income residents in the City through a variety of programs including the Housing Choice Voucher Program.

## County of Sonoma

5. Sonoma County Community Development Commission – coordinates the County’s CDBG, HOME, and FESG funding, as well as the Continuum of Care process; provides funding to programs throughout the County including the Samuel L. Jones Hall Homeless Shelter.
6. Sonoma County Department of Health Services – Behavioral Health Division – provides information regarding the needs of Sonoma County residents who have mental disabilities. Representatives of this Division also participate in various Continuum of Care working groups.
7. Sonoma County Department of Health Services – Public Health Division – provides information regarding the potential of lead-based paint hazards in the County.
8. Sonoma County Permit and Resource Management Department (PRMD) – responsible for drafting the Sonoma County General Plan Housing Element. PRMD and the CDC work together to implement County incentive programs intended to encourage the development of new affordable housing units in the unincorporated areas.

## City of Petaluma

9. City of Petaluma – participates with the City of Santa Rosa and the Sonoma County Community Development Commission to develop and implement the annual Sonoma County Continuum of Care Plan. The three jurisdictions collaborated on the Analysis of Impediments to Fair Housing Choice.

For the 2015/2016 Action Plan, City staff from the Housing Choice Voucher Program and the Housing Trust provided updates on Sections AP-55 (Affordable Housing) and AP-60 (Public Housing). Notification of the February 25 community meeting and funding priorities was also distributed to the City Council.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Significant aspects of the Consolidated Plan development process included consultations with the Sonoma County Continuum of Care (CoC). Efforts to address the needs of homeless persons are described in greater detail later in this Action Plan and in the Consolidated Plan.

The Sonoma County Community Development Commission (CDC) is the lead agency for the Sonoma County CoC and hosts its planning process. The City, the CDC and the City of Petaluma, the three HUD entitlement jurisdictions in Sonoma County, jointly fund the CoC and have designated seats on its governing body. The CoC membership includes representation from the non-profit, governmental, service provider, housing development, law enforcement, faith-based, business, homeless and general communities. The CoC’s 10-Year Homeless Action Plan and its annual submissions to HUD reflect the

demographics, needs and available shelter, housing and services in all three HUD entitlement jurisdictions in order to provide a cohesive shelter system throughout the County.

For the 2015/2016 Action Plan, notification of the February 25 community meeting and Public Services Program application materials were distributed through the CoC listserv. The CoC membership is comprised of more than 40 agencies, non-profit and for-profit entities, as well as private citizens. The CoC was also consulted to provide updates on Section AP-65 (Homeless and Other Special Needs Activities) for the 2015/2016 Action Plan. The Strategic Plan Section of the Consolidated Plan, specifically SP-40, includes a complete listing of the CoC's membership, and, therefore, these agencies are not listed in the table below.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of Santa Rosa does not coordinate ESG funds. However, as the largest city in the CoC, Santa Rosa has a seat on the CoC governing body and therefore participates in CoC consultation on allocation of County and Balance of State ESG funds and evaluation of ESG applications.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities: SEE TABLE ON NEXT PAGE**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	County of Sonoma
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Commission was consulted in the development of various aspects of the Consolidated Plan and for updates to the 2015/2016 Action Plan, specifically in the areas of affordable housing and homelessness, with the anticipated outcome of providing accurate data in both reports and for improved coordination between the City and the County.
2	<b>Agency/Group/Organization</b>	CITY OF SANTA ROSA
	<b>Agency/Group/Organization Type</b>	Housing PHA Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff was consulted in the development of various aspects of the Consolidated Plan and for updates to the 2015/2016 Action Plan, specifically the Department of Economic Development and Housing (Housing Trust division and Housing Choice Voucher Program), with the anticipated outcome of providing accurate data in both reports and for improved interdepartmental collaboration.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All groups were either consulted or invited to participate in the Consolidated Plan process. There was no decision to exclude any group. Section PR-10 (Consultation) includes a complete listing of all the agencies, groups, and organizations that were consulted as part of the Consolidated Plan.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sonoma County Community Development Commission	As the largest City in the CoC, Santa Rosa has a seat on the CoC governing body ensuring coordination with the CoC and consolidated planning process.

**Table 3 – Other local / regional / federal planning efforts**

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

In order to ensure maximum participation in the Consolidated Plan process among all populations and special needs groups and to ensure that their issues and concerns are adequately addressed, the City developed a Citizen Participation Plan in conjunction with the Consolidated Plan. The Citizen Participation Plan describes the actions to be taken to encourage citizen participation in the development of the Consolidated Plan, any Substantial Amendments to the Consolidated Plan, the Annual Action Plan, and Consolidated Annual Performance Evaluation Report (CAPER). A full copy of the Citizen Participation Plan is available upon request from the City or from its website: [http://srcity.org/departments/economicdev/housing/Pages/fed\\_grant.aspx](http://srcity.org/departments/economicdev/housing/Pages/fed_grant.aspx).

#### **Efforts to Broaden Public Participation**

The City's efforts to broaden public participation are detailed in the Consolidated Plan. The City has made provisions to provide bilingual translators and signing or captioning services for the hearing impaired if requested. The sites utilized for all public meetings/hearings are Americans with Disabilities Act (ADA) compliant and within proximity to public transportation. The City continually finds ways to distribute program and project information to groups that are underserved. Information is available in Spanish for many programs and activities. Both the AT&T Foreign Language Line and the TDD are utilized to ensure that information is available. The City's website is also available in 11 languages. There is also an ongoing requirement that the agencies receiving funds from the City utilize a variety of methods to reach the broadest population possible.

The City hosted a community meeting on February 25, 2015, to receive public comment and recommendations on the priorities for the use of 2015/2016 CDBG and HOME funds. Notification of the community meeting was published in the Press Democrat on February 11, 2015, and distributed through the CoC listserv and provided to the City Council. The draft 2015/2016 Action Plan was made available for review at the City Manager's Office in City Hall, the Department of Economic Development and Housing in City Hall Annex, the main branch of the Sonoma County Library located in downtown Santa Rosa, on the City's website, and distributed through the CoC's listserv. A public hearing was held on May 12, 2015, at the Santa Rosa Council Chamber to allow residents to provide input on how the City plans to distribute CDBG and HOME funds it will receive in 2015/2016. Notification of the availability of the draft 2015/2016 Action Plan and public hearing was published in the Press Democrat on April 1, 2015, and distributed on the CoC listserv.

The City's citizen participation outreach efforts are summarized on the next page.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City hosted a community meeting on February 25 to receive public comment and recommendations from citizens on the priorities for the use of 2015/2016 CDBG and HOME funds. Only one person attended, a staff person from a local non-profit interested in applying for funding.	No comments were received at the meeting.	No comments were received at the meeting.	<a href="http://www.srcity.org">www.srcity.org</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	The City held a public hearing on May 12 to receive public comment and to authorize the submission of the 2015/2016 Action Plan.	No comments were received at the meeting. During the public comment period a letter was received from the National Fair Housing Alliance regarding the City's responsibility to affirmatively further fair housing as a recipient of CDBG funds. The letter is attached to this Action Plan under Citizen Participation Comments.	Not applicable	<a href="http://www.srcity.org">www.srcity.org</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Newspaper Ad	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	<p>A public notice of the February 25 community meeting was posted in the Press Democrat, local newspaper, in English and Spanish. A public notice of the May 12 public hearing was posted in the Press Democrat.</p>	<p>No comments were received at the community meeting or public hearing. See 2 above for comment received during public comment period.</p>	<p>Not applicable</p>	<p><a href="http://www.srcity.org">www.srcity.org</a></p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Email	Non-targeted/broad community	<p>The notice of the February 25 community meeting was distributed via email to the Sonoma County Continuum of Care (40+ agencies) and Santa Rosa City Council.</p> <p>Information on the 2015/2016 Public Services Program funding was also provided to the CoC and posted on the City's website.</p>	No comments were received.	Not applicable	<a href="http://www.srcity.org">www.srcity.org</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

During 2015/2016, the City will receive an allocation of \$1,326,536 in CDBG funding. CDBG funds are used by the City for public services, housing activities and administrative costs. The City will also receive an allocation of \$485,562 in HOME funding for housing activities and administrative costs. The table below provides a breakdown of 2015/2016 (year two of the Consolidated Plan period) resources and the expected amount available for the remainder of the Consolidated Plan period (years three, four, and five) which are based on the 2015/2016 allocation.

Narrative regarding Section AP-20 (Annual Goals and Objectives) is included here as the IDIS template does not provide a narrative section in AP-20. Based on the priority needs and associated goals identified in the Strategic Plan Section of the Consolidated Plan and the guidance provided by 24 CFR 91.215, the City has identified the following annual goals (also identified in the next Section AP-20):

- Increase supply of affordable rental housing for the City's lowest income households;
- Preserve existing affordable housing stock;
- Provide housing and services to special needs populations;
- Increase access to homeownership opportunities for City residents;
- Provide funding for public facilities and improvements; and
- Promote economic development activities in the City.

Goals 1 (production of affordable housing), 2 (preservation of affordable housing), and 3 (housing and services to special needs populations), per AP-20, are considered priority goals, and have associated annual outcomes and funding allocations. This is not the case for goals 4 (homeownership), 5 (public facilities and improvements), and 6 (economic development), which are less of a priority. While the City will likely engage in activities over the five-year Consolidated Plan period related to these goals (4, 5, 6), the City has yet to identify annual outcomes and funding allocations.

**Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,326,536	22,000	0	1,348,536	4,045,608	Expected amount available to City based on 15/16 allocation
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	485,562	33,300	0	518,862	1,556,586	Expected amount available to City based on 15/16 allocation

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG and HOME funds are often coupled with local funds, allowing projects to compete for additional funding provided by tax credits, bonds, and state financing programs. An investment by the City makes the projects more competitive in various funding competitions. All sources and types of funds are more limited now due to the current economic climate, along with the demise of statewide redevelopment tax-increment funds and housing set-aside funds. However, as in the past, the City will be as creative as possible to find other sources of funding from local, state, federal, and private sources in order to develop and deliver efficient and cost effective projects.

The City obtains its HOME Match funds from the welfare contribution of properties that have received HOME funding from the City. As of Fiscal Year 2013/2014, there were 20 properties that contribute to the City's HOME Match requirement, which generated approximately \$1 million. The City reports annually on HOME match funds with the submission of its CAPER to HUD.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Not applicable

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Production of affordable housing	2014	2019	Affordable Housing Homeless Non-Homeless Special Needs		Affordable Housing Homelessness	CDBG: \$379,353 HOME: \$147,189	Rental units constructed: 17 Household Housing Unit
2	Preservation of affordable housing	2014	2019	Affordable Housing Homeless Non-Homeless Special Needs		Affordable Housing Homelessness	CDBG: \$770,203 HOME: \$298,839	Rental units rehabilitated: 33 Household Housing Unit
3	Housing and services to special needs populations	2014	2019	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Affordable Housing Homelessness Non-housing Community Development	CDBG: \$198,980 HOME: \$72,834	Public service activities for Low/Moderate Income Housing Benefit: 2000 Households Assisted Rental units rehabilitated: 5 Household Housing Unit
4	Homeownership	2014	2019	Affordable Housing		Affordable Housing	CDBG: \$0 HOME: \$0	Homeowner Housing Added: 0 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public facilities and improvements	2014	2019	Non-Housing Community Development		Non-housing Community Development	CDBG: \$0 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted
6	Economic Development	2014	2019	Non-Housing Community Development		Non-housing Community Development	CDBG: \$0 HOME: \$0	Jobs created/retained: 0 Jobs

**Table 6 – Goals Summary**

**Goal Descriptions**

1	Goal Name	Production of affordable housing
	Goal Description	
2	Goal Name	Preservation of affordable housing
	Goal Description	
3	Goal Name	Housing and services to special needs populations
	Goal Description	
4	Goal Name	Homeownership
	Goal Description	
5	Goal Name	Public facilities and improvements
	Goal Description	
6	Goal Name	Economic Development
	Goal Description	

**Table 7 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

As many affordable units will be produced as feasible given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing utilizing HOME, CDBG, and local resources.

## AP-35 Projects – 91.220(d)

### Introduction

As discussed in Sections AP-15 and AP-20, the City has identified six goals to address housing and community development needs between Fiscal Year 2014 and 2019. On an annual basis, the City will try to achieve as many of these goals as feasible. Below are the proposed 2015/2016 projects, also known as programs or activities. Wherever possible the City has identified specific projects, such as projects 8 through 13 below. Projects selected throughout the course of the program year that have not been identified fall under projects 1 through 7 which are broad funding categories and align with the goals discussed in AP-15, AP-20, and in the Consolidated Plan.

#	Project Name
1	HOME Administration
2	CDBG ADMINISTRATION
3	Production of affordable housing
4	Preservation of affordable housing
5	Homeownership
6	Public facilities and improvements
7	Economic Development
8	CHDO – Benton Veterans House
9	Public Services - Homeless Services Center
10	Public Services - Family Support Center
11	Production of affordable housing - Crossings on Aston
12	Production of affordable housing - Tierra Springs
13	Production of affordable housing - Lantana Place

**Table 8 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Consolidated Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; and the availability of resources to address these needs. Based on all of these components, housing needs are given the highest priority followed by homelessness and non-housing community development needs, as more fully discussed in the Strategic Plan Section of the Consolidated Plan. One of the primary obstacles to meeting underserved needs of residents is the availability of funding. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of Low and Moderate Income Housing funds as a result of the dissolution of state-wide redevelopment agencies has impacted the City's ability to implement its goals. The City's ability to assist lower priority projects, for example – public facilities and improvements, homeownership, and economic development – for 2015/2016 depends on the availability of additional resources to address these needs.

# Projects

## AP-38 Projects Summary

### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	HOME Administration
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing Preservation of affordable housing Housing and services to special needs populations Homeownership
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	\$51,886
	<b>Description</b>	Administration of the HOME program
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See description
<b>2</b>	<b>Project Name</b>	CDBG ADMINISTRATION
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing Preservation of affordable housing Housing and services to special needs populations Public facilities and improvements
	<b>Needs Addressed</b>	Affordable Housing Homelessness Non-housing Community Development
	<b>Funding</b>	CDBG: \$269,707
	<b>Description</b>	Administration of the CDBG program

	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See description
<b>3</b>	<b>Project Name</b>	Production of affordable housing
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing Housing and services to special needs populations
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	CDBG: \$290,350; HOME: \$130,067
	<b>Description</b>	Production of housing affordable to households at or below 80 percent of AMI
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	As many affordable units will be produced as feasible given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See estimate
<b>4</b>	<b>Project Name</b>	Preservation of affordable housing
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Preservation of affordable housing Housing and services to special needs populations
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	CDBG: \$589,499; HOME: \$264,075
	<b>Description</b>	Preservation of affordable housing through the rehabilitation of existing units, extension of affordability restrictions, or conversion of market-rate units

	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	As many affordable units will be produced as feasible given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See estimate
5	<b>Project Name</b>	Homeownership
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Homeownership
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	Unknown at this time
	<b>Description</b>	Increase access to homeownership opportunities for lower income residents. As of the writing of the Action Plan, the City does not have an estimate of CDBG and HOME funds available to this project in Fiscal Year 2015/2016.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	As of the writing of the Action Plan, the City does not have an estimate of the number of people that will benefit from the project.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See estimate
6	<b>Project Name</b>	Public facilities and improvements
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Public facilities and improvements
	<b>Needs Addressed</b>	Non-housing Community Development
	<b>Funding</b>	Unknown at this time
	<b>Description</b>	Funding for public facilities and improvements.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	As of the writing of the Action Plan, the City does not have an estimate of the number of people that will benefit from the project.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See estimate
<b>7</b>	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Non-housing Community Development
	<b>Funding</b>	Unknown at this time
	<b>Description</b>	Promote economic development activities. As of the writing of the Action Plan, the City does not have an estimate of CDBG funds available to this project in 2015/2016.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	As of the writing of the Action Plan, the City does not have an estimate of the number of people that will benefit from the project.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	See estimate
<b>8</b>	<b>Project Name</b>	CHDO – Benton Veterans House
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing Housing and services to special needs populations
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	HOME: \$72,834
	<b>Description</b>	15 percent of HOME funds are set aside for CHDOs for affordable housing purposes, specifically for persons with special needs. See estimate for project details.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	In 2014/2015, the City committed \$163,519 in CHDO funds, plus \$103,993 in local funds, to Community Housing Sonoma County for the development of Benton Veterans House which will provide seven units of permanent supportive housing for veterans. The City anticipates committing additional CHDO funds to the project in 2015/2016. Six units will be affordable to households at or below fifty percent of AMI with one unrestricted manager's unit.
	<b>Location Description</b>	1055 Benton Street
	<b>Planned Activities</b>	See estimate
<b>9</b>	<b>Project Name</b>	Public Services - Homeless Services Center
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Housing and services to special needs populations
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$102,520
	<b>Description</b>	Operation of a homeless day facility that provides showers, laundry, outreach, medical referral, and intake for emergency shelters. Clients can also use the facility to receive mail and phone messages.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1800 homeless individuals and families will benefit from the project
	<b>Location Description</b>	Downtown Santa Rosa
	<b>Planned Activities</b>	See description
<b>10</b>	<b>Project Name</b>	Public Services - Family Support Center
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Housing and services to special needs populations
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$96,460
	<b>Description</b>	Family homeless shelter providing meals, on-site medical care, housing assistance, workshops, and youth activities.
	<b>Target Date</b>	6/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	450 homeless families will benefit from this project
	<b>Location Description</b>	Downtown Santa Rosa
	<b>Planned Activities</b>	See description
<b>11</b>	<b>Project Name</b>	Production of affordable housing - Crossings on Aston
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	None anticipated in 2015/2016
	<b>Description</b>	27-unit multi-family rental project sponsored by Urban Housing Communities. The City provided a loan in the amount of \$1.5 million. Construction is expected to start in 2015 subject to the developer's ability to secure additional financing. As of the writing of the Action Plan, the City does not have an estimate of local or federal funds available to this project in 2015/2016.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	27 units affordable to households at 30, 50, and 60 percent of AMI
	<b>Location Description</b>	Southeast Santa Rosa
	<b>Planned Activities</b>	See description
<b>12</b>	<b>Project Name</b>	Production of affordable housing - Tierra Springs
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	None anticipated in 2015/2016

	<b>Description</b>	66-unit multi-family rental complex sponsored by USA Properties. As of the writing of this Action Plan, construction is almost complete for Phase I (42 units) with anticipated occupancy by the end of May 2015. Construction of Phase II (24 units) started in April 2015 and is expected to be complete by the end of 2015. To date, the City has committed \$5.3 million in loan funds, including CDBG and HOME funds to the project. The City does not anticipate committing additional funds to the project as it is expected to be fully constructed and occupied in 2015/2016.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	66 units affordable to households at or below 30, 50, and 60 percent of AMI.
	<b>Location Description</b>	Southeast Santa Rosa
	<b>Planned Activities</b>	See description
13	<b>Project Name</b>	Production of affordable housing - Lantana Place
	<b>Target Area</b>	N/A
	<b>Goals Supported</b>	Production of affordable housing
	<b>Needs Addressed</b>	Affordable Housing Homelessness
	<b>Funding</b>	None anticipated in 2015/2016
	<b>Description</b>	95-unit multi-family rental project developed by Burbank Housing Development Corporation. The City has provided a loan in the amount of \$2.3 million. This project has been delayed due to the downturn in the economy. As of the writing of the Action Plan, the City does not have an estimate of federal or local funds available to this project in 2015/2016. Construction is expected to start in 2015 subject to the developer's ability to secure additional financing.
	<b>Target Date</b>	6/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	95 units affordable to families at or below 50 percent of AMI
	<b>Location Description</b>	Southwest Santa Rosa
	<b>Planned Activities</b>	See description

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The funds that are allocated to the City are available citywide with no priority assigned to geographic regions. Instead funds are allocated to organizations that provide low-income households with housing and supportive services. On an annual basis, the City prioritizes the use of its CDBG and HOME funding for the development of affordable housing (including preservation and conservation) that serve low-income households and to addressing homelessness.

### **Geographic Distribution**

**Table 10 - Geographic Distribution – DELETED, NOT APPLICABLE**

### **Rationale for the priorities for allocating investments geographically**

Not applicable

# Affordable Housing

## AP-55 Affordable Housing – 91.220(g)

### Introduction

One of the goals identified in the Consolidated Plan and this Action Plan (2015/2016) is to increase the supply of affordable rental housing for the City's lowest income households. In order to achieve this goal, the City developed a Housing Allocation Plan (HAP) ordinance, adopted by the City Council in 1992 to promote the development of affordable housing in Santa Rosa. The HAP applies to all residential development in the City and was most recently amended in 2012. Fee payment to support the development of affordable housing is now the primary method of compliance. The City also included an Infill Policy in the Housing Element of the General Plan, which allows higher density construction with the creation of units targeted to low-income households for a minimum of ten years. In an effort to assist developers of affordable housing units, the City issues tax exempt multi-family housing revenue bonds to finance the construction of new developments.

The City is actively pursuing its goal of creating affordable housing units. As of March 2015, the City committed more than \$21 million for the production or preservation of 474 units which are in varying stages of development, including 363 multi-family rental units, 60 ownership units, and 51 units plus 138 beds for persons with special needs. The City has prioritized its CDBG and HOME funds, and local funding sources, for affordable housing purposes. CHDO funds are often coupled with local sources to provide housing to special needs populations. When prioritizing the income levels to be assisted by the new housing units, the City uses the Association of Bay Area Governments (ABAG) Regional Housing Needs Allocation (RHNA) as a gauge, as discussed in greater detail in the Consolidated Plan.

With regards to affordable homeownership activities, between 2008 and to 2013, the City was able to provide \$196,500 in federal funds (HOME-ADDI and CDBG) to assist 15 first-time, low-income homebuyers. While the market has become increasingly difficult for low-income buyers for a variety of reasons, the City continues to support homeownership opportunities for its residents, such as those noted below:

- Catalina Townhomes – a 60-unit self-help ownership development by Burbank Housing Development Corporation that will be targeted to low-income households. The City obtained a \$5 million Residential Development Loan Program (RDLP) loan from the California Housing Finance Agency (CalHFA) and has been approved for up to \$3.8 million in Building Equity and Growth in Neighborhoods (BEGIN) grant funds from the State of California Department of Housing and Community Development for the project. Phase I is under construction and expected to be completed by December 2015, with Phase II to follow in June 2016.
- Mortgage Credit Certificates (MCCs) – MCCs provide an annual tax credit for first-time homebuyers thus reducing the amount of federal income tax they pay. The County of Sonoma and the participating municipalities of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park,

Sebastopol, Sonoma, and the Town of Windsor sponsor a local MCC program which is available to eligible first-time homebuyers interested in purchasing a home anywhere in Sonoma County. The Sonoma County Community Development Commission administers the program under contract with Fred Consulting Associates. MCC funds are provided by the California Debt Limit Allocation Committee (CDLAC) through an annual bond allocation process. Since 1993, more than 1,300 first-time homebuyers have received assistance under Sonoma County’s MCC program.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	50
Special-Needs	5
<b>Total</b>	<b>55</b>

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	17
Rehab of Existing Units	33
Acquisition of Existing Units	0
<b>Total</b>	<b>50</b>

**Table 12 - One Year Goals for Affordable Housing by Support Type**

**Discussion**

The tables in this section provide estimates on the number of homeless, non-homeless, and special needs households to be provided affordable housing during the program year (2015/2016); and the number of affordable units that will be provided by program type, including rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units.

Through its Public Services Program the City anticipates providing assistance to approximately 2,000 homeless persons during 2015/2016. Additionally, the City will continue to fund (via non-federal sources) the Samuel L. Jones Homeless Shelter, a 138-bed year-round shelter owned by the City and operated by Catholic Charities. The City has also prioritized its CDBG and HOME funds for the creation of affordable housing which is crucial to ending homelessness. Affordable housing developments sponsored by the City often incorporate set aside units for persons with special needs, including homeless persons. In 2015/2016, the City anticipates providing assistance to approximately 50 affordable units through the production and preservation of affordable housing which will benefit homeless, non-homeless, and special needs populations.

With regards to rental assistance, the City does not use its CDBG or HOME funds for rental assistance. This is provided through its Housing Choice Voucher Program, which, as of March 2015, provided assistance to approximately 2,000 families.

## **AP-60 Public Housing – 91.220(h)**

### **Actions planned during the next year to address the needs to public housing**

The City does not own or operate public housing units. As of March 2015, the Housing Authority has 1,769 Housing Choice Vouchers, which includes 296 HUD-VASH (Veterans Affairs Supportive Housing), and administers the vouchers for approximately 230 families exercising portability from other jurisdictions. There are approximately 4,600 families on the waiting list and the wait is approximately six to eight years. The Housing Authority will be opening its waiting list in May 2016, and anticipates receiving 3,000 applications.

While the City does not provide public housing units, the units created with the funds allocated to affordable housing often include social services that are coordinated with organizations providing services throughout Sonoma County.

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

The Housing Authority elects a Resident Advisory Board annually made up of Tenant Commissioners on the Housing Authority who participate in the development of Housing Authority policies and activities throughout the year. The agency provides homeownership resources to participants in the Housing Choice Voucher program and more widely to families in low-income areas in cooperation with the City's Neighborhood Revitalization Program. The Family Self-Sufficiency (FSS) Program has established partnerships with a variety of community resources to refer participants for services including pre- and post-secondary education, health care, child care, employment development, supported employment and small business development including micro-loans. The FSS program also encourages families to participate in financial wellness programs including financial literacy and credit repair with an emphasis on long-term financial stability for the purposes of homeownership.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The Housing Authority has been designated as a High Performing Agency from 2007 through 2014.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City participates in the Sonoma County Continuum of Care (CoC), which was formed by the cities of Santa Rosa and Petaluma, and the Sonoma County Community Development Commission (CDC) to apply for CoC funding and jointly develop and implement the 10-Year Homeless Action Plan. The CoC's 10-Year Homeless Action Plan and its annual submissions to HUD reflect the demographics, needs and available shelter, housing and services in all three HUD entitlement jurisdictions in order to provide a cohesive homeless services system throughout the County. The goals and strategies outlined below are those of the entire region rather than for the City alone and are based on the five-year goals discussed in greater detail in the Consolidated Plan (SP-60 Homelessness Strategy).

Homeless and other special needs activities to be undertaken directly by the City are noted in the Discussion section below.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

- Operate coordinated entry for all households with children who are entering the homeless system, and for unsheltered persons engaged by street outreach teams.
- Reach out to homeless households (especially unsheltered persons) and assess their individual needs with a common assessment tool; collect information to determine the underlying issues and risk factors and develop a plan to address those issues.
- Reduce recidivism through system-wide implementation of evidenced-based practices known to effectively address trauma (e.g., Seeking Safety, Motivational Interviewing).
- Address the emergency shelter needs of people living outside through increased street outreach and assessment of their health needs, prioritizing those most at risk of dying outside.
- Significantly expand rapid re-housing services to end homelessness as quickly as possible.
- Shift the entire homeless system of care to a "Housing First" approach as the most cost-effective and direct route to reducing homelessness.
- Help low-income households who are being discharged from publicly funded systems of care avoid becoming homeless by engaging those systems of care in identifying solutions to such households, and planning to avoid new homelessness.

## **Addressing the emergency shelter and transitional housing needs of homeless persons**

Short-term strategies include but are not limited to the following:

- Expanding street outreach efforts to prioritize the needs of persons living outside, especially those whose health is compromised.
- Sustaining existing emergency shelter inventory and helping those in shelter exit to permanent housing through rental assistance and case management addressing specific barriers to obtaining and retaining housing.
- Expanding economic opportunities to help participants achieve long-term housing stability by coordinating services with local employment training agencies to offer financial literacy workshops, or through local initiatives such as the CoC's new SOAR (SSI/SSDI Outreach, Access, and Recovery) Initiative.

The CoC has also identified long-term strategies which are outlined in SP-60.

**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 Emergency Solutions Grant and Continuum of Care interim regulations encourage providing homeless households with housing quickly, and only availing supportive services that are of greatest need to support stable housing; other needs the household may have should be addressed through existing mainstream resources available in the community. This reflects a new emphasis on both homelessness prevention and rapid re-housing. The CoC's Performance Measurement and Goals, including national benchmarks, 2013 achievements, and annual and five-year goals are discussed in greater detail in SP-60. The performance measures are listed below:

- Shorten the average length of stay in emergency shelters and transitional housing for households exiting to permanent housing by 10% over 2013 baselines.
- Increase the percent of households exiting emergency shelters and transitional housing to permanent housing to 40% of households with children, and increasing exits to permanent housing by 1% over the previous year.
- Reduce the number of households re-entering the homeless system after exiting to permanent housing from a baseline of 14% (2013), to no more than 10%.
- Increase the percent of permanent supportive housing participants achieving housing stability from the 2013 baseline of 89%, to 91%.
- Increase the percent of participants exiting with employment income from the 2013 baseline of 31%, to 33%.

- Increase the percent of participants that exit with income from sources other than employment from the 2013 baseline of 54%, to 56%.
- Increase the percent of participants exiting with non-cash mainstream benefits from the 2013 baseline of 73%, to 83%. This goal anticipates a significant increase due to implementation of expanded Medicaid in California (Medi-Cal).

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

The CoC’s discharge planning efforts are outlined in its 2013/2014 application and include foster care, health care, mental health, and corrections (a detailed discussion on these efforts is included in SP-60). These efforts will continue in 2015/2016 and are summarized below:

**Foster Youth** – Sonoma County Division of Family, Youth and Children Services (FYC) is the lead agency responsible for ensuring foster youth are not routinely discharged into homelessness. FYC partners with Sonoma County Juvenile Probation to ensure foster youth in the criminal justice system have equal access to AB12-funded services; and works with community-based organizations such as VOICES Sonoma, Social Advocates for Youth (SAY), the Children’s Village, and TLC Children’s Services to implement programs that divert foster youth from the street. The CoC Homeless Youth Task Force, chaired by the Sonoma County Office of Education Foster/McKinney Coordinator and a former foster youth employed at SAY, engages all these partners plus Sonoma County Divisions of Behavioral Health and Employment and Training, Buckelew Programs, Positive Images (serving LGBTQI youth), several Police Departments, and elected State officials in planning to prevent new discharges of foster youth to homelessness.

**Health Care** – The CoC has worked with a grassroots Health Care for the Homeless Collaborative (HCHC, staffed by the Sonoma County Task Force for the Homeless) for more than 10 years to improve protocols for discharging homeless patients. Hospitals are now legally responsible for ensuring persons discharged from their care are not routinely discharged into homelessness. In Santa Rosa, these include Santa Rosa Memorial Hospital; Sutter Medical Center; and Kaiser Hospital. The three larger hospitals fund recuperative beds operated by Catholic Charities (13-bed Nightingale respite facility, co-located with Santa Rosa Community Health Center’s (SRCHC) drop-in Brookwood Health Center serving the homeless). SRCHC’s Care Transitions program provides nursing visits, and links multiply-disabled patients to a medical home and housing.

**Mental Health** – The discharge policies developed by the CoC with Sonoma County Behavioral Health (SCBH) represent a negotiated agreement that evolves over time, and is supported by the County's

culture of strong interdepartmental cooperative relationships and problem solving. SCBH has launched a Mobile Support Team that provides mental health support at law enforcement request. Santa Rosa Memorial Hospital's Emergency Department and many CoC partners have participated in HCHC planning for a chronic inebriate program in consultation with hospitals, Psychiatric Emergency Services, Detox, emergency medical transport, and police.

**Corrections** – In 2011 California passed Public Safety Realignment legislation that passed responsibility for low- to medium-risk offenders to County Probation Departments. Some of these probationers are housed with California Department of Corrections funds. As part of the County's strategy of Upstream Investments to reduce corrections costs, the County opened a Day Reporting Center and plans a Community Corrections Center to house homeless probationers. The CoC is working with criminal justice partners to develop policies to avoid jail discharges to homelessness.

## **Discussion**

In 2015/2016, the City, will use approximately 15 percent (15%) of its CDBG allocation (\$198,980), plus \$36,000 in local funds for its Public Services Program, which is prioritized for homeless services operations and fair housing. These funds will provide approximately 3,000 persons with fair housing/tenant-landlord counseling and serve approximately 2,000 persons by assisting with the operating costs of homeless programs.

In addition to the Public Services Program, the City administers an annual funding agreement with Catholic Charities of the Diocese of Santa Rosa for the operation of the Samuel L. Jones Hall Homeless Shelter (a 138-bed, year-round, City-owned shelter), funded by the City, Community Foundation Sonoma County, and the County of Sonoma. In 2014/2015, the City contributed \$311,356 (derived from local funds) towards the operation of the shelter. In 2013 and again in 2014, Catholic Charities also received a grant from State of California Emergency Solutions Grant (ESG) program which allowed for the expansion of its services and programs at the shelter, including operating 24 hours per day. Programming is offered throughout the day by staff, volunteers, and partner agencies and consists of expanded case management and workshops on art, meditation, and life coaching, for example.

Additionally, in November 2014, the Council approved a modification to the Conditional Use Permit for the shelter allowing for an increase in the number of year-round beds from 120 to 138 plus an additional 50 winter shelter beds between the months of November and March. The winter shelter program, which started as a temporary measure in 2013/2014, is being funded by the City and the County of Sonoma. The City is actively working with its partners to develop both short and long term solutions to address the needs of homeless persons in Santa Rosa and beyond.

With regards to activities serving non-homeless special needs populations, the City uses its CHDO funds to assist in the acquisition, rehabilitation, and/or development of property that will provide housing to special needs populations. In 2014/2015, the City committed \$163,519 in CHDO funds, plus \$103,993 in local funds, to Community Housing Sonoma County for the development of Benton Veterans House

which will provide seven units of permanent supportive housing for veterans. The City anticipates committing additional CHDO funds to the project in 2015/2016. Additionally, units that are created with HOME and CDBG funds allocated to affordable housing often include social services that are coordinated with organizations providing services throughout Sonoma County. Over the course of 2015/2016, the City anticipates providing financial assistance to approximately 50 affordable housing units through the use of HOME and CDBG funds and other resources available to the City.

## **AP-75 Barriers to affordable housing – 91.220(j)**

**Actions it planned 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**

Potential constraints to housing development in Santa Rosa vary by area, but generally may include infrastructure, residential development fees, land use controls, development standards, development and building permit application processing times, and resource preservation. An analysis of these potential barriers is detailed in the Housing Element of the Santa Rosa General Plan 2035, adopted in 2009 and most recently updated in 2014. A summary of the potential barriers identified in Housing Element is provided in the Market Analysis (MA-40) Section of the Consolidated Plan. Additionally, the recommendations made by the *Sonoma County Regional Analysis of Impediments to Fair Housing Choice (AI)* (completed in March 2012) can be found in MA-40.

The City is working closely with the County of Sonoma and the City of Petaluma to address the recommendations made in the AI within the budgetary constraints of each jurisdiction, including improving accessibility to fair housing information and resources on their respective websites and strengthening the capacity of the local fair housing agency, both of which recommendations were implemented beginning in 2012/2013 and will continue in 2015/2016.

As part of the 2012/2013 Public Services Program application process, the City, in collaboration with the County of Sonoma and the City of Petaluma, selected Petaluma People Services Center (PPSC) for the administration of a county-wide Fair Housing program. Prior to 2012/2013, two agencies provided fair housing services to Sonoma County's residents: Fair Housing of Sonoma County (FHOSC), funded by the City and the County of Sonoma and operated under the umbrella of Community Action Partnership of Sonoma County, decided to conclude its program at the end of 2011/2012; and PPSC, funded by the City of Petaluma. As a result of PPSC's successful administration of a county-wide Fair Housing program since 2012/2013, the City, the County of Sonoma, and the City of Petaluma have selected PPSC to administer the program again in 2015/2016.

PPSC's program is designed to counter violations under state landlord-tenant law in addition to discriminatory practices under both state and federal fair housing statutes. PPSC provides housing counseling and landlord-tenant mediation; assistance with the filing of discrimination complaints with HUD or the Department of Fair Employment and Housing, or to attorneys when applicable; and training to the housing industry. Information is available over-the-phone, walk-in-assistance or by appointment, and on their website. PPSC is staffed bilingually (Spanish/English). Additionally, PPSC offers evening appointments as late as 8 p.m. and has agreements with community agencies throughout Sonoma County to meet with clients at locations convenient to them.

## **AP-85 Other Actions – 91.220(k)**

### **Actions planned to address obstacles to meeting underserved needs**

One of the primary obstacles to meeting underserved needs of residents is the availability of funding. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of Low and Moderate Income Housing funds as a result of the dissolution of state-wide redevelopment agencies has impacted the City's ability to implement its goals. While the City actively seeks additional funding opportunities and will continue to do so, its ability to address underserved needs depends largely on the availability of additional resources.

### **Actions planned to foster and maintain affordable housing**

As stated throughout the Consolidated Plan and this Action Plan, housing is considered a high priority. Accordingly, the City prioritizes the use of its CDBG and HOME funding for the development of affordable housing (including preservation and conservation) that serve low-income households and to addressing homelessness. Over the course of 2015/2016, the City anticipates providing financial assistance to approximately 50 affordable housing units through the use of HOME and CDBG funds and other resources available to the City.

### **Actions planned to reduce lead-based paint hazards**

The City has addressed the issue of LBP hazards by providing notices to landlords and tenants that participate in the Housing Choice Voucher Program, borrowers/tenants of the City's Rehabilitation Loan Program, and homebuyers who use ADDI and CDBG funds, warning them of the hazards of lead-based paint. Additionally, all rental units that are rehabilitated with CDBG and HOME funds are subject to LBP compliance requirements. Through the creation of new affordable housing units, low-income households are able to reside in new housing units that are free of LBP hazards. In 2015/2016, the City will use its HOME funding and approximately 85 percent of its CDBG funding for its affordable housing programs. As a result of this, the units will be free of lead-based paint.

### **Actions planned to reduce the number of poverty-level families**

The City hopes to reduce the number of poverty-level individuals and families by targeting CDBG, HOME, and local funds to projects that will provide affordable housing units and related services to foster self-sufficiency. The City does not have the resources or the capacity to increase the incomes of poverty level persons, although the City does act to reduce the housing costs for these individuals with the Housing Choice Voucher Program, CDBG and HOME funded rental units and City sponsored affordable housing units all of which serve low-income residents.

### **Actions planned to develop institutional structure**

The City has overcome gaps in its institutional structures by directing the Housing Authority, staffed by EDH, to provide policy guidance and administer the City's various housing programs.

All affordable housing-related activities are administered by EDH, specifically the Trust division, which has the responsibility of coordinating the CDBG and HOME programs in Santa Rosa and administering the funds.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City relies on private non-profit organizations as well as for-profit developers to build and acquire, develop, and rehabilitate affordable units. The Housing Authority and EDH will continue to work closely with these entities to ensure that each year as many new, affordable units are produced as possible.

The City also relies on the non-profit service sector to provide emergency shelter, including the 138 bed City-owned shelter, transitional and special needs housing. The City will continue to support these organizations and their activities.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

The City has six goals to address housing and community development needs between Fiscal Year 2014 and 2019:

- Increase supply of affordable rental housing for the City’s lowest income households;
- Preserve existing affordable housing stock;
- Provide housing and services to special needs populations;
- Increase access to homeownership opportunities for City residents;
- Provide funding for public facilities and improvements; and
- Promote economic development activities in the City.

See discussion for additional narrative to CDBG responses below.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. 70.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(I)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

HOME funds will only be used for eligible activities as described in the HOME regulations (24CFR§92.205). During 2015/2016, other forms of investments not described in §92.205(b) which the City may use for housing activities include CDBG and other local funds.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City does not anticipate using HOME funds for homebuyer assistance during the 2014 to 2019 Consolidated Plan. While homeownership is one of the City's six goals identified in the Consolidated Plan, as noted in Sections SP-45 (Goals and Objectives) and AP-20 (Annual Goals and Objectives), the City has not identified CDBG or HOME funds for this purpose. If the City decides to use HOME funds for homebuyer assistance, it will develop resale or recapture provisions in compliance with §92.254 and consult with HUD prior to using any HOME funds. The only HOME funds the City has used for homeownership purposes in the recent past were ADDI funds, all of which were expended in 2012. Further, the City complies with the HOME regulations for the administration of its outstanding HOME funded loans, including ADDI loans.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

See response to 2.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not use its HOME funds to refinance existing debt. Should the City use HOME funds for this purpose it will comply with §92.206(b) requirements regarding refinancing, including affordability, eligibility, a review of management practices, and feasibility.

## Discussion

Narrative to CDBG responses:

### **1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed**

In 2015/2016, the City anticipates receiving approximately \$22,000 in program income, all of which will be received in IDIS and committed to activities.

### **2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan**

The City does not currently have an open Section 108 project. In 2011, the City applied for and was awarded \$5.6 million of Section 108 Loan Guarantee funds and \$1.5 million of Brownfields Economic Development Initiative (BEDI) grant for the New Railroad Square Project (NRRSQ), a mixed-use, transit-oriented development. As a result of the downturn in the economy, the original project has been delayed. The City still intends to utilize the BEDI grant and Section 108 Loan Guarantee funds to promote economic development in Santa Rosa, and is currently seeking a replacement project that meets the BEDI criteria, which does not preclude the original site. HUD has granted the City an extension with a deadline to utilize the funds by September 2016.

### **3. The amount of surplus funds from urban renewal settlements**

Not applicable. The City does not have urban renewal settlements.

### **4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.**

Not applicable. The City has not returned any funds as a result of ineligible activities, excessive draws, or ineligible expenditures.

### **5. The amount of income from float-funded activities**

Not applicable. The City does not have float-funded activities

**Total Program Income** – See response to question 1 above.

## **Other CDBG Requirements**

### **1. The amount of urgent need activities**

The City has not identified any urgent needs as part of the consolidated planning process or for this Action Plan.