

2018 ANNUAL ACTION PLAN

for the Community Development Block Grant Program

CITY OF CITRUS HEIGHTS

ADOPTED
April 26, 2018



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

1. Introduction

The 2018 Action Plan is an annual plan to address the community development and low-income housing needs within the City of Citrus Heights. The following document covers the fourth year of implementation of the City's 2015-2019 Consolidated Plan. Both the Consolidated Plan and the Action Plan are implemented by the City's Housing and Grants Division.

The City anticipates receiving \$589,000 in 2018 funds from the federal Community Development Block Grant (CDBG) program. The City also plans to address its community development and housing needs through the City's First-Time Homebuyer and Housing Repair Programs.

City staff has encouraged citizen participation throughout the Action Plan process. Outreach efforts included holding public meetings and providing the opportunity for public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes briefly described below.

2. Summarize the objectives and outcomes identified in the Plan

Objectives

- Assist community-based organizations with financing that allows them to provide a new or expanded services to target-income residents, especially seniors, youth, and the homeless.
- Provide a housing repair program that addresses the quality and affordability of ownership housing stock for target-income households.
- Remove barriers to accessibility throughout the city, especially those barriers identified as a priority by the City's General Services Department.

Outcomes

The City's housing outcomes for this planning period will utilize funding from prior years to provide loans to eligible low-income homeowners for health and safety repairs to their single-fam. The City will continue to offer a First-Time Homebuyer Program, which will provide a low-interest loan to eligible households looking to purchase their first home in Citrus Heights. The First-Time Homebuyer Program is funded with Home Consortium funds and loan repayments. The City will also fund a Citywide Accessibility Improvement Project, a project compliant with Americans with Disabilities Act (ADA) standards.

The City received applications from eight eligible organizations to provide residents with a variety of services. On October 26, 2017, City Council will review funding recommendations and hear public comment. On November 9, the City Council will provide final funding recommendations and approve the 2018 Action Plan. The following applications were received:

- **Campus Life Connection** offers educational and social development to elementary and middle age children and provides an after-school experience that moves students in a positive direction.
- **Meals on Wheels** provides daily hot or frozen meals to homebound seniors or seniors in a congregate setting.
- **Sacramento Self-Help Housing** offers housing counseling and Homeless Navigator services to homeless individuals and those who are at risk of homelessness.
- **Sacramento Self-Help Housing** provides a Renter’s Helpline to tenants, educating them about their tenant-landlord rights, mediation, and investigation through a partnership with Project Sentinel and Rental Housing Association.
- **Sunrise Christian Food Ministry** offers ongoing emergency food to low-income residents.
- **Terra Nova Counseling** administers a Juvenile Diversion and Education Program in partnership with Citrus Heights Police Department to provide individual and/or family therapy to decrease crime recidivism and improve quality of life for low-income youth.
- **Crossroads Diversified Services** provides a Youth Employment Readiness Program which includes developmental workshops to high school students, ages 14-18, who live in Citrus Heights and attend Mesa Verde or San Juan high schools.
- **W.E.A.V.E. Incorporated provides response services to domestic violence victims and services to support victims of sexual assault and sex trafficking.**

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals and activities. The City evaluated its past performance as part of determining which activities to fund in 2018.

Over the last few years, the City has taken steps to identify and address needs related to homelessness. The City has funded a Homeless Navigator Program with local general fund revenue; this program is under the umbrella of Sacramento Self-Help Housing. The homeless navigator identifies homeless individuals in Citrus Heights and provides resource referrals for this population.

In the area of accessibility, the City has completed dozens of ADA-compliant curb ramps and several sidewalk infill projects in recent years. The need for these activities remains high.

The City has typically devoted the full 15% allowed to public services, providing thousands of households with a wide range of services, from meals to youth and education to housing counseling. Many households have come to depend on these services and new households are accessing them. The City plans to continue to devote the maximum allowable funding to public services and also to supplement the CDBG funding with approximately \$135,400 in general fund revenue.

4. Summary of Citizen Participation Process and Consultation Process

The City offered several opportunities for public participation and comment throughout the Action Plan process:

On July 25, 2017, City staff held a funding application workshop for non-profit organizations interested in applying for public service funds. The workshop was noticed in *The Sacramento Bee* and staff sent emails to a large mailing list of interested persons and organizations. A total of six participants attended the workshop. City staff also held an interdepartmental meeting to identify potential citywide projects.

The City will provide an opportunity for members of the public to comment at its October 26, 2017 City Council meeting, wherein the City Council will discuss the federal 2018 Community Development Block Grant funding allocation. The City will also offer an opportunity for public comment at the November 9, 2017 City Council meeting, when the Council will consider final adoption of the Action Plan.

The Action Plan will be made available for public review during public comment period from October 11, 2017 to November 9, 2017. A public notice announcing its availability was published in *The Sacramento Bee* on July 10, 2017. The first public hearing on the Action Plan will be held in front of the Citrus Heights City Council on October 26, 2017; the second public hearing will be held on November 9, 2017.

5. Summary of public comments

Comments received during the public comment period from October 11, 2017 to November 9, 2017 will be included upon Action Plan finalization.

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

To date, the City has not received any public comments. Comments received during the public comment period from October 11, 2017 to November 9, 2017 will be included in the final Action Plan, if applicable.

7. Summary

As part of the Consolidated Plan effort, the City selected two key priorities:

1. Build healthy communities; and
2. Expand economic opportunities.

Those goals align closely with three of the City Council's five goals, which include grow the local economy, enhance the quality of life, and improve overall city infrastructure with emphasis on neighborhood revitalization.

Within those priorities, the City identified six main goals:

1. Foster affordable housing;
2. Expand homeless transitional housing and services;
3. Create job training opportunities;
4. Improve accessibility;
5. Construct or upgrade public facilities; and
6. Provide other social services.

To address these goals in 2018, the City plans to provide homebuyer assistance loans to first-time homebuyers, provide health and safety housing repair loans to homeowners, support nonprofits offering a wide range of social services, and assist with citywide accessibility projects.

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

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

Table 1 – Responsible Agencies

CDBG Administrator	CITRUS HEIGHTS	Community and Economic Development Department
HOME Administrator	CITRUS HEIGHTS	Sacramento Housing and Redevelopment Agency (SHRA)

The City of Citrus Heights Housing and Grants Division, within the Community and Economic Development Department, serves as the lead agency for the Annual Action Plan and the administration of CDBG, HOME, and other housing and community development funds. Within the Housing and Grants Division, the Management Analyst II oversees the day-to-day administration of the CDBG program. The Housing and Grants Program Technician II assists in administering the program.

For the receipt of HOME funds, Citrus Heights is in a consortium with Sacramento County, the City of Sacramento, and the City of Rancho Cordova. Citrus Heights receives an annual allocation from the consortium. Sacramento Housing and Redevelopment Agency (SHRA) is the lead organization in the consortium.

Action Plan Contact Information

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

1. Introduction

In preparing the Consolidated Plan, the City consulted a variety of agencies, including local and regional nonprofits, government organizations, and faith based organizations. In preparation of the Consolidated Plan, the City also prepared an online survey that received a high response rate of 251 responses including interested residents and service providers. City staff also attended a meeting of the Citrus Heights Collaborative to gain feedback from its service provider membership.

The goal of the consultation process was to gather data to help determine the priority needs of Citrus Heights' citizen and opportunities for coordination to improve availability and accessibility to services.

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))

The City's public housing agency is Sacramento Housing and Redevelopment Agency (SHRA), which has consulted with several agencies in an attempt to determine the level of coordination needed during the preparation of SHRA's Consolidated Plan.

At the local level, Sacramento Self-Help Housing (SSHH) provides case management services and homeless navigator who will provide outreach to homeless individuals in the city. SSHH is also in regular communication with Sacramento Steps Forward, the organization that administers the Continuum of Care on behalf of Sacramento County. Sunrise Christian Food Ministry also maintains a food pantry at Advent Lutheran Church and connects clients to local and regional services when possible. Both of these groups regularly attend Citrus Heights Collaborative meetings to maintain connection and communication with their partner organizations.

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.

The City maintains strong involvement in the Continuum of Care, which is currently administered by Sacramento Steps Forward. The City's Interim Assistant to the City Manager, Katherine Cooley, is a member of the Continuum of Care Advisory Board. The Continuum of Care Board is responsible for advising the Sacramento Steps Forward Board of Directors on policy around the issue of homelessness. The goal of the Advisory Board is to ensure Sacramento Steps Forward retains a broad representation of constituents in the community, allowing the organization to establish a more efficient method of community planning and evaluation.

The City has a strong history of funding Self-Help Housing, which provides housing counseling to homeless individuals or those at risk of homelessness. The City looks forward to exploring additional solutions for homelessness during the coming Consolidated Plan.

Other City efforts to address the needs of homeless persons include the partnership with the Citrus Heights Homeless Assistance Resource Team (HART). HART is a local nonprofit made up of various public and private organizations and volunteers. The group's mission is to provide resources that will enable at risk people and people experiencing homelessness to become independent, self-sustaining and participating members of the community. In 2017, Citrus Heights HART, coordinated their first ever winter sanctuary. The immediate goal of the winter sanctuary is to provide shelter for those without homes in the winter; HART's ultimate goal is the help the homeless individuals find permanent housing. The City partnered with HART in its housing endeavor and provided a homeless navigator connects homeless individuals with public services. The homeless navigator visited the sanctuary one a week, helping homeless individuals to obtain state IDs, driver licenses, and access housing counseling.

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

Sacramento Steps Forward, the lead agency for the Sacramento County Continuum of Care, receives funding through SHRA. Citrus Heights does not have sufficient population to receive Emergency Shelter Grant (ESG) funds directly, and typically SHRA has made decisions related to ESG funding. The City will remain diligent regarding its involvement in the Continuum of Care and will look for opportunities to be involved in ESG funding decision in the future.

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**

The City offered several opportunities for participation and comment throughout the Action Plan process, as indicated below.

Table 2 – 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	
1	Newspaper Ad	Non-targeted/broad community	The City published a public notice in the Sac Bee newspaper to publicize two public hearing meetings which will be held on October 26 and November 9, 2017 and public review and comment period begins October 11 and will end November 9, 2017.	No comments have been received.	No comments have been received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	
2	Internet Outreach	Non-targeted/broad community	The City published the two public hearing meetings (October 26 and November 9, 2017) on the City's Housing and Grants webpage.	No comments have been received.	No comments have been received.	
3	Public Hearing	Non-targeted/broad community	On October 26, 2017 City Council will hold a public hearing.	No comments have been received.	No comments have been received.	
4	Public Hearing	Non-targeted/broad community	A second public hearing will be held on November 9, 2017 recommending the City Council approve the Action Plan.	No comments have been received.	No comments have been received.	

Expected Resources

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

Introduction

The City anticipates continuing to receive CDBG funding throughout the Consolidated Plan period. In addition, the City will apply for grant funding through grant applications to the California Department of Housing and Community Development.

Table 3 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	Estimated Award: 589,000	100,279.72	0	689,279.72	The City is an entitlement jurisdiction receiving Community Development Block Grant funds on a calendar year basis. Program income is from loan repayments, which has been reallocated to the city's Housing Repair Program.
HOME	public - federal	First-Time Homebuyer Program (down payment assistance) Housing Programs	0	119,269.16	634,754.84	754,024.00	The City receives HOME funds through Sacramento Housing Redevelopment Agency (SHRA). Program income is received by loan repayments.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
General Fund	public - local	Public Services	135,400	0	0	135,400	The City allocates local Community Support funds to support nonprofits. The nonprofits serve low-income residents, but that is not a requirement of the funding source.
Other	public - state	Admin and Planning Housing Repair Program	1,000,000	0	0	1,000,000	The City has received a one-time \$1,000,000 grant through Housing and Community Development (HCD) for mobile home health and safety repairs within the Citrus Heights.

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

The CDBG program does not have a match requirement. However, the City does allocate general fund revenue to further support a few of the nonprofit organizations receiving CDBG funding.

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

During the life of the City's Redevelopment Agency, the Agency purchased fourteen four-plexes and one eight-plex on Sayonara Drive. As these properties were severally dilapidated they were demolished and the City now has statutory requirements to replace the affordable

units. Unfortunately with the dissolution of redevelopment agencies in California, what would have been the main source of funding for this project is no longer available. The City is pursuing alternate funding sources in accordance with state law to replace the units.

Discussion

The City attempts to maximize the use of all of its available funding sources by encouraging projects that access private financing (grants/loans) or other federal or state funding sources. The City always actively pursues available grants for housing and community development programs.

Annual Goals and Objectives

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

Table 4 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category		Needs Addressed		Goal Outcome Indicator
1	Foster Affordable Housing	2015	2019	Affordable Housing		Build Healthy Communities		To provide homeowners who are low-income with health and safety home repairs.
2	Expand Homeless Housing and Services	2015	2019	Homeless		Build Healthy Communities		Sacramento Self-Help Housing will provide a public service to low-and moderate income households who are in need of temporary or permanent housing.
4	Improve Accessibility	2015	2019	Non-Housing Community Development		Build Healthy Communities		To provide a Citywide Accessibility project where construction of new curb access ramps and fully ADA compliant ramps with pedestrian signal heads and accessible crosswalks will be installed. Locations have yet to be determined.
5	Other Public Service Needs	2015	2019	Homeless Non-Homeless Special Needs		Building Healthy Communities		Beneficiaries include those estimated from CDBG projects except Self-Help Housing (already mentioned above).

Table5 – Goal Descriptions

1	Goal Name	Foster Affordable Housing
	Goal Description	In 2014, Citrus Heights received a grant in the amount of \$1,000,000 from the Department of Housing and Community Development (HCD) to provide health and safety repairs to low-income mobile home owners. Funding comes from HCD; an estimated 30 low-income mobile home homeowners will receive health and safety repairs to their homes.
2	Goal Name	Expand Homeless Housing and Services
	Goal Description	In 2016, the City funded a homeless navigator position with local Community Support funds for the first-time to identify and assist people who are homeless within the City. In 2018, Sacramento Self-Help Housing (SSHH) will continue to provide a full-time homeless navigator, who will proactively seek to connect with the homeless who have not yet to receive resources directly. The homeless navigator will continue to build relationships with community service providers, Citrus Heights Homeless Assistance Resource Team (HART) members as well as City and Citrus Heights Police Department staff to assist the homeless population.
4	Goal Name	Improve Accessibility
	Goal Description	The Citywide Accessibility Improvement Project will consist of the construction of new curb access ramps and fully compliant ramps, relocation of drainage inlets and restriping where necessary, pedestrian signal heads and accessible crosswalks. Locations have yet to be determined.
5	Goal Name	Other Public Service Needs
	Goal Description	Beneficiaries include those estimated from CDBG and non-CDBG activities, except for Self-Help Housing (listed under previous goals).

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):

Currently, Citrus Heights does not have its own affordable housing program and HOME funding is incorporated into SHRA's Action Plan as that organization is the lead organization in the HOME Consortium. Although, the City plans to pursue new affordable housing within the City of Citrus Heights thus, affordable housing projects may be considered throughout the timeframe of the Consolidated Plan.

AP-35 Projects – 91.220(d)

Introduction

The table below summarizes the city’s recommendation to allocate 2018 Community Development Block Grant funding. On September 7, the Quality of Life Committee recommended funding, the following projects. On October 26, the City Council will hear public comment on the draft 2018 Action Plan, on November 9; the City Council will consider the 2018 Action Plan. Staff will then submit the Action Plan to the Department of Housing and Urban Development for review and final approval.

#	Project Name
1	Planning & Administration
2	Citywide Accessibility Improvement Project
3	Campus Life Connection, After-School Program
4	Crossroads Diversified Services, Youth Employment Readiness Program
5	Meals on Wheels, Senior Nutrition Program
6	Sacramento Self-Help Housing, Housing Counseling & Homeless Navigator Program
7	Sacramento Self-Help Housing, Renter’s Helpline Program
8	Sunrise Christian Food Ministry, Emergency Food Program
9	Terra Nova Counseling, Juvenile Diversion & Education Program
10	W.E.A.V.E. Incorporated, services for victims of domestic violence, sexual assault and sex trafficking

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

In making project recommendations, consideration is given based on a variety of thresholds that projects must meet to comply with CDBG objectives, including meeting one of the national objectives and addressing one of the community priorities set out in the Consolidated Plan. Staff took into account activity need and justification, cost reasonableness and effectiveness, activity management and implementation, experience with similar activities, past performance, leveraged funds, and completeness of the application.

While there are several constraints to meeting the needs of low-income residents, the primary obstacle is the lack of funding to fully address all needs. The economic challenges facing the nation have forced many nonprofits to cut services at a time when governmental entities and others are least able to provide them. In response to the level of need, the City has maintained its commitment to providing local funding to nonprofits, even though budget cuts that have been required in a number of areas.

A second obstacle to meeting underserved needs is the location of many available services is in the City of Sacramento. Citrus Heights works closely with the regional transit agencies to improve access, and there are several daily public transportation linkages between Citrus Heights and downtown Sacramento.

AP- 38 Projects Summary

Project Summary Information

All projects identified are expected to be completed no later than December 31, 2018.

Project Name	Goals Supported	Needs Addressed	Recommended Funding
Planning & Administration	-	-	CDBG \$118,000
Citywide Accessibility Improvement Project	Improve Accessibility	Build Healthy Communities	CDBG \$383,000
Campus Life Connection	Provide Public Services	Building Healthy Communities	CDBG \$10,000
Crossroads Diversified	Provide Public Services and Economic Opportunities	Build Healthy Communities	CDBG \$5,000
Meals on Wheels	Provide Public Services	Build Healthy Communities	CDBG \$14,000
Sacramento Self-Help Housing, Housing Counseling & Homeless Navigator	Provide Public Services	Build Healthy Communities	CDBG \$14,000
Sacramento Self-Help Housing, Renter's Helpline	Provide Public Services	Build Healthy Communities	CDBG \$18,965
Sunrise Christian Food Ministry	Provide Public Services	Build Healthy Communities	CDBG \$10,035
Terra Nova Counseling	Provide Public Services	Build Healthy Communities	CDBG \$8,000
W.E.A.V.E. Incorporated	Provide Public Services	Build Healthy Communities	CDBG: \$8,000

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 geographic distribution is predicated on the nature of the activity to be funded. The majority of the activities the City plans to conduct will be offered to residents citywide. The Citywide Accessibility Project, First-Time Homebuyer Program, and the Housing Repair Program are not specific to target areas, these projects are eligible citywide and will eventually have a specific location.

Rationale for the priorities for allocating investments geographically

The City did not allocate investments geographically; no particular areas were identified as needing higher level of investment than others.

Discussion

No geographic priorities.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Although the Action Plan focuses on affordable housing, the City identifies first-time homebuyer and housing repair programs as the primary components of the City's housing strategy.

Table 6 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households to be Supported	
Homeless	60
Non-Homeless	0
Special-Needs	0
Total	60

Table 7 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	7
Acquisition of Existing Units	0
Total	7

Discussion

Over the last several years many households struggle with different challenges as a result of economic factors. The Consolidated Plan identifies preservation and rehabilitation of the existing housing stock and the city's First-Time Homebuyer Program as the primary components of the City's housing strategy. Since 1198, the City has continued to provide down payment assistance to those that purchase homes in Citrus Heights. The program will be funded using the city's annual share of Home Consortium funds; the level of assistance is up to \$40,000 per project.

The City's Home Repair Program offers loans to homeowners making health and safety repairs to their homes. The program offers conventional loans to eligible homeowners for up to \$60,000 in assistance for needed home repairs. The City also offers grants for accessibility improvements, lead-based paint inspection, abatement, and relocation.

Located within the City of Citrus Heights, there are two affordable public housing complexes on Mariposa Avenue and Tiara Way under the jurisdiction of Sacramento Housing and Redevelopment Agency (SHRA).

SHRA operates 89 conventional housing units and over 660 assisted housing units throughout seven complexes within the City.

The City has a housing In-Lieu funding source; this funding source receives fees collected per square foot on new non-residential development in the City. Housing In-Lieu Fund revenue must be used to produce housing that is affordable to households earning at or below 60 percent of area median income (AMI).

Other measures to promote affordable housing are identified and explained in detail in the City's Housing Element.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Citrus Heights does not have its own local housing authority. Public housing located on Mariposa Avenue and Tiara Way in Citrus Heights is administered directly by SHRA, which serves as the housing authority for all the Sacramento County.

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

Please refer to the SHRA Public Housing Authority Annual Plan for information on the ways SHRA plans to address public housing needs.

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

SHRA encourages public housing residents to participate in policy, procedure, and the program implementation and development through its Resident Advisory Board. In addition, the Housing Authority recognizes Resident Committees throughout the Sacramento region where residents are elected bodies representing residents in their respective complexes. SHRA also distributes quarterly newsletters to all residents, which contain relevant news, information on training and employment opportunities, and other community resources available to public housing residents. Public housing residents also participate in the development of SHRA's five-year and annual plans. The Residents Services Division distributes a survey to prioritize resident's needs and schedule short- and long-term improvements.

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

SHRA is not designated as "troubled."

Discussion

A wealth of information on SHRA and their programs, housing resources, budgets, and financial planning and reporting is available on their website at www.shra.org.

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

Introduction

The City's strategy related to the needs of the homeless, those at risk of homelessness, and other special needs populations is focused primarily on funding supportive services in Citrus Heights.

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

Since 2003, the City has provided housing counseling to homeless persons and those at risk of becoming homeless through the partnership with Sacramento Self-Help Housing (SSHH). SSHH provides housing counseling, including access to a database of low-cost housing resources in the region and limited motel vouchers to households in immediate need of housing. In 2016, the City funded a homeless navigator position with general fund revenue for the first-time to identify and assist individuals who are homeless within the city. In 2018, SSHH will continue to provide a full-time homeless navigator, who will proactively seek to connect with the homeless individuals who have not yet sought help directly. The homeless navigator will build relationships with community, service providers, Citrus Heights Homeless Assistance Resource Team (HART) members and City and Citrus Heights Police Department staff to assist the homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

While Citrus Heights currently does not have a shelter providing services within the city limits, residents are referred to agencies such as St. John's, Volunteers of America, Sacramento Housing Prevention and Rapid Rehousing Program, Sacramento Area Emergency Housing, and Union Gospel Mission for different shelter options. Homeless individuals are referred to the City's homeless navigator for more information; City staff also works with informal committees of social service nonprofits and faith-based organizations. The City continues to research opportunities for permanent supportive housing services.

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

Sacramento Self-Help Housing (SSHH) will connect the client with other services and resources as needed including the Career Center, Department of Human Assistance, County Mental Health services, Social Security, adult education, and medical clinics. In 2018, the City will fund SSHH to provide housing counseling and case management for residents in need of permanent housing.

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 City will fund one activity aimed at preventing homelessness:

- Sacramento Self-Help Housing will provide housing counseling with the goal of helping people who are currently homeless or in imminent danger of becoming homeless to secure new housing. The homeless navigator will also identify and assist people who are homeless in the city and assist in connecting the client with available resources.

Discussion

In addition to services for homeless individuals or those at risk of homelessness, the City's special needs population includes seniors, disabled persons, foster children, victims of domestic violence and other needs. The City will fund several programs and services assisting the special needs population in 2018. These include the following:

- Senior Services, including home-delivered meals and meals served at Rusch Park Community Center
- Public Services, including the Sunrise Christian Food Ministry and W.E.A.V.E.
- Citywide Accessibility Improvement Project , which will primarily benefit disabled individuals

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

Introduction

The City identified several barriers to affordable housing in the process of drafting the Housing Element update. Notable barriers to developing affordable housing include:

- The balance between owner-occupied and renter-occupied housing and the preservation and maintenance of the City's aging housing stock.
- As suburbs mature with an aging housing stock, both single family homes and apartment complexes in Citrus Heights face an increasing need to maintain.
- Land availability and land zoned at densities appropriate for multi-family housing.
- Environmental factors such as floodplain and native oak trees.
- Availability of financing.
- Design guidelines, which control the appearance of new development. Due to the requirements the cost of building new housing may increase.
- Site improvements, development impact, and processing fees. These fees can add significant cost to developing new housing. Developers must often pay for new roadways, sewer, water, and park facilities, along with other miscellaneous fees. There are also costs associated with getting projects approved by the City and other agencies.
- Permit and approval process. In addition to the cost of fees on new projects, the amount of time required to process them varies by project, and the developer generally must pay holding costs, such as property taxes, during the time.

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

The City is undertaking actions to reduce potential barriers and constraints to affordable housing, as well as promote housing for special needs populations. These are described in more detail in the City's Housing Element.

AP-85 Other Actions – 91.220(k)

Introduction

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of funding to fully address all needs. Economic challenges in recent years forced many nonprofits to cut services.

Actions planned to address obstacles to meeting underserved needs

The economic challenges in recent years have forced many nonprofits to cut services at time when government entities and others are least able to provide them. There is no federal requirement for the City to match CDBG funds; however, the City has maintained a commitment to providing local funding to nonprofits despite other budget cuts. As such, the City's general fund commitment for FY 17/18 is \$135,400.

Another obstacle to meeting underserved needs is the locations of many available services are in the City of Sacramento. Citrus Heights works closely with the regional transit agencies to improve access, and there are several daily public transportation linkages between Citrus Heights and downtown Sacramento.

Another obstacle is, the City has very little vacant land available for development. The City will focus heavily on preservation of the existing housing stock through the Housing Repair Program.

Actions planned to foster and maintain affordable housing

In 2018, the City will offer several programs to foster and maintain affordable housing:

- The Housing Repair Program will offer low-interest 30-year deferred loans to homeowners making health and safety repairs to their homes. This program will be funded using prior-year CDBG funds and loan repayments.
- The CalHome Mobilehome Grant Program will offer 20-year gradually forgivable loans to mobilehome homeowners making health and safety repairs to their homes. The program will be funded by a \$1,000,000 CalHome Grant.
- The City's Home Consortium Program will offer 30-year deferred loans to first-time homebuyers for down payment assistance.
- The City will continue to support Code Enforcement programs that assure lower income households have a safe, decent, and appropriate place to live.
- The City will continue to support public services through nonprofits funded by CDBG that serve the community's youth, seniors, domestic violence victims, families, and those with special needs.

Actions planned to reduce lead-based paint hazards

While most housing units were built prior to 1978, and estimated 5,312 units are occupied by target income households that may contain lead-based paint. The City will provide lead-abatement assistance

for residential units through its Housing Repair Program. The City contracts with a third-party firm to administer its Housing Repair Program.

The city's consultant, Michael Baker International, has staff qualified to evaluate lead-based paint hazards and implement lead-safe work practices. Independent contractors are also employed to develop the appropriate lead hazard reduction plans and or abatement scopes of work. The programs will comply with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999. The procedures regarding lead-based paint in all repair programs will include notification and identification.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty strategy is based on providing a range of employment opportunities and supportive services aimed at enabling those in poverty to move into the workforce or obtain benefits to which they are entitled (e.g. social security, disability). During the 2018 program year, these activities will include Sacramento Self-Help Housing (SSHH) counseling services and Crossroads Diversified unemployment services. The City will also continue to support activities that preserve and expand the supply of housing affordable to low-income households.

Actions planned to develop institutional structure

The City's Housing and Grants Division is responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the annual Action Plan. The Housing and Grants Division works in close consultation with the City's advisory committees, the Citrus Heights Collaborative, the General Services Department, and the Director of the Community and Economic Development Department.

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

The City will continue to work with neighboring jurisdictions, such as the County and the City of Sacramento and the Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of low-income persons as well as special needs populations. The City will also continue to work with many of the local nonprofits that provide a range of services to low-income Citrus Heights residents. In addition, the City plans to work with the other entitlement jurisdictions in the Sacramento County, City of Elk Grove and City of Rancho Cordova to research issues of interest to all jurisdictions and to coordinate on shared subrecipient monitoring.

In 2016, the City entered into a Memorandum of Understanding (MOU) with Sacramento Housing and Redevelopment Agency, Roseville Housing Authority, Housing Authority of the County of Yolo, and seven other local entitlement jurisdictions to conduct a regional fair housing assessment. It is anticipated the Affirmatively Furthering Housing Assessment will be adopted and approved by each member's governing body in September 2019.