



COMMUNITY DEVELOPMENT BLOCK GRANT 2023 ACTION PLAN

City of Citrus Heights
Public Review Draft
September 28, 2022 – October 28, 2022



DRAFT Annual Action Plan
2023

Executive Summary

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

1. Introduction

The 2023 Action Plan presents an overview of the goals and projects for the upcoming program year (January 1, 2023-December 31, 2023) that will address the needs identified in the Five-Year Consolidated Plan. This plan will help address the community development and low-income housing needs within the City of Citrus Heights. The 2023 Action Plan covers year four of implementation of the City's 2020-2024 Consolidated Plan. The City's Housing and Grants Division is responsible for implementing both the Consolidated Plan and the Action Plan.

The City anticipates receiving approximately \$600,000 in 2023 funds from the federal CDBG program. The funding amount will be updated once the final award amount is released by HUD. In addition, the City has \$270,960 in prior year CDBG funds that will be allocated to an eligible activity.

On July 1, 2022 City staff released the 2023 CDBG Notice of Funding Opportunity for applicants to apply for public service funding and to have the opportunity to demonstrate how an activity will benefit Citrus Heights residents. Additionally, City staff encourages citizen participation throughout the Action Plan process through strategies such as hosting a funding workshop for potential public service applicants, consulting local organizations, holding public meetings, and inviting public comment while the public has the opportunity to review the draft document.

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

The City's key objectives are based on public outreach received during the implementation of the 2020-2024 Consolidated Plan:

- Build healthy communities;
- Improve public infrastructure;
- Enhance accessibility;
- Improve public services for priority populations;
- Improve housing access and affordability; and
- Expand economic opportunities.

In addition, the objectives listed above align closely with three of the City Council’s five-year strategic goals:

- Diversity for changing economy,
- Improve community vibrancy and engagement; and
- Improve streets and infrastructure.

Within those objectives, the City identified eight CDBG goals carried out throughout the 2020-2024 Consolidated Plan:

- Foster affordable housing;
- Provide services for people experiencing homelessness;
- Provide services for seniors and youth;
- Provide additional public services responsive to current public needs;
- Improve accessibility;
- Construct/upgrade public facilities;
- Effectively administer the CDBG program to benefit the Citrus Heights community; and
- Affirmatively further fair housing.

To address the goals, the City plans to partner with Habitat for Humanity to assist in the funding of an affordable housing project on Sayonara Drive. This affordable housing project will be funding with a variety of funding sources to meet the City’s funding contribution.

In addition, the City will provide loans/grants to homeowners for health and safety repairs, support nonprofits by offering a variety of social services, provided services to those experiencing homelessness, provide the Renters Helpline which fulfills the goal to affirmatively further fair housing, and to assist with accessibility and other public infrastructure improvements.

The City anticipates funding these activities using a variety of funding sources, including: Community Development Block funds, Permanent Local Housing Allocation funds, General funds, and loan payments.

3. Evaluation of past performance

The City evaluated its past performance as part of setting the goals and strategies associated with this Consolidated Plan. Activities recently completed include:

- Various Signalized Intersection Improvement Project: This project includes accessibility improvements to public infrastructure, such as upgrades to signalized intersections and ADA-compliant sidewalks and crosswalks. This project was continued from program year 2019 and completed mid program year 2022.
- Greenback Complete Streets Project: This project includes the accessibility improvements to

sidewalks, such as installing missing or repairing damaged sidewalks, installing ADA-compliant pedestrian ramps, and other accessibility related improvements associated with Greenback Lane Complete Streets Project between Fair Oaks Boulevard and Sunrise Boulevard. This project was completed mid program year 2022 as part of the 2021 Annual Action Plan Amendment No. 1.

- The City offered a variety of public services using CDBG entitlement funds during the 2021 Program Year, including an emergency food closet; an after-school youth program at the Sayonara Center; meals to seniors; housing counseling and permanent housing placement services provided by the Citrus Heights Navigator; domestic violence services; tutoring services for distance learning youth; as well as a free Renters Helpline to provide information and assist with fair housing disputes.
- The City allocated an additional \$188,117.40 to the Supplemental Navigator Program that provides resources to the Citrus Heights Navigator's existing unhoused clients in order to help obtain permanent housing. This program has received a total of \$313,117.40 in CDBG-CV funds.
- The San Juan Park Restroom Replacement Project was completed in coordination with the Sunrise Recreation and Park District.
- The City partnered with Rebuilding Together Sacramento to provide a Critical Home Repair Grant Program that provided 13 grants to low-income mobilehome homeowners to assist with health and safety repairs as well as accessibility improvements to their homes.

The City's 2022 CDBG operations are currently underway:

- 2022 Residential Resurfacing Project: The City's General Service Department will use the CDBG portion of funding on accessibility improvements to public infrastructure, such as upgrades to signalized intersections and ADA-compliant sidewalks and crosswalks.
- Home Repair Loan Program: This program will assist 4 eligible homeowners with health and safety, and ADA repairs to their homes. This program is funded with Revolving Loan Funds (loan payments).
- Critical Home Repair Grant Program: This program will assist 6 eligible mobilehome homeowners with health and safety repairs to their homes. This program is funded with CARES Act funds.
- The City is currently offering a variety of public service activities using CDBG and CARES Act funds during the 2022 Program Year, including an emergency food closet; an after-school youth program at the Sayonara Center; meals to seniors; housing counseling and permanent housing placement services provided by the Citrus Heights Navigator, workforce development services to youth, and a free Renters Helpline to provide information and assist with fair housing disputes.

The City typically devotes the full fifteen percent of CDBG funds allowed to public services, serving households with a range of services, from meals to housing counseling. Many households have come depend on these services. The City plans to continue to devote the maximum allowable CDBG funding to public services, and to supplement it with other sources of revenue when available.

4. Summary of Citizen Participation Process and consultation process

The City offered opportunity for participation and comment throughout the Action Plan process:

- July 1, 2022, City staff released a Notice of Funding Opportunity to notify interested parties of the City's available CDBG funds.
- July 12, 2022, City staff held a funding application workshop for prospective applicants. Staff sent emails to a large mailing list of interested persons and organizations along with a news items posted on the City's Housing Division Webpage [Housing & Grants Division | Citrus Heights, CA - Official Website \(civicplus.com\)](https://www.civicplus.com). The workshop was attended by representatives from five nonprofits and staff members.
- A public notice announcing the draft 2023 Action Plan is available for review was published in *The Citrus Heights Messenger, Slavic Sacramento, City Hall and City's webpage*.
- The public is able to review and comment on the draft 2023 Action Plan from September 28, 2022 to October 28, 2022.
- The City will also offer an opportunity for public comment during first public hearing on October 13, 2022 City Council meeting. City Council will hear funding recommendations for the 2023 Action Plan.
- The City will offer a final opportunity for public comment during second public hearing held on October 27, 2022 City Council meeting. City Council will adopt the 2023 Action Plan by Resolution.

5. Summary of public comments

As of the date of this draft document, no public comment has been received.

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

All public comments received will be incorporated into the Action Plan.

7. Summary

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

- Building healthy communities; and
- Expanding economic opportunities.

Within these priorities, the City identified eight main goals:

- Foster affordable housing;
- Provide services for people experiencing homelessness;
- Provide services for seniors and youth;

- Provide additional public services responsive to current public needs;
- Improve accessibility;
- Construct/upgrade public facilities;
- Effectively administer the CDBG program to benefit the Citrus Heights community; and
- Affirmatively further fair housing.

To address these goals, the City plans to fund the construction of affordable housing on Sayonara Drive, provide loans/grants to homeowners for health and safety repairs, support nonprofits offering a wide-range of social services, provide services to those experiencing homelessness, assist with accessibility and other public improvements. Other types of projects may be considered as needed throughout the Consolidated Plan timeframe. The City anticipates funding activities using a variety of sources, including CDBG, PLHA, HOME, General Fund, and grants received by the City. The City will work with local and regional nonprofits, as well as affordable housing developers, to implement many of the activities.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CITRUS HEIGHTS	Community Development Department
HOME Administrator	CITRUS HEIGHTS	SHRA

Table 1 – Responsible Agencies

Narrative

The City of Citrus Heights, through the Community Development Department, is the lead agency for preparing the Annual Action Plan and for the administration of the CDBG Program.

For the receipt of HOME funds, the City is in a HOME Consortium with Sacramento County, City of Sacramento, and the City of Rancho Cordova. The Sacramento Housing and Redevelopment Agency (SHRA) is the lead agency for the HOME Consortium.

Consolidated Plan Public Contact Information

City of Citrus Heights
 6360 Fountain Square Drive
 Citrus Heights, CA 95621
 Attention: Housing & Human Services Program Coordinator
 916-727-4752
 npiva@citrusheights.net

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

In preparing for the 2020-2024 Consolidated Plan, the City consulted with a variety of agencies, including local and regional nonprofits, the City of Citrus Heights made efforts to consult with a variety of agencies, including local and regional nonprofits and stakeholders during the development of the 2023 Action Plan. The City's consultation efforts are summarized in the following section.

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(l)).

In preparing the 2023 Action Plan, the City of Citrus Heights consulted with a number of local service providers and public agencies to identify local needs and evaluation opportunities for partnership and improved coordination. The following sections will discuss the consultation process, the public comment process, and the planned coordination efforts.

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.

City staff is an active member the Sacramento Continuum of Care (CoC), which is currently administered by Sacramento Steps Forward. The Sacramento CoC covers all the cities, towns and unincorporated area of Sacramento County. The Sacramento CoC addresses critical issues related to homelessness through a coordinated community-based process promoting the communitywide commitment to the goal of ending homelessness. In addition, City staff participates in regional coordination through the Funder's Collaborative.

The City supports the Citrus Heights Homeless Assistance Response Team (HART) and its efforts, including the Winter Sanctuary, Student Connect, a resource fair for students and families in transition, the Veterans Stand Down, and other events throughout the year. The City's Homeless Navigator provides outreach and services for people experiencing homelessness. The City's Homeless Navigator also provides housing counseling services to those at-risk of homelessness. Additionally, Meals on Wheels and the Sunrise Christian Food Ministry provide emergency food services to those at-risk of homelessness and those currently experiencing homelessness.

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 Continuum of Care, receives funding through Sacramento Housing Redevelopment Agency (SHRA). In addition, Sacramento Steps Forward administers the Homeless Information Management System (HMIS) as well as the available Emergency Shelter Grant (ESG) funds for the Sacramento region.

Although, Citrus Heights does not meet the population requirement to receive Emergency Shelter Grant funds directly.

2. Agencies, groups, organizations and others who participated in the process and consultations

Refer to Table 2 – Agencies, groups, organizations who participated.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Citrus Heights
	Agency/Group/Organization Type	Housing Services-homeless Service-Fair Housing Services - Victims Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Staff consulted with representatives from the Community Development Department, General Services Department, and Police Department as part of the development of the Consolidated Plan. Stakeholder surveys were emailed to representatives from the three departments listed above. In addition, staff held meetings with department representatives to further discuss department priorities and opportunities for increased coordination. In addition, all City staff members were emailed a link to participate in the community survey. In discussions with other departments, staff in the Citrus Heights Police Department identified a need for additional resources for the Citrus Heights Homeless Navigator. While they have been successful, there is a need for additional housing, both temporary and permanent, and resources for related costs to eliminate barriers to housing, such as application fees and transportation. Staff in the General Services Department identified a need for accessibility improvements to public infrastructure, such as upgrades to signalized intersections and ADA-compliant sidewalks and crosswalks. The Community Development Department identified a need to rehabilitate aging housing stock through the City's housing preservation programs.</p>
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2	Agency/Group/Organization	Citrus Heights Collaborative
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County Other government - Local Regional organization Planning organization Business and Civic Leaders

<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy Lead-based Paint Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Citrus Heights Collaborative is an informal network of community members representing government agencies, nonprofits, religious institutions, businesses, and neighborhood groups. Specifically, the group is comprised of local government, nonprofits, and community members, fraternal and faith-based organizations. City staff sent an email to the Collaborative mailing list in order to obtain stakeholder feedback on the draft 2023 activities and funding allocations. Citrus Heights Collaborative members were also invited to participate in the public meetings on October 14 and 28, 2021.</p>
<p>3 Agency/Group/Organization</p>	<p>SUNRISE RECREATION AND PARK DISTRICT</p>
<p>Agency/Group/Organization Type</p>	<p>Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Other government - County Other government - Local Regional organization</p>

<p>What section of the Plan was addressed by Consultation?</p>	<p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy</p>
<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Sunrise Recreation Park District (SRPD) was consulted via email. SRPD staff noted a lack of funding as a factor that impacts its ability to provide services to the Citrus Heights community. SRPD staff also stated generally how the homeless population continues to grow and parks are being heavily impacted by transient and drug activity. SRPD also noted a need to get the word out about available services and programs. City staff coordinated with SRPD and completed the San Juan Restroom Replacement Project and will continue to coordinate on projects as the opportunity arises.</p>
<p>4 Agency/Group/Organization</p>	<p>Sacramento Self-Help Housing</p>
<p>Agency/Group/Organization Type</p>	<p>Housing Services-homeless Service-Fair Housing Regional organization</p>

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Sacramento Self-Help Housing (SSHH) provides housing counseling and homeless navigation services for the City of Citrus Heights. City staff met with SSHH staff on August 5, 2021, in order to determine the greatest funding needs and potential areas for improved coordination.

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

Through the development of the 2020-2024 Consolidated Plan and Action Plan the City consulted a variety of agencies serving Citrus Heights residents and the region. No agency types were specifically left out of the consultation process.

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	Sacramento Steps Forward	The goal of addressing homelessness.
Analysis of Impediments to Fair Housing Choice	Sacramento Housing Redevelopment Agency (SHRA)	Provides information to residents on the needs and goals around housing.
Housing Element	City of Citrus Heights	To foster affordable housing.

Table 3 - Other local / regional / federal planning efforts

AP-12 Participation - 91.401, 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.

Any comments received through the citizen participation process will be incorporated into the 2023 Action Plan. All public comments will be taken into consideration when setting annual goals and funding priorities.

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	Internet Outreach	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Non-profit organizations</p>	<p>A Notice of Funding Opportunity for 2023 CDBG funding was made available through the City's Notify-Me to interested parties, Housing Webpage, CDBG Distribution List, and Citrus Heights.</p>	<p>No comments have been received.</p>	<p>No comments have been rejected.</p>	<p>Housing & Grants Division Citrus Heights, CA - Official Website (civicplus.com)</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)
2	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>July 12, 2022, the City staff held a CDBG funding assistance workshop for prospective applicants. The workshop was noticed in a variety of ways, including via the City's webpage and a large mailing list of interested stakeholders.</p>	<p>No comments have been received.</p>	<p>No comments have been rejected.</p>	
3	Newspaper Ad	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>The public notice has been published in the Citrus Heights Messenger, Slavic Sacramento, City Hall and City's webpage to notify the public about the public comment period for the draft 2023 Annual Action Plan, and advertising the date of the two public hearings.</p>	<p>No comments have been received.</p>	<p>No comments have been rejected.</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	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	<p>During the 30-day public review and comment period the draft 2023 Action Plan was made available at the following locations: Citrus Heights City Hall, Sylvan Oaks Library, and City of Citrus Heights website.</p> <p>A public notice was placed in the Citrus Heights Messenger, Slavic Sacramento City Hall and City's website concurrent with the start of a 30-day public comment period.</p>	No comments have been received.	No comments have been rejected.	

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)
5	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Non-Profit Organizations</p>	<p>The City will hold a public hearing on October 13, 2022 to hear public comment and for City staff to provide funding recommendation to City Council on the draft 2023 Action Plan.</p> <p>The City will hold a second public hearing on October 27, 2022 to hear public comment and for City Council to adopt the 2023 Action Plan by resolution.</p>	No comments have been received.	No comments have been rejected.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City anticipates receiving approximately \$600,000 in CDBG funds for the 2023 program year. At the time of publication of this draft 2023 Annual Action Plan for public comment, the City has not been notified by HUD of the precise amount of funding to be awarded to the City. The baseline funding amount identified in this plan are based on the City’s prior year program awards.

The City anticipates \$50,000 in Program Income that is directly attributed to loan fund repayments. The City will utilized 20% of the proceeds for administrative costs and the remaining amount will be utilized in the City’s Revolving Loan Fund.

Anticipated Resources

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	600,000	50,000	270,960	920,960	650,000	Based on prior years, the City estimates receiving \$600,000 in annual entitlement funds. During the development of this action plan HUD has yet to release allocations, therefore this is an estimate. In addition, the City anticipates receiving \$50,000 Program Income generated from loan fund repayments.

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: \$		
General Fund	public-local	Public Services	111,950	-	-	111,950	112,000	The City allocated General fund monies to support nonprofits. These funds were allocated for FY 22/23. For FY 23/24 it is anticipated the City will allocated \$112,000 in General fund monies to support nonprofits.
Other	public - state	Acquisition Housing Public Services	486,125	-	-	486,125	542,704	The City received a 5-year (2019-2023) Permanent Local Housing Allocation from HCD not to exceed \$1,876,554. This is year two of the five-year allocation.
Other	public - state	Housing	200,000	-	-	200,000	200,000	The City occasionally receives loan payments from loans funded with prior CalHome grants. The City repurposes loan payments into its First-time Homebuyer Program. The current balance is approximately \$200,000.

Table 1 - 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

The City will use federal block grant funding, program income, City general funds, and other incentive programs to address the objectives identified in this Plan. All capital improvement projects funded with CDBG have utilized other federal and state funding sources such as Measure A funds and Drainage funds, to complete design, engineering, and construction work that exceeds the

City's CDBG allocation for these projects. With respect to public services, the City requires all subrecipients to identify other resources that will be utilized during the program year to operate and implement CDBG supportive activities. For example, the City is utilizing its new PLHA annual funding to further leverage the City's CDBG funding. The City is using PLHA funds to fund the Housing Counseling and Navigator Program, funds are being used for staff costs and essential housing services to assist those who are experiencing homelessness or at-risk of becoming homeless. It is the City intent to ensure that adequate non-federal and private funds are available, thus minimizing the City's dependence on federal funds.

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

The City is currently in the pre-planning phase for proposed affordable housing units identified as the Sayonara affordable housing project. Previously, the City purchased and demolished 15 duplexes and 1 eight-plex along Sayonara Drive with the intent of replacing them with a new affordable housing development. The City has previously invested CDBG funds in this neighborhood, specifically the Citrus Heights Children and Youth Center, and hopes to continue encouraging projects that increase residents' access to public services.

The City has made efforts to 1) take the lead in the design, construction, and funding of public improvements; 2) improve the appearance of commercial districts; and 3) stimulate private investment. These efforts have included streetscape enhancement projects and a campaign to revitalize the Auburn Boulevard Specific Plan Area. The campaign included assisting business owners with improving their customer base, one-on-one consulting, and a variety of grants and fee waivers to assist the property and business owners along the Auburn Boulevard corridor.

Additionally, the City recently purchased a property at Sylvan Corners. In accordance with the Surplus Lands Act, a portion of the housing development will be restricted to low- and moderate-income homeowners. The City is currently working on developing an Affordable Housing Monitoring Program to be used in partnership with the City, Developer and Buyer on the affordable component of this project.

Discussion

As stated above, the City has demonstrated the utilization of land to address the City's Consolidated Plan needs, including to promote affordable housing and economic development in Citrus Heights.

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	Foster affordable housing	2020	2024	Affordable Housing	Citywide	Building Healthy Communities Enhance Accessibility Improve Housing Access and Affordability	CDBG: \$50,000 CDBG Prior Year Funds: \$270,960	The City uses any program income (loan payments) received into its Revolving Loan Fund to be used to issue new housing repair loan loans: 1 Household Served (estimate) If approved CDBG Prior Year Funds may be used for the City's Critical Home Repair Grant Program: 11 Households Served

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Services for people experiencing homelessness	2020	2024	Homeless	Citywide	Building Healthy Communities Improve Public Services for Priority Populations Improve Housing Access and Affordability Expand Economic Opportunities	CDBG \$16,000 (personnel cost) PLHA: \$78,189 (personnel costs)	Homelessness Prevention: 112 Persons Served Public Service Agency: Sacramento Self-Help Housing Service Provided: Housing Counseling & Navigator Services
3	Services for seniors and youth	2020	2024	Non-Homeless Special Needs	Citywide	Building Healthy Communities Improve Public Services for Priority Populations	CDBG: \$22,572 General Fund: \$109,500	Public service activities other than Low/Moderate Income Housing Benefit: 380 Persons Served Public Service Agency: Campus Life Connection will provide an After-School Youth Program, and will serve 105 youth. Public Service Agency: Meals on Wheels will provide a Senior Meal Program and will serve 285 seniors.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Provide public services responsive to current need	2020	2024	Non-Homeless Special Needs	Citywide	Building Healthy Communities Improve Public Services for Priority Populations	CDBG \$28,904 General Fund: \$2,450	Public service activities other than Low/Moderate Income Housing Benefit: 5,000 Persons Assisted Public Service Agency: Sunrise Christian Food Ministry will provide an Emergency Food Closet Program, and will serve 5,000 persons.
5	Improve accessibility	2020	2024	Non-Housing Community Development	Citywide	Building Healthy Communities Improve Public Infrastructure Enhance Accessibility	CDBG: \$390,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1500 Persons Assisted
6	Effectively administer CDBG program	2020	2024	Program Administration	Planning & Administration activities will be undertaken by City Staff at Citrus Heights City Hall.	Building Healthy Communities	CDBG: \$120,000	Effectively administer the federal CDBG program in accordance with HUD regulations.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Affirmatively further fair housing	2020	2024	Affordable Housing	Citywide	Building Healthy Communities Improve Public Services for Priority Populations Improve Housing Access and Affordability	CDBG \$22,524	Public service activities other than Low/Moderate Income Housing Benefit: 445 Persons Assisted Public Service Agency: Sacramento Self-Help Housing will provide the Renters Helpline, and will serve 445 persons.

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Foster affordable housing
	Goal Description	The City utilizes program income (loan payments) received to issue new housing repair loans. The City estimates receiving approximately \$50,000 annually in program income. Consistent with CDBG guidelines, 80 percent of loan payments goes towards the revolving loan fund and the remaining 20 percent of program income goes towards general planning and administration of activities. In addition, if approved the City will use unexpended prior year funds, \$270,960 to fund the City's Critical Home Repair Grant Program to assist low-income homeowners with health and safety repairs.
2	Goal Name	Services for people experiencing homelessness
	Goal Description	The City uses a combination of funds including CDBG and Permanent Local Housing Allocation (PLHA) to pay for a contract with Sacramento Self-Help Housing for housing counseling and homeless navigation services.
3	Goal Name	Services for seniors and youth
	Goal Description	If approved, the City will allocate \$10,917 in public service funds to Campus Life Connection to provide youth services and \$11,655 in public service funds to Meals on Wheels to provide a senior meal program.
4	Goal Name	Provide public services responsive to current need
	Goal Description	If approved, the City will allocate \$28,904 in public service funds to Sunrise Christian Food Ministry to operate an emergency food closet at Advent Lutheran Church in Citrus Heights.
5	Goal Name	Improve accessibility
	Goal Description	Funding for this activity is estimated at \$390,000.
6	Goal Name	Effectively administer the federal CDBG program in accordance with HUD regulations.
	Goal Description	The City has allocated \$120,000 of its annual allocation to general planning and administration. Any program income the City receives during the program year (20 percent) will go towards planning and administration of activities.

7	Goal Name	Affirmatively further fair housing
	Goal Description	As part of a regional partnership, the City allocated \$22,524 to Sacramento Self-Help Housing for the City's share of the Renter's Helpline Program. The cost sharing percentage may vary each year, the cost is dependent upon each jurisdiction's number of rental units.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The table below summarizes the City’s recommendation to allocate 2023 Community Development Block Grant funding. On September 19, 2022, the Quality of Life Committee recommended funding the following 2023 CDBG projects. On October 13, 2022, the City Council will hold public hearing on the draft 2023 Action Plan on October 27, 2022, the City will hold a second public hearing to hear public comment and to adopt the 2023 Action Plan by Resolution.

#	Project Name
1	2023 Planning and Administration
2	2023 Public Services
3	2023 Citywide Accessibility Improvements
4	Housing Rehabilitation Projects (Ongoing)
5	2023 Critical Home Repair Grant Program

Table 3 – Project Information

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

AP-38 Project Summary
Project Summary Information

1	Project Name	2023 Planning and Administration
	Target Area	N/a
	Goals Supported	Effectively administer CDBG program
	Needs Addressed	Building Healthy Communities
	Funding	CDBG: estimated at \$120,000
	Description	Effectively administer the federal CDBG program in accordance with HUD regulations.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	The planning and administration activity allows staff to effectively administer the CDBG program so it benefits all types of families living in Citrus Heights.
	Location Description	Planning & Administration activities will be undertaken by City staff at Citrus Heights City Hall.
	Planned Activities	Funds will be used to coordinate, administer and monitor the CDBG program, and prepare reports and plans required by HUD.
2	Project Name	2023 Public Services
	Target Area	Citywide
	Goals Supported	Services for people experiencing homelessness Services for seniors and youth Provide public services responsive to current need Affirmatively further fair housing
	Needs Addressed	Building Healthy Communities Improve Public Services for Priority Populations Expand Economic Opportunities
	Funding	CDBG: estimated at \$90,000
	Description	The City has allocated the maximum 15 percent of its annual allocation toward public services. Any additional public service funding available will be distributed per the direction of the City Council.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 5,947 total persons/households will benefit from the proposed public service activities offered by the nonprofits agency. The services will benefit low-to moderate income persons/households.

	<p>Location Description</p> <p>Nonprofits offer services at various locations throughout the City:</p> <p><u>Campus Life Connection</u>: 7836 Sayonara Drive, Citrus Heights</p> <p><u>Meals on Wheels</u>: Meals are delivered to seniors as well as seniors may pickup meals curbside at 7801 Auburn Blvd, Citrus Heights</p> <p><u>Sunrise Christian Food Ministry</u>: 5901 San Juan Road, Citrus Heights</p> <p><u>Housing Counseling/Navigator Services</u>: 6315 Fountain Square Drive, Citrus Heights</p> <p><u>Renters Helpline</u>: 1010 Hurley Way, Suite 500, Sacramento</p>
	<p>Planned Activities</p> <p>PY 2023 EN Activities:</p> <p><u>Campus Life Connection (Matrix Code 05D, LMC)</u>: Operate an after-school center that provides low-income youth with educational support and recreational activities. Activities include mentoring, tutoring, educational games, technology center, and daily nutritious meals to an estimated 105 youth. Funding for this activity is estimated at \$10,917.</p> <p><u>Meals on Wheels (Matrix Code 05A, LMC)</u>: Provide a balanced, nutritious meals Mon-Fri, 250 days per year to an estimated 285 seniors either drive thru distribution of meals at Rusch Par five days a week or by delivery to homebound seniors. Funding for this activity is estimated at \$11,655.</p> <p><u>Sacramento Self-Help Housing, Housing Counseling/Navigator (Matrix Code: 05Z, LMC)</u>: To provide housing counseling services to approximately 112 households currently experiencing homelessness. Funding for this activity is estimated at \$16,000.</p> <p><u>Sacramento Self-Help Housing, Renter's Helpline (Matrix Code: 05K, LMC)</u>: To provide a telephone and Internet-based "Renters Helpline" which provides counseling, dispute resolution, and fair housing services to approximately 445 households annually. Funding for this activity is estimated at \$22,524.</p> <p><u>Sunrise Christian Food Ministry, Emergency Food Bank (Matrix Code: 05W, LMC)</u>: To provide ongoing emergency food to approximately 5,000 low-income and homeless persons in Citrus Heights. Funding for this activity is estimated at \$28,904.</p>
3	<p>Project Name 2023 Citywide Accessibility Improvements</p> <p>Target Area Citywide</p> <p>Goals Supported Improve accessibility</p>

	Needs Addressed	Building Healthy Communities Improve Public Infrastructure
	Funding	CDBG: estimated at \$390,000
	Description	The City's General Services Department will use the CDBG portion of funding on accessibility improvements.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 1,000 individuals will benefit from this activity.
	Location Description	Locations have not yet been determined
	Planned Activities	<u>2023 Citywide Accessibility Improvements (Matrix Code 03K, LMA)</u> : Accessibility improvements to sidewalks, installing ADA-compliant pedestrian ramps, and relocating drainage inlets as necessary at various locations. Locations yet to be determined. This activity will be funded with 2023 CDBG funds. Funding is estimated at \$390,000.
4	Project Name	Home Repair Loan Program (Ongoing)
	Target Area	Citywide
	Goals Supported	Foster affordable housing Improve accessibility
	Needs Addressed	Building Healthy Communities Enhance Accessibility Improve Housing Access and Affordability
	Funding	CDBG: estimated \$50,000
	Description	<u>Home Repair Loan Program: (Matrix Code 14A, National Objective LMH)</u> : Receipts from previous CDBG-funded loans are used to make new home repair loans to low-income households. This activity is funded with the City's Revolving Loan Fund using program income generated from loan payments.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Based on an estimated annual program income amount, one eligible household will benefit from the proposed activity.

	Location Description	The home must be located within the incorporated boundaries of the City of Citrus Heights.
	Planned Activities	To provide housing repair loans not exceed \$60,000. Any loan repayments will go towards the Revolving Loan Fund to make new loans and grants for repairs such as reduce accumulated deferred maintenance, enhance the health and safety of the home, and improve energy efficiency.
5	Project Name	2023 Critical Home Repair Grant Program
	Target Area	Citywide
	Goals Supported	Foster affordable housing
	Needs Addressed	Building Healthy Communities Improve Public Services for Priority Populations Improve Housing Access and Affordability
	Funding	CDBG: \$270,960.54
	Description	<u>2023 Critical Home Repair Grant Program: Matrix Code, 14A: National Objective, LMH:</u> Housing repair and accessibility grants for low-income homeowners. This activity will be funded with unexpended prior year funds \$270,960.
	Target Date	12/31/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately eleven eligible households will benefit from the proposed activity.
	Location Description	Citywide
	Planned Activities	Provide housing repair and accessibility grants not to exceed \$20,000 for repairs such as reduce accumulated deferred maintenance, enhance the health and safety of the home, and improve energy efficiency.

AP-50 Geographic Distribution - 91.420, 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 predicted on the nature of the activity to be funded. All public services activities and housing repair projects are offered to residents citywide. Capital projects including accessibility improvements are selected in coordination with the City’s General Services Department. The location of projects are based on timing with other planned projects in order to leverage non-CDBG funds.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	0
CDBG Target Area	0

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City does not allocate investments geographically. All public service activities are offered to residents citywide. The 2023 Accessibility Improvements are selected in coordination with the City’s General Services Department.

Discussion

No geographic priorities were proposed.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City participated in conducting the Sacramento Valley Analysis of Impediments to Fair Housing Choice (AI) which identified barriers to affordable housing:

- Segregation and integration: Segregation and lack of access to economic opportunity persists in many areas of the region, both within and across jurisdictions. Although the region has grown more diverse, the effects of past systemic segregation and exclusion in housing still disproportionately impact members of protected classes.
- Disproportionate housing needs: In the Sacramento Valley region, the most disproportionate housing needs are found in homeownership rates, cost-burden and housing challenges, as well as displacement experience.
- Access to opportunity: Access to economic opportunity varies by type of opportunity, across the region and within communities. Areas where jurisdictions differed from the region in access to opportunity include:
 - With the exceptions of a few school districts (e.g., Davis, Rocklin, Roseville)—there are disparities in school quality between low and higher income neighborhoods, and these quality differences disproportionately impact people of color. Residents of Citrus Heights, Rancho Cordova, Sacramento, and Woodland are least likely to live in neighborhoods with proficient schools.
 - Resident survey respondents living in Sacramento and Sacramento County tend to give the lowest ratings of healthy neighborhood indicators among the participating jurisdictions.
 - Public transportation issues—especially bus routes, availability of bus service, and connections between communities—are a pressing concern to residents throughout the region. The exception is on “the grid” in downtown Sacramento, where public transit is considered the best available in the region.

The primary housing barriers and the factors that contribute to those barriers identified in the research conducted for the AI include:

- The harm caused by segregation is manifest in disproportionate housing needs and differences in economic opportunity.
- Affordable rental options in the region are increasingly limited.
- Residents with disabilities need for and lack access to affordable, accessible housing.
- Stricter rental policies further limits options.
- Disparities in the ability to access homeownership exist.

- Public transportation has not kept up with growth.
- Educational inequities persist in the region.
- Disparities in labor market engagement exist.
- Residents with disabilities lack access to supportive services and a spectrum of housing options to enable them, especially those with mental illness, achieve and maintain housing stability.

The AI includes the following solutions to address the contributing factors discussed above. The participating partners focused on strategies that:

- Increase homeownership rates among under-represented groups.
- Expand affordable rental opportunities.
- Focus on a range of equity issues in accessing opportunity.

The City has identified barriers to affordable housing throughout the City's Housing Element. 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 floodplains and native oak trees.
- Availability of funding.
- 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 fees, and processing fees add significant cost to the developing new housing. Developers 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, 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 of assessment.

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 will continue to promote infill, reduce regulatory and economic barriers to infill, and support new transportation options.

Discussion

Staff will continue to seek grant funding and ways to maintain and develop affordable housing. More information is available in the City's Housing Element which was updated in 2021 and incorporated into the City General Plan adopted on August 11, 2011 which is available online at [Housing Element | Citrus Heights, CA - Official Website \(civicplus.com\)](https://www.civicplus.com/CitrusHeights/HousingElement).

AP-85 Other Actions - 91.420, 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 a time when government and other entities 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 provide local funding to nonprofits despite other budget cuts when possible.

Another obstacle to meeting underserved needs is that many more services are located outside Citrus Heights in the City of Sacramento or parts of Sacramento County closer to the urban core. Citrus Heights works closely with the regional transit agencies to improve access. There are several daily public transportation linkages between Citrus Heights and downtown Sacramento.

Another obstacle is the City's lack of vacant land available for development. The City will focus heavily on the preservation of the existing housing stock through the Home Repair Program.

Actions planned to foster and maintain affordable housing

In 2023, the City will continue to offer a variety of programs to foster and maintain affordable housing such as:

The Home Repair Program will offer low-interest loans/grants to homeowners making health and safety repairs to their homes. This program will be funded using loan repayments and prior year funds.

The City's Code Enforcement Division will continue to support the Rental Housing Inspection Program, to assure low-income households have a safe and decent place to live.

The City approved an affordable permanent supportive housing project, Sunrise Pointe Apartments. The City approved the project in 2018 and allocated \$3,580,000 of the City's share of HOME Consortium funds to the 47-unit project planned for Sunrise Boulevard in Citrus Heights. This project is proposed to be completed by the end of 2022.

Actions planned to reduce lead-based paint hazards

While most housing units were built prior to 1978, target income households that may contain lead-

based paint occupy an estimated 5,312 units. The City will provide lead-abatement assistance for residential units through the Home Repair Program. The City contracts with a third-party firm to administer its Home Repair Program.

The City contracts with Michael Baker, International to administer the City's Home Repair Loan Program. Michael Baker International staff is qualified to evaluate lead-based paint hazards and implement lead-safe work practices. In addition, independent contractors are vetted through the City's Home Repair Program 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 supportive services aimed at enabling those in poverty to move into the workforce or obtain benefits to which they are entitled (social security, disability). During the 2023 program year, Sacramento Self-Help Housing will provide housing counseling and supportive services to clients who are at-risk of homeless or experiencing homelessness.

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 Division works in close consultation with the Community Development Director, Finance Department, General Services Department, Citrus Heights Collaborative, and advisory committees.

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

The City will continue to work with the neighboring jurisdictions, such as the County and the City of Sacramento and Sacramento Housing 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 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.

The City has a number of actions planned to increase coordination among housing and social services agencies. For example, City staff facilitates the Citrus Heights Collaborative - an informal network of public and private social service agencies and community advocates. The Collaborative meets the second Friday of each month. In addition, City staff participates on the Continuum of Care Advisory Board and regional Funder's Collaborative.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

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.

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
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
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.	100.00%

Discussion

The City determines its low-income benefit annually.