

2015 CDBG ACTION PLAN CITY OF CITRUS HEIGHTS

Draft: October 9, 2014



Auburn Boulevard, Citrus Heights, CA – Complete Streets Accessibility Improvement Project. CDBG funds were used to fund a portion of accessibility improvements along Auburn Boulevard. (Photo taken 9/26/13)



Contents

EXECUTIVE SUMMARY2

OBJECTIVES.....2

RESOURCES.....3

PUBLIC COMMENT3

ACTIVITIES TO BE UNDERTAKEN4

 Proposed CDBG Activities and Projects: 2015 4

 Housing 5

 Public Facilities..... 6

 Public Services 7

 Planning and Administration 10

GEOGRAPHIC DISTRIBUTION10

HOMELESS AND SPECIAL NEEDS ACTIVITIES.....10

 Homeless and Other Special Needs Populations 10

 Homeless Population 11

 Local Service Provider Assistance 11

 Special Needs Population 11

 Impediments to Fair Housing Choice 12

 Address Obstacles to Meeting Underserved Needs 12

 Foster and Maintain Affordable Housing..... 13

CDBG SPECIFIC REQUIREMENTS.....14

 Institutional Structure..... 14

 Enhance Coordination 14

 Public Housing Needs 14

 Anti-Poverty Strategy..... 15

 Lead-Based Paint Hazards..... 15

 Monitoring Plan 15

LIST OF FIGURES.....17

 Figure1 – Location of Proposed Projects in Target Areas 17

 Figure 2 – Location of Proposed Projects in Minority Area 18

EXECUTIVE SUMMARY

As a Community Development Block Grant (CDBG) entitlement community, the City of Citrus Heights will receive an annual allocation of CDBG funds from the U.S. Department of Housing and Urban Development (HUD). The City of Citrus Heights 2015-2019 Consolidated Plan is the five-year housing and community development strategy that has been prepared to assess and identify community needs and to establish priorities for the use of City's CDBG funding and other resources. The community needs and priorities established in the Consolidated Plan shape decisions on the annual funding of a variety of activities.

The estimated 2015 CDBG award for Citrus Heights is \$565,000. Funds for administration (20%) would be limited to \$113,000. Funds for public services (15%) would be limited to \$84,000. The remainder \$368,000 would be available for other eligible activities.

In addition to CDBG funds, the City has other affordable housing funds allocated to various low-income programs and projects. The City administers two housing programs, housing repair and first-time homebuyer down payment assistance.

The City was also a recipient of Neighborhood Stabilization Funds (NSP) from the State, which has been used to relocate tenants and demolish blighted four-plexes on Sayonara Drive. The demolished four-plexes will be replaced with affordable housing. The City is developing a plan for this project and looking into available funding sources.

OBJECTIVES

The annual Action Plan outlines the programs and individual objectives anticipated to be achieved in 2015 with CDBG funds. The Action Plan serves as the implementing document for the strategies and goals identified in the Consolidated Plan. This Action Plan covers the period from January 1, 2015 to December 31, 2015 (Program Year 2015). In prior program years, the City has successfully spent CDBG funds on eligible projects. On November 22, 2010, the City received an evaluation on its prior Five-Year Consolidated Plan. Maria Cremer, Acting Community Planning Director, states, "...the City has met or surpassed its proposed goals on several CDBG projects, including housing rehabilitation and public services. Although the City feel short on some of its affordable housing goals, significant progress was made during the five years toward increasing accessibility to affordable housing. The City also began or completed a number of infrastructure improvements." It was determined that Citrus Heights has the continuing capacity to implement and administer its CDBG program.

The City's key objectives for 2015 funding period include the following:

- Foster affordable housing
- Expand homeless transitional housing and services
- Create job training opportunities
- Improve accessibility

- Construct or upgrade public facilities
- Provide other social services

RESOURCES

The City of Citrus Heights will use a number of funding sources to leverage and augment Community Development Block Grant (CDBG) including HOME Investment Partnership (HOME) funds. In 2011, 2012 and 2013 staff applied for CalHome funding to the state Department of Housing and Community Development (HCD), although did not receive funding. The City did apply for 2014 CalHome funding to the State Department of Housing and Community Development. Recently the City was notified that we received a CalHome funding award from HCD for 1,000,000 for mobilehome repairs.

Since Redevelopment in California has dissolved, it has significantly reduced funding for housing programs in the State. City staff will continue to apply for all types of available funding for the various housing programs offered to the residents of the City of Citrus Heights.

The only program income the City receives from CDBG activities is loan repayments from the Housing Repair Program. When a low-income resident repays their housing repair loan, the funds are put into a revolving loan fund to fund future home repair projects. For 2015 the City did not have any holdover program income from prior years. Other funds that will be accessed to meet the City's housing and community development needs include the following:

- Loan repayments when available,
- City general revenue,
- Housing Impact Fees,
- Inclusionary housing in-lieu fees,
- State housing funds (HCD, CalHFA when available), and
- Additional state and federal funds (as they become available).

PUBLIC COMMENT

Entitlement communities must provide ample opportunities for citizen participation in the annual planning process. The Housing and Grants Division, within the Community Economic Development Department, serves as the lead agency for the administration of CDBG funds. Questions regarding this Action Plan should be directed to:

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This Action Plan was made available to the public to review during a public comment period beginning October 09 through November 13, 2014. A public notice announcing its availability was published in the Sacramento Bee and posted at City Hall on July 27, 2014. Additionally, City staff posted a notice of annual planning on the City website as a news item in addition to sending an e-mail to known interested parties.

Public hearings on the Action Plan were held on October 9 and November 13, 2014. Any public comment received will be summarized in Appendix B. In addition, the City held a funding application workshop on July 9, 2014.

ACTIVITIES TO BE UNDERTAKEN

The activities to be undertaken in 2015 are summarized in Table 1. For each activity, the one-year accomplishment and the amount of CDBG funding allocated are identified. All activities are expected to be completed no later than December 31, 2015.

In making project recommendations, consideration was given to 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 also took into account activity need within the City of Citrus Heights, activity management and implementation, experience, past performance and completeness of the application. Projects are recommended on the basis of being successful and that will maintain compliance with CDBG regulations.

Proposed CDBG Activities and Projects: 2015

Goal	Activity Name	Activity Description	Output	Funding (\$)
CAPITAL IMPROVEMENTS & HOUSING SERVICES (65%)				
CD-2	Highland Avenue Accessibility Improvement Project	Construction of fully compliant ramps, relocation of drainage inlets and restriping where necessary, pedestrian signal heads and accessible crosswalk. Highland Avenue between Mariposa Avenue and Sunrise Boulevard	1 Infrastructure Improvement	90,000
CD-2	City-wide Accessibility Improvement Project	Construction of fully compliant ramps, relocation of drainage inlets and restriping where necessary, pedestrian signal heads and accessible crosswalk.	1 Infrastructure Improvement	278,000
PUBLIC SERVICES (15%)				
CD-4	Senior Services - Meals on Wheels by ACC	Provide homebound seniors with balanced, nutritious meals Mon-Fri and provide meals to seniors dining at Rusch Park Community Center 5 days a week.	285 Seniors	15,000

2015 Draft CDBG ACTION PLAN

CD-1	Homeless Services - Self-	Provide permanent housing	22 Households	8,000
CD-2	Help Housing	placement, counseling and referral services to homeless or those at risk of becoming homeless.		
CD-3	Youth Services – Campus	Provide educational and social	175 Youth	10,000
CD-5	Life Connection	development of elementary age children, providing after-school experience that moves students in a positive direction and keeps them from potential dangers of unsupervised after-school time.		
CD-6	Fair Housing Services – Sacramento Self-Help Housing	Provide fair housing services including housing counseling and landlord/tenant mediation.	225 Households	14,000
CD-1	Employment Services – Asian Resources	Provide vocational English as a second language combined with employment services to serve immigrant, refugee, limited English and low-income population with jobs.	40 Households	8,000
CD-2	Counseling Services – Terra Nova	Provide individual and/or family therapy to decrease crime recidivism and improve the quality of life for low-income youth.	50 Youth	16,000
CD-2	Domestic Violence Services – A Community for Peace	Provide counseling services to intergenerational cycle of domestic violence/sexual assault victims and their children through individual/group counseling; parenting and prevention training.	1,300 Households	13,000
PLANNING AND ADMINISTRATION (20%)				
PA-1	Planning and Administration	Provide general administration of the CDBG program, including all planning and reporting activities.	N/A	113,000
HOUSING (Non-CDBG Program)				
HS-1	Mobilehome Housing Rehabilitation Program	Provide low-income mobilehome owner occupants with financial assistance to make health and safety related repairs to their homes.	80 Households Assisted	1,000,000
HS-2	First-Time Homebuyer Assistance Program	Provide up to \$40,000 in down payment assistance to low-income first-time homebuyers.	12 Households Assisted	368,000

Housing

HS-1: Enhance the quality of safety of the existing housing stock.

HS-2: Provide programs that assist first-time homebuyers in order to stabilize homeownership rates and to increase the level of resident investment in neighborhoods.

Housing Rehabilitation Program (Non-CDBG funds)

The Housing Repair Program allows owner-occupant homeowners to apply for a low-interest loan to make repairs as needed to protect the health and safety of the occupant's home. With this funding eighty (80) loans will be provided to homeowners in need of health and safety repairs to their mobile homes.

A homeowner can apply for two different types of assistance:

- Conventional Loan – An owner occupant household may qualify for a low interest rate (0% - 3%) with a deferred 30-year term. If eligible, a homeowner may receive up to \$60,000.
- Mobilehome Grant- A mobilehome owner may apply for a grant. If eligible, a mobilehome owner may receive up to \$10,000. This grant does not need to be paid back to the City of Citrus Heights.

2015 Objective: 80 households served
Outcome: Affordability for the purpose of providing decent affordable housing
Funding: \$1,000,000 CalHome Funds

First-Time Homebuyer Program (Non-CDBG funds)

Provide low-interest loans to low income-households to assist with the down payment for the purchase of a home. The First-Time Homebuyer program allows a household to qualify up to \$40,000 in assistance. First-Time homebuyer loan terms are very generous, interest rates may vary from 0%-3% with a deferred 30-year term.

2015 Objective: 12 households served
Outcome: Affordability for the purpose of providing decent affordable housing
Funding: \$368,000 HOME Funds (Prior year funds. HOME Funds are through SHRA HOME Consortium) and loan repayments

Public Facilities

CD-2: Encourage the provision of services to target income individuals and families, including those with special needs.

City-wide Accessibility Improvements

The Accessibility Improvements project will remove barriers to accessibility for disabled persons by installing ADA-accessible curb ramps, relocation of drainage inlets, restriping where necessary, pedestrian signal heads and accessible crosswalks. A location for this project has yet to be determined.

2015 Objective: 1 infrastructure improvement project
Outcome: Accessibility for the purpose of creating suitable living environment
Funding: \$278,000 CDBG

Highland Avenue City-wide Accessibility Improvements

The Accessibility Improvements project will remove barriers to accessibility for disabled persons by installing ADA-accessible curb ramps, relocation of drainage inlets, restriping where

necessary, pedestrian signal heads and accessible crosswalks. Project is located on Highland Avenue between Mariposa Avenue and Sunrise Boulevard.

2015 Objective: 1 infrastructure improvement project
Outcome: Accessibility for the purpose of creating suitable living environment
Funding: \$90,000 CDBG

Public Services

- CD-1: Work collaboratively with the wide variety of social service agencies in Citrus Heights to develop programs that fulfill unmet needs in the community.
- CD-2: Encourage the provision of services to target income individuals and families, including those with special needs.
- CD-4: Support services for the elderly, including the frail elderly.
- CD-6: Support the provision of fair housing services in the community, to ensure equal access to housing for all segments of the population.
- HA-1: Encourage a range of services to help people move from homelessness to permanent housing, including emergency shelter, transitional and supportive housing.

Senior Services

Meals on Wheels by ACC will serve hot meals to seniors who congregate at the Citrus Heights Rusch Park Community Center, meals will be served five days a week. Meals on Wheels will also provide five hot or frozen meals to homebound seniors, the hot meals will be delivered each weekday and frozen meals will be delivered one day per week. The Meals on Wheel program will provide balance, daily socialization, nutritious meals, reduce isolation to seniors who are homebound, strengthen gate-keeping and provide a safety net services who are alone and do not have family or friends as an outlet.

Meals on Wheels will be supplemented with Citrus Heights FY 14/15 Community Support funds of \$69,159.00.

2015 Objective: 285 seniors served
Outcome: Accessibility for the purpose of creating suitable living environment
Funding: \$15,000 CDBG, \$69,159 General Fund for FY 14/15

Homeless Services

Sacramento Self-Help Housing will provide housing placement and referrals to appropriate community services. As well as offering services out of their downtown location, Sacramento Self-Help Housing will offer services out of the Citrus Heights One Stop Career Center and the food pantry at the 7th Day Adventist Church. Self-Help Housing has partnered with the Children's Community Center located on Sayonara Drive, the Domestic Violence Intervention Center, the Citrus Heights Police Department and the Citrus Heights Code Enforcement Department in identifying and with individuals and families in need of housing counseling and support in finding permanent housing.

2015 Objective: 22 households served
Outcome: Accessibility for the purpose of providing decent housing.

Funding: \$8,000 CDBG

Counseling Services

Terra Nova Counseling will provide a Juvenile Diversion Education Program (JDEP) to individuals and/or family therapy to decrease crime recidivism and to improve quality of life. The goal of the program is to reduce crime and help youth avoid jail time for misdemeanor offenses by providing therapy services to help modify their behavior. JDEP consists of an intake session to gather psychosocial history and 10 weekly group therapy sessions, and the youth will be offered an opportunity to participate in individual and/or family therapy sessions.

Additionally, at the time of intake the youth will be given the Adverse Childhood Experience Study (ACES) questionnaire. If the youth meets the criteria for grant inclusion they will be offered an additional 6 individual and/or family therapy sessions.

2015 Objective: 50 youth served
Outcome: Accessibility for the purpose of providing decent housing
Funding: \$16,000 CDBG

Domestic Violence Services

A Community for Peace believes in creating an environment, programming, and service delivery in a manner that addresses the life span of trauma and reflects our understanding of how the trauma of domestic violence/family violence affects the life of individuals and/or families. Community for Peace will provide education and support program called, Domestic Violence Advocacy and Support (DVAS). DVAS is a 13 week support group providing counseling services to the intergenerational cycle of domestic violence/sexual assault victims and their children.

2015 Objective: 1,300 households served
Outcome: Accessibility for the purpose of providing decent housing
Funding: \$13,000 CDBG, \$9,180 General Fund FY 14/15

Youth Services

Campus Life Connection also known as the Sayonara-After School Community Center is located at 7836 Sayonara Drive, the Citrus Heights Children & Youth Center. The center is open Monday-Thursday during after school hours throughout the school year. During this time, 175 elementary and middle school students receive help with homework, enjoy a healthy snack and participate in recreational and educational games and activities. The center is staffed by 1 full-time position and 2 part-time positions along with several volunteers to run each developmentally appropriate learning environment. The center stands in the center of such a neighborhood full of crime and violence that offers every child in the neighborhood the opportunity to improve their academic performance. Campus Life Connection will be supplemented with Citrus Heights FY 13/14 Community Support funds of \$4,000.

2015 Objective: 175 youth served
Outcome: Accessibility for the purpose of creating suitable living environments

Funding: \$10,000 CDBG; \$10,000 General Fund for FY 14/15

Fair Housing Services

The City's role is to affirmatively further fair housing within the city of Citrus Heights. Although the City does not have the power to enforce fair housing laws, the Housing and Grants Division provides informational resources and guidance to tenants and landlords regarding the state and federal fair housing laws to prevent housing discrimination and affirmatively further fair housing.

CDBG calendar year 2013 was the first year the City of Citrus Heights contracted with Sacramento Self-Help Housing to provide mediation services for tenants and landlords who are willing to work together to resolve a dispute. Sacramento Self-Help Housing will continue providing counseling/mediation services to tenants and landlords who need assistance in resolving a dispute. SSHH works in collaboration with Community Link Capital Region (2-1-1), Project Sentinel, Legal Services of Northern California (LSNC) and the Rental Housing Association of Sacramento Valley (RHA) to provide telephone tenant education, mediation services and fair housing investigation for residents. SSHH deals directly with concerns about landlord-tenant disputes; fair housing issues are referred to Project Sentinel. Any phone call coming into the SSHH office related to tenant landlord issues or concerns are directed towards two full time staff members. The housing counselors provide tenant education, mediation, housing referrals and referral to other agencies based on the need.

A second portion of the program is to be taken out of the City's Administrative budget, which is the 20% set aside separate from the Public Service budget. This is an eligible expense for the City's Administrative budget and would expend the City's ability to fund outside organizations. In addition, a recent CalHome grant award to the City will supplement Housing Division administration expenses.

2015 Objective: 225 households served
Outcome: Accessibility for the purpose of providing decent housing
Funding: \$14,000 CDBG

Employment Services

Asian Resource, Inc. will provide English as a second language combined with employment services to serve the immigrant, refugee, limited English and low-income populations with jobs so they may financially support themselves without the assistance of public aid. All services will be provided at the Asian Resource office located at 7640 Greenback Lane, Citrus Heights (near the public transportation route).

2015 Objective: 40 households served
Outcome: Accessibility for the purpose of creating suitable living environments
Funding: \$8,000 CDBG

Planning and Administration

PA-1: Provide efficient administration and oversight of the CDBG program and undertake planning efforts to address the needs of target income residents.

Planning and Administration

The planning and administration funding provides salary, administrative support, contractor costs, fair housing services and other direct costs for the administration to the City's CDBG program. This activity may include planning studies for future CDBG programs to benefit low and moderate income households.

2015 Objective: To carry out administrative and planning activities in support of the CDBG program

Funding: \$113,000 CDBG

GEOGRAPHIC DISTRIBUTION

Target Area Distribution

Geographic distribution is predicated on the nature of the activity to be funded. Figure 1-1 shows the projects proposed for funding in 2015 in relation to the City's low-income target areas. Not all the activities funded through the CDBG program are shown in Figure 1-1, some activities are community wide. The City-wide Accessibility Program, First Time Homebuyer Program and the Housing Repair Program are not mapped – these projects are eligible city-wide and will eventually have a specific location.

Minority Distribution

The City of Citrus Heights strives to make its entire program available to eligible target-income residents regardless of sex, race, religious background or disability. As a result, most programs, including housing rehabilitation, fair housing, youth, homeless assistance and prevention, and senior services will be available to residents citywide. The percentage of minorities in Citrus Heights is low. There are three blocks where the Hispanic population is noted as a "concentration", meaning is greater than the County's overall percentage, which is 16 percent. The three blocks range in percentage from 18.2 percent to 30.7 percent.

Figure 1-2 shows the blocks of Hispanic concentration. No concentrations of other races or ethnicities exist in any City block groups, as reported by the 2000 US Decennial Census.

HOMELESS AND SPECIAL NEEDS ACTIVITIES

Homeless and Other Special Needs Populations

The City of Citrus Heights has established a set of strategies and priority actions to expand the City's affordable housing inventory and to provide supportive housing opportunities and services to the homeless, the elderly, and persons with special needs. During 2015, the City will focus on the following priority actions to implement this strategy:

Homeless Population

A City representative currently serves on the advisory board of the regional Continuum of Care, which meets on a monthly basis. Sacramento Steps Forward is now administering HUD grants for homeless housing and service programs within Sacramento County.

The Citrus Heights Police Department (CHPD) pays close attention to the homeless in Citrus Heights area. The CHPD operates by the means of community-oriented policing philosophy, is focusing on the homeless issue by utilizing problem-oriented policing (POP) strategy. CHPD recognizes the need to balance the approach compassionately, addressing both the concerns and safety of the community as well as the needs, rights, and safety of the homeless.

The homeless population is connected with, Sacramento Self-Help Housing (SSHH). SSHH will connect the homeless with services at the One Stop Career Center and the local food closets. Sacramento Self-Help Housing will then provide “permanent housing” services through a web database of housing locations which is maintained by Self-Help Housing staff, introducing them to landlords and sometimes driving them from on landlord to another in hopes to find a good fit.

The agency will also connect the residents with other services and resources as needed including the Career Center, Department of Human Assistance and county Mental Health services, social security, adult education and medical clinics. Sacramento Self-Help Housing goal is to maintain a limited “case management” role for a period of time to support success in maintaining permanent housing.

While Citrus Heights currently does not have a shelter providing such services within the City limits, residents are referred to agencies such as St. Johns, Volunteers of America, Sacramento HPRP, Sacramento Area Emergency Housing, and Union Gospel mission for different shelter options. Residents are encouraged to call 211 or visit www.211.org for more information. The City continues to look into opportunities for permanent supportive housing.

Local Service Provider Assistance

In Citrus Heights, there are several organizations that provide assistance to the homeless or households at-risk of homelessness, seniors, and other special needs groups. During 2015, the City will continue to provide local organizations with assistance to promote participation in the City’s CDBG public service funding.

Special Needs Population

The City’s special needs population include seniors, disabled persons and victims of domestic violence, among others. The City will fund several programs and services assisting these special needs population in 2015. These include the following:

- Counseling. Terra Nova Counseling will provide individual and/or family therapy to decrease crime recidivism and improve quality of life for low to moderate income adolescents.
- Senior Services. Meals will be served to seniors either in a homebound or congregate environment.
- Employment Services. English will be provided as a second language combined with employment services to serve the immigrant, refugee, limited English and low-income populations with jobs so they may financially support themselves without the assistance of public aid.

- Victims of Domestic Violence. Community for Peace will provide counseling services to intergenerational cycle of domestic violence/sexual assault victims and/or children through individual/group counseling; parenting and prevention training.
- Accessibility Improvements. Construction of fully compliant ramps, relocation of drainage, inlets and striping where necessary, pedestrian signal heads and accessible crosswalks. The City has historically contributed a significant portion of its CDBG funds to financing accessibility infrastructure improvements to public areas throughout the City.
- Housing Program. The City will continue to make grants available to eligible households with a disabled member through the City's Housing Repair Program.

Impediments to Fair Housing Choice

An Analysis of Impediments (AI) for Sacramento County (including Citrus Heights) was completed in November 2004. Impediments identified include the availability of fair housing information in languages other than English and the general lack of knowledge in the housing industry of fair housing requirements.

Fair Housing services is another vital element in ensuring that all persons have an equal access to decent, safe, and sanitary housing. As of 2013 the City introduced a new fair housing program which is a combination of Landlord/Tenant counseling and mediation assistance through Sacramento Self Help Housing,. Since 2013 staff has partnered with regional fair housing organizations including the Rental Housing Association who has provided free trainings for tenants, landlords and those who may be victims to predatory or discriminatory lending practices.

Another aspect of the City's well-rounded fair housing program is a property audit, which anonymously tested local properties for discriminatory policies or practices. The City of Citrus Heights, City of Elk Grove and City of Rancho Cordova entered into a cost sharing agreement with Project Sentinel to conduct a regional fair housing test audit. The audit included a review of property lease advertisement, phone calls and in-person visits by a tester posing as a prospective resident. Testers present themselves as either a member of a control group or a member of a protected class, such as someone with a disability, a household with many young children, or someone of a certain race or ethnicity. The results of the audit will further show what discriminatory rental practices are present within the City limits.

Once HUD releases its Final Rule on Analysis of Fair Housing for entitlement jurisdictions, Citrus Heights will prepare this document and implement any necessary changes in its program. City staff is currently exploring ways to partner with other cities to perform a regional Analysis of Fair Housing Audit and gain some economies of scale in the process.

Address Obstacles to Meeting Underserved Needs

The need for affordable housing for low-income households and supportive housing for persons with special needs continues to exceed the available resources. The City, local non-profits, and public agencies will continue to provide supportive services, health screening, and other quality of life services for Citrus Heights seniors and disabled population.

With very little vacant land available for development, the City will focus heavily on preservation of the existing housing stock through housing repair programs including acquisition and rehabilitation of properties by the City.

In addition, the City will continue to work closely with agencies in the community to provide supportive services, including food assistance, utility and rental assistance and housing counseling to needy individuals and families. The majority of existing housing does not meet the needs of the disabled.

To meet the needs of the disabled, the City will continue to provide handicap accessibility grants to households with such needs. The City's Housing Repair program has specific features that meet the needs of seniors and disabled citizens. Funds are available for accessibility improvements as a grant up to \$5,000. Seniors living in a mobilehome park within the city limits are eligible for a grant up to \$10,000 for health and safety repairs to their mobilehome.

Foster and Maintain Affordable Housing

Over the last several years, due to the current economic times many households struggle with different challenges. One good thing is that the City's housing stock is more affordable to low-income families due to falling housing prices and interest rates. Consolidated Plan identifies preservation and rehabilitation of the existing housing stock and its First Time Homebuyer program as the primary components of the City's housing strategy. Since 1998, the City implemented a First Time Homebuyer program to assist homeowners with a down payment. In 2015, the City will continue to provide down payment assistance to those that purchase a home in Citrus Heights. The program will be funded using its annual share of Home Consortium funds; the level of assistance is up to \$40,000.

The City's Home Repair Program will offer loans to homeowners making health and safety repairs to their homes. Depending on the type of project assistance will be offered in the form of a grant or loan, a 30 year deferred or a handicap accessibility grant.

Located within the City of Citrus Heights there are two affordable public housing complexes under the jurisdiction of Sacramento Housing and Redevelopment Agency (SHRA). SHRA operates 89 conventional housing units and over 660 assisted housing units throughout seven apartment complexes within the City.

The City has one major funding source to promote affordable housing development including the Housing In-Lieu fund. This fund receives fees collected per square foot on new non-residential development in the City. Housing In-Lieu fund monies must be used to produce housing that is affordable to households earning at or below 60 percent area median income (AMI).

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

CDBG SPECIFIC REQUIREMENTS

Institutional Structure

The Housing and Grants Division of the Community Economic Development Department is responsible for the management, implementation and monitoring of the Consolidated Plan including the Action Plan.

The Housing and Grants Division works in close consultation with the City's advisory committees, the Citrus Heights Collaborative, the Public Works/General Service Department and the Director of Community and Economic Development Department.

The City has designated two full-time staff positions including a Development Specialist and a Housing and Grants Program Technician to administer the programs and activities funded with CDBG funds. Staff works with the individual City divisions, such as Public Works, Building, Finance, City Clerk, Economic Development/Redevelopment and Code Enforcement. The staff members also coordinate and oversee programs that are carried out by other city departments, sub-recipients, private firms or other governmental agencies.

The City of Citrus Heights was monitored by HUD in 2010, the monitoring indicated the City is performing at a satisfactory level and meeting all CDBG management and reporting requirements.

Enhance Coordination

The City will continue its work with other jurisdictions within Sacramento County and the metropolitan region to address the needs of target-income and special needs populations.

This includes work with the Sacramento Area Council Governments, the Sacramento Housing and Redevelopment Agency, the Sacramento Interagency Council to End Homelessness, and the Sacramento County Adult and Aging Commission.

The City will work with service providers and local, state and federal agencies. The City is the lead agency in the Citrus Heights Collaborative. The Collaborative is composed of staff from the City of Citrus Heights, San Juan Unified School District, local hospitals, social service providers from Sacramento County, Sunrise Recreation and park District, religious leaders, residents and other nonprofit providers within the community. The Collaborative meets on a monthly basis to act as a clearinghouse for information and to provide an opportunity for education and dialogue concerning community needs and issues.

Public Housing Needs

The City of Citrus Heights does not have its own local housing authority. The public housing located in Citrus Heights is administered by SHRA, which serves as the housing authority for all the Sacramento County. Although, the City does have two small public housing complexes located within Citrus Heights and residents with initiatives are handled directly by SHRA.

Anti-Poverty Strategy

The City has identified several actions to reduce the number of families in poverty:

- Continue to support activities that preserve and expand the supply of housing that is affordable to low income households,
- Continue to support a continuum of housing and service programs that both prevent homelessness and assist those that are already homeless,
- Continue to support Code Enforcement programs that assure lower income households have a safe, decent and appropriate place to live, and
- Continue to support public services through the non-profits funded by CDBG that serves the community's youth, seniors, families and those with special needs.

Lead-Based Paint Hazards

While most housing units were built after 1978, and estimated 5,312 units are occupied by target-income households that may contain lead-based paint. The City will work together with the County Health and Human Services Department to monitor incidences of elevated lead blood levels, especially in children.

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. This firm has staff that is 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 of 1999. The procedures regarding lead-based paint in all repair programs will include notification, identification and treatment if necessary.

Monitoring Plan

The City of Citrus Heights has developed a monitoring system to ensure that the activities are carried out in furtherance of the Plan are done so in a timely manner in accordance with federal monitoring requirements of 24 CFR 570.501(V) and 24 CFR 85.40 and all other applicable laws, regulations, policies, and sound management and accounting practices.

On July 14, 2014 a joint program monitoring review of Meals on wheels by ACC's congregate and home-delivered senior meal programs was conducted on behalf of the City of Citrus Heights, City of Elk Grove, and City of Rancho Cordova. The objective of the monitoring was to assess the management of Meals on Wheels' program funded by Community Development Block Grant (CDBG) and city General Funds, confirm the funds are being used to support eligible activities, and affirm the proper fiscal management and data collection and retention policies and practices.

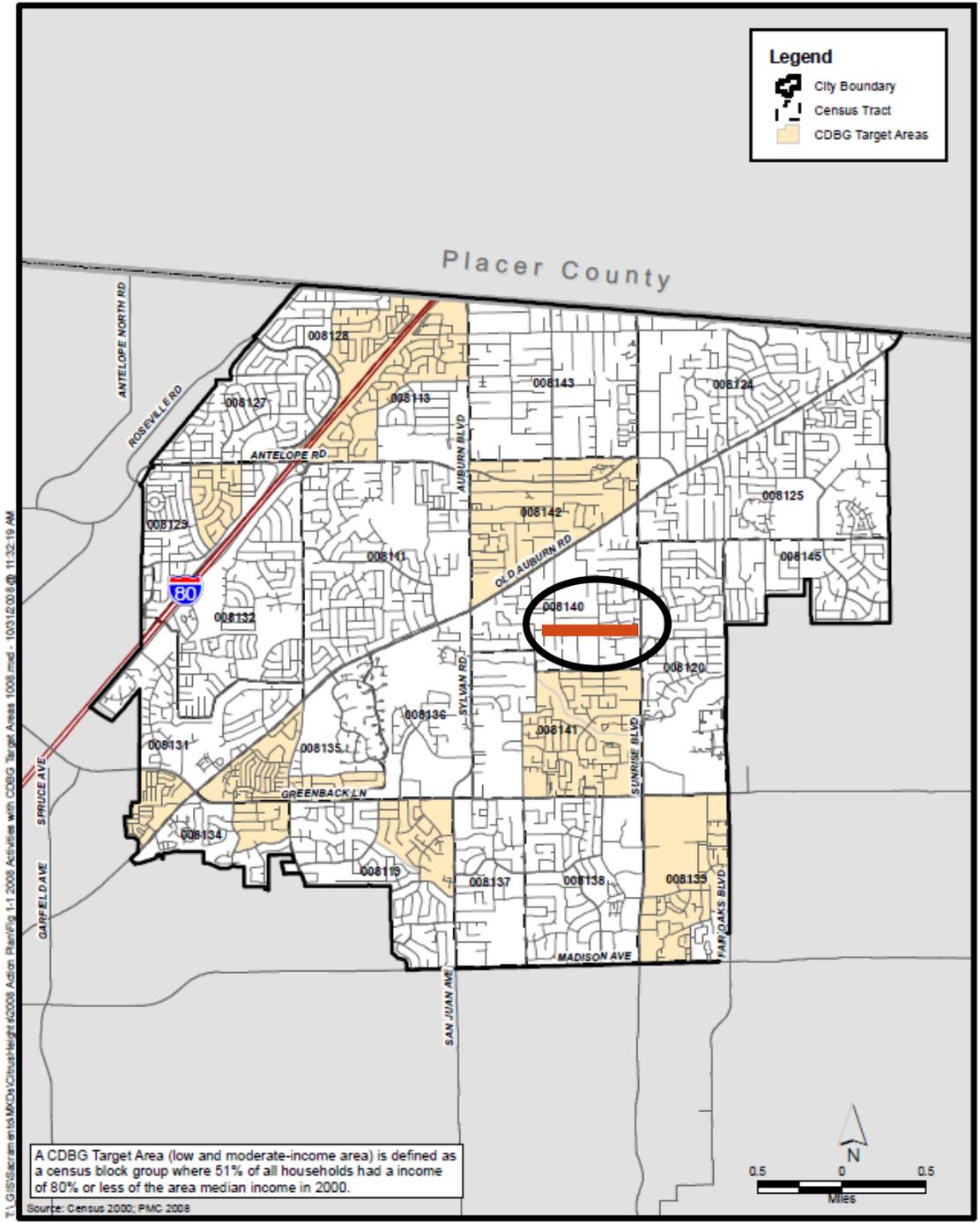
In 2015 staff will further monitor Campus Life Connection, Sacramento Self Help Housing and Asian Resources.

Additionally, City staff has created a binder each subrecipient, "Subrecipient Binder" which includes the subrecipient agreement and exhibits, instructions on how to submit quarterly reports, Playing by the Rules, grant administration, applicable laws, policies and regulations. City staff will work closely with all subrecipients to provide necessary technical assistance throughout the year. Staff also meets regularly with Public Works and other divisions that manage the CDBG-funded projects to ensure compliance with CDBG requirements, including prevailing wage.

LIST OF FIGURES

Figure1 – Location of Proposed Projects in Target Areas

Currently there are no proposed projects in the target areas of Citrus Heights. The proposed projects are City-wide Accessibility projects.

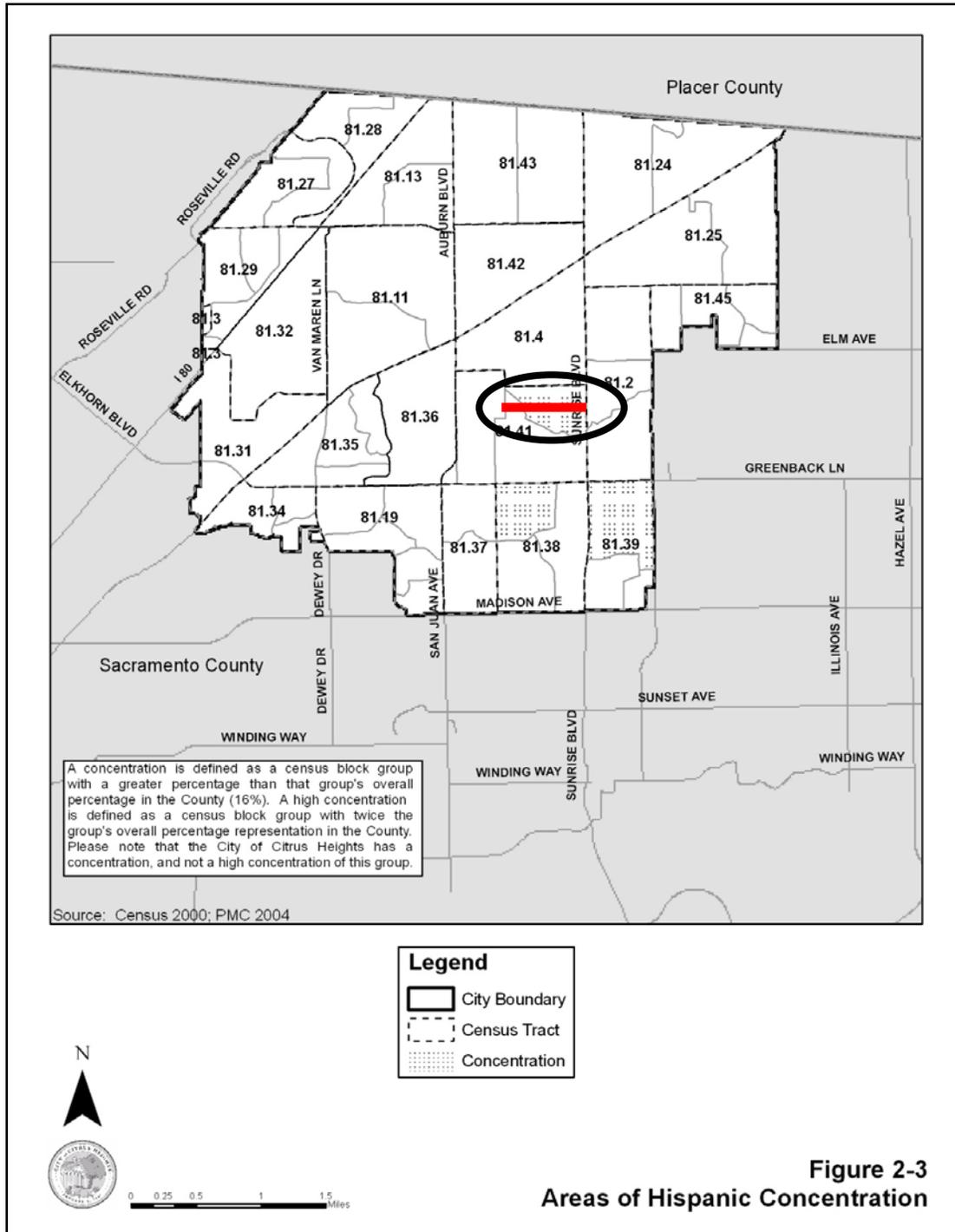


**Figure 1-1
CDBG Target Areas**



Figure 2 – Location of Proposed Projects in Minority Area

1. Accessibility Improvements:
 - a. City-wide-Locations have yet to be determined.
 - b. Highland Avenue-Construction between Mariposa Avenue and Sunrise Boulevard.
Refer to the circled red line on the map below.
2. Housing Repair Program-Rehabilitation will be provided city-wide to low-income homeowners.



**Figure 2-3
Areas of Hispanic Concentration**