



Human Services Dept. Representative: Oscar Chavez (Chair), Tenant Representatives: Stephanie Hiller, Jessica Vega
1st Dist: Betzy Chavez 2nd Dist: Vacant 3rd Dist: Karin Davis 4th Dist: Willie Lamberson 5th Dist: Linda Garcia
Executive Director: Margaret Van Vliet

**Public Hearing & Committee Workshop
Concurrent with Cities and Towns Advisory Committee
Wednesday, February 20, 2019
9:00am-4:00pm**

Sonoma County Community Development Commission
Hearing Room
1440 Guerneville Road
Santa Rosa, California 95403

Agenda

- 1. Call to Order and Roll Call**
- 2. Public Comments for Items Not on the Agenda**
- 3. Approval of Minutes from January 16, 2019 Meeting (page 4)**
The Committee will discuss and may take action to approve the minutes from **January 16, 2019** or may recommend changes to these minutes.
- 4. HOME & CDBG for Capital Projects – The Inside Story (9:15am-10:15am) (page 7)**
Staff will deliver a concise presentation to inform the public and committees about the process by which staff analyzes project proposals and ensures that these federal programs are making high impact investments to improve housing and neighborhoods in Sonoma County.
- 5. Public Hearing: Draft FY 18-19 Action Plan Amendment (10:15am-10:45am) (page 20)**
The Committee will hear public comment, discuss and may take action to recommend an amendment to the FY 18-19 Action Plan for approval by the Board of Supervisors. The amendment is presented by staff because of the need to ensure timely spending of CDBG funds and maximize the yield of CDBG funds for high priority community needs. **Action Requested:** Recommend Action Plan Amendment for approval by the Board of Supervisors at its meeting on 3/12
 - A. Open Public Hearing**
 - B. Close Public Hearing**
 - C. Joint Committee Discussion**
 - D. Recommendations regarding FY 18-19 Action Plan Amendment**
- 6. Break (10:45-11:00)**

Sonoma County Community Development Committee



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7. Committee Workshop

A. Teambuilding Exercise (11-11:15)

Committees will work together on an exercise that gets everyone working and thinking together!

B. Facilitated Discussion on FY 19-20 Funding Priorities (11:15am-12:00pm)

As a prelude to reviewing individual proposals, the committees will engage in a staff-facilitated conversation about priority setting and identifying areas of concern related to the pool of proposed projects. The goal of the facilitated discussion will be to frame the review of individual project proposals

C. Lunch Break (12:00pm-1:00pm)

Committees will break for a group lunch. Lunch will be provided in the Hearing Room.

NOTE: ALL APPLICANTS MUST ATTEND AFTER 1PM

D. Review Project Proposals TIME CERTAIN 1:00PM (1:00pm-2:30pm) (page 22)

i. HOME proposals:

Staff will present summaries of each eligible HOME proposal. Following staff summaries, all applicants will be invited to respond to questions from members of both committees.

ii. CDBG proposals:

Staff will review summaries of each eligible CDBG proposal. Following staff summaries, all applicants will be invited to respond to questions from members of both committees.

DI. Wrap-up (2:30pm-3:00pm)

Staff will summarize committee feedback and identify themes and priorities. Staff will incorporate committee work into recommendations to be brought to the Community Development Committee at the March 20, 2019 Public Meeting, and ultimately incorporated into the draft Action Plan for presented to the public and the Community Development Committee and Cities and Towns Advisory Committee at the April 17, 2019 Public Hearing.

Sonoma County Community Development Committee



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1st Dist: Betzy Chavez **2nd Dist:** Vacant **3rd Dist:** Karin Davis **4th Dist:** Willie Lamberson **5th Dist:** Linda Garcia
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Next Regular Meeting

March 20, 2019

10:00 am

Sonoma County Community Development Commission
Hearing Room
1440 Guerneville Road
Santa Rosa, CA

Note: The May 2019 meeting for the Community Development Committee will be held on May 22nd 2019, which is the fourth Wednesday of the month.

Any writings or documents presented to a majority of the Community Development Committee regarding any item on this agenda will be made available for public inspection in the Sonoma County Community Development Commission office located at 1440 Guerneville Road, Santa Rosa, CA 95403 during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Administrative Services Officer at (707) 565-7520, as soon as possible to ensure arrangements for accommodation.

Sonoma County Community Development Committee



Human Services Dept. Representative: Oscar Chavez (Chair), Tenant Representatives: Stephanie Hiller, Jessica Vega
1st Dist: Betzy Chavez (Vice Chair) **2nd Dist:** *Vacant* **3rd Dist:** Karin Davis **4th Dist:** Willie Lamberson **5th Dist:** Linda Garcia
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Public Meeting Wednesday, January 16, 2019

Minutes

1. Call to Order and Roll Call

Oscar Chavez called the meeting to order at 10:03am and roll was called.

CD Committee Members Present: Oscar Chavez, Betzy Chavez, Willie Lamberson, Linda Garcia, Stephanie Hiller

CD Committee Members Absent: Jessica Vega, Karin Davis

CDC Staff Present: Margaret Van Vliet, Executive Director; Felicity Gasser, Federal Funding Administrator; Benjamin Wickham, Affordable Housing Director; Martha Cheever, Housing Authority Manager; Angela Morgan, Affordable Housing Finance Associate; Holly Trujillo, Senior Community Development Specialist; Maria Contreras, Affordable Housing Finance Specialist; Darrin O'Hara, Administrative Aide.

2. Public Comments for Items Not on the Agenda

Duane De Witt, Roseland resident, expressed concerns that the time of the meeting was not accessible for members of the public who have normal working hours. He also expressed concern that the County was not pursuing more funding for the Brownfields Assessment project in Roseland and not enough community engagement happening. He also expressed concern over the delays around the Roseland Village development.

Executive Director, Margaret Van Vliet, responded that the Brownfields project was not a high priority for the department as it does not pertain to housing, though the project was still moving forward and Phase I assessments were being completed and key milestones were being reached with the Roseland Village development project.

3. Approval of Minutes from October 17, 2018 Meeting

Betzy Chavez moved to approve the minutes from the October 17, 2018 meeting. Linda Garcia approved.

Ayes: Oscar Chavez, Willie Lamberson, Stephanie Hiller

Nays: None

Abstain: None

Absent: Jessica Vega, Karin Davis

Sonoma County Community Development Committee



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4. Action Item: Amend Bylaws

Holly Trujillo, Senior Community Development Specialist, briefly explained the proposed changes to the bylaws. Committee members identified other sections that would need to be updated, particularly around the scope and purview of the Committee.

Public Comment

Duane De Witt, Roseland resident, expressed appreciation that the minutes of these meetings are more complete than other public meetings. He hopes that if the bylaws change, the minutes will continue to be good.

5. Housing Authority Update: Tentative Awards for Project-Based Vouchers

Martha Cheever, Housing Authority Manager, updated Committee members on the recent decision to award 93 project-based vouchers to five projects. In response to Committee questions, she and Margaret explained that these vouchers were not at risk due to the government shutdown.

Public Comment

Duane De Witt, Roseland resident, expressed concern at the state of the Palm's Inn, that the housing was decrepit and compared the owner to a slumlord. He asked that the CDC do more oversight.

Martha Cheever responded that the voucher funding would enable necessary rehabilitation work to be done and have Burbank Housing to assume property management of the Palm's Inn so that Catholic Charities could focus on providing the services, which they are better equipped to do.

6. Affordable Housing Update

Benjamin Wickham, Affordable Housing Director, updated the Committee members on affordable housing projects and initiatives that have recently passed significant milestones including Village Green II, Roseland Village and 2150 West College Ave. A total of 433 units, 338 of which are affordable, have been funded by the Commission and are in various stages of development.

7. Update on Affirmatively Furthering Fair Housing (AFH) and Consolidated Planning

Felicity Gasser, Federal Funding Manager, explained the AFH and Consolidated Planning process to preface the CDC's planned activities for each of these in the coming year.

8. Assistant Executive Director's Update

Margaret Van Vliet, Executive Director,

Sonoma County Community Development Committee



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9. Adjournment



Sonoma County Community Development Commission
Sonoma County Housing Authority
1440 Guerneville Road, Santa Rosa, CA 95403-4107

*Members of the
Commission*

David Rabbitt
Chair

Susan Gorin
Vice Chair

Shirlee Zane
James Gore
Lynda Hopkins

Margaret Van Vliet
Executive Director

MEMORANDUM

Date: February 15, 2019

To: Community Development Committee & Cities and Towns Advisory Committee

From: Felicity Gasser, Federal Funding Administrator

Subject: 4. HOME & CDBG for Capital Projects - The Inside Story

Attached please find a PowerPoint slideshow framing the presentation and discussion topics for today's agenda.



HOME & CDBG for Capital Projects – The Inside Story

DEMYSTIFYING THE RECOMMENDATION-MAKING PROCESS

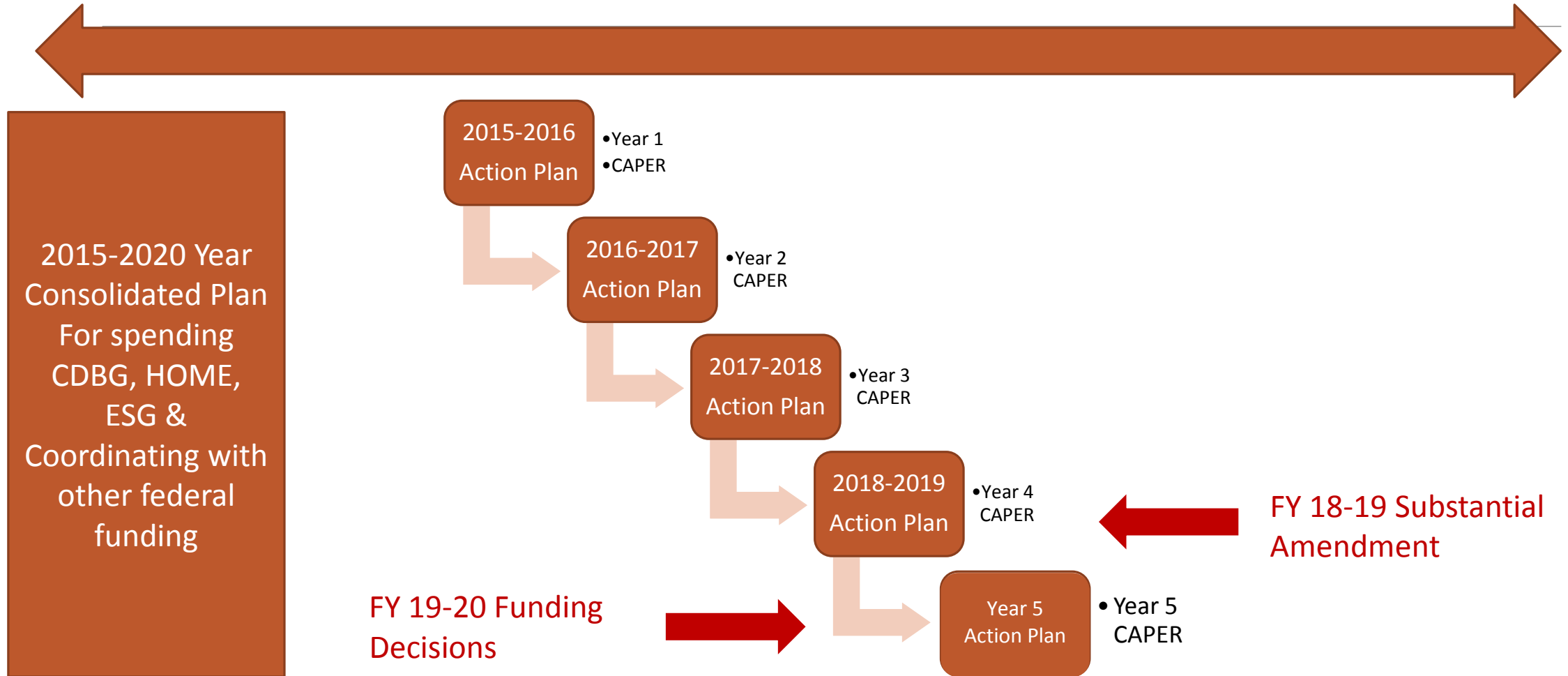
Goals for today

The public, applicants and the committees have a clear understanding of staff role, responsibility, and process in evaluating project applications.

The public, applicants and the committees have a clear understanding of the committees' roles, responsibilities, and process in making recommendations for projects to include in the FY 19-20 Action Plan.

Committees identify shared values and priorities that they will use to make recommendations for projects to include in the FY 19-20 Action Plan.

Review of the Consolidated Planning Process



Staff Role in Assessing CDBG & HOME Capital Projects

Ensure project/program compliance with statutory and regulatory requirements

Underwrite the project - evaluate risk

- Verify proposed timeline
- Evaluate past performance
- Review program design
- Right-size the award

Why timing is everything...

CDBG Timeliness Test

- Every year on April 30, HUD conducts a timeliness test to ensure that entitlement jurisdictions have no more than 1.5 times their annual allocation in unspent funds

HOME Commitment and Expenditure Requirements

- Funds must be fully spent within 5 years of being allocated to an entitlement jurisdiction.

This means that we can't reserve funding for any project that will spend funds **OUTSIDE** of the terms set in the FY 19-20 Funding Policies



NOT



All Capital Projects have two stages

Predevelopment

- Architectural Drawings
- Engineering
- Entitlements
- Permits
- Environmental Review

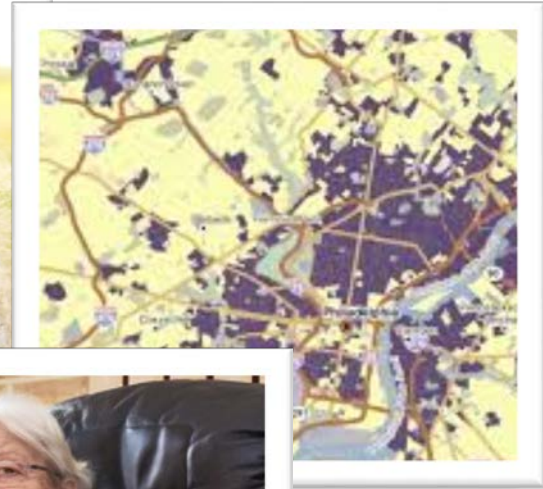
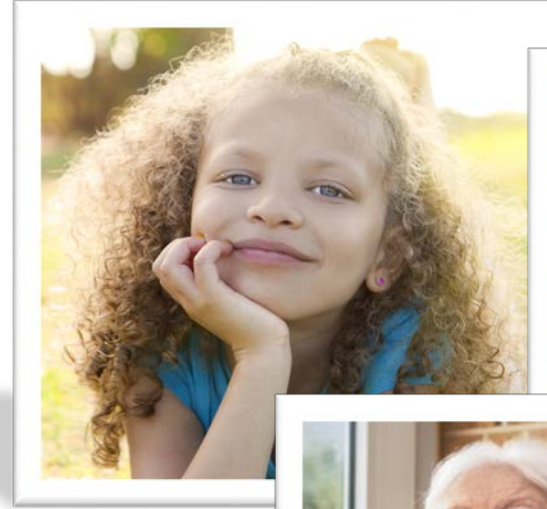


Construction

- Grading
- Site Work
- Building Construction



- 1. Application Completeness**
- 2. Project Eligibility**
- 3. Can the applicant spend the funds applied for quickly enough to meet regulatory requirements?**
- 4. Is the project in a predevelopment or construction phase?**
- 5. What is the direct nexus of the project to eligible beneficiaries?**
- 6. What is being leveraged by the project?**
- 7. What is the service area of the project?**



What Staff Looks for in Each Project

Committees' Role in Assessing CDBG & HOME Capital Projects

Focus on Policy:

- Set policies that result in desired outcomes.
- Make tough value judgements about which projects should be prioritized when funding is limited.
- Committees are accountable to: community residents, the Board of Supervisors



Policy Questions and Tradeoffs for Committee Discussion

- Increasing the supply of housing stock
- Maintaining existing housing stock
- Deep income targeting
- Reaching and serving the most people
- Neighborhood investments that improve access for existing residents
- Serving needs that can't otherwise be met
- Leveraging private, state or other resources
- Geographic reach and diversity



Project Summaries

HOME

Catholic Charities-Caritas Homes

City of Healdsburg-Victory
Studios/Apartments*

Park Village*

Tenant-Based Rental Assistance*

*Items in RED may become part of the Action Plan although competitive applications weren't submitted, since these are projects that have been or may be brought forward by members of the HOME Consortia/Urban County

CDBG

Catholic Charities-Caritas Center

Catholic Charities-Caritas Homes

Disability Services and Legal Center – Housing Access
Modification

City of Rohnert Park-Central Rohnert Park Improvements

Sonoma County Parks-Spring Lake ADA

Burbank Housing-Sea Ranch Housing Rehabilitation

Pep Housing-Linda Tunis Senior Housing

Caritas Homes

City of Sebastopol-Bodega Avenue

City of Healdsburg-Sidewalk ADA

Housing Rehabilitation Program*

FY 2019-2020 Funding Policies – Revisions to Consider

- Separate the selection criteria and timeliness requirements for HOME and CDBG
- Improve clarity about role of programs run by the Commission or HOME Consortia members (Housing Rehab, TBRA, City-owned projects)
- Add clarity about staff role and committees' roles
- For non-housing Capital projects, consider adding a period during which the applicant must meet pre-award conditions timeliness provisions such as is in place for housing projects.

Next Steps

March 20th CD Committee Meeting: Staff will present “right-sized” award amounts for projects that are determined to be eligible and ready to proceed to the CD Committee for review and feedback

April 17th Concurrent CD Committee and CTAC Public Hearing:

- Staff will present a draft FY 2019-2020 Action Plan to the CD Committee, Cities and Towns Advisory Committee and the public.
- The Action Plan will include Homeless Services awards which will under go a recommendation process through the Home Sonoma County Leadership Council
- The Commission will ask the CD Committee and CTAC for a recommendation for approval of the Action Plan by the Board of Supervisors



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MEMORANDUM

Date: February 15, 2019

To: Community Development Committee & Cities and Towns Advisory Committee

From: Felicity Gasser, Federal Funding Administrator

Subject: 5. Public Hearing: Draft FY 18-19 Action Plan Amendment

The Community Development Commission has long contemplated acquiring a surplus property owned by Sonoma Water. The property is located at 330 Hewett Street in the center of Santa Rosa – in close proximity to transit and amenities.

In December and January, the Commission conducted its annual process of identifying Community Development Block Grant (CDBG) funds that needed to be reprogrammed to ensure timely expenditure. This was done in preparation for the annual “timeliness” test conducted by the U.S. Department of Housing and Urban Development (HUD). HUD uses an annual “timeliness” test to ensure that all entitlement jurisdictions are spending CDBG funds in a timely manner. For Sonoma County, this timeliness test is on April 30th, 60 days before the end of the fiscal year. The test makes sure that the entitlement jurisdiction has no more than 1.5 times its annual entitlement allocation of CDBG funds unspent.

Last year, following the October 2017 fires, Sonoma County didn’t pass the timeliness test. We made some strategic decisions to pause and redeploy funds, and were delayed in conducting the annual analysis of CDBG spending.

Through its analysis this year, the Commission identified a combination of program income and reprogrammed funds totaling \$600,000 is immediately available to be deployed for a CDBG eligible use. The Commission is proposing a Substantial Amendment to the FY 2018-2019 Action Plan to for a deposit of up to \$600,000 for acquisition of the Sonoma Water property. The Commission plans to propose to the Board of Supervisors/Board of Commissioners that the agency buy the parcel and then release a request for proposals for development of the property – much like the agency did for the West College property.

Going forward, we are working to change the way we allocate money, monitor and communicate with subrecipients in a more consistent manner, and track spending throughout the year to ensure that we are spending CDBG funds in a timely and strategic manner so that we easily pass the timeliness test each year. The committees will see that staff analysis of the FY 19-20 proposals takes into account each project’s ability to spend funds within a set timeline. This will become regular practice so that the Commission can remain compliant with HUD requirements.



Requested Action: The Commission is asking your committees for a recommendation for approval of a substantial amendment to the *FY 2018-2019 One Year Action Plan* to spend up to \$600,000 in reprogrammed Community Development Block Grant funds and Community Development Block Grant program income for acquisition of 330 Hewett Street, Santa Rosa, CA 95401 for potential future development.



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Executive Director

MEMORANDUM

Date: February 15, 2019

To: Community Development Committee & Cities and Towns Advisory Committee

From: Felicity Gasser, Federal Funding Administrator

Subject: 7B. Review Project Summaries

Attached are project summaries for the following applications that were submitted through the competitive Notice of Funding Availability.

HOME

Catholic Charities-Caritas Homes
City of Healdsburg-Victory Studios/Apartments

CDBG

City of Sebastopol-Bodega Avenue
City of Rohnert Park-Central Rohnert Park Improvements
Sonoma County Parks-Spring Lake ADA
City of Healdsburg-Sidewalk ADA
Catholic Charities-Caritas Center CDBG
Catholic Charities-Caritas Homes
Disability Services and Legal Center-Housing Access Modification
Pep Housing-Linda Tunis Senior Housing
Burbank Housing-Sea Ranch

In addition to these projects, the Commission will also consider funding the following program and projects that are either run by in-house staff or will be developed by a member of the HOME consortia:

1. HOME funded Tenant Based Rental Assistance Program
2. CDBG funded Housing Rehabilitation Program
3. CDBG or HOME funded Park Village sponsored by City of Sebastopol. The City of Sebastopol has revised the scope of a previously funded project to include additional features that improve the quality and access to a proposed apartment rehabilitation.
4. HOME funded Victory Studios sponsored by City of Healdsburg (see project summary for details)



Project: Caritas Homes (HOME)

Sponsor: Burbank Housing

1. Where is the property located/service area?

Caritas Homes is located in Downtown Santa Rosa, on 3 parcels along Morgan Street and 7th Street. The project, part of the larger development known as Caritas Village, will create 64 units (1 manager unit) of affordable rental housing.

2. Who are the beneficiaries of the project?

The project will benefit a range of different target populations by creating 15 studios, 10 1-bedrooms and 5 2-bedrooms for extremely low-income individuals; 9 studios, 4 1-bedrooms and 2 2-bedrooms for very low-income individuals; and 7 studios, 9 1-bedrooms and 2 2-bedrooms for individuals who earn no more than 60% of annual medium income.

3. What is the history of the project?

The Caritas Homes project is part of the larger project known as Caritas Village. Caritas Village began implementation in 2014, acquiring most of the 2.24-acre property in downtown Santa Rosa.

4. What is the General Readiness?

Project application states a design completion set for October 2019 and a construction completion of 2021.

5. What is being leveraged by the project?

The Caritas Home project has multiple sources of funding. Currently, their pro forma reports \$15,380,310 in committed funds, resulting in \$30 for every \$1 of the CDBG ask. Additionally, the project is leveraging previous County awards, \$100,000,000 from Partnership Health Plan and \$410,000 from the County of Sonoma.

Project Narrative

Caritas Homes, part of the larger project Caritas Village, will be located in downtown Santa Rosa. The project will not only provide affordable, permanent rental housing, but will also help the most at-risk members of our County through units dedicated to chronically homeless individuals.

With its downtown location, the project be part of an unprecedented push in our county towards centralized services. The first phase resulting in much needed for about 111 residents.

Environmental Review Assessment

Applicant supplied information about the environmental review, which is already in progress. Preparation of the environmental review does not pose a hindrance to spending requested predevelopment funds.

Due Diligence in Progress

- Standard due diligence to confirm eligibility of proposed use of funds, status of entitlements, other funding commitments, timeline for use of funds and project completion.

Project: Victory Home/Apartments

Sponsor: City of Healdsburg

1. Where is the property located/service area?

Victory Studios/Apartments is located on 308 and 306 East Street, Healdsburg, CA 95448.

Through the rehabilitation of 11 existing units, the project will continue to serve 9 low-income and 20 extremely-low-income residents.

2. Who are the beneficiaries of the project?

The project will benefit 9 low-income and 20 extremely-low-income residents through the preservation of affordable, safe and accessible extremely low- and low-income housing stock.

The rehabilitation is part of a larger initiative to create a Navigation Center, managed by Reach for Home and the Alliance Medical center, who would provide on-site health and services.

3. What is the history of the project?

The City of Healdsburg owns Victory Studios and Apartments and contracts with Reach for Home to assist the City in providing homeless services, which includes the management of the Victory Studios and Apartments.

4. What is the General Readiness?

City of Healdsburg lists the only approvals/entitlements needed are building permits, which are expected to be approved in March of 2019. The project has already identified the following expenses: new roofs, solar panels, tankless water heaters, new appliances, exterior and interior painting, on-site drainage improvements, adding air-conditioning for the 2-bedroom units; stackable washers and dryers for each unit, fence along the southern and northern property lines and ADA improvements to the property.

5. What is being leveraged by the project?

The project application proposes no leveraged funds. The project would make improvements to an existing complex, thereby leveraging the existing structure to allow for deeper affordability, wrap-around services, and a longer affordability term.

Project Narrative

On February 7, 2019, the Press Democrat published an article titled “I don’t know what I’m going to do’: Low-income families ordered out of Healdsburg apartments after sale.” The article goes into detail about the community’s concern at the lack of affordable housing and the gentrification of the city.

This is a common fear throughout California, but Healdsburg provides a great example, on a micro level, of the need for balance between economic growth and affordable housing stock.

The City of Healdsburg has a number of solutions, one of them being the exciting project of Victory Studios and Apartments. Victory Studios and Apartments, located on 306 & 308 East Street, just down the street from Healdsburg Plaza, provides housing for 9 low-income and 20 extremely-low-income residents.

Ensuring the quality and longevity of this vital piece of housing, the City asks for \$500,000 which will cover the costs of improvements like roofs, solar panels, paint, tankless water heaters appliances—all of which help not only secure much needed affordable housing in the area, but result in some quality of life improvements all of us are entitled to.

Environmental Review Assessment Results

This project is likely to convert to exempt from a NEPA environmental review because there is no ground disturbance or other significant negative impacts on the surrounding environment anticipated.

Due Diligence in Progress

- Staff will work with the City to ensure that the housing that will be made available as a result of this funding will be permanent supportive housing. Some parts of the application referred to transitional housing, which is not an eligible use of these funds.
- An allocation of funding from the Homeless Emergency Aid Program will likely be available to supplement any award made under this funding round. Follow-up with the City is needed to understand how each funding source is reflected in the final budget for the project.

Project: Bodega Avenue Accessibility Improvement Project - CDBG

Sponsor: City of Sebastopol

1. Where is the property located/service area?

The “Sidewalk Gap Closure Project” service area and location is on Bodega Ave beginning from the Sebastopol Regional Library on N. High Street to Pleasant Hill Rd. at a business and commercial area.

2. Who are the beneficiaries of the project?

Project will benefit low to moderate-income persons as an Area Benefit activity (LMA).

3. What is the history of the project?

Bodega Avenue is a major East-West corridor with daily traffic of over 12,000 vehicles per day. The 117 year old city-owned street and identified areas of Bodega Avenue are not compliant with the Americans with Disabilities Act (ADA) or normal standards consistent with other parts of the City and therefore limiting access to amenities and services to the low-moderate residents in the area.

4. What is the General Readiness?

The project is in its early stages of planning & design and this application is to fund the predevelopment phase expected to be completed by January 2020.

5. What is being leveraged by the project?

The City of Sebastopol has obtained \$3M for the proposed site improvements, this application of \$146,040 is for the necessary predevelopment expenses to complete the project. If funded, the award would leverage \$20.54 for every CDBG \$1. The project also leverages existing amenities, by improving connectivity to residents of a Low-Moderate Income Area and to residents of two existing affordable housing developments.

Project Narrative

The City-owned Bodega Avenue corridor is believed to be as old as their city founding in 1902. The city has continually made street improvements throughout their city but some low-moderate income areas remain without sidewalks and other street improvements including ADA compliant path-of-travel.

The City of Sebastopol proposes to create sidewalks in three specific areas of Bodega Avenue for the benefit of low-moderate income residents to access amenities, services, and more.

This project has already obtained \$3,000,000 from City and State funds to complete the proposed construction, the CDBG funds requested will allow the City to complete its predevelopment phase.

Currently, the City is expected to complete its predevelopment phase by January 2020 and move to begin construction with an expected completion date by December 2022.

Environmental Review Assessment Results

The predevelopment work proposed is likely to convert to exempt from Environmental Review.

Due Diligence in Progress

- Request complete information about beneficiaries served – including the number of people in the Low-Moderate Income Areas served, the number of people with disabilities and the number of affordable housing units served. This will allow staff to make the most informed decision about which category in which to qualify this project in the Action Plan.

Project: Central Rohnert Park Bicycle/Pedestrian Path Improvements

Sponsor: City of Rohnert Park

1. Where is the property located/service area?

The project is located in the Central Rohnert Park area, more specifically the Copeland Creek Path and Hinebaugh Creek Path. Both of the improvement areas border an area that the city has identified as the “new downtown” district.

2. Who are the beneficiaries of the project?

The project will benefit low- to moderate-income neighborhoods, seniors, and affordable housing developments by rehabilitating existing bicycle and pedestrian routes that connect residents to transit, groceries and pharmacy, a senior center, a library, and schools.

3. What is the history of the project?

This project is an existing feature in need of improvements that improve connectivity. The City expects that upon installation of improved lighting and path reconstruction the routes will see increased usage. The upgrade of these routes also ensure the same level of access to services and amenities as are available in more affluent and newer parts of the city.

4. What is the General Readiness?

The applicant states that environmental review will be completed by August 2019 and construction completed by February 2020.

5. What is being leveraged by the project?

This project leverages \$155,400 from the City of Rohnert Park and \$65,000 from an MTC grant. Additionally, it leverages the value of the amenities to which low-income neighborhoods do not currently have safe, walkable access. These improvements add value to the existing amenities by giving this whole neighborhood better access to them.

Project Narrative

The City of Rohnert Park regularly receives requests from residents and from attendees of the Rohnert Park Bicycle and Pedestrian Advisory Committee who have identified Copeland Creek Bike Paths as some of the most deteriorated connectors in the city. The Copeland Creek Bike path is an important part of the neighborhood between Santa Alicia Drive and Enterprise Drive and connects residents to grocery stores, a pharmacy, and the senior center. Low-income seniors particularly benefit from meals provided at the café, a transportation program for medical and other personal appointments, on-site insurance and legal counseling, and from activities such as senior fitness, art and language classes, and social clubs. The Hinebaugh Creek path is located in a primarily industrial neighborhood that includes projects such as The Arbors and City Center Apartments, both of which are low-income housing developments. The Hinebaugh Creek path connects residents to SMART, the library, and police station. Improving access to SMART provides more opportunities for employment, healthcare, access to services, and arts and entertainment.

Environmental Review Assessment Results

There may be significant ground disturbance near a creek as part of this project scope of work. Predevelopment work and environmental review can be completed within the timeliness provisions of the Commission's funding policies.

Due Diligence in Progress

- A site visit that includes an assessment of the distance between the residents served by the pathway improvements and the amenities to which they are connected. Generally, a distance of no more than $\frac{1}{4}$ mile is what is considered walkable.
- Ensuring that the enhancements of the current features of the path are captured in the project description. What features are being added that make the path more useable and more comparable to other paths citywide?
- Determine if these improvements are part of a citywide improvement plan.

Project: Spring Lake Campground ADA Improvements

Sponsor: Regional Parks

1. Where is the property located/service area?

The project is located at 5585 Newanga Ave, Santa Rosa at the Spring Lake Campground

2. Who are the beneficiaries of the project?

Project will benefit low and moderate income disabled people.

3. What is the history of the project?

This project will reduce material and architectural barriers at camping facilities in a public park used by Sonoma County residents and visitors.

4. What is the General Readiness?

Currently, the project is in its early stages, a building permit will be submitted in May 2020.

5. What is being leveraged by the project?

Spring Lake Campground ADA Improvements

Regional Parks is asking for \$165,000 of the \$200,000 needed. The project will still need predevelopment work and can be done in phases.

Project Narrative

If you've ever walked through the campgrounds at Spring Lake you know how difficult it could be to navigate for a person with a physical disability. This project proposes to add accessible paths throughout the campgrounds, ADA compliant drinking fountains, and accessible upgrades to the restroom and shower buildings so that everyone regardless of ability can enjoy the beauty of one of our largest county parks.

Environmental Review Assessment Results

Because new pathways constitute "ground disturbing activity" near possible Native American cultural sites, it is important that the environmental review be completed before a commitment for additional funding can be made. Bathroom improvements would require minimal environmental review.

Due Diligence in Progress

- Staff will have to do additional work to confirm eligibility of the proposed project due to the following factors:
 - Spring Lake is a regional park and the activity of camping in the regional park serves the region at large, not necessarily the local neighborhood. CDBG funds are to be used at the neighborhood level.
 - The addition of pathways in a campground does not create connectivity to services and amenities.
 - Does the campground have any special programming to serve local low-income populations? This would make a difference in determining eligibility. If providing a level of cultural access to populations we serve would need to be very well documented.

Project: City of Healdsburg – Sidewalk ADA

Sponsor: City of Healdsburg

1. Where is the property located/service area?

The work will be done on Terrace Boulevard between University Ave and Healdsburg Ave

2. Who are the beneficiaries of the project?

Project will benefit a service area in which 54% of residents are low to moderate-income residents, qualifying the area as CDBG eligible.

3. What is the history of the project?

Project will replace existing concrete sidewalks with Americans with Disabilities Act (ADA) compliant ramps helping people with disabilities safely transition from the street to the sidewalk.

4. What is the General Readiness?

Currently, the project is in its early stages but will start as soon as the CDBG funding is awarded. The City of Healdsburg expects to have environmental review done by September 2019, and complete the project in June 2020.

5. What is being leveraged by the project?

There are no other funds committed or expected. However, this project brings the level of service of this older neighborhood up to a level similar to that of other areas of the city. CDBG funds leverage existing amenities by increasing accessibility and connectivity for residents in this nearby Low-Moderate Income neighborhood.

Project Narrative

The city of Healdsburg is seeking \$140,000 in CDBG funds to remove 11 existing concrete sidewalk ramps at street intersections and replace them with ADA compliant ramps. The construction is set to take place on Terrace Boulevard between University Ave and Healdsburg Ave.

The proposed project will greatly benefit individuals with special needs. Increase pedestrian travel and encourage physical activities. Imagine you are in a wheelchair and need to buy groceries, the grocery store is within walking distance from your house but because the sidewalk intersections are not suitable for your needs, you are unable to navigate safely across the streets. Additionally this project will positively connect the neighborhood to the Healdsburg District Hospital and the Alliance Medical Center.

Environmental Review Assessment Results

The scope of work for this entire project is likely to convert to exempt.

Due Diligence in Progress

- Review the proposed timeline to ensure that the project will be ready to proceed with construction work during the dry season. Funds should be substantially expended within the year funded, fully expended within 18 months. They will have to start construction by September to meet this timeline.

Project: Caritas Center

Sponsor: Catholic Charities

1. Where is the property located/service area?

The project is planned to take down a city block bounded by Sixth and Seventh, A and Morgan streets, northwest of the Santa Rosa Plaza mall

2. Who are the beneficiaries of the project?

Project will benefit low to very low-income homeless families and individuals.

3. What is the history of the project?

The applicant proposes to add new facilities to expand their capacity to help with emergency housing for families, homeless individuals and children services.

4. What is the General Readiness?

The design completion has been done, the project entitlements applications has been submitted to the City of Santa Rosa and are currently being reviewed. The plan is to start construction July, 2020.

5. What is being leveraged by the project?

At this time, based on current committed funds, the project leverages \$86.92 for every CDBG \$1. Moreover, if take into account the committed funds and planned funds, the leveraging increases to 116.50.00 for every CDBG \$1. Requested CDBG funding will be used for pre-development.

Project Narrative

Catholic Charities has been for a long time the leader organization to provide help to families and individuals of low to very-low income. The 2017 wildfires worsened the already difficult housing crisis in Sonoma County. This event pushed more people out to seek help with shelter and the most basic human needs.

Displaced families, children's education and after school programs been altered, homeless individuals seeking survival.

Catholic Charities proposes to centralize their services in one site, which it will provide permanent supportive housing, family support and homeless services. Caritas Center is one of the components to the project. With it, they plan to expand emergency housing for families, increase homeless services and outreach, and incorporate Nightingale respite program for medically vulnerable individuals.

The project location will be on sixth and Seventh Street with access to public transportation, educational services and public city events.

Funding for the project consists of donations, loans and equity. \$26,075,000 of the funding is committed or counted. The remaining funds will be campaigned total sum of \$8,875,000.

The \$300,000, CDBG funding will be used for pre-development, the project entitlements are currently being reviewed and expecting to start construction mid-year of 2020

Environmental Review Assessment Results

Applicant supplied information about the environmental review, which is already in progress. Preparation of the environmental review does not pose a hindrance to spending requested predevelopment funds.

Due Diligence in Progress

- Standard due diligence to confirm eligibility of proposed use of funds, status of entitlements, other funding commitments, timeline for use of funds and project completion.

Project: Caritas Homes (CDBG)

Sponsor: Burbank Housing

1. Where is the property located/service area?

Caritas Homes is located in Downtown Santa Rosa, on 3 parcels along Morgan Street and 7th Street. The project, part of the larger development known as Caritas Village, will create 64 units (1 manager unit) of affordable rental housing.

2. Who are the beneficiaries of the project?

The project will benefit a range of different target populations by creating 15 studios, 10 1-bedrooms and 5 2-bedrooms for extremely low-income individuals; 9 studios, 4 1-bedrooms and 2 2-bedrooms for very low-income individuals; and 7 studios, 9 1-bedrooms and 2 2-bedrooms for individuals who earn no more than 60% of annual medium income.

3. What is the history of the project?

The Caritas Homes project is part of the larger project known as Caritas Village. Caritas Village began implementation in 2014, acquiring most of the 2.24-acre property in downtown Santa Rosa.

4. What is the General Readiness?

Project application states a design completion set for October 2019 and a construction completion of 2021.

5. What is being leveraged by the project?

The Caritas Home project has multiple sources of funding. Currently, their pro forma reports \$15,380,310 in committed funds, resulting in \$30 for every \$1 of the CDBG ask. Additionally, the project is leveraging previous County awards, \$100,000,000 from Partnership Health Plan and \$410,000 from the County of Sonoma.

Project Narrative

Caritas Homes, part of the larger project Caritas Village, will be located in downtown Santa Rosa. The project will not only provide affordable, permanent rental housing, but will also help the most at-risk members of our County through units dedicated to chronically homeless individuals.

With its downtown location, the project be part of an unprecedented push in our county towards centralized services. The first phase resulting in much needed for about 111 residents.

Environmental Review Assessment

Applicant supplied information about the environmental review, which is already in progress. Preparation of the environmental review does not pose a hindrance to spending requested predevelopment funds.

Due Diligence in Progress

- Standard due diligence to confirm eligibility of proposed use of funds, status of entitlements, other funding commitments, timeline for use of funds and project completion.

Project: Housing Access Modification Program

Sponsor: Disability Services & Legal Center

1. Where is the property located/service area?

Project serves existing homes throughout the Urban County

2. Who are the beneficiaries of the project?

The project will benefit low to very low-income qualifying residents by increasing accessibility and access to affordable units. This project serves a vulnerable population that may otherwise face homelessness, institutional living, or become homebound due to new or existing accessibility issues.

3. What is the history of the project?

Projects typically include modifications such as ramps, roll-in showers, grab bars, porch lifts, and flashing light alert systems. Referrals come from hospital discharge planners, health professionals, social workers, and other agencies.

4. What is the General Readiness?

The applicant states that they have a waiting list of approximately 23 projects.

5. What is being leveraged by the project?

This program leverages existing affordable housing units and removes barriers so that existing owners and tenants can remain productively housed. This program additionally increases the overall inventory of accessible, affordable units throughout the county.

Project Narrative

This program is free to qualifying residents of Sonoma County. The HAM program offers installation or modifications to homes to provide new or extended access to participants in their homes. Examples of the types of installations include lighting improvements, installation of ramps, grab bars, flashing lights for doorbells, telephones, and smoke detectors. Home modifications may include the widening of doorways, adjustments to countertop and cupboards, and installation of adapters for appliance and faucets.

Environmental Review Assessment Results

Because the project sponsor is a current recipient of CDBG funds for this program, a new environmental review is not required. Because the scope of work for each home doesn't include replacing whole systems, work is generally exempt from environmental review.

Due Diligence in Progress

Applicant capacity and past performance review is needed. The project sponsor has two currently active grant awards for the HAM program. Staff will review the current rate of spending, quality of reporting, regulatory compliance and fiscal soundness to make a determination of the sponsor's capacity during the FY 2019-2020 award period.

Project: Linda Tunis Senior Housing

Sponsor: Pep Housing

1. Where is the property located/service area?

Project property is located on 7440 Los Guillicos Road in Santa Rosa. It is next to St. Francis Winery and across from Oakmont Residential area.

2. Who are the beneficiaries of the project?

Project will provide 21 senior units (studios and one bedroom) for low to very low-income homeless seniors.

3. What is the history of the project?

Project will convert the former site of the Valley of the Moon Children's Center. The Center has been closed for over 3 years.

4. What is the General Readiness?

Currently, the project is in its early stages with the negotiation of a lease with General Services for the property expected to be approved in February 2019.

5. What is being leveraged by the project?

At this time, based on current committed funds, the project leverages \$2.20 for every CDBG \$1. However, taking into account the committed funds and planned funds, the leveraging jumps to \$7.00 for every CDBG \$1.

Project Narrative

In 2015, the Valley of the Moon Children's Center, On HWY 12, near the Santa Rosa city line, closed its doors and shut down operations. For over 3 years, this structure has served no purpose beyond its own steady decay.

In 2017, wildfires ravaged Sonoma County resulting in the loss of 2,834 homes. Among those displaced and then temporarily housed, 43% were age 55 or older (County Point-In-Time Count).

An empty building. A displaced, vulnerable population. An opportunity.

Pep Housing's proposes to rehabilitate the unoccupied site of the former Valley of the Moon Children's Center into Linda Tunis Senior Housing: a 22-unit housing project for low and very low-income seniors.

With \$100,000 committed funds from Wells Fargo and \$1,000,000 committed from Kaiser, Pep Housing is requesting \$500,000 in CDBG funds.

Right now, Pep Housing is in negotiations with General Services, working towards the approval of a lease for the project property. The project sponsor plans for a timeline which results in initial occupancy by March of next year.

Environmental Review Assessment Results

The project is likely to convert to exempt from a NEPA environmental review because it is rehabilitating and converting an existing structure.

Due Diligence in Progress

- Evaluation of the project timeline based on current status of funding commitments, entitlements and ability to complete construction work within the proposed timeline. Evaluation will include assessment of whether the construction work is dependent on dry weather or could proceed during the rainy season.
- Research is needed to determine what year was the structure originally built so that it is known whether there are any lead-based paint mitigations needed?
- Development of an understanding of how seniors at this relatively remote location will access services and amenities.
- Assurance that the lease terms are compliant with Commission loan policies that require site control and long term affordability restrictions.

Project: Sea Ranch 45

Sponsor: Burbank Housing

1. Where is the property located/service area?

The project is located at various addresses in the Sea Ranch development, these are permanent housing units for lower income residents managed by Burbank Housing.

2. Who are the beneficiaries of the project?

Project will benefit low and very-low income families and individuals

3. What is the history of the project?

The property being 26-36 years old, is in need of rehabilitation to address the long-term exposure to the marine elements. If the CDBG funds are approved, we will be able to replace the roofs and gutters on 16 buildings.

4. What is the General Readiness?

Currently, the project designs have been drawn and the project is ready to go. Permit Sonoma will require a preliminary design review letter from the Sea Ranch Association.

5. What is being leveraged by the project?

Burbank has only asked for CDBG funds so there is no leverage but the project could be done in phases if not fully funded.

Project Narrative

About 2 miles south of Gualala is the tiny coastal community of Sea Ranch in an area that is sparse with any housing, BHDC has 45 units of low income affordable housing. Most of the residents work in the nearby town of Gualala. Since it is foggy and overcast out most of the time the buildings are subject to the moist elements which cause mold. The roofs on the units are in need of replacement.

Burbank has already completed design and a contractor has been selected. And the project needs very little to get started and completed within a few months.

Environmental Review Assessment Results

Because the work is rehabilitation of existing structures, the project is likely to convert to exempt from a NEPA environmental review.

Due Diligence in Progress

- Standard due diligence to confirm eligibility of proposed use of funds, status of entitlements, other funding commitments, timeline for use of funds and project completion.