



Public Hearing
Wednesday, September 18, 2019

10:00am-11:30am

SCCDC 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 April 17, 2019 Meetings (pg. 3)**

The Committee will discuss and may take action to approve the minutes from April 17, 2019 or may recommend changes to these minutes.
- 4. Public Hearing: Consolidated Annual Performance and Evaluation Report (pg. 6)**

Staff will go over highlights of the draft Consolidated Annual Performance and Evaluation Report and take comments from the public

 - a) Open public hearing
 - b) Close public hearing
 - c) Committee Discussion
 - d) Motion to approve or make changes
- 5. Discuss FY 2020-2021 Federal Funding Policy Changes (pg. 55)**

Staff will present recommended FY 2020-2021 Federal Funding Policy Changes for discussion by the Community Development Committee and Cities and Towns Advisory Committee. Staff will request feedback and input from committee members that will be incorporated into final policies that will be brought to both committees for adoption in October.
- 6. Staff Progress Report on Meeting Timeliness and Recommendations for an Action Plan Amendment (pg. 59)**

Staff will present the current status of all open CDBG projects and will ask committees for a recommendation to bring an Action Plan Amendment before the Board of Supervisors in October that will ensure timely spending of CDBG funds.
- 7. Adjournment**

*Cities & Towns Advisory Committee
Sonoma County Community Development Commission*



Next Regular Meeting
Not yet Scheduled

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.



**Public Hearing Concurrent with Community Development Committee
Wednesday, April 17, 2019
10am-11:30am**

Minutes

1. Call to Order and Roll Call

Joe Irvin called the meeting to order at 10:05 am and roll was called

CTAC Members Present: Kevin Thompson, City of Cloverdale; Joe Irvin, City of Healdsburg; Jeffrey Beiswenger, City of Rohnert Park; Henry Mikus, City of Sebastopol; Kristina Owens, Town of Windsor

CTAC Members Absent: City of Cotati, City of Sonoma

CDC Staff Present: Geoffrey Ross, Assistant Executive Director; Felicity Gasser, Federal Funding Administrator; Angela Morgan, Affordable Housing Finance Associate; Valerie Johnson, Asset Management and Compliance Specialist; Darrin O'Hara, Administrative Aide; Maria Contreras, Affordable Housing Finance Specialist; Holly Trujillo, Senior Community Development Specialist

Guests Present:

Michelle Edwards, Boys & Girls Club of Sonoma County

Caterina G, Catholic Charities

Colleen Carmichael, Reach for Home

Jenna Garcia, City of Rohnert Park

Mark Krug, Burbank Housing

Bert Bangsberg, Catholic Charities

Lake Kowell, Disability Services and Legal Center

Stephen Sotomayor, City of Healdsburg

Eileen Berry, Exchange Bank

Pamela Swan, Catholic Charities

2. Public Comments for Items Not on the Agenda

Michelle Edwards, Executive Vice President of the Boys & Girls Club of Sonoma County thanked the Committee for their support of public projects and highlighted the benefits of the Boys & Girls Club for low income families throughout Sonoma and Marin counties. She expressed that the Boys & Girls Club owns several buildings throughout Sonoma County that would be a fit for Capital Projects funding and would look forward to working with the Committee in the future on these projects.

3. Approval of Minutes from February 20, 2019 Meeting

City of Sebastopol moved to approve the minutes from the February 20, 2019 meeting.



City of Cloverdale seconded

Ayes: City of Healdsburg, City of Rohnert Park, Town of Windsor

Nays: None

Abstain: None

Absent: City of Cotati, City of Sonoma

4. CD Committee Member Report Out: Fair Housing Conference Take-Aways

This item was moved to the CD Committee's May agenda because participants of conference were not present.

5. Public Hearing: Recommend the FY 2019-2020 Action Plan

The public hearing was opened at 10:13am

Felicity Gasser, Federal Funding Administrator, provided a summary of the draft action plan which contains staff determinations of funding eligibility of applications that were presented to the Committees in February. The requirement that applicants be present for the Hearing was waived. The draft Action Plan will be presented to the Board of Supervisors on April 30th.

Some notable changes staff highlighted were:

City of Rohnert Park withdrew their request for \$73,000 for bicycle and pedestrian improvements. This money is being transferred to the Sebastopol Bodega Highway improvement in lieu of using program income funds for this project.

Staff is recommending that we fund a comprehensive program and staff will meet with each of the applicants (Legal Aid and Fair Housing Advocates) to talk about filling the gaps identified at the last meeting. Staff will not make a final determination about contracts but for a full program we can award combined.

City of Cloverdale asked for clarification on how allocation of CDBG funds was different this year as opposed to last year and if they would be making determinations of funding for Petaluma and Santa Rosa. Staff responded that in the past, the Commission set aside 30% of funds for the CTAC to decide on and the rest for the CD Committee. Now all funds are being decided upon jointly, aside from homeless and public services which are determined by the Home Sonoma County Leadership Council. Petaluma and Santa Rosa remain separate entitlement jurisdictions and so projects there cannot be funded by County CDBG unless there is a nexus to Countywide benefit. The Catholic Charities project, though in City of Santa Rosa, proposes to benefit the entire county.

City of Rohnert Park asked if the funds were heavily in favor of housing projects and

*Sonoma County Community Development Commission
Cities and Towns Advisory Committee
City of Cloverdale, City of Cotati, City of Healdsburg, City of Rohnert Park, City of Sebastopol, City of
Sonoma, Town of Windsor*



whether that would be the case every year. Geoffrey Ross, Assistant Executive Director, responded that each year staff and Committees would have an opportunity to examine the priorities of the committees and frame the RFP based on those priorities.

City of Healdsburg asked if the committees would ever see a project from County of Sonoma. Staff answered yes.

City of Sebastopol asked what the process would look like after final approval was given and when projects could commence. Felicity Gasser, Federal Funding Administrator, responded that the funds are available for a July 1, 2019 start date barring a delay from HUD. Projects would be underway shortly thereafter. Geoffrey Ross, Assistant Executive Director, added that projects funded by program income as opposed to next fiscal year's award dollars could be deployed immediately. Work cannot start until the money is in hand.

Public Comment

Frank Bell, General Manager at the Sea Ranch, expressed the importance of the Sea Ranch roof repair project. He appreciated the comments made and efforts to bring this project forward in summer upon approval of funding.

Henry Mikus, City of Sebastopol, remarked that this year's process was very different from before. It was more user-friendly and engaging and he feels that the City is able to do better because of the information they were provided. He expressed appreciation for staff efforts.

6. Adjournment

Joe Irvin adjourned the meeting at 10:41am

Respectfully submitted,
Holly Trujillo, Senior Community Development Specialist



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

Geoffrey Ross
Interim Executive
Director

MEMORANDUM

Date: September 18, 2019
To: Community Development Committee & Cities & Towns Advisory Committee
From: Holly Kelley, Senior Community Development Specialist
Subject: Item 4: FY 18-19 Consolidated Annual Performance and Evaluation Report

Each year, the Community Development Commission (Commission) submits a Consolidated Annual Performance and Evaluation Report (CAPER) to the US Department of Housing and Urban Development (HUD). The CAPER describes accomplishments made using funding from HUD programs that the Commission administers on behalf of the Urban County, which includes the County of Sonoma, and the Cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and the Town of Windsor. These funds include the HOME Investments Partnership Program (HOME), Community Development Block Grant (CDBG), and Emergency Solutions Grant (ESG). Annual accomplishments are measured against the goals laid out in the corresponding One-Year Action Plan and against the goals laid out in the 5-Year Consolidated Plan.

The CAPER categorizes its achievements into three areas: affordable housing, homelessness, and non-housing capital improvements. In order for an accomplishment to be reported, the service rendered, units built or facility completed must have occurred within the fiscal year (July 1, 2018 to June 30, 2019). The report also delineates the households served by race and ethnicity and income, and the types of units built by those for renters, owners, individuals with special needs, and for people experiencing homelessness. It is important to note that the results only include information about accomplishments made using the mentioned above three federal funding sources: they do not include the entirety of Commission program accomplishments for the year. However, some narrative descriptions do provide an explanation of accomplishments made with other funding sources, and other efforts to improve program delivery being made across the county.

The Public Review Draft of the FY 18-19 CAPER is now available for public comment and is available online at <http://sonomacounty.ca.gov/CDC/Plans-Policies-and-Reports>

The Commission will present the draft CAPER and accept public comments orally at the Committees' public hearings on Wednesday, September 18th, 2019.

Written comments can also be submitted until September 24, 2019 at cdc@sonoma-county.org or mailed to the Sonoma County Community Development Commission, 1440 Guerneville Road, Santa Rosa, CA 95403.





2018-2019 Consolidated Annual Performance and Evaluation Report Public Review Draft

Prepared by the Sonoma County
Community Development Commission

Please submit your comments for this report to 1440 Guerneville Road, Santa Rosa CA 95403 or cdc@sonoma-county.org between September 9 and September 24, 2019.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Sonoma County Community Development Commission administers funds on behalf of the HUD-designated Urban County entitlement jurisdiction—the County of Sonoma, Town of Windsor, and cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, and Sonoma. In FY 18-19, the Commission addressed the goals and objectives outlined in the 2015 Consolidated Plan, either directly or through funding provided to other governmental or nonprofit agencies that assisted lower-income households. The 2015 Consolidated Plan organized community priorities for the use of CDBG, HOME, and ESG funds into three broad goals: Affordable Housing, Homelessness, and Non-Housing Community Development.

During FY 18-19, Year Four of the 2015 Consolidated Plan, the Commission made significant progress toward these goals, despite the significant loss of housing and resident displacement that resulted from the October 2017 wildfires. The latest Homeless Count and Telephone Survey conducted in January 2019 found that approximately 21,725 individuals were temporarily housed in the County, just over half of whom were unstably housed either directly or indirectly because of the fires. The Commission remains committed to its mission of providing safe, affordable housing for those who need it and is bolstering its capacity and leveraging policy changes to address the new influx of need.

For the Affordable Housing goal, the CDC is continuing to leverage its work funded with CDBG and HOME, and spur production of affordable rental housing and accessible public amenities by engaging developers and cities, collaborating with other County departments, updating funding policies, leveraging County owned property, proactively setting a production agenda and developing a housing pipeline for anticipated disaster recovery funding. Construction of the CDBG- and HOME-funded Crossroads development was completed at the beginning of FY 18-19, which provides 11 (three HOME Low and eight HOME High) units and a total of 79 units. The Commission made 19 housing rehabilitation loans and 38 Earthquake Retrofit Bracing grants to low- and extremely-low income homeowners with CDBG funds, allowing these households to maintain safe, decent and affordable housing. More than 3,100 households received housing assistance in the form of tenant-based rental assistance; 3,011 through the Housing Choice Voucher Program and 50 through the HOME tenant-based rental assistance program.

At the time that the CAPER was produced, the Commission was in escrow to purchase an infill property zoned for residential use with CDBG funds, 14 units¹ funded by HOME and CDBG were under

¹ Robinson Road

development, and 65 units were slated to be rehabilitated with CDBG and HOME funds in the coming year.²

In the area of Homelessness, the Commission spearheaded the restructuring of the County's homeless system of care with the creation of Home Sonoma County. Home Sonoma County was formally created in November 2018 and consists of a 9-member Leadership Council and a 25-member Technical Advisory Committee comprised of service providers, housing experts, community leaders, and individuals with lived experience of homelessness.

The administration of the CDBG homeless services set-aside, ESG and certain local and state funds for homeless services is guided by funding policies set annually by the Leadership Council. Coordinated Entry (CE) is a streamlined system designed to efficiently match people experiencing homelessness to available housing, shelter, and services. It prioritizes those who are most in need of assistance and provides crucial information that helps communities strategically allocate resources and identify gaps in service. In FY 2018-2019, 3091 households were assisted through Coordinated Entry and of these, 765 were placed into shelter and 468 were permanently housed. The Commission has also been at the forefront of redesigning the County's homeless system of care to improve the efficiency of service delivery.

Across all homeless services programs over the course of FY 2018-19, 2,437 persons were provided with emergency shelter, and 557 persons served through emergency shelters exited homelessness to permanent housing (23%). Rapid re-housing assistance ended homeless episodes for 754 households, out of 1170 households served (64%). A total of 6,396 households were assisted using a combination of coordinated entry, street outreach, and day services; 13% of them accessed temporary or permanent housing through those services. Fiscal Year 2018-2019 was the first full year of Coordinated Entry implementation and this resulted in an increased number served through the CE system. CDBG and ESG funds provided emergency shelter for 37 of these persons, and rapid rehousing assistance which ended homeless episodes for 70 households. Homeless Prevention funding was continued utilizing local, nonfederal, funding and therefore no accomplishments for this activity appear in the chart below.

To ensure alignment with an overall agency-wide strategy of improving equity in housing, the Sonoma County Housing Authority eliminated the resident preference for the Housing Choice Voucher waitlist and created an all-new randomized lottery-style waitlist through which 500 applicants would be selected at a time. This new system ensures that those on the waitlist will be served within 24 months instead of the 6-10 years. These changes were approved by the Board of Supervisors on June 4, 2019.

In the area of Non-Housing Community Development, the Commission staff worked closely with community development staff in Urban County member jurisdictions over the past year to begin setting the stage for the 2020-2025 Consolidated Plan, urging them to look to projects that Affirmatively Further Fair Housing, projects that needed predevelopment funds, and projects that could proceed quickly with an infusion of CDBG funds, asking cities to prioritize projects that could spend money first.

² 45 at Sea Ranch, 18 at Riverfield Homes and two SCCDC-Homeowner Rehabilitations

Four capital improvement projects that improve accessibility for people with limited mobility were completed in 2018, and an additional 13 projects are underway throughout the Urban County.

The Commission also funded a robust Fair Housing Program in FY 2018-2019. Fair Housing Advocates of Sonoma (FHAS) processed intakes from 208 Sonoma County households made up of 432 individuals. Of those completing intakes, 98 alleged fair housing complaints received referrals to attorneys/housing counselors. During Fiscal Year 18-19, FHAS assisted clients with disabilities in making 22 reasonable accommodation requests, 18 of which were granted, two which were denied and two which are pending. Fourteen households have been granted a reasonable accommodation or modification which allowed them to remain in their home or extend their period of housing, and 18 secured, preserved or extended their affordable housing because of FHAS's advocacy.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

2018-2019 Consolidated Annual Performance and Evaluation Report – Public Review Draft
 Prepared by the Sonoma County Community Development Commission

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	CDBG: \$0 / HOME: \$12,855.14 / Section 8: \$	Rental units constructed ³	Household Housing Unit	40	90	27.50%	48	63	131.00%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / Section 8: \$	Rental units rehabilitated ⁴	Household Housing Unit	20	118	590.00%	20	2	10.00%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / Section 8: \$	Homeowner Housing Added	Household Housing Unit	0	0		13	0	0.00%
Affordable Housing	Affordable Housing	CDBG: \$698,208.16 / HOME: \$ / Section 8: \$	Homeowner Housing Rehabilitated ⁵	Household Housing Unit	50	130	260.00%	1	6	6200.00%

³ IDIS activities 975 and 1034 – BHDC – Crossroads Apartments. Note that 16 of the 79 Crossroads units were homeless dedicated and so are counted separately.

⁴ 2 of the 9 units in IDIS activity 1067 – DSLC Housing Access Modification

⁵ IDIS activities 1073, 1100 and 1124 – SCCDC Housing Rehabilitation and 1067 DSLC Housing Access Modification

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Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / Section 8: \$	Direct Financial Assistance to Homebuyers	Households Assisted	10	2	20.00%	0	0	
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$528,426.11 / Section 8: \$33,229,885	Tenant-based rental assistance / Rapid Rehousing ⁶	Households Assisted	2820	8572	303.97%	2836	3067	108%
Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$ / Section 8: \$	Housing for Homeless added ⁷	Household Housing Unit	10	0	0.00%	0	16	0.00%

⁶ IDIS activities 1098 and 1123 SCCDC – Tenant Based Assistance, 1099 – Tenant Based Rental Assistance (RRH) and Section 8 voucher assistance

⁷ IDIS activity 1037 – 16 homeless dedicated units as part of BHDC-Crossroads Apartments

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Homelessness	Homeless	CDBG: \$200,000 / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit ⁸	Persons Assisted	0	0		0	0	
Homelessness	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	248	0	0.00%

⁸ IDIS activity 1115 – Catholic Charities – Caritas Center

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Homelessness	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	3477	0.00%	0	0	0.00%
Homelessness	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$3,222,762	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	

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Homelessness	Homeless	CDBG: \$ / ESG: \$57,732 / Competitive McKinney-Vento Homeless Assistance Act: \$	Tenant-based rental assistance / Rapid Rehousing ⁹	Households Assisted	150	236	157.00%	58	95	164%
Homelessness	Homeless	CDBG: \$278,502.16 / ESG: \$83,422 / Competitive McKinney-Vento Homeless Assistance Act: \$	Homeless Person Overnight Shelter ¹⁰	Persons Assisted	750	3626	454.80%	1737	1758	98.87%

⁹ 1092 ESG 18 Rapid Re Housing (Catholic Charities, COTS and Social Advocates for Youth Rapid Re Housing)

¹⁰ IDIS Activities 1101 Family Support Center; 1103 Community Action Partnership Harold's House; 1104 Community Action Partnership Sloan Women's House; 1109 - ESG Emergency Shelter; 1121 SAY Youth Shelter Expansion; 1093 Catholic Charities CI/HOST; 1085 Catholic Charities Homeless Services Center; 1086

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Homelessness	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Homelessness	Homeless	CDBG: \$ / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Homelessness Prevention	Persons Assisted	250	56	22.40%			

CAPSC Harold's House; 1087 CAPSC Sloan House; 1088 COTS - Mary Isaak Center Family TH; 1090 YWCA Safe House; 1112 COTS Winter Shelter Expansion; 1113 SAY Winter Shelter Expansion; 1114 City of Santa Rosa Transitional Shelter at Finley

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Homelessness	Homeless	CDBG: \$132,967.97 / ESG: \$ / Competitive McKinney-Vento Homeless Assistance Act: \$	Other ¹¹	Other	0	26,002		23,142	23,437	101.00%
Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$457,283.77	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit ¹²	Persons Assisted	5000	34,673	693.46%	0	16,432	

¹¹ IDIS activities 1085 and 1102 Catholic Charities – Homeless Services Center; 1093 Catholic Charities CI/HOST; and 1119, 2019 Homeless Count Precariously Housed Survey

¹² IDIS activities 1019 Sebastopol ADA Transition Plan; 1024 Windsor Starr Rd Sidewalks; 1064 Cotati West - School Street Path of Travel; 1069 Rohnert Park ADA Transition Plan; 1070 Rohnert Park Laguna Bike/Pedestrian Bridge ADA Upgrade; 1071 Russian River Recreation and Park District JK Wright Park; 1076 Regional Parks Helen Putnam Park ADA

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Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		72184	0	0.00%
Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$70,000	Public service activities other than Low/Moderate Income Housing Benefit ¹³	Persons Assisted	100	752	752.00%	50	432	864.00%
Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	3537	3,537.00 %	0	0	

¹³ IDIS activity 1106 Fair Housing Advocates of Sonoma County – Fair Housing

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Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Non-Housing Community Development	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	75	68	90.67%	0	0	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As the County continues to recover from the October 2017 wildfires and still faces a shortage of affordable housing, the Commission is prioritizing affordable housing creation and preservation, alleviating homelessness, and improving access to housing and amenities for low-income neighborhoods.

The Commission exceeded its one-year Action Plan goal of producing new rental housing units for Fiscal Year 2018-19. Construction of Crossroads, a 79-unit apartment complex in Southwest Santa Rosa, was completed in July 2018. This project was funded with CDBG dollars and also includes 11 HOME-Funded units. Increasing housing stock that is affordable, safe, and accessible for low-, very low-, and extremely low-income families and individuals remains a key strategy for the Urban County.

The Urban County exceeded its Action Plan goals for rehabilitation during FY 18-19. A total of 56 homeowner housing units were rehabilitated; including seven owner-occupied housing rehabilitation projects, earthquake-resistant bracing systems installed on 38 mobile homes, and nine housing modifications were completed for special-needs residents enabling them to stay in their homes. Housing rehabilitation continues to be a high priority for use of CDBG dollars and local funds because it is a critical resource for helping low income households to stay in their homes, and it is one of the most cost-effective ways to maintain the existing affordable housing stock.

To ensure that the Commission took advantage of available land in a transit priority area, part of the rehabilitation funding was reprogrammed and combined with CDBG program income for the acquisition of a property located at 330 Hewett Street for potential future development pursuant to CDBG regulations. Future program income will go back into housing rehabilitation to make that program whole.

Tenant-based rental assistance, both from the Housing Choice Voucher program and from HOME Tenant Based Rental Assistance are serving approximately 3061 households and these programs remain a high priority in order to subsidize rent in the Urban County’s high-cost housing market.

Goals for outreach to unsheltered persons, overnight shelter, and rapid re-housing were met or exceeded during the reporting period. The use of funds for promoting effective and proven strategies for homelessness prevention and interventions county-wide remain a high priority, and the influx of new state money in FY 19-20 will enhance and expand service delivery to reach significantly more of the population of those experiencing homelessness. The homeless services funding accounted for in Table 1 also supported 337 individuals in through expanded homeless shelter programs immediately following the 2017 fires per an Action Plan amendment to the 2017-2018 funds, though this was not reported in the previous period. This included 239 extremely low income and 10 low income persons.

Goals for creating and/or replacing infrastructure systems and public facilities were not met during the reporting period, though efforts have exceeded the goal of serving 5,000 people through infrastructure activities in the course of the five-year Consolidated Plan. Projects completed in this reporting period alone served approximately 16,432 low-income residents in Windsor, Rohnert Park, Sebastopol and the Lower Russian River and 13 more infrastructure improvement projects are currently underway.

CDBG funds supported Fair Housing Services through a subrecipient agreement with Fair Housing Advocates of Northern California. A total of 432 persons were served. Eighteen reasonable accommodation requests were made, 4 fair housing complaints were elevated to HUD or California Department of Fair Employment and Housing, and 14 households were granted an accommodation or modification that allowed them to remain in their home, and 4 fair housing testing efforts resulted in a determination of differential treatment for people in protected classes.

Draft

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG
White	26,994	53	885
Black or African American	1,062	5	113
Asian	824	1	13
American Indian or American Native	380	4	89
Native Hawaiian or Other Pacific Islander	96	0	11
Total	29,356	63	1111
Hispanic	6,742	12	200
Not Hispanic	22,614	51	911

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

It should be noted that the table above does not include all racial categories that are reported in the HUD Integrated Disbursement Information System (IDIS) for CDBG- and ESG-funded accomplishments, therefore, the total provided is reflective of both the listed categories and the categories that were not included. For CDBG, the following additional racial categories were represented among those served: Asian & White: 14 persons; American Indian/Alaskan Native & White: 195 persons; Black/African American & White: 38 persons; American Indian/Alaskan Native & Black/African American: 8 persons. In addition to the reported categories, there were 4,985 persons who reported as Other Multi-racial. Among the persons in racial categories not listed in Table 2, 78 are Hispanic/Latino.

According to the 2012-2016 American Community Survey 5-Year Estimates, the CDBG, HOME, and ESG programs are, for the most part, serving low-income households of a minority racial and ethnic make-up in similar proportion to the Urban County population at large. White households are served in an equal proportion by CDBG and HOME funded programs (79 percent), and slightly lower in ESG (73 percent) than they make up in the Urban County at large (79 percent). Black/African American households (one percent of the total Urban County population) were three percent of those served by CDBG, seven percent of those served by HOME, and nine percent of those served by ESG. Asian households (three percent of the total Urban County population), were two percent of those served by CDBG, one percent of those served by HOME, and one percent of those served by ESG. American Indian or Alaskan Native households (one percent of the total Urban County population), were one percent of those served by CDBG, six percent of those served by HOME, and seven percent of those served by ESG. Native Hawaiian or other Pacific Islander households (less than one percent of the total Urban County population), were less than one percent of those served by CDBG, zero percent of those served by HOME, and one percent of those served by ESG.

The Commission is dedicated to using Federal funds for fair housing and equal opportunity for protected classes. Through the Assessment of Fair Housing (AFH) that the Commission is preparing in 2019, comprehensive data on race, ethnicity, access to opportunity and concentrations of poverty will become available and guide future distribution of funding.

Draft

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	4,782,378.60	2,804,651.16
HOME	public - federal	929,542.80	645,253.08
ESG	public - federal	152,599	152,599
Competitive McKinney-Vento Homeless Assistance Act	public - federal	3,312,364	3,312,364
Section 8	public - federal	32,220,570	33,229,885

Table 3 - Resources Made Available

Narrative

For CDBG, Table 3 – Resources Made Available matches the PR-26 Report which included the FY 18-19 CDBG award from HUD (\$1,859,218) plus unexpended funds from the end of last year (\$2,727,637.71) plus CDBG Program Income (\$195,522.89). CDBG “Amount Expended During Program Year” matches the PR-26 report.

For HOME, “Amount Expended During Program Year” is the sum of \$483,007.35 in TBRA (IDIS activities 1098 and 1123), \$45,418.76 on Rapid Re Housing activities (IDIS activity 1099) \$9,184.72 for Community Housing Sonoma County Operating costs (IDIS activity 1097), and \$94,787.11 spent on HOME Administration (IDIS activities 1096 and 1117). No applications were submitted for the \$133,137 CHDO allocation. Following the October 2017 declared disaster, the Commission received a waiver of the 15% CHDO set-aside requirement.

For ESG, the table matches the amount of the FY 18-19 ESG award to the Urban County. ESG “Amount Expended During Program Year” reflects the amount spent in FY 18-19, which was \$152,599.

The Commission regularly spends more in Section 8 funds than is estimated for the year, using their HUD-held reserve funds to cover rental subsidies beyond what is allocated each month. The Housing Authority also received additional disaster funding in FY18-19.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Urban County	100%	100%	

Table 4 – Identify the geographic distribution and location of investments

Narrative

The FY 18-19 One-Year Action Plan encompassed activities undertaken by the County of Sonoma, as well as the seven municipalities comprising the HUD entitlement Urban County: Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, Sonoma, and Windsor. Sonoma County does not dedicate funds to target areas. One hundred percent of funds are used in the Urban County.

The Urban County jurisdictions share CDBG funds for capital projects programs in similar proportion to the number of low and moderate income living in each area. Historically and in FY 2018-2019, beyond an initial allocation of available CDBG funds intended to assist capital projects programs the jurisdictions did not pre-determine the locations where CDBG, HOME, and ESG funding are to be used in Sonoma County. Starting with FY 2019-2020, the Urban County is tracking where investments are being made, noting where there has been a historic lack of investment and over the 5-year planning period, ensuring that funds are distributed to communities to promote improved geographic equity.

Draft

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The Commission utilized CDBG, HOME, ESG, Continuum of Care Program, County General Fund, and County Fund for Housing funds, along with funds from other public and private sources, to administer programs providing street outreach, coordinated entry, homelessness prevention, emergency shelter, transitional housing, rapid re-housing, permanent housing, and supportive services for the low-income residents of Sonoma County, including special needs populations who are not homeless but who require supportive housing.

For affordable housing projects in general, local government is often looked to as a “gap” financier, providing funds in the form of long-term, deferred payment, subordinated loans to achieve fiscal feasibility for projects that can accommodate a conventional mortgage (debt) and tax credits (equity), along with other public sources of debt or grant funding. The Commission routinely fills development *pro forma* “gaps,” allowing projects to move forward. In doing so, the Commission leverages five to ten dollars for every dollar of local and federal financing invested. Having an award of local funds enables the project sponsor to be more competitive in seeking funding from other sources.

The County of Sonoma has invested more than \$18.8 million in local dollars into affordable housing production over the past three years and is expected to contribute approximately \$3 million in the final year of the plan. These resources provide gap financing in the form of permanent soft debt for affordable rental development projects that often use federal Low Income Housing Tax Credits and a standard combination of other private debt and equity sources. The Altamira Apartments development in Sonoma received an allocation of over \$2 million local gap financing during the FY 17-18 funding round and was awarded the highly competitive 9% low income tax credit in FY 2018-2019.

Local resources also help fund a variety of services designed to mitigate homelessness. The Board of Supervisors approved the Commission to execute a contract with the City of Santa Rosa to provide \$165,000 in Transient Occupancy Tax funds for funding operations at the Samuel L. Jones Hall Homeless Shelter and provide \$90,000 in Reinvestment and Revitalization funds for rapid-rehousing to expedite placements in permanent housing for program participants. County General Funds were allocated to the project’s operational costs, which could not be funded with any of their existing funding streams.

The County of Sonoma increasingly is considering ways to use its own property to support housing development. Along these lines, the Commission, as the county’s lead housing agency, has contracted with area developers to build more than 350 new units of housing, almost 47% designated to be restricted as affordable, along with community facilities on three County-owned properties in combination with an investment of local funds. The Commission is also in escrow to purchase a site

zoned for medium density residential using CDBG funds. Once purchased, the Commission will release a request for proposals to develop the site. Leveraging of this initial investment of CDBG dollars will be a key scoring criteria. Going forward, the County intends to offer select owned parcels of land for development of affordable housing. In the next five years, additional county-owned properties may be offered that could result in over 1,000 mixed income housing units.

Continuum of Care funds were used to administer the Countywide Homeless Management Information System (HMIS), expand the Countywide Coordinated Entry program, and for numerous Continuum of Care Rental Assistance programs.

Several federal funding sources, including HOME and McKinney-Vento funds, provide administration funding in amounts less than actual administration costs. The Sonoma County Board of Supervisors annually appropriates County General Funds to the Commission to augment these administration funds. In addition, Sonoma County General Funds provided operational resources for the Samuel Jones Homeless Shelter, a collaborative street outreach effort, matching funds for the HMIS and Coordinated Entry project, and the Continuum of Care Coordination function. In addition, the Homeless Census and Survey is supported with Sonoma County General Funds and contributions from the county's nine cities.

In regards to public services funding, service provider agencies invariably cobble together a number of private and public sources of funding in order to deliver program services; the Commission is typically one of many funders for each public service program awarded grant funding. The level of service delivery taking place is far greater than the commensurate level of financial support provided through Commission funding alone, due to this mutual leveraging of funds with other funders.

In January 2019, Sonoma County received approximately \$13 million in one-time Homeless Emergency Aid Program (HEAP) and California Emergency Solutions and Housing (CESH) grants to fund activities which assist persons experiencing or at risk of homelessness. The Commission strategically leveraged these one-time funds with ESG to optimize their impact on catalyzing future expansion of public services.

Table 11f in CR-75 delineates the source and amount of matching funds utilized in carrying out the ESG projects in FY 2016-17, FY 2017-18, and FY 2018-19 Table 5 below delineates matching funds for HOME projects.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$3,511,346.40
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$3,511,346.40
4. Match liability for current Federal fiscal year	\$98,899.39
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$3,412,447.10

Table 5 – Fiscal Year Summary - HOME Match Report

Draft

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$41,961.80	\$0	\$41,961.80	\$41,961.80	\$0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Cost						

Table 10 – Relocation and Real Property Acquisition

Draft

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	71	72
Number of Non-Homeless households to be provided affordable housing units	78	112
Number of Special-Needs households to be provided affordable housing units	0	17
Total	149	201

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	69	56
Number of households supported through The Production of New Units	60	79
Number of households supported through Rehab of Existing Units	20	66
Number of households supported through Acquisition of Existing Units	0	0
Total	149	201

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

While the Commission did not meet the goals for the number of those assisted through HOME-funded rental assistance, they exceeded creation of units for non-homeless and special-needs residents, as well as households supported through the production of new units and rehabilitation of existing units.

The number of non-homeless households provided affordable housing units is made up of 55 units created by the Burbank Housing Crossroads Development and fifty-seven homeowners assisted through the Sonoma County Housing Rehabilitation Program.

The number of homeless households supported through rental assistance is made up of 50 households assisted through the Sonoma County Housing Authority Tenant-Based Rental Assistance program, 6 households assisted through Rapid Re-Housing and 16 homeless-dedicated units provided through the Burbank Crossroads developments.

The number of special needs households consists of eight Section 504 Accessible Units provided by the Burbank Crossroads projects, and nine through Disability Services and Legal Center housing modifications to provide accessibility.

Please note that, in order to follow HUD’s instruction that the numbers reported in this section are consistent with the accomplishments reported at the Activity Level in IDIS, the results only include CDBG and HOME results. ESG accomplishments are reported in CR-05 and SAGE.

Discuss how these outcomes will impact future annual action plans.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	16	53
Low-income	34	9
Moderate-income	16	5
Total	66	67

Table 13 – Number of Households Served

Narrative Information

The extremely low-income households reported include sixteen recipients of CDBG Housing Rehabilitation loans or grants (IDIS activities 1073, 1100 and 1124), forty-seven recipients of HOME Tenant-Based Rental Assistance (IDIS activity 1098) and six recipients of HOME Rapid-Rehousing. The low-income households reported include thirty-four recipients of CDBG Housing Rehabilitation loans or grants, three Tenant-Based Rental Assistance recipients and six HOME-funded units from the Burbank Housing Crossroads complex (IDIS activity 975). The moderate income households include 16 CDBG Housing Rehabilitation loans or grants and five new HOME-funded units at Crossroads.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:

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

In FY 2018-19, the Sonoma County Community Development Commission continued their support of the County-wide Homeless Outreach Services Team (HOST) that began in 2015. The project works in cooperation with the Continuum of Care’s implementation of Coordinated Entry. The HOST street outreach teams utilize the same evidence-based screening tools that are used by Coordinated Entry and aim to connect participants directly with Coordinated Entry for housing placement, as well as with benefits and health resources. The standard screening and assessment tools prioritize resources to the most vulnerable persons: those with critical health needs and the longest periods of homelessness. In FY 18-19, the HOST project assessed 231 unsheltered individuals and placed 171 households in safe housing (emergency shelter) and 32 into permanent housing, directly off the street.

Addressing the emergency shelter and transitional housing needs of homeless persons

The focus of Sonoma County’s emergency shelter and transitional housing programs is establishing safety through trauma-informed care, to stabilize and quickly house participants. In FY 18-19, CDBG funds supported 100 emergency shelter beds at Committee on the Shelterless’ Mary Isaak Center and a transitional housing program for women with children able to serve 11 families at any one time. ESG funds were used to support 138 family emergency shelter beds at Catholic Charities’ Family Support Center. Also, local funds supported emergency shelters and transitional housing throughout the Urban County, including Cloverdale, Guerneville, and Sonoma, as well as a women’s shelter and a domestic violence safe house located in Santa Rosa which serves the entire region.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The County, cities, and local nonprofit agencies offer a range of programs that provide financial and other assistance to those who are at-risk of becoming homeless due to financial emergencies, loss of existing dwelling units through inaccessibility by persons with mobility impairments, natural disasters, or unabated deterioration.

In FY 18-19, the Sonoma County Community Development Commission allocated local funds for a Homelessness Prevention & Diversion program operated by Catholic Charities that assisted 507 households to avoid homelessness through connection with resources aimed at improving housing stability. In addition, the Commission allocated local funds for staffing for the HCA Family Funds (a rental assistance program operated by Community Action Partnership which served 89 households in FY 18-19).

The Commission also allocated local funds to homeless diversion and prevention projects targeting the Lower Russian region. By the end of 2018, 103 individuals who comprised households that had received pay-or-quit notices were provided financial assistance which prevented them from becoming homeless.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In FY2018-19, the Sonoma County Community Development Commission allocated ESG funds for three rapid re-housing programs that served 60 households comprised of 95 family members and supplemented local matching funds to support these and one additional rapid re-housing program targeting transitional-aged youth. Local funds additionally paid for the cost of services and housing operations at three separate properties operating as permanent supportive housing. These include 24 units in Rohnert Park, where the Commission funds supportive services provided by COTS; case management services provided by Community Support Network for 8 formerly homeless transition aged youth at Sanctuary House in Cotati; and housing operations at the Palms Inn's 104 units for veterans and chronically homeless persons.

The Commission also allocated local funds supporting homelessness prevention, homeless outreach, and rapid re-housing in the Lower Russian River with a focus on formerly homeless individuals. In FY18-19, the Lower Russian River projects moved 42 individuals from homelessness into housing.

In FY 18-19, the Sonoma County Continuum of Care continued system-wide training in the Seeking Safety evidence-based practice to give traumatized clients the tools to address life challenges before those challenges become a trigger for relapse and a return to homelessness. Also, refinement of the System-wide Performance Measures have clarified baseline recidivism information: Between FY17-18 and FY18-19, the rate of homeless individuals returning to homelessness after 2 years was 20%, remaining constant from the previous year. Between 2018 and 2019 the number of chronic homeless in the County decreased from 747 to 675 individuals, according to the Point-in-Time Homeless Count

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Urban County does not operate public housing. The County primarily focuses resources on rental housing development and preservation.

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

The Urban County does not own or operate public housing units. The Sonoma County Community Development Committee (the advisory board to the Sonoma County Community Development Commission and the Sonoma County Housing Authority) includes two Housing Choice Voucher participants and serves as the Housing Authority's resident advisory board. As opportunities arise, the County also devotes resources to affordable homeownership opportunities for lower-income first-time homebuyers.

Actions taken to provide assistance to troubled PHAs

Not applicable. The Sonoma County Housing Authority has been designated as a High Performing Agency for 19 consecutive years.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The Commission ensures compliance with the Federal Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 for all new housing construction projects. This includes that, at a minimum, five percent of the total dwelling units or at least one unit in a multifamily housing project, whichever is greater, shall be made accessible for persons with mobility impairments. A unit that is on an accessible route and is adaptable and otherwise in compliance with the standards set forth in §8.32 is accessible for purposes of this section. An additional two percent of the units (but not less than one unit) in such a project shall be accessible for persons with hearing or vision impairments.

In addition, the Commission requires all projects receiving HOME funds to adhere to the requirements of 24 CFR 92.351 and to follow its affirmative marketing procedures and requirements for rental and homebuyer projects containing 5 or more HOME-assisted housing units. Affirmative marketing steps consist of actions to provide information and otherwise attract eligible persons in the housing market area to the available housing without regard to race, color, national origin, sex, religion, familial status or disability.

In early 2019, staff engaged the public as part of its larger Equity in Housing agenda to understand ways that under-represented communities can more easily gain access to critical rental assistance afforded by Housing Choice Vouchers. Sonoma County's waitlist for housing choice vouchers had remained open for almost 20 years, operating on a first-come, first-served, preference-based system. As a result of this setup, the waitlist had more than 26,000 households, many of whom were passed over year after year by applicants who already lived in unincorporated county or had another preference. With roughly 300 vouchers becoming available each year, it would have taken decades to reach every household on the waitlist. HUD and Commission staff also determined that this system was unintentionally preventing minorities from reaching the top of the list.

After careful consideration and working with partners at HUD, the Housing Authority converted the waitlist process to an open and closed, lottery-based program to create an equitable system that provides a real expectation of service to applicants. All preferences were eliminated, except those for seniors and people with disabilities. Only 500 applications will be chosen at random when the waitlist does open and the selected applicants will be guaranteed service within two years.

The Sonoma County Community Development Commission in partnership with the City of Santa Rosa and Sonoma Clean Power has created the Renewal Enterprise District (RED): a Joint-Powers' Authority designed to streamline and incentive the production of resilient and affordable housing. The RED has a shared governance structure to develop a countywide vision; facilitate the pooling and leveraging of

financing; and increase regulatory certainty for projects that meet the RED goals which include incentivizing higher density, infill, and transit-oriented housing in Priority Development Areas; promoting zero net energy development and resiliency; and ensuring affordability and social equity in housing development. The JPA would have the power to pool and leverage public and private financing and explore the most strategic and advantageous use of city- and county-owned land.

The Urban County and Cities of Santa Rosa and Petaluma have commenced preparation of a 2019 Countywide Assessment of Fair Housing (AFH) as part of a greater Equity in Housing Project intended to identify and resolve barriers to affordable housing; especially those barriers experienced by minorities and people in protected classes. The Commission is already working with the Bay Area Council Economic Institute to collect data on disparities in housing and economic security among minorities and will undergo a robust community engagement process to highlight barriers that still exist and opportunities to reverse the *de facto* discrimination that has come about as a result of earlier public policy decisions. Part of the AFH includes setting Fair Housing Goals and Priorities, which will be reflected in the 2020 Consolidated Plan.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Some of the obstacles identified as preventing access to housing include an overheated housing market, low vacancy rates for rental housing, high cost of home ownership, a higher than normal percentage of homeless residents needing housing in our jurisdiction, and the post-fire recovery needs impacting our community. In response to these, the Commission is specifically targeting programs to meet the needs of those who are underserved in our community.

All of the projects funded in the FY 18-19 Action Plan addressed one or more of the obstacles to meeting underserved needs delineated in the 2015 Consolidated Plan. In addition, the Community Development Commission committed local Low-Moderate Income Housing Asset Funds to rapid re-housing and homelessness prevention programs, and the County of Sonoma committed County General Funds to support programs that serve the needs of the most vulnerable in the community and underserved regions in the County through the Community Services Fund (CSF) and the County Fund for Housing (CFH). Funded affordable housing projects were based on readiness to proceed and innovative approaches to overcoming regulatory barriers in order to accelerate the creation of new units. Funded emergency rental assistance and family self-sufficiency activities enabled lower-income individuals and families to obtain and retain rental housing in the high-priced market in Sonoma County.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Making housing lead safe is the most effective strategy to protect children from lead poisoning. The Sonoma County Community Development Commission addresses this through proactively disseminating printed information concerning lead-based paint hazards to all residents of housing rehabilitation and rental assistance programs. The Commission's Housing Quality Standards (HQS) Inspectors have received training in visual assessment of lead-based paint hazards and are observant of the existence of

this hazard during their property inspections, thereby preventing exposure to lead hazards by identifying the risks before families with children under six years of age move into rental units that are assisted by the Housing Authority.

The Commission's Rehabilitation Specialists are trained in the identification of lead hazards, proper methods of paint stabilization, interim control, abatement procedures, and testing/clearance reports to ensure compliance with all lead hazard reduction requirements during rehabilitation activities. Any dwellings not exempt from HUD's lead hazard reduction provisions (single-room occupancy, dedicated senior housing, and housing constructed after 1978) renovated under the Housing Rehabilitation Program undergo a lead hazard risk assessment by a state-certified Risk Assessor prior to the formulation of the project's scope of work. Any identified lead hazards are addressed in the scope of work and a certified clearance is obtained before the project is considered complete.

The Commission also ensures compliance with lead hazard reduction requirements by sub-recipients of CDBG, HOME, and ESG funding used to acquire and/or renovate existing buildings for housing or to undertake residential and re-housing service activities through regular monitoring of those activities. One of the owner-occupied homes rehabilitated in FY 18-19 fell under the category for testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The Urban County works to reduce the number of poverty-level families by targeting CDBG, HOME, ESG, and local funds to projects that provide services to foster self-sufficiency, in conjunction with the provision of housing, shelter, and other public facilities. The Sonoma County Community Development Commission implements the Section 8 Housing Choice Voucher Program and numerous Continuum of Care Rental Assistance Programs. Rental assistance enables lower-income individuals and families to obtain and retain rental housing in the high-priced market in Sonoma County. These households face severe obstacles to obtaining safe, affordable, local housing and cannot afford market-rate rental housing in Sonoma County. The Payment Standards for Housing Choice Vouchers are now set to 120% of the Fair Market Rent for studio, one, two and three bedroom dwellings. This aids applicants and participants in being able to afford the higher rents that have occurred in Sonoma County since the fires of October 2017 and better compete for available spaces in a tight market. The Commission made CDBG and ESG funding available to some nonprofit agencies to operate programs that work to reduce the number of persons living below the poverty level through various services for low income and homeless residents, including shelter and rapid re-housing programs.

The County's involvement in the Continuum of Care process, Section 3 compliance, SonomaWORKS, Job Link, Upstream Investments, Health Action, and the actions of the Local Workforce Investment Board all foster greater economic opportunities for the lower-income residents of Sonoma County.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Commission worked with LeSar Consultants to develop a Strategic Plan which is designed to

increase the capacity of the Commission to fulfill its disaster recovery role and for the long-term housing needs of the County. In order to meet these increasing demands responsibly and serve greater numbers of vulnerable Sonoma County residents, the Commission – with full support of the Board of Commissioners – has spent the last several years increasing capacity and deepening collaboration across multiple sectors. The final plan was completed and approved by the Board of Supervisors on August 20, 2019.

The County encourages collaboration between housing and service providers with the intention of fostering development of more supportive housing options. The County's leading nonprofit housing developers successfully collaborate with other local nonprofit agencies to develop and operate affordable housing projects with specific set-asides of permanent supportive housing units for persons with disabilities.

The Commission established and is still the lead agency for HOME Sonoma County, which is the new body in charge of the County's homeless system of care and acting Continuum of Care. HOME Sonoma County provides structure to the homeless system of care in order to make policy decisions and measure results for ending homelessness throughout the county. Prior to this body existing, the homeless system of care was fragmented and unstructured. The meetings of the Leadership Council and Technical Advisory Committee help forge new connections and working relationships with many participants as well as responding to the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act requirements. This new 9 member governing board was seated in November 2018 and includes 5 elected officials from the 3 HUD entitlement jurisdictions (City of Santa Rosa, City of Petaluma, and the Urban County), three representatives selected from the Technical Advisory Committee and at least one individual with lived experience of homelessness. HOME Sonoma County endeavors to achieve functional zero in homelessness under a Housing First approach with aligned funding streams and overall policy/planning.

Six new focused Task Groups were formed as part of Home Sonoma County to address key initiatives in the system of care. Task Groups include: Coordinated Entry/Housing First, Performance Management and Evaluation, Data Initiatives, Housing Unit Production, Emerging Issues and System Funding. The 2018 application for Continuum of Care funds also addressed the homeless needs in Sonoma County and can be accessed by contacting the Sonoma County Community Development Commission or visiting their website.

The Commission also collaborated with other safety net agencies to create the Accessing Coordinated Care and Empowering Self-Sufficiency (ACCESS) which has the goal of identifying the most vulnerable residents in the community and holistically supports clients with complex needs. The safety net departments including the Commission assembled the multidisciplinary team to develop a data-sharing support system and compile information about shared clients.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Community Development Commission has on-going interaction with many public and private entities to further the objectives set forth in the 2015 Consolidated Plan and the FY 18-19 Action Plan. The Commission is an agency of County government and is charged by the Board of Supervisors with closely collaborating with other relevant County government departments including, but not limited to the Department of Health Services and the Human Services Department. With these two agencies and other County departments, the Commission is engaged in a comprehensive Safety Net Initiative to improve service delivery to County residents who are shared clients.

The Commission has regular contact with the County of Sonoma's planning and land use department, Permit Sonoma, to enhance affordable housing program coordination. Additionally, the Commission cooperates with the Economic Development Board and the Workforce Investment board as members of the county-wide initiatives: Health Action and Upstream Investments.

Along with working in conjunction with multiple other County departments, the Commission has coordinated with the seven Urban County municipalities, and various nonprofit agencies receiving CDBG, HOME, and ESG funding to carry out the activities during the FY 18-19 year. The Commission also worked closely with Santa Rosa and Petaluma, cities not part of the Urban County but which operate similar programs. The Sonoma County Housing Authority maintains service provider agreements with local supportive service agencies, such as local credit unions, Santa Rosa Junior College and Sonoma State University, Joblink Sonoma County, and more to provide services to its Family Self-Sufficiency participants.

The Commission embarked in July on a comprehensive Data Management and Technology Infrastructure upgrade project, dubbed "SHIFT - Sonoma Housing Information For Today," to identify and implement modern, secure, collaborative, responsive and efficient data and technology solutions in direct support of housing delivery services. This project encompasses cloud-based data platforms fully integrated with other County systems. This work will foster increased collaboration with other county departments, non-profit partners and state and federal government partners for improved delivery of services.

The Commission routinely works closely with the City of Santa Rosa Housing and Community Services Department and Housing Authority. Over the past year, the County has undertaken a redesign of its homeless system of care. The County and the City of Santa Rosa have formed a joint Homeless System of Care Redesign Ad Hoc Committee. Improved coordination with lead agencies for health and mental health will be one of the outcomes of the homeless system redesign.

Currently, the Commission stages annual competitions for federal and local homeless and public services funding which are informed by its ongoing relationships with a large percentage of community-based non-profit agencies providing homeless services and affordable housing.

Furthermore, in an effort to engage new landlords and strengthen existing landlord relationships, the Housing Authority has continued the programs implemented last year. The Housing Authority currently

works with 965 landlords with active tenants. Staff continues to host the Landlord Educational Series, which invites current and potential landlords for informal sessions on topics such as rent portion, inspections, and the Housing Authority waiting list. These sessions provide an excellent opportunity for prospective landlords to ask any questions they might have about the voucher program, and form relationships with key Housing Authority staff. Lastly, staff of the Housing Authority continue to participate in the North Bay Association of Residential Property Managers, the California Apartment Association, and the North Bay Association of Realtors.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Consistent with established Board priorities and the Sonoma County's 2011 Analysis of Impediments to Fair Housing Choice report which cited the lack of affordable housing as a barrier to fair housing choice, the Commission has started an Equity in Housing Project to help Sonoma County address longstanding disparities in access to jobs, transportation, education, community amenities, and housing. The Equity in Housing Project consists of conducting a federally and state mandated Assessment of Fair Housing (AFH) and implementing an Equity in Housing Agenda. While the AFH is a required federal and state mandate, the overarching Equity Agenda is an agency-led effort to ensure that all Commission actions are approached with an equity-based lens – a comprehensive approach to modifying agency policies and programs that will put the Commission at the forefront of equity efforts in the Bay Area. The Community Development Commission continues to use its CDBG, ESG, and HOME funding to support projects that increase the supply and improve the conditions of affordable housing for lower-income persons. The Commission annually allocates funds for a Fair Housing program and has already begun engaging the community and collecting data to create the AFH.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

All subrecipients receiving CDBG Public Services and ESG funds are regularly monitored through the submittal of quarterly reports to Commission staff. Each report provides statistics on program participant outcomes and a narrative on the activities undertaken during the reporting period. Each subrecipient also submits an annual report at the end of the contract term summarizing their accomplishments for the year. The information that is provided to Commission staff is entered into HUD's Integrated Disbursement and Information System. Periodically as defined in the funding agreement, subrecipients submit reimbursement requests including proof of payment for all expenses. Commission staff reviews the financials and program records of each subrecipient annually; a selection of these reviews are done on-site, and the remainder are desktop reviews.

Both CDBG Public Services and ESG-funded projects are subject to annual on-site monitoring visits. Prior to the on-site monitoring, subrecipients complete questionnaires and ensure policies required to be on file are up to date. Commission staff conducts a review of the current agreement, quarterly reports, reimbursement requests, and two years of financial audits. The overall focus of monitoring visits is technical assistance and quality improvement. Commission staff helps subrecipients understand regulations and avoid compliance issues. Following the site visit, Commission staff sends a letter to the subrecipient describing any findings. Once the organization has responded to the findings, Commission staff evaluates the response and follows up as required.

For capital improvement projects, the Commission collects income/asset verifications, demographic data, verification of insurance, and ownership verification, as applicable. Projects are inspected during construction to ensure all work is within the original scope. Projects must obtain National Environmental Policy Act clearance prior to incurring costs, executing agreements, or expending any funds on the project. Commission staff determines the appropriate level of environmental review required when project proposals are submitted. Finally, for all projects subject to Davis-Bacon Labor Standards, the Commission staff locks in the wage rate applicable to the project, verifies the contractor is eligible and not debarred from federal contracts, conducts in-house desk reviews of Certified Payroll Reports, and performs on-site interviews to ensure wage compliance of all contractors.

For HOME or CDBG housing projects, long-term affordability controls are recorded with funding documents. Commission staff conducts compliance reviews as required by regulations or as necessary. In addition, subrecipients are subject to federal audit requirements. The Commission has monitoring and compliance procedures in place to ensure that any deficiencies or findings are handled consistently. For HOME- or CDBG-funded rental projects, Commission staff conducts regular reporting and compliance monitoring. For HOME projects, quarterly reporting includes: household size; household

income; whether the household receives rental assistance; unit size; rent charged; maximum rent; and household's recertification date. HOME units are subject to regular on-site monitoring per regulations.

On an annual basis, the Commission submits the CDBG and HOME Minority Owned and Women Owned Business Report to HUD. The Commission encourages participation from minority and women business enterprises, by providing bid solicitation notices, newspaper advertisements, and contract clauses requiring contractors, to the greatest extent feasible, to provide opportunities for training and employment for minority- and women-owned business enterprises.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

To ensure that all citizens, public agencies, and other interested parties have the opportunity to review and comment on performance reports on housing and community development activities and the use of CDBG, HOME, and ESG funds, the Commission ensures that the public is provided with reasonable and timely access to meetings, information, and records. A draft of the Consolidated Annual Performance and Evaluation Report (CAPER) is made available for public review for 15 days prior to submission to HUD and a notice of availability is published in the local newspaper. Public service announcements, describing the CAPER's contents and its availability for comment, were distributed to local English- and Spanish-language radio stations. The draft is posted on the Commission's website in a format accessible to persons with disabilities and links are made available through email distribution lists and social media. Hard copies are made available in the Community Development Commission lobby, in the Board of Supervisors lobby, and at the main branch of the Sonoma County Public Library. The draft CAPER is also distributed via email to interested parties and no-cost copies of the documents are provided to interested citizens that do not have Internet access, upon request. A public hearing to discuss the CAPER is held during the public comment period and a public notice of the hearing is published at least two weeks prior to the hearing date in English and Spanish. The hearing is held in the Community Development Commission Hearing Room. The meeting space is accessible by public transportation and is wheelchair accessible. Special accommodations for persons with visual or hearing impairments are made upon request. In cases where a significant number of non-English speaking residents are expected to attend the public hearing, the Commission supplies an interpreter.

Written comments will be accepted at cdc@sonoma-county.org until September 24, 2019 (please include "CAPER Public Comment" in the subject line). Oral comments will be received during the Community Development Committee public hearing on September 18, 2019 at 10:00am at the Commission's Hearing Room at 1440 Guerneville Road, Santa Rosa 95403.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in Sonoma County’s program objectives during FY 18-19. The Commission was granted waivers to add flexibility to ways that CDBG could be used in order to respond to the October 2017 wildfires. The Commission amended its FY 2018-19 Action Plan to use these waivers in a manner that ensured timely deployment of resources needed to assess the needs of people who were precariously housed after the fires and to add new units to the affordable housing stock. The Commission used the funds as follows: to conduct an enhanced point-in-time Homeless Count to understand the impacts of the fires on the precariously housed population, This additional allocation of public services funds is allowed because of the disaster-related suspension of the public services cap, permitting the county to exceed the 15 percent cap with a ceiling of 40 percent on public services expenditures for FY 2017 and FY 2018 with a direct relationship to households affected by the fires. Other uses included an increase in the award of HOME funds made to Duncan Village Homeownership Project from \$110,500 to \$342,154, an increase in the award of HOME funds made to Altamira Family Apartments from \$110,500 to \$201,669, and an award of \$91,338 in CDBG funds to Altamira Family Apartments. The amendment also allowed use of \$40,000 in CDBG program income set-aside to meet homeless system needs, including winter shelter expansion and use of \$560,000 in reprogrammed funds and program income for acquisition of a property located at 330 Hewett Street, for potential future development pursuant to CDBG regulations.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

During FY 18-19, the Commission's Affordable Housing staff visited the following HOME-assisted rental housing developments that were due to be inspected. These were:

- Feters Apartments (11 HOME Units)
- Mill Creek (8 HOME Units)
- Harold's Home (11 HOME Units)
- Vida Nueva (8 HOME Units)
- West Hearn (8 HOME Units)
- Kings Valley (11 HOME Units)
- Bodega Hills Apartments (11 HOME Units)
- Gravenstein North I Apartments (11 HOME Units)
- Crossroads Apartments (11 HOME Units)

Each HOME site visit included an interview with the resident manager, a review of the files for all HOME-assisted units, inspections of several HOME-assisted units pursuant to the regulatory requirements, and inspection of the common areas and grounds. All HOME-assisted developments were found to be well managed and well maintained. The site visits did not reveal any findings or significant concerns.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

All recipients of HOME and CDBG funds are required to submit Minority Business Enterprise/Woman Owned Business Enterprise (MBE/WBE) outreach, affirmative marketing, and Section 3 Plans as applicable to their projects, and Commission staff monitors subrecipients on an on-going basis to ensure that they implement such plans and are in compliance with all related laws and regulations.

The Sonoma County Community Development Commission requires all projects receiving HOME funds to adhere to the requirements of 24 CFR 92.351 and to follow its affirmative marketing procedures and requirements for rental and homebuyer projects. Affirmative marketing steps consist of actions to provide information and otherwise attract eligible persons in the housing market area to the available housing without regard to race, color, national origin, sex (including sexual orientation and gender identity), religion, familial status, or disability.

Projects receiving HOME funds must annually assess the success of affirmative marketing at balancing applicants and residents with the demographics of the jurisdiction at large. Commission staff review this annual assessment and determine if corrective actions are needed.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The HOME program started off FY 18-19 with \$41,961.80 in program income. Over the reporting period, no program income was generated. Program income used during the reporting period was \$41,961.80, all of which was used for the Sonoma County Community Development Commission Tenant-Based Rental Assistance program. Fifty households were assisted, 47 of which were extremely low-income and 3 of which were very low-income. Of these households, 40 were white, 5 were Black or African American, 1 was Asian and 4 were American Indian or Alaskan Native.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	SONOMA COUNTY
Organizational DUNS Number	080126444
EIN/TIN Number	946000539
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix	Mr
First Name	Geoffrey
Middle Name	M
Last Name	Ross
Suffix	0
Title	Interim Executive Director

ESG Contact Address

Street Address 1	1440 Guerneville Road
Street Address 2	0
City	Santa Rosa
State	CA
ZIP Code	95403-4107
Phone Number	7075657508
Extension	0
Fax Number	0
Email Address	geoffrey.ross@sonoma-county.org

ESG Secondary Contact

Prefix	Ms
First Name	Felicity
Last Name	Gasser
Suffix	0
Title	Federal Funding Administrator
Phone Number	7075657507
Extension	0
Email Address	felicity.gasser@sonoma-county.org

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2018
Program Year End Date	06/30/2019

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: Catholic Charities of the Diocese of Santa Rosa
City: Santa Rosa
State: CA
Zip Code: 95403
DUNS Number: 847356318
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: \$25,355

Subrecipient or Contractor Name: Individuals NOW, Inc. Social Advocates for Youth
City: Santa Rosa
State: CA
Zip Code: 95405
DUNS Number: 839617594

Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: \$2,412

Subrecipient or Contractor Name: Committee on the Shelterless (COTS)
City: Petaluma
State: CA
Zip Code: 94952
DUNS Number: 960253235

Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: \$113,387

Draft

CR-65 - Persons Assisted

Starting in 2017, ESG recipients no longer complete CR-65, but instead submit all data via SAGE.

Draft

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nighths available	227,882
Total Number of bed - nights provided	187,185
Capacity Utilization	82%

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

Rapid Re-Housing: The Continuum of Care has established “retention of permanent housing at exit” as the performance measure for rapid re-housing projects. The three ESG-funded rapid re-housing programs served 60 households with 95 family members during FY 18-19. During the reporting period, 65 persons exited the program, 57 (88 percent) of persons who exited were permanently housed at exit.

Emergency Shelter: The Continuum of Care has established “exit to permanent housing” as the performance measure for emergency shelters. The three emergency shelters funded by ESG funds served 1221 households comprised of 1229 persons during FY 18-19. Of the 929 persons who exited the program, 139 (15 percent) exited to a permanent housing destination.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	0	\$39,436	\$23,085
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	
Expenditures for Housing Relocation & Stabilization Services - Services	\$72,857	0	\$32,639
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	
Subtotal Rapid Re-Housing	\$72,857	\$39,436	\$57,732

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Essential Services	\$64,212	\$70,686	\$83,422
Operations	0	0	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	\$64,212	\$70,686	\$83,422

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Street Outreach	0	0	0
HMIS	0	0	0
Administration	11,114	13,459	11,445

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2016	2017	2018
450,105	148,183	149,323	152,599

Table 29 - Total ESG Funds Expended

11f. Match Source

	2016	2017	2018
Other Non-ESG HUD Funds	0	0	
Other Federal Funds	0	0	
State Government	0	0	
Local Government	577,674	148,753	108,484
Private Funds	0	259,885	32,670
Other	0	0	0
Fees	0	0	0
Program Income	0	10,0990	0
Total Match Amount	577,674	504,394	141,154

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2016	2017	2018
1,451,893	725,857	432,283	293,753

Table 31 - Total Amount of Funds Expended on ESG Activities



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

Geoffrey Ross
Interim Executive
Director

MEMORANDUM

Date: September 18, 2019

To: Community Development Committee & Cities and Towns Advisory Committee

From: Felicity Gasser, Federal Funding Administrator

Subject: Agenda Item 5: Discuss FY 2020-2021 Federal Funding Policy Changes

The Community Development Commission is preparing policies to govern the FY 2020-2021 Funding Cycle for Housing and Neighborhood Investments. Staff proposes various changes from last year's policies that will clarify processes, prioritize funding to meet community needs, and ensure timely spending of funds. The following is a list of policies for discussion and consideration by the Committees.

1. The following Selection Criteria will continue to be used to rank projects:

- Preference for projects that create or preserve affordable housing
- Preference for infrastructure or public facilities that support creation or preservation of affordable housing
- Preference for infrastructure or public facilities that support low or moderate-income populations
- Preference for projects that demonstrate ability to spend funding within the applicable timeliness provisions.
- Preference for projects that demonstrate need with evidence.
- For Non-Housing Projects: preference for projects that leverage public funds to the greatest extent possible or projects that meet a particular community need that cannot be met by other funding sources.

2. The following Selection Criteria will be added to those currently used to rank projects, based on last year's feedback from the committees:

- Preference for projects that prevent displacement in high opportunity areas.
- Preference for housing projects with deep income targeting and special needs populations.
- Preference for projects that alleviate the impact of climate change on low-income populations. Examples include:
 - infill development
 - infrastructure to reduce environmental impacts in LMA communities including:
 - bike lanes
 - walkable paths



- electric vehicle charging infrastructure
 - ride share hailing locations
 - recycled water irrigation infrastructure
 - new energy-efficient housing construction
 - Considers mobility needs of low-income people, looking at a variety of factors, including:
 - Improved linkages to public transportation (e.g., adds transit stops
 - Provides car-share options
 - Supports people who work non-traditional hours
 - Supports people with limited mobility who can't walk far or ride bikes
 - Provides neighborhood safety that promotes walking and biking (e.g., lighting, parks)
 - Projects that are aligned with local jurisdiction's General Plan Climate Change Element & Equity Element
- For Housing Projects: preference for:
 - Projects that demonstrate funds will be leveraged against total development costs at least 7:1
 - Projects demonstrating advanced readiness via (a) entitlements; (b) financing commitments; (c) permitting
 - Project developers who can demonstrate previous success obtaining federal tax credits and/or state funding to develop housing within the last seven years
 - Projects that can demonstrate existing support from other jurisdictions via letters of support, funding commitments, etc."

3. The policies will reflect committee direction that awards be made with holistic attention to the following distribution of investments:

- Balance projects with fast results with funding predevelopment for projects that need early money to be successful
- Balance creation of new housing stock with maintaining existing housing stock and keeping people in their homes.
- Make investments in low- and moderate-income areas that haven't had investments historically, and in high opportunity areas that increase access for low and moderate-income people.

4. The policies will add direction that the Committees should select a list of "B" projects.

The committees should include in their ranking process, a set of projects that could be funded if a project awarded funds originally is delayed or canceled. This will ensure flexibility and timely spending of funds.

5. Policies will clearly describe how Tenant Based Rental Assistance and Housing Rehabilitation, and projects and programs sponsored or run by the Commission will be ranked by the Committees.

When Committees are determining the highest and best use of funds in its February and March publichearings, staff will recommend the amount and rank for funding these programs and projects that are run internally by the Commission. These programs will not submit applications through the NOFA project but will be subject to the same selection criteria as other applicant projects, and staff will make a recommendation year to year as to whether, in the context of all applicant projects, they should be funded and at what levels.

6. Policies will clarify the process by which a member of the HOME Consortia presents a project proposal for consideration.

The process by which a Consortia members submits a project for consideration is similar to one being proposed by Commission staff – like TBRA and Housing Rehabilitation. A HOME Consortia project will be subject to the same selection criteria as any other project but may be brought forward by a jurisdiction rather than by a nonprofit housing developer.

7. Policies should provide clarity about staff playing a proactive and catalytic role in moving projects forward and assigning funding for particular projects.

Staff will have some discretion in determining if CDBG or HOME funds are best for a project or if a project would be better suited for non-federal funds. Giving staff discretion will ensure maximum efficiency and effectiveness of limited local, state, and federal funds.

In particular, HOME funds have many restrictions in terms of their use for new construction. Staff expertise is needed to determine if a project would best be funded with HOME or non-federal funds. HOME should be used for shovel ready projects. If such projects are proposed in a particular funding round, it may be best to use funds for Tenant Based Rental Assistance to ensure timely spending (and to ensure that the Commission doesn't risk having to forfeit federal funds).

8. Policies should include a timeliness provision within which capital projects must meet pre-award conditions, as is the case for housing awards.

This was an oversight in previous policies that needs to be corrected.

9. Distinguish clearly between requirements for HOME projects and CDBG projects.

Because HOME and CDBG have different uses and regulatory requirements, they will be be separated within the policies to provide a clearer distinction between the programs. The separation will help increase clarity for the committee, staff, and applicants on the specific program's threshold and selection criteria, timeliness provisions, and pre-award requirements.

10. Language about program income and reprogrammed funds will be revised to reflect how these funds are distributed.

The following clarity needs to be added to the policies to reflect current practice:

- Per CDBG regulations, 20% of program income will be set aside for program administration, and 15% will be set-aside for public services. The balance of program income will be expended pursuant to priorities set in the annual Action Plan. Use of program income may be subject to an Action Plan amendment.
- Reprogrammed funds will be expended pursuant to priorities set in the annual Action Plan. Use of reprogrammed funds may be subject to an Action Plan amendment.



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Geoffrey Ross
Interim Executive Director

MEMORANDUM

Date: September 18, 2019
To: Community Development Committee & Cities and Towns Advisory Committee
From: Felicity Gasser, Federal Funding Administrator
Subject: Agenda Item 6: Staff Progress Report on Meeting Timeliness and Recommendations for an Action Plan Amendment

Background

As the Commission approaches the six-month mark before its annual CDBG timeliness test, staff is beginning to evaluate current project spending to make a determination of whether action is needed to ensure that the Urban County¹ passes this important timeliness test. The timeliness test requires that as of April 30, the balance of unspent CDBG funds, including any program income, is no more than 1.5 times the current year’s allocation of funds. If the timeliness test is failed, there is a high risk that HUD will recapture the unspent funds that are over the cap.

Current Status

Despite reprogramming of funds in early 2019 and awards made to projects that could spend funds quickly in the FY 2019-2020 funding rounds, there are still some stalled projects remaining as the Commission transitions to the new model of prioritizing awards to projects that can spend funding quickly.

Attached to this memo is a chart of all projects that have received awards but are not yet complete. An assessment of each project on this list to determine how quickly it can use its award will be part of what is completed in the coming weeks to determine where reprogramming is needed to position the Commission to pass its timeliness test.

In a high construction cost market, there are some previously funded projects that are coming in over budget and the previous award of CDBG funds are now inadequate.

For example, the City of Cotati put its School Street Path of Travel project out to bid, and the bids came in \$100,000 over the budgeted amount. To proceed, this project is in need of \$100,000 in extra funds. Because an environmental review has already been completed for this project and the bid process has been completed, this project can quickly spend more than \$270,000 if additional funds are awarded through an Action Plan amendment.

¹ The Urban County is comprised of unincorporated Sonoma County, the Cities of Cloverdale, Cotati, Healdsburg, Rohnert Park, Sebastopol, and Sonoma and the Town of Windsor, who form a CDBG entitlement jurisdiction and a HOME Consortia under a Joint Powers Agreement entered into every three years.



Requested Action

The Commission requests a recommendation from the CD Committee and the Cities and Towns Advisory Committee for staff to work over the next few weeks with each jurisdiction and subrecipient to determine where reprogramming of funds should occur to spur timely expenditure of dollars. The Commission will prepare an Action Plan amendment to go before the Board in early October with a recommendation to reprogram funds as appropriate.

Year Awarded	IDIS Activity #	Project Name	Jurisdiction	Award Amount	Environmental Review Complete	Funding Agreement Executed	Amount Drawn	Balance Remaining	Project Status Description
2016	1063	Cloverdale Pedestrian Safety Improvements	Cloverdale	\$ 232,000	x	x	\$ 800	\$ 231,200	
2017		Cloverdale City Park ADA Improvements	Cloverdale	\$ 90,000			\$ -	\$ 90,000	
		Cloverdale Total		\$ 322,000			\$ 800	\$ 321,200	
2016	1064	Cotati West - School Street Path of Travel	Cotati	\$ 110,000	x	x	\$ 23,600	\$ 86,400	Project has gone out to bid and came in over the budgeted amount. Project needs additional funds to be completed.
2018	1118	Cotati West - School Street Path of Travel	Cotati	\$ 85,000	x	x	\$ -	\$ 85,000	Project has gone out to bid and came in over the budgeted amount. Project needs additional funds to be completed.
		Cotati Total		\$ 195,000			\$ 23,600	\$ 171,400	
2018		Satellite Affordable Housing Associates - Altamira Family Apartments	County	\$ 91,338				\$ 91,338	
2019		Burbank Housing Sea Ranch Rehab	County	\$ 576,949				\$ 576,949	Contract has gone out to bid and a contractor has been selected. NEPA Environmental needs to be completed
		County Total		\$ 668,287			\$ -	\$ 668,287	
2017	1115	Catholic Charities - Caritas	Countywide	\$ 200,000	x	x	\$ 200,000	\$ -	
2016	1073	SCCDC - Housing Rehab	Countywide	\$ 232,743	x	n/a	\$ 232,743	\$ -	
2017	1100	SCCDC Housing Rehabilitation	Countywide	\$ 37,636	x	n/a	\$ 37,404	\$ 232	
2018	1120	Acquisition of 330 Hewett Street	Countywide	\$ 563,000			\$ 556,710	\$ 6,290	Environmental Review is in process. Funds have been deposited into Escrow
2018	1122	Environmental Review - 330 Hewett Street	Countywide	\$ 37,000	x	x	\$ 15,463	\$ 21,537	
2018	1124	SCCDC Countywide Housing Rehabilitation	Countywide	\$ 41,698	x	n/a	\$ 41,698	\$ -	
2019	1125	COTS MIC ES - CDBG	Countywide	\$ 52,171				\$ 52,171	Environmental Review is in process.
2019	1126	YWCA Safe House - CDBG	Countywide	\$ 50,000				\$ 50,000	Environmental Review is in process.
2019	1129	LASC - Housing Justice Program - CDBG	Countywide	\$ 135,000				\$ 135,000	Environmental Review is in process.
2019	1130	FHA of Northern California - FHFE	Countywide	\$ 70,000				\$ 70,000	Environmental Review is in process.
2019		DSLHC HAM	Countywide	\$ 40,000	x			\$ 40,000	
2019		Catholic Charities Caritas Center	Countywide	\$ 300,000				\$ 300,000	
2016	1067	DSLHC - Housing Access Modification	Countywide	\$ 125,307	x	x	\$ 62,042	\$ 63,265	
		Countywide Total		\$ 1,884,555			\$ 1,146,059	\$ 738,496	
2017		Healdsburg ADA ramp retrofit project	Healdsburg	\$ 100,000			\$ -	\$ 100,000	
2018		Sonoma County Affordable Housing, Inc. Riverfield Homes	Healdsburg	\$ 197,614				\$ 197,614	Some of these funds may need to be reprogrammed as much of the work was completed in-house.
2019		Healdsburg Sidewalk ADA	Healdsburg	\$ 140,000				\$ 140,000	
		Healdsburg Total		\$ 437,614			\$ -	\$ 437,614	
2015	1049	Regional Parks - Maxwell Farms ADA	Regional Parks	\$ 75,000			\$ 645	\$ 74,355	Environmental Review in Process
2016	1076	Regional Parks - Helen Putnam Park ADA	Regional Parks	\$ 100,000	x	x	\$ 13,580	\$ 86,420	
2018		Sonoma County Regional Parks - Gualala Point ADA Retrofit	Regional Parks	\$ 165,000			\$ -	\$ 165,000	
		Regional Parks Total		\$ 340,000			\$ 14,226	\$ 325,774	
2016	1069	Rohnert Park - ADA Transition Plan	Rohnert Park	\$ 87,000	x	x	\$ 52,973	\$ 34,027	
2017	1116	RP Redwood Dr/Commerce Blvd sidewalk ramp ADA	Rohnert Park	\$ 127,574			\$ 127,574	\$ -	
2018		City of Rohnert Park - Senior Center ADA Improvements	Rohnert Park	\$ 85,000				\$ 85,000	
		Rohnert Park Total		\$ 299,574			\$ 180,547	\$ 119,027	
2018		City of Sebastopol - Park Village	Sebastopol	\$ 135,636				\$ 135,636	Environmental Review is in process.
2019		Sebastopol Bodega Ave ADA	Sebastopol	\$ 146,040				\$ 146,040	
2019		Sebastopol Park Village Rehab	Sebastopol	\$ 45,000				\$ 45,000	
		Sebastopol Total		\$ 326,676			\$ -	\$ 326,676	
2017		Sonoma - ADA Transition Plan	Sonoma	\$ 70,000			\$ -	\$ 70,000	
		Sonoma Total		\$ 70,000			\$ -	\$ 70,000	
2016	1077	Windsor Starr Rd Sidewalk Phase 3	Windsor	\$ 108,000	x	x	\$ 46,116	\$ 61,884	
2017		Windsor Starr Rd Sidewalk Phase 4	Windsor	\$ 89,998			\$ -	\$ 89,998	
		Windsor Total		\$ 197,998			\$ 46,116	\$ 151,882	
		Grand Total		\$ 4,741,704			\$ 1,411,348	\$ 3,330,356	

Year Awarded	IDIS Activity #	Project Name	Jurisdiction	Award Amount	Environmental Review Complete	Funding Agreement Executed	Amount Drawn	Balance Remaining	Project Status Description
2015	1059	CHSC - Robinson Road	Unincorporated County	\$ 243,551	x	x	\$ 243,301	\$ 250	Temporary Certificates of Occupancy Issued. Project will be completed by November.
2017	1098	SCCDC - Tenant Based Rental Assistance	Countywide	\$ 419,576			\$ 419,576	\$ -	
2017	1099	TBRA Rapid Rehousing	Countywide	\$ 100,000			\$ 58,192	\$ 41,808	
2018	1123	SCCDC - Tenant Based Rental Assistance	Countywide	\$ 255,000			\$ 255,000	\$ -	
2018		Habitat for Humanity - Duncan Village	Windsor	\$ 342,154				\$ 342,154	
2018		Altamira Family Apartments	Unincorporated County	\$ 201,669				\$ 201,669	
2019		Tenant Based Rental Assistance	Countywide	\$ 270,000				\$ 270,000	
2019		Burbank Housing Caritas Homes	Countywide	\$ 161,918				\$ 161,918	
2019		Healdsburg Victory Studios Rehab	Healdsburg	\$ 250,000				\$ 250,000	
Total				\$ 2,243,867			\$ 976,068	\$ 1,267,799	