

Executive Summary

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

1. Introduction

Operating as an entitlement jurisdiction under the Community Development Block Grant program, the City of Petaluma has an adopted 2015-2020 Consolidated Plan, as required by the Department of Housing and Urban Development (HUD). The 2018-2019 Action Plan will go to City Council for approval on May 7, 2018 by the City Council under the guidelines and priorities of that plan.

All strategies and activities proposed to be undertaken in FY 2018-2019 promote one or more of the goals of the Consolidated Plan and the Block Grant Program: provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities particularly for low and moderate income persons.

The City's 2018-2019 menu of programs and services continues to be negatively impacted by annual decreases in our entitlement and includes only funding for: (1) administration of the Block Grant Program; (2) rehabilitation of housing for low-income seniors and persons with a disability; and (3) the delivery of meals to low-income seniors. As in previous years, HUD's mandated Fair Housing Program will receive funding from other Housing funds.

Funding allocations for the 2018-2019 fiscal year have not been announced as of late March. Per CPD Notice 18-01 issued January 24, 2018, the City of Petaluma will allocate CDBG funds on the assumption that the 18-19 grant will be the same as FY 2017-2018 and adjust any increase or decrease proportionately to the projects that are being funded. The City anticipates receiving an estimated allocation of \$340,000 from the Department of Housing and Urban Development through the Community Development Block Grant Program. The City will also be re-allocating \$20,000 in un-expended prior year funds from unused Planning and Administration funds in program year 2017-2018. Community nonprofit agencies, in partnership with the City of Petaluma, will provide services to partially address the community's priorities as outlined in the Consolidated Plan. Briefly those priorities are to:

- Improve housing opportunities by preserving existing affordable housing
- Provide housing and services to the low income populations, including but not limited to children, seniors and special needs population (homeless, disabled, etc.)
- Increase the supply of affordable housing
- Promote housing opportunities for homeownership
- Improve accessibility in public facilities and infrastructure

Those 2018-2019 services and programs include:

1. The City of Petaluma is allowed a maximum of 20% of its total entitlement to provide general administration of the CDBG program, including all planning and reporting activities. Those funds are utilized for salaries, intergovernmental transfers, various consulting agreements (including Petaluma's share of administering the County-wide Continuum of Care Program), and the City's Code Enforcement Program for the improvement of low-income neighborhoods.

2. Rebuilding Together Petaluma (RTP) serves as the City's rehabilitation arm and is in its 22nd year of providing much needed home repair, home ADA modifications, and water and energy efficient services to low and very low income households. RTP will be coordinating with other unfunded CDBG applicants to address other rehabilitation requests from the city's low-income community. Consolidated Plan Priority #1. National objective – Activities benefitting low and moderate income persons – housing.

3. Petaluma People Services Center (PPSC) will continue to deliver meals and much needed senior-related services to low-income seniors. Consolidated Plan Priority #2. National objective – Activities benefitting low and moderate income persons – limited clientele.

4. North Bay Children's Center (NBCC) to provide access to community gardens for one of their child care sites in Petaluma. Consolidated Plan Priority #5. National objective – Activities benefitting low and moderate income persons – limited clientele.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City is tasked with determining both the areas of greatest need, and the areas in which community investment can have the greatest impact given the limited resources available.

Housing Needs

- 34% of Petaluma's households (7,160 households) are extremely low-income, very low-income, or low-income, with incomes ranging from 0-80% of Area Median Income (AMI).
- 8.8% are extremely low-income (1,885 households at 0-30%)
- 9.1% are very-low income (1,950 households at 31-50%)

Homeless Needs

- The 2017 Point-In-Time count (January 26, 2017) for Sonoma County found that 2,835 homeless individuals were in Sonoma County, and 66 percent were unsheltered. 10% of the homeless are

located in Petaluma. Sonoma County's homeless population has decreased since the height of 2011.

Non-Homeless Special Needs

- 4,746 households in Petaluma are 65 and over (22.9% of total households).
- Elderly households are more likely to be low-income with 47% of households 62 or older being extremely low-income, very low-income and low income with incomes ranging from 0-80% AMI.
- 40% of households with children fall within low-, very low- and extremely low income households (0-80%)
- 9.2% of the total overall City population is disabled.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City prepares the Consolidated Annual Performance and Evaluation Report (CAPER) which outlines how the City met the needs and objectives outlined in the 2015-2020 Consolidated Plan and Annual Action Plan. The City will report out on its third-year accomplishments under the 2015-2020 Consolidated Plan in its 2017-2018 CAPER, which is due to HUD in September 2017. The City's 2016-2017 CAPER can be found on its website at <http://www.cityofpetaluma.net/cmgr/pdf/temp/2016-2017CAPER-FINAL.pdf>

The City's key accomplishments over the prior year (2016-2017) include:

- Preserved affordability of more than 31 housing units for senior and disabled households through rehabilitation.
- Assisted approximately 253 seniors through its Meals on Wheels program.
- Preserved affordability for 22 units of low income affordable housing for low income households through rehabilitation.

Accomplishments of the City with other housing funds:

- Provided funds to assist approximately 535 homeless individuals by supporting COTS programs – the Mary Isaak Center and their family transitional and permanent supportive housing program.
- The Boys & Girls Club provided supportive services through their after school program which served 1,100 low income youth. 150 of the low income youths living in Petaluma's affordable housing communities. (Goal – Providing services to the low income community.) of our affordable housing family complexes.
- Provided funds to the City's Fair Housing program that provided accessibility to services for over 3,000 people County-wide with over 217 people from Petaluma. (Goal – Providing services to the low income community)

- 31 households were provided rental assistance through Petaluma People Services Center. (Goal – Providing services to the low income community)
- Over 1,155 children and adults were provided with emergency shelter and programs through services provided by the Committee on the Shelterless. (Goal – Providing services to the low income community – special needs population; homeless, disabled, etc.)
- 77 veterans were served through programs and housing with the committee on the shelterless (Goal – Providing services to the low income community – special needs population, homeless, disabled, etc.)

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Petaluma’s 18-19 Action Plan was prepared with public outreach and participation. Partnering with a wide variety of community-based agencies and committees representing various sectors of the community provides the housing staff with a broad-based up-to-date review of existing and changing needs. A public workshop was held on February 15, 2018 as noticed in the Argus Courier on January 25, 2018 for input for CDBG funding. There was a 30 day public comment period notice on March 22, 2018 for public comments to the proposed CDBG funding allocations. A public hearing was scheduled for May 7, 2018 at 7:00 p.m. in the Petaluma City Council chambers to allow residents to provide input on how the City plans to distribute CDBG funds it will receive in Fiscal Year 2018-2019. All meetings were publicly noticed and placed on the Housing webpage.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A summary of public comment and staff responses will be provided at the close of the public review period.

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

All comments will be accepted and considered, if received.

7. Summary

Through the funding that Petaluma receives from our CDBG grant, funds are allocated to (1) help the low income community to obtain and retain rental housing in the high-priced market in Sonoma County, (2) provide homeowners with rehabilitation to keep these households in their homes and (3) provide services to seniors through Meals on Wheels in partnering with the local nonprofit organizations.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	PETALUMA	Housing Division

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Sue Castellucci, Housing Administrator
City of Petaluma
Housing Division
11 English Street, Petaluma, CA
scastellucci@ci.petaluma.ca.us
707-778-4563

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

1. Introduction

The consolidated planning process requires jurisdictions to contact and consult with other public and private agencies when developing the plan. The plan itself must include a summary of the consultation process, including identification of the agencies that participated in the process. Jurisdictions also are required to summarize their efforts to enhance coordination between public and private agencies.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The principal provider of community development and economic development programs, housing projects, and financial support will be the City of Petaluma. Being a small jurisdiction, the City consults with various organizations located in Sonoma County that provide services to the residents of Petaluma. In many instances, these consultations are part of on-going interactions between the Housing staff and the agency or group described.

The City has consulted with public and private departments and agencies and social service and non-profit organizations to understand the community’s needs and available resources. Department staff provided input on how CDBG resources could be used and leveraged to provide services to agencies that attended the public workshop. Notices are published in Petaluma’s newspaper, the Argus Courier in both English and Spanish announcing the public meetings.

1. City Council. Authorizes (at a public hearing) the submission of the Annual Action Plan to HUD.
2. City of Santa Rosa – participates with the City of Petaluma and the Sonoma County Community Development Commission to develop and implement the annual Sonoma County Continuum of Care Plan. The three jurisdictions collaborated on the Analysis of Impediments to Fair Housing choice and work closely with each other.
3. Sonoma County Community Development Commission – see above.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Significant aspects of the Plan development process included consultations with the Sonoma County Continuum of Care (CofC). Efforts to address the needs of homeless persons are described in great detail later in this Plan.

The Sonoma County Community Development Commission (SCCDC) is the lead agency for the Sonoma County CofC and hosts its planning process. The City, the CDC and the City of Santa Rosa, the three HUD entitlement jurisdictions in Sonoma County, jointly fund the CofC and have designated seats on its governing body. Petaluma's staff participates in regular Board meetings and quarterly membership meetings of the Continuum of Care. The CofC membership includes representation from the non-profit, governmental, service provider, housing development, law enforcement, faith-based, business, homeless and general communities. The CofC's 10-Year Homeless Action Plan and its annual submissions to HUD reflect the demographics, needs and available shelter, housing and services in all three HUD entitlement jurisdictions in order to provide a cohesive shelter system throughout the County.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Petaluma does not coordinate ESG funds. However, as an entitlement jurisdiction, Petaluma has a seat on the CofC governing body and therefore participates in CofC consultation on allocation of County and Balance of State ESG funds and evaluation of ESG applications. In 2016 and 2017, the ESG funds that are allocated from the State were drastically reduced by 60-80% to our homeless provider making it difficult to keep the current services ongoing. The ESG contracts have been delayed in being executed, making the service providers' job a lot more difficult to help the homeless population.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	PEP Housing
	Agency/Group/Organization Type	Housing Affordable housing developer
	What section of the Plan was addressed by Consultation?	Overall Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was invited to participate in the community meeting/public hearing. The anticipated outcome of the consultation was to improve coordination with a local organization dedicated to increasing the supply of quality, affordable senior housing in Petaluma
2	Agency/Group/Organization	Rebuilding Together Petaluma
	Agency/Group/Organization Type	Housing Services - Housing Non-profit agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Overall plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was invited to participate in the community meeting/public hearing and directly consulted in the development of various aspects of the Plan. The anticipated outcome of the consultation was to improve coordination with a local service provider dedicated to improving the quality of life of low income households.

3	Agency/Group/Organization	Petaluma People Services Center
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Services-Employment Service-Fair Housing Non-profit agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Overall Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was invited to participate in the community meeting/public hearing and directly consulted in the development of various aspects of the Plan. The anticipated outcome of the consultation was to improve coordination with a local human services organization dedicated to improving the quality of life of Petaluma residents.
4	Agency/Group/Organization	Committee on the Shelterless
	Agency/Group/Organization Type	Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was invited to participate in the community meeting/public hearing and directly consulted in the development of various aspects of the Plan. the anticipated outcome of the consultation was to improve coordination with a local homeless service provider and homeless shelter dedicated to improving the quality of life of Petaluma's homeless.
6	Agency/Group/Organization	North Bay Children's Center
	Agency/Group/Organization Type	Services-Children non-profit agency
	What section of the Plan was addressed by Consultation?	child care and education
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was invited to participate in the community meeting/public hearing. The anticipated outcome of the consultation was to improve coordination with a local agency providing services to children to improve the quality of life of Petaluma's low income community.

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

There were no agency types not consulted or invited to the community meeting. No decision was made to exclude any group.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sonoma County Community Development Commission	Petaluma has a seat on the CofC governing body ensuring coordination with the CofC and consolidated planning process

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In order to ensure maximum participation in the Consolidated Plan process among all populations and special needs groups and to ensure that their issues and concerns are adequately addressed, the City developed a Citizen Participation Plan which was adopted by the City Council in April 2011 and approved by HUD. The Citizen Participation Plan describes the actions to be taken to encourage public participation in the development of the consolidate Plan, any Substantial Amendments to the Consolidated Plan, The Annual Action Plan and the consolidated Annual Performance Evaluation Report (CAPER). The following represents a summary of the Citizen Participation Plan; a full copy is available upon request from the City or from its website (www.cityofpetaluma.net/cmgr/housing).

- Access to Meetings, Information, Records
- Technical Assistance
- Public notices
- Publication of draft documents
- Public hearings/public meetings
- Public comments
- Availability of documents
- Response to Complaint

Public participation in the Action Plan process is encouraged. All public notices are placed in the Argus Courier in both English and Spanish. The City has made provisions to provide bilingual translators and signing or captioning services for the hearing impaired if requested. The sites utilized for all public meetings/hearings are ADA compliant and within proximity to public transportation. The City's website is also available in Spanish.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City hosted a community meeting on February 15, 2018 to allow the public to provide input on the Action Plan	Participants shared the need for funding in the community.	All comments were taken into consideration and accepted	
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	A public notice of the February 15, 2018 community meeting was published in the Argus Courier in English and Spanish on January 19, 2017.	No comments were received.	No comments were not accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	A public notice was published in the Argus Courier on March 22 for a 30-day comments period on funding allocations and to announce the May 7, 2018 date of the public hearing.	The 30 day public review period is March 22, 2018 to April 23, 2018. Any comments received will be reviewed and addressed.	The 30 day public review period is March 22, 2018 to April 23, 2018. Any comments received will be reviewed and addressed.	
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public notices were published on the Housing webpage in English and Spanish. Also the DRAFT 17-18 Action Plan was posted on the Housing webpage which can be translated into Spanish on the City's website.	The 30 day public review period is March 22, 2018 to April 23, 2018. Any comments received will be reviewed and addressed.	The 30 day public review period is March 22, 2018 to April 23, 2018. Any comments received will be reviewed and addressed.	

Table 4 – Citizen Participation Outreach

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

Introduction

During the five-year Plan period, the City expects to receive approximately \$325,000 annually in CDBG funding, for a five-year total of \$1,625,000. CDBG funds are used by the City for public services, housing activities and administrative costs. The table below provides a breakdown of these anticipated resources which are based on the 2014/2015 allocation. Over the Consolidated Plan period, we are expecting \$1,625,000 from the Community Development Block Grant program. In FY 2015-2016, we received \$326,163; in 16-17 we received \$344,211, and in 17-18 we received \$347,465. With the FY 18-19 estimated allocation of \$340,000, the expected amount available for the remainder of the Con Plan would be approximately \$272,616.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	340,000	0	20,000	360,000	272,616	Expected amount available to City based on FY 2018-2019 allocation. The budget will be proportionally increased or decreased from the estimated funding levels shown to match actual allocation amounts when they are allocated by HUD.

Table 5 - Expected Resources – Priority Table

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

The City of Petaluma does not have other Housing funds to be used for additional resources for their CDBG program. The City relies on the non-profit agencies to leverage the funds received with other state, federal or private funds to leverage the small amount of funds received by our entitlement grant. Funds are considered leveraged if financial commitments toward the cost of a project from a source, other than the originating HUD Program, are documented. The City will be as creative as possible to find other sources of funding from local, state, federal and private sources in order to develop and deliver cost effective projects.

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

The City is working with a nonprofit affordable housing developer to develop a city-owned property. The project is proposed to be a 54 unit affordable senior rental development. The City continues to consider the use of other publicly-owned land for the construction of affordable housing for low and moderate income households.

Discussion

See Introduction

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Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preservation of existing affordable housing	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs	Petaluma	Affordable Housing	CDBG: \$223,000	Homeowner Housing Rehabilitated: 35 Household Housing Unit. National objective - LMH
2	Provide housing and services to special needs pop	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs	Petaluma	Non-Housing Services and housing for special needs population	CDBG: \$66,000	Public service activities for low income households – Meals on Wheels - Benefit: 250 Persons Assisted. National objective – LMC. Rehabilitate 2 permanent supportive housing units for homeless veterans – Rebuilding Together. National objective - LMH
3.	Improve accessibility in public facilities and infrastructure	2015	2020	Non-Homeless Special Needs	Petaluma	New accessibility to public facility	CDBG \$3,900	Creating suitable living environments and education related to benefitting pre-school program for very low income children National objective - LMC.

**Table 6 – Goals Summary
Goal Descriptions**

1	Goal Name	Preservation of existing affordable housing for low income households
	Goal Description	Rebuilding Together Petaluma partners with the City of Petaluma to preserve and revitalize low income homeowners properties. Their mission is to assure that low-income homeowners live in safe and healthy homes, particularly those who are elderly or disabled. Rebuilding Together partners with other nonprofit agencies to help keep Petaluma’s low income community remain in their home.
2	Goal Name	Provide housing and services to special needs population
	Goal Description	Using CDBG public service funds, the City of Petaluma provides services for low-income seniors partnering with Petaluma People Services Center's Meals on Wheels program. The City of Petaluma will partner with Rebuilding Together who will rehabilitate 2 units that are used for permanent supportive housing utilized by the Committee on the Shelterless.
3.	Goal Name	Accessibility to public facilities and their program
	Goal Description	Using CDBG funds, North Bay Children’s Center located at Valley Vista school, will install an on-site tasting garden which will provide daily nutrition education to the low income pre-school children and their families.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City will preserve 30-40 low income homeowner units with the funds provided. As many affordable units will be produced as is feasible given the resources available to the City. There will be 23 affordable housing units proposed in the Fiscal year 18-19 at the Altura Apartments development.. The City estimates that through the period of the Consolidated Plan that approximately 130 affordable units will be produced.

AP-35 Projects – 91.220(d)

Introduction

As discussed in the previous section (AP-20), the City has identified five goals to address housing and community development needs between Fiscal Year 2015 and 2020. On an annual basis, the City will try to achieve as many of these goals as feasible with the small grant amount that we receive.

#	Project Name
1	Program Administration
2	Preservation of Affordable Housing
3	Public Services
4	Preservation of Housing for special needs population
5	Accessibility to public facilities and infrastructure

Table 8 – Project Information

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

The primary objective of the CDBG Program is the development of viable communities through the provision of safe and affordable housing, a suitable living environment, and expanded economic opportunities. CDBG funds were allocated using a competitive RFP process and determination of what projects meet the City's needs. Based on the City's Priority Needs, affordable housing, non-homeless services and homelessness are High needs. Each application was prioritized on those needs and the projects leveraging potential to serve more low income households.

One of the primary obstacles to meeting the underserved needs of residents is the amount of funding that the City receives from their CDBG grant and the availability of other state and federal housing funds. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of redevelopment still impact the City's ability to implement its goals.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Program Administration
	Target Area	
	Goals Supported	Preservation of existing affordable housing Provide housing and services to special needs population
	Needs Addressed	Affordable Housing Non-Housing Services
	Funding	CDBG: \$63,100
	Description	Funds will be used for administration of the CDBG Program
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Citywide
	Planned Activities	The funds for program administration will be used to oversee the annual projects in the Action Plan approved by the Council. Some funds will be used to pay for Petaluma's allocation of the Continuum of Care Coordinator for all jurisdictions.
2	Project Name	Preservation of Affordable Housing
	Target Area	

	Goals Supported	Preservation of existing affordable housing Provide housing and services to special needs population
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$223,000
	Description	Preservation of affordable housing through the rehabilitation of existing units, rental or homeownership.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates providing assistance to approximately 35 affordable units this fiscal year through the preservation of affordable housing.
	Location Description	Citywide
	Planned Activities	Rebuilding Together Petaluma will rehabilitate approximately 30-40 homeowner units during FY 18-19.
3	Project Name	Public Services
	Target Area	
	Goals Supported	Provide housing or services to special needs population
	Needs Addressed	Non-Housing Services
	Funding	CDBG: 50,000
	Description	15% of CDBG funds can be used for public services purposes for low income persons. The activity to be funded is the Petaluma People Services Center Meals on Wheels program for seniors.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 250 persons will benefit from Meals on Wheels activity.
	Location Description	Citywide - meals are delivered all over the City of Petaluma. The meals are prepared in PPSC's Home Delivery kitchen at 211 Novak Drive, Petaluma, CA.
	Planned Activities	Petaluma People Services Center - Meals on Wheels program for seniors.

4	Project Name	Preservation of housing for special needs population
	Target Area	Petaluma
	Goals Supported	Provide housing and services to special needs population
	Needs Addressed	Affordable housing Homelessness
	Funding	CDBG: \$16,000
	Description	Preservation of housing through rehabilitation of permanent supportive houses
	Target Date	06/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	There will be two housing units with 8 homeless veterans that will benefit from the proposed activities. The rehabilitation will include painting and re-roofing the units.
	Location Description	2 permanent supportive houses in Petaluma
	Planned Activities	Rebuilding Together Petaluma will re-roof and/or paint the 2 housing units.
5	Project Name	
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	

	Description	
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The funds that are allocated to the City are available citywide with no priority assigned to geographic regions. Instead funds are allocated to organizations that provide low-income households with housing and supportive services. On an annual basis, the City prioritizes the use of its CDBG funding for affordable housing, which includes preservation, and rehabilitation.

Geographic Distribution

Target Area	Percentage of Funds
City of Petaluma	100%

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Petaluma does not allocate funds geographically.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One of the goals identified in the Consolidated Plan and this Action Plan (2018-2019) is to increase the supply of affordable housing for the City's lowest households. The City is actively pursuing its goal of creating affordable housing units by working with developers to include affordable housing units in their development. There are 3 proposed developments with inclusionary affordable units for a total of 75 affordable units to be built. In order to increase housing revenue, the City is pursuing a nexus study for an Affordable Housing Impact fee. . However with no funds available in our housing funds and the small amount of CDBG funds, the City needs to look for other ways to create affordable housing, such as preservation. Without funds to create affordable housing, our emphasis is to preserve our current affordable housing through rehabilitation and extension of affordability restrictions on the properties when we can.

One Year Goals for the Number of Households to be Supported	
Homeless	2
Non-Homeless	35
Special-Needs	0
Total	37

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	37
Acquisition of Existing Units	0
Total	37

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The City funds a rental assistance program with PPSC, the City does not use its CDBG funds for rental assistance. Other housing funds are used to provide rental assistance to approximately 37 households annually.

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AP-60 Public Housing – 91.220(h)

Introduction

The City of Petaluma does not own or operate public housing units. The City does not have a Housing Authority. The Sonoma County Housing Authority covers Petaluma in their jurisdiction for the Section 8 voucher program. As of 2016, there were approximately 399 housing vouchers in Petaluma.

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

Not Applicable - No public housing

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

Not Applicable

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

Not Applicable

Discussion

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

Introduction

As discussed in the Consolidated Plan, the City participates in the Sonoma County Continuum of Care (CofC), which was formed by the cities of Santa Rosa and Petaluma, and the Sonoma County Community Development Commission (CDC) to apply for CofC funding and jointly develop and implement the 10-Year Homeless Action Plan, most recently updated in 2014. The CofC's 10-Year Homeless Action Plan and its annual submissions to HUD reflect the demographics, needs and available shelter, housing and services in all three HUD entitlement jurisdictions to provide a cohesive homeless services system throughout the County. In 2015, the Sonoma Community Development Commission released *Building HOMES: A Policy Maker's Toolbox for Ending Homelessness*. This report seeks to provide an understanding of the needs and opportunities to end homelessness in Sonoma County by 2025 and reviews proven strategies and proposes new initiatives to strengthen and build upon the 10-Year Homeless Action Plan. The goals and strategies outlined below are those of the entire region that than for the City alone.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

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

Through participation in the Sonoma County CofC we have developed the following actions:

- Operate coordinated entry for all households with children who are entering the homeless system, and for unsheltered persons engaged by street outreach teams. Currently, service plan delivery is being refined under the beta test pilot, and initial steps have been taken to expand coordinated entry to the entire homeless population in 2017.
- Reach out to homeless households (especially unsheltered persons) via the Homeless Outreach Services Team (HOST) and assess their individual needs with a common assessment tool; collect information to determine the underlying issues and risk factors and develop a plan to address those issues.
- Reduce recidivism through system-wide implementation of evidenced-based practices known to effectively address trauma (e.g., Seeking Safety, Motivational Interviewing).
- Address the emergency shelter needs of people living outside through increased street outreach and assessment of their health needs, prioritizing those most at risk of dying outside.
- Significantly expand rapid re-housing services to end homelessness as quickly as possible.
- Shift the entire homeless system of care to a "Housing First" approach as the most cost-effective and direct route to reducing homelessness.

- Help low-income households who are being discharged from publicly funded systems of care avoid becoming homeless by engaging those systems of care in identifying solutions to such households, and planning to avoid new homelessness, avoid becoming homeless by engaging those systems of care in identifying solutions to such households, and planning to avoid new homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Short term strategies include but are not limited to the following:

- Expanding street outreach efforts to prioritize the needs of persons living outside, especially those whose health is compromised.
- Sustaining existing emergency shelter inventory and helping those in shelter exit to permanent housing through rental assistance and case management addressing specific barriers to obtaining and retaining housing.
- Expanding economic opportunities to help participants achieve long-term housing stability by coordinating services with local employment training agencies to offer budgeting and financial literacy workshops, or through local initiatives such as the CofC's new SOAR (SSI/SSDI Outreach, Access, and Recovery) Initiative. SOAR-trained case managers assist individuals experiencing homelessness with applying for SSI/SSDI. In addition, the CofC's Workforce Development Committee is critical in linking homeless service providers with employers and vocational assistance programs to increase employment opportunities for individuals experiencing homelessness.

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

The Continuum of Care's 10-Year Homeless Action Plan 2014 Update estimates that 959 units of rapid re-housing are needed to effectively shorten the period of time that individuals and families experience homelessness, and to help them transition to permanent housing and independent living. Based on rapid re-housing costs to date, as of FY 2015-2016, adequate resources exist in Sonoma County to assist approximately 349 households with rapid re-housing assistance (including about 50 veteran households through a Supportive Services for Veteran Families grant). Per the County of Sonoma Community

Development Commission plans to expand these services by allocating local Low-Mod Income Housing Asset Funds for rapid re-housing such to the extent allowable by California law, and to pursue additional funding for rapid re-housing such a Balance of State ESG funding (for programs located in Santa Rosa and Petaluma), CalWorks, and new Supportive Services for Veterans Families funding.

All families with children in the homeless services system, and those seeking to enter it, are screened with the evidence-based VI-SPDAT screening tools in use by Coordinated Intake. Households scoring in the 5-9 range are referred into rapid re-housing programs pending a full needs assessment. Currently, rapid re-housing funding has been limited to a single year, thus services are targeted to households who are judged to have the capacity for self-sufficiency within 12 months. While rapid re-housing is a priority intervention for households with children in particular, it is also being used to assist transition-aged youth and other households of adults only to access affordable housing, especially in shared units. All local rapid re-housing programs require participation in case management, and case management has increased in the last several months as rental assistance decreases, to ensure that the end of assistance does not plunge participants into a new episode of homelessness (Sonoma County Continuum of Care)

One critical function of all programs seeking to place homeless persons in rental housing is that of a housing locator. As vacancy rates dropped and rental prices soared well above the Fair Market Rent in the past two years, the need for this role at the program level has become ever clearer. The Continuum of Care developed a housing location and placement working group, RENT Sonoma County, to address this need; additionally, two-full-time housing navigators will be hired as part of Coordinated Entry expansion.

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

The CofC's discharge planning efforts are outlined in its Fiscal Year 2013 application and include foster care, health care, mental health, and corrections (a detailed discussion on these efforts is included in SP-60) These efforts will continue in FY-2017-2018 and are summarized below:

Foster Youth – Sonoma County Division of Family, Youth, and Children Services(FYC) is the lead agency responsible for ensuring foster youth are not routinely discharged into homelessness.

Health Care –The CofC has worked with a grassroots Health Care for the Homeless Collaborative (HCHC,

staffed by the Sonoma County Task Force for the Homeless) for more than 10 years to improve protocols for discharging homeless patients. Hospitals are now legally responsible for ensuring persons discharged from their care are not routinely discharged into homelessness.

Mental Health – The discharge policies developed by the CofC with Sonoma County Behavioral Health represents a negotiated agreement that evolves over time, and is supported by the county’s culture of strong interdepartmental cooperative relationships and problem solving.

Corrections – As part of the County’s strategy of upstream investment to reduce corrections costs, the County opened a Day Reporting Center and plans a Community Corrections Center to house homeless probationers. The CofC is working with criminal justice partners to develop policies to avoid jail discharges to homelessness and convened a Law Enforcement Discharge Planning Group in 2015 to better coordinate a discharge of individuals from jail and linkage with services from the adult probation department.

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	0
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	0

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

Introduction

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

A detailed analysis of these potential barriers is detailed in the *2015-2023 Housing Element* adopted in December 2014. The City is working closely with the County of Sonoma and the City of Santa Rosa to address the recommendations made in the AI within the budgetary constraints of each jurisdiction, including improving accessibility to fair housing information and resources on each jurisdictions' respective website and strengthening the capacity of the local fair housing agencies. During the Action Plan period, the City will continue to collaborate with the County of Sonoma and the City of Santa Rosa in implementing the Assessment of Fair Housing (AFH) that is replacing the AI. The AFH tool, informed by the community participation process, will guide Petaluma, Santa Rosa and the County through the identification of fair housing issues and related contributing factors. Implementation of the new AFH tool is due for these collaborative jurisdictions by October 2019. Potential constraints to housing development in Petaluma may include

- Infrastructure, residential development impact fees, land use, growth management, zoning ordinance provisions; etc.
- A barrier to developing affordable housing is the development impact fees which can have a financial impact on the proposed development.
- In the Sonoma County Regional Analysis of Impediments to Fair Housing Choice for the County of Sonoma, City of Santa Rosa and City of Petaluma, it was recommended that we improve transit options in Sonoma County as that can be a barrier to affordable housing. It was also recommended that fair housing discrimination can be a barrier to affordable housing and the jurisdictions need to strengthen the capacity of our fair housing organization to reduce discriminatory activities in the County.

There are many non-governmental barriers to affordable housing.

- Land cost, construction costs, financing costs can hinder construction of affordable housing.
- Also, income and wages are not keeping pace with the rising housing costs and the overall cost of living
- The low vacancy housing rate which is contributing to higher rents which are barriers to finding affordable housing.

Some of Petaluma's strategy for removing the barriers to affordable housing are:

- The City is committed to an efficient development application process to alleviate some of these constraints by meeting with potential developers in a preliminary meeting at the Development Review Committee where staff from all departments meets to discuss what can be done to get the proposed development through the planning process.
- The City of Petaluma reviews their development impact fees on an annual basis and recently reduced or combined several fees in 2013.
- In Petaluma, we have extended the service of our transit schedule to accommodate evening ridership to improve our transit options as well as coordinating service to Petaluma's SMART train station.

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AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

One of the primary obstacles to meeting underserved needs of residents is the availability of funding. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of Low and Moderate Income Housing funds as a result of the dissolution of state-wide redevelopment agencies has impacted the City's ability to implement its goals. While the City actively seeks additional funding opportunities and will continue to do so, its ability to address underserved needs depends largely on the availability of additional resources.

Actions planned to foster and maintain affordable housing

As stated throughout the Plan, housing is considered a high priority. Accordingly, the City prioritizes the use of its CDBG funding for affordable housing that serve low-income households as well as providing services to low income seniors. Over the course of fiscal Year 2017-2018, the City anticipates providing financial assistance to approximately 37 affordable housing units through the use of CDBG funds.

Actions planned to reduce lead-based paint hazards

The County of Sonoma has implemented the Childhood Lead Poisoning Prevention program (CLPP), funded through the State Department of Health Services, which employs a team of health professionals, who provide services to parents, healthcare providers, and the general public. The team is comprised of Registered Environmental Specialists, Public Health Nurses, and Health Educators. The CLPP program provides services in two major ways – 1) case management and source identification for lead poisoned children and 2) outreach and education to the community and targeted groups.

The City works closely with our non-profit agency, Rebuilding Together Petaluma, who is instrumental in the rehabilitation of the majority of the City's housing units with CDBG funds. LBP hazard notices are distributed to the owners of the rehabilitated properties warning them of the hazards of LBP. All units rehabilitated with CDBG funds are subject to LBP compliance requirements.

Actions planned to reduce the number of poverty-level families

The City hopes to reduce the number of poverty-level individuals by targeting, CDBG and local funds to projects that will provide affordable housing units and related services to foster self-sufficiency. The city does not have the resources or the capacity to increase income of poverty level persons, although the City does act to reduce housing costs for these individuals with other city funds through a rental

assistance program and through services that reduce household costs.

Actions planned to develop institutional structure

The City of Petaluma's Housing Division will administer all of the activities specifically identified in the Consolidated Plan. The city works closely with other housing-related organizations and service providers in the City to ensure that the housing needs of City residents are addressed to the best ability of the network of such providers given available resources.

The working relationships between the Housing Division and other City departments are strong and facilitative. Due to the City's relatively small size, communication is typically direct and immediate. As a result, gaps in program or service delivery are typically not the result of poor institutional structure or lack of intergovernmental cooperation, but rather due to lack of available resources.

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

The City relies on private non-profit organizations as well as for-profit developers to build and acquire, develop, and rehabilitate affordable units. The City will continue to work closely with these entities to ensure that each year as many new, affordable units are produced or preserved as possible. The City also relies on the non-profit service sector to provide emergency shelter, transitional and special needs housing. The City will continue to support these organizations and their activities.

Program Specific Requirements

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

Introduction

The City has five goals to address housing and community development needs between Fiscal year 2015 and 2020:

- Improve housing opportunities by preserving existing affordable housing
- Provide housing and services to the low income populations, including but not limited to, children, seniors and special needs population (homeless, disabled, etc.)
- Increase the supply of affordable housing
- Promote housing opportunities for homeownership
- Improve accessibility in public facilities and infrastructure

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

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Attachments

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