

Draft Plan for Public Comment 3-18-2021

**CITY OF PETALUMA
COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG)
ACTION PLAN FY 2021-2022**



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 2020-2024 Consolidated Plan, as required by the Department of Housing and Urban Development (HUD). **The FY 2021-2022 Annual Action Plan will go before the City Council for approval on April 19, 2021.**

All strategies and activities proposed to be undertaken in FY 2021-2022 promote one or more of the goals of the Consolidated Plan and the Community Development 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 FY 2021-2022 menu of programs and services continues to be impacted since the annual allocations have not increased and do not provide funding to address the growing needs of low and very low-income households in our community. Consequently, the allocation can only support funding for: (1) administration of the Community Development 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 City Housing funds.

Funding allocations for FY 2021-2022 were announced by HUD on March 2, 2021. Per that HUD Community Planning and Development Notice, the City of Petaluma will be allocated \$355,206 of CDBG funding. Should HUD announce a change in the FY 2021-2022 allocations, proposed City partner budgets will be adjusted proportionately from the estimated funding levels to match actual allocation amounts.

Community nonprofit agencies, in partnership with the City of Petaluma, will provide services to 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.

FY 2021-2022 City of Petaluma CDBG services and programs include:

1. CDBG Program Administration. 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. The 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. Housing Rehabilitation for Low-income Households. Rebuilding Together Petaluma (RTP) served as the City's rehabilitation arm and is in its 25th year of providing much needed home repair, ADA modifications, and water and energy efficient improvement services to low and very low-income households. RTP will be coordinating with other services providers to provide facility improvements at locations that provide services for the city's low-income community.

Responds to Consolidated Plan Priority # 1 National Objective – Activities benefitting low and moderate-income persons – housing

3. Meal Delivery for Low-income Seniors. Petaluma People Services Center (PPSC) will continue to deliver meals and much needed senior-related services to low-income senior.

Responds to Consolidate Plan Priority # 2. National Objective – Activities benefitting low and moderate-income persons – limited clientele.

4. Housing Rehabilitation for Low-income Senior Housing. Petaluma Ecumenical Properties (PEP) will provide rehab services by replacing HVAC systems and repair failing fencing at two local senior housing development . The rehab will improve the living conditions and improve the health and safety of the residents.

Responds to Consolidated Plan Priority # 1 – National Objective - Activities benefitting low- and moderate-income persons – housing.

2. Summary of 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 (See NA-10)

- 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% AMI.)
- 9.1% are very-low income (1,950 households at 31-50% AMI.)

Homeless Needs (See NA-40)

- The Point-In-Time count for Sonoma County found that just under 3,000 homeless individuals were in Sonoma County, and over 60% were unsheltered. 10% of the homeless are located in Petaluma.

Non-Homeless Special Needs (See NA-45)

- 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, compared to 34% for the City as a whole.
- 40% of households with children fall within low-, very low- and extremely low-income households (0-80% AMI.)
- Elderly individuals are also more likely to be disabled, with 47% of elderly ages 65 or older considered disabled, compared to 9% of the total overall City population.
- 15.5% are low-income (3,325 households at 51-80% AMI.)

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 2020-2024 Consolidated Plan and Annual Action Plan. The City will report out on its first-year accomplishments under the 2020-2024 Consolidated Plan in its 2020-2021 CAPER, which is due to HUD in September 2021. The City’s 2019-2020 CAPER can be found on its website at <https://cityofpetaluma.org/departments/housing/>

The City's key accomplishments over the prior year (2019-2020) include:

- **Meal delivery for low-income seniors and persons with disability.** Low-income persons received services through a Meals on Wheels program using CDBG funds.
 - *Goal: Providing services to the low-income community)*
 - *Outcome: 263 persons were provided access to quality public services.*
 - **Housing rehabilitation for low-income households.** Single-family dwellings occupied by low-income households were rehabilitated using CDBG funds. Most of these units housed elderly and disabled individuals. *Goal: Improving housing opportunities by preserving existing affordable housing)*
 - *Outcome: 12 households were provided decent housing.*
- **Housing rehabilitation to preserve permanent supportive housing.** Three permanent supportive houses leased to COTS were rehabilitated by Rebuilding Together using CDBG funds.
 - *Goal 1: Improving housing opportunities by preserving existing affordable housing*
 - *Goal 2: Provide housing and services to the low-income populations, including but not limited to children, seniors and special needs populations such as homeless, disabled, etc.)*
 - *Outcome: 35 persons were provided decent housing by preserving existing housing.*
- 100% of the activities funded with CDBG funds supported low-income households.

Accomplishments of the City with other housing funds

- **Fair Housing:** PPSC has assisted 1,283 Petaluma residents with Fair Housing support, 454 of them being landlords. PPSC provided over 33 educational sessions, most via zoom or over the phone, because the last half of the fiscal year was during the Pandemic. We currently have 2 open cases with DFEH – both of them we are assisting the Tenants. Note: the 1,283 were potential cases, we have taken thousands of calls during the pandemic on the eviction protections, however they were not logged, because everyone in the Agency received training on how to help their clients with the questions during COVID.

Add Goal

- **Homelessness Prevention – Rental Assistance - NON-COVID Homelessness Prevention:** Prior to April 2020, 28 low-income families and individuals accessed this

program (25 received services, 3 did not qualify). This program slowed due to the pandemic because people were not moving into new units and those that needed assistance due to COVID received assistance through the Pandemic funding from the City and the County. All of those who participated in this program received additional Human Services support through PPSC. All participants received information on accessing additional food locations. Three families were enrolled in our Mentor Me program, five families are receiving counseling services, four are receiving Home Delivered Meals, and one person is now volunteering with the agency.

Add Goal

- **Services for low-income youth.** Prior to the pandemic, the Boys & Girls Clubs provided support services to 75 young people at three of Petaluma’s affordable housing complexes. At the start of the pandemic, the Clubs pivoted to provide “Distance Learning Clubs” and safe summer programs which served 150 low-income youth while schools were closed.

Goal – Providing services to the low-income community.

- **Homeless shelter, housing and services.** A total of 1653 people, with 245 of that total children, were provided with emergency shelter and programs through services provided by the Committee on the Shelterless such as their emergency shelter, transitional housing, permanent housing, and family shelter.

Goal – Providing services to the low-income community – special needs population; homeless, disabled, etc.

- **Services for homeless Veterans.** 58 veterans were serviced through programs and housing with the Committee on the Shelterless

Goal – Providing services to the low-income community – special needs population, homeless, disabled, etc.

- **Home ownership for income qualified households.** Three of our First Time Homebuyer properties were preserved, two were resold and 13 new Inclusionary Housing homes were sold to income qualified households due to the Cities partnership and implementation of the Housing Land Trust of Sonoma County to restrict sales affordability in perpetuity.

Add Goal

- **Preservation of affordable housing.** A Petaluma affordable housing property Old Elm Village was refinanced and rehabilitated thereby preserving the affordability of these low-income and very low-income units for an additional 55 years.

Add Goal

4. Summary of Citizen Participation Process and Consultation Process

Petaluma’s FY 2021-2022 Action Plan was prepared with public outreach and participation. Partnering with a wide variety of community-based agencies and committees representing multiple sectors of the community provides City housing staff with a broad-based and up-to-date review of existing and developing needs. A public workshop was held on February 11, 2021 and noticed in the Argus Courier on January 28, 2021. Community members provided input for CDBG FY2021-2022 Funding suggestions. The community meeting included discussion of the new application process, due date for applications and the CDBG program review process.

The public notice was published in the local newspaper on March 18, 2021, and the draft of the proposed CDBG 21-22 Annual Action Plan was posted to the City housing website to ensure a 30-day public comment period.

The City Council Public Hearing is scheduled for April 19, 2021 at 6:30 pm. Virtual access will be provided to allow residents the opportunity to provide input on how the City plans to distribute CDBG funds it will receive in Fiscal Year 2021-2022. All meetings were publicly noticed and placed on the City’s Housing webpage.

5. Summary of public comments

This section will be updated after the 30-day comment period and public hearing.

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

This section will be updated after the 30-day comment period and public hearing.

7. Summary

The funding that Petaluma receives from our CDBG grant is allocated to (1) provide homeowners with housing rehabilitation to keep these households in their homes and (2) provide services to seniors through Meals Program and preserving affordable housing for low-income seniors.

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 Agency Narrative (optional)

Consolidated Plan Public Contact Information:

Karen Shimizu
Housing Manager
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707-778-4563

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

1. Introduction

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

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.

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

The City has consulted with public departments and agencies, private social service providers, 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.

The Petaluma City Council authorizes (at a public hearing) the submission of the Annual Action Plan to HUD.

The City of Petaluma participates with the City of Santa Rosa and the Sonoma County Community Development Commission to develop and implement the annual Sonoma County Continuum of Care Plan. These three jurisdictions are currently collaborating on the Analysis of Impediments to Fair Housing choice to update the plan.

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.

The Sonoma County Community Development Commission (SCCDC) is the lead agency for the Sonoma County Continuum of Care (CoC) and hosts its planning process. The City of Petaluma, the SCCDC and the City of Santa Rosa, the three HUD entitlement jurisdictions in Sonoma County, jointly participate and have designated seats on the CoC governing body. Petaluma staff participates in quarterly membership meetings of the CoC. CoC membership includes representation from the non-profit, governmental, service provider, housing development, law enforcement, faith-based, business, homeless and general communities. The CoC 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. In 2020 the CoC updated its structure to align with current HUD regulations, with most recent CoC Board elections in December 2020.

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 or directly oversee CoC administration of HMIS. As an entitlement jurisdiction, the City of Petaluma has a seat on the Continuum of Care governing body and therefore participates in Continuum of Care consultations on allocations of County and Balance of State ESG funds, evaluation of ESG applications, and funding, policies and procedures to ensure HMIS operations and administration compliance.

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

1	Agency/Group/Organization Consulted	PEP Housing
	Agency/Group/Organization Type	Housing Affordable Housing Developer
	What section of the Plan was addressed?	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?	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 Consulted	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?	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.
	Agency/Group/Organization Consulted	Committee on the Shelterless (COTS)
	Agency/Group/Organization Type	Services-Homeless Services-Education Regional organization
	What section of the Plan was addressed?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

4	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 and shelter provider dedicated to improving the quality of life of Petaluma's homeless.
	Agency/Group/Organization Consulted	Boys and Girls Club of Sonoma -Marin
5	Agency/Group/Organization Type	Services – Education and Family Services
	What section of the Plan was addressed?	Services – Children
	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 development of various aspects of the Plan. The anticipated outcome of the consultation was to improve coordination with local service organization dedicated to family services that improve the quality of life of Petaluma residents.
6	Agency/Group/Organization Consulted	Downtown Streets Team
	Agency/Group/Organization Type	Services—Homeless non-profit agency
	What section of the Plan was addressed?	Homeless Services
	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 outreach and job training services to unsheltered community members to improve the quality of life of Petaluma's low-income community.

Table 2 – Agencies, groups, organizations who participated.

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

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 Continuum of Care governing body ensuring coordination with the Continuum of Care staff and consolidated planning process

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/efforts made to broaden Citizen Participation 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, an any Substantial Amendments to the Consolidated Plan, The Annual Action Plan and the Consolidated Annual Performance Evaluation Report (CAPER). Staff is currently working on updating the citizens participation plan. The following represents a summary of the current Citizen Participation Plan; a full copy is available upon request from the City or from its website (<https://cityofpetaluma.org/departments/housing/>).

1. Access to Meetings, Information, Records, Technical Assistance, Public Notice, Publication of draft documents, Public hearings/public meetings, Public comments and availability of documents in response to complaints

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

	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Public Meeting/ Technical Assistance	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City hosted a community meeting on February 11, 2021 to allow the public to provide input on the Action Plan	No comments received	No comments not accepted	N/A
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public notice published in Argus Courier Newspaper on 1/28/21 for a Technical Workshop/ community meeting to be held 2/11/21. Public notice published in Argus Courier newspaper on 3/18/21 re City Council Public Hearing on 4/19/21 for consideration of 2021-22 CDBG AAP 2021-2022.	<i>Update with public comments received</i>	<i>Update with public comments received</i>	N/A
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 for the March 18, 2021 30-day comments period re: funding allocations and to announce the April 19, 2021 date of the public hearing.	<i>Update with public comments received</i>	<i>Update with public comments received</i>	N/A

	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public notices were published on the City Housing webpage in English and Spanish. Also, the DRAFT 21-22 Action Plan was posted on the City's Housing webpage which can be translated into Spanish on the City's website.	<i>Update will public comments received</i>	<i>Update with public comments received</i>	https://cityofpetaluma.org/departments/housing/

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

During the five-year Plan period, the City expects to receive approximately \$350,000 annually in CDBG funding, for a five-year total of \$1,750,000. 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 allocations. Over the Consolidated Plan period, we are expecting \$1,750,000 from the Community Development Block Grant program. In FY 2020-2021, we received \$351,052 in Year 1 of the 20-24 Consolidated Plan period. HUD announced FY 21-22 allocation of \$355,206, the expected amount available for

Year 2 of the Consolidated Plan period.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2/FY2021-22				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	\$355,206	0	0	\$355,206	\$1,0065,000	City FY 2021-2022 allocation of \$355,206 per HUD announcement on March 2, 2021.

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 CDBG 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.

Add language regarding other funding sources

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

The City contributed land for the development of a 54 unit of low and very-low income senior and veteran rental housing. The project is currently under construction and is scheduled to be completed in fall of 2022. The City continues to consider the use of other public-owned land for the construction of affordable housing for low- and very-low-income households.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preservation of existing affordable housing	2021	2022	Affordable Housing Homeless Non-Homeless Special Needs		Affordable Housing	CDBG: \$264,000	Homeowner Housing Rehabilitated: 50 Household Housing Unit
2	Provide housing and services to special needs pop	2021	2022	Affordable Housing Homeless Non-Homeless Special Needs		Non-Housing Services	CDBG: \$53,281	Public service activities other than Low/Moderate Income Housing Benefit: 264 Persons Assisted
3	Preserving existing affordable housing	2021	2022	Affordable Housing		Affordable Housing	CDBG \$40,273	Housing Preservation – Senior Housing : 26 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Preservation of existing affordable housing
	Goal Description	Rebuilding Together Petaluma (RBT) partners with the City of Petaluma to preserve and revitalize low-income homeowner 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 in their homes.
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 for the Meals Program.
3	Goal Name	Preservation of Low-Income Affordable Housing
	Goal Description	Petaluma Ecumenical Properties partners with the City of Petaluma to preserve and revitalize low-income rental properties. Their mission is to assure that low-income residents have safe and affordable housing

Table 7 – Goals summary

ADD Other Goal Areas as needed

Projects

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 2020 and 2025. On an annual basis, the City will try to achieve as many of these goals as feasible with the small grant amount received.

Projects

#	Project Name
1	Program Administration
2	Preservation of Affordable Housing
3	Public Services
4	Accessibility of Public Facilities

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 impacts the City's ability to implement its goals.

AP-38 Project Summary

Table 9 – Summary of FY2021-22 Projects

1	Project Name	City Program Administration
	Target Area	Citywide
	Goals Supported	Preservation of existing affordable housing Provide housing and services to special needs pop
	Needs Addressed	Affordable Housing Homelessness Non-Housing Services Non-Housing Community Development
	Funding	CDBG: \$32,000
	Description	Funds will be used for administration of the CDBG program for Fiscal year 2021-2022.
	Target Date	7/1/2021 to 6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	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 City Council.
2	Project Name	Rebuilding Together Petaluma - Preservation of Affordable Housing
	Target Area	Citywide
	Goals Supported	Preservation of existing affordable housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$260,000
	Description	Preservation of affordable housing through the rehabilitation of existing rental or homeownership. Units.
	Target Date	7/1/2021 to 6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	40 households will benefit from the proposed activities.
	Location Description	Citywide
	Planned Activities	Rebuilding Together will provide home repair and emergency modification; water and energy efficiency services to the low-income homeowner.
3	Project Name	Petaluma People Services Center (PPSC) Meals Program - Public Services
	Target Area	Citywide
	Goals Supported	Public Services for low income households
	Needs Addressed	Non-Housing Public Services
	Funding	CDBG: \$53,281
	Description	15% of CDBG funds can be used for public service purposes for low-income persons.
	Target Date	7/1/2021 to 6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 260 low-income seniors will benefit from the proposed activities.
	Location Description	Citywide

	Planned Activities	Meals program for seniors, veterans and persons with disabilities.
4	Project Name	Petaluma Ecumenical Properties - Preservation of Affordable Housing
	Target Area	City Wide
	Goals Supported	Preservation of Existing Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	\$40,273
	Description	Replacement of HVAC systems and building of perimeter fencing for two affordable housing developments
	Target Date	7/01/2021 to 6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	26 households will benefit from the project
	Location Description	Citywide
	Planned Activities	Replacement of HVAC Systems and rebuild the perimeter fencing to ensure the security and safety of the community

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 City does not have low-income target areas. 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 public services and affordable housing, which includes preservation, and rehabilitation.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100%

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable. 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 (2021-2022) is to increase the supply of affordable housing for the City's lowest income 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. T

There is one senior housing development under construction which will provide 54 affordable units and will be completed by fall of 2022. This development will provide housing for low and very low-income senior and veterans. The second project in the pipeline, will provide 43 units of low and very low income housing. The City allocated \$1,100,000 of City In-Lieu Housing and \$900,000 of state HOME funds to assist with site acquisition and development .The developer is still working on securing additional funding subsidize for the project. The City has limited funds available and is working with other developers to identify additional funding sources to support preservation and new housing development opportunities.

The City funds a rental assistance program with Housing In-lieu fund and allocated CDBG CV funding. PPSC and COTS administer the program that serves households at or below 80% AMI annually. It is anticipated 140 households will receive assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	54
Special-Needs	0
Total	54

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	100
The Production of New Units	0
Rehab of Existing Units	40
Acquisition of Existing Units	0
Total	140

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

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 2018, there were approximately 416 housing vouchers in Petaluma. The Sonoma County Housing Authority is revising their wait list procedures as of July 31, 2020.

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 (CoC), which was formed by the cities of Santa Rosa and Petaluma, and the Sonoma County Community Development Commission (CDC) to apply for CoC funding and jointly develop and implement the 10-Year Homeless Action Plan, most recently updated in 2014. The CoC'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. 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, 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 versus those of the City alone.

In 2020 the CoC restructured its organizational model and elected its new leadership Board in December 2020. The Board is in the process of reevaluating goals and strategies to establish a new 10-Year plan for the community

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

The Sonoma County Continuum of Care is designed to accomplish the following:

- Promote a community-wide commitment to the goal of ending homelessness.
- Provide funding for efforts to quickly re-house individuals and families who are homeless, which minimizes the trauma and dislocation caused by homelessness.
- Promote access to and effective use of mainstream programs.
- Optimize self-sufficiency among individuals and families experiencing homelessness.

The Sonoma County Continuum of Care builds upon the foundation set in the 10-Year Homeless Action Plan, the 2014 Plan update that ensured alignment with the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, as well as with specific countywide policy initiatives. The 10-Year Homeless Action Plan is currently under review and will be revised in 2021 to reflect the strategic priorities of the new governance structure.

In Fiscal Year 2019/2020 HOME Sonoma County administered approximately \$14.5 million in combined annual and one-time federal, state, and local funding for homeless services in Sonoma County. Project and programs funded through HOME Sonoma County will collectively impact

the following key System Performance Measures of the HEARTH Act, which governs all federal and state homelessness funding:

- Decrease the length of homeless episodes.
- Increase placements in safe housing for those living outside and increase placements in permanent housing for all homeless persons.
- Reduce the percentage of people experiencing homelessness for the first time.
- Increase employment opportunities and incomes; and
- Reduce the total number of people experiencing homelessness in Sonoma County.

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.

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

Sonoma County's Continuum of Care Fiscal Year 2020/2021 Funding Policies established six project priorities, summarized below, aimed at helping vulnerable populations to attain and maintain housing.

- Creating new permanent supportive housing (PSH) units,
- Sustaining existing PSH projects and improving their capacity to serve the most vulnerable chronically homeless persons,
- Expanding Rapid Re-Housing (RRH) projects,
- Providing capital or operational investments in shelters, including Navigation Center

designed to serve the most vulnerable chronically homeless persons,

- Day centers and street/encampment outreach projects that currently serve, or may serve, as Coordinated entry Access Points,
- Homeless prevention or diversion projects that demonstrate improvements in housing stability among people at imminent risk of homelessness, or who have previously experienced homelessness.

Most 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 is a priority intervention for households with children. It is also being used to transitional-aged youth and other adult-only households 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.

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 clearer.

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 Continuum of Care discharge planning efforts were 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 2021-2022 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 Continuum of Care 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 Continuum of Care 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 Continuum of Care is working with criminal justice partners to develop policies to avoid jail discharges to homelessness and convened a Law Enforcement Discharge Planning Group to better coordinate a discharge of individuals from jail and linkage with services from the adult probation department.

Discussion

DRAFT

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

Introduction:

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 update 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 and updating the document in 2022-23. The State of California and the AFH guidelines, 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 2021-2022 when the Analysis of Impediments will be completed.

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.

Non-governmental barriers to affordable housing.

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

Actions planned to remove or ameliorate 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.

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 .
- A Housing workshop is scheduled to go before the City Council sometime in May of 2021 to get input on what the City can do to promote affordable housing.
- 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.

Discussion:

DRAFT

AP-85 Other Actions – 91.220(k) Introduction:

Actions planned to address obstacles to meeting underserved needs.

One of the primary obstacles to meeting underserved needs of residents is the lack of funding. The dissolution of statewide redevelopment agencies in 2012 continues to impact the City's ability to implement its affordable housing goals. However there has been a positive change in potential funding availability made to California's tax credit set-asides and apportionments. The change to the apportionment methodology redefined the geographic areas. Rather than a large "Capital and Northern Region" that included 11 northern California counties, there are now two separate regions. Petaluma is part of the new North Region, which reduces the competition for tax credits against larger metropolitan areas like the East Bay Area that includes, Oakland and other municipalities in Alameda and Contra Costa Counties. 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. In 2017, the State of California signed new legislation that will help address housing in California. From that legislation, a regional plan was developed by a task force of elected and civic leaders, convened by the Association of Bay Area Governmental and the Metropolitan Transportation Commission, who got together and formulated the CASA Compact. The CASA Compact is a 15-Year Emergency Policy package to confront the housing crisis in the San Francisco Bay Area.

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 2021/2022, the City anticipates providing financial assistance to approximately 120 affordable housing units through the use of CDBG funds and another 20 units with other Housing 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 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 LBP Hazards. All units rehabilitated with CDBG funds are subject to LBP compliance requirements.

Actions planned to reduce the number of poverty-level families.

The City aims 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; however, 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 lack of funding 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 as funding allows.

Discussion:

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 2020 and 2024:

1. Improve housing opportunities by preserving existing affordable housing.
2. Provide housing and services to the low-income populations, including but not limited to, children, seniors and special needs population (homeless, disabled, etc.)
3. Increase the supply of affordable housing.
4. Promote housing opportunities for homeownership.
5. 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 priority needs and specific objectives identified in 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 Available:	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%