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CITY OF PETALUMA

Consolidated Annual Performance and Evaluation Report
(CAPER)

Fiscal Year 2020-2021

DRAFT as of 8/19/21

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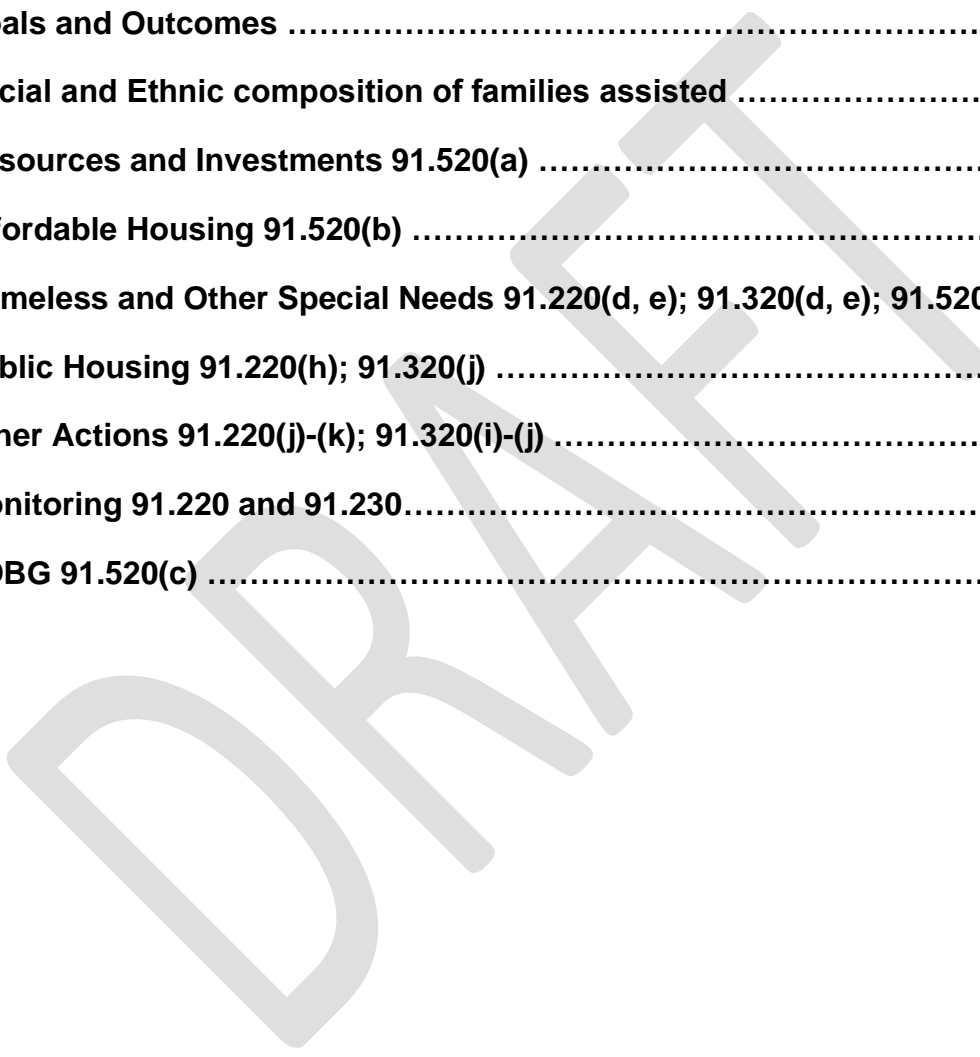
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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This first year (Fiscal Year 2020-2021) Consolidated Annual Performance and Evaluation Report (CAPER) outlines how the City of Petaluma (City) met the needs and objectives outlined in the 2020-2024 Consolidated Plan (Consolidated Plan) and the Amended 2019-2020 Community Development Block Grant (CDBG) and CDBG-COVID-19 Annual Action Plan (AAP). Both reports can be found on the City's website: <http://www.cityofpetaluma.net>.

The Consolidated Plan identifies five (5) goals to address the City's housing and community development needs between Fiscal Years 2020-2024:

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.

To support achieving goals outlined in the Consolidated Plan and 2020-2021 CDBG Action Plan (and Amended CDBG-CV AP), the City prioritized use of its CDBG funds and other local funding sources for affordable housing and related services for low-income Petaluma residents. City CDBG projects support the production, preservation and protection of stable, affordable housing.

In FY 2020-2021, to achieve Consolidated Plan goals, the City administered its regular annual CDBG grant allocation of \$351,107, \$587,359 of CDBG-CV funding allocated to the City through the CARES Act to provide COVID-19 relief, nearly \$2,500,000 of other Housing Funds (e.g., Housing In Lieu funds) for low-income community services, homeless programs, and preservation of existing affordable homeownership housing, and \$2,000,000 in Other Housing Funds (e.g., Housing In Lieu Funds and Commercial Linkage Funds) for affordable rental housing development.

The following table summarizes allocation of City funds to projects which furthered City progress toward meeting the Consolidated Plan goals.

FY 2020-21 City Investments in Consolidated Plan Goals		
Funding Source	Project	Allocation
CDBG	Rebuilding Together (improve housing opportunities, preserve existing affordable)	\$ 228,219
CDBG	Petaluma People Services Center (PPSC) (meal delivery-seniors and special needs)	\$ 52,666
CDBG	City of Petaluma (grant administration - subcontracting, reimbursements, reporting)	\$ 73,488
	SUBTOTAL CDBG ANNUAL	\$ 354,373
CDBG-CV (2019-20 Allocation)	PPSC (rental assistance and related support services)	\$ 100,000
CDBG-CV	PPSC (rental assistance and related support services)	\$ 200,000
CDBG-CV	Petaluma Ecumenical Properties (PEP) (heating units in low-income senior rentals)	\$ 49,600
CDBG-CV	Boys and Girls Club of Sonoma-Marin (BGCSM) (after school programs in affordable)	\$ 50,000
CDBG-CV	Committee on the Shelterless (COTS) (rental assistance and related support services)	\$ 150,000
CDBG-CV	City of Petaluma (grant admin - subcontracting, reimbursement processing, reporting)	\$ 37,759
	SUBTOTAL CDBG-CV	\$ 587,359
HEAP	COTS (public facility/shelter renovation)	\$ 365,000
HEAP	DST, SAFE (program vehicles)	\$ 95,000
	SUBTOTAL HEAP	\$ 460,000
Other Housing Funds	PPSC (rental assistance and fair housing)	\$ 95,000
Other Housing Funds	BGCSM (after school programs)	\$ 25,000
Other Housing Funds	HLT (preservation of affordable homeownership housing)	\$ 25,000
Other Housing Funds	COTS, DST, SAFE (homeless shelter and services) <i>(Includes \$1,100,000 SAFE funding administered by Police Department)</i>	\$ 1,570,000
	SUBTOTAL OTHER HOUSING FUNDS (HOUSING IN-LIEU AND COMMERCIAL LINKAGE) - NOT FOR AFFORDABLE RENTAL HOUSING	\$ 1,715,000
Housing In-Lieu/Commercial Linkage	Danco affordable housing development - Meridian at Cornoma Crossing (131 Units)	\$ 2,000,000
Housing In-Lieu/Commercial Linkage	MidPen affordable family housing development - for seniors and veterans (42 units)	\$ 2,000,000
	SUBTOTAL OTHER HOUSING FUNDS (HOUSING IN-LIEU AND COMMERCIAL LINKAGE) - AFFORDABLE RENTAL HOUSING DEVELOPMENT	\$ 4,000,000
	TOTAL CITY INVESTMENTS IN CONSOLIDATED PLAN GOALS FY2020-2021	\$ 7,116,732

The City met the majority of its 2020-2021 CDBG and Amended CDBG-CV Action Plan goals by preserving affordable housing and providing rental assistance and services to low-income community members – including those significantly impacted

by COVID-19. Other local housing funds augmented CDBG funds supporting Consolidated Plan goals in 2020-2021. CDBG and CDBG-CV accomplishments were achieved by the City's nonprofit partners in the face of significant challenges due to COVID-19.

For example, organizations who rely on volunteers for projects such as property repairs and the meals program were severely limited in their ability to recruit and assign volunteers due to health and safety concerns. Supplies were difficult to obtain due to supply chain challenges, programs had to create special new ways to package meals safely and dramatic cost increases impacted some of the project budgets and related program outcomes. Staffing challenges and continuously changing community needs required organizations providing direct service and managing rental assistance programs to respond rapidly with new and revised operational procedures including evolving health and safety protocols and building online portals for client communications. With hard work and dedication the community partners were able to overcome these challenges and achieve the following FY 2020-2021 achievements.

Protection (immediate services to protect vulnerable households, meeting Consolidated Plan goal to provide housing and services to low-income populations, including but not limited to, children, seniors, and special needs populations such as homeless or disabled):

- Families and individuals unable to pay their rent due to impacts of COVID-19 received temporary rental assistance and related supportive services using CDBG-CV funds. *Outcome – 157 at-risk households remained stably housed.*
- Low-income seniors and people with special needs received food delivery services through a Meals program using regular CDBG funds. *Outcome – 142 persons were provided access to quality public services.*
- NOTE: No 2020-2021 CDBG funds were allocated for Homeless Services. The City funded Homeless Services program with General Funds.

Preservation (medium-term services to meet Consolidated Plan goals to preserve existing affordable housing, promote home ownership, and to provide housing and services to low-income households including children, seniors, and special needs):

- Rehabilitation of single-family dwellings occupied primarily by low-income seniors and disabled individuals using CDBG funds. *Outcome – 46 homeowners preserved their affordable housing via needed repairs.*
- Capital improvement project to the Mary Isaak Homeless Services shelter – *Outcome – preservation of 80-bed shelter*
- Replacement of inefficient furnaces in senior affordable housing community using CDBG funds. *Outcome – 10 units affordable rental housing preserved via needed repairs.*

Production (long-term impacts to meet Consolidated Plan Goal 3 – increase supply of affordable housing) – supported by non-CDBG funds:

- In FY 2020-21, the City awarded \$1,100,000 to MidPen Housing development for the proposed 44 unit very-low- income housing development located at 414 Petaluma Boulevard North, as well as allocating \$900,000 of HCD HOME funds to be used for pre-development expenses.
- In FY 2020-21, the City awarded \$2,000,000 to Danco for development of the proposed 131-unit affordable housing development which includes 33 permanent supportive housing units.
- In FY 2019-20, the City provided \$1,500,000 of City In-Lieu funds for development of the 54 units multi-family senior and veterans at 951 Petaluma Boulevard. The project is currently in construction and is anticipated to rent up in Fall of 2021 or spring of 2022
- In FY 2019-20, the City provided \$1,120,000 of Commercial Linkage funds to Burbank Housing to support the rehab and refinancing of the 89 Multi-family rental development, Old Elm Village.

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

The following table summarizes planned versus actual outcomes for the regular annual CDBG program Action Plan Year 1 (2020-2021) in addition to activities funded by CDBG-CV.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 5-Year Goal	Actual To Date	Percent Complete of 5 Year Goal	Planned for Current Program Year	Actual Result Current Program Yr	Percent Complete
PRODUCTION										
Homeowner-ship Opportunities	Affordable Housing	City Funds \$25,000 (HLT)	Homeowner Housing Added	Household Housing Unit	40	18	45.00%	18	18	100.00%
Production of affordable housing	Affordable Housing, Homeless, NonHomeless Special Needs	Other Housing Funds \$4,000,000	Rental units constructed	Household Housing Unit	275	0	0.00%	0	0	0% (pipeline projects)
PRESERVATION										
Preservation of existing affordable housing	Affordable Housing, Homeless, NonHomeless Special Needs	CDBG: \$228,219	Homeowner Housing Rehabilitated	Household Housing Unit	180	46	25.55%	58	46	79% (COVID supply and staffing constraints)
Preservation of existing affordable housing	Affordable housing	CDBG \$49,600	Multi-Family Rental Housing Rehabilitated	Household Housing Unit	20	10	50.00%	7	10	143%
PROTECTION										
Provide housing and services to special needs populations	Community Services/Meals	CDBG: \$52,666	Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,250	142	11.36%	250	142	57% (# of people, but 98% of goal 33,000 meals)
Provide rental assistance + housing services	COVID-19 Relief	CDBG-CV: \$449,600	COVID-19 community rental assistance	Persons Assisted	N/A	N/A	N/A	310	166	54% (will continue into in FY 2021-22)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected 5-Year Goal	Actual To Date	Percent Complete of 5 Year Goal	Planned for Current Program Year	Actual Result Current Program Yr	Percent Complete
PROTECTION (continued)										
Services for low-income families	Community Services/After School Services	CDBG-CV \$50,000; Other Funds \$25,000	Activities other than Lo-Mod Inc Housing Benefit	Persons Assisted	0	0	0%	150	150	100%
Services for low-income families	Community Services/Fair Housing Program	Other Housing Funds \$95,000	Activities other than Lo-Mod Inc Housing Benefit	Persons Assisted	Pull data	Pull data	Pull data	Pull data	Pull data	Pull data
Provide shelter and services	Homeless, Special Needs	General Fund \$470,000	Activities other than Lo-Mod Inc Housing Benefit	Persons Assisted	Pull data	Pull data	Pull data	Pull data	Pull data	Pull data
Services for low-income families, Special Needs	Public facility improvements, Community Services	HEAP \$460,000	Activities other than Lo-Mod Inc Housing Benefit	Persons Assisted	Pull data	Pull data	Pull data	Pull data	Pull data	Pull data
Provide services to special needs populations	Community Services	General Fund \$1,100,000 (SAFE Program)	Activities other than Lo-Mod Inc Housing Benefit	Persons Assisted	Pull data	Pull data	Pull data	Pull data	Pull data	Pull data

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

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

All funds expended from the CDBG Programs were used to address the goals and objectives identified in the City’s 2020-2024 Consolidated Plan and the FY 2020-2021 Action Plan and Amended CDBG-CV AAP approved in October 2020. The City has prioritized its CDBG funds and other local funding sources for affordable housing purposes, as noted in the summary of accomplishments provided in the introduction to this section. Due to the limited amount of regular annual CDBG funds received, the City focused those priorities on rehabilitation of single-family homeownership units –primarily for low-income seniors, persons with disabilities and veterans – preserving affordable units through our Rebuilding Together Petaluma program. Another priority is providing service to seniors. This was accomplished utilizing CDBG funds for Petaluma People Services Center’s Meals on Wheels program.

The City’s ability to respond to increasingly difficult housing issues is constrained by reductions to local funding sources but encouraged by the increase in State HCD funding for extremely low and very low-income households in addition to funding for housing for the unsheltered community. The City does not anticipate an increase in its annual source of CDBG funds, so it will be critical the City work with development partners in applying for and securing additional state and federal funding to increase affordable housing development. With the addition of new, one-time CDBG-CV funds, the city has been able to begin to address the pandemic’s impacts on low-income families with rental assistance and related household expenses to retain housing and avoid eviction and potential homelessness.

The City has continued to encourage and support developers of new projects to provide on-site units, such as the Housing In-Lieu and Commercial Linkage Fund investments in the 131-unit Meridian at Corona Crossing development by Danco, and the 42-unit MidPen affordable family senior/veterans development.

CR-10 - Racial and Ethnic composition of families assisted – 91.520a

	CDBG	CDBG-CV	TOTAL
White	150	264	414
Black or African American	5	7	12
Asian	1	5	6
American Indian or American Native	3	2	5
Native Hawaiian or Other Pacific Islander	4	1	5
Declined to State	6	21	27
Total	169	300	469
Hispanic	17	139	156
Not Hispanic	152	161	313

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

Narrative

The CDBG program is, for the most part, serving low-income households, including minority racial and ethnic households that is similar to the proportion of the low-income household in these categories for the City of Petaluma. However, low-income white households are served at a higher proportion than their percentage that is indicated in the 2019 U.S. Census QuickFacts. White households make up 50% of the low-income population according to the census data but were 88% of the households served by CDBG funds. This difference can be explained by the demographics of the senior population in Petaluma, which is mostly Caucasian. The other racial categories were within comparable range for the Census data for their categories.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$351,107	\$351,107
CDBG-CV	CDBG-CV	\$587,359	\$186,373
HOME	HOME	\$900,000	\$0.00
HEAP	HEAP	\$460,000	\$460,000
ESG	ESG	\$0.00	\$0.00
Other Program Income	Commercial Linkage, In-Lieu Housing	\$4,470,000	\$4,470,000

Table 3 - Resources Made Available

Narrative

In FY 2020-2021, the City received \$351,107 in CDBG funds. The amount expended during the Program Year 2020-2021 was \$351,107, including City grant administration. In FY 2020-2021, the City had \$587,359, of which it expended \$186,373. Due to rental assistance contract executions in mid and late Fiscal Year, the remaining CDBG-CV funds are anticipated to be fully expended in FY 2021-2022. HOME

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/A

Table 4 – Identify the geographic distribution and location of investments

Narrative

The funds that are allocated to the City are available city-wide 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 the development of affordable housing (including preservation and conservation) that serve low-income households and to address services for the low-income community such as The Meals Program.

Leveraging

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

Petaluma must use non-CDBG resources to address the City's priorities because the City's CDBG entitlement is modest. It is vital that those funds are leveraged with other resources to serve low and moderate-income residents. The City has two other Housing funds, the In-Lieu Housing Fund and the Commercial Linkage Housing Fund, which receive income from commercial and residential development projects. The estimated total balance in both of those Housing Funds is \$1,500,000 as of June 30, 2021. Future income with both of these Housing funds is not guaranteed as it depends on residential and commercial development fees.

With the shortage of funds, the City which owns several properties, leases them to nonprofit providers for a \$1.00 a year to be used for housing and services for the low income and unsheltered community members which addresses the needs identified in the Consolidated Plan to provide housing and services to the low-income populations, including but not limited to, children, seniors and special needs population (homeless, disabled, etc.). The City leases 4 properties to the Committee on the Shelterless for their supportive housing program and 1 property to the Veterans Resources for their supportive program for veterans. The value for use of these properties has been estimated at a total of \$300,000 per year (approximately \$5,000 per month per home.) The City also provides use of publicly owned facilities (Novack Center, 1500 Petaluma Boulevard S) for program operations for our nonprofits to serve low-income members of our community; that value is estimated at \$ (tbd) per year.

Regarding public services funding via subcontracts with the City's regular annual CDBG allocation, nonprofit agencies leverage a number of private and public funding sources in order to deliver program services. These agencies include Petaluma Peoples' Services Center (PPSC) and Rebuilding Together Petaluma (RBT).

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	2	20
Number of Non-Homeless households to be provided affordable housing units	Pull Data/rental	Pull Data/rental
Number of Special-Needs households to be provided affordable housing units	0	0
Total	59	51

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance (includes CDBG-CV)	150	169
Number of households supported through The Production of New Units	0	16
Number of households supported through Rehab of Existing Units	58	58
Number of households supported through Acquisition of Existing Units		2
Total	208	245

Table 6 – Number of Households Supported

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

Based on the data, and impacts of the COVID-19 pandemic on our community, staff recommends revisiting and updating the 5-year Consolidated Plan goals to better reflect current needs.

Discuss how these outcomes will impact future annual action plans.

As mentioned above, staff recommends revisiting and updating the 5-year Consolidated Plan goals to better reflect current needs.

A major problem in meeting affordable housing needs was the reduction of state, federal and

local resources. The City is hopeful that the additional mechanisms and resources through State sponsored programs will allow the City to meet future affordable housing goals. The City has prioritized its CDBG funds for the preservation of affordable housing during the upcoming FY 2021-2022 program year. In future years the City may want to have a discussion regarding other eligible uses and timeline to expend the funds.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	145	0
Low-income	160	0
Moderate-income	014	0
Total	319	0

Table 7 – Number of Households Served

Narrative Information

A total of 58 low and extremely low-income homeowner households benefitted from the rehabilitation program; 46 low-income homeowners benefitted from Rebuilding Together Petaluma’s rehabilitation program.

The City is also working with non-profit developers on four affordable rental housing developments:

- River City senior housing is currently in construction and will provide 54 units of senior/veteran housing.
- MidPen acquired a site to develop 43 units of multi-family housing.
- Burbank Housing is working on a 50-unit development.
- Danco is working on the Meridian at Corona Crossing project that will provide 131 units. 54 rental units for seniors and veterans.

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

Addressing the emergency shelter and transitional housing needs of homeless persons

The annual *Sonoma County Point in Time Census* provides a snapshot of how many people are experiencing homelessness on a given night. The number of individuals identified in the Sonoma County February 2020 annual count was 2,745. While countywide homeless census numbers decreased slightly from 2019 to 2020 and have remained relatively constant since 2015, the 2020 number of people experiencing homelessness in Petaluma (295) reflects a 12% increase over the

2019 count (265.) The impacts of COVID on homelessness are not yet reflected in existing formal homelessness reports, but early observations by HUD and the National Alliance on Homelessness anticipate 2021 reports will show the pandemic increased existing inequities in health and housing systems across the nation.

The services funded by the City are part of the county-wide system of services available to those at risk of or experiencing homelessness. These services are primarily funded with federal and state funds, some of which are targeted to those experiencing homelessness and some of which target low-income populations in general for the purposes of homelessness prevention or housing stabilization. Per federal regulation, responsibility for coordinating homeless services across the County resides primarily with a body known as the Continuum of Care. The CoC is a membership organization guided by a 15-member Board. City of Petaluma Council Member Kevin McDonnell has a seat on the Board, representing Petaluma as well as other medium and small cities in the County. This system of care and its funding sources are complex, yet crucial to addressing the issue of homelessness. The CoC has been undergoing significant structural and systems transition to improve collaborative planning and service delivery. While working to improve this system requires considerable time and effort, staff believe that investment is worthwhile given the importance of a well-functioning Continuum of Care to Petaluma's long-term success in addressing homelessness. Continuum of Care funds administer the Countywide Homeless Management Information System (HMIS) and the Countywide Coordinated Entry program for numerous Continuum of Care Rental Assistance programs

In 2020-2021 the City used a total of \$470,000 of local housing funds for homeless services by executing contracts with Committee on the Shelterless (COTS) in the amount of \$120,000 and the Downtown Streets Teams (DST) in the amount of \$350,000. In addition, the \$460,000 of HEAP Program funding awarded through County Continuum of Care was allocated for two projects – \$365,000 for capital improvements to the Mary Isaak Center (a homeless shelter with a multi-service day center offering showers, laundry, telephone, mail, information and referrals, and a 100-bed shelter providing meals, employment services as well as case management) and \$95,000 to the City of Petaluma for the purchase of a two vehicles including a van for the City SAFE Program and a pickup truck for the Downtown Streets Team Employment Based Training Program. The City CDBG annual funding allocation historically has not been used for homeless services, but in addition to the previously mentioned program funding, the City owns 4 properties that are leased to Committee on the Shelterless and used to provide housing opportunities for previously homeless clients. At the Mary Isaak Center, Petaluma's homeless shelter, there are 34 beds for transitional housing needs for the homeless population. The City of Petaluma also provided property where the Committee on the Shelterless operates its Family Homeless Shelter which serves up to 18 homeless families a night.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are likely to become

homeless after being discharged from public institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies for housing, health, social services, employment, education, or youth needs

The CofC's discharge planning efforts are outlined in greater detail in the Consolidated Plan and include ongoing coordination with various Sonoma County departments, such as Division of Family, Youth, and Children Services, Behavioral Health, and Sonoma County Probation, and the grassroots Health Care for the Homeless Collaborative staffed by the Sonoma County Task Force for the Homeless.

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

One of the greatest barriers to preventing and ending homelessness in Petaluma and across Sonoma County is the shortage of affordable housing. Petaluma, being a small jurisdiction, is committed to preserving and rehabilitating the affordable housing we do have and working with both non-profit and for-profit developers in the construction of affordable units when the opportunity arises. In this context, in FY 2020-2021, the City's response to homelessness included short-term, interim and long-term solutions:

- **Short-Term**
 - *Downtown Streets Team (DST)* – meals, outreach focused on general resource connection, streets and encampment clean-ups.
 - *COTS* – meals, street outreach and encampment clean-ups.
- **Interim Solutions**
 - *COTS* – housing-focused shelter with individual case management support and housing placement program.
 - *DST* – housing-focused outreach, employment program, collaboration with court referral, jail re-entry, and health care partners.
 - *SAFE Program - CAHOOTS (Crisis Assistance Helping Out On The Streets)* – mental health first response for crises involving mental illness, homelessness, and addiction.
- **Long-term Solutions**
 - *COTS* – permanent supportive housing with services, COVID rapid rehousing.
 - *Petaluma People Services Center* – rapid rehousing.
 - *Nations Finest* – Veterans housing support services.

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

Actions taken to address the needs of public housing.

The City does not own or operate public housing units. There are approximately 400 Section 8 vouchers that have been issued through the Sonoma County Housing Authority for persons living in Petaluma.

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

When there are homeownership opportunities, notification is placed in the local newspaper reaching out to all First Time Homebuyers and distributed via email to interested homeowners.

Actions taken to provide assistance to troubled PHAs.

Not Applicable

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Petaluma ensures compliance with the Federal Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 for all new housing construction projects. This includes that, at a minimum, five percent of the total dwelling units shall be made accessible for persons with mobility impairments.

Potential constraints to housing development in Petaluma may include infrastructure, residential development impact fees, land use, growth management, and zoning ordinance provisions. A detailed analysis of these potential barriers is provided in the *2015-2023 Housing Element*.

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

- 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 (DRC) where staff from different departments meets to discuss what can be done to get the proposed development through the planning process which can expedite the process.
- The City of Petaluma reviews their development impact fees on an annual basis and reduced or combined several fees as possible.

- In Petaluma, we have extended the service of our transit schedule to accommodate evening ridership to improve our transit options. The Sonoma Marin Area Rapid Transit system became operational in 2017. Over the past four years, it has been successful in attracting the community to utilize their service.
- The City of Petaluma adopted an inclusionary housing ordinance in September of 2018 to require all residential developments with 5 or more units to build on-site affordable units in the development.

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

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 has proven to be an obstacle in the City’s ability to implement its goals. The City team will be seeking additional funding by preparing and presenting to Council for consideration the following program applications that will allow the City to leverage its limited funding and providing more housing opportunities for extremely, very low and special needs households. The following list of programs are all State of California Housing and Community Development Programs; Local Housing Trust Fund; Pro-Housing Designation Program; Affordable Housing and Sustainable Communities Program and the Permanent Local Housing Allocation Formula Programs.

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

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 owned by disabled and or low- income households.

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

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. In 2020-2021 the City used \$106,544 of CDBG-CV1 funds for local housing funds for rental assistance and provided \$25,00 of Housing In-Lue funding for rental assistance programs.

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

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. City Planning and Housing staff meet regularly to discuss improving communications, sharing of housing development information and providing feedback for development plans and opportunities for affordable housing development funding.

In addition to its active participation in the Sonoma County Continuum of care, the City has invested in local and regional collaboration to coordinate service delivery, leverage limited resources and pursue new funding. The primary mechanism for this collaboration has been the establishment of the *Homelessness Roundtable*. Recognizing that homelessness is a community-wide challenge beyond the capacity of the City alone to solve, the City convenes a group of contracted homeless service providers to coordinate services and planning. The Roundtable meets weekly and currently includes COTS, PPSC, DST, Nations Finest, the Petaluma Police Department, City Manager’s office, and staff from City Park and Recreation and Housing. The Roundtable brings providers together to address the individual needs of those served with a “By-Name-List” approach – i.e., looking at each individual’s experience and working collaboratively on strategies needed to support their exit from homelessness.

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

The City has on-going interaction with many public and private entities to further the objectives set form in the Consolidated Plan and Annual Action Plan. The City relies on private non-profit organizations as well as for-profit developers to build and acquire, develop, and rehabilitate affordable units. In 2021-2021, the City worked closely with for-profit and non-profit developers and was able to acquire/convert an additional market-rate ownership unit and preserve two ownership units by investing subsidy and converting the homes to the Housing Land Trust Model. 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.

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

In 2021, City staff is working with the staffs of the County of Sonoma and City of Santa Rosa (the three-entitlement jurisdictions in the county) to jointly draft a new Sonoma County 2021-2022 Analysis of Impediments to Fair Housing Choice (AI) report. The County of Sonoma has issued an RFP for the project. The City uses its local Housing In- Lieu and Commercial In Lieu funds to support programs that improve the supply and the conditions of affordable housing for lower income persons. In addition, the City annually allocates Housing funds toward a county-wide Fair Housing program. Petaluma People Services Center was the Fair Housing service provider for Petaluma in 2020-2021. Their program is designed to counter violations under state landlord-tenant law in addition to discriminatory practices under both state and federal fair housing statutes. PPSC provides housing counseling and landlord-tenant mediation and provided least 12 landlord trainings to the housing industry.

PPSC reported contact with nearly 500 people during the FY 2020-2021. The majority of complaints were landlord-tenant issues. The agency opened 289 cases in FY 20-21 where there were signs of fair housing discrimination, additional help with accommodations were needed and/or evictions. Of the open cases, 86 were from tenants; 45 seniors, 9 veterans, 28 Female Head of Household, 40 have physical disabilities and 28 reported that they were living with mental disabilities. PPSC is actively working with HUD on one Fair Housing case in Petaluma.

CR-40 - Monitoring 91.220 and 91.230

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

The Housing and Block Grant Division regularly monitors CDBG funded activities to ensure that all projects and programs are administered in compliance with applicable regulations and to ensure that those accomplishments are addressing the priorities established in the Consolidated Plan. Staff will be starting the program monitoring in fall of 2021.

Subrecipients: The majority of funding will be allocated to nonprofit subrecipients. The subrecipient will enter into an agreement with the City detailing program requirements, applicable statutes and regulations, and references to the provision of OMB circulars containing federal cost principles, audit and uniform administrative requirements.

Technical Assistance: The City conducts a mandatory orientation session in which all subrecipients receive updated information pertaining to their funded activities and throughout

the year, city staff provides additional technical assistance through one-on-one contacts with the subrecipient agencies throughout the program year. Staff conducts a desktop review of the financials and program records of each subrecipient annually. Housing staff communicates on a regular basis with the nonprofits utilizing CDBG funds. On-site monitoring visits are done as needed.

Reporting: Subrecipients of CDBG funds are required to submit quarterly reports via the City Data Services web portal to the City. Each of the quarterly reports must provide information regarding the subrecipient's activities, beneficiaries, and accomplishments. This information is entered into HUD's Integrated Disbursement and Information System (IDIS). The staff will then review and monitor the reports for compliance with all applicable federal and local regulations, goals and objectives.

Performance Measurement System: Utilizing HUD's system of measuring goals and objectives, the staff is measuring milestones of success for meeting the needs of the community's low and moderate income and minority residents.

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

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

To ensure that all citizens, public agencies, and other interested parties have the opportunity to review and comment on performance reports on housing and community development activities and the use of CDBG funds public notices are placed in the local newspaper, notices are posted in the City e-newsletter, published on the City Housing Program webpage, and are available via request to the City Housing Program Manager, Karen Shimizu @cityofpetaluma.org and

A draft of the Consolidated Annual Performance and Evaluation Report (CAPER) was made available for public review for 30 days prior to the City Council meeting scheduled for September 20, 2021. At the public hearing the CAPER will be presented and public comments will be incorporated as part of the public record. Due to the pandemic the meeting will be held virtually via zoom. Meeting details are posted on the City website. All public and interested parties are provided access to the Council meetings during the coronavirus pandemic and are provided opportunities to speak via the internet virtual meetings.

The City has made provisions to provide bilingual translators and signing or captioning services for the hearing impaired upon request. Normally 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.

The City's public comment period for the draft 2020-2021 CAPER ran from August 20,

2021 through September 20, 2021. The Public Hearing Notices were printed in English and Spanish in the local newspaper serving the City of Petaluma.

CR-45 - CDBG 91.520(c)

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

There were no changes in Petaluma’s program objectives during FY 2020-21.

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

No

[BEDI grantees] Describe accomplishments outcomes during the last year. N/A.

DRAFT