



Fiscal Year 2017/2018 Action Plan

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Executive Summary

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

1. Introduction

Each year the U.S. Department of Housing and Urban Development (HUD) provides funding for housing and community development programs to the City of Santa Rosa (City), specifically Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME) and Housing Opportunities for Persons with AIDS (HOPWA) funds. In order to receive these funds, the City must complete a report every three to five years called the Consolidated Plan. The purpose of the Consolidated Plan is to identify a city's or state's housing and community development needs, priorities, goals, and strategies, and to stipulate how funds will be allocated to housing and community development activities over the period of the Consolidated Plan. The current Consolidated Plan for the City covers the four-year period from 2016 – 2020. The City's Housing & Community Services Department (HCS) was the lead agency in developing the 2016 – 2020 Consolidated Plan (Consolidated Plan) and the first-year Action Plan for 2016/2017. Both reports can be found on the City's website at <http://srcity.org/767/State-Federal-Reports>. The Consolidated Plan and the Annual Action Plan are prepared in accordance with HUD's Office of Community Planning and Development (CPD) eCon Planning Suite launched in 2012, including the Consolidated Plan template in IDIS (Integrated Disbursement and Information System).

This second-year Action Plan details the activities the City will undertake to address the housing and community development needs and local objectives using CDBG, HOME and HOPWA funds received during Program Year 2017/2018 consistent with the goals outlined in the Consolidated Plan and in Section 2 below.

2. Summarize the objectives and outcomes identified in the Plan

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

The City has organized its priority needs according to the structure presented in HUD regulations (24 CFR 91.215): affordable housing, homelessness, and non-housing community development. Priority is assigned based on the level of need that is demonstrated by the data that was collected during the preparation of the Consolidated Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen

participation process; and the availability of resources to address these needs. Based on all of these components, housing needs are considered a high priority followed by homelessness and non-housing community development needs.

The City has seven goals to address these needs between 2016 and 2020.

- Increase supply of affordable rental housing for the City's lowest income households;
- Preserve existing affordable housing stock;
- Provide housing and services to special needs populations;
- Increase access to homeownership opportunities for City residents;
- Provide funding for public facilities and improvements;
- Promote economic development activities in the City; and
- Provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families.

In Fiscal Year 2017/2018, the City will receive an allocation of \$1,308,618 in CDBG funding. CDBG funds are used for public services, housing activities and administrative costs. CDBG program funds are used to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low- and moderate-income. Funds can be used for a variety of activities including:

- Housing rehabilitation;
- Homeownership assistance;
- Lead-based paint detection/removal;
- Construction/rehabilitation of public facilities and infrastructure;
- Removal of architectural barriers;
- Public services;
- Rehabilitation of commercial/industrial buildings; and
- Loans/grants to businesses.

The City expects to receive an annual allocation of approximately \$497,383 in HOME funding for Fiscal Year 2017/2018. HOME provides funds for the development and rehabilitation of affordable rental ownership housing for low- and moderate-income households, and can be used for activities including:

- Building acquisition;
- New construction and reconstruction;
- Moderate or substantial rehabilitation;
- Homebuyer assistance; and

- Tenant-based rental assistance.

15% of HOME funds are allocated to community housing development organizations (CHDOs).

The City received a HOPWA allocation for the first time in 2016/2017 in the amount of \$396,830 and will receive \$413,489 in Fiscal Year 2017/2018. HOPWA was established to provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families. Funds can be used for activities including but not limited to:

- Acquisition, rehabilitation, or new construction of affordable housing units;
- Costs for facility operations;
- Rental assistance; and
- Short-term payments to prevent homelessness.

HOPWA funds may also be used for support services such as:

- Assessment and case management;
- Substance abuse and/or mental health treatment;
- Nutritional services;
- Job training and placement assistance; and
- Assistance with daily living.

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 Consolidated Plan and Annual Action Plan. The City will report out on its first-year accomplishments under the 2016 – 2020 Consolidated Plan in its 2016/2017 CAPER, which is due to HUD in September 2017. The City's 2015/2016 CAPER can be found on its website at <http://srcity.org/767/State-Federal-Reports>.

The Executive Summary to the Consolidated Plan also includes the City's key accomplishments during the 2009 – 2016 Consolidated Plan period.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City hosted a community meeting on February 9, 2017 to receive public comments and recommendations on the priorities for the use of Fiscal Year 2017/2018 CDBG, HOME, and HOPWA funds. Notification of the meeting was published in the Press Democrat, a local newspaper, on January 25, 2017, and simultaneously on La Voz Bilingual Newspaper's social media outlets. The notice was also distributed through the Sonoma County Continuum of Care (CoC) listserv, posted on the City's website and social media channels, and provided to the City Council. The Public Services Program application materials were made available on the City's website on February 9, 2017 and sent to nonprofit service providers and the City's email outreach list through the CoC listserv on the same day. CoC membership is comprised of more than 40 agencies, nonprofit and for-profit entities, and private citizens.

On March 21, 2017, the Fiscal Year 2017/2018 Action Plan draft was made available for review and comment in the City Manager's Office at City Hall, the Housing & Community Services Department at the City Hall Annex, at the main branch of the Sonoma County Library in downtown Santa Rosa, on the City's website, and distributed through the CoC listserv.

A public hearing was held on May 2, 2017, at the Santa Rosa City Council Chamber to allow residents to provide input on how the City plans to distribute CDBG, HOME, and HOPWA funds it will receive in Fiscal Year 2017/2018. Notification of the availability of the draft Fiscal Year 2017/2018 Action Plan and public hearing will be published in the Press Democrat and by La Voz on March 21 and April 18, and distributed on the CoC listserv.

5. Summary of public comments

No public comments were received during the public comment period of March 21, 2017 through April 21, 2017. No comments were received at the public hearing on May 2, 2017.

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

No comments were received.

7. Summary

- According to the American Community Survey 2015 Population Estimate, the City's population will increase from 167,815 to 174,972 residents (approximately 4.3%) during the four-year Consolidated Plan period.
- As of the 2010 Census, 71% of Santa Rosa residents were White, 5% were Asian or Pacific Islander, 5% were two or more races, 2% were Black or African American, and 2% were American Indian or Alaska Native. Additionally, 29% of Santa Rosa's population was Hispanic or Latino.

- 53.5% of households are owner-occupied and 46.5% are renter-occupied. Approximately 45% of these households are overpaying for housing (paying more than 30% of household income for housing costs) and, as such, are cost burdened.

Given the tight and expensive rental market in Sonoma County, the City will continue to dedicate its CDBG, HOME, HOPWA, and local resources for affordable housing purposes and homeless services. Some of the current challenges include:

- Approximately 4,500 families currently on the City's Housing Choice Voucher Program waiting list are facing a wait of six to eight years, and, with a rental vacancy rate countywide at less than 3%, as reported by the Santa Rosa Press Democrat on December 29, 2016, voucher holders are routinely turned away by housing providers.
- A total of 2,906 homeless individuals were counted as part of Sonoma County's 2016 point-in-time count, 66% of whom were unsheltered. 94.7% of the homeless population was comprised of people in households without children, and 67% of the homeless population stated that the main obstacle to obtaining permanent housing was that they couldn't afford rent, while 24% said the main obstacle was the lack of housing availability.
- In Santa Rosa there are a total of 11 homeless facilities with 417 emergency shelter beds serving families, single adults, youth, and women with children. The City's inventory also includes transitional and permanent supportive housing, discussed in greater detail in the Market Analysis section of the Consolidated Plan.
- Many non-homeless individuals need supportive housing and services to enable them to live independently and to avoid homelessness or institutionalization, including the elderly, persons with physical, mental, or developmental disabilities, persons with HIV/AIDS, victims of domestic violence, children leaving group homes or aging out of foster care, farmworkers, and substance abusers. In Santa Rosa and throughout Sonoma County, there are a wide variety of programs and services available to special needs populations.

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
Lead Agency	City of Santa Rosa	Housing & Community Services
CDBG	City of Santa Rosa	Housing & Community Services
HOME	City of Santa Rosa	Housing & Community Services
HOPWA	City of Santa Rosa	Housing & Community Services

Table 1 – Responsible Agencies

Narrative (optional)

The City has delegated the responsibility for administering its housing programs to the Housing Authority of the City of Santa Rosa (Housing Authority), staffed by HCS. The mission of the Housing Authority is to ensure adequate, decent, safe, and sanitary housing for qualified people within Santa Rosa consistent with federal, state, and local laws. HCS administers a variety of programs to revitalize blighted and economically disadvantaged areas; manage the distribution of Federal rental subsidy to low-income residents; conduct inspections related to City building and zoning codes with an emphasis on health and safety issues; collaborate with other local government and nonprofit agencies to provide services to our homeless residents; and develop and administer a variety of affordable housing programs. Key program areas include Code Enforcement, Rental Assistance, Neighborhood Revitalization, Mobilehome Rent Control, Homeless Services, and Santa Rosa Housing Trust (Trust). The Trust administers the City's housing programs which are broken into four broad funding categories:

- 1) Affordable Housing Production;
- 2) Conversion and Preservation of Affordable Housing;
- 3) Special Needs Facilities; and
- 4) Homebuyer Finance.

The City has supported the development of more than 4,000 affordable rental and ownership units, including single- and multi-family residences and housing for seniors and persons with special needs. The Trust's asset management and compliance portfolio exceeds \$100 million, with 500 contracts and loans. More than 2,700 units are actively monitored for regulatory compliance.

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

1. Introduction

The consolidated planning process requires jurisdictions to reach out to and consult with other public and private agencies when developing the Consolidated Plan. The City's consultation process is summarized below and provided in greater detail in its Consolidated Plan, found on the City's website at <http://srcity.org/767/State-Federal-Reports>. Section PR-10 of the Consolidated Plan (Consultation) includes a complete listing of all the agencies, groups, and organizations that were consulted as part of the Consolidated Plan, therefore only a partial listing of those entities consulted as part of the Fiscal Year 2017/2018 Action Plan are noted below.

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

In preparing the Consolidated Plan, the City consulted with various organizations located in Sonoma County that provide services to the residents of Santa Rosa. In many instances, these consultations are part of ongoing interactions between HCS and the agency or group described.

City of Santa Rosa

- **City Council:** authorize, at a public hearing, the submission of the Consolidated Plan and Annual Action Plan to HUD.
- **City of Santa Rosa Planning and Economic Development Department (PED):** reviews CDBG- and HOME-funded development projects to determine whether proposed development activities comply with the General Plan and Zoning Code; responsible for drafting the Santa Rosa General Plan 2035, adopted in 2009, including the Housing Element, cited throughout the Consolidated Plan and this Action Plan as the *Housing Element of the General Plan 2014 – 2022 – Public Review Draft, March 5, 2014* (Housing Element.)
- **Housing Authority of the City of Santa Rosa (Housing Authority):** the policy board of HCS. The Housing Authority addresses the housing needs of extremely low- and low-income residents in the City through a variety of programs including the Housing Choice Voucher Program.

County of Sonoma

- **Sonoma County Community Development Commission (CDC):** coordinates the County's CDBG, HOME, and FESG funding, as well as the Continuum of Care process; provides

funding to programs throughout the County including the Samuel L. Jones Hall Homeless Shelter located in Santa Rosa and owned by the City of Santa Rosa.

- **Sonoma County Department of Health Services (Public Health Division):** provides information regarding the potential of lead-based paint hazards in the County.
- **Sonoma County Permit and Resource Management Department (PRMD):** responsible for drafting the Sonoma County General Plan Housing Element. PRMD and the CDC collaborate to implement the County incentive programs intended to encourage the development of new affordable housing units in the unincorporated areas.

City of Petaluma

- **City of Petaluma:** participates along 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. The three jurisdictions collaborated on the Analysis of Impediments to Fair Housing Choice and will collaborate in the implementation of the new Assessment of Fair Housing (AFH) tool in 2019.

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

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

The Sonoma County Community Development Commission (CDC) is the lead agency for the Sonoma County CoC and hosts its planning process. The City, the CDC and the City of Petaluma, the three HUD entitlement jurisdictions in Sonoma County, jointly fund the CoC and have designated seats on its governing body. The CoC membership includes representation from the nonprofit, governmental, service provider, housing development, law enforcement, faith-based, business, homeless, and general communities. 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 in order to provide a cohesive shelter system throughout the County.

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

The City of Santa Rosa does not coordinate ESG funds, however, as the largest city in the CoC, Santa Rosa has a seat on the CoC governing board and, therefore, participates in the CoC consultation on the allocation of County and State ESG funds and the evaluation of ESG applications.

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

Agency/Group/Organization	California Human Development Corporation
Agency/Group/Organization Type	Housing Services – Children Services – Persons with Disabilities Services – Education Services – Employment Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization committing to improving the quality of life for Sonoma County residents.
Agency/Group/Organization	California Programs for the Autistic
Agency/Group/Organization Type	Housing Services – Persons with Disabilities Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and what are the anticipated	This organization was invited to participate in the community meeting/public hearing. The anticipated

outcomes of the consultation or areas for improved coordination?	outcome of the consultation was to improve coordination with a regional organization committed to enhancing the lives of adults in Sonoma County with autism and developmental delays.
Agency/Group/Organization	Catholic Charities
Agency/Group/Organization Type	Housing Services – Homeless Services – Education Services – Children Services – Elderly Persons Services – Persons with Disabilities Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization committed to increasing quality of the lives of adults and children in Sonoma County.
Agency/Group/Organization	Community Action Partnership
Agency/Group/Organization Type	Services – Children Services – Education Services – Health Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and what are the anticipated	This organization was invited to participate in the community meeting/public hearing. The anticipated

outcomes of the consultation or areas for improved coordination?	outcome of the consultation was to improve coordination with a regional organization committed to helping low income families and individuals achieve economic and social stability.
Agency/Group/Organization	Community Housing Sonoma County
Agency/Group/Organization Type	Housing Services – Persons with Disabilities Services – Homeless Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to increasing the supply of quality affordable housing in Sonoma County.
Agency/Group/Organization	Community Support Network
Agency/Group/Organization Type	Housing Services – Children Services – Persons with Disabilities Services – Health Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated

	to improving the quality of life for individuals with behavioral health challenges.
Agency/Group/Organization	Disability Services and Legal Center
Agency/Group/Organization Type	Services – Persons with Disabilities Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to providing education, community partnerships and advocacy for persons with disabilities.
Agency/Group/Organization	Drug Abuse Alternatives Center
Agency/Group/Organization Type	Services – Health Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to providing healthy alternatives for persons with substance abuse.
Agency/Group/Organization	Face to Face

Agency/Group/Organization Type	Housing Services – Persons with HIV/AIDS Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization committed to enhancing the lives of persons with HIV/AIDS in Sonoma County.
Agency/Group/Organization	Fair Housing Advocates of Northern California
Agency/Group/Organization Type	Service – Fair Housing Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization committed to eliminating housing discrimination in Sonoma County.
Agency/Group/Organization	Habitat for Humanity of Sonoma County
Agency/Group/Organization Type	Housing Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan

How was the Agency/Group/Organization consulted and 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 regional organization dedicated to increasing the supply of quality affordable housing in Sonoma County.
Agency/Group/Organization	Housing Land Trust
Agency/Group/Organization Type	Housing Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to increasing the supply of quality affordable housing in Sonoma County.
Agency/Group/Organization	Interfaith Shelter Network
Agency/Group/Organization Type	Services – Homeless Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to providing shelter to homeless persons and families.

Agency/Group/Organization	Legal Aid of Sonoma County
Agency/Group/Organization Type	Services – Homeless Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to preventing homelessness.
Agency/Group/Organization	The Living Room
Agency/Group/Organization Type	Services – Homeless Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to preventing homelessness.
Agency/Group/Organization	Petaluma People Services Center
Agency/Group/Organization Type	Services – Education Services – Homeless Service – Fair Housing Services – Elderly Persons Regional Organization

What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to improving the quality of life of Sonoma County residents.
Agency/Group/Organization	Petaluma Ecumenical Properties (PEP)
Agency/Group/Organization Type	Housing Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to increasing the supply of quality affordable housing in Sonoma County.
Agency/Group/Organization	Social Advocates for Youth
Agency/Group/Organization Type	Housing Services – Children Services – Counseling Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and what are the anticipated	This organization was invited to participate in the community meeting/public hearing. The anticipated outcome of the consultation was to improve

outcomes of the consultation or areas for improved coordination?	coordination with a regional organization dedicated to reducing homelessness amongst at-risk youth.
Agency/Group/Organization	Sonoma County Continuum of Care
Agency/Group/Organization Type	Housing Continuum of Care Services – Homeless Services – Children Services – Elderly Persons Services – Persons with Disabilities Services – Victims of Domestic Violence Services – Health Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization and its 30 member agencies were invited to participate in the community meeting/public hearing. The anticipated outcome of the consultation was to improve coordination with a regional organization dedicated to coordinating housing and services funding for homeless families and individuals.
Agency/Group/Organization	Vietnam Veterans of California
Agency/Group/Organization Type	Housing Services – Homeless Services – Employment Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan

How was the Agency/Group/Organization consulted and 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 regional organization dedicated to preventing homelessness, providing housing, and offering counseling to Vietnam-era Veterans.
Agency/Group/Organization	Women’s Recovery Services
Agency/Group/Organization Type	Housing Services – Victims of Domestic Violence Services – Education Services - Health Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and 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 regional organization dedicated to preventing homelessness and providing housing to women with children.
Agency/Group/Organization	YWCA of Sonoma County
Agency/Group/Organization Type	Housing Services – Victims of Domestic Violence Regional Organization
What section of the Plan was addressed by consultation?	Overall Plan
How was the Agency/Group/Organization consulted and what are the anticipated	This organization was invited to participate in the community meeting/public hearing. The anticipated outcome of the consultation was to improve

outcomes of the consultation or areas for improved coordination?	coordination with a regional organization dedicated to providing affordable housing for abused women.
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Table 2 – Agencies, groups, organizations who participated

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

All groups were either consulted or invited to participate in the Plan process. No decision was made to exclude any group.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sonoma County Community Development Commission	As the largest City in the Continuum of Care (CoC), Santa Rosa has a seat on the CoC governing body ensuring coordination with the CoC and Action Plan process.

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

In order to ensure maximum participation in the Action Plan process among all populations so that issues and concerns are adequately addressed, the City updated its Citizen Participation Plan (CPP) in conjunction with the 2016-2020 Consolidated Plan. The CPP describes actions to be taken to involve residents in the development of the Consolidated Plan, Substantial Amendments to the Consolidated Plan, the Annual Action Plan, the Consolidated Annual Performance Evaluation Report (CAPER), and the Assessment of Fair Housing (AFH). A full copy of the Citizen Participation Plan is available upon request from the City or from its website: <http://srcity.org/767/State-Federal-Reports>. The components of the CPP include:

- Access to Meetings, Information & Records;
- Technical Assistance;
- Public Notices;
- Publication of Draft Documents;
- Public Hearings/Public Meetings;
- Public Comments;
- Availability of Final Documents; and
- Response to Complaints.

Efforts to Broaden Public Participation

The City highly encourages public participation in the Annual Action Plan process. In addition to publication of public meeting notices in the Press Democrat, notices were also published by La Voz Bilingual Newspaper (Spanish/English) through its social media platforms. The City has made provisions to provide live translation services and signing of captioning services for the hearing impaired if requested. The sites utilized for all public hearings and meetings are Americans with Disabilities Act (ADA) compliant and located near public transportation.

The City continually finds ways to distribute program and project information to groups that are underserved. Information is available in Spanish for many programs and activities, and a Spanish-language edition of the Executive Summary of this Plan is available. The AT&T Foreign Language Line and the TDD are available to ensure that information is available to a variety of populations. The City's website is available in 11 languages, and there is an ongoing requirement that the agencies receiving funds from the City utilize a variety of methods to reach the broadest population possible.

Citizen Participation Outreach Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Community Advisory Board (CAB): CAB is a 14-member advisory group comprised of citizen volunteers appointed by the City Council. Members either represent a specific district of the City or are at-large.	Staff attended the CAB meeting on January 28, 2017 to review the Action Plan process.	None	No comments received.	www.sr city.org
2	Public Meeting	Minorities Non-English Speaking: Spanish Persons with Disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	The City hosted a public meeting on February 9 to review the Action Plan process and solicit public services funding applications.	None	No comments received.	www.sr city.org
3	Public Hearing	Non-targeted/ broad community	The City held a Public Hearing on May 2 to authorize the submission of the Fiscal Year 2017/2018 Action Plan.	None.	No comments received.	www.sr city.org

Citizen Participation Outreach Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Minorities Non-English Speaking: Spanish Non-targeted/ broad community	A public notice for the February 9, 2017 community meeting was published in the Press Democrat and posted by La Voz Bilingual Newspaper (English/Spanish). A public notice for the May 2 Public Hearing was posted in the Press Democrat.	None	No comments received.	www.sr-city.org
5	Internet Outreach	Minorities Non-English Speaking: Spanish Non-targeted/ broad community	Notices for the Community Meeting and the Public Hearing were posted to the City's website and social media channels in English and Spanish and to the Continuum of Care listserv.	None	No comments received.	www.sr-city.org

Citizen Participation Outreach Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Email and Mail	Non-targeted/ broad community	The notice of the community meeting and public hear were distributed via mail or email to the Sonoma County Continuum of Care (30 agencies and multiple individuals), Housing Authority, Community Advisory Board, various neighborhood associations, local businesses and social services agencies, individuals and affordable housing developers.	None	No comments received.	www.sr city.org .

Table 3 – Citizen Participation Outreach

Expected Resources

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

Introduction

In Fiscal Year 2017/2018, the City expects to receive \$1,308,618 in CDBG funding. CDBG funds are used by the City for public services, housing activities, and administrative costs. The City also anticipates receiving an annual allocation of \$497,383 in HOME funds for housing activities and administrative costs; 15% of HOME funds are allocated to community housing development organizations (CHDOs). In addition, the City will receive HOPWA funds in the amount of \$413,489 to be used to provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public – federal	Acquisition, Admin & Planning, Economic Development, Housing, Public Improvements, Public Services	\$1,308,618	\$162,000	0	\$1,470,618	\$2,941,236	Expected amount available to City based on FY 2017/18 allocation.
HOME	Public – federal	Acquisition, Homebuyer Assistance, Homeowner Rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	\$497,383	\$66,302	0	\$563,685	\$1,127,370	Expected amount available to City based on FY 2017/18 allocation.
HOPWA	Public - federal	Permanent housing in facilities, Permanent housing placement, Short-term or transitional housing facilities, STRMU, Supportive Services, TBRA	\$413,489	0	0	\$413,489	\$826,978	Expected amount available to City based on FY 2017/18 allocation.

Table 4 - 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

CDBG and HOME funds are often coupled with local funds to allow projects to compete for additional funding provided by tax credits, bonds, and state financing programs. An investment by the City makes the projects more competitive for various funding sources. All sources and types of funds are more limited now due to the current economic climate as well as the statewide dissolution of redevelopment tax-increment funds and housing set-aside funds. As in the past, however, the City will be as creative as possible in finding other sources of funding from local, state, federal, and private sources in order to develop and deliver efficient and cost-effective housing projects.

The City obtains its HOME Match funds from the property tax welfare exemption on properties that have received HOME funding from the City. As of Fiscal Year 2016/2017, there were 23 properties that contributed to the City's HOME Match requirement, generating over \$1.2 million in match funds. The City reports annually on HOME Match funds with the submission of its CAPER to HUD.

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

N/A

Annual Goals and Objectives

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

Goals Summary Information

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Production of Affordable Housing	2016	2020	Affordable Housing; Homeless; Non-Homeless Special Needs	Santa Rosa	Affordable Housing; Homelessness	HOME \$161,396	Rental Units Constructed: 17 Household Housing Unit
2	Preservation of Affordable Housing	2016	2020	Affordable Housing; Homeless; Non-Homeless Special Needs	Santa Rosa	Affordable Housing; Homelessness	CDBG: \$1,274,325 HOME: \$327,682	Rental Units Rehabilitated: 33 Household Housing Unit
3	Housing and Services to Special Needs Populations	2016	2020	Affordable Housing; Public Housing; Homeless; Non-Homeless Special Needs; Non-Housing Community Development	Santa Rosa	Affordable Housing; Homelessness; Non-housing Community Development	CDBG: \$198,980 HOME: \$74,607	Public service activities for Low-/Moderate-Income Housing Benefit: 2000 Households Assisted Rental Units rehabilitated: 5 Household Housing Unit
4	Homeownership	2016	2020	Affordable Housing	Santa Rosa	Affordable Housing	CDBG: 0 HOME: 0 HOPWA: 0	Homeowner Housing Added: 0 Household Housing Unit
5	Public Facilities and Improvements	2016	2020	Non-Housing Community Development	Santa Rosa	Non-Housing Community Development	CDBG: 0 HOME: 0	Public Facility or Infrastructure Activities Other Than Low-/Moderate-Income Housing. Benefit: 0 persons assisted
6	Economic Development	2016	2020	Non-Housing Community Development	Santa Rosa	Non-Housing Community Development	CDBG: 0 HOME: 0	Jobs created/retained: 0
7	Housing & Services for People Living with HIV/AIDS	2016	2020	Affordable Housing; Homeless; Non-Homeless Special Needs	Santa Rosa	Affordable Housing; Homelessness	HOPWA: \$413,489	Public services activities other than Low-/Moderate-Income Housing. Benefit 550 Persons Assisted.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
								Homelessness Prevention: 35 Persons Assisted.

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Production of Affordable Housing
	Goal Description	Increase supply of affordable rental housing for the City’s lowest income households.
2	Goal Name	Preservation of Affordable Housing
	Goal Description	Preserve existing affordable housing stock.
3	Goal Name	Housing and Services to Special Needs Populations
	Goal Description	Provide housing and services to special needs populations.
4	Goal Name	Homeownership
	Goal Description	Increase access to homeownership opportunities for City residents.
5	Goal Name	Public Facilities and Improvements
	Goal Description	Provide funding for public facilities and improvements.
6	Goal Name	Economic Development
	Goal Description	Promote economic development by creating, attracting, and retaining jobs and by increasing economic activity and vitality, especially the increase of economic opportunities for low- and moderate-income persons.
7	Goal Name	Housing and Services for People Living with HIV/AIDS
	Goal Description	Provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families.

Table 6 – Goal Descriptions

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

As many affordable units will be produced as is feasible, given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing utilizing HOME, CDBG, HOPWA, and local resources.

AP-35 Projects – 91.220(d)

Introduction

As discussed in AP-20, the City has identified seven goals to address housing and community development needs during the Consolidated Plan term of 2016 – 2020. Below are the proposed Fiscal Year 2017/2018 projects, also known as programs or activities. Wherever possible, the City has identified specific projects, such as numbers 9, 11, and 12 below. Projects selected throughout the course of the program year that have not been identified will fall under categories one through eight, which are more like broad funding categories and align with the goals discussed in AP-20 and the Con Plan.

#	Project Name
1	HOME Administration
2	CDBG Administration
3	Production of Affordable Housing
4	Preservation of Affordable Housing
5	CHDOs (Community Housing Development Organizations)
6	Homeownership
7	Public Facilities and Improvements
8	Economic Development
9	Public Services – Homeless Services Center
10	Housing Opportunities for Persons with AIDS (HOPWA) Administration
11	Housing Opportunities for Persons with AIDS – Face 2 Face
12	Public Services – Family Support Center

Table 7 – Project Information

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

Priority is assigned based on the level of need that is demonstrated by the data that was collected during the preparation of the Consolidated Plan, specifically in the Needs Assessment and Market Analysis, the information gathered during the consultation and citizen participation process, and the availability of resources to address these needs. Based on all of these components, housing needs are given the highest priority followed by homelessness and non-housing community development needs as more specifically discussed in the Strategic Plan Section of the Consolidated Plan. One of the primary obstacles to meeting underserved needs of residents is the availability of funding. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of Low- and Moderate-Income Housing funds as a result of the dissolution of statewide redevelopment agencies continues to impact the City's ability to implement its goals. The City's ability to assist lower priority projects (for example: public facilities and improvements, homeownership and economic development) for

Fiscal Year 2017/2018 depends on the availability of additional resources to address these needs.

The Council adopted the Housing Action Plan in June, 2016, and, in November 2016 directed staff to issue a Notice of Funding Availability for \$3 million in General Fund money to be used for housing development. In December, the City received eight applications for various affordable housing projects and, is currently in the process of evaluating these applications. Staff anticipates taking a recommendation to Council in Spring 2017.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	HOME Administration
	Target Area	Santa Rosa
	Goals Supported	Production of affordable housing Preservation of affordable housing Housing and services to special needs populations
	Needs Addressed	Affordable Housing Homelessness
	Funding	HOME: \$56,369
	Description	Administration of the HOME Program
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	N/A
	Location Description	Citywide
	Planned Activities	See Description.
2	Project Name	CDBG Administration
	Target Area	Santa Rosa
	Goals Supported	Preservation of affordable housing Housing and services to special needs populations
	Needs Addressed	Affordable Housing Homelessness Non-Housing Community Development
	Funding	CDBG: \$294,124
	Description	Administration of the CDBG Program
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	N/A
	Location Description	Citywide
	Planned Activities	See Description.

3	Project Name	Production of Affordable Housing
	Target Area	Santa Rosa
	Goals Supported	Production of affordable housing Housing and services to special needs populations
	Needs Addressed	Affordable Housing
	Funding	HOME: \$142,794
	Description	Production of housing affordable to households at or below 80% of AMI
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	As many affordable units will be produced as feasible given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing.
	Location Description	Citywide
	Planned Activities	See estimate.
4	Project Name	Preservation of Affordable Housing
	Target Area	Santa Rosa
	Goals Supported	Preservation of affordable housing
	Needs Addressed	Affordable Housing Homelessness
	Funding	CDBG: \$980,202 HOME: \$289,915
	Description	Preservation of affordable housing through the rehabilitation of existing units, extension of affordability restrictions, or conversion of market-rate units.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	As many affordable units will be produced as feasible given the resources available to the City. The City estimates providing assistance to approximately 50 affordable units per year through the production and preservation of affordable housing.
	Location Description	Citywide
	Planned Activities	See estimate.
5	Project Name	CHDOs (Community Housing Development Organizations)
	Target Area	Santa Rosa
	Goals Supported	Production of affordable housing Preservation of affordable housing Housing and services to special needs populations
	Needs Addressed	Affordable Housing Homelessness
	Funding	HOME: \$74,607
	Description	15% of HOME funds are set aside for CHDOs for affordable housing purposes, specifically for persons with special needs
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	The City estimates being able to provide assistance for approximately five units in 2017/2018. All of the units will be affordable to households at or below 80% of AMI.
	Location Description	Citywide
	Planned Activities	See estimate.

6	Project Name	Homeownership
	Target Area	Santa Rosa
	Goals Supported	Homeownership
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$0 HOME: \$0
	Description	Increase access to homeownership opportunities for lower-income residents. There is currently no funding available for this project in Fiscal Year 2017/2018.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	As there is currently no funding available for this project in Fiscal Year 2017/2018, the City does not have an estimate of the number of people who will benefit from the Project.
	Location Description	Citywide.
	Planned Activities	See estimate.
7	Project Name	Public Facilities and Improvements
	Target Area	Santa Rosa
	Goals Supported	Public facilities and improvements
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$0 HOME: \$0
	Description	Funding for public facilities and improvements. There is currently no funding available for this Project in Fiscal Year 2017/2018.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	As there is currently no funding available for this Project in Fiscal Year 2017/2018, the City does not have an estimate for the number of people that will benefit from the Project.
	Location Description	Citywide.
	Planned Activities	See estimate.
8	Project Name	Economic Development
	Target Area	Santa Rosa
	Goals Supported	Economic Development
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$0 HOME: \$0
	Description	Promote economic development activities. There is currently no funding available for this Project in Fiscal Year 2017/2018.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	As there is currently no funding available for this Project in Fiscal Year 2017/2018, the City does not have an estimate for the number of people that will benefit from the Project.
	Location Description	Citywide
	Planned Activities	See estimate.

9	Project Name	Public Services – Homeless Service Center
	Target Area	Santa Rosa
	Goals Supported	Housing and services to special needs populations
	Needs Addressed	Homelessness
	Funding	CDBG: \$102,520
	Description	Operation of a homeless day facility that provides showers, laundry, outreach, medical referral, and intake for emergency shelters. Clients can also use the facility to receive mail and phone messages.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	1800 homeless individuals and families will benefit from this activity.
	Location Description	Citywide
	Planned Activities	See estimate and description.
10	Project Name	Housing Opportunities for Persons with AIDS (HOPWA) Administration
	Target Area	Sonoma County
	Goals Supported	Housing and services for people living with HIV/AIDS
	Needs Addressed	Affordable housing Homelessness Non-Housing Community Development
	Funding	HOPWA: \$12,405
	Description	Administration of the HOPWA Program
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	N/A
	Location Description	Countywide
	Planned Activities	See description.
11	Project Name	Housing Opportunities for Persons with AIDS – Face 2 Face
	Target Area	Sonoma County
	Goals Supported	Housing and services for persons living with HIV/AIDS
	Needs Addressed	Homelessness Non-Housing Community Development
	Funding	HOPWA: \$401,084
	Description	Provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	Eligible beneficiaries are low-income (at or below 80% of AMI) that are medically diagnosed with HIV/AIDS and their families. It is estimated that 350 people will benefit from these services.
	Location Description	Sonoma County
	Planned Activities	See description.

12	Project Name	Public Services - Family Support Center
	Target Area	Santa Rosa
	Goals Supported	Housing and services to special needs populations.
	Needs Addressed	Homelessness
	Funding	CDBG: \$96,460
	Description	Family Support Center will provide homeless families with services including, but not limited to, emergency shelter, food, clothing, children's activities, medical and dental care, and client-focused family action plans to overcome homelessness.
	Target Date	06/30/2018
	Estimate the Number and Type of Families that Will Benefit from the Proposed Activities	425 homeless families will benefit from this activity.
	Location Description	Citywide
	Planned Activities	See description.

Table 8 – Project Summary

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’s federal funds 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. Every year, the City prioritizes use of its CDBG and HOME funds for the development of affordable housing, including preservation and conservation, that serve low-income households and to addressing homelessness. The City will prioritize HOPWA funding similarly; no priority will be assigned to geographic regions but rather to organizations that provide housing and services for low-income people living with HIV/AIDS.

Geographic Distribution – Not applicable

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One of the goals identified in the Consolidated Plan and this Action Plan is to increase the supply of affordable rental housing for the City's lowest income households. To achieve this goal, the City developed a Housing Allocation Plan (HAP) ordinance that was adopted by the City Council in 1992 to promote the development of affordable housing in Santa Rosa. The HAP ordinance applies to all residential development in the City and was most recently amended in 2012. Payment of fees to support the development of affordable housing is often the primary method of compliance. The City has also included an Infill Policy in the Housing Element of the General Plan. This Policy allows higher density construction with the creation of units targeted to low-income households for a minimum of 10 years. In an effort to assist developers of affordable housing units, the City issues tax-exempt multi-family housing revenue bonds to finance the construction of new development.

The City is actively pursuing its goal of creating affordable housing units. As of March, 2014, the City provided more than \$12 million in financing for the development of 340 units that are currently in varying stages of development, including 268 multi-family rental units, 60 ownership units, and 12 units of housing for persons with special needs. The City prioritizes its CDBG and HOME funds as well as local funding sources for affordable housing purposes. HOME-CHDO funds are often coupled with local resources to provide housing to special needs populations. When prioritizing the income levels to be assisted by the new affordable housing units, the City uses the Association of Bay Area Governments (ABAG) Regional Housing Needs Allocation (RHNA) as a gauge.

In response to Santa Rosa's significant shortage of affordable housing, the City Council conducted two Study Sessions in late 2015 to understand housing needs for market-rate **and** affordable units, review the City's existing housing programs and funding sources, identify funding needs and challenges, and identify new approaches and programs for increasing housing supply. Recognizing that existing planning regulations and procedures and housing programs will not have the needed results, the City Council directed City staff to return with a set of specific recommendations including new housing programs and related funding sources as well as a process for the review and further development of these recommendations.

The Council adopted the Housing Action Plan in June, 2016, and, in November 2016 directed staff to issue a Notice of Funding Availability for \$3 million in General Fund money to be used for housing development. In December, the City received eight applications for various

affordable housing projects and, is currently in the process of evaluating these applications. Staff anticipates taking a recommendation to Council in spring, 2017.

Regarding affordable housing homeownership activities, the decline in the housing market resulted in high interest in the American Dream Downpayment Initiative (ADDI) Program. Between 2008 and 2012, the City provided \$122,000 in ADDI funds to 13 first-time, low-income homebuyers, expending 100% of this resource. Additionally, in Fiscal Year 2012/2013, the City provided two loans totaling \$74,500 to two homebuyer households under Habitat for Humanity of Sonoma County's Neighborhood Improvement Program. This program involves the acquisition of foreclosed homes in Santa Rosa by Habitat to be rehabilitated and sold to low-income households. The market has become increasingly difficult for low-income buyers due to a variety of factors including a shrinking inventory of affordably priced homes, fierce competition from all-cash buyers bidding on the same homes, and the tightened credit market that has made it difficult for many potential homebuyers to obtain financing. Despite these factors, the City hopes to continue its homeownership activities like its partnership with Habitat for Humanity and the Projects noted below. However, as a result of the challenges noted above, the City has prioritized its limited financial resources for affordable **rental** housing.

In addition to ADDI, the City has participated in two homeownership projects of note.

Catalina Townhomes is a 60-unit self-help ownership development by Burbank Housing Development Corporation targeted to low-income households. The City obtained a \$5 million Residential Development Loan Program (RDLP) loan from the California Housing Finance Agency (CalHFA) and approximately \$3.8 million in Building Equity and Growth in Neighborhoods (BEGIN) grant funds from the State of California Department of Housing and Community Development for the project, which began construction in 2014. Approved homeowners assisted in the construction of their homes in exchange for a "sweat-equity" downpayment; sales began to close in late 2016 and the development is expected to be fully occupied by June, 2017.

Mortgage Credit Certificates (MCCs) provide an annual tax credit for first-time homebuyers, thus reducing the amount of federal income tax these homebuyers pay. The County of Sonoma and the participating municipalities of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Sebastopol, Sonoma, and Windsor sponsor a local MCC program that is available to eligible first-time homebuyers interested in purchasing a home anywhere in Sonoma County. The Sonoma County Community Development Commission (CDC) administers the program through a consultant. MCC funds are provided by the California Debt Limit Allocation Committee (CDLAC) through an annual bond allocation process. Since 1993, more than 1,300 first-time

homebuyers have received assistance under Sonoma County’s MCC program.

The tables in this section provide estimates on the number of homeless, non-homeless, and special needs households to be provided affordable housing during the program year 2017/2018 and the number of affordable units that will be provided by program type, including rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	50
Special-Needs	5
Total	55

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	17
Rehab of Existing Units	33
Acquisition of Existing Units	0
Total	50

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

AP-60 Public Housing – 91.220(h)

Introduction

The City does not own or operate public housing units. As of February 2017, the Housing Authority has 1,862 Housing Choice Vouchers, including 389 HUD-VASH (Veterans Affairs Supportive Housing), and administers vouchers for approximately 200 families exercising portability from other jurisdictions. There are approximately 4,500 families on the waiting list and the wait is six to eight years. The Housing Authority will open its waiting list in May 2018 and anticipates receiving 3,000 to 5,000 applications.

While the City does not provide public housing units, the units created with the funds allocated to affordable housing often include social services that are coordinated with organizations providing services throughout Sonoma County.

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

The Housing Authority does not own or operate any public housing units.

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

The Housing Authority's Resident Advisory Board, elected annually, is made up of Tenant Commissioner members of the Housing Authority who participate in the development of Housing Authority policies and activities throughout the year. The agency provides homeownership resources to participants in the Housing Choice Voucher program and more widely to families in low-income areas in cooperation with the City's Neighborhood Revitalization Program. The Family Self-Sufficiency (FSS) Program has established partnerships with a variety of community resources to refer participants for services including pre- and post-secondary education, health care, child care, employment development, supported employment and small business development including micro-loans. The FSS program also encourages families to participate in financial wellness programs including financial literacy and credit repair with an emphasis on long-term financial stability for the purposes of homeownership.

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

The Housing Authority has been designated as a High Performing Agency from 2006 through 2016.

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

Introduction

As discussed earlier in this 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. In 2015, the Sonoma Community Development Commission released *Building HOMES: A Policy Maker's Toolbox for Ending Homelessness*. This report seeks to provide an understanding of the needs and opportunities to end homelessness in Sonoma County by 2025 and reviews proven strategies and proposes new initiatives to strengthen and build upon the 10-Year Homeless Action Plan. In 2016, the City adopted the Housing Action Plan which set forth a multi-faceted approach to achieve construction of "Housing for All" including the construction of 2,500 affordable housing units and the continued support of homeless services. Also in 2016, the City adopted a Housing First Strategy and Fiscal Year 2016/2017 Work Plan which prioritizes the provision of permanent housing and supportive services as the primary strategy for ending homelessness in alignment with Federal and State policies.

The goals and strategies outlined below are those of the entire region rather than for the City alone.

Describe the jurisdictions' one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

- Operate coordinated entry for all households with children who are entering the homeless system and for unsheltered persons engaged by street outreach teams. Currently, service plan delivery is being refined under the beta test pilot for families experiencing homelessness and chronically homeless individuals. Expansion for the entire homeless population will begin in 2017.
- Reach out to homeless households (especially unsheltered persons) via the Homeless Outreach Services Team (HOST) and assess their individual needs with a common assessment tool; collect information to determine the underlying issues and risk factors and develop a plan to address those issues.
- Reduce recidivism through system-wide implementation of evidenced-based practices

known to effectively address trauma (e.g., Seeking Safety, Motivational Interviewing).

- Address the emergency shelter needs of people living outside through increased street outreach and assessment of their health needs, prioritizing those most at risk of dying outside.
- Significantly expand rapid re-housing services to end homelessness as quickly as possible.
- Shift the entire homeless system of care to a “Housing First” approach as the most cost-effective and direct route to reducing homelessness.
- Help low-income households who are being discharged from publicly funded systems of care avoid becoming homeless by engaging those systems of care in identifying solutions for such households and planning to avoid new homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

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

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

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

The Continuum of Care's 10-Year Homeless Action Plan 2014 Update estimates that 959 units of rapid re-housing are needed to effectively shorten the period of time that individuals and families experience homelessness and to help them transition to permanent housing and independent living. Based on rapid re-housing costs to date, as of Fiscal Year 2015-16 adequate resources exist in Sonoma County to assist approximately 349 households with rapid re-housing assistance (including about 50 veteran households through a Supportive Services for Veteran Families grant). Per the County of Sonoma, in addition to dedicating most Emergency Solutions Grant (ESG) funding to rapid re-housing, the Sonoma County Community Development Commission plans to expand these services by allocating local Low-Mod Income Housing Asset Funds for rapid re-housing to the extent allowable by California law, and to pursue additional funding for rapid re-housing such as Balance of State ESG funding (for programs located in Santa Rosa and Petaluma), CalWORKS, and new Supportive Services for Veteran Families funding. The City is also providing local funding for rapid re-housing through its support of the Homeless Outreach Services Team.

All families with children in the homeless services system, and those seeking to enter it, are screened with the evidence-based VI-SPDAT screening tool in use by Coordinated Intake. Households scoring in the 5-9 range are referred into rapid re-housing programs pending a full needs assessment. Currently rapid re-housing funding has been limited to a single year, thus services are targeted to households who are judged to have the capacity for self-sufficiency within 12 months. While rapid re-housing is a priority intervention for households with children in particular, it is also being used to assist transition-aged youth and other adults-only households to access affordable housing, especially in shared units. All local rapid re-housing programs require participation in case management, and case management is 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 ever clearer. The Continuum of Care developed a housing location and placement working group, RENT Sonoma County, to address this need; additionally, two full-time housing navigators will be hired as part of Coordinated Entry expansion.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving

assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The CoC's discharge planning efforts are outlined in its 2013/2014 application and include foster care, health care, mental health, and corrections (a detailed discussion on these efforts is included in SP-60). These efforts were continued in 2015/2016 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. FYC partners with Sonoma County Juvenile Probation to ensure foster youth in the criminal justice system have equal access to AB12-funded services; and works with community-based organizations such as VOICES Sonoma, Social Advocates for Youth (SAY), the Children's Village, and TLC Children's Services to implement programs that divert foster youth from the street. The CoC Homeless Youth Task Force, co-chaired by the Sonoma County Office of Education Foster/McKinney Coordinator, engages all these partners plus Sonoma County Divisions of Behavioral Health and Employment and Training, Buckelew Programs, Positive Images (serving LGBTQI youth), several Police Departments, and elected State officials in planning to prevent new discharges of foster youth to homelessness as well as conducting an annual Needs Assessment for homeless transition-aged youth

Health Care – The CoC 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. In Santa Rosa, these include Santa Rosa Memorial Hospital; Sutter Medical Center; and Kaiser Hospital. The three larger hospitals fund recuperative beds operated by Catholic Charities (13-bed Nightingale respite facility, co-located with Santa Rosa Community Health Center's (SRCHC) drop-in Brookwood Health Center serving the homeless). SRCHC's Care Transitions program provides nursing visits, and links multiply-disabled patients to a medical home and housing.

Mental Health – The discharge policies developed by the CoC with Sonoma County Behavioral Health (SCBH) represent a negotiated agreement that evolves over time and is supported by the County's culture of strong interdepartmental cooperative relationships and problem solving. SCBH has launched a Mobile Support Team that provides mental health support at law enforcement request. Santa Rosa Memorial Hospital's Emergency Department and many CoC partners have participated in HCHC planning for a chronic inebriate program in consultation with hospitals, Psychiatric Emergency Services, Detox, emergency medical transport, and

police.

Corrections – In 2011, California passed Public Safety Realignment legislation that passed responsibility for low- to medium-risk offenders to County Probation Departments. Some of these probationers are housed with California Department of Corrections funds. As part of the County’s strategy of Upstream Investments to reduce corrections costs, the County opened a Day Reporting Center and plans a Community Corrections Center to house homeless probationers. The CoC is working with criminal justice partners to develop policies to avoid jail discharges to homelessness and convened a Law Enforcement Discharge Planning Group in 2015 to better coordinate discharge of individuals from jail and linkage with services from the adult probation department.

AP-70 HOPWA Goals – 91.220 (I)(3)

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	40
Tenant-based rental assistance	10
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	50

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

Introduction

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

Potential constraints to housing development in Santa Rosa vary by area, but generally include infrastructure, residential development fees, land use controls, development standards, development and building permit application processing times, and resource preservation. An analysis of these potential barriers is detailed in the Housing Element. A summary of the potential barriers identified in the Housing Element is provided in the Market Analysis (MA-40) section of the 2016 – 2020 Consolidated Plan. Additionally, the recommendations made in the Sonoma County Regional Analysis of Impediments to Fair Housing Choice (AI) completed in March, 2012, can also be found in MA-40.

The City is working closely with the County of Sonoma and the City of Petaluma to address the recommendations made in the AI within the budgetary constraints of each jurisdiction, including improving accessibility to fair housing information and resources on each jurisdictions' respective website and strengthening the capacity of the local fair housing agencies (both recommendations were implemented between Fiscal Year 2012/2013 and 2014/2015). During the Action Plan period, the City will continue to collaborate with the County of Sonoma and the City of Petaluma in implementing the Assessment of Fair Housing (AFH) that is replacing the AI. The AFH tool, informed by the community participation process, will guide Santa Rosa, Sonoma, and Petaluma through the identification of fair housing issues and related contributing factors. The AFH tool will result in prioritization and goal-setting for the next planning period. Implementation of the new AFH tool is due for these collaborative jurisdictions by October, 2019.

The City uses local funding resources to provide fair housing services for Santa Rosa and chose a service provider new to Santa Rosa in Fiscal Year 2016/2017: Fair Housing Advocates of Northern California (formerly Fair Housing of Marin). The application period for Fiscal Year 2017/2018 funding coincided with that for public services providers. Applications were received from Fair Housing Advocates of Northern California and Petaluma People Services Center and judged through the lens of the 2012 Analysis of Impediments to Fair Housing Choice. Fair Housing Advocates of Northern California is recommended to be the service provider for Fiscal Year 2017/2018.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

One of the primary obstacles to meeting residents' underserved needs is the lack of funding availability. Changes to tax credit scoring and the limited amount of state housing funds coupled with the loss of Low- and Moderate-Income Housing funds as a result of the dissolution of statewide redevelopment agencies in 2012 has impacted the City's ability to implement its affordable housing goals. While the City actively seeks additional funding opportunities and will continue to do so, its ability to address underserved needs depends largely on the availability of additional resources.

Actions planned to foster and maintain affordable housing

As stated throughout this Action Plan and the 2016 – 2010 Consolidated Plan, housing is a high priority. Accordingly, the City prioritizes the use of its CDBG and HOME funding for the development of affordable housing, including preservation and conservation, that serves low-income households, and to addressing homelessness. Over the course of Fiscal Year 2017/2018, the City anticipates providing financial assistance to approximately 50 affordable housing units through the use of HOME and CDBG funds and other resources available to the City.

Actions planned to reduce lead-based paint hazards

The City has addressed the issue of lead-based paint (LBP) hazards by providing notices to landlords and tenants that participate in the Housing Choice Voucher Program, borrowers/tenants of the City's Rehabilitation Loan Program, and homebuyers who used ADDI and CDBG funds, warning them of the hazards of LBP. All rental units rehabilitated with CDBG and HOME funds are subject to LBP compliance requirements. Through the creation of new affordable housing units, low-income households are able to reside in new housing units free of LBP hazards. In Fiscal Year 2017/2018, the City will use its HOME funding and approximately 85% of its CDBG funding for its affordable housing programs. As a result, the units will be free of lead-based paint.

Actions planned to reduce the number of poverty-level families

The City hopes to reduce the number of poverty-level individuals and families by targeting CDBG, HOME, HOPWA, 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 the incomes of poverty-level persons, although the City does act to reduce the housing costs for these individuals with the Housing Choice Voucher Program, CDBG-, HOME- and HOPWA-funded rental units and City-sponsored affordable housing units. All serve

low-income residents.

Actions planned to develop institutional structure

The City has overcome gaps in its institutional structures by directing the Housing Authority, staffed by HCS, to provide policy guidance and administer the City's various housing programs. All affordable housing-related activities are administered by the Trust division of HCS which has the responsibility for coordinating the CDBG, HOME, and HOPWA programs in Santa Rosa and administering the funds.

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

The City relies on private nonprofit organizations and for-profit developers to build and acquire, develop, and rehabilitate affordable units. The Housing Authority and HCS will continue to work closely with these entities to ensure that each year as many new, affordable units are produced as possible.

The City also relies on the nonprofit service sector to provide emergency shelter (including the 138 beds in the City-owned shelter), transitional, and special needs housing. The City will continue to support these organizations and their activities.

Program Specific Requirements

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

Introduction:

The City has seven goals to address housing and community development needs in Fiscal Year 2017/2018:

- Increase supply of affordable rental housing for the City's lowest income households;
- Preserve existing affordable housing stock;
- Provide housing and services to special needs populations;
- Increase access to homeownership opportunities for City residents;
- Provide funding for public facilities and improvements;
- Promote economic development activities in the City; and
- Provide housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families.

**Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(I)(1)**

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
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HOME Investment Partnership Program (HOME) Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows: Recapture provisions are based on 24 CFR 92.254(a)(5)(ii), which stipulates the conditions for the recapture of the HOME investment used to assist low-income families in purchasing a home. Homebuyer recapture provisions are included in, or as a deed restriction rider, to the recorded deed of trust that secures a HOME loan Note. The provision requires recapture of funds if the home does not continue to be the borrower's principal residence or if all or any part of the property or any interest in it is sold, rented, conveyed, or transferred during the duration of the affordability period. Recapture provisions also require that only direct subsidy to the homebuyer is subject to recapture or shared equity, depending on the loan.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows: For HOME-funded affordable housing development projects, the City, through its Housing Authority, records a HOME Regulatory Agreement against the property that places a covenant and use restriction for 55 years. The covenant and use restriction is for the benefit and protection of the Housing Authority, enforceable by the Housing, and bind the current borrower, its successors, assigns, transferees, and future owner(s) of the property. The borrower agrees on behalf of itself, its successors and assigns, and each future owner of the property to adhere to all requirements of the HOME Program during the period of affordability. The requirements include, by way of example, but are not limited to:
 - a. Requirements related to rent limitations;
 - b. Requirements related to tenant income and any required reporting and certification requirements;
 - c. Requirements related to the provision of HOME Program-required tenant and participant protections; and
 - d. Requirements related to HOME Program nondiscrimination requirements and Affirmative Fair Housing marketing requirements.

For HOME-funded homebuyer assistance loans, the promissory note, deed of trust, and homebuyer agreement stipulate the terms for early loan repayment or repayment due to default. The Housing Authority chooses to recapture the funds if the repayment occurs during the affordability period.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds (See 24 CFR 92.254(a)(4)) are as follows: Units assisted with HOME funds will meet the minimum periods of affordability set forth in 92.254(a)(4), which are based on the total amount of HOME funds invested in the housing. Program guidelines shall require that
 - a. Have a household income as adjusted for the buyer's household size that does not exceed 80% of AMI as determined by HUD;
 - b. Agree in writing to the loan terms established by the City, including resale and recapture provisions;
 - c. Occupy the property as their primary residence; and
 - d. Agree to other requirements under 92.254(a)(4).

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows: The City does not use its HOME funds to refinance existing debt. Should the City use HOME funds for this purpose it will comply with 92.206(b) requirements regarding refinancing, including affordability, eligibility, a review of management practices, and feasibility.