

CITY OF VISALIA



Consolidated Annual Performance Evaluation Report

**PROGRAM YEAR
2010-2011**

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First Year Consolidated Annual Performance and Evaluation Report (CAPER) (2010-11 Program Year)

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First Program Year CAPER

The CPMP First Consolidated Annual Performance and Evaluation Report (CAPER) includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

EXECUTIVE SUMMARY

The CAPER was prepared by the Housing and Economic Development Department in compliance with the U.S. Department of Housing and Urban Development (HUD) requirements. The CAPER is a federally mandated document that evaluates the City's overall progress and performance in meeting the priority activities identified in its Consolidated Plan. The document is a tool used by HUD and the City to evaluate accomplishments and actions taken during the previous program year. This CAPER assesses the City of Visalia's first year of progress for the Consolidated Plan years 2010 through 2015 in completing activities identified in the 2010-11 Action Plan for the period beginning July 1, 2010 through June 30, 2011, as well as activities that were continued from prior program years.

Focus for 2011-12

Due to budget reductions of approximately 17% in CDBG and 12% in HOME Funds, the plan for 2011-12 has been modified to focus on the following core programs and projects: Foreclosure Acquisition Program II, West Acequia Parking Structure - Section 108 Loan Payment, Oval Park Transportation Safety Improvements, Code Enforcement and Substandard Housing Prevention, Fair Housing, ADA compliance and Continuum of Care.

Consolidated Plan Process

The City of Visalia is the recipient of federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds from HUD. The Agency annually provides these funds to the City to provide decent housing, provide a suitable living environment, and to expand economic opportunities benefiting low income persons and areas. As a recipient of these funds, the City is required to prepare a five year strategic plan referred to as a Consolidated Plan. The Consolidated Plan identifies housing and community needs of low income persons and areas within the City, prioritizes these needs, identifies resources to address needs, and establishes annual goals and objectives to meet the needs. As part of the Consolidated Plan process, the City is required to put together an Action Plan for each fiscal year of the Consolidated Plan. The Action Plan establishes goals to increase the availability of affordable housing and economic opportunities contained in the five-year Consolidated Plan. The Action Plan also identifies resources available within the community to meet Consolidated Plan goals; and describes a one-year plan and budget for the intended use of federal resources. At the end of the fiscal year, the City prepares a CAPER that describes the City's progress in meeting the five-year goals and priorities of the Consolidated Plan.

ACTION PLAN AMENDMENTS

The Action Plan Amendments are provided in Appendix "A" of this document.

- **Appendix "A-1": April 19, 2010** – City Council approved the Five-Year Consolidated Plan, Strategic and Citizens Participation Plans, the Analysis of Impediments and 2010-11 Action Plan for the use of HUD CDBG and HOME Funds.
- **Appendix "A-2": July 16, 2010** – City Manager adopted a Minor Amendment to the 2010-11 Action Plan to modify the project description for ADA Compliance Projects. The amended descriptions is as follows:

Suitable Living Environment through Public Improvements

Outcome Goal (SL-1): Increase availability of handicapped access benefiting population with special needs.

- ADA Compliance Projects – The City is committed to addressing the needs of the disabled community. The City has allocated a total of \$40,000 in CDBG funds for the construction of ADA drinking fountains within five locations: Three within Blain Park; one at Jefferson Park near the playground and one at Pinkham Park.
- **Appendix "A-3": September 7, 2010** – City Council adopted a 2nd Amendment to the 2009-10 and 1st Amendment to the 2010-11 Action Plans redirecting HOME Funds as follows:
 - \$520,000 was redirected from the 2009-10 & 2010-11 HOME funded First Time Homebuyers Program to the New Homes Deferred 2nd Mortgage Program. This program is directed at assisting families of newly constructed homes within the city limits. The intent is to provide further opportunities to local families to purchase homes and bolster jobs within the construction industry.
- **Appendix "A-4": March 7, 2011** – City Council adopted a Substantial Amendment to the 2008-09 Action Plan authorizing the change in use of a 4-plex apartment building (to become transitional housing) and its' sale and reimburse CDBG-NSP funding under 24 CFR 570.505 regulation which requires the City to reimburse the CDBG-NSP Program, whereas the property shall no longer be subject to any CDBG-NSP requirements.
- **Appendix "A-5": April 18, 2011** – City Council adopted a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME and CDBG Funds as follows:
 - Redirected HOME Program Income previously allocated to the First Time Homebuyer Program to a new Program, the Foreclosure Acquisition Program II.
 - Reallocated CDBG funding previously earmarked for Job Creation and Oval Area Park Improvements to Oval Transportation Improvements.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.

Table I provides a snapshot of expenditures and units completed in 2010-11.

Table I

2010-11 CAPER EXPENDITURES					
		CDBG	HOME	TOTAL	UNITS
1	SOURCES OF REVENUE:				
2	Prior Year Grant Carry Over Funds	1,275,192	1,174,038	2,449,230	
3	Annual Grant Amount	1,331,190	561,002	1,892,192	
4	Program Income	106,545	114,167	220,712	
5	TOTAL REVENUE	2,712,927	1,849,207	4,562,134	
6					
7	EXPENDITURES:				
8	Administration and Operating	248,374	41,586	289,960	
9	Other Operating - Environmental Consulting	4,748	-	4,748	
10	Subtotal Administration and Operating	253,122	41,586	294,708	
11					
12	AFFORDABLE HOUSING:				
13	<i>Homeownership</i>				
14	First Time Homebuyer Program (CSET)		164,474	164,474	4
15	New Construction Deferred 2nd Mortgage Loan Program		40,000	40,000	2
16	CHDO Operation Expense (CSET)		24,000	24,000	1
17	CHDO Property Acquisition (CSET)		199,574	199,574	2
18	Property Recapture (1923 N Woodsville)		14,403	14,403	1
19	<i>Neighborhood Preservation/Services</i>				
20	Code Enforcement - Target Areas	168,937		168,937	249
21	Fairhousing Hotline	21,583		21,583	207
22	HOMELESSNESS				
23	<i>Special Needs Facilities</i>				
24	Continuum of Care	10,000		10,000	1
25	COMMUNITY DEVELOPMENT				
26	<i>Public Improvements</i>				
27	ADA Compliance Projects (Water Fountains)	26,947		26,947	5
28	Fox Theater Renovations	15,859		15,859	1
29	Jefferson Park Improvements	55,317		55,317	1
30	Oval Park Area Improvements	85,603		85,603	1
31	Oval Area Lighting Project	3,693		3,693	1
32	Recreation Skate Park Improvements	110,241		110,241	1
33	<i>Economic Development/Public Parking Facilities</i>				
34	West Parking Structure Loan Payment (Section 108 Loan)	492,250		492,250	1
35	NON HOMELESS SPECIAL NEEDS HOUSING				
36	<i>Special Needs Services</i>				
37	Mobile Home Senior Repair & Handicapped Access (SHE)	93,657		93,657	13
38	Senior Home Minor Repairs (CSET)	86,274		86,274	619
39	Sierra Meadows Senior Housing (Christian Church Homes)		151,821	151,821	43
40					
41	Subtotal Programs & Projects	1,170,361	594,272	1,764,633	
42					
43	TOTAL EXPENDITURES	1,423,483	635,858	2,054,593	
44					
45	REVENUE LESS EXPENDITURES				
46	Remaining to Carry Forward	1,289,444	1,213,349	2,507,541	

- b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
- c. If applicable, explain why progress was not made towards meeting the goals and objectives.

The following tables provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective. In addition to CDBG and HOME grant funds spent the City is also reporting the accomplishments of NSP & CDBG-R grant. Even though they were part of the 2008-09 Action Plan Amendment, it is important to include them within this document as accomplishments in the City's efforts to mitigate the effects of foreclosures and to prevent further community decline. These programs have been designed to stabilize property values and prevent further prevent neighborhood blight.

**Table II
2010-11 Objectives and Outcomes (HOME)**

HOME Investment Partnership Funds (HOME) - Objectives and Outcome	2010-11 Expenditures	No. units/services or jobs created or completed
Objective 1 Provide Decent Affordable Housing		
1. Increase availability of affordable owner-occupied housing through FTHB Program	\$164,474.00	4
2. Increase availability of affordable owner-occupied housing through New Construction 2nd Mortgage Loan Program	\$40,000.00	2
3a. Increase availability of affordable rental housing through partnership with CHDO (Community Services Employment & Training)	\$24,000.00	1
3b. Increase availability of affordable rental housing through acquisition, rehabilitation and partnership with CHDO (Community Services Employment & Training)	\$199,574.00	2
4. Property Recapture (1823 N Woodville)	\$14,403.00	1
Objective 2 Suitable Living Environment by Supporting Special Needs Services		
1. Increase availability of affordable rental housing through partnership with Christian Church Homes	\$151,821.00	43
Total HOME Allocations	\$594,272.00	

**Table III
2010-11 Objectives and Outcomes (CDBG)**

Community Development Block Grant Funds (CDBG)-Objectives and Outcome	2010-11 Expenditures	No. units/services or jobs created or completed
Objective 1 Suitable Living Environment through Neighborhood Preservation and Services		
1. Maintain quality housing by addressing substandard housing through (Code Enforcement Program)	\$ 168,937.00	249
2. Provide services for low-to-moderate income persons by providing (Fair Housing Education Program)	\$ 21,583.00	207
Objective 2 Suitable Living Environment by Supporting Special Needs Facilities		
1. Increase accessibility to support facilities to end chronic homelessness (Continuum of Care/Homeless Project)	\$10,000	1
Objective 3 Suitable Living Environment through Public Improvements		
1. Increase availability of handicapped access benefiting population with special needs (ADA Compliance-Water Fountains)	\$26,947.00	5
2. Improve quality and increase quantity through rehabilitation and preservation activities (Fox Theater)	\$15,859.00	1
3. Improve quality and increase quantity of public improvements that benefit low and moderate income residents (Jefferson Park)	\$55,317.00	1
Objective 4 Create Economic Development Opportunities and Community Development Opportunities (Parking Facilities)		
1. Demonstrate a commitment to long-term economic growth by promoting expansion and (job retention) - Section 108 Loan- West Acacia	\$ 482,250.00	1
Objective 5 Suitable Living Environment through Public Improvements		
1. Improve quality/increase availability of neighborhood facilities for low-income persons (Oval Area Traffic Improvements)	\$ 85,803.00	1
2. Improve quality/increase availability of neighborhood facilities for low-income persons (Oval Area Lighting Project)	\$ 3,693.00	1
3. Improve quality/increase availability of neighborhood facilities for low-income persons (Parks & Recreation-Recreation Skate Park)	\$ 110,241.00	1
Objective 6 Suitable Living Environment by Supporting Special Needs Services		
2. Increase accessibility and range of housing options for person with special needs (SHARP)	\$ 93,857.00	13
1. Maintain quality of owner-occupied housing for elderly (Senior Home Repair Program)	\$ 86,274.00	619
Total CDBG Allocations	\$ 1,170,361.00	

Table IV
2010-11 Objectives and Outcomes
NSP Funded Programs

CDBG Neighborhood Stabilization Program (NSP) - Objectives and Outcome		2010-11 Expenditures	No. units/services or jobs created or completed
Objective 1 Provide Decent Affordable Housing (LMM) up to 120% AMI			
1. Increase availability of affordable owner-occupied housing through (NSP) (Expenditures include acquisition & rehab)		\$ 821,386.00	19
Objective 2 Provide Decent Affordable Housing (LMM) up to 50% AMI			
1. Increase availability of affordable owner-occupied housing through (NSP)		\$ 41,785.00	1
Objective 3 Increase Availability of Public Facilities			
1. 210 NW 2nd Four-Plex		\$ 338,175.00	1
Total NSP Allocations		\$ 1,201,346.00	

Table V
2010-11 Objectives and Outcomes
CDBG-R Funded Programs

CDBG-R American Recovery & Reinvestment Act of 2009 (ARRA) - Objectives and Outcomes		2010-11 Expenditures	No. units/services or jobs created or completed
Objective 5 Suitable Living Environment through Public Improvements			
1. Improve quality and increase quantity of public improvements that benefit low and moderate income residents (Anthony Community Center)		\$ 35,319.00	1
Total CDBG-R Allocations			

HOME FUNDED OBJECTIVES AND ACCOMPLISHMENTS

OBJECTIVE 1 – PROVIDE DECENT AFFORDABLE HOUSING

Even in these challenging economic times, the City of Visalia continues its commitment to improve the quality of life for low and moderate income families by providing decent & affordable housing through the implementation of two outcome goals.

Outcome Goal 1: Provide decent affordable housing by promoting homeownership opportunities for low and moderate income households earning less than 80 percent of the area median family income through the use of First Time Homebuyer Programs.

- **First Time Homebuyer (FTHB) Program** – The First Time Homebuyer Program provides qualified homebuyers with a loan up to \$40,000 as a second mortgage for gap financing and/or down payment assistance. The loan is provided at an interest rate of three-percent, 30 year term, deferred for five year increments. In Fiscal Year 2010-11, the City assisted **four families** with funding totaling **\$146,000** and an average of \$36,500 per loan.



Due to a reassessment of the First Time Homebuyer Program and community needs, staff recommended that funding previously set-aside for this program be re-directed to create a Program that will support the local economy with construction jobs, by providing alternative financing options, such as down payment or gap financing to newly constructed homes within the city limits. The recommendation was approved by the City Council on September 7, 2010. Additionally, on November 10, 2010 the City Manager approved reducing the subsidy amount from \$40,000 to \$20,000 due to declining property values and home prices.

- **New Construction Deferred 2nd Mortgage Loan Program** – In partnership with five local homebuilders, the City of Visalia created a program to assist First Time Homebuyers or those who have not owned a home in the last three years. Qualified homebuyers may receive up to \$20,000 as a second mortgage toward a newly constructed home, to assist with down payment or gap financing in addition to the developer/homebuilder providing incentives. The loan is deferred for fifteen years and repayment is for an additional fifteen years at an interest rate of two percent (2%). Additionally, the City Manager approved a one-time increase up to \$25,000 per homebuilder.

In 2010-11, **two loans** in the amount of **\$20,000** each were completed and one additional is currently going through the review process. This pilot program was recently terminated due to the lack of interest and existing market conditions.

- **Foreclosure Acquisition Program (FAP II)** – On April 18, 2011 the City Council approved a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME Program Income previously allocated for the First Time Homebuyer (FTHB) Program and the New Construction Deferred 2nd Mortgage Loan Program to a new Program, the Foreclosure Acquisition Program II.

As of July 1, 2011, approximately \$460,000 was redirected to this new program to acquire foreclosed single family homes, rehabilitate and resell to households at or below 80% Average Median Income (AMI). This program is modeled after the Neighborhood Stabilization Program (NSP) except buyers incomes are capped at 80 percent of AMI.

Outcome Goal 2: Provide decent affordable housing by sustaining neighborhoods through partnerships with Community Housing Development Organizations (CHDO).

Phase 1

- **Paradise and Court Multi-Family Project** - The City of Visalia in partnership with Kaweah Management and Visalians Interested in Affordable Housing (VIAH), serving as a CHDO, are addressing the needs of the community through rehabilitation and building of new affordable housing units. The Paradise and Court Project consists of two phases. The first phase, rehabilitation of 11 existing units, has been completed. The second



phase of the project consists of constructing nine (9) units. The new units will be approximately 1,220 square feet, 3 bedroom & 2 full baths with a single car attached garage. These units will be completed by the end of the year.

Phase 2



The City has allocated a total of \$1.0 million for this project, consisting of \$500,000 in CHDO HOME funds and \$500,000 in Redevelopment Low Mod funds. The City had previously anticipated releasing the balance of the earmarked CHDO funds upon completion of the project; however, due to a delay in tax credits, and to continue and support this development, the City disbursed the remaining committed balance to the developer in mid July 2010. To date, \$124,728 of the CHDO budget has been expended.

- **Community Services Employment Training (CSET)** – CSET represents the newest Community Housing Development Organization. The City budgeted a total of \$260,000 HOME CHDO funds of which \$15,000 was set-aside for pre-development costs as a loan to be repaid. Under the City's direction, CSET has acquired two foreclosed single family dwellings. The units have been rehabilitated and are for sale to income qualifying families. In 2010-11 CSET expended \$199,574 for CHDO activities and \$24,000 for operating expenses.

Outcome Goal 3: Increase the availability of decent affordable rental housing through partnerships with non-profit agencies.

- **Sierra Meadows Project** - The City of Visalia in partnership with Christian Church Homes of Northern California have been working together since 2004 on the construction of 42 units of senior housing. To date, the City has contributed a total of \$2.7 million in HOME funds towards this project. This amount represents 30% of the development cost of \$9.5 million



dollars. The project addresses the objectives of the Consolidated Plan as a high priority for "Special Needs Housing" for seniors. The project broke ground in December 2009 and was completed in May 2011.

CDBG FUNDED OBJECTIVES AND ACCOMPLISHMENTS

OBJECTIVE 1 – CREATE SUITABLE LIVING ENVIRONMENTS

Outcome Goal 1: Maintain and preserve quality housing by addressing substandard housing through Neighborhood Preservation.

- **Code Enforcement** - The Neighborhood Preservation Division is responsible for the management of the Code Enforcement Program.

The primary emphasis of the program is on life safety and non-compliance substandard housing code issues.

Considerable efforts are focused on Health and safety Code enforcement as it primarily relates to Housing standards. Some of the common violations include: unsafe structures, abandoned properties, contaminated and/ or unsecured swimming pools, construction without permits, and unlicensed vendors. Code inspectors enforce and correct violations of the housing code, dangerous building code and public nuisance and zoning ordinances.



In fiscal year 2010-11, the City allocated a total of \$160,000 in CDBG funds and expended a total of \$168,458 from the 2010-11 allocation and prior year funding. A total of 109 code cases were opened in 2010-11 and 249 closed within CDBG target areas. (Closed cases may include old cases from previous years that were closed in 2010-11).

Outcome Goal 2: Provide educational services to low income persons by providing Fair Housing information.

- **Fair Housing Hotline Program** - To affirmatively promote fair housing, the City continues to offer the Fair Housing Hotline Program. In October 2010, the Tulare County Housing Authority (TCHA) contract for administration of the program expired. The City assumed responsibility for managing the Fair Housing Hotline.

Federal fair housing laws prohibit discrimination in the sale, rental or lease of housing, and in negotiations for real property, based on race, color, religion, sex, national origin, familial status and disability. California fair housing laws build on the federal laws, including age, marital status, ancestry, source of income, sexual orientation and "any arbitrary discrimination" as the protected categories under the laws.

The Analysis of Impediments (AI) to Fair Housing Choice was adopted by the City Council on April 19, 2010. The AI was reviewed by HUD for final approval and was incorporated into the Consolidated Plan as of February 2011. The AI provides an overview of laws, regulations, conditions and other possible obstacles that could affect an individual's or household's access to housing in Visalia. The AI includes a comprehensive review of Visalia's laws, regulations and administrative policies, procedures and practices, as well as an assessment of how they affect the location, availability and accessibility of housing, including an assessment of conditions, both public and private, affecting fair housing choice. A complete copy of the report can be viewed on the City of Visalia website at www.ci.visalia.ca.us under the Housing & Economic Development Department tab.

In 2010-11, \$15,000 was allocated for the Fair Housing Hotline and \$21,458 was expended, including funding allocated in the prior year. The following table displays the types of referrals and the ethnicity of the callers over the annual period. The program assisted a total of 163 callers and provided 207 referral services. Additionally, 720 Fair Housing Brochures were distributed as well as 43 Tenant/Landlord handbooks.

Program Year 2010-11	Hotline Calls Received	Total Referral Services Provided	Lawyer & Legal Referral Services	Fairhousing Brochures Provided	Tenant/Landlord Handbooks Provided	White	Hispanic	Black	American Indian	Asian/Pacific
July	16	26	14	200	3	11	5	0	0	0
August	14	21	13	200	1	7	7	0	0	0
September	12	22	10	0	7	9	2	1	0	0
October	11	11	7	25	3	4	2	0	0	0
November	19	15	9	0	1	2	7	0	0	0
December	10	10	5	47	3	7	1	0	0	0
January	13	22	8	11	8	3	9	0	0	0
February	5	6	4	214	4	1	2	0	0	0
March	12	3	2	0	0	1	4	0	0	0
April	21	18	4	0	1	7	3	3	0	0
May	19	36	12	19	8	6	8	1	0	0
June	11	17	10	4	4	7	4	0	0	0
Total	163	207	98	720	43	65	54	5	0	0

OBJECTIVE 2 – CREATE SUITABLE LIVING ENVIRONMENTS BY SUPPORTING SPECIAL NEEDS PROGRAMS

Outcome Goal 1: Increase accessibility to support facilities to end chronic homelessness.

- **Continuum of Care** - The City continues its partnership with the Kings-Tulare Continuum of Care (CoC) to address issues of homelessness. The CoC is a consortium of housing providers, service providers, and local government that work together to combat homelessness in Kings and Tulare Counties. In fiscal year 2010-11 the City of Visalia allocated and expended a total of \$10,000 to support efforts by the CoC. These activities included assisting with the capacity development of the Continuum and member agencies which offer services to homeless individuals and families in Visalia, including the annual Project Homeless Connect event. However, with the recent reduction in funding, the City’s ongoing support is significantly reduced due to the loss of staff and lower funding. Future City funding and staff participation will be limited.

Accomplishments of the CoC in 2010-11:

- The CoC successfully implemented the **2011 Point in Time (PIT) Count**. The PIT surveyed 311 homeless individuals and children in Visalia on January 25, 2011.
- The CoC hosted the 2010 **Project Homeless Connect** event, which served over 300 homeless individuals in Visalia and offered a wide range of services from mental health to dental health, immunizations and pet vaccinations. Other services included things as simple as haircuts, access to mainstream benefits, legal assistance, and housing resources. DMV was on hand to offer CA ID cards. Services were geared towards all ages.

- The CoC has added a training component to each of the monthly membership meetings. Trainings to date have included effective utilization of the Self-Sufficiency Calculator and a variety of workshops on how to access mainstream benefits, including WIC, CalWorks, SSI/SSDI, etc.
- The CoC hosted a free 8 hour training on "How to Develop Permanent Supportive Housing" in May 2011.
- The CoC has completed the draft of the 10 year plan to end homelessness entitled "Connecting the Dots: A Proactive Approach to Addressing Homelessness", and will seek adoption by the Visalia City Council in August of 2011.

While homelessness remains a concern of the CoC, maintaining families in homes is the most significant issue and challenge facing the City and will continue to be our primary focus.

OBJECTIVE 3 – CREATE SUITABLE LIVING ENVIRONMENTS THROUGH PUBLIC IMPROVEMENTS

Outcome Goal 1: Increase availability of handicapped access benefiting the population with special needs.

- **ADA Compliance** - The City of Visalia is committed to improving access for persons with disabilities. In 2010-11 the focus was on construction of ADA drinking fountains in five locations: Three within Blain Park, one at Jefferson Park near the playground and one at Pinkham Park. These fountains offer easy access to wheel chair bound individuals. The City allocated a total of \$40,000 in CDBG funds and expended \$26,947. The project is complete.



Outcome Goal 2: To improve quality through rehabilitation and preservation activities.

- **Fox Theater Painting** - The total painting budget for the Fox Theater was \$43,700. Of this amount, the City contributed a total of \$30,000 in CDBG funds. The remaining balance came from Visalia Friends of the Fox. The painting was completed in July 2010. In the prior year \$14,141 was spent and in 2010-11 the remaining balance of \$15,859 was expended.



Outcome Goal 3: Improve quality and increase quantity of public improvements that benefit low-and-moderate income residents.

- **Jefferson Park Reconstruction** (Washington School Neighborhood) – On September 21, 2009, the City Council adopted an amendment to the 2008-09 and 2007-08 Action Plans redirecting a total of \$63,000 collectively to support improvements to Jefferson Park located in the Washington School neighborhood. In 2010-11, a total of \$55,317 was expended on this project.



The funding was previously earmarked to address lighting in the neighborhood, however, due to a significant lower cost than previously anticipated for the installation of new lamps, the excess funding was utilized to continue improving the quality of life of the neighborhood by providing several improvements to the park.

The project addresses a number of safety related issues, including reconstruction and replacement of the existing 35 year old backstop, dugouts, and the foul line fencing in addition to lighting for the basketball courts. These basketball courts provided recreational opportunities for families living in the apartment complexes nearby. The new lighting encourages park users to play and exercise longer outdoors as an alternative to sitting idle in their residences. This area has both gang activity and high levels of youth and poverty.

OBJECTIVE 4 – CREATE ECONOMIC DEVELOPMENT AND COMMUNITY DEVELOPMENT OPPORTUNITIES

Outcome Goal 1: Demonstrate a commitment to long-term economic growth by promoting expansion and job creation.

- **Parking Structure Section 108 Loan** (West Acequia Parking Structure) - The Parking Structure was completed in 2007 and continues to provide great economic benefit to the Downtown Area. The 700 space garage, bound by Acequia, Floral and Main Streets, mainly supports the hospital's recent six-story expansion as well as many local businesses. Since the expansion, Kaweah Delta Healthcare District has created a total of 922 jobs. City staff continues to monitor the jobs created by the hospital annually.

Despite the economic downturn, Visalia has welcomed new businesses, including a new bank and medical offices. In fiscal year 2010-11, the City made a Section 108 payment in the amount of \$492,250.



OBJECTIVE 5 – CREATE SUITABLE LIVING ENVIRONMENTS THROUGH PUBLIC IMPROVEMENTS

Outcome Goal 1: Improve the quality and increase the quantity of public improvements that benefit low and moderate income residents.

- **Oval Area Traffic Improvements** - In 2008 the City Council directed staff to work with residents and businesses in the Oval Park Neighborhood to identify needs related to traffic, safety and lighting. The City held many community meetings to obtain community input and has retained the services of an engineering firm to prepare plans for pedestrian and traffic improvements and roadways surrounding the park. Through fiscal year 2010-11 a total of \$295,025 in CDBG funds was set aside for this project with \$85,603 expended leaving a balance of \$208,794.



Currently, the City is exploring additional funding sources to complete construction of the roadway improvements which is key to improving traffic safety for pedestrians, bicyclists and vehicles. This low-income area has one of the highest levels of pedestrian traffic.

- **Oval Park Area Lighting Project** – Streetlights will improve safety and nighttime visibility and deter crime within the existing streets and along sidewalks. This high crime, older neighborhood is deficient in lighting. To date, four lights have been purchased and \$3,693 has been expended out of a budget of \$40,000. The lights should be installed in the fall of 2011.
- **Recreation Park** – Funds in the amount of \$110,241 were used to address the Skate Park graffiti and fencing issues as well as security cameras to maintain a safe environment for the community.



OBJECTIVE 6 – CREATE SUITABLE LIVING ENVIRONMENTS BY SUPPORTING SPECIAL NEEDS SERVICES

Outcome Goal 1: Increase accessibility and range of housing options for persons with special needs.

- **Mobile Home Senior Handicapped Assistance Repair Program (SHARP)**
This program is administered by Self-Help Enterprises (SHE) and has a total of \$90,000 to support the administration and repairs to mobile homes owned by low income and handicapped seniors. The majority of repairs address health and safety issues such as roofs, air conditioning, plumbing & electrical

and handicap ramps. Without this program, these coaches would be uninhabitable and the seniors would be displaced from their residences.

During the program year nine mobile home repairs were completed, four were in progress/under construction and two loans were in the application stage. It is projected that four more households will be assisted over the next several months. The total amount spent on this program in 2010-11 was \$93,657. As of December 31, 2011, this program will be put on indefinite hold due to the reduction in funding.

Outcome Goal 2: Maintain quality owner-occupied housing for the elderly.

- **Senior Home Repair Minor Repairs** – This program, administered by Community Services and Employment Training (CSET) assists senior citizens by addressing minor repairs to their home which may include plumbing repairs, cooler/air conditioning repairs, roof repairs, door & window repairs, and electrical repairs, flooring and carpentry repairs.

In fiscal year 2010-11, the City of Visalia allocated a total of \$91,000 and expended \$86,274 to address 619 repairs for 102 clients (one household may have multiple repairs), including 18 new clients assisted during the program year. This program’s contract ended June 30, 2011 and future allocations have been put on hold due to Visalia’s reduction in funding from HUD.

CDBG FUNDED NEIGHBORHOOD STABILIZATION PROGRAM (NSP) OBJECTIVES AND ACCOMPLISHMENTS

OBJECTIVE 1 – PROVIDE DECENT AFFORDABLE HOUSING

Outcome Goal 1: Increase availability of affordable owner-occupied housing through NSP (LMM) up to 120% AMI

The City received a \$2.38 million grant from HUD to acquire, rehabilitate and resell foreclosed homes in targeted neighborhoods. The program is geared to recycle funds through the resale of homes in order to purchase and rehabilitate more homes and assist more families. In 2010-11, the City expended \$1,201,346 on NSP activities. Of this amount, \$848,963 was from program income from the resale of homes.



Before Rehabilitation



After Rehabilitation

- **Neighborhood Stabilization Program (NSP) 120% AMI** – On average, homes have been purchased for approximately \$75,000, rehabilitated and included energy efficient improvements for \$25,000 and resold for approximately \$100,000. To date, the City has purchased 26 homes and resold 21.

Outcome Goal 2: Increase availability of affordable owner-occupied housing through NSP (LMM) up to 50% AMI

- **Neighborhood Stabilization Program (NSP) 50% AMI** - While the City has been very successful in acquiring & refurbishing foreclosed single-family homes for resale, it has been more challenging to fulfill the 50 percent AMI requirement. This is because many of the households at this income level find it difficult to afford the mortgage payments, plus taxes and insurance, while also maintaining the upkeep of the property.

Outcome Goal 3: Increase availability of public facilities

- **210 NW 2nd** - The City Council approved the purchase of a multi-family complex. The four-plex was sold to the Visalia Rescue Mission to be used as transitional housing for homeless individuals while securing employment.

CDBG FUNDED AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) OBJECTIVES AND ACCOMPLISHMENTS

OBJECTIVE 1 – CREATE SUITABLE LIVING ENVIRONMENTS THROUGH PUBLIC IMPROVEMENTS

In response to the ever worsening economic recession, the City was also the recipient of funding through The American Recovery and Reinvestment Act of 2009 (ARRA). The City proposed and invested \$322,067 in CDBG-R funds into infrastructure and public facility activities. These activities will achieve long-term benefits, quickly spur further economic investment, create and/or retain jobs in the community; especially in areas with the greatest need, and improve the quality of life in deteriorating neighborhoods.

Outcome Goal 1: Improve quality and increase quality of public improvements that benefit low and moderate income residents.

- **Public Sidewalk & Handicap Access (\$35,000)** - Project funded construction of sidewalks, including a handicap ramp. The project is located at 700 S. Watson bounded by Watson, Myrtle, Encina, and Cypress within the CDBG area. Status: Project was completed and reported in 2009-10.
- **Center Avenue Improvements (\$193,200)** - Project consisted of installation of bulb outs at intersections between crosswalks and angled parking spaces and truncated domes on the existing sidewalk handicap ramps providing safer pedestrian access within the CDBG area by slowing traffic along the corridor, providing additional separation between cars parking and pedestrians and adding additional truncated domes to existing handicap ramps. The truncated domes provide a sensory detection for sight impaired citizens utilizing canes when approaching the intersection. This project also

provided safer pedestrian access for employees and customers to the businesses in the CDBG area. Status: Project was completed and reported in 2009-10.

- **Anthony Community Center (\$61,660)** - Rehabilitation of multi-purpose main room & restrooms. This facility is 50 years old. The primary work was repairing and painting the walls in the multi-purpose room, replacement of the existing rubber floor with tile flooring, replacement of sheet rock in some areas, and renovation of the existing restrooms for ADA compliance. This project has improved the quality of the neighborhood facility for low income persons. Status: Project complete and reported in 2010-11.
- **Administration (\$32,207)** – Funds utilized in compliance with 24 CFR 570 requirements provided management, compliance and planning activities for the CDBG-R Program.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

The City takes a proactive approach and continually evaluates programs and activities to ensure they are meeting targeted goals as well as keeping in line with current levels of funding. In the 2010-11 year, City staff made difficult recommendations to the City Council to update guidelines and/or redirect funding from programs that were affected by the changing economic climate. The following changes were made through Action Plan Amendments:

Due to a reassessment of the First Time Homebuyer Program and community needs, staff recommended that funding previously set-aside for this program be re-directed to create the New Construction Deferred 2nd Mortgage Loan Program to support the local economy with construction jobs, by providing alternative financing options, such as down payment or gap financing to newly constructed homes within the city limits. The recommendation was approved by the City Council on September 7, 2010. Additionally, on November 10, 2010 the City Manager approved reducing the subsidy amount from \$40,000 to \$20,000 due to declining property values.

On April 18, 2011 the City Council approved a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME Program Income previously allocated to the First Time Homebuyer (FTHB) Program and funding from the New Construction Deferred 2nd Mortgage Loan Program. This amendment redirected the funding to a new Program, the Foreclosure Acquisition Program II (FAP II). As of July 1, 2011, approximately \$460,000 was redirected to this new program to acquire foreclosed single family homes, rehabilitate and resell to households at or below 80% Average Median Income (AMI). This was due to the lack of success of the programs as a result of the continued reduction in property values.

3. Affirmatively Furthering Fair Housing:

- a. Provide a summary of impediments to fair housing choice.

The Analysis of Impediments (AI) was updated in April 2010 and those results are summarized below. The new AI can also be viewed on the City's website at www.visalia.ca.us under the Housing & Economic Development Department Section.

The results of the AI that was incorporated into the Consolidated Plan of 2005-2010 are as follows:

Summary of Impediments

The following is a list of key conclusions and potential impediments that may exist in the City of Visalia.

Visalia Demographics

Race and Ethnicity

The population growth of Visalia has increased significantly since the 2000 Census count of 91,565. In 2009, the population was 118,102, a 35.8 percent increase.¹ Whites represented the largest percentage of the population, followed by Hispanics.² In 2008, the foreign-born population was 15,189, representing 12.5 percent of the City's population.

Racial/Ethnic and Income Concentrations

Hispanic and African-American residents tend to concentrate in the northeastern and southeastern part of the City, whereas White residents tend to concentrate in the southwest part of Visalia.³ Although the separation of different race and ethnic groups has historically been associated with segregation, people's choice of residence today is complex. The quality of local schools, housing prices, access to transportation and affiliation with people or friends of similar values are all important factors guiding people's housing choices. The City's low- and moderate-income areas are also concentrated in the northeastern, northwestern and central parts of the City.⁴ These areas generally have the most convenient access to social services and public transportation.

Large Households

Large households often face discrimination in the housing market, particularly in the rental housing market. Landlords may discriminate against large families for fear of excessive wear and tear or liability issues related to children.

Overcrowding

According to both California and federal standards, a housing unit is considered overcrowded if it is occupied by more than one person per room (excluding kitchens, bathrooms and halls). Occupancy by more than 1.5 persons per room constitutes "severe" overcrowding. Factors contributing to the rate of overcrowding in Visalia include housing costs, an increase in the number and proportion of large family households and an inadequate supply of large family rental and ownership units. In 2000, the incidence of severe overcrowding in Visalia of 5.8 percent was significantly less than the County's 10.9 percent and the State's 9.1 percent. Based on 2000 Census data, severe overcrowding does not seem to be an impediment to fair housing in the housing market for Visalia.

¹Claritas data

²Persons of Hispanic heritage can be of any race.

³U.S. Census Bureau, 2000

⁴Ibid.

Overpayment

According to the 2000 Comprehensive Housing Affordability Strategy Report (CHAS Report), 4,186 renters and 2,748 owners overpay for housing within the low-income household needs group.⁵

According to the City's 2009 Housing Element, small low-income households that rent experience more of a housing cost burden than other household types. Nearly 65 percent of low-income small-related renter households had a cost burden and 31.6 percent had a severe housing cost burden. Small-related renters are often senior residents, who represented 20.2 percent of all households in Visalia in 2000. Of these households, 57.2 percent of all senior renter households had a housing cost burden greater than 30 percent.⁶

Housing Affordability

The median household income in the Visalia-Porterville metropolitan statistical area (MSA) was \$47,200 in 2009, higher than the county median of \$45,117.⁷ In 2000, 35.2 percent of the households in Visalia were considered low income (earning less than 80 percent of the median family income).⁸

According to CHAS, a total of 10,155 households, or 30.4 percent of all households in the City of Visalia, paid in excess of 30 percent of their income for shelter in 2000. Renter households had a higher percentage of households who overpay at 39.3 percent. For senior renters, the disparity was even more pronounced with 60.1 percent of such households overpaying and 25.2 percent of owner households overpaying for shelter in Visalia.

Historically, most of the housing affordability problems in Visalia were the result of housing costs outpacing medium family income. However, in 2007, the median home price declined by nearly \$29,208, or 10.7 percent, from the previous year. Conversely, medium family income increased 28.6 percent from \$45,830 in 2000 to \$61,074 in 2006. This suggests that the volatility in the housing market was owners paying a high percentage of their income on inflated mortgages, coupled with rising job loss across industries, and could be the current reason for housing affordability problems.

Although housing affordability per se is not a fair housing issue, overpayment, overcrowding and foreclosures could disproportionately affect Visalia's minority and senior populations. In Visalia, African Americans had the highest proportion of extremely low income households. In this regard, housing affordability is a fair housing concern.

Public Transit Accessibility

The lack of a relationship between public transit, employment opportunities and affordable housing could impede fair housing choice because persons who depend on public transit will have limited choices regarding places to live. Visalia is generally well served by public transit. Nearly all of the major employers are located within one-quarter mile of a transit route. Many of the major employers in the City provide

⁵City of Visalia Housing Element, 2009

⁶Ibid.

⁷U.S. Department of Housing and Urban Development Office of Policy Development and Research, April 20, 2009, Income Limits

⁸City of Visalia Housing Element, 2009

public services and are easily accessible by transit, including the Visalia City Hall and the Visalia City Schools.

Housing Conditions

Tenure

The 2008 housing stock in Visalia comprised 35,795 (82.5 percent) single-family units and 7,607 (17.5 percent) multi-family units. Within Visalia, 37.2 percent of all households were renters and 62.8 percent were owners. Visalia and Tulare County both have had slightly lower vacancy rates than the state average since 1990. The vacancy rate in Visalia has remained around 5.5 percent since 2000, whereas the statewide vacancy rate has increased closer to 6 percent.⁹ The relatively lower vacancy rate in the City indicates that finding housing in the rental market is likely a challenge for many households, particularly for large families. In general, housing discrimination issues are more prevalent in the rental housing market because renters are more likely to be subject to conditions in the housing market that are beyond their control.

Housing Stock

The housing stock in Visalia is relatively new with nearly 69.2 percent of all housing stock being built from 1970 to 2000.¹⁰ However, 17,634 residential properties, or 55.8 percent, were built before 1980. In general, older homes are often well maintained and add to the unique charm of the City. However, older homes in low-income areas tend to be in poorer condition and might contain health hazards such as lead-based paint.¹¹ Ongoing repair and maintenance are necessary to keep the units in safe and sound condition.

Assisted Housing

In the 2000 Census, there were 6,744 senior households estimated in the City, constituting 21.8 percent of the City's total households. Of those households, 60.1 percent of the senior renter households were in overpayment situations compared with 30.4 percent for all Visalia residents.¹² Although housing affordability is not a fair housing concern per se, providing opportunities for a variety of housing choice can help lessen the likelihood of housing discrimination by increasing the supply.

Access to Financing

Conventional Home Loan Financing

According to 2008 Home Mortgage Disposition Act (HMDA) data, African Americans are the only racial or ethnic group heavily underrepresented in the homeownership market. Although African Americans represented 8.7 percent of the total population in the 2008 American Community Survey, they only accounted for 0.8 percent of all home loan applications in 2008. The representation of Hispanics and Whites, the City's largest ethnic and racial populations, in the homebuyer market is almost identical to their percentage of the population.

In 2008, 1,703 households applied for conventional loans for home repairs and improvements. The overall level of home improvement loan approvals (27.9 percent)

⁹City of Visalia Housing Element, 2009

¹⁰Ibid.

¹¹National Center for Lead-Safe Housing. (1996). *Childhood Lead Poisoning: Solving a Health and Housing Problem*.

¹²City of Visalia Housing Element, 2009

was lower than that for home purchase loans (55.7 percent). This tends to indicate that homeowners' difficulty attaining these types of homes is due to the prevalence of negative equity in the Visalia housing market.

Subprime Lending Activity

The available HMDA data did not provide information on which loans were actually prime or subprime mortgage loan applications among conventional home purchase loans. It is likely that a number of households that in the past would have opted for government-backed loans were able to receive conventional loans through the subprime market. Subprime lenders generally have interest rates that are higher than those in the prime market. Although subprime lending cannot in and of itself be equated with predatory lending, studies have shown a high incidence of predatory lending in the subprime market is a potential cause for concern when the target clients are considered high risk. Higher-risk features for subprime lending include adjustable interest rates (typically with large, scheduled payment increases), loans with prepayment penalties or balloon payments, and "low-doc" and "no-doc" loans, in which lenders approve borrowers for loans based on little or no verification of the borrower's income and assets. In 2006, considered the peak of the subprime loan market, the Visalia-Porterville MSA was projected as 13th out of the top 15 markets with the largest increase in projected subprime foreclosure rates for loans originated from 1998 to 2001.¹³

Fair Housing Services

Fair Housing Hotline

In fiscal 2007–2008 and 2008–2009, there were 367 fair housing calls to the program. There was a noticeable 42 percent drop in fair housing calls to the program in fiscal 2008–2009 from the previous year. In terms of the race/ethnicity breakdown of hotline calls received, Whites and Hispanics continued to be the majority representing nearly 80 percent of all calls. However, the percentage of hotline calls from Hispanics increased from 37 percent in fiscal 2008–2009 to 42 percent of all calls in fiscal 2008–2009.

Actions

The proposed actions to address the impediments to fair housing choice are organized by type.

Expanding Affordable Housing Opportunities

1. Housing Partnerships

Action 1.1. The City will continue to explore the development and rehabilitation of affordable housing opportunities with its local partners as well as outside developers. Local partners include the following:

- Tulare County Housing Authority
- Habitat for Humanity
- Christian Church Homes of Northern California
- County Services and Employment Training (CHDO)¹⁴

¹³Center for Responsible Lending. (2006, December). "Losing Ground: Foreclosures in the Subprime Market and Their Cost to Homeowners."

¹⁴CHDO: Community Housing Development Organization

Time Frame: *Ongoing*

2. *Affordable Housing Resources*

Action 2.1. The City will maintain a list of nonprofit agencies and their services on the City's Web site under affordable housing.

Time Frame: *By 2010*

3. *Emergency Shelters, Transitional Housing and Supportive Housing*

Action 3.1. The City will amend the zoning ordinance to address revised state law that requires cities to expand opportunities for the siting of emergency homeless shelters in any zone. Under the current (2009) Municipal Code, emergency shelters are allowed in the Multi-Family Residential (R-M-2 and R-M-3), Central Business District (CDT), Light Industry (I-L) and Heavy Industry (I-H) zones as a conditional use.¹⁵

Time Frame: *By December 2010*

4. *Housing Choice for Special Populations*

Action 4.1. The city will continue to work with the Housing Authority and other local non-profits to provide priority federal and redevelopment funding to assist in the development of new housing opportunities in non-minority concentrated areas of Visalia. The City will continue to administer successful programs that provide funding and support for affordable housing.

Time Frame: *By December 2010*

Action 4.2 (Low Income Seniors) The City shall continue to facilitate the construction of affordable rental housing for very-low and low- income seniors by providing regulatory (e.g., density bonus, expedited permit processing, deferred fees, or relaxed parking requirements) and financial incentives (e.g., RDA set-aside funds).commercial, and medical services. The City shall also continue with the Senior Repair and Handicapped Program (SHARP) and Senior Home Minor Repair Program, which assists low-income elderly homeowners in rehabilitating their homes to address health and safety repairs, accessibility needs, and energy efficiency improvements.

Time Frame: *By January 2011*

Action 4.3 (Low Income Large Families) The City shall promote the construction of affordable for-sale and/or rental housing units with three or more bedroom units affordable to very low- and low-income families. The City shall publicize financial and regulatory incentive opportunities (e.g., expediting permit processing, deferred fees, density bonuses, or use of set-aside funds) to developers for these unit types including promote the need for three or more bedroom units during pre-application meetings, contacting affordable housing

¹⁵City of Visalia Housing Element, 2009

developers, and creating informational fliers at the Community Development Department and in all general application packets.

Time Frame: *By January 2011*

Action 5.3 (Disproportionate Needs) The city will work with TCHA and nonprofit agencies to develop an affirmative marketing plan to reach groups that are least likely to apply and have disproportionate housing needs and after conducting the outreach, monitor how effective the affirmative marketing plans were in reaching those groups.

Time Frame: Annually

Access to Financing

1. Outreach to Lenders

Action 5.1. The City will work with local lenders to provide information on government-backed financing for low- and moderate-income residents. The City will encourage local lenders to provide information in English and Spanish.

Time Frame: *Ongoing*

Action 5.2. The City will work with local lenders to promote the City's First-Time Homebuyers program. The City will provide information on the program in English and Spanish. Local lenders attend program workshops.

Time Frame: *Ongoing*

2. Education and Resources

Action 6.1. The City will encourage private lenders to host workshops to be held in Visalia by local lending institutions regarding the home-buying process and the resources available to low- and moderate-income homebuyers.

Time Frame: *Conduct homebuyer workshops periodically*

Action 6.2. The City will continue to provide brochures or information on homeownership, rental assistance and rehabilitation assistance programs in English and Spanish. Information on the City's First-Time Homebuyers program will be made available on the City's Web site and at community events promoting fair housing choice held by the City.

Time Frame: *Ongoing*

Action 6.3. The City will consider partnering with agencies to provide credit and financial counseling services, including assisting potential homebuyers build up credit and equity and clear bad credit, and providing education on affordability and financial responsibility of homeownership.

Time Frame: *2010*

Action 6.4. As funding permits, the City or funded programs will work with other fair housing advocates to conduct additional fair housing workshops in Visalia to educate about fair housing rights.

Time Frame: *Ongoing*

3. *Unfair Lending and Insurance Practices*

Action 7.1. The City will monitor complaints regarding unfair/predatory lending and will assess lending patterns using the data collected under the Home Mortgage Disclosure Act (HMDA), the Community Reinvestment Act (CRA) and other data sources.

Time Frame: *Monitor the HMDA and other data at least once a year to identify potential issues with unfair lending practices*

Action 7.2. The City will participate with HUD in efforts to improve access to homeowner's insurance and to investigate predatory lending in the home purchase, home improvement and mortgage refinancing markets.

Time Frame: *Ongoing*

Fair Housing Services

1. *Apartment Owners/Managers*

Action 8.1. The City will work in conjunction with apartment owner/manager associations to outreach to owners of small rental properties regarding fair housing laws.

Time Frame: *As necessary*

Action 8.2. The City will work with agencies and the property managers of affordable housing to ensure that fair housing laws are abided by in the selection of residents and that information of housing availability is appropriately advertised. The City will continue to provide outreach related to affordable housing opportunities through advertisements and literature available in English and Spanish. The City will periodically track income and demographic data related to affordable housing participants and evaluate additional strategies, if needed, to increase access to and knowledge of affordable housing opportunities in the City.

Time Frame: *By 2010*

Action 8.3. In addition to addressing the fair housing calls through the City's Fair Housing Program, the City will track the type of complaints and create a system to track the outcome of all substantiated complaints referred to other sources.

Time Frame: *Annually beginning 2010*

2. *Fair Housing Testing and Audits*

Action 9.1. The City will explore applying for federal Fair Housing Initiative Program (FHIP) grants and conduct testing and audits as a means to affirming the nature and extent of fair housing issues in the community.

Time Frame: *Every other year*

3. *Reasonable Accommodation*

Action 10.1. The City will explore the adoption of a reasonable accommodation ordinance to further fair housing choice for persons with disabilities.¹⁶

Time Frame: *As necessary*

Action 10.2. The City will provide information on reasonable accommodation and on often utilized disability adjustments to housing units. Information will be available at City Hall and at the Regional Medical Center in English and Spanish.

Time Frame: *By 2011*

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The City ensures compliance with programs and projects by incorporating accounting principles, conducting single audits, reviewing & updating guidelines & procedures, monitoring, and following HUD requirements. Staff prepares a five year Consolidated Plan, a yearly Action Plan and CAPER for City Council and HUD approval.

All reports are made available to the public for review, community meetings are held, City Council Work sessions and public hearings are also held, which provide participation opportunities for community input. Public notices are published twice in three local newspapers, including El Sol, for the Spanish speaking community. Notices are posted at the City of Visalia's library, and three City Hall offices. The Action Plan and CAPER are also made available to the public via the City's Website at www.visalia.ca.us and over the Counter at all three City Hall locations.

Citizen Participation

1. Provide a summary of citizen comments.

The City of Visalia considers Citizen Participation an important component in improving the quality of life of our neighborhoods and encourages residents to become involved. A Summary of Citizen Comments can be found in **Appendix B**.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures.

¹⁶City of Visalia Housing Element, 2009

Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

In addition to annual entitlement funds, the City continues to use program income from previously funded CDBG and HOME projects, and uncommitted carryover funds for projects. See Table I in the General Questions Section of the CAPER.

Additionally, the table below identifies, by program, how many people were assisted and the geographical, by census tract, which were served.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Due to ensuing budget reductions of approximately 17% in CDBG and 12% in HOME Funds, staffing has been reduced in the Housing & Economic Development Department. The remaining staff consists of the Department Director, Housing Specialist and Financial Analyst. One Senior Administrative Analyst and two Housing Technician positions were eliminated.

Code Enforcement is a division under the Housing & Economic Development Department and is also an integral part of the institutional structure. Neighborhood Preservation works closely with other City departments and with the community to develop programs, projects and activities that improve the City's neighborhoods.

The City also maintains an active partnership with other agencies to help serve its housing and community development needs. Self-Help Enterprises, CSET, Tulare County Housing Authority, and Habitat for Humanity, have played an important role in the City's implementation of community programs.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

The City utilizes AmeriNational Community Services for loan servicing. AmeriNational monitors the City's loan portfolio on a monthly basis for conformity with loan payments, tax & insurance, and delinquencies. Additionally, on a yearly basis, AmeriNational conducts property condition inspections, and obtains an affidavit of ownership. This assists the City in maintaining participant compliance with each program.

To monitor that funds are being utilized to carry out affordable housing strategies through the acquisition, rehabilitation and new construction of housing units, the City of Visalia's monitoring plan includes tracking HUD-approved programs in accordance with the national objectives and regulations.

The City has compliance monitoring guidelines for its CDBG and HOME funds with priority given to activities that benefit low- and moderate-income persons. That monitoring process incorporates the following:

Routine Monitoring Responsibilities by City Staff

1. To assess performance and identify any compliance problems, City staff monitor application information from homeowners, assist with sub-recipient checklists, conduct periodic reviews to ensure regulatory compliance and track performance.
2. Ongoing monitoring involves an examination of both routine and special reports assessing two areas: compliance and performance.
3. Sub-recipients have independent audit actions conducted on a yearly basis.
4. Sub-recipients prepare periodic progress reports and provide those reports to the City of Visalia on a monthly basis.
5. If the sub-recipient is slow in setting up projects or in drawing down funds, City staff contact the sub-recipient to discuss the reasons for the slow progress.
6. If the sub-recipient is not able to commit and spend its designated funds within the period of the HOME agreement, an onsite review may be requested.
7. If it is determined that HOME funds will not be drawn down, staff may take steps to reprogram the funds to another entity or program upon taking the appropriate amendment actions.
8. Based on the data submitted, City staff generates regular reports on the status of all HOME- and CDBG-funded activities, as well as program-wide data such as the number of units developed or families assisted, income guidelines, ethnicity, Census data and the ongoing expenditure of HOME and CDBG funds.
9. The results are presented in the yearly Consolidated Annual Performance and Evaluation Report (CAPER) report and preserved in the program master file.

In-Depth Monitoring and Onsite Reviews

1. These activities identify whether performance or compliance problems exist and identify the aspects of the programs or projects that are contributing to the adverse situation.
2. These activities include an onsite visit, observation of actual program elements and the use of a monitoring checklist.
3. City staff identify aspects of the programs or projects where the organization is performing well and poorly, assess compliance with program requirements, determine whether record-keeping is adequate, prepare a report summarizing the results of the review and describe any required follow-up activity.

Monthly Status Report

1. The sub-recipient is required to submit a monthly report detailing the progress of the development projects, programs and activities utilizing CDBG and HOME funds.
2. This report is to include the following:
 - Project progress in meeting stated goals and benchmarks.
 - Problems encountered and steps taken to resolve them.
 - Other general information as appropriate.
3. This report is required to be filed at the City office by the seventh working day of the month following the month when services were provided.

File Review or “Desk Review”

1. Throughout the year, City staff review the sub-recipients’ submitted project files for compliance.
2. City staff may be made aware of important or valuable information in a City “Single Audit” Review, conducted by an independent auditor.
3. In addition to the ongoing file monitoring and prior to the onsite visit, City staff review the organizations/sub-recipients on the projects.

Financial Review

1. Sub-recipients submit a weekly or monthly report, depending on the type of project, concerning the financial and accounting status of the project(s).
2. The weekly/monthly financial report includes the following:
 - Summary of all disbursements of CDBG or HOME funds.
 - Percentage of funds expended and remaining by cost category.

Site Review

1. City staff gather information from a variety of sources.
2. During the onsite review, the following steps are completed:
 - Conduct an initial meeting with the director or other official to explain the purpose and schedule for the review.
 - Review additional materials provided to obtain more detailed information about the program or projects in question.
 - Examine a sampling of files to verify the existence of required documentation and the accuracy of reports being submitted to the agency.
 - Visit a sampling of program or project sites to confirm information contained in the program files; this may also include interviewing residences.
 - Meet with local lending or other partners, if applicable.
 - Conduct an exit conference with appropriate senior staff to discuss the preliminary conclusions of the review and identify any follow-up actions necessary.
3. After completion of the onsite visit, the following steps are completed:
 - Properly record the results of the review.
 - Fill out all applicable checklists.
 - Attach to the checklists all documentation required to support conclusions from the review (if applicable).
 - Place the checklists and documentation in the monitoring file for that organization.
 - Place an additional copy of the checklist in the project file.
 - Meet with the program staff to review the findings of the monitoring visit and agree on a course of action (if applicable).
 - After the in-depth review, City staff prepares and sends to the sub-recipients a report describing the results of the review.
4. The monitoring report must include the reasons underlying all conclusions.

CDBG Project Management

1. Each project utilizing CDBG funds is managed by a project manager.
2. The project manager monitors the use of the funds and is the “Labor Standards Coordinator,” having responsibility for National Environmental Policy Act compliance and CDBG labor standards compliance and reporting, as well as Section 3 requirements.
3. A CDBG Project Compliance Manual has been prepared and is issued to all project managers in the City.

4. Records shall be maintained from the inception of the project, documenting the compliance requirements for receiving this federal funding.
5. A separate Labor Standards Enforcement file shall be maintained.
6. A record-keeping action checklist, issued by HUD, as well as a CDBG Project Compliance Record Summary, shall be complied with.¹⁷

2. Describe the results of your monitoring including any improvements.

The City will continue to update Policy and Procedure manuals to reflect the most recent Building Code, City Policies, Monitoring Policies and CDBG/HOME Regulations, as well as continue to prepare detailed agreements with sub-recipients and/or construction managers that outline federal regulations and performance standards.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.

The City strives to meet the needs of the community through the goals established in the Consolidated Plan. The projects and activities that the City provides to Visalia residents would not be possible without the federal assistance it receives from the US Department of Housing and Urban Development (HUD). By providing programs such as Foreclosure Acquisition Programs, Rehabilitation Programs, ADA Compliance, Park Improvements, and Code Enforcement, the City along with its non-profit partners, provide low-income people with affordable housing, improve neighborhoods, and provide economic opportunities.

The City believes that the benefits of homeownership extend beyond property lines and into the community. For a family, home ownership creates wealth, self-esteem and pride. For communities homeownership increases the tax base, attracts commercial and public investment, reduces crime, and improves the physical condition of the neighborhood. Homeownership strengthens families which in turn strengthens communities.

In addition to the many programs the City offers, the Code Enforcement division is also a crucial component in solving neighborhood and community problems. Code Enforcement is a collaborative effort between members of the community, the Police Department and various other departments. Working together, the City can identify problems of crime and disorder and involves all elements of the community in the search for solutions to these challenges. The primary emphasis of the Code Enforcement Program is Life Safety non-compliance. Considerable efforts are focused on Health and Safety Code enforcement as it primarily relates to Housing standards. Some of the common violations include: unsafe structures, abandoned properties, contaminated and/ or unsecured swimming pools, construction without permits, and unlicensed vendors.

- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

¹⁷City of Visalia Housing and Economic Development Department

The City's goal is to continue addressing the priority needs and specific objectives of the Consolidated Plan. Through community input, the City has identified the following as "High" priority needs in the community:

- Affordable Housing
- Suitable Living Environment
- Support of Special Needs Facilities
- Public Improvements
- Economic & Community Opportunities
- Support of Special Needs Services

Through the use of CDBG, HOME, Redevelopment, NSP, and CDBG-R, the City makes every effort to meet the priority needs of the community through the provision of many programs:

- **Sierra Meadows Project** - The City of Visalia recognizes the need for all types of housing; however, one of the objectives of the Consolidated Plan identified "Special Needs Housing" as a high priority. Special Needs Housing expands the supply of affordable rental housing for the elderly. The City, in partnership with Christian Church Homes has developed 42 units of senior housing, the project, called "Sierra Meadows" was completed in May 2011.
- **Paradise and Court Project** - The City in a partnership with Kaweah Management Company and Visalians Interested in Affordable Housing is addressing the needs of the community through rehabilitation and building of new affordable housing units. The City provided \$500,000 in HOME CHDO funds and \$500,000 in Redevelopment Low Mod funds to assist with the rehabilitation of eleven (11) units and construction of nine (9) units for low income families.
- **Mobile Home Senior Handicap and Repair Program (SHARP)** - This program allows extremely low and low-income senior citizens to address health & safety repairs to their mobile home. The vast majority of repairs include; re-roofing, heating and cooling, handicap access, and electrical & plumbing issues. This program is on hold.
- **First Time Homebuyer Programs** - The City assists qualified First Time Homebuyers in making their dream of homeownership a reality through First Time Homebuyer Program. The original program provided a qualified borrower a loan up to \$20,000 as a second mortgage to assist with gap financing and/or down payment assistance. This program will be replaced in 2011-12 with a Foreclosure Acquisition Program.
- **Neighborhood Stabilization Program (NSP)** - Under NSP, the City has and will continue to purchase and rehabilitate foreclosed and abandoned homes. Once rehabilitated the homes are resold to families with incomes up to 120 percent Area Median Income (AMI) and 25% of the funds will be reserved for homebuyers at or below 50% AMI.
- **ADA Compliance** - The City has always been at the forefront of working to improve access for persons with disabilities. The City in partnership with a Disability Advocacy Committee will continue to support the disabled community by providing ADA compliant ramps and warning detection panels

for the blind throughout the area of downtown and the City's CDBG target areas.

- **Jefferson Park** – The most current work included reconstruction/replacement of the existing 35 year old backstop, dugouts, and the foul line fencing in addition to lighting for the basketball courts.
 - **Oval Park Improvements** - City Council directed staff to work with residents and businesses in the densely populated and economically challenged Oval Park Neighborhood, to identify needs related to traffic, safety and lighting to foster revitalization efforts. The City has held many community meetings to obtain community input. To implement the favored outcome, the city has retained the services of an engineering firm to prepare plans that address pedestrian & traffic improvements and roadways surrounding the park. Additional, lighting will be upgraded in the area.
 - **Continuum of Care** – The City continues its partnership with the Continuum of Care to address issues of homelessness. The City will also continue to support partners in the local community who are in the fight to combat homelessness, such as the Rescue Mission and Family Services.
 - **Economic Opportunities through Job Creation** - The City is committed to providing adequate parking in the Downtown area to further promote jobs. The West Acequia Parking Structure was completed in 2007 and continues to provide great economic benefit to the Downtown Area. The 700 space garage mainly supports the hospital's recent six-story expansion as well as many local businesses.
- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

The Objectives and Outcomes Table on pages 4 and 5 of this report shows how funding from the 2010-11 year were expended to provide suitable living environments, economic opportunities and affordable housing in the City of Visalia.

d. Indicate any activities falling behind schedule.

Due to delays in finalizing the design work with Caltrans, the Oval Park Area Transportation Project has been extended. The project should be completed during the span of the current Consolidated Plan. All other programs and activities are now progressing well.

e. Describe how activities and strategies made an impact on identified needs.

Notwithstanding the nationwide housing meltdown impacting all sectors of the economy, particularly the housing market, Visalia has had its share of challenges. City staff evaluated and made enhancements and revisions to some of the City's programs over the course of the year to make programs more attainable to families in need:

- **HOME Funded, First Time Homebuyer Program** - Due to a reassessment of the First Time Homebuyer Program and community needs, staff

recommended that funding previously set-aside for this program be re-directed to create the New Construction Deferred 2nd Mortgage Loan Program to support the local economy with construction jobs, by providing alternative financing options, such as down payment or gap financing to newly constructed homes within the city limits. The recommendation was approved by the City Council on September 7, 2010. Additionally, on November 10, 2010 the City Manager approved reducing the subsidy amount from \$40,000 to \$20,000 due to declining property values.

On April 18, 2011 the City Council approved a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME Program Income previously allocated the for the First Time Homebuyer (FTHB) Program and the New Construction Deferred 2nd Mortgage Loan Program to a new Program, the Foreclosure Acquisition Program II. As of July 1, 2011, approximately \$460,000 was redirected to this new program to acquire foreclosed single family homes, rehabilitate and resell to households at or below 80% Average Median Income (AMI).

- **CDBG Funded, Mobile Home Senior Handicapped Assistance Repair Program (SHARP)** - As of December 31, 2011, this program will be put on indefinite hold due to the reduction in funding.
- **CDBG Funded, Senior Home Repair Minor Repairs** – This program has been put on hold due to the reduction in funding.

f. Identify indicators that would best describe the results.

The City continues to move forward to meet the goals of the Consolidated Plan and address the needs of the community through the national objectives set forth by HUD. The indicators show that the Code Enforcement Program and Fair Housing Hotline are both very successful programs as both programs exceeded the expected outcome over a five year period. Nonetheless, all projects and programs continue moving forward successfully as shown on the following table.

HUD Program Goal Achievement

Program Unit / Services Goal	Unit Goal	Unit Completed	% of Goal
First Time Homebuyer (FTHB)	10	6	60%
Paradise & Court Multi-Family (CHDO)	New construction of 9 units is 50% complete		
Sierra Meadows Senior Housing	43	43	100%
Code Enforcement-Target Areas	200	249	125%
Fair Housing Hotline	120	207	173%
Continuum of Care	1	1	100%
ADA Compliance	10	5	50%
Senior Minor Home Repair	620	619	100%
Mobile Home Senior Handicap Repair	14	13	93%

- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

The economic challenges facing families have definitely had an impact on some of the City's programs. As an example, the foreclosure crisis has had a negative impact on the City of Visalia and its residents. Vacant houses have decreased surrounding property values, diminished equity and assets of neighboring homeowners and have become magnets for vandalism and criminal activity, putting added strain on Code Enforcement. The City of Visalia will continue revitalizing efforts through the Neighborhood Stabilization Program and the HOME funded Foreclosure Acquisition Program II. Likewise, it is important for the City to stay on top of the changing needs of the community according to economic times. With so many people losing their jobs, potential homebuyers do not consider this the best time to purchase a home; therefore, the City's First Time Homebuyer Program is not faring as well as it has in past years. Therefore, the remaining funds will be placed in the Foreclosure Acquisition Program, using the success of the NSP program as a model.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

Although the City has made significant progress in meeting goals in 2010-11, some programs have been slow in taking off due to the economic downturn such as the First Time Homebuyer Program being replaced by the Foreclosure Acquisition Program.

Additionally, due to the reduction in funding for 2011-12, the Mobile Home Senior Handicapped Assistance Repair and Senior Home Repair Minor Repairs Programs have been eliminated.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Although the Housing & Economic Development Department operates with limited staff, it continues to make good progress towards identified goals. To achieve more with less, the department conducts weekly meetings to discuss project progress, strategize, and streamline processes. The use of a project table to keep projects moving forward and towards desired goals is also used.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Lead-based paint hazards are addressed in all housing rehabilitation and homebuyer assistance projects. For all of our housing programs, applicants are informed of the danger of lead-based paint through a brochure and part of the application process. Additionally, city building inspectors are alert to signs of this hazard as they perform their substandard housing inspections. All housing owners and occupants with whom the City interacts through its various programs are required to abate this hazard as a condition of assistance from the City based upon the HUD requirements and allocation of funding. Asbestos evaluations are also performed on those houses where the City assists in relocation or restoration.

Tulare County Health Services has a Lead Poisoning Program that investigates cases of lead poisoning when testing reveals that a child has elevated levels of lead in their blood. Specially trained and certified staff conducts lead investigations in the child's home. Tulare County Health is also contacted in properties within the City limits.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

The City continues to promote and maintain affordable housing through the following programs:

- **Sierra Meadows Project** - The City in partnership with Christian Homes has worked together to develop 42 units of senior housing. The project was completed in May 2011.
- **Paradise and Court Project** - The City in partnership with Tulare County Housing Authority and VIAH are addressing the needs of the community through rehabilitation and building of new affordable housing units. Rehabilitation of 11 units has been completed and the remaining nine units are under construction.
- **First Time Homebuyer Program** – The City continues to assist families to make their dream of homeownership a reality through the First Time Homebuyer Program. The program provides a qualified borrower a loan up to \$40,000 to assist with down payment assistance. In 2009/10 the City assisted a total of ten families and three more families are in process.
- **Neighborhood Stabilization Program (NSP)** - Under the NSP, the City of Visalia has purchase and rehabilitated foreclosed and abandoned homes and resold them to families with incomes up to 120 percent Area Median Income (AMI) and to borrowers at or below 50% AMI. Additionally, the City has acquired a four-plex which was sold to the Visalia Rescue Mission to be used as transitional housing for homeless individuals.

Specific Housing Objectives

1. Evaluate progress in meeting specific objectives of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

The City of Visalia continues making progress towards meeting the goals and objectives of the Consolidated Plan. The table below identifies the number of people/units and income levels of the assistance offered through HOME, CDBG and State Funding.

The City of Visalia's goal is to increase and preserve the supply of affordable housing units for low- and moderate-income households. Priority will be given to extremely low and very low income households, senior citizens and persons with disabilities. These groups have been identified through the consultation process for the ConPlan as having housing problems, cost burdens and other special housing needs. The City already provides assistance to these groups and will continue to do so.

According to the City's 2009 Housing Element, activities will include leveraging private and public funds to create additional housing opportunities, working with the TCHA to create public housing and/or other rental housing opportunities and pursuing partnerships with nonprofit organizations to develop affordable housing for seniors and households with special needs.

Affordable Housing

According to the City's 2009 Housing Element, from January 2007 to March 2009 the City added 142 new affordable units and rehabilitated an additional 13. During the 2010–2015 ConPlan period, the City's Affordable Housing Program will maintain the existing affordable housing stock, as well as ensure that available resources are put toward future affordable housing projects. The City's Housing Element shows that roughly 19.9 percent of the market rate and affordable housing needs have been addressed thus far based on the 2007–2014 Regional Housing Needs Assessment (RHNA). This leaves 11,079 units to be accounted for by 2014. Remaining units designated for lower-income categories total 4,019, about 96.7 percent of the total RHNA allotment. Due to the economic factors of 2008, the high demand for rental housing has created a shortage of available units and deterred private development simultaneously as noted in CSET's market study of Visalia.

Production of New Units

The City has experienced significant growth over the past decade. However, housing unit growth has lagged behind population growth. For example, from 2000 to 2011, the population increased more than 37.4 percent (from 91,513 to 125,770), whereas the total number of housing units grew 35.4 percent (from 32,827 to 44,448).

This gap was addressed in 2005 and 2006 during which Visalia issued more permits to meet housing demand. Beginning in 2007, the market faced an economic climate of minimized demand. Therefore, fewer permits have been issued subsequently.

From 2007 to 2011, there were 2,207 single-family housing and 103 multi-family building permits issued.

Although the City is experiencing rapid growth in unit development, almost all are single-family housing and valued at market. These new units can be inaccessible to lower-income populations due to housing costs. The median home price in Tulare County is \$157,000.

As previously discussed, most new construction previously has been single-family units. The number has significantly reduced. In 2011, the number of single family housing permits issued was 125 compared to 320 in 2010. The California Department of Finance estimated the vacancy rate at 6.5 percent for 2011, which is an 18.2 percent increase from the 5.5 percent reported in the 2000 Census. The typical demand for housing in Visalia is met by the purchase of lots and newly built structures primarily from viewing model homes within subdivisions. New homes

already built and for sale are exceptions in the City with at least a 45-day turnaround from purchase to occupancy due to escrow. Available rental units are often filled soon after becoming vacant.

Rehabilitation of Old Units

Although there is no recent housing conditions assessment available for the City of Visalia, the 2000 Census showed that residents were adequately housed. Most units in the City are 20 years old or less, however, there is still a subset of older homes in the community that are in need of repair. The City of Visalia maintains a number of programs to rehabilitate its older housing stock as outlined in its 2009 Housing Element. Such programs include the SHARP Program. When home equity is available, the City will reevaluate the Housing Rehabilitation Program to assist with homeowner repairs with a low interest rate second loan. These efforts help to ensure that older units within the City meet code requirements and that historical units are maintained.

Housing conservation is also necessary to protect the stock of affordable housing units for low- and moderate-income households from being converted to other uses not benefiting those groups (e.g., commercial and industrial uses or housing for higher-income groups). Although such units are old (50+ years) and in varying states of disrepair, they typically provide housing in the form of medium to large single-family dwellings in a rental range that is more affordable to low- and moderate-income families.

Acquisition of Existing Units

The City actively seeks to work with local agencies to rehabilitate existing units for low- and moderate-income housing. In 2008, the City worked with Kaweah Management and the Central Valley Regional Center to develop the Encina Triplex. This project created three housing units for low-income persons with developmental disabilities.

The Neighborhood Stabilization Program (NSP) provides funding to state and local governments to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities. The NSP provides grants to every state and certain local communities to purchase foreclosed or abandoned homes and to rehabilitate and resell these homes in order to stabilize neighborhoods and stem the decline in the value of neighboring homes. The program is authorized under Title III of the Housing and Economic Recovery Act of 2008.

According to the City's 2008–2009 Action Plan amendment for the NSP funds, the \$2.3 million in funding received will be allocated to the Washington School and Lincoln Oval Park areas, the Shannon Ranch Area, the Birdland Area and the Northeast Visalia Area, all of which have been targeted to address prevalent issues such as low homeownership, code enforcement and public improvements. To date, the City has purchased 26 homes and resold 23.

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

The City of Visalia's First Time Homebuyers Program guidelines meet Section 215 definition of affordable housing as follows:

- a. The program mortgage maximum coincides with the FHA 203(b) mortgage maximum. The purchase price may not exceed 95% of the median purchase price for the area, which is currently \$240,000.
- b. The home is the principal residence of the qualifying family.
- c. The home is subject to the HOME Recapture provisions.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Worst-case housing needs are defined as low-income renter households who pay more than half their income for rent, live in seriously substandard housing (including homeless people) or have been involuntarily displaced.

The City continues to review and analyze how it can better meet the needs of the under-served and address “worst case” housing needs through its affordable housing programs, supportive services, Continuum of Care and the efforts of the City’s Fair Housing Administrator. The City allocates both CDBG and HOME funds to affordable housing programs, such as the First Time Homebuyer Program, the Housing Rehabilitation Program, Senior Rental Housing and Senior Repair Programs. Additionally, the City works closely with the Tulare County Housing authority and it’s Section 8 Rental Assistance Program. Tulare County Housing Authority also administers the City’s Fair Housing Hotline. The City also works closely with the Disability Advocacy Committee to address the needs of the disabled community and works closely with the Code Enforcement Division to minimize substandard housing.

Housing Stock Available to Serve Persons with Disabilities

There is little available data regarding the housing needs of persons with disabilities in Visalia, however, background on this portion of the population does provide insight into the associated housing needs.

Individuals with physical disabilities generally require structural modifications to housing such as ramps and handrails. The City has worked closely with developers to ensure that all new multi-family housing units are accessible to persons with disabilities, supplementing the City of Visalia 5-Year Strategic Plan 128 California Administrative Code Title 24 requirements that set forth access and adaptability requirements for the physically disabled.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The TCHA was established in 1945 pursuant to the U.S. Housing Act of 1937 and state enabling legislation. By the mid-1950s, the Housing Authority had assumed the management responsibilities of two farm labor housing centers, which were built in the late 1930s by the federal government. The TCHA provides funding and programs for below moderate-income households: the Housing Choice Vouchers Program (HCVP), Public Housing, Farm Labor Centers and Senior Housing. The Public Housing Program provides rental assistance in four main areas: Visalia, Tulare, Porterville and the north county area. Through the Farm Labor Centers, the TCHA manages five farm labor housing developments throughout the county.

The TCHA also administers the Section 8 voucher program. Currently, there are 1,148 households receiving rental assistance and more than 3,505 on the waiting list. The TCHA has a —Moving to Work program that limits participation in the Section 8 voucher to a maximum of five years or until the family income exceeds 120 percent of the median income, thus encouraging families to save money, become self-sufficient and be in a better position to buy a house. This also ensures that assisted housing is made available to other needy families.

The City of Visalia partnered with the TCHA to develop a 71-unit multi-family affordable housing complex that was completed in late 2008. Currently, the City is working with the TCHA through Kaweah Management Company to rehabilitate 11 units and construct nine units to complete a 20-unit multi-family rental project known as Paradise & Court. According to the 2009 Housing Element, the City will work with the TCHA to bring 550 Section 8 rental vouchers to the rental market for low-income families. Table 20 shows the number of public housing units in the City of Visalia owned and managed by the TCHA.

In addition, the Visalia housing market is evaluated on a quarterly basis, given the number of homes sold, quadrant, square footage, price per square foot, list and —sold price and averages. All the information is taken into consideration in conjunction with the City's program. It is the City's priority to provide opportunities to extremely low, very low and median income families. The program is designed to stay —in line with the local market.

It is the policy of the City to support the TCHA in providing housing assistance to extremely low, very low, low- and moderate-income households. The TCHA is not a troubled housing authority.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

As detailed in the City's 2005-2010 Consolidated Plan and Housing Element, the following policies are designed to assist with barriers to affordable housing:

General Policies

- The City, in a leadership role, shall continue to utilize all available funds to subsidize the development of affordable housing.
- The City shall continue to provide a wide range of incentive programs to encourage affordable housing.
- The City shall ensure that information on available housing programs continues to be made available and is accessible to the public.

Specific Policy Implementations

- The Visalia Zoning Ordinance will grant a 25% density bonus over the housing unit density allowed by existing zoning if the developer agrees to meet one of the following conditions:
 - At least 10% of the units are for very low income households
 - At least 20% of the units are for lower income households
 - At least 50% of the units are for seniors
- The Visalia Zoning Ordinance permits manufactured housing parks in three residential zones with a Conditional use permit.

- The City has no policies that would put constraints on the development of farm worker housing.
- On January 8, 2004, the City adopted a second dwelling unit ordinance that follows the requirements of State law.
- The Visalia Zoning Ordinance permits group homes in four residential zones
- The City has approved three emergency shelters through the use of the CUP process in the last decade and will continue to do this on a case by case basis.
- Brochures regarding housing programs are regularly distributed to the public via the Redevelopment Agency, Code Enforcement Division, the Tulare County Regional Center, the Police and the sub-recipients of our housing grants.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

Please refer to page 4, where the City's objectives, outcomes, and goals begin.

2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

The HOME Match Report, form HUD-40107-A is attached as Appendix E.

3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

A Minority Business Enterprise and Women's Business Enterprise Report has been prepared on form HUD-40107 and is attached to this CAPER as Appendix F.

4. Assessments
 - a. Detail results of on-site inspections of rental housing.

Currently, the City does not fund a Rental Rehabilitation Program. Existing funding toward rental housing will be monitored through Kaweah Management Company for the Robinwood HOME funded project, Mill Creek Parkway Redevelopment funded project and upon completion of rehabilitation and construction of the new Paradise and Court Project. The City of Visalia contracted with AmeriNational Community Services, Inc. in monitoring on-site inspections, owner affidavits, taxes and insurance for its First Time Homebuyer Program, Housing Rehabilitation Programs, and Habitat acquired properties.

- b. Describe the HOME jurisdiction's affirmative marketing actions.

Attached is the City's Affirmative Marketing Plan in Appendix G.

- c. Describe outreach to minority and women owned businesses.

Because California is governed by proposition 209, the City may no longer make distinctions based on race, sex, or ethnicity; however, the City provides opportunities to local and minority companies when soliciting bids for contracts. For example, the City has contracted with Sierra Range Construction on many projects, including the installation of curb cuts for the disabled community. Additionally, CM Construction has worked with the City on project such as the Transit Center and the Rawhide Stadium. Both Sierra Range and CM Construction are local, minority based companies.

HOMELESS

Homeless Needs

1. Identify actions taken to address needs of homeless persons.

The City continues its partnership with the Continuum of Care of Kings-Tulare County to address issues of homelessness. To strengthen their capacity, the Continuum currently obtained 501c3 status to competitively apply for foundation and corporate funding. The Continuum is focused on systematically implementing systems and programs that will help support existing homeless organizations and offer the resources that are needed locally to be successful.

Through the CoC, the City continues to move forward towards combating homelessness. The Continuum of Care administers an annual "Point in Time" survey every year in the late winter during a week designated by HUD. Volunteers throughout the surrounding cities pick specific locations to target the homeless. In exchange for an "incentive bag" containing basic necessities such as toothbrushes, lotion, socks, etc., volunteers gather information of the homeless by asking questions such as age, language, how long they have been homeless, employment, number of children etc. This year, there were 534 surveys collected, a 23% decrease over 2010. The number of homeless persons also decreased between 2010 and 2011. The following factors have affected the count:

- Net decrease of 54 adults in the 2011 count.
- Decrease of 332 in unsheltered persons.
- Number of homeless children decreased by 108.
- Additions and eliminations of communities in the 2011.

The following table shows the number of sheltered and unsheltered homeless persons during the 2011 Point in Time. The total number of homeless individuals is 804 of which (540 individuals) 67% were sheltered and (228 individuals) 28% were unsheltered. Of the 804 homeless individuals in Kings/Tulare Counties; the City of Visalia reported a total of 428.

	Sheltered		Unsheltered		Total	
	#	%	#	%	#	%
Adults	426	63%	222	33%	676	84%
Children	114	89%	6	5%	128	16%
Total	540	67%	228	28%	804	100%

With the completion of this survey, the Continuum of Care can better gauge its progress in its effort to combat homelessness and also improve the allocation of funding. With the data, the continuum also fulfills reporting requirements to the U.S. Department of Housing and Urban Development (HUD).

The following table shows the results of the survey for the City of Visalia. The report is also found in Attachment H.

Visalia
2011 HOMELESS SURVEY

Age Group		Ethnicity		Primary Language		Highest Level of Education		Location of Previous Housing		Gender		Are you a Veteran?		Job Status		Spouse Completed Survey?		
18-24	22	8%	African American	33	10%	English	Grade School	39	12%	Male	389	79%	Yes	84	43%	Yes	0	0%
25-34	56	18%	Hispanic American	18	6%	Spanish	HS/GED	124	41%	Female	63	33%	No	10	5%	No	188	73%
35-44	77	27%	White	54	18%	English	Some College	87	27%	Unknown	0	0%	Yes	11	6%	Yes	83	38%
45-54	44	15%	Asian, Pac. Islander	6	2%	English	College Degree	5	2%	Total	238	100%	No	11	5%	Yes	218	92%
55-64	46	15%	Hispanic/Latino	75	24%	Spanish	No School	9	3%	Other	5	2%	Yes	4	2%	Unknown	54	23%
65-74	5	2%	Other	2	1%	English	Some College	1	0%	Other	238	100%	No	0	0%	Yes	218	92%
75+	2	1%	Unknown	0	0%	Spanish	College Degree	1	0%	Other	238	100%	Yes	0	0%	Yes	218	92%
Unknown	8	4%	Other	0	0%	English	No School	4	1%	Other	238	100%	No	0	0%	Yes	218	92%
Total	218	100%	Total	203	100%	Total	Total	218	100%	Total	238	100%	Total	118	50%	Total	218	100%

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

The City of Visalia has many non-profit and religious shelters that offer successful programs ranging from emergency shelter to transitional housing. In most cases, persons need to complete a program in preparation to re-enter the community and search for full time employment.

The Visalia Rescue Mission is a faith based recovery program has a 42 bed men's shelter and can accommodate 60 men as part of their overnight emergency services. Additionally, the Visalia Rescue Mission has one apartment; the Alpha House which is designated as transitional housing, accommodating 7 men. The Rescue Mission also has a short term women's shelter; Shelter of Hope. Here they offer emergency and transitional services for homeless single women and women with children. This rescue program is designated to help women and women with children transition from living on the streets to becoming self-sufficient through offering meals, housing, and the gospel.

Most recently, the Rescue Mission has purchased a four-plex for transitional housing. This property initially was purchased and rehabilitated through the City of Visalia's NSP Program.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

In addition to receiving a \$1.1 million dollar award in 2008, the Continuum also received a total of \$348,739 in July 2010, for supportive housing units in Visalia.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

The City continues a strong partnership with the Continuum of Care. For a full report on the City's efforts to address homelessness, see page 9.

Emergency Shelter Grants (ESG) N/A

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

CAPER ESG response: **The City does not currently receive Emergency Shelter Grants.**

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

All CDBG funds were used to benefit very-low, low- and moderate-income persons or to aid in the elimination of slum and blight. The City of Visalia spent 100 percent of its CDBG funds to benefit low and moderate income individuals (minimum 70 percent is required).

2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

The City of Visalia has not changed the CDBG program and continues to use CDBG funds to provide affordable housing, safe suitable living environments and economic opportunities primarily for low to moderate income families. There is always an ongoing need for CDBG funds to fulfill the objectives and needs of the community.

3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.

The City of Visalia pursued all potential resources as indicated in the Consolidated Plan by working with developers, non-profits and other agencies to leverage a variety of funds for the construction and rehabilitation of affordable housing projects and programs, opportunities for low and moderate income people to become homeowners, assistance with rehabilitation, and through neighborhood preservation services.

- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

The City considers all requests submitted in writing. Requests are evaluated and taken into consideration within the guidelines of the Consolidated Plan. The City of Visalia certifies that it is administering the CDBG/HOME program in compliance with its Consolidated Plan and rules, regulations, and certifications required by HUD of its grantees.

- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

No actions were taken to limit the implementation of the Consolidated Plan.

4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.

All CDBG funds utilized met CDBG National Objectives.

- b. Indicate how did not comply with overall benefit certification.

CDBG funded activities met all requirements providing overall benefit to low and moderate income persons.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

While several of the City's affordable housing programs utilized CDBG funds for acquisition and rehabilitation, no permanent displacement occurred under any of these programs. The City did not utilize CDBG funds for demolition.

- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

Not Applicable

- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

Not Applicable

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

Not Applicable

- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

Not Applicable

- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

Not Applicable

- 7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

Activities that do not fall within a category of presumed limited clientele requires Census Tract data that demonstrates it benefits a limited clientele at least 51% of whom are low-and moderate-income individuals.

- 8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

The following table identifies Program Income by funding source not by activity.

- b. Detail the amount repaid on each float-funded activity.

The City does not have any float-funded activities.

Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

Not Applicable

- c. Detail the amount of income received from the sale of property by parcel.

Not Applicable

- 9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;

Not Applicable

- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;

Not Applicable

- c. The amount returned to line-of-credit or program account; and

Not Applicable

- d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

Not Applicable

10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

There were no-float-funded activities.

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
- c.

Loan Portfolio						
<i>Month: June 2011</i>						
	Amortized		Deferred		Totals	
	\$	#	\$	#	\$	#
HOUSING REHABILITATION (HRP, ERB0)	700,216	30	1,483,288	89	2,183,504	119
RENTAL REHABILITATION (RRP)	108,432	5	-	-	108,432	5
HOMEBUYER'S ASSISTANCE (HAP) deferred for the first 5 years	912,997	54	3,559,153	77	4,472,150	131
Total	1,721,644	89	5,042,441	166	6,764,085	255

- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

Loan terms vary from 20 to 30 years and/or until the property is sold or owner is deceased. The following table shows the number and principal balance owed on loans that are deferred.

OUTSTANDING HOUSING LOAN BALANCES		
	DEFERRED	
	\$	#
HOUSING REHABILITATION		
CDBG (961)	1,149,747	78
HOME (449)	301,081	10
EAST L/M (446)	32,460	1
SUBTOTAL	1,483,288	89
HOMEBUYER'S ASSISTANCE		
HOME VIAH (988)	2,568,571	44
HOME FTHB (486)	165,416	10
HOME FTHB (1156)	807,252	13
CAL HOME FTHB (1293)	17,913	10
Habitat (1320)	815,162	17
SUBTOTAL	3,559,153	77
GRAND TOTAL	5,042,441	166

- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

Currently, the City's portfolio includes one CDBG loan that is currently delinquent for \$246. Typically, loans that are under three payments behind are monitored but are given the opportunity to work toward bringing their account current. No loans were written-off or forgiven in 2010-11.

- e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

No CDBG funds were utilized to purchase property during the program year.

6. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

Not Applicable

7. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

Mobile Home Senior Home Repair (CDBG) – This program, administered by Self-Help Enterprises allows extremely low and low-income senior citizens to make minor repairs to their mobile home. Assistance may include; re-roofing, heating and cooling repairs, handicap access, electrical and plumbing issues. The total amount spent on this program in 2010-11 was \$93,657. Additionally, Self-Help Enterprises utilizes other in-house programs to leverage the resources available to senior citizens who typically are on a fixed income. As of December 31, 2011, this program will be put on indefinite hold due to the reduction in funding.

Senior Home Repair Minor Repairs (CDBG) – This program, administered by Community Services and Employment Training (CSET) assisted senior citizens by addressing minor repairs to their home. Repairs included plumbing repairs, cooler/air conditioning repairs, roof repairs, door & window repairs, and electrical repairs, flooring and carpentry repairs. In fiscal year 2010-11, the City of Visalia allocated a total of \$91,000 and expended \$82,526 to address 619 repairs for 102 clients (one household may have multiple repairs), including 18 new clients assisted during the program year. This program has been put on hold due to the reduction in funding.

8. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Not Applicable

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Consolidated Plan Goal

Due to the need in addressing physical and social deterioration and related issues, the City, as part of a countywide effort, will continue to:

- Promote development of new jobs in skilled positions,
- Provide incentives to businesses to expand including job training and placement services,
- Support to the Continuum of Care for services to the homeless and people "at risk" of becoming homeless.

As of June 2011, the State of California Labor Market Information Center indicates that there is a 15.8% unemployment rate in the Visalia-Porterville Metropolitan Statistical Area, which the same rate as June 2010. The City continues to make unemployment a priority as it continues to increase efforts to improve the economic development and expansion opportunities city-wide. Included in these efforts is to provide assistance to businesses who will provide job retention and creation opportunities.

The City will also continue working with and supporting both private and non-profit agencies who serve to stabilize the job market. Some of these agencies include; the Workforce Investment Board, Economic Development Corporation, and the Chamber of Commerce. The City will also continue to support the Continuum of Care with efforts to move those that are homeless from emergency, to transitional, to affordable housing as well as support for agencies who provide homeless board.

The City believes that three of the greatest assets to meeting the needs of the underserved population are education, coordination of services and availability of resources. The City continues to address all of these areas by forging cooperative efforts with public and private organizations sharing a common mission of improving the quality of life for individuals eligible for HUD assistance. Agencies with whom we will continue to collaborate on housing, social services, employment and skills training, neighborhood revitalization and economic development include:

City of Visalia - Citizens Advisory
Committee
Community Services & Employment
Training (CSET)

Family Services of Tulare County
Habitat for Humanity

Manuel Hernandez Community Center
Proteus, Inc.
Real Alternative for Youth Organization
(RAYO)

Self-Help Enterprise

City of Visalia Council

Continuum of Care
Kings/Tulare Hispanic Chamber of
Commerce
Kaweah Delta Health Care District
North Visalia Neighborhood Advisory
Committee
Pro-Youth/Hearth Visalia

Salvation Army
Tulare County Resource Management
Agency

Visalia

Tulare County Health & Human Services Agency
Tulare County Association of Realtors

Valley Regional Center
Visalia Rescue Mission
Visalia Emergency Aid Council
YWCA and YMCA

Tulare County Mental Health Association
Visalia Chamber of Commerce
Visalia Economic Development Corporation
Visalia Unified School District
Wittman Village Community Center

The City will continue to pool its resources with these and other organizations to provide a continuum of services addressing the full range of needs of low and moderate-income families of Visalia. The City will continue working to obtain additional funds from State and Federal sources for housing and community development projects.

NON-HOMELESS SPECIAL NEEDS

Non-Homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

The City provided Redevelopment Low Mod Set Aside Funds as a loan in the amount of \$342,687 to Kaweah Management Company to acquire and rehabilitate the property located at Encina and Oak. The triplex was acquired for the purpose of creating affordable housing to be utilized as "supportive housing" for persons with developmental disabilities. The grand opening was celebrated on September 8, 2009 and qualified tenants have moved in.

Specific HOPWA Objectives

Not Applicable

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

APPENDIX

- Appendix A – Action Plan Amendments
- Appendix B – Summary of Citizen Comments
- Appendix C – Community Meetings: Agendas & Minutes
- Appendix D – 2010-11 CAPER Staff Report and Resolution
- Appendix E – HOME Match Report
- Appendix F – Minority Business Enterprise and Women’s Enterprise Report
- Appendix G – Affirmative Marketing Plan
- Appendix H – Continuum of Care Point in Time Survey
- Appendix I -
- Appendix J

Appendix A
Action Plan Amendments

Appendix A-1: April 19, 2010

**City of Visalia
Agenda Item Transmittal**

Meeting Date: April 19, 2010

Agenda Item Number (Assigned by City Clerk): 13

Agenda Item Wording: Public Hearing of the Five-Year Consolidated Plan, Strategic and Citizens Participation Plans, the Analysis of Impediments and 2010/11 Action Plan for the use of U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME Investment Partnership Funds administered by the City of Visalia's Housing and Economic Development Department.

Deadline for Action: April 19, 2010

Submitting Department: Housing and Economic Development

Contact Name and Phone Number: Ricardo Noguera (4190); Rhonda Haynes (4460); Ruth Peña (4327); Nancy Renovald (4482)

Department Recommendation: Approve and adopt the Final Consolidated Plan for 2010-15 as presented, including the following:

1. Strategic Plan – 5 year plan for the use of both CDBG & HOME funding
2. Annual Action Plan for 2010/11 for the use of both CDBG & HOME funding
3. Citizens Participation Plan; and
4. Analysis of Impediments; and
5. Authorize City Manager to make the appropriate budget adjustments; and;
6. Authorize the City Manager to make minor or technical changes to the program guidelines if needed to conform to grant requirements.

Each of these plans are required by the U. S. Department of Housing and Urban Development (HUD) for use of Community Development Block Grant (CDBG) and HOME Investment Partnership Funds.

Key Recommendations in the Plans

The ConPlan and staff's recommended actions were provided in draft form to Council on April 5th. Since then, HUD announced the CDBG and HOME allocations for each participating jurisdiction. Staff proposes to continue allocating the annual \$1.8 million, for the next 5 years, in CDBG and HOME funds, toward the following projects and programs: First Time Homebuyer Loan Program, West Acequia Parking Structure Section 108 repayment, Code Enforcement services, ADA compliance sidewalk access, Fair Housing education and two senior home repair programs. Staff also recommends providing funds toward the Continuum of Care over the next three years. The City received approximately \$80,000 more than anticipated. Staff's

For action by:

City Council

Redev. Agency Bd.

Cap. Impr. Corp.

VPPA

For placement on which agenda:

Work Session

Closed Session

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Est. Time (Min.): 10

Review:

Dept. Head _____
(Initials & date required)

Finance _____
City Atty _____
(Initials & date required or N/A)

City Mgr _____
(Initials Required)

If report is being re-circled after revisions leave date of initials & no significant change has affected Finance or City Attorney Review.

recommendations pertaining to the Annual Action Plan, presented to Council on April 8th, now include two additional public improvement projects: Oval Park Area Lighting Project to address the lack of lighting surrounding the streets near Oval Park (\$40,000) and providing Recreation Park's Skateboard Park an additional \$40,000 to support the construction of a security fence.

Summary/Background:

On an annual basis the City receives approximately \$1.3 million in CDBG funding and \$580,000 in HOME funds for a total of \$1,892,192. HUD grants these funds with restrictions in its use (i.e. affordability covenants & job creation for low income families, assistance in low income census tracts). Staff proposes to fund the list of projects and programs referenced. There are discretionary and non-discretionary projects and programs. The non-discretionary projects and programs in the amount of \$1,494,095, have annually been committed by repayment of a long-term parking structure loan which provides services, improvements in our community, down payment assistance to new homeowners, education regarding fair housing rights and the HUD required HOME funded set aside funds (15% of the HOME funds) for a Community Housing Development Organization (CHDO) to develop affordable housing. The non-discretionary projects, programs with their allocations include:

West Acequia Parking Structure Repayment	\$506,655
First Time Homebuyer Program	\$420,752
City Staff Administration	\$307,338
Code Enforcement	\$160,000
CHDO Set Aside (mandatory)	\$ 84,150
Fair Housing Hotline	\$ 15,000
<i>Non discretionary funded projects:</i>	\$1,494,095

The remaining funds, in the amount of \$398,097 are discretionary. However, these funds provide assistance to senior citizens with home repairs, handicapped sidewalk access downtown, as well as improvements in our community and parks. This year's recommended discretionary allocations include continuing contracts with Community Services Employment Training, Inc (CSET) for the Senior Home Minor Repair Program and Self Help Enterprise (SHE) for the Mobile Home Senior Handicapped Access and Repair Program as well as ADA Compliance projects, which provides sidewalk access (curb cuts) in the downtown area. The Continuum of Care Board has requested funds for the next three years to support and expand services for the homeless. Additionally, we are recommending new projects for improvements in the Oval Park area for lighting and Recreation Park which will provide a fence for the Skate Park. The discretionary projects, programs with their allocations include:

Senior Home Minor Repair Program	\$ 91,000
Mobile Home Senior Handicapped Access and Repair Program	\$ 90,000
ADA Compliance (curb cuts) projects	\$ 40,000
Continuum of Care	\$ 10,000
Oval Park Improvement Project	\$ 29,025
Oval Park Area Lighting Project	\$ 40,000
Recreation Skate Board Park Project	<u>\$ 88,072</u>
<i>Discretionary funded projects</i>	\$398,097

The final proposed allocations are also referenced in Exhibit "A", with their respective description following in Exhibit "B".

These reports support Staff's recommendation for the use of both Community Development Block Grant (CDBG) and HOME Investment Partnership Funds (HOME) over the next five years. The projects and programs are designed to address the needs of the community in the

areas of affordable housing, a suitable living environment, and economic and community development.

Council/ Community Input

On April 5th, staff and its' consultant (TRG) presented the Draft ConPlan 2010-15, Action Plan for 2010/11 and accompanying documents. Staff and the consultant team have/will complete three more community presentations to the following organizations:

- Community Advisory Committee: Wednesday, April 7th
- Northern Visalians Advisory Committee: Thursday, April 8th
- Disabled Access Committee: Monday, April 12th

The two key comments raised at the April 5th Council meeting were as follows:

1. Outreach to Community for Input in the Plans. Staff indicated that several meetings were conducted throughout town during the planning process including meetings held at the Visalia Senior Center, CSET and Wittman Center. Additionally, there were numerous surveys completed on-line by local residents and their input was tallied in the documents. Lastly, the consultant team attended community gatherings such as sporting events and the grand opening of the Maty's to gain input from the community on the documents.
2. Business Incubator at the Oval Park Service Building. This suggestion was voiced during the community planning sessions and again at the Council meeting. Staff agreed there is a need to create an opportunity for start-up businesses to have an affordable venue to launch their businesses, gain technical assistance; and create jobs. However, due to limited CDBG dollars, this option will require support from other entities in order to materialize. Also, based on Council's directive to release a Request for Proposal (RFP) for the use of the Oval Park Service Building, there exists opportunities for non-profit agencies to submit proposals to establish a business incubator in the facility as well.

On Wednesday, April 7th, staff and representatives from TRG attended the Community Advisory Committee (CAC) and their comments were as follows:

1. Funding Support for the Homeless and Emergency Service Grants (ESG). Currently, the City has a three-year commitment to provide \$10,000 per year to the Continuum of Care to continue monitoring homeless activities throughout Tulare County and pursue an ESG. However, this will be pursued in a collaborative fashion working with the County and other cities throughout the county. More locally, under the direction of the City Manager, the Neighborhood Preservation Division has been hosting weekly meetings with other city departments and divisions to ensure the homeless do not set up camps on public lands such as parks and under bridges to maintain the public's safety and that of the homeless as well. While enforcement has remained active, the Neighborhood Preservation Division has also appointed one of its' staff to reach out to the homeless and provide them with resource information such as shelter and places such as the Good Samaritan Center for baths and meals. Lastly, the City has utilized \$165,000 of its' Neighborhood Stabilization Program (NSP) funds to purchase a foreclosed 4-plex and will soon undertake rehabilitation of the structure and eventually enlist the services of a non-profit agency to serve as property manager. The four units will be targeted toward homeless couples as a pilot program. This pilot program is unique in many ways because the City has never participated in such an effort before and because initially occupants may be unemployed but applying the helping hand approach, the goal is for the non-profit management company to provide off-site services to address their mental and social needs so they can become acclimated to the community and be independent with employment and a more balanced life.

2. **Long-Term Funding for West Acequia Parking Structure and its relationship to job creation.** The City has made a multi-year commitment to finance the parking structure with HUD, EDA, RDA and Kaweah Delta Healthcare District funds. This commitment is based on the desire to ensure the hospital maintains its' centralized core of development and expansion within Downtown Visalia. The construction of the parking structure supports the expansion of the hospital. The hospital currently employs approximately 2,000 workers in Downtown alone. They represent the largest employer in the Downtown and the mainstay for the area's continued economic success. Thus far, more than 455 jobs have been created, of which 151 jobs are employed by low/mod income persons by the hospital over the past three years. With more expansion planned in the future, these numbers could conceivably double. This does not include the indirect jobs created as a result of the many medical and insurance companies who locate in Downtown due to their relationship with the hospital. Additionally, many of the restaurants, cafes and retail shops owe their success to the 2,000 plus employees working at the hospital. The hospital has historically and will continue to serve as the catalyst for Downtown vitality and the City will continue to partner with the hospital to support its expansion efforts with the understanding that jobs will continue to be created and retained as a result of its' presence.
3. **Action Plan does not seem to address community's desire to support youth and senior services as voiced in the past.** Historically, the City has spent several hundred thousand dollars annually on youth and senior services. The rehabilitation of the Witman Center/Village Park over the past year received more than \$300,000 in CDBG funds. The City has also contributed funds toward the rehabilitation of Jefferson Park in the Washington School area. The City is funding park improvements which directly benefit the youth and with a focus on low-income neighborhoods. With respect to senior services, through the City's long-term partnership with CSET, more than \$90,000 annually is granted to assist in minor repairs of senior homes. Additionally, the Mobile Home SHARP Program which is currently administered by Self Help Enterprises (SHE) has received more than \$280,000 in grant funds, since 2007-08 program year, to refurbish mobile homes owned by seniors. Lastly, the City has partnered with Christian Church Homes of Northern California to develop four major senior housing projects over the past 15 years and is currently providing a \$2.8 million HOME Grant to the organization to construct forty-two units of housing for seniors. Serving the needs of the youth and seniors has been a key element of the City's CDBG programs for the past several years.
4. **What does Administration cover?** As implied, Administration covers the various city staff who administer the programs.
5. **City needs to inform community about projects requiring long-term funding support.** This is a valid point and staff will make a point to share such projects in the future.

On Tuesday, April 13th, staff and the consultant team will meet with the Disabilities Advocacy Committee (DAC) to gain their input. Their input and staffs' responses will be incorporated in the Final ConPlan and Action Plan to be submitted to HUD by May 15th.

Prior Council/Board Actions: Previous 5 year plan adopted in April 2005, with annual Action Plan and CAPER report adoptions occurring April and September of each year.

Committee/Commission Review and Actions: City Council Work session was held on April 5, 2010 to review the draft ConPlan and 2010-11 Action Plan

Attachments

Exhibit "A" – Action Plan Proposed Funding (projects & programs)

Exhibit "B" - Project and Program descriptions

Recommended Motion (and Alternative Motions if expected): Approve and adopt the Final Consolidated Plan for 2010-15 as presented, including the following:

1. Strategic Plan – 5 year plan for the use of both CDBG & HOME funding
2. Annual Action Plan for 2010/11 for the use of both CDBG & HOME funding
3. Citizens Participation Plan; and
4. Analysis of Impediments; and
5. Authorize City Manager to make the appropriate budget adjustments; and
6. Authorize the City Manager to make minor or technical changes to the program guidelines if needed to conform to grant requirements.

Environmental Assessment Status

CEQA Review: N/A

NEPA Review: to be completed

Tracking Information: (Staff must include appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date)

Exhibit "A"

Exhibit "A"					
FINAL PROPOSED 2010/2011 ACTION PLAN					
Obj/Out/Code		COBG	HOME	TOTAL	UNITS
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13	71A				
14					
15					
16					
17					
18					
19	OH-1 13				
20	OH-2 1				
21					
22	SL-3 14				
23	SL-3 110				
24					
25					
26	SL-1 5				
27					
28					
29	SL-1 7				
30					
31	EQ-1 19F				
32					
33	SL-1 09F				
34	SL-1 09K				
35	SL-1 09L				
36					
37					
38	SL-3 14A				
39	SL-3 14A				
40					
41					
42					
43					
44					
45					
46					

* FTHD - First Time Homebuyer
 ** CHDO - Community Housing Development Organization - not-for-profit with 501(c)(3) status
 *** TCHA - Tulare County Housing Authority
 **** ADA - Americans with Disability Act
 ***** SHC - Senior Help Enterprise

Exhibit "B"
Project and Program descriptions

Provide Decent Affordable Housing:

Outcome Goal (DH-1): Provide decent affordable housing by promoting homeownership opportunities for low-and moderate-income households earning less than 80 percent of the area median family income.

- **First Time Homebuyer Program:** The First Time Homebuyer Program is currently being administered by Community Services and Employment Training, Inc (CSET). They have been successful in providing second mortgages, at a below market interest rate, to new homeowners. Staff anticipates providing 10 families with down payment assistance for the program year.

Outcome Goal (DH-3): Provide decent affordable housing by sustaining neighborhoods.

- **CHDO Funds:** HOME Investment Partnership Fund Program requires that fifteen (15%) of its annual allocation be set aside exclusively for housing that is owned, developed or sponsored by a 501 (c) non-profit, community-based service organizations, known as a HOME funded Community Housing Development Organization (CHDO), to develop affordable housing within our community. Currently, the City works with three certified HOME-CHDO's: Visalia's Interested in Affordable Housing (VIAH), Self-Help Enterprises (SHE) and Community Services Employment Training, Inc (CSET). This project is coded as "01- Acquisition" until a specific project is identified with a certified CHDO.

Suitable Living Environment through Neighborhood Preservation:

Outcome Goal (SL-3): Maintain and preserve quality housing by addressing substandard housing.

- **Code Enforcement:** The Neighborhood Preservation Division is responsible for the management of the Code Enforcement Program. The primary emphasis of the program focuses on life safety non compliance. Considerable efforts are focused on Health and Safety Code enforcement as it primarily relates to Housing standards. Some of the common violations include: unsafe structures, abandoned properties, contaminated and/ or unsecured swimming pools, construction without permits, and unlicensed vendors. Anticipated code cases 260.

Outcome Goal (SL-1) Provide educational services to low-income families.

- **Fair Housing:** This program provides Fair Housing services to Visalia residents. Callers with complaints are assisted in filling out official discrimination complaint forms, which are then forwarded to the Department of Fair Employment and Housing. It is anticipated that approximately 120 calls will come through the Hotline. The program also education to the public regarding fair housing rights. This program cost is part of the 20% administration cap for the use of CDBG funding.

Suitable Living Environment by supporting Special Needs Programs:

Outcome Goal (SL-1): Increase accessibility to support facilities to end chronic homelessness

- **Continuum of Care –** The City has a partnership with the Continuum of Care to address issues of homelessness. The Continuum of Care (CoC) is a consortium of housing providers, service providers, and local government, that work together to end homelessness in Kings and Tulare Counties. To strengthen their capacity, the Continuum is currently pursuing a 501(c3) status to competitively apply for foundation and corporate funding. The Continuum is focused on systematically implementing systems and programs that will help support existing homeless organizations and offer the resources that are needed locally to

be successful. The Continuum views the 501c3 status as a major capacity barrier, and anticipates that the process will cost approximately \$10,000. This year, the City is allocating a total of \$10,000 in CDBG funds to assist the Continuum in achieving this goal.

Suitable Living Environment through Public Improvements

Outcome Goal (SL-1): Increase availability of handicapped access benefiting population with special needs.

- **Streets-ADA Compliance Projects** – The City is committed to addressing the needs of the disabled community. City Staff attends the Disability Advocacy Committee meetings to understand what the needs are within the disabled community. On an annual basis, the committee requests additional curb cuts and truncated domes. In this Action Plan, the City allocated a total of \$40,000 in CDBG funds for the construction of at least 10 ADA compliant ramps and warning detection panels for the blind throughout the areas of downtown within the city's CDBG target areas.

Create Economic Development Opportunities and Community Development Opportunities (Parking Facility) Needs Services:

Outcome Goal (EQ-1): Demonstrate a commitment to long-term economic growth by promoting expansion of existing and job retention.

- **Parking Structure (West Acequia Parking Structure) - Section 108 Loan:** The City of Visalia is committed to providing adequate parking in the Downtown area to further promote jobs. In 2007, the City finalized construction of a second four story parking structure which supports the hospital's current expansion. Kaweah Delta Hospital, which employs a diverse group of employees in a variety of income groups, completed its North expansion. Staff continues monitoring the number of jobs created on an annual basis. This year, the City will make its second Section 108 payment in the amount of \$506,855. Additionally, the parking structure supports downtown businesses furthering the creation of many jobs throughout the downtown area.

Suitable Living Environment through Public Improvements

Outcome Goal (SL-1): Improve quality and increase quantity of public improvements that benefit low-and moderate income residents. The City also utilizes other funding sources for public and park improvement projects.

- **Oval Park Improvement Project:** In 2008, the City Council directed staff to work with the residents and businesses from both the Washington School and Oval Park neighborhoods in order to foster revitalization efforts. The following departments actively participate in these efforts: Housing & Economic Development, Building, Police, and Engineering, Public Works, Fire and Community Development Departments.

City Council also provided staff with the direction to identify the needs of the Oval Park Area. In addition to leveraging CDBG funds in 2008, the City received a Cal Trans Grant to analyze the area as it relates to traffic, safety and lighting. Community meetings have been held at the Oval Park, obtaining community input, coordination with local non-profit agencies to utilize the existing building and create a more family friendly park.

The City contributed \$60,000 in 2007/08 and an additional \$20,000 from an Amendment completed in July 2008, for which funds are derived from the 2007/08 program year funding. This brings the total allocated funds for the Oval Park Area improvements to \$316,000. This year's recommended allocation of \$29,025 shall assist with efforts of improving public parks.

- **Oval Park Area Lighting Project.** This area has some of the highest levels of crime in the City and is also one of the most densely populated areas. The area is home to several multi-family dwellings but lacks lighting. It is an older neighborhood lacking adequate infrastructure and lighting is a key concern due to the criminal element in the neighborhood. The addition of 9 new lights, possibly solar, will help improve safety and reduce crime in the area.
- **Recreation Park:** Funding for this park has been set aside to address the Skate Park graffiti and fencing in addition to other necessary improvements to maintain a safe environment for the community.

Suitable Living Environment by supporting Special Needs Services:

Outcome Goal (SL-2): Maintain quality owner-occupied housing for elderly.

- **Senior Home Minor Repair.** The City has allocated \$91,000 to CSET for the administration of the Senior Home Minor Repair Program. Assistance is provided to senior citizens to assist with minor repairs in their homes. Examples of services are: Plumbing repairs, cooler/air conditioning repairs, roof repairs, door and window repairs, electrical repairs, appliance repairs, flooring and carpentry repairs. It is anticipated that this program will assist at least 120 clients and provide 500 service repairs.

Outcome Goal (SL-2): Increase accessibility and range of housing options for persons with special needs.

- **Mobile Home Senior Handicapped Assistance Repair Program:** The CDBG funded Mobile Home Senior Handicapped Assistance Repair program is currently being administered by Self-Help Enterprises. The program serves very low income families to address health and safety issues to their mobile home in the form of a grant of \$5,000, up to \$7,000 on a case-by-case basis. A majority of the grants are utilized toward floor and roof repairs. This program continues to be successful, with the average grant provided being \$5,800. Approximately 14 grants are projected to be completed for the year.

Appendix A-2: July 16, 2010

City of Visalia

Memo



To: Steven M. Salomon, City Manager
From: Rhonda Haynes, Housing Specialist
CC: Ricardo Noguera, Housing & Economic Development Director
Date: July 16, 2010
Re: Minor amendment to 2010-2011 Action Plan Project Description (ADA Projects)

On April 19, 2010, City Council approved the 5 year Consolidated Plan which included the 2010-2011 Annual Action Plan. The ADA Compliance project description approved on April 19, 2010 was:

Suitable Living Environment through Public Improvements

Outcome Goal (SL-1): Increase availability of handicapped access benefiting population with special needs.

- **Streets-ADA Compliance Projects** – The City is committed to addressing the needs of the disabled community. City Staff attends the Disability Advocacy Committee meetings to understand what the needs are within the disabled community. On an annual basis, the committee requests additional curb cuts and truncated domes. In this Action Plan, the City allocated a total of \$40,000 in CDBG funds for the construction of at least 10 ADA compliant ramps and warning detection panels for the blind throughout the areas of downtown within the city's CDBG target areas.

During the last few months, Staff met with Park & Recreation and determined that the use of the ADA Compliance funding would best be utilized for wheelchair accessible water fountains. Staff has confirmed with its local HUD office (San Francisco) that the change in use meets the National Objective and Presumed Benefit requirements.

This use is also consistent with the original intent of ADA compliance projects and continues to address the needs of the disabled community through the addition of accessible water fountains within parks for the disabled population, rather than the truncated domes and curb cuts.

The amended description is as follows:

Suitable Living Environment through Public Improvements

Outcome Goal (SL-1): increase availability of handicapped access benefiting population with special needs.

- **ADA Compliance Projects** – The City is committed to addressing the needs of the disabled community. The City has allocated a total of \$40,000 in CDBG funds for the construction of ADA drinking fountains within five locations: Three within Blain Park; one at Jefferson Park near the playground and one at Pinkham Park.

This memo acts as authorization to allow \$40,000 of CDBG funding as described above.

Authorized: Steven M. Salomon, City Manager

Appendix A-3: September 7, 2010

**City of Visalia
Agenda Item Transmittal**

Meeting Date: September 7, 2010

Agenda Item Number (Assigned by City Clerk): 13

Agenda Item Wording: Approve final 2009-2010 Program Year Consolidated Annual Performance and Evaluation Report (CAPER); and approve 2nd Amendment to the 2009/10 Action Plan and 1st Amendment to the 2010/11 Action Plan, reprogramming HOME funds.
Resolution No. 2010-58.

Deadline for Action: September 7, 2010

Submitting Department: Housing and Economic Development

Contact Name and Phone Number: Ricardo Noguera (4190), Rhonda Haynes (4460), Nancy Renovato (4462)

Department Recommendation:

- 1) That the City Council approve the 2nd Amendment to the 2009/10 Action Plan and 1st Amendment to the 2010/11 Action Plan, redirecting a total of \$520,000 from the 2009/10 & 2010/11 HOME funded First Time Homebuyers Program to the New Homes Deferred 2nd Mortgage Program. The program is directed at assisting families of newly constructed homes, thus bolstering jobs within the construction industry.
- 2) That the City Council adopt by resolution the Final 2009/2010 Program Year CAPER Consolidated Annual Performance Evaluation Report; and
- 3) Authorize the City Manager to make minor modifications to the final new program guidelines as necessary to implement the Council's action.

Summary/background:

1.) Action Plan Amendments

Action Plan Amendments Fiscal Year 2009/2010 & 2010/2011 (\$520,000 HOME funds):

Staff recommends redirecting \$520,000 from the 2009/10 & 2010/11 HOME funded First Time Homebuyers Program to the New Homes Deferred 2nd Mortgage Program. This program is directed at assisting families of newly constructed homes within the city limits. The intent is to provide further opportunities to local families to purchase homes and bolster jobs within the construction industry.

In the past, the City of Visalia's First Time Homebuyer Program (FTHB) has provided funds to homeowners of existing homes within the city limits. Although the program has already assisted ten (10) families (09/10), a majority of those loans were funded at the beginning of the program year. Funds are also set aside to finalize loans for three additional families. As funding opportunities arise through the

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For action by:
 City Council
 Redev. Agency Bd.
 Cap. Impr. Corp.
 VPPA

For placement on which agenda:
 Work Session
 Closed Session

Regular Sessions:
 Consent Calendar
 Regular Item
 Public Hearing

Est. Time (Min.): 15

Review:
 Dept. Head _____
 (Initials & date required)

Finance _____
 City Atty _____
 (Initials & date required or N/A)

City Mgr _____
 (Initials Required)

If report is being re-routed after revisions, leave date of initials if no significant change has occurred.
 Finance or City Attorney Review.

State of California, near February 2011, such as the CalHome Program, Staff will pursue funding to continue assisting families interested in purchasing existing housing stock.

Staff is responding to the local market by stimulating new construction and creating jobs in the construction industry. Staff conducted a survey of the number of subdivisions with available lots. As of spring 2010, there were approximately 41 subdivisions with approximately 1,400 subdivided lots available to build upon citywide. Staff met with fourteen (14) local Developers on August 11, 2010, to discuss the proposed new construction loan program and the specific guidelines. In addition to reviewing the guidelines, Staff asked that the Developers submit a proposal to participate. Developers encouraged the City's effort to stimulate jobs and new construction and looked forward to submitting proposals.

On Wednesday, August 18, 2010, seven (7) Developers submitted proposals which included a developer contribution (i.e. % developer funds to match City's loan funds, developer to pay closing costs, fees). City Staff will seek to select properties where we can induce new construction and therefore create jobs and work with Developers to sell and occupy homes. Of the seven developers who responded to the proposal, six submitted proposals detailing their contribution. The Developers have committed to an estimated twenty-two (22) homes, utilizing the set aside program funding, as shown in Table I; the City's program goal is a minimum of fifteen (15) homes.

Builder/Developer	Timeline of Developer Construction
Mike Fieldbra/ Sam Sciacca	120 days
Yasaro Construction	120 days
McMillan Homes	120 days
Stree Builders	120 days
Hughes Homes, Inc/ BridgCourt Homes LP	120 days
DR Horton	120 days

Developers have indicated that construction would be completed within 120 days, however, City Staff will review the proposals received from the homebuilders above and negotiate terms for the individual contribution toward the financing for each borrower, construction schedule and time allocated to secure borrowing with approved first mortgage.

This new program shall be provided to families as a 15 year deferred second mortgage. After the 15 year deferment, payments shall begin for an additional 15 years at zero percent (0%) interest. All major program requirements will remain the same. This will not only assist new homebuyers, but also generate construction activity and job creation.

Highlights of the new home buyer program guidelines shall consist of:

- Home must be located within City limits of Visalia
- Home must be principal residence, cannot be rented or used as a business
- Maximum sales price adjusts to 95% of the Federal Housing Administration (FHA) Single Family Mortgage Maximum 20% limit, currently is \$201,163
- Mortgage principal, interest, taxes and insurance shall be no less than 30% and no more than 35% of monthly gross income
- 3% down payment (1st mortgage approved gift, cash contributions are acceptable)

- Family income must be less than 80% of the area median income (i.e. Family of 4 (80% AMI = \$45,050 per year for 2010))
- Maximum second mortgage loan up to \$40,000 of the purchase price
- Interest rate of 2nd mortgage shall be two-percent (2%) simple interest
- City Loan is recorded in 2nd position on new property
- Loan shall be deferred for 15 year, payable thereafter or immediately upon sale, rent or transfer of ownership
- An affordability covenant for a period of 15 years shall be placed on the property/borrower (house must remain affordable to families at or below 80% of the area median income (AMI))
- No upgrades allowed.
- Developer to contribute toward program (i.e. down payment, cash contribution)

Staff recommends that the City Manager be authorized to make minor modifications to the final new program guidelines as necessary to implement the Council's action.

2.) CAPER 2009/2010

HUD Requirements:

The Consolidated Annual Performance Evaluation Report (CAPER) was prepared by the Housing and Economic Development Department in compliance with the U.S. Department of Housing and Urban Development (HUD) requirements. The CAPER is a federally mandated document that evaluates the City's overall progress and performance in meeting the priority activities identified in its Consolidated Plan. The document is a tool used by HUD and the City to evaluate accomplishments and actions taken during the previous program year. This CAPER assesses the City of Visalia's fifth year of progress for the Consolidated Plan year 2005-2010 in completing activities identified in the 2005/2010 Action Plan Year for the period beginning July 1, 2009 through June 30, 2010, as well as any activities that were continued from prior program years.

National Objectives and Outcomes

The primary objective of the City's projects and programs is to develop viable communities through the provision of decent and affordable housing, provide a suitable living environment, and create economic opportunities, principally for person of low and moderate income. To clearly identify Visalia's housing and community needs, the City will adhere to meeting HUD's three National Objectives: Provide Decent Affordable Housing, Provide a Suitable Living Environment and Create Economic Opportunities. The Outcomes of these Objectives are to improve availability or accessibility, Improve Affordability, and Improve Sustainability by promoting viable communities.

Over the course of Fiscal Year 2009-2010, the Housing and Economic Development Department made great strides towards developing and expanding home ownership and housing opportunities.

Affordable Housing

- **First Time Homebuyer Program (HOME funds):** This program assists low income families with a loan up to \$40,000 as a second mortgage for gap financing and/or down payment assistance. In Fiscal Year 09/10, the City assisted a total of ten families in the amount of \$493,062. Currently, the City has reserved a total of \$110,000 to assist three more families who are currently going through the application process.
- **CalHome First Time Homebuyers Program (non federal funds):** State CalHome funds in the amount of \$600,000 were awarded to the City in 2006. The City utilized the funding to assist



families with the purchase of a home. Since inception of the program, the City assisted a total of 15 households totaling \$598,000 to achieve the American Dream of homeownership.

- **Sierra Meadows Project** - The City of Visalia in partnership with Christian Church Homes of Northern California have been working together since 2004 for the construction of 42 units of senior housing. To date, the City has contributed a total of \$2.8 million in HOME funds towards this project. This amount represents 30% of the development cost of \$9.4 million dollars. The project addresses the objectives of the Consolidated Plan as a high priority for "Special Needs Housing". The project broke ground on December 2009, and is 50% complete with the roof, street sidewalks, driveway, parking lot, and exterior windows completed. The project is anticipated to be completed by March 2011.



- **Paradise and Court Project** - The City in partnership with Tulare County Housing Authority and non-profit partner, Kaweah Management Company are addressing the needs of the community infill housing development through rehabilitation and construction of new affordable housing units. The City has provided \$500,000 in HOME CHDO funds and \$500,000 in Redevelopment Low Mod funds to assist with the rehabilitation of eleven (11) units and construction of nine (9) units at the northeast corner of Paradise and Court Street. The Rehab phase of the project is approximately 95% complete, with fencing and landscaping underway.



- **Neighborhood Stabilization Program (NSP)** - In September 2009, the City was awarded a \$3.38 million CDBG grant from HUD to acquire, rehabilitate, and resell foreclosed properties. As a requirement of the grant, the City must meet the CDBG National Objective by purchasing and rehabilitating foreclosed properties and re-sell them to families with income up to 120 percent of the Area Median Income (AMI). Additionally, HUD requires that 25% of the grant (\$600,000) be directed toward families at or below 50% AMI. HUD requires that all funds be obligated by September 2010. The City has met the obligation requirement.

The City's program is geared to recycle its dollars through the resale of homes in order to purchase and rehabilitate more homes and assist more families. The goal for 2010/11 is to purchase, rehabilitate and resell 24 more homes. On average the City buys one house per month. A total of 21 have been purchased and 15 resold.

15 Homes Purchased & Resold	
1821 E. Babcock	6342 N. Jacot
2431 N. Chandler Oak	820 E. Cascade
2425 N. Oak	1532 E. Cascade
2420 N. Oak	1525 W. Petz
2024 W. Ferguson	1710 N. Park
820 E. Harig	1822 W. Vine
1822 E. Harig	2945 N. Williams
2322 N. Harig	
3 Homes Under Rehabilitation	
937 E. Ferguson	
2428 N. Oak Park	
428 E. Cascade Court	
1 Multi-Family Under Rehabilitation	
218 NW 2nd Multi-Family	
1 Home Available for Resale	
2322 N. Bradley	
1743 E. Babcock	

Economic Development:

- **Parking Structure (West Acacia Parking Structure) - Section 108 Loan:** The West Acacia Parking Structure was completed in 2007, and continues to provide



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economic benefits to the Downtown Area. The 700 space garage, bound by Arsequia, Floral, and Main Streets supports the hospital's recent six-story expansion as well as many local businesses throughout the downtown area. As part of the City's loan agreement with HUD, there is a commitment of job creation. Since the hospital's expansion, Kaweah Delta District has created a total of 552 jobs, which staff continues to monitor annually. Additionally, the parking structure will also support the jobs created by the expansion of the Transit Center and a 60,000 square foot, three-story development, Main Street Promenade. In fiscal year 09/10, the City made a Section 108 payment in the amount of \$497,646.

Senior and Other Housing Assistance:

- **Mobile Home Senior Handicap and Repair Program (SHARP)** – This program administered by Self-Help Enterprises has a total of \$90,000 to support the administration and repairs to mobile homes owned by low income and handicap seniors. The vast majority of repairs are currently of life and safety (ones such as roofs, air conditioning, plumbing & electrical and handicap ramps). Without such a program, these seniors would be uninhabitable and force the seniors out. Thus far, two households have been assisted, and 3 households are in progress. It is projected that five more households will be assisted over the next several months.
- **Senior Home Repair Minor Repairs** – This program, administered by Community Services and Employment Training (CSET) assists senior citizens by addressing minor repairs to their home. Repairs may include; plumbing, cooler/air conditioning, roof, door, windows, and electrical repairs. In fiscal year 09/10, the City allocated \$91,000 and has addressed a total of 725 repairs. Additionally, CSET utilizes donated materials to further assist these seniors who are typically on a fixed income.

Neighborhood Preservation

- **Code Enforcement** - The Neighborhood Preservation Division is responsible for the management of the Code Enforcement Program. The primary emphasis of the program is on Life Safety and non-compliance code issues. Considerable efforts are focused on Health and Safety Code enforcement as it primarily relates to Housing standards. Some of the common violations include: substandard housing, unsafe structures, abandoned properties, contaminated and/or unsecured swimming pools, construction without permits, and unlicensed vendors. In fiscal year 09/10, the City allocated a total of \$166,250 in CDBG funds and expended a total of \$106,076. A total of 80 code cases were opened in fiscal year 09/10 and 254 closed within CDBG target areas. (Closed cases may include cases that were opened in previous years but closed in fiscal year 09/10)

Public Improvements

- **ADA Compliance** - The City has always been at the forefront of working to improve access for persons with disabilities. The City in partnership with the Disability Advocacy Committee will continue to support the disabled community by providing ADA compliant ramps and warning detection panels for the blind throughout the downtown area and the City's CDBG target areas. In fiscal year 09/10, the City allocated a total of \$50,000. On March 25, 2010, the City Manager authorized budget modifications to the 2009/10 & 2006/07 Action Plans re-directing an additional \$18,116.62 for ADA Compliance. The City's ADA Compliance program provided 33 curb cuts and expended a total of \$70,697.



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➤ **Fox Theater Painting** – The total painting budget for the Fox Theater was \$45,700. Of this amount, the City contributed a total of \$30,000 in CDBG funds. The remaining balance came from Visalian Friends of the Fox. The painting was completed in July 2010. A total of \$14,141 was expended in 2009/10. The balance of the expenditures will be reported in next year's CAPER.

➤ **Village Park/Wittman Center** – In April 2009, the City completed improvements to the Jefferson Park and Wittman Center totaling \$76,126 in CDBG funds and \$88,123 obtained from a State grant. The improvements included: picnic tables and pads, new irrigation system, refurbish park benches, soccer goals, landscaping, concrete curbing, and concrete work. Inside the building, work consisted of new lighting in the main multi-purpose room, painting of the exterior stairwell, painting of the interior main activity room; demo of the concession room on the interior, kitchen improvements, new basketball equipment, some floor tile work in the multi-purpose room, two new swamp coolers, interior ceiling insulation, new exterior awning, and new drinking fountain.



Community Development Block Grant Recovery (CDBG-R) In response to the economic recession, the City was also the recipient of funding through The American Recovery and Reinvestment Act of 2009 (ARRA). The City proposed and invested a total of \$322,067 in CDBG-R funds into infrastructure and public facility activities. These activities will achieve long-term benefits, quickly spur further economic investment, create and/or retain jobs in the community, especially in areas with the greatest need, and improve the quality of life in deteriorating neighborhoods. The improvements include:

➤ **Public Sidewalk & Handicap Access (\$35,000)** - Project to construct sidewalks along both Watson Avenue (7' wide), on the west side of the park, and Myrtle (6' wide) on the North, including a handicap ramp at the intersection of Watson and Myrtle. The project is located at 700 S. Watson (3.6 acres) bounded by Watson/Myrtle/Encina and Cypress within the CDBG area. Status: Project Complete



➤ **Center Avenue Improvements (\$193,200)** - Project consists of providing bulb outs at intersections between crosswalks and angled parking spaces and providing truncated domes on the existing sidewalk handicap ramps. This project will provide safer pedestrian access within the CDBG area by slowing traffic along the corridor, providing additional separation between cars parking and pedestrians and adding truncated domes to the existing handicap ramps. The truncated domes provide a sensory detection for sight impaired citizens utilizing canes when approaching the intersection. This project also provides safer pedestrian access for employees and customers to the businesses in the CDBG area. Due to the summer weather, installation of landscape improvements will take place late fall 2010. Status: Project underway and near completion.



- **Anthony Community Center (\$61,660)** - Rehabilitation of multi-purpose main room & restrooms. These facilities are 50 years old. The primary work is to repair and paint the walls in the multi-purpose room; replace the existing rubber floor with a tile floor; include replacement of sheet rock in some areas, texture, primer & painting of the walls, and renovation of existing restrooms. This project will improve the quality of a neighborhood facility for low income persons. Status: Project underway & near completion.



Special Needs

- **Continuum of Care** - The City continues its partnership with the Kings/Tulare Continuum of Care to address issues of homelessness. The Continuum of Care (CoC) is a consortium of housing providers, service providers, and local government, that work together to end homelessness in Kings and Tulare Counties. The City of Visalia is one of several cities within the region that supports the CoC through the provision of funding or in-kind contributions. In fiscal year 2009/2010 the City allocated and expended a total of \$5,000 to support efforts by the CoC. The CoC utilized these funds to engage legal counsel and an accountant to assist in the completion of a 501(c)3 non-profit status application. The CoC obtained non-profit status in September 2009. Since then, the CoC has received a \$1.1 million federal grant to support agencies throughout Kings & Tulare Counties. Most recently in July 2010, the CoC received a total of \$348,739 which will be used for supportive housing units in Visalia.

Table III Goal Achievement 2009-2010

This table identifies the HOME and CDBG Achievements for the program year as they relate to meeting the National Objectives. Additional detailed data is provided as Attachment "A" Consolidated Annual Performance Evaluation Report (CAPER) and Attachment "B", CAPER 2009-2010 Expenditures.

**Table III
HUD Housing Program Goal Achievement**

Program Unit/Services Goal	Unit Goal	Units Completed	% of Goal
First Time Homebuyer Program	14	10	71%
Paradise & Crest CHDO	20	Project Underway: 14% Complete	
Christian Church Homes	42	Project Underway: 13% Complete	
Code Enforcement	120	254	212%
Fairhousing Hotline	100	267	267%
Continuum of Care	3	1	33%
ADA Compliance	15	20	200%
Minor Senior Home Repairs	500	144	29%
Mobile Home Senior Handicap Repair	14	2	14%

Although most programs and services exceeded/met expectations; the Mobile Home Senior Handicap Repair Program (SHARP) and First Time Homebuyer Program fell short due to completion of environmental documents and HUD approval. The Mobile Home SHARP assists senior citizens with a

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grant to make health and safety repairs to their mobile home. Due to a continued decline in Program Income, and in order to balance the budget, staff had to reduce the funding to this program; however, staff also increased the grant amount from \$5,000 to \$7,000 to assist seniors with additional repairs to their home.

Committee/Commission Review and Actions:

As per the Citizens Participation Plan, the Consolidated Annual Performance Evaluation Report was reviewed and presented to the Disability Advocacy Committee on August 9th, the North Visalia Neighborhood Advisory Committee on August 19th, and the Citizen Advisory Committee on September 1st. (Attachment C)

Prior Council/Board Actions: Adoption of the 2005/10 Consolidated Plan and adoption of the 2007-2008 Action Plan (May 07, 2008) and 1st & 2nd amendments (July 14, 2008 and September 15, 2008) and Action Plan 2008/2009 (April 21, 2008) and Neighborhood Stabilization Program (November 3, 2008) and Adoption of 3rd Amendment to the 06/07, 4th Amendment to the 07/08, 5th amendment to the 08/09, 1st amendment to the 09/10 Action Plan (February 16, 2010) and Adoption of approval to use NSP funds to acquire a multi-family complex (January 11, 2010) Adoption of 2nd amendment, and 1st amendment to 08/09 Action Plan (April 20, 2009) Adoption of Consolidated Plan and 10/11 Action Plan (April 19, 2010)

Alternatives: None recommended.

Attachments:

- Attachment "A" Consolidated Annual Performance Evaluation Report (CAPER) 2009/10
- Attachment "B" CAPER 2009/10 Expenditures
- Attachment "C" Committee Notes
- Attachment "D" Resolution

Recommended Motion (and Alternative Motions if expected):

- 1) That the City Council adopt by resolution the Final 2009/2010 Program Year CAPER Consolidated Annual Performance Evaluation Report; and
- 2) That the City Council approve the 2nd Amendment to the 2009/10 Action Plan and 1st Amendment to the 2010/11 Action Plan, redirecting a total of \$520,000 from the 2009/10 & 2010/11 HOME funded First Time Homebuyers Program to the New Homes Deferred 2nd Mortgage Program. The program is directed at assisting families of newly constructed homes, thus bolstering jobs within the construction industry.
- 3) Authorize the City Manager to make minor modifications to the final new program guidelines as necessary to implement the Council's action.

Environmental Assessment Status

CEQA Review: N/A

NEPA Review: Required for Program Amendment

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Tracking information: (Staff must include appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date) - Resolution

Copies of this report have been provided to:

RESOLUTION NO. 2010-58

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA
APPROVING THE 2009-2010 PROGRAM YEAR
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT**

WHEREAS, the City of Visalia operated the Community Development Block Grant Program (CDBG), and the Home Investment Partnerships Grant Program (HOME) for the 2009-2010 Program Year; and

WHEREAS, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) for the activities and expenditures for the 2009-2010 Program Year; and

WHEREAS, the City must also certify that it is complying with HUD requirements for the use of CDBG and HOME funds; and

WHEREAS, the City spent \$2.4 million dollars in CDBG and HOME funds during the 2009-2010 Program Year, 100% of the funds were used to assist households with incomes at or below 80% of median income; and

WHEREAS, the City Manager is the certifying official for all HUD reports and transactions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Visalia that it approves the attached 2009-2010 Program Year Consolidated Annual Performance and Evaluation Report, and authorizes the City Manager to submit the same to HUD on behalf of the City of Visalia.

Appendix A-4: March 7, 2011

**City of Visalia
Agenda Item Transmittal**

Meeting Date: March 7, 2011

Agenda Item Number (Assigned by City Clerk): 6

Agenda Item Wording: 2008/09 Action Plan Substantial Amendment to authorize the change in use and dispose of property located at 210 NW 2nd Avenue funded with U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Neighborhood Stabilization Program (NSP) funds.

Deadline for Action: March 7, 2011

Submitting Department: Housing and Economic Development

Contact Name and Phone Number: Ricardo Noguera, Housing & Economic Development Director (4190), Rhonda Haynes, Housing Specialist (4460)

Department Recommendation: Authorize the change in use of a 4-plex apartment building (to become transitional housing) and its sale and reimburse CDBG-NSP funding under 24 CFR 570.505 regulation which requires the City to reimburse the CDBG-NSP Program, whereas the property shall no longer be subject to any CDBG-NSP requirements.

Summary/Background:

The City of Visalia Housing & Economic Development Department received 2008 Housing and Economic Recovery Act (HERA) funding, specifically, Community Development Block Grant, Neighborhood Stabilization Program (CDBG-NSP) funding to address the foreclosure crisis in Visalia. These funds have been utilized to acquire, rehabilitate and resell single family dwellings to income qualifying families. To date, twenty-five homes have been acquired and seventeen of those homes have been resold to income qualifying families.

As a requirement for the use of the CDBG-NSP funding, the City is required to set aside 25% of the funds to support housing for families earning less than 50% of the area median income. To assist in meeting this requirement, the City acquired a four-plex apartment building, located at 210 NW 2nd Avenue, for \$166,730. (Exhibit "B")

Included with the acquisition of the 4-plex was the intent to substantially rehabilitate the interior and exterior to meet energy, accessibility and current building code requirements. Such rehabilitation included a new roof and gutter, updated electrical panels, air conditioning units, doors, windows, kitchen and bath cabinetry, bathtub, toilets and sinks, ceiling fans, painting of both interior and exterior for all four units. Wrought iron fencing surrounding the property, accessible walkway and a new stairway to the second story unit were also completed. These improvements had a cost of \$135,472. (Exhibit "C")

For action by:

City Council

Redevel. Agency Bd.

Cap. Impr. Corp.

VPPA

For placement on which agenda:

Work Session

Closed Session

Regular Session:

Consent Calendar

Regular Item

Public Hearing

Est. Time (Min.): 10

Review:

Dept. Head _____
(Initials & date required)

Finance _____
City Atty _____
(Initials & date required or N/A)

City Mgr _____
(Initials Required)

If reports being re-issued after revisions leave date of initial if no significant change has occurred Finance or City Attorney Review

The CDBG-NSP regulations indicate that transitional housing is not an allowed use; therefore, this project was initially approved to assist with the homeless population by providing permanent affordable housing under a pilot program. The City's intent resulted in exhausted efforts, with no success, through a Request for Proposal process seeking property management services.

The City then considered selling the property. The property was appraised with recent comparable sales of similar rental properties, which reflected a declined fair market value of \$140,000.

With the results of the declined value, the City looked to non-profit providers with its' continued intent to provide long term, permanent housing for the homeless. The City met with representatives from Grace Homes, Inc. and Visalia Rescue Mission (VRM). After review of both proposals, it appeared that VRM's proposal to house formerly homeless individuals would fulfill the City's long term goal. However, with further review and discussion of their proposal and keeping within VRM's mission, it was determined that their interest would be better suited by addressing transitional housing, assisting those within their secular program, which is not available to all participants.

This brings us to the reason for City Council and public review of the proposal. In light of exhausted efforts to provide permanent housing, Staff believes that this project is a candidate for the process of replenishing CDBG-NSP funds in order to provide transitional housing and assist with addressing the needs of the homeless in Visalia. The proceeds from the sale of the property will be reused to purchase additional properties through the program. In order to eliminate the CDBG requirement, a public hearing is required, allowing citizens a 30 day review of the proposed use.

Change in Use of Property regulation:

Based upon the use of CDBG-NSP funding, in order to dispose of the property (212 NW 2nd Avenue) for the changed use, and reimburse the program account at fair market value. 24 CFR 570.505, subpart J- Use of Real property, states the following:

"The standards described in this section apply to real property within the recipient's control which was acquired or improved in whole or in part using CDBG funds in excess of \$25,000. These standards shall apply from the date CDBG funds are first spent for the property until five years after closeout of an entitlement recipient's participation in the entitlement CDBG program or, with respect to other recipients, until five years after the closeout of the grant from which the assistance to the property was provided.

(a) A recipient may not change the use or planned use of any such property (including the beneficiaries of such use) from that for which the acquisition or improvement was made unless the recipient provides affected citizens with reasonable notice of, and opportunity to comment on, any proposed **change, and either:**

(1) The new use of such property qualifies **as meeting one of the national objectives in Sec. 570.208 (formerly Sec. 570.901) and is not a building for the general conduct of government;** or

(2) The requirements in paragraph (b) of this section are met.

(b) If the recipient determines, after consultation with affected citizens, that it is appropriate to change the use of the property to a use which does not qualify under paragraph (a)(1) of this section, it may retain or dispose of the property for the changed use if the recipient's CDBG program is reimbursed in the amount of the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, and improvements to, the property.

(c) If the change of use occurs after closeout, the provisions governing income from the disposition of the real property in Sec. 570.504(b)(4) or (5), as applicable, shall apply to the use of funds reimbursed.

(d) Following the reimbursement of the CDBG program in accordance with paragraph (b) of this section, the property no longer will be subject to any CDBG requirements."

If public comment is received and results in acceptance in the change of use, reimbursement shall commence and CDBG-NSF regulations shall no longer apply to this property. This will allow the City to sell the property to VRM for their intended purpose.

Letter of proposal:

Visalia Rescue Mission has submitted a letter requesting to purchase the four-plex to assist with addressing the needs of the homeless community (Exhibit "D").

Prior Council/Board Actions: City Council, January 11, 2010, authorize acquisition; City Council Closed Session, October 04, 2010, conference with real property.

Committee/Commission Review and Actions:

Alternatives: None recommended.

Attachments

- Exhibit "A" – Vicinity map with location of property
- Exhibit "B" – Photo: Property condition before acquisition
- Exhibit "C" – Photo: Property condition after rehab
- Exhibit "D" - Visalia Rescue Mission letter

Recommended Motion (and Alternative Motions if expected): Approve and to authorize the change in use and sale of real property, and reimburse CDBG-NSF funding under 24 CFR 570.5D5 regulations.

Environmental Assessment Status

CEQA Review: N/A

NEPA Review: completed

Tracking Information: (Staff must ~~include~~ appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date)

Exhibit "A" Vicinity Map with location of property

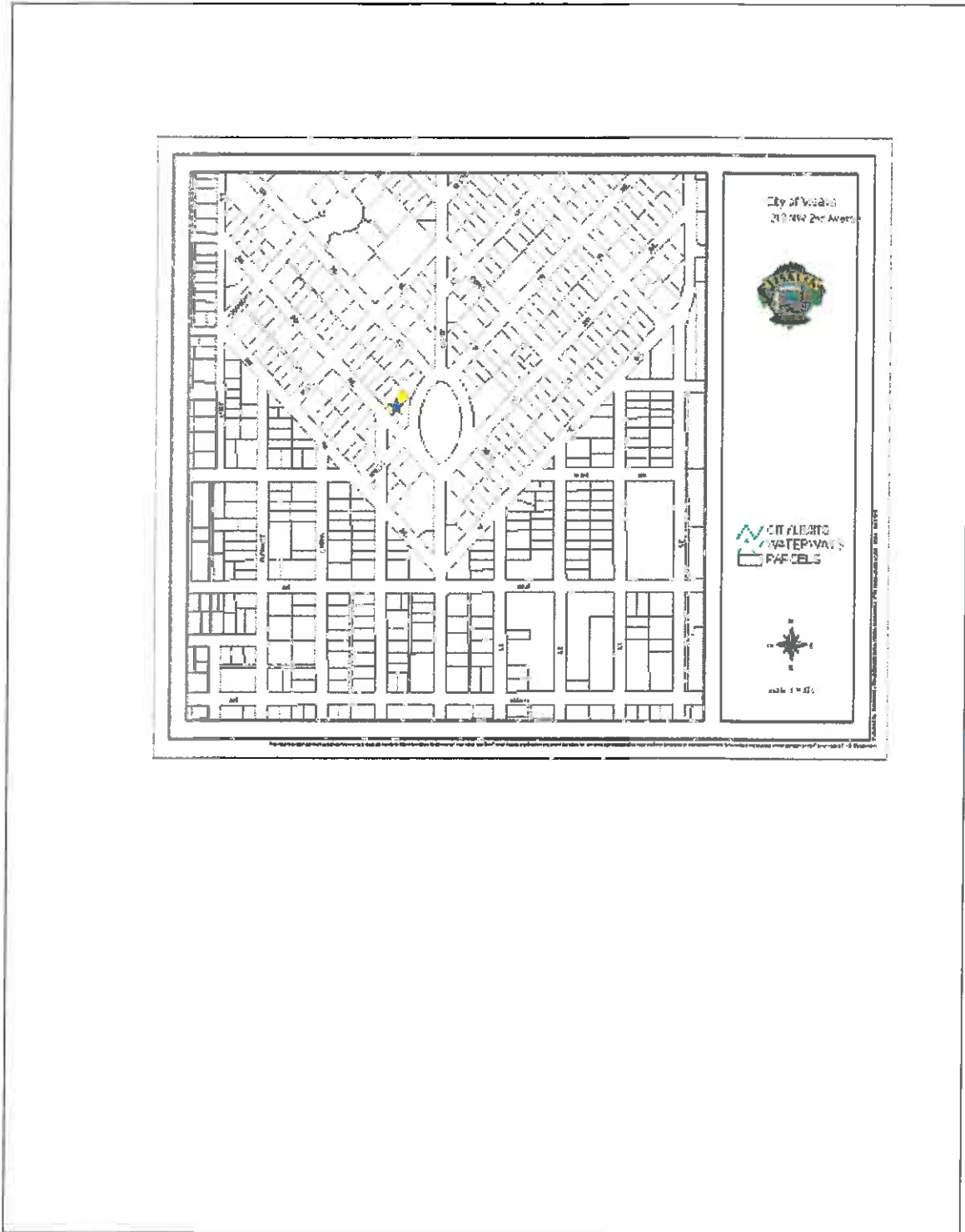


Exhibit "B" – Photo: Property condition before acquisition

Before:

- Exterior- paint
- Windows
- Staircase condition
- Fence condition



Before:

- Roof and gutter condition
- Airconditioning unit condition

Before:

- Kitchen flooring
- Counterspace
- Appliance
- Paint condition



Exhibit "C" –Photo: Property condition after rehabilitation



After:

- New compliant staircase
- New energy efficient windows
- Handicapped accessible:
 - Door
 - Sidewalk and railguard

After:

- New roof and gutter
- New energy efficient air conditioning units
- New wrought iron fencing



After:

- New door
- New Paint
- New flooring
- New cabinets
 - Handicapped accessible pullout boards
- New tile countertops
- New sink
 - Handicapped accessible

Exhibit "D" Visalia

Rescue Mission letter

Visalia Rescue Mission

Providing Hope & Restoration Through Jesus Christ

January 27, 2011


Dear City Council/ Mayor:

- Board of Directors
- James Van Dyke
- David Gray
- Richard Brantley
- Rescue Mission
- Mike Allen
- John Anderson
- Lee Brown
- James DeWitt
- Jeff Kester
- Mark Stewart
- David Smith
- Mike Taylor
- Marvin Smith
- Debra Williams

To Whom It May Concern:

The Visalia Rescue Mission is seeking to purchase the property located at 210 NW First Avenue. This four unit complex gives the Mission the opportunity to house more low income families as they come through its nine (9) month drug recovery program. This intention will be to provide transitional housing, but may also include permanent housing.

We intend to have men, women and/or complete families occupy these units. It is our intent to make this purchase a cash transaction with no further financial assistance from the City of Visalia. These units will provide us opportunities to serve the hurting of the Central Valley with housing that we are not currently able to offer.

In Christ,

 James Van Dyke
 Executive Director

1000 E. 1st Avenue • Visalia, CA 93277 • P.O. Box 100 • Visalia, CA 93276
 Ph: (559) 733-4138 • Fax: (559) 733-3485
 Email: info@visaliarmission.org • www.visaliarmission.org

Appendix A-5: April 18, 2011

City of Visalia Agenda Item Transmittal	
<p>Meeting Date: April 18, 2011</p> <p>Agenda Item Number (Assigned by City Clerk): 9</p> <p>Agenda Item Wording: Public Hearing of 2011/2012 Action Plan for the use of U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and HOME Investment Partnership Funds administered by the City of Visalia's Housing and Economic Development Department; and</p> <p>Public Hearing of 2nd Amendment to 2010/11 Action Plan, and 3rd Amendment to the 2009/10 Action Plan.</p> <p>Deadline for Action: April 18, 2011</p> <p>Submitting Department: Housing and Economic Development</p> <p>Contact Name and Phone Number: Ricardo Noguera, Housing & Economic Development Director (4190), Rhonda Haynes Housing Specialist (4450), Ruth Peña, Financial Analyst (4327)</p> <p>Executive Summary: Budget cuts of both CDBG and HOME, are expected and estimated between 10% and 30%. The projects proposed to focus on this year, based on these reductions, are the Foreclosure Acquisition Program II, West Acequia Parking Structure- Section 108 Loan Payment, Oval Park Transportation, Code Enforcement, Fair Housing, ADA compliance and Continuum of Care. Staff met with the Citizens Advisory and Disability Advocacy committees and discussed their concerns which were the elimination of both Senior Home Minor Repair and Senior Handicapped Assistance and Repair Programs, reallocating funds to allow recycling of limited funding to stabilize and revitalize neighborhoods. This report highlights staff's recommendations for use of the new allocation and summarizes the analysis of the new and proposed budget and programs and services.</p> <p>Department Recommendation:</p> <ol style="list-style-type: none"> 1.) Approve and adopt the Final 2011/2012 Action Plan as a HUD requirement for the use of CDBG and HOME Funds as presented. 2.) Approve redirection of (HOME) Program Income previously allocated to the First Time Homebuyer Program to a new Program: the Foreclosure Acquisition Program II, reallocate (CDBG) funding previously earmarked for Job Creation and Oval Area Park Improvements to Oval Transportation Improvements. 	<p>For action by:</p> <p><input checked="" type="checkbox"/> City Council</p> <p><input type="checkbox"/> Redevel. Agency Bd.</p> <p><input type="checkbox"/> Cap. Impr. Corp.</p> <p><input type="checkbox"/> VPPFA</p> <p>For placement on which agenda:</p> <p><input type="checkbox"/> Work Session</p> <p><input type="checkbox"/> Closed Session</p> <p>Regular Session:</p> <p><input type="checkbox"/> Consent Calendar</p> <p><input type="checkbox"/> Regular Item</p> <p><input checked="" type="checkbox"/> Public Hearing</p> <p>Est. Time (Min.): 15</p> <p>Review:</p> <p>Dept. Head _____ (Initials & date required)</p> <p>Finance _____ City Atty _____ (Initials & date required or N/A)</p> <p>City Mgr _____ (Initials Required)</p> <p><small>If report is being re-circled after revisions leave date of initials if no significant change has occured Finance or City Attorney Review.</small></p>

- 3.) Authorize the City Manager to re-allocate funding from the New Construction Deferred 2nd Mortgage Loan Program to the Foreclosure Acquisition Program II if by July 1, 2011, the program has not received a minimum of four (4) completed loan applications.
- 4.) Authorize City Manager to make the appropriate budget adjustments; and;
- 5.) Authorize the City Manager to make minor or technical changes to the program guidelines if needed to conform to grant requirements.

Summary/Background

Staff's recommended actions for the July 1, 2011, through June 30, 2012, Program Year, were provided in draft form to Council on April 4th. Since then, Staff met with both the Citizens Advisory Committee (CAC) and the Disability Advocacy Committee (DAC). Committee concerns were related to the elimination of three programs (First Time Homebuyer, Senior Home Minor Repair and Senior Handicapped Assistance and Repair Programs). Staff's proposal, based upon estimated budget and programs, recommends that the limited funding be directed toward programs that serve to stabilize and revitalize. Additionally, staff seeks to finalize the design and commence construction for the Oval Park Transportation project. Additionally, Staff's recommendations also include the creation of a new program Foreclosure Acquisition Program II that allows acquisition of foreclosed properties rehabilitates and resells to income qualifying families or the option to sell to a non-profit agency to assist in addressing rental housing needs. This allows funds to be recycled, therein assisting more families, assisting with job retention (i.e. Contractors, Sub Contractors, Realtors, Title Company, Appraiser) and addressing blight in neighborhoods due to the foreclosure crises. Other programs that will receive limited CDBG or HOME funding is the West Acequia Parking Structure Section 108 repayment, ADA compliance sidewalk access, and Park Improvements. Staff also recommends a reduction in funds toward the Continuum of Care and Voucher Program due to the anticipated reduction in both CDBG and HOME funding.

Two Action Plan Amendments are also recommended, redirecting funding from the First Time Homebuyer Program, to the new proposed Foreclosure Acquisition Program II; and redirecting funding earmarked for Job Creation and Oval Area Park Improvements, to Oval Transportation Program.

The New Construction Deferred 2nd Mortgage Program had a slow start in the latter part of Fall 2010, with one loan completed recently last month (March 2011) and two additional applications under review. Staff believes the program will prove successful this Spring, however, due to the HOME program regulations, where funding must be committed by a certain time frame. Staff suggested preparation, by setting a deadline of July 1, 2011, for a minimum of four (4) loans to be completed, otherwise, funding will be reallocated to the new Foreclosure Acquisition Program II, to meet HOME regulations, expend affordable housing dollars and continue to provide affordable housing opportunities to qualifying families.

1. Action Plan estimates

On an annual basis the City receives approximately \$1.8 million in CDBG and HOME funding, however, as Staff shared with Council on April 4th, Congress has continued discussion of major reductions in governmental programs in order to address the federal budget deficit. As a result, both CDBG and HOME funds will be reduced, with an anticipated reduction between 10% to 30%, which results in a reduction between \$100,000 and \$500,000 respectively. Staff also shared with Council and Committees, that this significantly impacts both City Housing Staff and

both non-profits' Community Services Employment Training, Inc. (CSET) and Self Help Enterprises (SHE) that receive funding for programs. City staffing levels and services have already been reduced in anticipation of these cuts.

Staff proposes to fund the list of projects and programs referenced below. There are discretionary and non-discretionary projects and programs. The non-discretionary projects and programs have annually been committed by repayment of a long-term parking structure loan which provides services, improvements in our community. Staff administration of remaining programs, education regarding fair housing rights and the HUD required HOME funded set aside funds (15% of the HOME funds) for a Community Housing Development Organization (CHDO), specifically CSET to continue acquiring foreclosed properties, rehabilitate and resell to income qualifying families. The non-discretionary projects, programs with their estimated allocations, based upon 30% reduction include:

West Acequia Parking Structure Repayment	\$509,952
City Staff Administration	\$218,137
Code Enforcement	\$120,000
CHDO Set Aside (mandatory)	\$ 58,903
Fair Housing Hotline	<u>\$ 7,500</u>
Non discretionary funded projects:	\$914,494

The remaining estimated funds are discretionary. However, these funds provide assistance to handicapped sidewalk access downtown, as well as improvements in our community and parks. This year's recommended discretionary allocations include ADA Compliance projects, which provides sidewalk access (curb cuts) in the downtown area. The Continuum of Care Board has requested funds for the next three years to support and expand services for the homeless, however, a reduction in the allocation due to the budget has been recommended. We are also recommending a new project that will provide affordable housing, preserve neighborhoods, and create or retain jobs, as well as recycle funds to help more families. The program has been named Foreclosure Acquisition Program II, to mirror the Neighborhood Stabilization Program, by acquiring foreclosed properties, rehabilitating and reselling to either income qualifying families or to a non-profit agency to address rental housing needs in the community. Lastly, to complete the Oval Transportation Project, additional funding is needed to begin the next and final phase (construction). The discretionary projects, programs with their allocations include:

Foreclosure Acquisition Program II	\$294,526
Oval Park Improvement Project	\$ 40,000
ADA Compliance (curb cuts) projects	\$ 23,014
Continuum of Care	<u>\$ 12,500</u>
Discretionary funded projects	\$370,040

The discretionary programs that are not funding for this program year include The First Time Homebuyer Program, due to no activity; Senior Home Minor Repair and the Senior Handicapped Assistance and Repair Program Grants. Although two successful grant programs, Staff recommended these programs be frozen due to the reduced budget as well as any discretionary funding available would be directed to the Foreclosure Acquisition Program II, to recycle funds and assist more families in the community, as well as, mentioned above, assist in creating or retaining jobs in this economy.

The final proposed allocations, with funding expected to be reduced between 10-30 percent, are also referenced in Exhibit "A", with their respective description following in Exhibit "B".

2. CDBG & HOME Action Plan Amendments:

On November 2, 2010, the City Manager authorized staff to re-direct \$100,000 (HOME funds) to the First Time Homebuyer Program to provide homeownership opportunities to qualifying households. Since then the City has not received any applications for funding. Based on the inactivity of this program, Staff is recommending that this funding be re-directed to the Foreclosure Acquisition Program II.

In the 2009/10 Action Plan, the City set-aside a total of \$100,000 (CDBG funds) for Job Creation to be used to attract job creating businesses or industries seeking to expand or relocate in Visalia. To date these funds have not been utilized. Additionally, in the 2010/11 Action Plan, Staff earmarked a total of \$29,025 (CDBG) for Oval Area Park Improvements. Staff recommends that these totals combined (\$129,025) be redirected to support the Oval Park Transportation Improvements.

3.) New Construction Deferred 2nd Mortgage Loan Program

On September 7, 2010, City Council adopted Amendments to the 2009/10 & 2010/11 Action Plans re-directing a total of \$520,000 (HOME funds) to the New Construction Deferred 2nd Mortgage Loan Program. The intent of the program is to provide opportunities to local families to purchase homes and bolster jobs within the construction industry. Thus far, the City has received one application for funding. Staff recommends that the Council authorize the City Manager to re-allocate remaining funding from the New Construction Deferred 2nd Mortgage Loan Program to the Foreclosure Acquisition Program II if by July 1, 2011, the program has not received a minimum of four (4) completed loan applications.

Council/Community Input

Staff met with both the Citizens Advisory Committee (CAC) and Disability Advocacy Committee (DAC). The CAC's concerns were the elimination of both the Senior Home Minor Repair and Senior Handicapped Assistance and Repair Program Grant programs. The DAC Committee has an interest in contacting interested rental property owners to discuss accessible units. Staff addressed both Committees' concerns indicating the need to recycle limited funding which will assist more families, create and/or retain jobs through the new Foreclosure Acquisition Program II, through the acquisition and rehabilitation phases, and to allow additional funding to complete a project in the Oval Area. Attached as Exhibit "C", reflect committee meeting comments.

Prior Council/Board Actions: Consolidated Plan adopted in April 19, 2010, Housing Element adopted March 15, 2010, and Annual Action Plan & CAPER reports are adopted in April and September of each year.

Committee/Commission Review and Actions: City Council Work Session, April 4, 2011; Citizens Advisory Committee, April 6, 2011; Disability Advocacy Committee, April 11, 2011

Alternatives: None recommended.

Attachments

Exhibit "A", Estimated Budget

Exhibit "B", Action Plan Amendments
Exhibit "C", Action Plan Committee Meeting Input/Comments
Exhibit "D", Action Plan 2011/2012

- 1.) Recommended Motion (and Alternative Motions if expected) Approve and Adopt Final 2011-2012 Action Plan, and;
- 2.) 2nd Amendment to 2010-11, and 3rd Amendment to 2009-10 for the use of CDBG and HOME funds, and
- 3.) Authorize the City Manager to re-allocate funding from the New Construction Deferred 2nd Mortgage Loan Program to the Foreclosure Acquisition Program II if by July 1, 2011, the program has not received a minimum of four (4) completed loan applications; and
- 4.) Authorize City Manager to make the appropriate budget adjustments, and;
- 5.) Authorize the City Manager to make minor or technical changes to the program guidelines if needed to conform to grant requirements.

Environmental Assessment Status

CEQA Review: N/A

NEPA Review: to be completed

Exhibit "A"
Estimated Budget for Fiscal Year 2011/2012

2011-2012 Estimated Budget	2010-11 (Allocation & Amendments)	2011-2012 Projected Allocations based upon % of reductions		
		10% Redn	20% Redn	30% Redn
COMMUNITY DEVELOPMENT BLOCK GRANT				
Annual Grant Amount (CDBG)	1,331,190	1,198,071	1,064,952	931,833
Administration (20% of Allocation); Loan Servicing & Operating (less: Paying (see Fair Housing for portion of Admin))	251,238	232,114	205,490	175,587
Net for Programs and Projects	1,079,952	965,957	859,462	756,246
Adults in Need of Emergency Services				
Code Enforcement- Target Areas	150,000	135,000	120,000	105,000
Fair Housing (HOME Loan or Investment)	75,000	7,500	-	7,500
Special Needs Housing				
Continuum of Care or Voucher Program	10,000	10,500	10,500	12,500
Public Improvements				
ADA Compliance Projects **	40,000	30,000	30,000	30,000
Economic Development Public Parking Facilities				
West Parking Structure Loan Payment (Master Agreement)	500,000	450,000	400,000	350,000
Public Parks, Facilities & Improvements				
UDA Park Infrastructure Improvements	20,000	20,000	17,500	20,000
UDA Park Lighting	40,000	-	-	-
Recreation Park Basketball Vests	36,000	-	-	-
Park Improvements in CDBG Areas	-	48,000	60,000	40,000
Special Needs Services				
Senior Home Repair (Contract w/ CDBG)	50,000	-	-	-
Mobile Home Service Repair & Reroute/Board Access (Contract w/ CDBG)	30,000	-	-	-
Subtotal Programs & Projects	1,079,952	965,957	859,462	756,246
Total CDBG Expenditure	1,331,190	1,198,071	1,064,952	931,833
Remaining to Carry Forward	-	-	-	-
HOME INVESTMENT PARTNERSHIP FUNDING				
Annual Grant Amount (HOME)	561,000	504,901	448,801	392,701
Administration; Loan Servicing & Operating	50,100	45,480	40,580	35,270
Net for Programs and Projects	510,900	459,421	408,221	357,431
Homeownership				
First Time Homebuyer Program (Contract w/ CDBG)	420,750	-	-	-
Foreclosure Acquisition Program II (Foreclosure acquisition/ resale)	-	375,675	336,501	296,850
Property Acquisition (Contract w/ CDBG) (Contract w/ CDBG)	64,150	58,746	51,720	45,581
Subtotal Programs & Projects	510,900	459,421	408,221	357,431
Total HOME Expenditure	561,000	504,901	448,801	392,701
Remaining to Carry Forward	-	0	0	0
	CDBG	HOME		
Estimated based on 2010-2011 current year allocation	1,331,190	561,000		

Exhibit "B"
Action Plan Amendments

TOWN 2			
PROPOSED 2009-2010 & 2010-2011 ACTION PLAN AMENDMENT			
CDBG			
PROJECT (Increase)	BALANCE JULY 1, 2011	PROPOSED AMENDMENT	AMENDED PROJECT BALANCE
Civil Transportation Improvements	-	129,025	129,025
PROJECT (Decrease)			
Civil Park Area Park Improvements (0111)	29,000	(29,000)	-
Job Creation (2110)	100,000	(100,000)	-
NET CHANGE CDBG		0	
PROPOSED 2009-2010 ACTION PLAN AMENDMENT			
HOME			
PROJECT (Increase)	BALANCE JULY 1, 2011	PROPOSED AMENDMENT	AMENDED PROJECT BALANCE
Foreclosure Acquisition II	-	100,000	100,000
PROJECT (Decrease)			
First Time Homebuyer (2610)	100,000	(100,000)	-
NET CHANGE HOME		0	

Exhibit "C"
2011-12 Action Plan
Community Input/Comments

City Council Meeting- Worksession April 4, 2011	
Public Comment	City Response
1. Outreach to Community for Input in the Plan:	Staff indicated that community meetings were scheduled for the next week with the CAC and DAC committees, to review the Proposed Draft Action Plan. No additional input was given by City Council.

Citizens Advisory Committee Meeting April 6, 2011	
Public Comment	City Response
1. Where are public comments reflected?	The public comments are reflected within the final document to HUD and an overview of issues are addressed in the Council Transmittal for the final report to Council on 4-18
2. Why have the FTHB and NC2nd loan programs not been successful	The FTHB program has had no activity with the remaining \$100k therefore funds are recommended to be placed into the new foreclosure program, where they will be utilized to rehab foreclosed properties and resell to families; The New Construction Program had a slow start in the Fall. 1 loan has been completed with 2 additional applicants in process. If 4 loans are not completed or reserved by July, staff is recommending that funds be redirected to the foreclosure acquisition program.
3. Are there income limits or requirements?	Yes, the HOME and CDBG funds have an income requirement of no more than 80% of the area median income. The NSP program allows up to 120% of the area median income. Examples were provided.
4. Presentation did not mention the elimination of the SHARP and Senior Home Repair Programs	Staff talks about the elimination and/or reduction of Staff and Subrecipients, which administer these programs. The estimates reflect reduced funding with no funds going toward these 2 programs. Funds are recommended to be directed to complete ongoing projects.
5. The Con Plan talks about the SHARP Program being a high priority- need	These funds are grants and are not recycled. Although they are good programs, this year funds are directed toward programs that can be recycled and assist
6. Ability to comment on programs feel are too late to make changes	The ConPlan is a five year plan that lays out proposed projects for the next 5 years. With the estimated reductions in funding, staff is requesting to direct funding to projects that need funding to finalize that have been ongoing and address foreclosure crises recycling funding. Staff suggested that the committee come to the Council meeting or write a letter that would be attached to the final document.

<p>7. CAC member continues to have problem with taking funds for newly constructed homes when there are existing foreclosures in neighborhoods</p>	<p>Staff created options for homebuyers. The NSP Foreclosure Acquisition Program and new program with HOME funds allows the City to acquire existing foreclosures, rehabilitate and resell to families which addresses blight in neighborhoods due to foreclosures. These funds are recycled to allow additional purchases and assist additional families; The New Construction Deferred loan program addresses several things such as creation of jobs in construction, assists the developer with completing construction of new homes and also provides the homebuyer with the option to purchase a newly constructed home.</p>
<p>8. Oval Park Transportation-notification (announcement) to interested parties as to the status</p>	<p>Omni Means has been working on the design; some challenges with the surrounding business owners and additional design changes with Cal Trans are currently being worked out. The design includes striping, to allow two lanes; bulb outs and possibly changes may include signals to make for a safer pedestrian and vehicle path. The design is 90% complete. Staff will take the recommendation made by CAC member to publish an announcement, such as the City Hall news article.</p>
<p>9. Typo regarding NSP recycled funds</p>	<p>The recycled funds are \$1.7 mil not \$1.6.</p>

North Visalia Neighborhood Advisory Committee Meeting	
Public Comment	City Response
1. None	Was provided the draft at March meeting and invited to attend one of the 3 other community meetings

Disability Advocacy Committee Meeting April 11, 2011	
Public Comment	City Response
1. Are rehabilitated buildings required to be ADA compliant if funded with federal dollars?	Yes. If the City partners with a non-profit builder, federal dollars invested require the building meet ADA compliance.
2. Recommend rental property owners work with City to rehab apartment unit and make some units accessible	Staff supports committee's recommendation. Also, if Redevelopment funding continues or State funding comes available, Staff will investigate opportunities to work with local non-profits, and rental property owners to encourage rehabilitation of multi units and accessibility.

Exhibit "D"

Appendix B – Summary of Citizen Comments

COMMENTS	CITY RESPONSE
City Council Work Session: Presentation of Draft CAPER, September 6, 2011	
Regarding the Foreclosure Acquisition Program, is the sales price more or less than the cost of acquisition and rehabilitation?	The sale price is typically less and it is important to note that the City cannot earn any profit nor sell for more than the total cost to acquire and rehabilitate properties.
Action Plan Amendment – Should we reallocate these funds to another project, rather than the Oval Transportation project?	The City has worked on this project with the Oval Park Community including residents, businesses, property owners and non-profit agencies in an effort to improve pedestrian, bicycle and vehicular safety on this State Highway. The plan now is to finalize the design plan with input from Caltrans since this is a State Highway and pursue Caltrans funds and combine with CDBG and break ground on construction of the road improvements in 2012.
Do we have a formal commitment from Caltrans on the remaining funding for the Oval Transportation project?	Caltrans has expressed interest in providing upwards of \$150,000 to assist with the implementation but no formal agreement thus far.
How much have we spent in NSP funds?	We originally received \$2.3 million and through the purchase and rehabilitation of 26 homes, we have recycled more than \$1.5m from the original grant.
Citizens Advisory Committee: Presentation of Draft CAPER, September 7, 2011	
Why are Job Creation funds being moved?	There are no job creation projects at this time and the Oval Transportation project requires additional funding to complete the engineering and construction phases.
Why are you able to amend the 2009-10 Action Plan now, if the allocation was already approved in 2009-10?	Action plans can be amended if the projects budgeted will not be implemented. The project funds can be reallocated to a project that is moving forward.
Why is the Job Creation funding going towards the Oval Transportation project while the two senior programs dropped?	There is currently no job creation project being considered by the City and we are attempting to raise sufficient funds to complete the traffic improvements for the Oval Park Transportation Project.
Is there another group in Visalia that runs mobile home programs?	No, other than the City and its partnership with Self-Help Enterprises, there are no other organizations offering such assistance for the rehabilitation of the coaches.
Will the Oval Transportation project help with the gang situation?	The transportation improvements will definitely improve safety for the many pedestrians, bicyclists and vehicles which travel around the Oval Park area daily. It will also make access to the park easier. With the Visalia Rescue Mission taking over the administration of the Oval Service Center and running programs for the greater community, it will serve as a draw for youth from the area, so indirectly help reduce gang attraction by providing youth with alternatives.
Are the Oval projects separate projects?	Yes, they are accounted for separately in our records.
Northern Visalia Neighborhood Advisory Committee: Presentation of Draft CAPER, September 8, 2011	
Is there a possibility to have additional lights in North Visalia?	Depends on funding available. Committee should make request during Action plan process.
What is the status of the Oval Transportation project?	The funding is being finalized. May receive some funding from Caltrans, however, that remains to be determined.
Can the Job Creation funds be used for first time home buyer down payment assistance?	No. The Job Creation funds are from CDBG and the first time home buyer program is HOME funded.
Is code enforcement city wide?	Yes, however, CDBG funds only pay for code enforcement activities in CDBG target areas.

Are the fencing and cameras successful at the skate park?	Lt. Phillips commented that they are both a success in controlling graffiti and vandalism in the park. The "wireless eye" monitors the park 24/7.
Disability Advocacy Committee: Presentation of Draft CAPER, September 12, 2011	
When can the group give input on possible projects?	Comments are taken at community meetings held twice per year, during the Action Plan and CAPER process.
Is there a plan to charge for parking in the structure?	There are no current plans to charge for parking in the structure.
What types of businesses are assisted with Job Creation dollars?	Businesses that agree to meet all federal requirements related to job creation.
City Council Public Hearing: Presentation of Final CAPER, September 19, 2011	
There were no public comments	

Appendix C – Community Meetings: Agendas & Minutes

**CAC
Working
Agreements**

- ❖ Start/End on time
- ❖ Be committed to CAC and subcommittees
- ❖ Listen to one person at a time
- ❖ Volunteer time liberally- be available and participate in events
- ❖ Agree to disagree- Respect others
- ❖ Follow through on commitments
- ❖ Express your opinions- Seek balanced input
- ❖ Enjoy our time together!

**City of Visalia
Citizens Advisory Committee**

Wednesday, September 7, 2011
5:30 p.m.

City Council Chambers

AGENDA

- 5:30 p.m. Welcome and public comment
- 5:35 p.m. Committee Nominations
 - Transit Committee
 - Environmental Committee
- 5:45 p.m. Consolidated Annually Performance and Evaluation Report (CAPER)
- 6:00 p.m. Review of Workshop materials – follow-up actions
- 6:15 p.m. Subcommittee Reports
 - Public Opinion Survey - Nyla
 - Non-Profit Funding – Nathan
 - CDBG - Diane
 - General Plan Review – Dirk
- Other issues from CAC members
- 6:55 p.m. Adjourn
- Next meeting: October 5, 2011
Council Chambers
Tour of Police Headquarters (Cpt. Perry Phipps)

Any written materials relating to an item on this agenda submitted to the Citizens Advisory Committee after distribution of the agenda packet are available for public inspection at City Hall West, 707 W. Acquia, Visalia, CA 93291, during normal business hours.

City of Visalia Citizens Advisory Committee

Meeting Minutes

Wednesday, Sept. 7, 2011

I. Call to order

Chris Gomez called to order the regular meeting of the Citizens Advisory Committee at 5:33 p.m. on Wed., Sept. 7, in City Council Chambers.

II. Roll call

Chris Gomez conducted a roll call. The following persons were present: Nathan Hernandez, Diane Biehle, Tom Gordon, Chris Gomez, Luke Feldstein, George Shelton, Sean Mulhair, Nyla Hallum, Kris Walker, Sylvia Baggs, Laura Flores, and Josh Miller. Not present: George Shelton, Betty McNutt, Matt Ainley, Dirk Halkeboer.

III. Minutes

Chris Gomez asked that minutes from the June and August meeting be considered for approval. Minutes were unanimously approved for June and August as corrected.

IV. New business

- a) Committee Nominations – The committee unanimously approved the following people for the following committees:
Transit Advisory Committee – M.J. Garcia (moved by Josh Miller; 2nd by Diane Biehle). Motion carried.
Environmental Committee – Gary Gagliolo, Patricia Callimore, Loni Miller (moved by Sylvia Baggs; 2nd by Nyla Hallum). Motion carried.
- b) Consolidated Annually Performance and Evaluation Report (CAPER) Report – as given by Ruth Pena. Tom Gordon noted that he had a problem with reallocating money to oval area traffic improvement program from job creation funds. Ruth Pena invited committee members to attend public hearing to voice any concerns regarding CAPER. Ruth Pena will report back to the committee in spring with CAPER action plan.
- c) Review of Workshop materials – Chris Gomez reported that Nathan Hernandez was appointed to the city's redistricting committee and that Sylvia B. and Diane B. had both applied to the committee. Committee members were in agreement that it would be a good idea to have a representative of the city's redistricting committee report to Citizens Advisory Committee to discuss redistricting.

d) Subcommittee Reports-

CDBG: Diane B. noted that there was no news to report on the issue.

General Plan Review: Luke F. reported that the preferred plan concept had been sent off and that some of the issues raised involved the scenic corridor and what to do with it. The Parks and Rec Committee has been asked to see if it can come up with alternate concept ideas. During this report Chris Gomez noted that Matt Ainley will sit on the Plaza Overpass Committee.

Public Opinion Survey:

- Publicity: Chris Gomez did an interview on Channel 14. Ask Eric Frost to send out a press release letting public know about survey.
- Volunteers: Need a minimum of 42 volunteers. Laura Florez is actively recruiting volunteers; city employees are on standby. Sign-up sheet was distributed to committee members allowing them to choose work times/locations.
- Supplies: Four drivers needed to transport supplies. Volunteer drivers include Luke F., Laura F., Laura F.'s boyfriend and George S.
- Gifts: Committee will purchase cookies from El Diamante to distribute to those who take the survey.
- Next meeting: Subcommittee will meet prior to next meeting to discuss efforts.

Non-Profit Funding:

- 26 grants were awarded for \$130,000 to non-profits.
- All non-profits were awarded grants except two: Arts Visalia and Hands in the Community.

A motion was made to accept non-profit funding (moved by Sylvia Baggs; 2nd by Diane Riehle). Motion carried.

e) Committee Vacancy-

Chris Gomez noted that there is one vacancy and there are applications to review at the next meeting.

f) Celebration -

Plans are in the works for an end-of-the-year party.

V. Adjournment

Chris Gomez adjourned the meeting at 7:04 p.m.

Minutes submitted by: Laura Florez

Minutes approved by:

**North Visalia Neighborhood Advisory Committee
Thursday, September 8, 2011
5:30 PM
Wittman Village Community Center
315 West Pearl
Visalia, California**

AGENDA

Introductions

Approval of Minutes from August 11, 2011

Citizen's Requests

The North Visalia Neighborhood Advisory Committee requests that a 3 minute time limit be observed for requests. Please note that issues raised under Citizen's Requests are informal only and the North Visalia Neighborhood Advisory Committee will not take action at this time.

Discussion

**>Fall Community Service Day
Bret Taylor**

**>Wittman Center & Nehemiah Project – 4th Street Apartments
Juan Guerrero**

**>Oval Service Center Update
Nick Anthony**

Good of the Order

Upcoming Events

Next Meeting

**Thursday, October 13, 2011, 2011
Wittman Village Community Center
315 West Pearl**

Any written materials relating to an item on this agenda submitted to the North Visalia Neighborhood Advisory Committee after distribution of the agenda packet are available for public inspection in the Visalia Police Department District 1 Substation Office, 204 NW 2nd, Visalia, CA 93291, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in meetings, call (558) 710-4470, 48 hours in advance of the meeting. For hearing impaired – Call (558) 710-4428 (TDD) 48-hours in advance of the scheduled meeting time to request signing services. Visually Impaired – If enlarged print or Braille copy is desired, please request in advance of the meeting and services will be provided as soon as possible after the meeting.

NORTH VISALIA NEIGHBORHOOD ADVISORY COMMITTEE
Minutes of September 8, 2011
Wittman Village Community Center
315 W Pearl

Committee Members Present: Brett Taylor, Juan Guerrero, Russ Desch, Carlos Medina, and Michael Kreps

Committee Members Not Present: Rob Cox, Rosalinda Verde, Gary Winslow

Police Staff: Lt Steve Phillips (Liaison) and Rosemary Escamilla (Recorder)

Guest: Ruth Pena (Financial Analyst), Rhonda Haynes (Housing & Economic Development), Tracy Robenshaw (City of Visalia), Betsy Murphy (Habitat for Humanity) and Stephanie Barsch (Neighborhood Church)

AGENDA

1. Introductions
2. Approval of Minutes
3. Citizen's Requests
4. Discussion
5. Good of the Order
6. Next Meeting Date
7. Adjournment

I. Introductions

Brett Taylor called the meeting to order at 5:30 pm. All attendees introduced themselves.

II. Approval of Minutes

Russ Desch motioned to approve the August 11, 2011 minutes. Juan Guerrero seconded the motion: (5) ayes and (0) no.

III. Citizen's Requests

None

IV. Discussion

Committee member Brett Taylor advised that this Saturday September 10th is Fall Community Service Day. Committee members and volunteers will meet at 9:00 AM in the Oval Park. Committee member Juan Guerrero shared that Wittman Center staff will prepare a meal for all volunteers will be serviced for lunch at the center.

Juan Guerrero shared that at this time the Nehemiah Project is working with high risk children who live in an apartment complex on NW 4th street. A 3 on 3 basketballs game has been schedule for Saturday October 1st which will be held at the apartment complex and also in October a movie night will be held at the Wittman Community Center.

Ruth Pena, Financial Analyst presented the Draft 2010/2011 Consolidated Annual Performance Evaluation Report (CAPER). Ms. Pena along with Rhonda Haynes were on hand to answer and hear any question or comments committee members had in which will be presented at the City Council Public Hearing on September 19, 2011.

V. Good of the order

Committee member Michael Kreps shared with the committee Taste the Arts event is schedule to be held at downtown Visalia from Thursday September 29th thru Saturday October 1st.

VI. Upcoming Events

September 10, 2011 – Fall Community Service Day
September 29 thru Oct 1, 2011 – Downtown Visalia

VII. Next Meeting

October 13, 2011 (Thursday)
Time: 5:30 pm
Wittman Village Community Center
315 West Pearl

VIII. Meeting Adjournment

Time: 6:30 pm

**DAC
Working
Agreements**

- ❖ Start/End on time
- ❖ Be committed to DAC
- ❖ Listen to one person at a time
- ❖ Volunteer time liberally- be available and participate in events
- ❖ Agree to disagree- Respect others
- ❖ Follow through on commitments
- ❖ Express your opinions- Seek balanced input
- ❖ Enjoy our time together!

**City of Visalia
Disability Advocacy Committee Agenda**

For the regular meeting of:
September 12, 2011

Time: 5:00 p.m.

Location: City Hall East, 315 E. Avequia

Chair:	Mary Wheeler	Member:	George Curris
Vice Chair:	Rick Jones	Member:	Carlos Estrada
Member:	Tribby Barton	Alternate:	Vacant
Member:	Don Ajluni	Alternate:	Jessie Martinez
Member:	Kathleen Papove		

1. Call meeting to Order/Roll Call.
2. **Public Comment or Written Communication.**
At this time, those in the audience are encouraged to address the Committee on any item not already included on tonight's agenda. The Committee cannot legally act on a matter that is not on the agenda. However, the Committee can investigate an issue and respond within a reasonable period of time. Speakers will be limited to a 5 minute presentation unless granted additional time by the Committee Chairperson.
3. Approval of August Meeting Summary Minutes
4. CAPER Update – Redevelopment Agency – Ruth Pena
5. Barrier Awareness Day : Sub-Committee Meeting Update – Tribby Barton
6. Community Partner Nominations – Carlos Estrada
7. Other

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in meetings call (805) 722-4773. 48 hours in advance of the meeting. For hearing impaired - call (805) 722-4773 (TDD) 48 hours in advance of the scheduled meeting time to request sign language services. Visually Impaired: If standard seating on ground floor is desired, please request in advance of the meeting and services will be provided as soon as possible after the meeting.

Minutes

MEETING NAME: DISABILITY ADVOCACY COMMITTEE

Date: Monday, September 12, 2011
 Time: Start Time 5:00 pm
 Location: City Hall East, Room #1
 Present: X Mary Wheeler X Rick Jones X George Curtis X Kathleen Pappas X Trilby Barton
X Carlos Esvada X Don Ajluni _____ Alternate Jessie Martinez
 Staff: Gayle Bond

Minutes and Actions of this meeting

Item	Action
2. Public Comment: Joanna Zamora, RICV	Advocacy Team Figer invited DAC to meeting

3. Review and Approve the minutes of the August 9, 2011 meeting. MOTION: Approve
 MADE BY: Trilby Barton
 SECONDED BY: Don Ajluni

4. CAPER Update – Ruth Pena from Redevelopment Agency.

Ruth presented the 2010-2011 Draft Consolidated Annual Performance Evaluation Report. The group was interested and had some questions regarding the projects. Of interest were the ADA drinking fountains put in at 6 parks in Visalia. The Committee asked if they could have input next year regarding the future ADA projects. Ruth said curb cuts were also part of the last project but they can only be done in the CDBG areas. Mary Wheeler said she had attended meetings given input. City staff said they would look into this. (Note: DAC minutes from April 14, 2009 meeting show that the DAC gave input for the program through 2010. Areas for curb cuts were identified by the DAC committee. Agenda and List attached)

5. Barrier Awareness Day Update: Trilby Barton MOTION: N/A
 MADE BY: _____
 SECONDED BY: _____

Trilby gave update on Council Work Session – From that meeting Council members Amy Shakkian and Waman Gubler stated they may participate. Press release was sent out today (attached to 9/12/11 agenda packet). Kaweah Delta District Hospital donated \$200 towards meals & is donating wheelchairs for use. Trilby got a prize

Appendix D-1: 2010-11 CAPER Staff Report

City of Visalia Agenda Item Transmittal	
Meeting Date: September 18, 2011	For action by: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Redev. Agency Bd. <input type="checkbox"/> Cap. Impr. Corp. <input type="checkbox"/> VPFA
Agenda Item Number (Assigned by City Clerk) <u>10</u>	For placement on which agenda: <input type="checkbox"/> Work Session <input type="checkbox"/> Closed Session
Agenda Item Wording: Approve the final 2010-11 Program Year Consolidated Annual Performance and Evaluation Report (CAPER); and approve the 4th Amendment to the 2009-10 Action Plan, reprogramming CDBG funds. Resolution 2011-62 required.	Regular Session: <input type="checkbox"/> Consent Calendar <input type="checkbox"/> Regular Item <input checked="" type="checkbox"/> Public Hearing
Deadline for Action: September 18, 2011	Est. Time (Min.): <u>15</u>
Submitting Department: Housing and Economic Development	Review: Dept. Head <u>RN 9-15-11</u> (Initials & date required)
Contact Name and Phone Number Ricardo Noguera Housing & Economic Development Director (713-4190), Ruth Peña, Financial Analyst (713-4327) Rhonda Haynes, Housing Specialist (713-4480)	Finance _____ City Atty _____ (Initials & date required or N/A)
Department Recommendation: 1) That the City Council adopt by Resolution NO. 2011-62, the Final 2010-11 CAPER; and 2) That the City Council approve the 4th Amendment to the 2009-10 Action Plan, reallocating Job Creation funds to the Oval Area Traffic Improvement Program.	City Mgr. <u>[Signature]</u> (Initials Required)
Summary/Background: 1) 2010-11 CAPER	If report is being re-routed after revisions, leave date of initials if no significant change has affected Finance or City Attorney Review.
Summary of Recent Council & Community Meetings On September 6, 2011, the Visalia Council held its first meeting to discuss the Draft 2010-11 CAPER. Staff have also presented the Draft Plan to the Citizens Advisory Committee (September 7 th), Northern Visalia Advisory Committee (September 8 th), and Disability Advisory Committee (September 12 th). Council's comments focused on the Neighborhood Stabilization Program (NSP) and Oval Park Transportation Project. The Council was pleased with the success in revitalizing and stabilizing neighborhoods while recycling federal funds. There was also interest in the desire to see the Oval Park Transportation Improvements implemented in 2012. The Citizens Advisory Committee also had an interest in the Oval Park Transportation Project and questioned why funds were being taken from the Job Creation Program. Staff shared that there were no current job creation initiatives and the need to raise additional funds to support implementation of the Oval Park Transportation Project. The Northern Visalia Advisory Committee also raised questions regarding both the lighting and transportation projects and the desire to see more lights installed in the neighborhood. The Disability Advisory Committee was mainly concerned about being active partners with the City during the planning stage of the annual ADA program.	
COUNCIL ACTION: Approved as Recommended AS/DS 5-0 Approve CAPER SEP 19 2011 Page 1 W6/AS 5-0 Approve 4th Amendment to 09-10 Action Plan	

HUD Requirements

The Consolidated Annual Performance Evaluation Report (CAPER) was prepared by the Housing and Economic Development Department in compliance with the U.S. Department of Housing and Urban Development (HUD) requirements. The CAPER is a federally mandated document that evaluates the City's overall progress and performance in meeting the priority activities identified in its Consolidated Plan. The document is a tool used by HUD and the City to evaluate accomplishments and actions taken during the previous program year. This CAPER assesses the City of Visalia's first year of progress for the Consolidated Plan year 2010-2015 in completing activities identified in the 2010-11 Action Plan Year for the period beginning July 1, 2010 and ending June 30, 2011, as well as any activities that were continued from prior program years.

National Objectives and Outcomes

The primary objective of the City's projects and programs is to develop viable communities through the provision of decent and affordable housing, provide a suitable living environment, and create economic opportunities, principally for person of low and moderate income. To clearly identify Visalia's housing and community needs, the City will adhere to meeting HUD's three National Objectives; Provide Decent Affordable Housing, Provide a Suitable Living Environment and Create Economic Opportunities. The Outcomes of these Objectives are to improve availability or accessibility, Improve Affordability, and Improve Sustainability by promoting viable communities.

Over the course of Fiscal Year 2010-11, the Housing and Economic Development Department made great strides towards developing and expanding home ownership and housing opportunities.

Affordable Housing

- **First Time Homebuyer (FTHB) Program** – The First Time Homebuyer Program provides qualified homebuyers with a loan up to \$40,000 as a second mortgage for gap financing and/or down payment assistance. The loan is provided at an interest rate of three-percent, 30 year term, deferred for five year increments. In Fiscal Year 2010-11, the City assisted four families with funding totaling \$146,000 and an average of \$36,500 per loan.



Due to a reassessment of the First Time Homebuyer Program and community needs, staff recommended that funding previously set-aside for this program be re-directed to create a Program that will support the local economy with construction jobs, by providing alternative financing options, such as down payment or gap financing to newly constructed homes within the city limits. The recommendation was approved by the City Council on September 7, 2010. Additionally, on November 10, 2010 the City Manager approved reducing the subsidy amount from \$40,000 to \$20,000 due to declining property values and home prices.

- **New Construction Deferred 2nd Mortgage Loan Program** – In partnership with five local homebuilders, the City of Visalia created a program to assist First Time Homebuyers or those who have not owned a home in the last three years. Qualified homebuyers may receive up to \$20,000 as a second mortgage toward a newly constructed home, to assist with down payment or gap financing in addition to the

developer/homebuilder providing incentives. The loan is deferred for fifteen years and repayment is for an additional fifteen years at an interest rate of two percent (2%). Additionally, the City Manager approved a one-time increase up to \$25,000 per homebuilder.

In 2010-11, two loans in the amount of \$20,000 each were completed and one additional is currently going through the review process. This pilot program was recently terminated due to the lack of interest and existing market conditions.

- **Foreclosure Acquisition Program (FAP II)** – On April 18, 2011 the City Council approved a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME Program Income previously allocated for the First Time Homebuyer (FTHB) Program and the New Construction Deferred 2nd Mortgage Loan Program to a new Program, the Foreclosure Acquisition Program II.

As of July 1, 2011, approximately \$460,000 was redirected to this new program to acquire foreclosed single family homes, rehabilitate and resell to households at or below 80 percent Average Median Income (AMI). This program is modeled after the Neighborhood Stabilization Program (NSP) except buyers incomes are capped at 80 percent of AMI.

- **Paradise and Court Multi-Family Project** - The City of Visalia in partnership with Kaweah Management and Visalians Interested in Affordable Housing (VIAH), serving as a CHDO, are addressing the needs of the community through rehabilitation and building of new affordable housing units. The Paradise and Court Project consists of two phases. The first phase, rehabilitation of 11 existing units, has been completed. The second phase of the project consists of constructing nine (9) units. The new units will be approximately 1,220 square feet, 3 bedroom & 2 full baths with a single car attached garage. These units will be completed by the end of the year

Phase 1



The City has allocated a total of \$1.0 million for this project, consisting of \$500,000 in CHDO HOME funds and \$500,000 in Redevelopment Low Mod funds. The City had previously anticipated releasing the balance of the earmarked CHDO funds upon completion of the project; however, due to a delay in tax credits, and to continue and support this development, the City disbursed the remaining committed balance to the developer in mid July 2010. To date, \$124,728 of the CHDO budget has been expended.

Phase 2



- **Community Services Employment Training (CSET)** – CSET represents the newest Community Housing Development Organization. The City budgeted a total of \$260,000 HOME CHDO funds of which \$15,000 was set-aside for pre-development costs as a loan to be repaid. Under the City's direction, CSET has acquired two foreclosed single family dwellings. The units have been rehabilitated and are for sale to income qualifying families. In 2010-11 CSET expended \$198,532 for CHDO activities.

- **Sierra Meadows Project** - The City of Visalia in partnership with Christian Church Homes of Northern California have been working together since 2004 on the construction of 42 units of senior housing. To date, the City has contributed a total of \$2.7 million in HOME funds towards this project. This amount represents 30% of the development cost of \$9.5 million dollars. The project addresses the objectives of the Consolidated Plan as a high priority for "Special Needs Housing" for seniors. The project broke ground in December 2009 and was completed in May 2011.



- **Neighborhood Stabilization Program (NSP)** The City received a \$2.38 million grant from HUD to acquire, rehabilitate and resell foreclosed homes in targeted neighborhoods. The program is geared to recycle funds through the resale of homes in order to purchase and rehabilitate more homes and assist more families. In 2010-11, the City expended \$1,201,348 on NSP activities. Of this amount, \$848,963 was from program income from the resale of homes.

On average, homes have been purchased for approximately \$75,000, rehabilitated and included energy efficient improvements for \$25,000 and resold for approximately \$100,000. To date, the City has purchased 26 homes and resold 23.

While the City has been very successful in acquiring & refurbishing foreclosed single-family homes for resale, it has been more challenging to fulfill the 50 percent AMI requirement. This is because many of the households at this income level find it difficult to afford the mortgage payments, plus taxes and insurance, while also maintaining the upkeep of the property.

The City Council also approved the purchase of a multi-family complex. The four-plex was sold to the Visalia Rescue Mission to be used as transitional housing for homeless individuals while securing employment.



Before Rehabilitation



After Rehabilitation

Suitable Living Environments

- **Code Enforcement** - The Neighborhood Preservation Division is responsible for the management of the Code Enforcement Program. The primary emphasis of the program is on life safety and non-compliance



substandard housing code issues. Considerable efforts are focused on Health and safety Code enforcement as it primarily relates to Housing standards. Some of the common violations include: unsafe structures, abandoned properties, contaminated and/or unsecured swimming pools, construction without permits, and unlicensed vendors. Code Inspectors enforce and correct violations of the housing code, dangerous building code and public nuisance and zoning ordinances.

In fiscal year 2010-11, the City allocated a total of \$160,000 in CDBG funds and expended a total of \$168,458 from the 2010-11 allocation and prior year funding. A total of 109 code cases were opened in 2010-11 and 249 closed within CDBG target areas. (Closed cases may include old cases from previous years that were closed in 2010-11).

- **Fair Housing Hotline Program** - To affirmatively promote fair housing, the City continues to offer the Fair Housing Hotline Program. In October 2010, the Tulare County Housing Authority (TCHA) contract for administration of the program expired. The City assumed responsibility for managing the Fair Housing Hotline.

Federal fair housing laws prohibit discrimination in the sale, rental or lease of housing, and in negotiations for real property, based on race, color, religion, sex, national origin, familial status and disability. California fair housing laws build on the federal laws, including age, marital status, ancestry, source of income, sexual orientation and "any arbitrary discrimination" as the protected categories under the laws.

The Analysis of Impediments (AI) to Fair Housing Choice was adopted by the City Council on April 19, 2010. The AI was reviewed by HUD for final approval and was incorporated into the Consolidated Plan as of February 2011. The AI provides an overview of laws, regulations, conditions and other possible obstacles that could affect an individual's or household's access to housing in Visalia. The AI includes a comprehensive review of Visalia's laws, regulations and administrative policies, procedures and practices, as well as an assessment of how they affect the location, availability and accessibility of housing, including an assessment of conditions, both public and private, affecting fair housing choice. A complete copy of the report can be viewed on the City of Visalia website at www.ci.visalia.ca.us under the Housing & Economic Development Department tab.

In 2010-11, \$15,000 was allocated for the Fair Housing Hotline and \$21,458 was expended, including funding allocated in the prior year. The program assisted a total of 163 callers and provided 207 referral services. Additionally, 720 Fair Housing Brochures were distributed as well as 43 Tenant/Landlord handbooks.

Economic Development / Job Creation

- **Parking Structure Section 108 Loan (West Acequia Parking Structure)** - The Parking Structure was completed in 2007 and continues to provide great economic benefit to the Downtown Area. The 700 space garage, bound by Acequia, Floral and Main Streets, mainly supports the hospital's recent six-story expansion as well as many local businesses. Since the expansion, Kaweah Delta Healthcare District has created a total of 922 jobs. City staff continues to monitor the jobs created by the hospital annually.



Despite the economic downturn, Visalia has welcomed new businesses, including a new bank and medical offices. In fiscal year 2010-11, the City made a Section 108 payment in the amount of \$492,250.

Senior and Other Special Needs

- **Mobile Home Senior Handicapped Assistance Repair Program (SHARP)** This program is administered by Self-Help Enterprises (SHE) and has a total of \$90,000 to support the administration and repairs to mobile homes owned by low income and handicapped seniors. The majority of repairs address health and safety issues such as roofs, air conditioning, plumbing & electrical and handicap ramps. Without this program, these coaches would be uninhabitable and the seniors would be displaced from their residences.

During the program year nine mobile home repairs were completed, four were in progress/under construction and two loans were in the application stage. It is projected that four more households will be assisted over the next several months. The total amount spent on this program in 2010-11 was \$93,657. As of December 31, 2011, this program will be put on indefinite hold due to the reduction in funding.

- **Senior Home Repair Minor Repairs** – This program, administered by Community Services and Employment Training (CSET) assists senior citizens by addressing minor repairs to their home which may include plumbing repairs, cooler/air conditioning repairs, roof repairs, door & window repairs, and electrical repairs, flooring and carpentry repairs.

In fiscal year 2010-11, the City of Visalia allocated a total of \$91,000 and expended \$82,526 to address 619 repairs for 102 clients (one household may have multiple repairs), including 18 new clients assisted during the program year. This program's contract ended June 30, 2011 and future allocations have been put on hold due to Visalia's reduction in funding from HUD.

- **Continuum of Care** - The City continues its partnership with the Kings-Tulare Continuum of Care (CoC) to address issues of homelessness. The CoC is a consortium of housing providers, service providers, and local government that work together to combat homelessness in Kings and Tulare Counties. In fiscal year 2010-11 the City of Visalia allocated and expended a total of \$10,000 to support efforts by the CoC. These activities included assisting with the capacity development of the Continuum and member agencies which offer services to homeless individuals and families in Visalia, including the annual Project Homeless Connect event. However, with the recent reduction in funding, the City's ongoing support is significantly reduced due to the loss of staff and lower funding. Future City funding and staff participation will be limited.

Public Improvements

- **ADA Compliance** - The City of Visalia is committed to improving access for persons with disabilities. In 2010-11 the focus was on construction of ADA drinking fountains in five locations: Three within Elain Park, one at Jefferson Park near the playground and one at Pinkham Park. These fountains offer easy access to wheel chair bound individuals. The City allocated a total of \$40,000 in CDBG funds and expended \$26,947. The project is complete.



This document last revised: 8/13/11 8:10:00 AM

Page 6

- **Fox Theater Painting** - The total painting budget for the Fox Theater was \$43,700. Of this amount, the City contributed a total of \$30,000 in CDBG funds. The remaining balance came from Visalia Friends of the Fox. The painting was completed in July 2010. In the prior year \$14,141 was spent and in 2010-11 the remaining balance of \$15,859 was expended.



- **Jefferson Park Reconstruction (Washington School Neighborhood)** – On September 21, 2009, the City Council adopted an amendment to the 2008-09 and 2007-08 Action Plans redirecting a total of \$63,000 collectively to support improvements to Jefferson Park located in the Washington School neighborhood. In 2010-11, a total of \$55,317 was expended on this project.



The funding was previously earmarked to address lighting in the neighborhood, however, due to a significant lower cost than previously anticipated for the installation of new lamps, the excess funding was utilized to continue improving the quality of life of the neighborhood by providing several improvements to the park.

The project addresses a number of safety related issues, including reconstruction and replacement of the existing 35 year old backstop, dugouts, and the foul line fencing in addition to lighting for the basketball courts. These basketball courts provided recreational opportunities for families living in the apartment complexes nearby. The new lighting encourages park users to play and exercise longer outdoors as an alternative to sitting idle in their residences. This area has both gang activity and high levels of youth and poverty.

- **Oval Area Traffic Improvements** - In 2008 the City Council directed staff to work with residents and businesses in the Oval Park Neighborhood to identify needs related to traffic, safety and lighting. The City held many community meetings to obtain community input and has retained the services of an engineering firm to prepare plans for pedestrian and traffic improvements and roadways surrounding the park. Through fiscal year 2010-11 a total of \$295,025 in CDBG funds was set aside for this project with \$84,523 expended leaving a balance of \$208,794.



Currently, the City is exploring additional funding sources to complete construction of the roadway improvements which is key to improving traffic safety for pedestrians, bicyclists and vehicles. This low-income area has one of the highest levels of pedestrian traffic.

- **Oval Park Area Lighting Project** – Streetlights will improve safety and nighttime visibility and deter crime within the existing streets and along sidewalks. This high crime, older neighborhood is deficient in lighting. To date, four lights have been purchased and \$3,693 has been expended out of a budget of \$40,000. The lights should be installed in the fall of 2011.
- **Recreation Park** – Funds in the amount of \$110,241 were used to address the Skate Park graffiti and fencing issues as well as security cameras to maintain a safe environment for the community.
- **Community Development Block Grant Recovery (CDBG-R)** - In response to the economic recession, the City was also the recipient of funding through The American Recovery and Reinvestment Act of 2009 (ARRA). The City proposed and invested a total of \$322,067 in CDBG-R funds into infrastructure and public facility activities. These activities will achieve long-term benefits, quickly spur further economic investment, create and/or retain jobs in the community, especially in areas with the greatest need, and improve the quality of life in deteriorating neighborhoods. The improvements include Public Sidewalk & Handicap Access and Center Avenue Improvements, completed last year, and Anthony Community Center, completed in 2010-11.



2010-11 Expenditures and Goal Achievement

Table I (Attachment A) identifies the HOME and CDBG Funds for the program year as they relate to meeting the National Objectives. Table II is a comparison of goals and accomplishments for the program year.

Table II

HUD Housing Program Goal Achievement

Program Unit / Services Goal	Unit Goal	Unit Completed	% of Goal
First Time Homebuyer (FTHB)	10	6	60%
Paradise & Court Multi-Family (CHDO)	New construction of 9 units is 50% complete		
Sierra Meadows Senior Housing	43	43	100%
Code Enforcement-Target Areas	200	249	125%
Fair Housing Hotline	120	207	173%
Continuum of Care	1	1	100%
ADA Compliance	10	5	50%
Senior Minor Home Repair	620	619	100%
Mobile Home Senior Handicap Repair	14	13	93%

2) 2009-10 Action Plan Amendment 4

On April 18, 2011, City Council authorized the reallocation of \$100,000 of Job Creation funding to the Oval Area Traffic Improvement Project. Staff is recommending that the remaining \$75,202 CDBG funds set aside for Job Creation also be redirected to the Oval Area Traffic Improvement Project to provide funding for the construction phase.

Prior Council/Board Actions:

- April 19, 2010 – City Council approved the Five-Year Consolidated Plan, Strategic and Citizens Participation Plans, the Analysis of Impediments and 2010-11 Action Plan for the use of HUD CDBG and HOME Funds.
- July 16, 2010 – City Manager adopted a Minor Amendment to the 2010-11 Action Plan to modify the project description for ADA Compliance Projects.
- September 7, 2010 – City Council adopted a 2nd Amendment to the 2009-10 and 1st Amendment to the 2010-11 Action Plans redirecting HOME Funds from the 2009-10 & 2010-11 HOME funded First Time Homebuyers Program to the New Homes Deferred 2nd Mortgage Program.
- March 7, 2011 – City Council adopted a Substantial Amendment to the 2008-09 Action Plan authorizing the change in use of a 4-plex apartment building (to become transitional housing) and its' sale and reimburse CDBG-NSP funding.
- April 18, 2011 – City Council adopted a 3rd Amendment to the 2009-10 and 2nd Amendment to the 2010-11 Action Plans redirecting HOME Program Income previously allocated to the First Time Homebuyer Program to the Foreclosure Acquisition Program II and reallocated CDBG funding previously earmarked for Job Creation and Oval Area Park Improvements to Oval Transportation Improvements.
- September 6, 2011 – City Council reviewed Draft CAPER and 4th Amendment to the 2009-10 Action Plan. Council comments are found in Attachment B.

Committee/Commission Review and Actions: None

Alternatives: None

Attachments:

- Attachment A, 2010-11 CAPER Expenditures
- Attachment B, 2010-11 CAPER Comments
- Attachment C, 2010-11 CAPER Resolution
- Attachment D, 2010-11 CAPER Document

Recommended Motion (and Alternative Motions if expected): I move to authorize the following

- 1) That the City Council adopt by Resolution No. 2011-62; the Final 2010-11 CAPER; and
- 2) That the City Council approve the 4th Amendment to the 2009-10 Action Plan, reallocating Job Creation funds to the Oval Area Traffic Improvement Program.

Environmental Assessment Status

CEQA Review: N/A

NEPA Review:

Tracking Information: *(Staff must list/include appropriate review, assessment, appointment and contract dates and other information that needs to be followed up on at a future date)*

Copies of this report have been provided to:

ATTACHMENT A
2010-11
FINAL CAPER EXPENDITURES

1	EXPENDITURES:	CDBG	HOME	TOTAL	UNITS
2	Administration and Operating	216,573	43,237	259,810	
3					
4	AFFORDABLE HOUSING:				
5	<i>Homeownership</i>				
6	First Time Homebuyer Program (FTHB) (CSET)		184,474	184,474	4
7	New Construction Deferred 2nd Mortgage Loan Program		40,000	40,000	2
8	Property Acquisition (CHDO) (CSET)		198,532	198,532	1
9	<i>Neighborhood Preservation/Services</i>				
10	Code Enforcement - Target Areas	168,458		168,458	249
11	Feinhousing Hotline (contract # 1704 50009)	21,583		21,583	207
12	HOMELESSNESS				
13	<i>Special Needs Facilities</i>				
14	Continuum of Care	10,000		10,000	1
15	COMMUNITY DEVELOPMENT				
16	<i>Public Improvements</i>				
17	ADA Compliance Projects (Water Fountains)	20,847		20,847	8
18	Fox Theater Renovations	15,850		15,850	1
19	Jefferson Park Improvements	65,317		65,317	1
20	Oval Park Area Improvements	84,523		84,523	1
21	Oval Area Lighting Project	3,853		3,853	4
22	Recreation Skills Park Improvements	110,241		110,241	1
23	<i>Economic Development/Public Parking Facilities</i>				
24	West Parking Structure Loan Payment (Section 108 Loan)	492,290		492,290	1
25	NON HOMELESS SPECIAL NEEDS HOUSING				
26	<i>Special Needs Services</i>				
27	Mobile Home Senior Repair & Handicapped Access (SRIE)	93,857		93,857	13
28	Senior Home Minor Repairs (CSET)	82,526		82,526	619
29	Sierra Meadows Senior Housing (Christian Church Homes)		151,821	151,821	43
30					
31	Subtotal Programs & Projects	1,185,054	554,827	1,739,881	
32					
33	TOTAL EXPENDITURES	1,381,627	598,964	1,979,891	

ATTACHMENT B

2010-11
CAPER COMMENTS

COMMENTS	CITY RESPONSE
City Council Work Session Presentation of Draft CAPER, September 6, 2011	
Regarding the Foreclosure Acquisition Program, is the sales price more or less than the cost of acquisition and rehabilitation?	The sale price is typically less and it is important to note that the City cannot earn any profit nor sell for more than the total cost to acquire and rehabilitate properties.
Action Plan Amendment - Should we reallocate these funds to another project, rather than the Oval Transportation project?	The City has worked on this project with the Oval Park Community including residents, businesses, property owners and non-profit agencies in an effort to improve pedestrian, bicycle and vehicular safety on this State Highway. The plan now is to finalize the design plan with input from Caltrans since this is a State Highway and pursue Caltrans funds and combine with CDBG and break ground on construction of the road improvements in 2012.
Do we have a formal commitment from Caltrans on the remaining funding for the Oval Transportation project?	Caltrans has expressed interest in providing upwards of \$150,000 to assist with the implementation but no formal agreement thus far.
How much have we spent in NSP funds?	We originally received \$2.3 million and through the purchase and rehabilitation of 26 homes, we have recycled more than \$1.5m from the original grant.
Citizens Advisory Committee. Presentation of Draft CAPER, September 7, 2011	
Why are Job Creation funds being moved?	There are no job creation projects at this time and the Oval Transportation project requires additional funding to complete the engineering and construction phases.
Why are you able to amend the 2009-10 Action Plan now, if the allocation was already approved in 2009-10?	Action plans can be amended if the projects budgeted will not be implemented. The project funds can be reallocated to a project that is moving forward.
Why is the Job Creation funding going towards the Oval Transportation project while the two senior programs dropped? Is there another group in Visalia that runs mobile home programs?	There is currently no job creation project being considered by the City and we are attempting to raise sufficient funds to complete the traffic improvements for the Oval Park Transportation Project. No, other than the City and its partnership with Self-Help Enterprises, there are no other organizations offering such assistance for the rehabilitation of the coaches.
Will the Oval Transportation project help with the gang situation?	The transportation improvements will definitely improve safety for the many pedestrians, bicyclists and vehicles which travel around the Oval Park area daily. It will also make access to the park easier. With the Visalia Rescue Mission taking over the administration of the Oval Service Center and running programs for the greater community, it will serve as a draw for youth from the area, so indirectly help reduce gang attraction by providing youth with alternatives.
Are the Oval projects separate projects?	Yes, they are accounted for separately in our records.
Northern Visalia Neighborhood Advisory Committee Presentation of Draft CAPER, September 8, 2011	
Is there a possibility to have additional lights in North Visalia?	Depends on funding available. Committee should make request during Action plan process.
What is the status of the Oval Transportation project?	The funding is being finalized. May receive some funding from Caltrans, however, that remains to be determined.
Can the Job Creation funds be used for first time home buyer down payment assistance?	No. The Job Creation funds are from CDBG and the first time home buyer program is HOME funded.
Is code enforcement city wide?	Yes, however, CDBG funds only pay for code enforcement activities in CDBG target areas.
Are the fencing and cameras successful at the skate park?	Lt. Phillips commented that they are both a success in controlling graffiti and vandalism in the park. The "wireless eye" monitors the park 24/7.

Disability Advocacy Committee: Presentation of Draft CAPER, September 12, 2011	
When can the group give input on possible projects?	Comments are taken at community meetings held twice per year, during the Action Plan and CAPER process.
Is there a plan to charge for parking in the structure?	There are no current plans to charge for parking in the structure.
What types of businesses are assisted with Job Creation dollars?	Businesses that agree to meet all federal requirements related to job creation.

ATTACHMENT C

RESOLUTION NO. 2011-62

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA
APPROVING THE 2010-11 PROGRAM YEAR
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUTION REPORT**

WHEREAS, the City of Visalia operated the Community Development Block Grant Program (CDBG), and the Home Investment Partnerships Grant Program (HOME) for the 2010-11 Program Year; and

WHEREAS, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) for the activities and expenditures for the 2010-11 Program Year; and

WHEREAS, the City must also certify that it is complying with HUD requirements for the use of CDBG and HOME funds; and

WHEREAS, the City spent \$2.0 million dollars in CDBG and HOME funds during the 2010-11 Program Year; 100% of the funds were used to assist households with incomes at or below 80% of median income; and

WHEREAS, the City Manager is the certifying official for all HUD reports and transactions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Visalia that it approves the attached 2010-11 Program Year Consolidated Annual Performance and Evaluation Report, and authorizes the City Manager to submit the same to HUD on behalf of the City of Visalia.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Visalia on the ____ day of _____, 2011, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____, Chair

ATTEST:

_____, Agency Secretary

ATTACHMENT D

**2010-11
Consolidated Annual Performance Evaluation Report
(CAPER)**

This document last revised: 8/13/11 8:10:20 AM

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Appendix D – 2010-11 CAPER Resolution

COPY

RESOLUTION NO. 2011-62

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA
APPROVING THE 2010-11 PROGRAM YEAR
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

WHEREAS, the City of Visalia operated the Community Development Block Grant Program (CDBG), and the Home Investment Partnerships Grant Program (HOME) for the 2010-11 Program Year; and

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WHEREAS, the City Manager is the certifying official for all HUD reports and transactions.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Visalia that it approves the attached 2010-11 Program Year Consolidated Annual Performance and Evaluation Report, and authorizes the City Manager to submit the same to HUD on behalf of the City of Visalia.

PASSED AND ADOPTED: 9/19/2011 STEVEN M. SALOMON, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF TULARE) ss.
CITY OF VISALIA)

I, Steven M. Salomon, City Clerk of the City of Visalia, certify the foregoing is the full and true Resolution 2011-62 passed and adopted by the Council of the City of Visalia at a regular meeting held on September 19, 2011.

Dated: September 20, 2011

STEVEN M. SALOMON, CITY CLERK

Donja Huffmon
By Donja Huffmon CMC, Chief Deputy City Clerk

Appendix E - HOME Match Report

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

2009 Approval No. 2009-0171
and 1203-M0512

Part I - Parcel/Project Identification

1. Project No. (as used by HUD) 2. Name of the participating developer
012-00000700 City of Visalia

3. Address of the property location
105 East Main St. Visalia, CA

4. City: Visalia State: CA ZIP Code: 93281

Part II - Fiscal Year Summary

1. Excess match from prior Federal fiscal year \$ 5,454,771

2. Match contributions during current Federal fiscal year (see Part III) \$ 579,797

3. Total match available for current Federal fiscal year (see Part III) \$ 6,034,568

4. Matchability for current Federal fiscal year \$ 149,103

5. Excess match carried over to next Federal fiscal year (see Part III) \$ 5,885,465

Part III - Match Contribution for the Federal Fiscal Year

1. Project No. or Other ID	2. Date of Contribution Period (Federal Calendar)	3. Cash from Federal Source	4. Property Taxes State Changes (see Part I & Ins 2)	5. Appraisal Land/Real Property	6. Regional Infrastructure	7. Std Education Requirement Met (as of Designation)	8. Bond Financing	9. Total Match
012-00000700	07/08/10	500,000						500,000
012-00000700	09/07/10	179,797						179,797

Page 1 of 4 pages HUD-60109-6-1209

Appendix F – Minority Business Enterprise and Women’s Enterprise Report

Appendix G – Affirmative Marketing Plan

City of Visalia
Analysis of Impediments to Fair Housing

CITY OF VISALIA AFFIRMATIVE MARKETING POLICIES AND PROCEDURES FOR AFFORDABLE HOUSING

In accordance with Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) Program regulations and in furtherance of the City of Visalia's commitment to non-discrimination and equal opportunity in housing, the City of Visalia has established procedures to affirmatively market units acquired, rehabilitated, constructed or otherwise assisted under the CDBG and/or HOME Programs.

In general, fair housing services include investigating and resolving housing discrimination complaints; discrimination auditing and testing; and education and outreach, such as disseminating fair housing information through written materials, workshops and seminars. Landlord/tenant counseling services involve informing landlords and tenants of their rights and responsibilities under fair housing law and other consumer protection legislation and mediating disputes between landlords and tenants.

The City of Visalia is committed to the goals of non-discrimination and equal access. In addition, the City of Visalia is committed to the goals of increasing the housing opportunities of those with limited English proficiency, low-income residents and under-represented ethnic and racial groups. These goals will be reached through the implementation of the City's Affirmative Marketing Policy. The implementation of this policy should result in a diverse population throughout the City of Visalia.

The City of Visalia actively promotes fair housing through:

- Annual funding of a Fair Housing Hotline
- Adoption and implementation of an "analysis of Impediments to Fair Housing"
- Adoption of "Consolidated Plan" for CDBG/HOME programs, with an analysis and strategy for fair housing, every five years.
- Annual monitoring of fair housing activities through monitoring of fair housing services and reporting ongoing activities in its Consolidated Annual Performance and Evaluation Report (CAPER)

The goal of the Affirmative Marketing Policy and outreach efforts are to ensure that all persons regardless of their race, color, national origin, age, religion, sex, disability, familial status or English proficiency are aware of the affordable housing opportunities generated by federal HOME and CDBG funds, in accordance with 24 CFR 108.1 and CFR 570.904 respectively.

The City of Visalia is responsible for the implementation of the Affirmative Marketing Policies and Procedures and all Sub-recipients, property owners, developers, Community Development Organizations (CDO), and other nonprofits must comply with this policy for all CDBG, HOME, and City funded housing developments.

The Affirmative Marketing Policies and Procedures exist as an appendix to the "Analysis of Impediments to Fair Housing" maintained in the Housing & Economic Development Department files. CDBG and HOME assisted projects are held to the terms of the policies by reference of these policies as an attachment to loan agreements with the City for receipt of CDBG, HOME and/or City funds.

Methods of Informing the Public, Property Owners, Potential Borrowers/Tenants, and CHDO's about Fair Housing Laws and the City's Affirmative Marketing Policies and Procedures

- a) The City of Visalia Housing and Economic Development Departments shall be responsible for implementing the City's Affirmative Marketing Policies and Procedures.
- b) Recipients of CDBG, HOME and/or City funds shall be informed of the City's Affirmative Marketing policies by having this policy referenced in the agreement as an attachment with the City for the receipt of funds, and by making compliance with this policy a requirement for the duration of the agreement.
- c) The City shall continue to fund an outside agency to provide fair housing information/referral and case investigation services and tenant/landlord information/referral and mediation services.
- d) The City shall work with its fair housing agency to update/develop an outreach plan each year, which will include the distribution of fair housing brochures at relevant events, community presentation, and other outreach activities to inform the community about fair housing rights and responsibilities.
- e) The City shall carry out outreach and provide tenants and rental property owners with copies of the State of California handbook on tenant rights and responsibilities, fair housing brochures as well as the City's Affirmative Marketing Policies and Procedures.
- f) The City shall make accessible information about fair housing, fair housing services providers and links on the City's website.
- g) The City shall monitor and require sub-recipients of CDBG and/or HOME funds to provide an annual report describing how their actions have complied with the City's Affirmative Marketing Policies and Procedures.
- h) The City shall post flyers and brochures which describe fair housing laws and services, in the City Hall Lobby, which is open to the public.
- i) Housing project managers shall instruct all employees and agents in writing and orally of the policy of nondiscrimination and fair housing.

City of Visalia
Analysis of Impediments to Fair Housing

Requirements of Sub-recipients, Property Owners, CHDO's and the City to Affirmatively Market Housing Assisted with CDBG, HOME and/or City Funds

It is the City of Visalia policy to require that each owner of a rental or ownership project carried out with CDBG, HOME, and/or City funds:

- a) Use the "Equal Housing Opportunity" logotype or slogan on all correspondence and advertising prepared relating to any rental or ownership agreement.
- b) Place ads in a local citywide newspapers of general circulation and Community Centers, etc. to advertise housing opportunities.
- c) Fair Housing Poster: Prominently display in all offices and/or sites where projects are being assisted with CDBG and/or HOME funds the HUD-approved Fair Housing poster and Equal Housing Opportunity logo or slogan or statement.

The City of Visalia shall carry out the following:

- a) Post flyers of upcoming housing opportunities in the City Hall lobby, and other Community Centers throughout town.
- b) Maintain and make available to interested parties a listing of the affordable housing programs including information on who to contact.
- c) Monitor, in conjunction with the project monitoring, compliance with the City's Affirmative Marketing Policies and Procedures.

Description of What the City of Visalia, Sub-recipients, Property Owners, and CHDO's will do to Inform Persons not Likely to Apply for Housing without Special Outreach

The City of Visalia, Sub-recipients, Property Owners, and CHDO's shall market all programs/projects which are assisted with HOME/CDBG funds in a manner that will reach all community members.

All marketing related to any City Program being funded with CDBG/HOME funds will be publicized in both English and Spanish. All marketing materials include information identifying fair housing laws and affirmative marketing policy, and will be widely distributed. Equal opportunity shall be emphasized in written materials and oral presentations. Records will be maintained by the City, Sub-Recipients, Property Owners, and CHDO's, identifying what marketing materials are used, and when and where they are distributed.

Forms of marketing may include flyers, brochures, newspaper ads, articles and public service announcements. Flyers and brochures may be distributed at local government buildings, other public buildings and through the mail, as well as to businesses that assist those not likely to apply without special outreach. Advertisements and articles are published in newspapers that are widely circulated within the community.

City of Visalia
Analysis of Impediments to Fair Housing

Establish working relationships with local lending agencies to aid in informing the public by facilitating the distribution of informational fliers to households seeking financial assistance for repairs and affordable housing assistance.

Characteristics on all applicants and participants are collected and reviewed by City Staff. Should the City find that there are underserved segments of the population, a plan to better serve them will be developed and implemented.

Maintenance of Records to Document Actions Taken to Affirmatively Market HOME, CDBG and/or City Assisted Units and to Assess Marketing Effectiveness

- a) The City shall request Sub-Recipients, Property Owners, and CHDO's of projects assisted under CDBG, HOME, and/or City to maintain the following records and report annually on:
 - Written description of how vacancies were filled
 - Copies of mailing lists, newspaper advertisements, flyers or other printed material used
 - Photographs of site signs
 - The racial, ethnic and gender characteristics of tenants

The City shall monitor compliance with the City's Affirmative Marketing Policies and Procedures and consult with Sub-recipients about any improvements which need to be addressed. The city shall maintain records regarding vacancies which occurred during the year and the process used to fill them.

The City will examine whether or not persons from a variety of racial and ethnic groups in the City applied for or became tenants of units that were affirmatively marketed. If the City finds that a variety of ethnic groups are represented, the City will assume that the affirmative marketing procedures were effective. If one or more groups are not represented consistent with their representation in the City, the City will review its procedures to determine what changes, if any, might be made to make the affirmative marketing efforts more effective.

Federal Regulation 24 CFR 105.50 - Compliance Procedure for Affirmative Fair Housing Marketing-Sanctions) state: "Applicants failing to comply with the requirements of these regulations, the AFHM regulation, or an AFHM plan will make themselves liable to sanction authorized by law, regulations, agreements, rules, or policies governing the program pursuant to which the application was made, including, but not limited to, denial of further participation in Departmental programs and referral to the Department of Justice of suit by the United States for injunctive or other appropriate relief."

City of Visalia
Analysis of Impediments to Fair Housing

**CITY OF VISALIA
PLAN FOR COMPLIANCE WITH
SECTION 504 OF THE REHABILITATION ACT OF 1973**

The City of Visalia ensure that no otherwise qualified individual, solely by reason of his or her handicap, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving federal financial assistance from the Department of Housing & Urban Development. The City of Visalia undertakes activities in the following areas to ensure compliance with Section 504 of the Rehabilitation Act of 1973.

Communication:

In compliance with the American Disabilities Act, the City of Visalia provides assistance to individuals requiring special accommodations to participate in Council meetings by calling (559) 713-4512 48-hours in advance of the meeting, for Hearing-Impaired (559) 713-4900 (TDD) 48-hours in advance of the scheduled meeting time to request signing services.

Program Accessibility:

The City of Visalia ensures handicap accessibility to all organization facilities used by City employees, residents, visitors of the City of Visalia.

Employment:

The City of Visalia will not discriminate against handicapped individuals in the area of employment and will make reasonable accommodations for qualified handicapped applicants and employees. No employment test or inquiries will be used to screen out handicapped individuals except as directly related to an applicant's ability to perform job-related functions.

Notification:

The City of Visalia notifies participants, applicants and employees by public notice and publications that the City of Visalia does not discriminate on the basis of handicap in its federally assisted program and activities.

Enforcement:

The City of Visalia has properly adopted and signed general policies which state the City complies with Section 504.

The City of Visalia has designated the Human Resources Director, to coordinate the City's Equal Opportunity and Section 504 compliance efforts.

1. The complaint should contain the following:
 - a) Complainant's name, home address and telephone number.
 - b) Brief description and date of alleged discriminatory action.
 - c) Relief or resolution desired.
2. A complaint should be filed within ten (10) calendar days of the occurrence of ten (10) calendar days after the complainant becomes aware of the occurrence.

Additional information on "Processing Complaints" can be found on the City's website at www.ci.visalia.ca.us under Human Resources Policies and Procedures.

Self-Evaluation:

Evaluate compliance with Section 504, modify policies and procedures that do not meet compliance and take corrective steps to remedy discrimination revealed by the self-evaluation.

Appendix H
Continuum of Care Point in Time Survey

2011 Point in Time Results

Visualix

Age Group	<20	20	21-29	30-39	40-49	50-59	60-69	70+	Unknown	Total
		20	34	59	44	46	5	2	8	218
	9%	9%	16%	27%	20%	21%	2%	1%	4%	100%

In the past three years, how many times have you been homeless?	1 Time	2 Times	3 Times	4 Times	5 Times	6 or more	Unknown	Total
	84	27	12	3	4	4	84	218
	39%	12%	6%	1%	2%	2%	39%	100%

How long homeless this time?	<2mo	2-6mo	7-12mo	13-24mo	25-36mo	37-48mo	49-60mo	60+	Unknown	Total
	23	44	19	18	10	2	3	5	94	218
	11%	20%	9%	8%	5%	1%	1%	2%	43%	100%

Current Housing	EH	TH	Street	Unknown	Total
	70	97	38	13	218
	32%	44%	17%	6%	100%

Gender	Male	Female	Unknown	Total
	155	63	0	218
	71%	29%	0%	100%

Are you a Veteran?	YES	NO	Unknown	Total
	12	200	6	218
	6%	92%	3%	100%

Jail/Prison?	YES	NO	Unknown	Total
	94	70	54	218
	43%	32%	25%	100%

Spouse completed survey?	YES	NO	Unknown	Total
	0	155	63	218
	0%	71%	29%	100%

Ethnicity	African American	Native American	White	Asian/Pacific Islander	Hispanic/Latino	Multi-Cultural	Other	Unknown	Total
	11	18	94	6	75	2	0	12	218
	5%	8%	43%	3%	34%	1%	0%	6%	100%

Primary Language	English	Spanish	Bilingual	Hmong	Leo	Other	Unknown	Total
	145	14	13	0	0	0	46	218
	67%	6%	6%	0%	0%	0%	21%	100%

Highest level of Education	Grade School	HS/GED	Some College	College Degree	No School	Unknown	Total
	26	102	37	5	7	41	218
	12%	47%	17%	2%	3%	19%	100%

Location of Previous Housing	Kings County	Tulare County	Another County	Out of State	Out of Country	Unknown	Total
	10	138	23	7	5	35	218
	5%	63%	11%	3%	2%	16%	100%

Size House/Apt Needed	Studio	1bd	2bd	3bd	4bd	5bd	None Wanted	Unknown	Total
	55	61	52	6	4	0	4	36	218
	25%	28%	24%	3%	2%	0%	2%	17%	100%

DV Victim?	YES	NO	Unknown	Total
	22	149	47	218
	10%	68%	22%	100%

Homeless w/Spouse?	YES	NO	Unknown	Total
	0	10	167	177
	0%	5%	77%	100%

What is your income by source?*	Wages	Child Support	Retirement/SS	Veteran's Benefits	GA	Food Stamps	TANF	SSI	SSI	SDI	Tribal Benefits	Unemployment	No Income	Unknown	Total
	14	3	0	2	10	52	11	7	2	0	0	8	129	11	249
	6%	1%	0%	1%	4%	21%	4%	3%	1%	0%	0%	3%	52%	4%	100%

Do you have any of the following Disabilities?*	Physical	Mental	HIV/AIDS	Substance Abuse	Dual Diagnosis	PTSD	Other	Total Respondents
	36	20	2	76	5	2	13	113
	32%	18%	2%	67%	4%	2%	12%	100%

Are you Employed?	YES	NO	Unknown	Never	Total
	23	155	39	1	218
	11%	71%	18%	0%	100%

If No, Last Employment Date:	<2mo	2-6mo	7-12mo	13-24mo	25-36mo	37-48	48-60	>60mo	Unknown	N/A	Total
	5	7	2	8	5	4	2	6	155	24	218
	2%	3%	1%	4%	2%	2%	1%	3%	71%	11%	100%

Pregnant?	YES	NO	Unknown	Total
	1	217	0	218
	0%	100%	0%	100%

Households with Children	YES	NO	Unknown	Total
	52	166	0	218
	24%	76%	0%	100%

*Subpopulations are not mutually exclusive and a given person may fall into more than one subpopulation category.

What is/are the reason(s) for your CURRENT experience of homelessness?*	Alcohol/drug	Medical	Mental Health	Physical disabilities	Argument w/ fam/friends	Domestic Violence	Discharged from Hospital	Discharged from Prison	Divorce/Separation	Family Violence	Eviction	Mortgage foreclosure	No affordable housing	Substandard housing	Aged out of foster care	Lost benefits	Lost public assistance	Unemployment	Other	Unknown
	69	7	7	5	17	19	1	11	9	3	7	3	14	1	13	2	1	28	18	50
	32%	3%	3%	2%	8%	9%	0%	5%	4%	1%	3%	1%	6%	0%	6%	1%	0%	13%	8%	23%

Services Needed*	Food/Hot meal	Mental Health	Dental	Vision	Substance Abuse	Transportation	Housing	Legal	Health	Job Training	Education	Child Care	Other	None	YES	NO	Unknown	Total
	116	42	92	81	47	105	126	64	88	83	69	13	16	3	23	144	51	218
	53%	19%	42%	37%	22%	48%	58%	29%	40%	38%	32%	6%	7%	1%	11%	66%	23%	100%

Chronically Homeless?	YES	NO	Unknown	Total
	0	2	216	218
	0%	1%	99%	100%

If under 18 w/parent?	Unknown-N/A	Total
	216	218
	99%	100%

Visalia	Surveys	Adults	Children	Total
	218	111	2	331

**Appendix I
CPMP Tool**