

# Visalia City Council Agenda

For the regular meeting of: MONDAY, September 15, 2008

Location: City Hall Council Chambers, 707 W. Acequia, Visalia CA 93291

Mayor: Jesus J. Gamboa  
Vice Mayor: Bob Link  
Council Member: Greg Collins  
Council Member: Donald K. Landers  
Council Member: Amy Shuklian

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All items listed under the Consent Calendar are considered to be routine and will be enacted by one motion. If anyone desires discussion on any item on the Consent Calendar, please contact the City Clerk who will then request that Council make the item part of the regular agenda.

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6:00 p.m.

**6:00 p.m.**

## **SPECIAL PRESENTATIONS/RECOGNITION**

Resolution of Commendation presented to Stan Carrizosa, Jr.

## **CLOSED SESSION**

**6:05 p.m. (or immediately following Special Presentation)**

1. Conference with Real Property Negotiators (G.C. §54956.8)  
Property: 435 N. Burke Street (APN: 094-250-031); 404 Tipton (APN 094-250-036; SE #149-54-5G-6)  
Under Negotiation: Authority to negotiate purchase terms and conditions  
Negotiating Parties for City: Steve Salomon, Michael Olmos, Ricardo Noguera, Cliff Ronk, Adam Ennis, Colleen Carlson  
Negotiating Parties for Seller: John Raibley; Southern California Gas Company
2. Conference with Real Property Negotiators (G.C. §54956.8)  
Property: 1.26 acres located on the south side of Goshen Avenue, between Burke Street and Ben Maddox Way. APN 094-170-002  
Owner: Tulare County Farm Bureau, Livestock Salesyard Inc.  
Under Negotiation: Price, terms and conditions of sale  
Negotiating Parties: Steve Salomon, Mike Olmos
3. Conference with Real Property Negotiators (G.C. §54956.8)  
Property: portion of city-owned Waste Water Treatment Plan located on the north side of Caldwell Avenue, west of State Highway 99. Portion of APNS 118-020-37, 118-020-036 & 119-010-021  
Owner: City of Visalia  
Under Negotiation: Price, terms and conditions of lease  
Negotiating Parties: Steve Salomon, Mike Olmos, Tulare County Farm Bureau, Livestock Salesyard Inc.
4. Conference with Legal Counsel - Existing Litigation (Subdivision (a) of Section 54956.9)  
Name of Case: Young, et al. v. City of Visalia TCSC 08-228056

**REGULAR SESSION**

**7:00 p.m.**

7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**INVOCATION** – Rev. Fr. Vartan Kasparian, St. Mary Armenian Church of Yettem

**SPECIAL PRESENTATIONS/RECOGNITION**

Proclamation declaring September 21-27 as Mitochondrial Disease Awareness Week

Proclamation declaring September 28 to October 5 as Kidney Awareness Week

**ITEMS OF INTEREST**

**CITIZENS REQUESTS** - This is the time for members of the public to comment on any matter within the jurisdiction of the Visalia City Council. This is also the public's opportunity to request that a Consent Calendar item be removed from that section and made a regular agenda item for discussion purposes. Comments related to Regular or Public Hearing Items listed on this agenda will be heard at the time the item is discussed or at the time the Public Hearing is opened for comment. The Council Members ask that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome. The Council cannot legally discuss or take official action on citizen request items that are introduced tonight. In fairness to all who wish to speak tonight, each speaker from the public will be allowed three minutes (speaker timing lights mounted on the lectern will notify you with a flashing red light when your time has expired). Please begin your comments by stating and spelling your name and providing your street name and city.

5. **INFORMATION ONLY** – Receive Planning Commission Action Agenda of September 8, 2008.

*Convene jointly as the City Council and the Redevelopment Agency*

**6. RDA CONSENT CALENDAR**

- a. Authorization to enter into a new agreement between the Redevelopment Agency of the City of Visalia and Habitat for Humanity of Tulare County for use of Redevelopment Agency Low/Mod Housing set-aside funds, to provide for a loan up to \$300,000 for acquisition and pre-construction costs for affordable housing.

*Adjourn as City Council and Redevelopment Agency and remain seated as Visalia City Council*

**CHANGES TO THE AGENDA/ITEMS TO BE PULLED FOR DISCUSSION**

7. **CONSENT CALENDAR** - Consent Calendar items are considered routine and will be enacted by a single vote of the Council with no discussion. For a Consent Calendar item to be discussed, or voted upon individually, it must be removed at the request of the Council.
  - a) Authorization to read ordinances by title only.
  - b) *Item removed at the request of staff.*
  - c) *Item removed at the request of staff.*

- d) Award contract for the construction of the new Soroptimist Neighborhood Park in northwest Visalia (Linwood & Prospect) for the bid amount of \$633,680.53 to Sierra Range Construction of Visalia in accordance with bid specifications of RFB 07-08-59.
  - e) Authorize the Mayor to sign an amended and restated employment agreement between the City of Visalia and Steven M. Salomon, City Manager, effective July 1, 2008.
  - f) Authorization to bid the public improvements for Murray Avenue Parking Lot between Bridge Street and Santa Fe Street without the requirement for the payment of prevailing wages pursuant to Resolution No. 83-02. Project No. 6111-00000-720000-0-9695
  - g) Notice of Completion for Riverbend Village Unit 6, containing 17 lots, located north of Modoc Ditch, west of Bridge Street.
  - h) Notice of Completion for Riverbend Village Unit 7, containing 18 lots, located north of Modoc Ditch and east of Bridge Street.
  - i) Notice of Completion for Maddox @ Caldwell 5, Phase 4, consisting of 16 lots and located west of Ben Maddox Way and north of Monte Verde Avenue.
  - j) Notice of Completion for River Run Ranch Phase One, containing 26 lots, located east side of McAuliff Street between Houston Avenue and St. John's River.
  - k) Authorization to record the final parcel map of Tentative Parcel Map 2006-17, located on the north side of Hurley Avenue, east of Plaza Drive in the Light Industrial Zone District. APN 081-010-088/089.
  - l) Authorize the City's support for Proposition 1A, the Safe, Reliable High-Speed Passenger Train Bond Act, to be presented for voter's approval at the November 4, 2008 general election.
  - m) Award a construction contract and authorize the City Manager to execute an agreement for the Acequia Avenue Two Way Traffic Conversion Project to the low bidder Cruco Construction Group, Inc., in the amount of \$550,446.00. Project # 3011-00000-720000-0-8056-2008.
8. **PUBLIC HEARING** - Approve 2<sup>nd</sup> Amendment to the 2007-08 Action Plan; and Review of the final 2007-2008 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) (CDBG & HOME funds). **Resolution No. 2008-45 required.**
9. Status report on Recreation Park Stadium Project

#### **REPORT ON ACTIONS TAKEN IN CLOSED SESSION**

#### **REPORT OF CLOSED SESSION MATTERS FINALIZED BETWEEN COUNCIL MEETINGS**

##### **Upcoming Council Meetings**

- Monday, October 6, 2008, Work Session 4:00 p.m. Regular Session 7:00 p.m. - Council Chambers, 707 W. Acequia, Visalia
- Tuesday, October 7, 2008, 6-8 p.m., Joint Meeting City Council/Visalia Unified School District, 5000 W. Cypress, Visalia
- Monday, October 20, 2008, Work Session 4:00 p.m. Regular Session 7:00 p.m. - Council Chambers, 707 W. Acequia, Visalia

*In compliance with the American Disabilities Act, if you need special assistance to participate in meetings call (559) 713-4512 48-hours in advance of the meeting. For Hearing-Impaired - Call (559) 713-4900 (TDD) 48-hours in advance of the scheduled meeting time to request signing services.*

*Any written materials relating to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the Office of the City Clerk, 425 E. Oak Street, Visalia, CA 93291, during normal business hours.*





City of Visalia

Resolution

**Resolution of Commendation  
Stan Carrizosa Jr.**

*Whereas*, Stan Carrizosa Jr. attends El Diamante High School in Visalia, California and is the Senior Class President; and

*Whereas*, Stan has been singing in school talent shows every year since he was in the first grade; and

*Whereas*, Stan is a 4-year member of El Diamante High School's Chamber Choir and Drama/Musical Theater programs; and

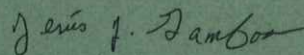
*Whereas*, Stan has been cast in several musical productions, including "The Scarlet Pimpernel", "Fiddler on the Roof" and "The Wizard of Oz"; and

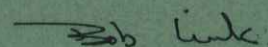
*Whereas*, Stan plans to attend college and major in acting/voice and then pursue a career in film, television or music; and

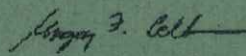
*Whereas*, Stan is a member of St. Mary's Catholic Church and gets his inspiration for singing from his sister, Estee.

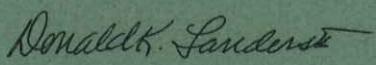
**Now, therefore be it resolved** that the Visalia City Council hereby honors Stan Carrizosa Jr. on his first place finish in Disney's "High School Musical: Get in the Picture" and wish continued success for Visalia's new rising star who is "Just Getting Started".

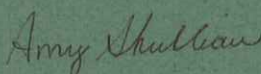
**Dated:** September 15, 2008

  
Jesus J. Gamboa, Mayor

  
Bob Link, Vice-Mayor

  
Gregory S. Collins, Councilmember

  
Donald K. Landers, Councilmember

  
Amy Shuklian, Councilmember



City of Visalia  
*Proclamation*

**Mitochondrial Disease Awareness Week**  
**September 21 – 27, 2008**

**WHEREAS**, Mitochondria are the power plants in every cell of a person's body, and create more than 90% of the energy needed by the body to sustain life and support growth, and

**WHEREAS**, Mitochondria may not function correctly due to genetic defects, damage caused by destructive molecules called free radicals; and

**WHEREAS**, Mitochondrial disease can cause isolated symptoms like seizures, low blood counts, blindness, deafness, dementia, heart failure and progressive muscle weakness, but more often they cause failure of several organ systems in sequence; and

**WHEREAS**, Mitochondrial diseases can affect any person at any age, they primarily affect children, and many children with mitochondrial diseases die before their teenage years; and

**WHEREAS**, the United Mitochondrial Disease Foundation provides support for families coping with mitochondrial diseases and encourages innovative research.

**NOW, THEREFORE, BE IT RESOLVED**, that Visalia proclaim and recognize September 21-27, 2008 as "Mitochondrial Disease Awareness Week" and the citizens of the Visalia are urged to observe the week with appropriate awareness activities

**Dated:** September 15, 2008

*Jesus J. Gamboa*

Jesus J. Gamboa, Mayor



City of Visalia  
**Proclamation**

**Kidney Awareness Week**  
**September 28 – October 5, 2008**

**Whereas**, chronic kidney disease is a critical problem not only nationally, but also within the state of California; nationally 20 million Americans already suffer from chronic kidney disease and another 20 million are at risk for kidney disease, which can ultimately result in kidney failure; and

**Whereas**, current statistics show that six percent of the U.S. population has diabetes, the number one cause of kidney disease; and one out of four Americans has high blood pressure, the second leading cause; and

**Whereas**, more than 42,000 Californians suffer from End Stage Renal Disease, the most severe form of kidney disease, requiring lifesaving dialysis treatments; access to high quality dialysis care helps patients continue to live full and active lives with friends, family and the community; and

**Whereas**, diseases of the kidneys can be largely avoided and/or managed with the proper education - learning about the prevention of kidney disease and prolonging kidney function; and

**Whereas**, it is appropriate to recognize the value of kidney health awareness, patients who live with the condition, and the caregivers who provide daily, quality dialysis care and support; and

**Whereas**, it is important to recognize The Kidney TRUST and community leaders; these community leaders have come together to plan outreach so the residents of our city can be empowered with the knowledge of ways to keep their families and friends communities healthy,

**Now, Therefore**, I, Jesus Gamboa, Mayor of the City of Visalia, do hereby proclaim September 28 – October 5, 2008, as "Kidney Awareness Week" in the City of Visalia.,

**Dated:** September 15, 2008

*Jesus J. Gamboa*

**Jesus Gamboa, Mayor**



# ACTION

## PLANNING COMMISSION AGENDA

CHAIRPERSON:  
Vincent Salinas



VICE CHAIRPERSON:  
Lawrence Segrue

COMMISSIONERS PRESENT: Vincent Salinas, Larry Segrue, Terese Lane, Roland Soltesz

MONDAY SEPTEMBER 8, 2008; 7:00 P.M., CITY HALL WEST, 707 WEST ACEQUIA, VISALIA CA

- |   |  |
|---|--|
| 7:00 TO 7:00  | 1. THE PLEDGE OF ALLEGIANCE  |
| 7:00 TO 7:01<br>No one spoke  | 2. CITIZEN'S REQUESTS - The Commission requests that a 5-minute time limit be observed for requests. Please note that issues raised under Citizen's Requests are informational only and the Commission will not take action at this time.  |
| 7:01 TO 7:01<br>No comments   | 3. CITY PLANNER AGENDA COMMENTS –  |
| 7:01 TO 7:01<br>No changes  | 4. CHANGES TO THE AGENDA –   |
| 7:01 TO 7:01<br>Consent Calendar was approved (Segrue, Lane) 5-0  | 5. CONSENT CALENDAR – All items under the consent calendar are to be considered routine and will be enacted by one motion. For any discussion of an item on the consent calendar, it will be removed at the request of the Commission and made a part of the regular agenda. <ul style="list-style-type: none"> <li>• Time Extension for Luisi Ranch Tentative Subdivision Map 5481</li> </ul> |
| 7:01 TO 7:58<br>Approved with church shared parking agreement.<br>(Peck, Segrue) 4-1<br>Salinas voted no<br><br>Open: 7:16<br>Close: 7:38 | 6. PUBLIC HEARING– Presented by Andrew Chamberlain<br><br>Conditional Use Permit No. 2008-30: A request by Visalia Imperial LLC to develop a government office building in the Commercial Shopping Office zone for the Social Security Administration with shared parking. The site is approximately 0.74 acres, located at 1905 East Noble Avenue. (APN: 100-040-005, 100-040-018)            |
| 7:58 TO 8:09<br><br>Approved as recommended (Segrue, Peck) 5-0  | 7. PUBLIC HEARING – Presented by Andrew Chamberlain, continued from August 25, 2008<br><br>Sequoia Heights No. 2 Tentative Subdivision Map 5534: a request by Harry and Stella Pappas, Forrester, Webber & Associates LLC (Agent), to subdivide 4.66 acres into 20 lots, located west of Oak Avenue and Irma   |



Open: 8:03  
Close: 8:06

Street (APN 098-330-006)

Spoke:  
1. Randy Forester  
2. David Wendt

8:09 TO 8:21

Approved as  
recommended  
(Soltesz, Segrue) 5-0

Open: 8:11  
Close: 8:16

Spoke:  
1. Lyle Munch  
2. Harold & Carmen  
Hughes  
3. Norm Goldstrom

8:21 TO 8:30

8. PUBLIC HEARING –Teresa Nickell, presented by Andrew Chamberlain  
Conditional Use Permit No. 2008-31: is a request by Congregation B'nai David to amend Conditional Use Permit No. 1002 to allow a new 5,000 +/- sq. ft. religious school and multi-purpose facility on an existing church campus in the QP (Quasi-Public) zone. The site is located at 1039 South Chinowth Street (APN: 087-050-024)

9. DIRECTOR'S REPORT/PLANNING COMMISSION DISCUSSION:  
Assistant Director Fred Brusuelas informed Commissioners of the Planning Commission retreat set for October 4<sup>th</sup>, Commissioner Soltesz commented on Time Extensions requests.

The Planning Commission meeting may end no later than 11:00 P.M. Any unfinished business may be continued to a future date and time to be determined by the Commission at this meeting.  
The Planning Commission routinely visits the project sites listed on the agenda.

For the hearing impaired, if signing is desired, please call (559) 713-4359 twenty-four (24) hours in advance of the scheduled meeting time to request these services. For the visually impaired, if enlarged print or Braille copy is desired, please call (559) 713-4359 for this assistance in advance of the meeting and such services will be provided as soon as possible following the meeting.

**THE NEXT REGULAR MEETING WILL BE HELD ON MONDAY, SEPTEMBER 22, 2008  
CITY HALL COUNCIL CHAMBERS, 707 WEST ACEQUIA**

8:30 To 8:30

Motion to Adjourn (Peck, Segrue) 5-0

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 6a

**Agenda Item Wording:** Authorization to enter into a new agreement (fourth) between the Community Redevelopment Agency of the City of Visalia and Habitat for Humanity of Tulare County, for use of Redevelopment Agency Low/Mod Housing Set-Aside funds, to provide for a loan up to three hundred thousand dollars (\$300,000) for acquisition and pre-construction costs for affordable housing.

**Deadline for Action:** September 15, 2008

**Submitting Department:** Housing and Economic Development Department

**Contact Name and Phone Number:**

Ricardo Noguera, Housing & Economic Development Director (x 4190); Rhonda Haynes, Housing Specialist (X4460)

**Department Recommendation and Summary:** Staff recommends that the Agency Board authorize the Executive Director to enter into a new (fourth) agreement with Habitat for Humanity of Tulare County, for a grant, (with conditions) in the amount up to three-hundred thousand dollars (\$300,000) utilizing Redevelopment Agency Low/Mod Housing Set-Aside funds to:

1. purchase existing single-family homes to rehabilitate for very-low and low income families; and
2. purchase new lots to construct affordable housing for very low and low income families, including title and closing costs; and
3. utilize for predevelopment (soft costs) of acquired properties, such as necessary engineering, building permit fees, surveys, and architectural drawings.

Habitat for Humanity has requested in the attached letter (Attachment "A") that the City extend a fourth loan to obtain building permits for six (6) units, completing environmental review, engineering and installation of infrastructure on 1029 West Goshen Avenue and have funds available to purchase land for the development of affordable housing. Previous year funding assisted with the purchase of 1029 Goshen Avenue site in 2006; pay for architecture fees, parcel map application and recording fees, in addition to many other site acquisitions and predevelopment costs as listed in Table I included in this report.

These funds are derived from the 07/08 and 08/09 Central Redevelopment Low/Mod Set Aside funds. The Agency has set aside a line item for infill projects with Habitat for Humanity, which is fulfilling the requirements of the Agency's Redevelopment Plan. In addition to the conditional grant agreement request for Habitat for Humanity, other redevelopment funds were allocated to

**For action by:**

- City Council
- Redev. Agency Bd.
- Cap. Impr. Corp.
- VPFA

**For placement on which agenda:**

- Work Session
- Closed Session

**Regular Session:**

- Consent Calendar
- Regular Item
- Public Hearing

Est. Time (Min.): 5

**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 affected Finance or City Attorney Review.



the Paradise & Court Project, Encina Triplex, Property acquisitions, Mill Creek Parkway, Bond Debt repayments and operating costs to support affordable housing development in various locations in the City.

The Redevelopment funds would be provided to Habitat as a grant with conditions that they utilize these funds to acquire properties, pay for title fees, closing costs, building permit, architectural and engineering fees and other predevelopment costs for assisted homes to be occupied by families of extremely low, very low income for a period of forty-five (45) years. If the borrower does not comply with the requirements, and Habitat is unable to re-occupy with a qualifying family, the funds must be re-paid in full to the City.

The \$300,000 Loan Agreement with Habitat will not be a revolving loan fund account meaning additional funds are not automatically available to Habitat annually for additional land acquisitions. Habitat can submit a request for additional funds in future years, to purchase additional properties for families; however, the City cannot guarantee that additional funds will be made available due to housing funding availability.

Lots and dwellings purchased by Habitat, subject to this agreement, will be used for development of affordable housing. By providing funds to Habitat for Humanity, the City continues its efforts in developing and preserving affordable housing for very-low income homebuyers.

When these funds are utilized to purchase properties, the constructed unit must remain available at affordable housing costs and occupied by families of extremely low, very low income for a period of forty-five (45) years. The Deed of Trust, Note and Affordability Covenant will contain a provision that the loan is forgivable (a grant) at the expiration of the 45 year affordability covenant subject to Habitat's Resale Agreement which includes a right of first refusal to Habitat or Agency upon owner's sale of the property.

If the owner ceases to comply with the covenants contained in the security documents, the funds granted become immediately due and payable to the Agency pursuant to the terms of the security documents unless the obligations contained therein are assumed by a qualified new homebuyer/family.

**Background:**

Habitat for Humanity has requested in the attached letter (Attachment "A") that the City extend a fourth loan to Habitat for Humanity to construct six (6) units by obtaining building permits, completing engineering and installation of infrastructure on 1029 West Goshen Avenue and develop affordable housing (see attached letter from Habitat's Executive Director, Betsy Murphy). The Community Redevelopment Agency has been providing the City's HOME Funds (Home Investment Partnership Funds) and Redevelopment Low/Mod Housing Set-Aside Funds to Habitat for Humanity since 1995. Recent transactions since 2003 are shown below in Table I. A map is included (Attachment "B") identifying the location of these properties, along with photo's of a few of their homes constructed (Attachment "C").

<b>Table I</b>			
<b>Habitat for Humanity</b>			
<b><i>Date to City Council</i></b>	<b><i>Amount Authorized</i></b>	<b><i>Property Purchased</i></b>	<b><i>Project Costs include:</i></b>
December 15, 2003	\$ 100,000.00	611 North Locust	Acquisition; Environmental Review; Lot clearance, Building Permits; Lot Development & Conditional Use Permit
		221 East Houston	Acquisition; Environmental Review
		1610 North Court	Lot Preparation; Closing Costs
		1614 North Court	Lot Preparation; Closing Costs
		Encina Subdivision (now known as Summers Street)	Architectural (draftsman)services; working drawings and proposed Site Plan
November 1, 2004	\$ 100,000.00	822-A West Harold	Acquisition; Lot split; Environmental Review; Conditional Use Permit; Final Parcel Map
		822-B West Harold	Acquisition; Lot split; Environmental Review; Conditional Use Permit; Final Parcel Map
		221 East Houston	Building Permit; Photovoltaic System; Concrete work
		1029 West Goshen	Escrow- Good Faith Money's
March 20, 2006	\$ 100,000.00	Encina Subdivision (now known as Summers Street)1631 N Encina	Acquisition; Title and Escrow fees (divided into 4 lots)
		822 West Harold	Building Permit
		1029 West Goshen	Escrow final purchase costs; Architect Fees; Recorded Parcel Map
December 6, 2006	\$ 300,000.00	Encina Subdivision (now known as Summers Street)1631 N Encina	See Below; individual building permits
		*1636 North Summers	Building Permit
		*1633 North Summers	Building Permit
		*1627 North Summers	Building Permit

Habitat for Humanity has a successful track record of providing homeownership opportunities in the City of Visalia to very-low income families through Habitat's construction/ownership program. Habitat enlists the future owner and community volunteers to construct the homes. Families must be willing to partner with Habitat, contributing 500 hours of "sweat equity" working on their own homes and other Habitat projects.

Habitat for Humanity continues to seek new sites. When Habitat's "Site Selection Committee" locates a site, time is of the essence. In the past, the City has contributed funds to purchase these sites on a case-by-case basis. This past practice made the purchase and development process more difficult for Habitat to obtain good sites. With the proposed agreement in place, Habitat for Humanity will be able to purchase property expeditiously. Habitat for Humanity must construct single-family clean, safe, affordable units for low and very-low income persons within five years from the close of escrow. Habitat may also construct (1 to 4 unit) ownership dwellings to allow a planned residential development of single family units on each parcel. Habitat for Humanity has been exploring the purchase of existing single family units to rehabilitate and provide ownership opportunities to families of low- and very low income. Some of these homes consist of foreclosures, and vacant properties with service violations. Acquisition of such homes after rehabilitation serves to revitalize the surrounding neighborhood.



In addition to land purchasing, these funds can be used for:

- Pre-Construction activities including surveys, plan preparation, and entitlements
- Costs including escrow fees, building permit fees, Phase I environmental review (if acquired), title and impact fees

This agreement allows the funds to be withdrawn from a special loan account in an expedited manner. Approximately fifteen (15) days prior to obtaining funding approval, or as soon as property is identified, Habitat will provide a written request to the City of Visalia Housing and Economic Development Department. The request will include the following:

- Purchase Price
- Property Description: Parcel Number, physical address, zoning, photos, existing uses, if existing dwelling square footage, in addition to the zoning and uses of properties surrounding the subject site.
- At the Agency's discretion, Habitat may submit local market comparable sales data supporting the purchase price in lieu of providing an appraisal.
- Prior to the closing of escrow of the property, at a minimum, a Phase I environmental clearance must be conducted for pre-development sites. A copy of the results must be provided to the City.

The City will inspect and approve the purchase of the property PRIOR to purchase by Habitat. If City determines that the purchase is too high or the property has too many physical challenges, the City may opt to deny funding support for the purchase of the property.

Thereafter, thirty (30) days prior to the closing of escrow, or as soon as a purchase agreement is signed, Habitat will provide a second written request to the City of Visalia Housing and Economic Development Department. The request will identify the property, contact information regarding the property, Title Company, copy of appraisal, environmental clearance (Phase I). With these requirements, the Housing and Economic Development Department will make every effort to review the request and make the funds available within fifteen (15) calendar days of receipt of the request, noting that appraisals some times take longer than thirty (30) days to complete. An appraisal may not be necessary if the local market comps are current and provide an accurate account of the property value.

As previously indicated, Habitat for Humanity, prior to conveying the property will obtain a promissory note, deed of trust, and insurance. Upon constructing a home, Habitat will transfer the ownership and liens to a qualified family and an affordability agreement will be recorded. These security documents will name the Agency as the secured party, payee, and/or beneficiary. The security documents will contain a provision that the loan is forgivable at the expiration of the forty-five (45) year affordability covenant. During such time, if the owner ceases to comply with the covenants contained in the security documents, the loan shall become immediately due and payable to the Agency, pursuant to the terms of the security documents, unless the obligations are assumed by a qualified transferee.

Staff will evaluate Habitat's request for funding and bring each request with the next year's budget cycle.

**Prior Council/Board Actions:** Prior action on December 15, 2003, approval for use of Redevelopment Low/Mod Housing Set-Aside Funds as a loan account administered by City's Finance Department with a balance of up to one hundred thousand dollars (\$100,000) for a one-year period, to acquire land for the construction of affordable homes.

Prior action on November 1, 2004 for approval for use of Redevelopment Low/Mod Housing Set-Aside Funds as a loan account administered by City's Finance Department with a balance of up to one hundred thousand dollars (\$100,000) for a one-year period, to acquire land for the construction of affordable homes.

Prior action on March 20, 2006, for approval of use of Redevelopment Low/Mod Housing Set-Aside funds as a loan account administered by City's Finance Department with a balance of up to one hundred thousand dollars (\$100,000) for a one-year period, to acquire land for the construction of affordable homes.

Prior action on December 6, 2006 for approval for use of Redevelopment Low/Mod Housing Set-Aside Funds as a loan account with a balance of three-hundred (\$300,000) for the acquisition of the Encina Development, now known as Summers Street Development, to construct affordable homes.

**Committee/Commission Review and Actions:** None

**Alternatives:** None recommended

**Attachments:** Attachment "A": Habitat for Humanity Letter dated April 14, 2008  
Attachment "B"- Map- location of Habitat's recent property transactions  
Attachment "C"- Photos of Habitat for Humanity construction (homes)  
Attachment "D"- Draft Loan Agreement

**City Manager Recommendation:**

**Recommended Motion (and Alternative Motions if expected):** I move that the Agency Board authorize the Executive Director to enter into a fourth agreement with Habitat for Humanity of Tulare County, for a grant (with conditions) in the amount up to three- hundred thousand dollars (\$300,000) utilizing Redevelopment Agency Low/Mod Housing Set-Aside funds to:

- 1) purchase existing single family homes to rehabilitate for very-low and low income families; and
- 2) purchase new lots to construct affordable housing for very low and low income families, including title and closing costs; and
- 3) utilize for predevelopment (soft costs) of acquired properties, such as necessary engineering, building permit fees, surveys, and architectural drawings for affordable housing.

***Financial Impact***

**Funding Source:**

Account Number: 1932-670051-65609

**Budget Recap:**

Total Estimated cost: \$300,000	New Revenue:	\$
Amount Budgeted: \$300,000	Lost Revenue:	\$
New funding required:\$	New Personnel:	\$
Council Policy Change: Yes___	No__X__	



Copies of this report have been provided to:

***Environmental Assessment Status***

**CEQA Review:**

Required? Yes  No

Review and Action: Prior:

Required: for land purchase

**NEPA Review:** NEPA is not required for use of Redevelopment

Required? Yes  No

Review and Action: Prior:

Required:

**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)*  
*Final Loan Agreement to be signed by all interested parties*

Attachment "A"  
Letter



*Building  
houses,  
building  
hope* April 14, 2008

Ricardo Noguera  
City of Visalia  
315 E. Acequia  
Visalia, CA 93291

Re: Request for renewal of funding for Habitat for Humanity

Dear Ricardo,

Habitat for Humanity is most appreciative of the loan fund the City of Visalia provides to help us acquire land and install infrastructure for the houses we build. Thanks to this fund, this past year we were able to:

- Purchase 4 lots on Summers Street.
- Purchase land on Goshen Ave. for our first tri-plex
- Hire and pay an architect for the tri-plex
- Clear the lots in preparation for building
- Pay the engineering costs to divide the Goshen Ave. property
- Obtain building permits for 2 houses
- Install a photovoltaic system on our Green Build House

We are requesting that the loan fund be renewed for \$300,000. We will use the money to complete the engineering necessary on the Goshen Ave. property; obtain building permits for 6 units; get environmental reviews for Goshen Ave.; install infrastructure on Goshen Ave; and acquire property on which to build in 2008-2009.

The Board of Directors and staff of Habitat for Humanity of Tulare County applaud the City of Visalia for sharing our vision that every man, woman, and child in Tulare County will have a decent affordable place to live.

Sincerely,

A handwritten signature in blue ink that reads "Betsy Murphy".

Betsy Murphy, Executive Director  
Habitat for Humanity of Tulare County

PO Box 848  
Visalia, CA 93279-0848  
(559) 734-4040  
[www.hfhvisalia.org](http://www.hfhvisalia.org)





Attachment "C"  
Photo of 822 Harold Street Property



1029 Houston Avenue





Attachment "D"- Draft Loan Agreement

Draft Loan Agreement to follow

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7d

**Agenda Item Wording:** Award contract for the construction of the new Soroptimist Neighborhood Park in northwest Visalia (Linwood & Prospect) for the bid amount of \$633,680.53 to Sierra Range Construction of Visalia in accordance with bid specifications of RFB 07-08-59.

**Deadline for Action:** September 15, 2008

**Submitting Department:** Parks and Recreation Department

**Contact Name and Phone Number:**

Vincent Elizondo, Director of Parks & Recreation, 713-4367

**Department Recommendation:**

City staff recommends that Sierra Range Construction of Visalia, CA. be awarded a contract for the construction of Soroptimist Park in northwest Visalia (Linwood & Prospect) for the bid amount of \$633,680.53 in accordance with bid specifications of RFB 07-08-59.

**Background:**

As part of the City's 2007-08 budget, the City Council authorized a major capital improvement park project for the future Soroptimist Park in the amount of \$853,212.00. An additional \$350,000 was added as part of the 2008-09 budget, for a grand total of \$1,203,212. The funding source for the project is park development impact fees (Fund 1211). The project account number is 1211-00000-720000-9598.

The project will involve site grading; the installation of an automated irrigation system and water conserving landscaping; special play surfaces; specialty concrete; playground equipment; electrical work; a small picnic shelter; and site furnishings. Sierra Range along with several subcontractors will complete the work. The park is 4.5 acres in size.

On July 24<sup>th</sup> and July 29<sup>th</sup> 2008, bids were solicited by advertising in the Visalia Times Delta and by mailing bid notices to contractors. In addition, the bid was also posted on Bid-Net. Bids for

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1

**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 affected Finance or City Attorney Review.



the Soroptimist Park project were received on August 22, 2008. Eleven (11) bidders participated in the process and the bids were very competitive (see Exhibit A). The engineer's estimate provided by our design consultant, RHAA of Mill Valley was \$898,063. The low bid of \$633,680.53 provided by Sierra Range was nearly \$265,000 (or 30%) below the engineer's estimate. As you can see, the bids were very competitive, and the current economy has created a good bidding climate for this sector of the building community.

It was stipulated in the bidding instructions that the contract award would be based on the lowest base bid. Therefore, Sierra Range Construction is the lowest qualified bidder with a low base bid of \$633,680.53.

Additional expenses related to this project are estimated below:

Property Acquisition (Cal Water ¼ acre)	\$120,000
Design Fees	\$ 73,122
Project Management	\$ 16,000
Survey Services (In-House)	\$ 4,000
Fees & Permits	\$ 8,500
Inspection Services	\$ 10,000
Project Contingency	<u>\$ 60,000</u>
Total Additional Project Expenses	\$291,000

Since the original amount of funds allocated for this project as part of the City's budget was \$1,203,212, there should be sufficient funding to complete all aspects of this project.

The Project Manager for the City has contacted three references for Sierra Range Construction. All references were very positive about the work performed by Sierra Range Construction on their specific projects.

We anticipate this project to be completed by the summer of 2009.

**Attachments:**

Bid Summary Sheet  
Project Site Plan

**Recommended Motion (and Alternative Motions if expected):**

City staff recommends that Sierra Range Construction of Visalia, CA be awarded a contract for the Soroptimist Park development project for the total bid amount of \$633,680.53.

***Environmental Assessment Status***

**CEQA Review:**

**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)*

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7e

**Agenda Item Wording:** Authorization for the Mayor to sign an amended and restated employment agreement between the City of Visalia and Steven M. Salomon, City Manager, effective July 1, 2008.

**Deadline for Action:**

**Submitting Department:** Administration

**Contact Name and Phone Number:** Janice Avila, Human Resources Manager

**Department Recommendation:**

Authorize Mayor, Jesus Gamboa, to execute an amended and restated employment agreement between the City of Visalia and City Manager, Steven M. Salomon, effective July 1, 2008.

**Summary/background:**

The Visalia City Council has met with the City Manager and conducted his annual performance evaluation. Council has also agreed to amend and restate the employment agreement with Steven M. Salomon effective July 1, 2008.

The new agreement remains virtually the same as the prior agreement dated July 1, 2006, with the exception of a salary adjustment. The new agreement calls for a 4% salary adjustment effective with the pay period that includes July 1, 2008 and a 4% salary increase with the pay period that includes July 1, 2009. This increase is the same as provided for the Department Head Group and other unrepresented confidential employees, in addition to the miscellaneous Managers, Supervisors and Professionals group.

**Prior Council/Board Actions:** The City Council met with the City Manager in closed session on August , 2008, conducted his annual evaluation and discussed agreement terms.

**Committee/Commission Review and Actions:**

**Alternatives:**

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): \_\_\_

**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 affected Finance or City Attorney Review.



**Attachments:** Amended and Restated Employment Agreement Between the City of Visalia and Steven M. Salomon.

**Recommended Motion (and Alternative Motions if expected):** I move to authorize the Mayor to execute an amended and restated agreement between the City of Visalia and Steven M. Salomon, City Manager, effective July 1, 2008.

***Environmental Assessment Status***

**CEQA Review:**

**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:

**AMENDED AND RESTATED  
EMPLOYMENT AGREEMENT**

**AN AGREEMENT MADE AND ENTERED INTO BY AND BETWEEN  
THE CITY OF VISALIA, CALIFORNIA, AND STEVEN M. SALOMON**

---

WHEREAS, the City Council (the "Council") of the City of Visalia (the "City") desires to continue to employ the services of, and appoint as City Manager for the City, Steven M. Salomon (the "Manager"), all in accordance with Article IV and Article VI of the Charter of the City of Visalia (the "Charter"); and

WHEREAS, it is the desire of the Council to:

1. Secure and retain the services of the Manager and provide inducement for him to remain in such employment;
2. Provide for a clear and well-defined relationship between Manager and Council;
3. Make possible full work productivity by assuring the Manager's morale and peace of mind with respect to his family's fiscal security; and
4. Provide a just means for terminating Manager's services at such time as he may be unable to fully discharge his duties or when the City may desire to otherwise terminate his employment and appointment;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, Council and Manager agree as follows:

**SECTION 1. EMPLOYMENT AND TERM OF SERVICE**

Council agrees to continue to employ Steven M. Salomon as City Manager to perform the functions and duties specified in the City Charter, and to perform such other legally permissible and proper duties and functions as the Council shall from time to time assign. The Manager shall serve for an indefinite term at the will of the Council and may have his services terminated by a vote of the Council in accordance with provisions in the Charter and this Agreement.

**SECTION 2. COMPENSATION**

The Council shall periodically establish the Manager's compensation (including salary and other benefits). The City agrees to increase the Manager's compensation in such amounts and to such extent as the Council may determine that it is desirable to do so on the basis of period reviews. Effective the first pay period including July 1, 2008, Manager's salary shall be \$181,334 per year. Effective the first pay period including July 1, 2009, Manager's salary shall be \$188,588 per year. Compensation to the Manager shall be paid bi-weekly in the same manner as other employees of the City are paid.

### **SECTION 3. SUPPLEMENTAL BENEFITS**

All provisions of the Charter, City's Ordinance Code, and City's Personnel Policy Guidelines, relating to vacation, administrative leave for exempt employees, sick leave, retirement and pension system contributions, holidays and other fringe benefits, available to City Department Heads (the "Standard City Benefits"), shall be applicable to the Manager, except as may otherwise be provided in this Agreement.

In addition to the Standard City Benefits, Council agrees to provide the following supplemental benefits to Manager:

A. Vacation Leave. Manager, having been employed for other governmental agencies, shall receive years-of-service credit for purposes of determining Manager's accrual of annual vacation benefits. Manager shall accrue vacation at the rate of 160 hours per year. This accrual rate for vacation benefits recognizes Manager's prior service with other governmental agencies at no less than 16 years of service in the public sector.

B. Administrative Leave. Notwithstanding the limitation of hours of administrative leave for exempt employees as provided in the Standard City Benefits Manager shall be entitled to fourteen (14) days of administrative leave each calendar year. The amount available to Manager for any partial calendar year of service shall be prorated. Nothing herein shall be construed to change City's policies for the use or loss of administrative leave at the end of each calendar year, i.e., only a maximum of twenty-four (24) hours of administrative leave may be carried over from one calendar year to the next, and there is no "buy-back" of administrative leave upon separation of service.

C. Term Life Insurance. City shall provide Manager a policy of term life insurance in an amount, which is double his annual salary as defined in Section 2, above, to be adjusted to the amount of salary paid to Manager, from time to time. Manager shall name the beneficiary of the policy of insurance. City may purchase a commercial policy of term life insurance or provide such coverage through any other source available to it, including through its risk management joint pooling arrangement, at City's sole discretion.

D. Deferred Compensation. City shall continue to pay the amount of \$1,708.35 monthly (which is one-twelfth of the annual amount of \$20,500), toward deferred compensation for the account of Manager. The amount paid shall be adjusted annually on January 1<sup>st</sup> by the percentage change in salary provided the previous July. In no event shall the City contribution exceed the maximum permitted by law. Deferred compensation may be through ICMA or as may otherwise be agreed by Council and the Manager. Payment of the annual deferred compensation shall be made pro-rata on each payroll date.

E. PERS (California Public Employees Retirement System). The City will maintain, in effect, the 3% @ 60 PERS Miscellaneous Retirement Program for the Manager. The Manager will pay 2% of the employee contribution rate and the City will pay 6% of the employee contribution rate.



F. Sabbatical. Once every five years that Manager is employed by City, Manager is eligible to take a sabbatical leave, pursuant to rights provided in this Agreement. Manager may take one sabbatical every five years. The sabbatical may not exceed thirty calendar days. The sabbatical shall be for the purpose of professional development and/or training which will inure to the benefit of City. To request sabbatical leave, Manager shall make a written proposal to City's Mayor (or, in the Mayor's absence, to the Vice-Mayor) describing the purpose, beginning and ending date, expected benefits of the sabbatical, and any related costs and/or expenses Manager requests City to cover. City's Mayor (or, in the Mayor's absence, the Vice-Mayor,) may approve or deny Manager's proposal, or any part thereof. If the sabbatical is approved, Manager shall be paid his regular compensation during the sabbatical as described in Section 2 and earn, at the regular accrual rate, benefits described in Section 3. Manager shall not be entitled to compensation for any unused sabbatical upon either voluntary or involuntary termination.

#### **SECTION 4. ADDITIONAL BENEFITS**

In addition to other benefits set forth herein and those set forth in the Charter, City's Ordinance Code, and City's Personnel Guidelines, Manager shall be entitled to the following:

- City shall supply Manager with a car to be used for business purposes.
- City shall pay for Manager's membership in professional organizations related to his duties as City Manager including, but not limited to: the California Redevelopment Association; the International City Managers Association; and the American Society of Public Administrators.

#### **SECTION 5. ANNUAL PERFORMANCE AND OBJECTIVES REVIEW**

In order to maintain a clear and well-defined relationship between Council and Manager, Council and Manager will endeavor to annually review Manager's performance and set goals and objectives for the City and for Manager. To that end the parties agree to the following guidelines:

- A. Each year, on a mutually acceptable date, Council and Manager shall define such goals and performance objectives which they shall determine to be necessary for the proper operation of the City and for the attainment of the Council's policy objectives, and shall further establish relative priority among these goals and objectives, within the limits specified by the annual operating and capital budgets. Such goals and objectives shall be recorded in writing.
- B. The Council shall review and evaluate the performance of Manager at least once each year, on a mutually acceptable date. Said review and evaluation shall be in accordance with specific criteria developed by the Council, with Manager's input, including, but not limited to, those specific goals and performance objectives previously established. Such criteria may be added to or deleted as Council may determine from time to time in consultation with Manager. Further, the Mayor shall provide the Manager with a specific summary written statement of the findings of the Council and provide adequate opportunity for Manager to discuss the evaluation with the Council.

## **SECTION 6. VOLUNTARY AND INVOLUNTARY TERMINATION**

The Council has the absolute right to terminate the services of Manager at any time, subject to the following provisions:

A. Involuntary Termination. In the event that Manager is involuntarily terminated by the Council, City agrees to pay Manager severance compensation as follows:

1. Severance compensation shall be the equivalent of one (1) year total annual financial compensation (i.e. annual salary and deferred compensation, combined) at the rates specified in Sections 2 and 3, E above.

B. Voluntary Termination. In the event that Manager voluntarily terminates his employment with the City, then, in that event, he shall give the City six (6) weeks notice in writing in advance of his intention to resign unless mutually agreed upon otherwise. Manager shall not be entitled to severance compensation in the event of a voluntary resignation.

C. Involuntary Termination Defined. The term, "involuntary termination," as used in this Agreement, shall mean discharge or dismissal by the Council, or Manager's resignation following a salary reduction or other financial benefits reduction greater in percentage than an across-the-board reduction for all employees of the City, or Manager's resignation following a suggestion, whether formal or informal, to him by the Council that he resign. The suggestion of any one Council Member, without support of a majority of the Council, shall not be construed as a suggestion of resignation.

In addition to any sum due under subparagraphs A or B, Manager shall be paid any monies which would be due to a City employee upon termination of employment with the City, and shall be paid through the date of separation for actual services rendered.

Notwithstanding the foregoing, Manager shall not be entitled to severance compensation in the event of involuntary termination following any conviction of any illegal act, or if found to have violated State or Federal law, or if he admits to the commission of an illegal act involving moral turpitude, personal gain to him, or knowing and intentional violation of City's conflict of interest code.

## **SECTION 7. GENERAL PROVISIONS**

A. This effective date of this Agreement shall be July 1, 2008.

B. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or any portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the Council of the City of Visalia, California, has authorized this Agreement to be signed and executed this 15<sup>th</sup> day of September, 2008.

ATTEST:

\_\_\_\_\_  
Leslie Caviglia, Chief Deputy  
City Clerk

\_\_\_\_\_  
Jesus Gamboa, Mayor  
City of Visalia

Approved as to Form:

\_\_\_\_\_  
Alex M. Peltzer, City Attorney

APPROVED AND ACCEPTED:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Steven M. Salomon, City Manager



**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7f

**Agenda Item Wording:** Authorization to bid the public improvements for Murray Avenue Parking Lot between Bridge Street and Santa Fe Street without the requirement for the payment of prevailing wages pursuant to Resolution No. 83-02. Project No. 6111-00000-720000-0-9695

**Deadline for Action:** None

**Submitting Department:** Community Development/Engineering Division

**Contact Name and Phone Number:**

Chris Young 713-4392  
Adam Ennis 713-4323  
Greg Dais 713-4164

**Department Recommendation:** Staff is recommending that the City Council authorize this project to be bid without the requirement for the payment of prevailing wages pursuant to Resolution No. 83-02.

**Summary/background:** The City purchased this property (located on the south side of Murray Avenue between Burke Street and Santa Fe Street) on June 20, 2006. The existing house was removed in March of 2007. The project will consist of constructing a parking lot on this vacant lot (see attached vicinity map). The parking lot construction will add eighteen standard parking stalls, three compact stalls and one handicap accessible stall. Construction involves clearing the vacant parcel, relocating/reconstructing an existing wood fence along the west property line, constructing a concrete block wall along the east property line and installing the parking lot improvements (paving, landscaping, lighting, striping, curbing, etc.).

This project will provide public parking that will supplement the on-street parking in the area. The Family Health Care, Delta Nursing & Rehabilitation Center, Buckman-Mitchell Building and Mission Care Group Facilities are in the immediate area.

The City Council is empowered to authorize the construction of capital improvement projects without the requirement of paying prevailing wage if only locally generated funds are used to pay for the project. In this case, the City will use locally generated Parking In-Lieu funds to finance the project.

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 5

**Review:**

**Dept. Head** \_\_\_\_\_  
(Initials & date required)

**Finance** N/A  
**City Atty** N/A  
(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 affected Finance or City Attorney Review.

**Prior Council/Board Actions:** None

**Committee/Commission Review and Actions:** None

**Alternatives:** Require the contract to be advertised as a prevailing wage project.

**Attachments:** Vicinity Map

**Recommended Motion (and Alternative Motions if expected):**

Move that City Council authorize city staff to advertise this project without the requirement of paying prevailing wage rates pursuant to Resolution No. 83-02. Project No. 6111-00000-720000-0-9695.

***Environmental Assessment Status***

**CEQA Review:** Categorical Exemption completed

**NEPA Review:** Not required

**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:

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7g

**Agenda Item Wording:** Requesting authorization to file a Notice of Completion for Riverbend Village Unit 6, containing 17 lots. This subdivision is located just north of Modoc Ditch, west of Bridge Street.

**Deadline for Action:** None

**Submitting Department:** Community Development/Engineering Division

**Contact Name and Phone Number:**

Chris Young, Assistant Community Dev. Director - 713-4392  
Ed Juarez, Senior Inspector - 713-4446

**Department Recommendation:**

City staff recommends that City Council give authorization to file a Notice of Completion for the Riverbend Village Unit 6 Subdivision. All of the necessary improvements for this subdivision have been completed and are ready for acceptance by the City of Visalia. The subdivision was developed by Bridgecourt Development, LLC. They have submitted a maintenance bond in the amount of \$35,261.17 as required by the Subdivision Map Act which guarantees the improvements against defects for one year. The completed improvements include landscaping which will be maintained by: (1) the private development, (2) the City through Landscape and Lighting District No. 07-03.

**Summary/background:**

**Prior Council/Board Actions:** Final Map (and Landscape and Lighting District formation) recording was approved at Council meeting of January 16, 2007.

**Committee/Commission Review and Actions:** The tentative subdivision map for Riverbend Village Unit 6 was approved by Planning Commission on June 13, 2005.

**Alternatives:** N/A

**Attachments:** Disclosure statement  
Location/vicinity map

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1 Min.

**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 affected Finance or City Attorney Review.

**Recommended Motion (and Alternative Motions if expected):**

I move to authorize the filing of a Notice of Completion for Riverbend Village Unit 6.

***Environmental Assessment Status***

**CEQA Review:** Environmental finding completed for tentative subdivision map.

**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:



**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7h

**Agenda Item Wording:** Request authorization to file a Notice of Completion for Riverbend Village Unit 7. This subdivision contains 18 lots and is located just north of Modoc Ditch and east of Bridge Street.

**Deadline for Action:** None

**Submitting Department:** Community Development/Engineering Division

**Contact Name and Phone Number:**

Chris Young, Assistant Community Dev. Director - 713-4392  
Ed Juarez, Senior Inspector - 713-4446

**Department Recommendation:**

City staff recommends that City Council give authorization to file a Notice of Completion for the Riverbend Village Unit 7 Subdivision. All the necessary improvements for this subdivision have been completed and are ready for acceptance by the City of Visalia. The subdivision was developed by Bridgecourt Development, LLC. Bridgecourt Development, LLC has submitted a maintenance bond in the amount of \$18,547.45 as required by the Subdivision Map Act to guarantee the improvements against defects for one year. The completed improvements include landscaping which will be maintained by: (1) the private development, (2) the City through Landscape and Lighting District No. 07-03.

**Summary/background:**

**Prior Council/Board Actions:** Final Map (and Landscape and Lighting District formation) recording was approved at Council meeting of January 16, 2007.

**Committee/Commission Review and Actions:** The tentative subdivision map for Riverbend Village Unit 7 was approved by Planning Commission on June 13, 2005.

**Alternatives:** N/A

**Attachments:** Disclosure statement  
Location sketch/vicinity map.

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1 Min.

**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 affected Finance or City Attorney Review.

**Recommended Motion (and Alternative Motions if expected):**

I make a motion to authorize the filing of a Notice of Completion for Riverbend Village Unit 7.

***Environmental Assessment Status***

**CEQA Review:** Environmental finding completed for tentative subdivision map.

**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:

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7i

**Agenda Item Wording:** Request authorization from Council to file a Notice of Completion for Maddox @ Caldwell 5, Phase 4. The project consists of 16 lots and is located west of Ben Maddox Way and north of Monte Verde Avenue.

**Deadline for Action:** None

**Submitting Department:** Community Development/Engineering Division

**Contact Name and Phone Number:**

Chris Young, Assistant Community Dev. Director – 713-4392  
Ed Juarez – 713-4446

**Department Recommendation:**

City staff recommends that the City Council give authorization to file a Notice of Completion for the Maddox @ Caldwell 5, Phase 4 subdivision. All the necessary improvements for this subdivision have been completed and this subdivision is ready for acceptance by the City of Visalia. The subdivision was developed by Mark Hoffman General Engineering. Mark Hoffman General Engineering has submitted a maintenance bond in the amount of \$532.00 as required by the Subdivision Map Act to guarantee the improvements against defects for one year. The completed improvements include landscaping which will be maintained by the City through Landscape and Lighting District No. 05-10.

**Summary/background:**

**Prior Council/Board Actions:** Final Map and Landscape and Lighting District formation recording was approved at Council meeting of April 18, 2005.

**Committee/Commission Review and Actions:** The tentative subdivision map for Maddox @ Caldwell 5, Phase 4 was approved by Planning Commission on March 11, 2002.

**Alternatives:** N/A

**Attachments:** Disclosure statement  
Location sketch/vicinity map

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1 Min.

**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 affected Finance or City Attorney Review.

**Recommended Motion (and Alternative Motions if expected):**

I hereby authorize filing a Notice of Completion for Maddox @ Caldwell 5, Phase 4.

***Environmental Assessment Status***

**CEQA Review:** Environmental finding completed for tentative subdivision map.

**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:



**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7j

**Agenda Item Wording:** Request authorization to file a Notice of Completion for River Run Ranch Phase One, containing 26 lots, located east side of McAuliff Street between Houston Avenue and St. John's River.

**Deadline for Action:** None

**Submitting Department:** Community Development/Engineering Division

**Contact Name and Phone Number:**

Chris Young, Assistant Community Dev. Director – 713-4392  
Ed Juarez – 713-4446

**Department Recommendation:**

City staff recommends that City Council give authorization to file a Notice of Completion for the River Run Ranch Phase 1 Subdivision. All the necessary improvements for this subdivision have been completed and are ready for acceptance by the City of Visalia. The subdivision was developed by Mark Hoffman General Engineering. Mark Hoffman General Engineering has submitted a maintenance bond in the amount of \$27,098.00 as required by the Subdivision Map Act to guarantee the improvements against defects for one year. The completed improvements include landscaping which will be maintained by the City through Landscape and Lighting District No. 01-03.

**Summary/background:**

**Prior Council/Board Actions:** Final Map and Landscape and Lighting District formation recording was approved at Council meeting of December 3, 2001.

**Committee/Commission Review and Actions:** The tentative subdivision map for River Run Ranch, Phase One was approved by Planning Commission on August 27, 2001.

**Alternatives:** N/A

**Attachments:** Disclosure statement  
Location sketch/vicinity map.

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1 Min.

**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 affected Finance or City Attorney Review.

**Recommended Motion (and Alternative Motions if expected):**

I hereby authorize filing a Notice of Completion for River Run Ranch, Phase One.

***Environmental Assessment Status***

**CEQA Review:** Environmental finding completed for tentative subdivision map.

**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:

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7k

**Agenda Item Wording:** Authorization to record the final parcel map of Tentative Parcel Map 2006-17, located on the north side of Hurley Avenue, east of Plaza Drive in the Light Industrial Zone District. APN 081-010-088/089.

**Deadline for Action:** N/A

**Submitting Department:** Community Development/Engineering

**Contact Name and Phone Number:**

Chris Young, Assistant Community Dev. Director - 713-4392  
Adrian Rubalcaba - 713-4271

**Department Recommendation:** Staff recommends that City Council approve the recordation of the final parcel map of Tentative Parcel Map 2006-17 located on the north side of Hurley Avenue, east of Plaza Drive in the Light Industrial Zone District. APN 081-010-088/089.

**Summary/background:** The final parcel map is creating four parcels in the light industrial zone, developed by Diversified Development Group, Inc. Conditional Use Permit No. 2006-54 was approved by Planning Commission to allow an existing industrial development with three warehouse buildings and an onsite detention basin to have common onsite access without street access for all parcels. An easement for access purposes over North Mill Creek is being granted per this map as a condition of approval.

**Prior Council/Board Actions:** N/A

**Committee/Commission Review and Actions:** Tentative Parcel Map 2006-17 and Conditional Use Permit No. 2006-54 was approved by the Planning Commission on December 11, 2006.

**Alternatives:** N/A

**Attachments:** Location Map, Final Map, Ownership Disclosure, Exhibit A

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1

**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 affected Finance or City Attorney Review.

**Recommended Motion (and Alternative Motions if expected):**

"I move to authorize recordation of the final parcel map of Tentative Parcel Map 2006-17."

***Environmental Assessment Status***

**CEQA Review:**

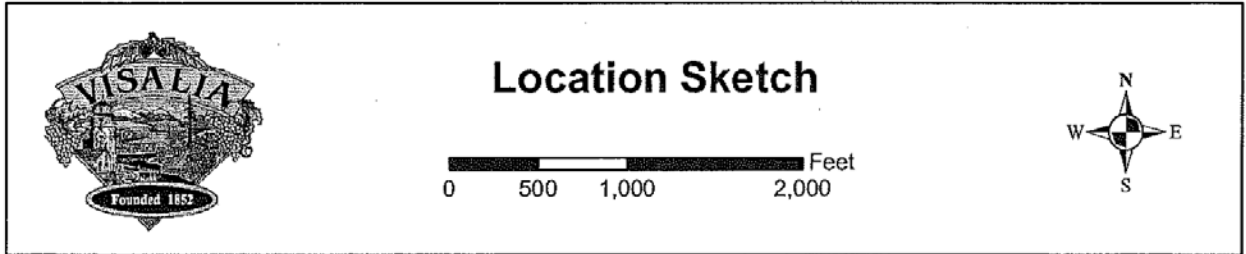
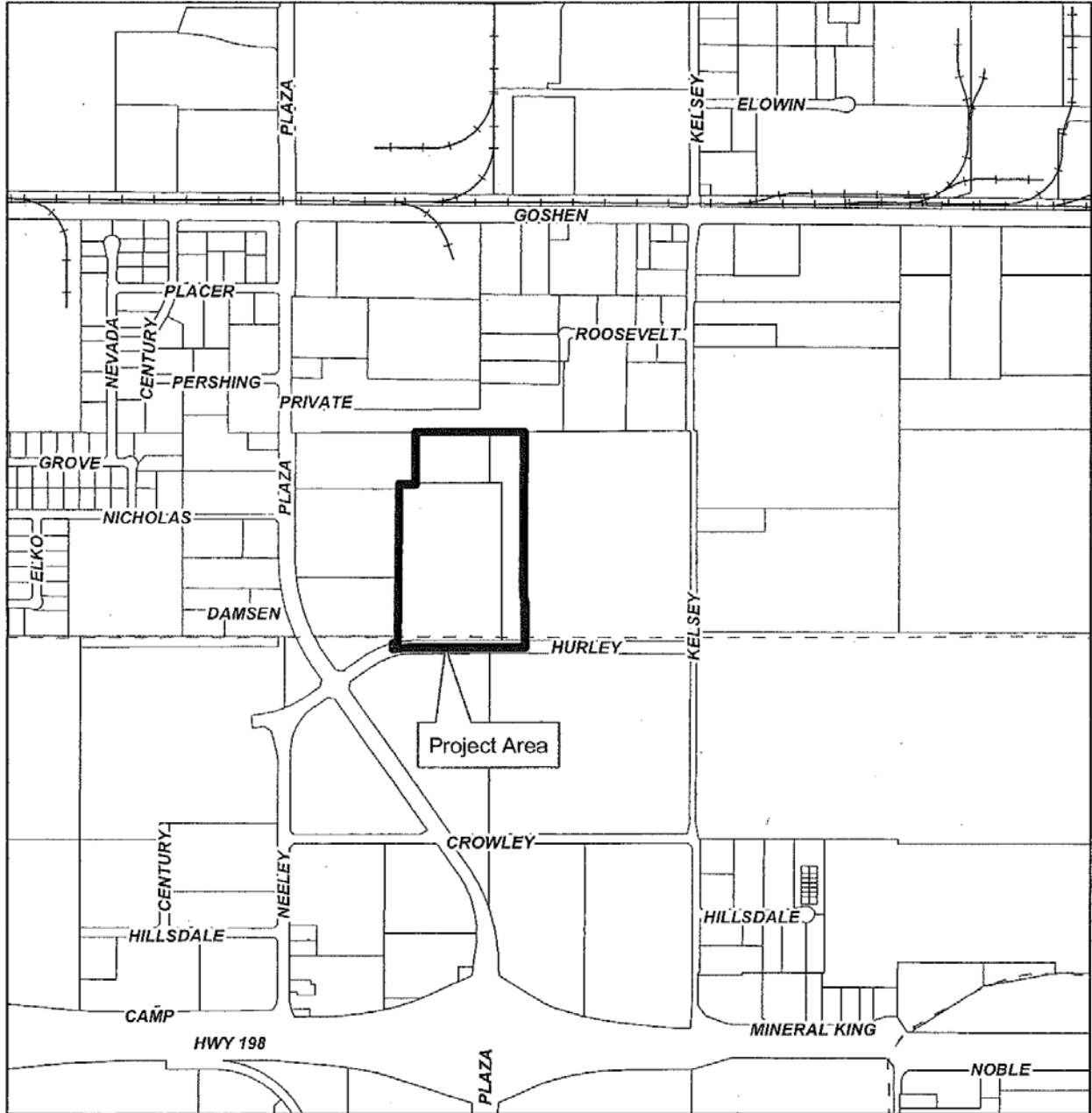
**NEPA Review:**

**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:

# Parcel Map No. 2006-17

Location: North side of Hurley Avenue, approximately 700 feet east of Plaza Drive (APN: 081-010-088, 089)







**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 71

**Agenda Item Wording:** Authorize the City's support for **Proposition 1A**, the Safe, Reliable High-Speed Passenger Train Bond Act, to be presented for voter's consideration at the November 4, 2008, general election.

**Deadline for Action:** N/A

**Submitting Department:** Administration

**Contact Name and Phone Number:** Mario Cifuentez,  
Airport Manager 713-4480

**Department Recommendation:**

Staff recommends that the City Council support **Proposition 1A**, the Safe, Reliable High-Speed Passenger Train Bond Act that will appear on the November 4, 2008 ballot. As part of this effort, the Mayor and staff will (1) undertake outreach to the community and region to inform citizens on the importance of high speed rail, (2) and work with nearby cities to present regional support at the October 1, 2008 High Speed Rail Authority meeting in Fresno for both Proposition 1A and a station location in the Tulare/ Kings County region.

**Summary:**

The City Council has been proactive in efforts to support High Speed Rail (HSR) concept and to secure an HSR station location in the Tulare/Kings County area. If approved by California voters, HSR will eventually become the predominant transportation link between the major urban areas and destination points in the State. Connection to HSR via a station in the Tulare/Kings region will provide a vital future link to these urban areas. Efforts by Visalia and other cities in our region have resulted in a future potential station being designated in the Tulare/Kings County area. If HSR and a station location are established, this link will give our citizens an efficient, direct and convenient connection to educational, medical, technological, and business opportunities in the larger urban areas and provide a similar passage from those areas to resources located in our region. In doing so, it is anticipated that educational, employment, income, and social conditions in our area will improve in part through the establishment of this important State-wide connection via High Speed Rail.

The upcoming November 4 election is a pivotal event in the HSR program by requesting voter approval via Proposition 1A for bond funding to finance construction of the first segments of the

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.):\_\_1\_\_

**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 affected Finance or City Attorney Review.

rail project. It is imperative for the bond to pass in November so that momentum to achieve High Speed Rail can be maintained. Support by the Council of Proposition 1A will emphasize to local voters the importance of this critical proposition.

Coincidentally, the next meeting of the High Speed Rail Authority (the meeting before the election) will be held in Fresno on October 1. It is important to show local support for High Speed Rail and for a station location in the Tulare/Kings County region at the upcoming meeting. Staff recommends that an outreach effort be initiated to encourage elected and staff representatives from our region to attend the meeting in Fresno and express unified support for HSR and a station location.

Mayor Gamboa has extended an invitation to the Chair of the High Speed Rail Authority, Quinton Kopp, to visit our area while he is here at the Authority meeting in Fresno. During the last HSR Authority meeting in San Diego, Mr. Kopp indicated interest in visiting the Visalia area. Staff is currently working with HSR staff on arranging Mr. Kopp's visit.

### **Background:**

On August 26, 2008, Governor Schwarzenegger signed AB 3034, High-Speed Rail, adding new taxpayer protections to the High-Speed Train bond Act on the November 4 ballot. The Safe, Reliable High-Speed passenger Train Bond Act for the 21<sup>st</sup> Century (designated on the November ballot as Proposition 1A) will be presented for voter's approval at the November 4, 2008, general election. Subject to voter approval, the act would provide for the issuance of \$9.95 billion of general obligation bonds to fund (1) pre-construction activities and construction of a high-speed passenger train system in California, and (2) capital improvements to passenger rail systems that expand capacity, improve safety, or enable train riders to connect to the high-speed train system.

Of the total amount, \$9 billion would be used, together with any available federal monies, private monies, and funds from other sources, to develop and construct a high-speed train system that connects the San Francisco Transbay Terminal to Los Angeles Union Station and Anaheim, and links the state's major population centers, including Sacramento, the San Francisco Bay Area, the Central Valley, Los Angeles, the Inland Empire, Orange County, and San Diego. The bond funds may be used for environmental studies, planning and engineering of the system, and for capital costs such as acquisition of rights-of-way, trains, and related equipment, and construction of tracks, structures, power systems, and stations. However, bond funds may be used to provide only up to **one-half** of the total cost of construction of each corridor or segment of a corridor. The measure requires the High Speed Rail Authority to seek private and other public funds to cover the remaining costs. The measure also limits the amount of bond funds that can be used to fund certain pre-construction and administrative activities. Phase I of the train project is the corridor between San Francisco Transbay Terminal and Los Angeles Union Station and Anaheim. If the authority finds that there would be no negative impact on the construction of Phase I of the project, bond funds may be used on any of the following corridors:

- Sacramento to Stockton to Fresno
- San Francisco Transbay Terminal to San Jose to Fresno
- Oakland to San Jose
- Fresno to Bakersfield to Palmdale to Los Angeles Union Station
- Los Angeles Union Station to Riverside to San Diego
- Los Angeles Union Station to Anaheim to Irvine
- Merced to Stockton to Oakland and San Francisco via the Altamont Corridor

The remaining \$950 million in bond funds would be available to fund capital projects that improve other passenger rail systems in order to enhance these systems' capacity, or safety, or allow riders to connect to the high-speed train system. Of the \$950 million, \$190 million is designated to improve the state's intercity rail services. The remaining \$760 million would be used for other passenger rail services including urban and commuter rail.

**Prior Council/Board Actions:** Support of the High-Speed Train Project, support for a station in the Tulare/Kings County area and support of AB3034, High Speed Rail.

**Committee/Commission Review and Actions:** N/A

**Alternatives:** Do not support **Proposition 1A**

**Attachments:**

**Recommended Motion (and Alternative Motions if expected):**

Move to support Proposition 1A on the November, 2008 election ballot and to authorize outreach efforts in support of High Speed Rail and a station location in the Tulare/ Kings County region.

***Environmental Assessment Status***

**CEQA Review:**

**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:



# City of Visalia Agenda Item Transmittal

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 7m

**Agenda Item Wording:** Award a construction contract and authorize the City Manager to execute an agreement for the Acequia Avenue Two Way Traffic Conversion Project to the low bidder Cruco Construction Group Inc., in the amount of \$550,446.00. Project # 3011-00000-720000-0-8056-2008.

**Deadline for Action:** October 9, 2008 (30 days after bid opening)

**Submitting Department:** Community Development Department, Engineering

**Contact Name and Phone Number:** Chris Young 713-4392, Adam Ennis 713-4323, Rebecca Keenan 713-4541

### Department Recommendation

The Community Development Department recommends that the City Council award a Construction Contract and authorize the City Manager to execute an agreement for the Acequia Avenue Two-Way Traffic Conversion Project to the low bidder Cruco Construction Group Inc., in the amount of \$550,446.00. Project # 3011-00000-720000-0-8056-2008.

### Summary

The project is generally located along Acequia Avenue, from Conyer Street to Santa Fe Street. It includes the installation of a new signal at Willis Street, and the modification of existing signals at West Street, Locust Street, and Court Street. It also includes a slurry seal, upgrades to existing curb returns, and re-striping of the entire street. The work is being done to convert Acequia Avenue from a one-way street, to a two way street. The striping will include lane stripes, bike lane stripes, and parking space T-marker striping. There will also be painting of portions of the existing curb.

On September 9, 2008, the City opened 3 bids submitted for the Acequia Avenue Two-Way Traffic Conversion Project. The results of the bid opening are as follows:

- |                                  |              |
|----------------------------------|--------------|
| 1. Cruco Construction Group Inc. | \$550,446.00 |
| 2. Seal Rite Paving              | \$570,772.78 |
| 3. Madco Electric                | \$629,568.00 |

### For action by:

- City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

### For placement on which agenda:

- Work Session  
 Closed Session

### Regular Session:

- Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): 1

### Review:

Dept. Head \_\_\_\_\_  
(Initials & date required)

Finance \_\_\_\_\_  
City Atty N/A  
(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 affected Finance or City Attorney Review.

City staff has contacted the references provided by the apparent low bidder, Cruco Construction Group Inc., and received positive feedback. City staff has also contacted references provided by the electrical subcontractor, Gary Brown Electric, and has received positive feedback from them as well. Representatives from Caltrans were among the references provided by the two contractors, and the Caltrans representatives indicated that they were satisfied with the work completed, and indicated no hesitation in having them work within the Caltrans right-of-way. Work completed for Caltrans included some signal work along Highway 41, some flashing beacons on Highway 198, and some pavement overlays on Highway 145.

The Engineers Estimate for construction of this project was \$590,000.00. The total project estimated cost, including construction, project management, inspection, staking, design, and testing is \$900,000.00.

There are currently funds available for the overall project in the amount of \$1,400,000.00. A portion of the overall project funds will come from locally generated Measure R Fees (\$750,000) and a portion will come from Proposition 1B funds (\$650,000). The City will use all of the Proposition 1B funds and a portion of the Measure R fees to finance the current project. Remaining funds from Measure R fees will be used for other Measure R Projects.

The Acequia Avenue Two-Way Traffic Conversion Project is planned to be completed by December, 2008. In order to meet this accelerated schedule, the City "Pre-Purchased" poles and signal equipment (those items with long acquisition lead times).

**Prior Council/Board Actions:** The City Council adopted Negative Declaration No. 2008-28 and approved Part 1 and Part 2 of GPA 2008-01 at the July 14, 2008 meeting.

**Committee/Commission Review and Actions:** The City of Visalia Planning Commission voted to recommend approval of the General Plan Amendment No. 2008-01 by the City Council, at the June 23, 2008 meeting.

**Alternatives:** Do not award contract.

**Attachments:** Exhibit # 1 - Location Map, Exhibit #2 - Bid Opening Spreadsheet

**Recommended Motion (and Alternative Motions if expected):** I move to award a Construction Contract and authorize the City Manager to execute an agreement for the Acequia Avenue Two-Way Traffic Conversion Project, to the low bidder, Cruco Construction Group Inc., in the amount of \$550,446.00. Project # 3011-00000-720000-0-8056-2008.

**Financial Impact**

**Funding Source:**

Account Number: 3011-00000-720000-0-8056-2008

**Budget Recap:**

Total Estimated cost: \$900,000	New Revenue:	\$
Amount Budgeted: \$1,400,000	Lost Revenue:	\$
New funding required: \$00,000	New Personnel:	\$
Council Policy Change: Yes _____	No <u>X</u>	

Copies of this report have been provided to:

**Environmental Assessment Status**

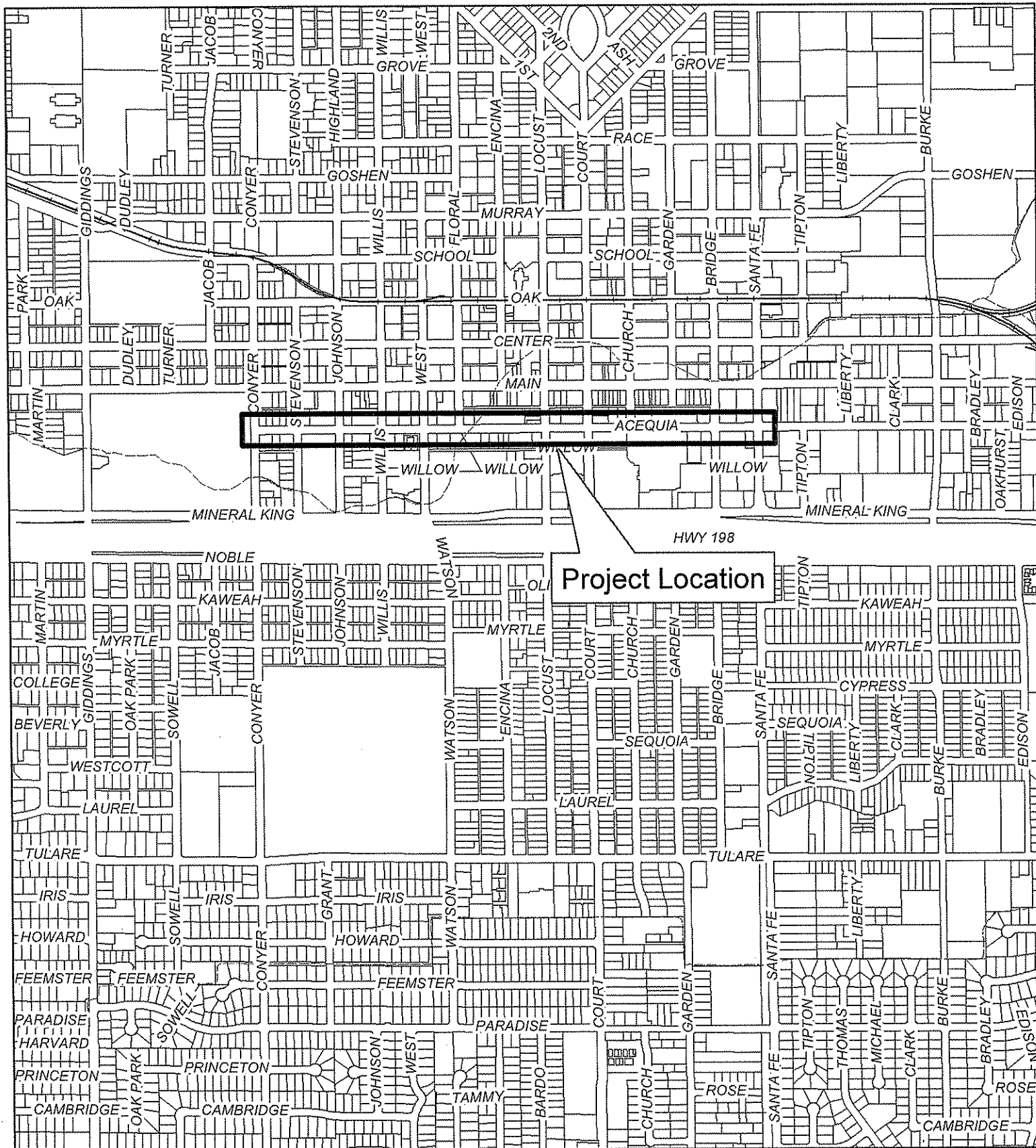
**CEQA Review:**

Required? Yes  No   
Review and Action: Prior: Negative Declaration 2008-28  
Required:

**NEPA Review:**

Required? Yes  No   
Review and Action: Prior:  
Required:

**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*)



# Exhibit No 1

## Acequia Avenue Two-way Conversion Location Map



Scale: 1"=1000'

**Acequia Avenue Two-Way Traffic Conversion Project  
Bid Summary Sheet**

Project No. 3011-00000-720000-0-8056-2008  
 Bid Opening: 2:00 PM, September 9, 2008  
 Prevailing Wage

**BIDDERS NAMES**

	ITEMS	UNIT	QTY	ENGINEERS ESTIMATE		Cruco Construction	
				UNIT COST	TOTAL	UNIT COST	TOTAL
	<b>BASE BID</b>						
1	Mobilization/Demobilization	L.S.	1	\$10,000.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00
2	(S) Traffic Control System/Construction Area Signs	L.S.	1	\$50,000.00	\$ 50,000.00	\$ 11,000.00	\$ 11,000.00
3	(S) Traffic Signals and Lighting: Acequia/Willis	L.S.	1	\$105,500.00	\$ 105,500.00	\$ 162,500.00	\$ 162,500.00
4	(S) Traffic Signals and Lighting: Acequia/West	L.S.	1	\$83,000.00	\$ 83,000.00	\$ 98,750.00	\$ 98,750.00
5	(S) Traffic Signals and Lighting: Acequia/Locust	L.S.	1	\$41,500.00	\$ 41,500.00	\$ 62,150.00	\$ 62,150.00
6	(S) Traffic Signals and Lighting: Acequia/Court	L.S.	1	\$41,500.00	\$ 41,500.00	\$ 58,500.00	\$ 58,500.00
7	(S) Signing, Striping, and Marking	L.S.	1	\$58,000.00	\$ 58,000.00	\$ 28,500.00	\$ 28,500.00
8	(S) Curb Painiting	L.F.	5040	\$2.50	\$ 12,600.00	\$ 1.50	\$ 7,560.00
9	(S) Paint Parking Stall (T-markers)	Each	103	\$10.00	\$ 1,030.00	\$ 17.00	\$ 1,751.00
10	Remove/Replace ADA Ramp	Each	8	\$8,750	\$ 70,000.00	\$ 2,500.00	\$ 20,000.00
11	Constuct ADA handicap ramp detectable warning surface	Each	15	\$750.00	\$ 11,250.00	\$ 625.00	\$ 9,375.00
12	(S) Slurry Seal	SY	19400	\$4.00	\$ 77,600.00	\$ 4.40	\$ 85,360.00
13	Convert Acequia to two-way	LS	1	\$28,500.00	\$ 28,500.00	\$ 2,500.00	\$ 2,500.00
	<b>BASE BID TOTAL</b>				\$ 590,480.00		\$ 550,446.00

**Acequia Avenue Two-Way Traffic Conversion Project  
Bid Summary Sheet**

Project No. 3011-00000-720000-0-8056-2008  
 Bid Opening: 2:00 PM, September 9, 2008  
 Prevailing Wage

<i>Seal Rite Paving</i>		<i>Madco Electric</i>	
<i>UNIT COST</i>	<i>TOTAL</i>	<i>UNIT COST</i>	<i>TOTAL</i>
\$ 87,004.27	\$ 87,004.27	\$ 27,000.00	\$ 27,000.00
\$ 34,721.50	\$ 34,721.50	\$ 16,000.00	\$ 16,000.00
\$ 116,630.00	\$ 116,630.00	\$ 151,000.00	\$ 151,000.00
\$ 76,261.04	\$ 76,261.04	\$ 104,000.00	\$ 104,000.00
\$ 48,150.00	\$ 48,150.00	\$ 85,000.00	\$ 85,000.00
\$ 48,150.00	\$ 48,150.00	\$ 82,000.00	\$ 82,000.00
\$ 30,159.02	\$ 30,159.02	\$ 30,000.00	\$ 30,000.00
\$ 1.23	\$ 6,199.20	\$ 1.25	\$ 6,300.00
\$ 5.35	\$ 551.05	\$ 6.00	\$ 618.00
\$ 2,000.90	\$ 16,007.20	\$ 2,400.00	\$ 19,200.00
\$ 588.50	\$ 8,827.50	\$ 600.00	\$ 9,000.00
\$ 4.23	\$ 82,062.00	\$ 4.25	\$ 82,450.00
\$ 16,050.00	\$ 16,050.00	\$ 17,000.00	\$ 17,000.00
	\$ 570,772.78		\$ 629,568.00



**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 8

**Agenda Item Wording:** Approve 2<sup>nd</sup> Amendment to the 2007-08 Action Plan; and Review of the final 2007-2008 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) (CDBG & HOME funds). **Resolution No. 2008-45**

**Deadline for Action:** September 15, 2008

**Submitting Department:** Housing and Economic Development

**Contact Name and Phone Number:** Ricardo Noguera (4190); Ruth Pena (4327), Rhonda Haynes (4460);

**Department Recommendation:**

**1)** That the City Council approve the 2<sup>nd</sup> Amendment to the Action Plan, due to staff's reassessment of needs in the community,

**A)** redirect \$100,000 of CDBG funds, allocated to Able Industries during the 07/08 Action Plan to support:

i) Planning activities (Environmental Consulting) in the amount of \$60,000, contracting with Provost & Pritchard (draft agreement attached);

ii) Fox Theater rehabilitation in the amount of \$30,000; and  
iii) additional ADA Compliance activities in the amount of \$10,000; and un-allocate \$160,000 HOME funded Housing Rehabilitation Program due to the decrease in estimated Program Income received.

**B)** redirect \$60,000 of CDBG Administration Funds to existing Senior Handicapped Assistance and Repair Program (SHARP)

**2)** That the City Council adopt by resolution the Final 2007-2008 Program Year CAPER (Consolidated Annual Performance Evaluation Report); and

**Summary/background:**

On September 02, 2008, City Council reviewed the Draft 2<sup>nd</sup> Action Plan Amendment and the Draft Consolidated Annual Performance and Evaluation Report (CAPER). This meeting, September 15, 2008, is a public hearing that allows, public testimony, authorization to reallocate funding through an amendment and also allows final review of the CAPER report for submission to the U. S. Department of Housing and Urban Development (HUD).

**1) Action Plan Second Amendment.**

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

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 affected Finance or City Attorney Review.

The 2007/2008 Action Plan budget was based on anticipated Program Income, projects, programs and activities to be undertaken during the fiscal year. Staff has evaluated the program income received, and the use of CDBG and HOME funds set aside or committed to projects and programs. Staff recommends that City Council approve reallocation of CDBG funds and reduce HOME funds due to the lack of actual program income received as follows:

1. Remove \$100,000 from CDBG for Able Industries
2. Remove \$160,000 in HOME funds for use in the Housing Rehabilitation Program due to a decline in actual program income generated and received;
3. Add \$60,000 in CDBG for Planning Activities/Environmental Consulting with Provost & Pritchard
4. Add \$30,000 in CDBG to support the Fox Theater rehabilitation
5. Add \$10,000 in CDBG to the ADA Compliance Program activities
6. Redirect \$60,000 in CDBG Administration Funds to the existing Senior Handicapped Assistance and Repair Program (SHARP)

The following summary, Table I, Proposed 2007-08 Action Plan Second Amendment, shows the proposed amendments to the 2007-08 Action Plan budget.

<b>Table I</b>			
<b>PROPOSED 2007-08 ACTION PLAN AMENDMENT</b>			
<b>CDBG</b>			
<b>PROJECT (Increase)</b>	<b>BALANCE JULY 1, 2008</b>	<b>PROPOSED AMENDMENT</b>	<b>AMENDED PROJECT BALANCE</b>
Environmental Consulting (Provost & Prichard)	-	60,000	60,000
Fox Theater Renovations	-	30,000	30,000
ADA Compliance	-	10,000	10,000
Senior Handicapped Assistance and Repair Program		60,000	60,000
<b>PROJECT (Decrease)</b>			
Housing for Disabled Project	100,000	(100,000)	-
Administration	234,371	(60,000)	174,371
NET CHANGE CDBG		-	
<b>PROPOSED 2007-2008 ACTION PLAN AMENDMENT</b>			
<b>HOME</b>			
<b>PROJECT (Decrease)</b>	<b>BALANCE JULY 1, 2008</b>	<b>PROPOSED AMENDMENT</b>	<b>AMENDED PROJECT BALANCE</b>
Housing Rehabilitation	160,000	(160,000)	-
NET CHANGE HOME		(160,000)	

### **Proposed Increases**

Planning Activities- Environmental Consulting (CDBG-\$60,000): This will support the preparation of the Environmental Review, publication and processing of the Annual Action Plan and individual CDBG & HOME funded projects. The funds will go toward retention of an environmental consultant, Provost & Pritchard to complete the necessary reviews. The Draft agreement was previously attached to the September 2, 2008, Worksession transmittal for reference.

Staff requested three quotes for environmental consulting services to complete the annual Action Plan, individual project and property environmental document preparation, and to review, publications and processing of required documents and analysis. Staff received two quotes and has selected Provost and Pritchard, a local firm that works closely with city staff on many projects. The cost to conduct the annual review and individual activities may not exceed an annual cost of \$30,000. The contract is for a two year term with the option to extend two one-year extensions. Examples of tasks that Provost & Pritchard will conduct are the preparation of various environmental documents, including Initial Study Checklists, technical studies, categorical exemptions, negative declarations, mitigated negative declarations, environmental impact reports, environmental assessments, categorical exclusions, and environmental impact statements. Staff is allocating \$60,000 from the Able Industries Program funds for planning activities which is an allowed use of CDBG funds.

ADA Compliance Projects in CDBG Targeted Area (CDBG- \$10,000): The City continues providing public improvements to the community through the ADA Compliance projects. The outcome provides persons with disabilities curb cuts for wheelchair access, warning detection panels for the blind in the area of downtown and throughout the city as requested by the disabled community. All funds were expended and additional curb cuts have been identified. These funds will allow the contracted Sierra Construction Company to begin working on additional curb cuts. These available funds are also generated from the reallocation of Able Industries set aside allocation.

Fox Theater Renovations (CDBG- \$30,000): The City continues to provide funding to support Historic Preservation efforts through rehabilitation. Staff is requesting that \$30,000 be allocated to assist with the painting of the Fox Theater.

Senior Handicapped Assistance and Repair Program (CDBG-\$60,000): The City continues to provide grants to senior citizen residents within the city's mobile home parks. These funds are used to complete minor repairs such as water heater replacements, repair or replacement of heating and air conditioning units and also ramps to access the unit up to major rehabilitation such as replacement of roofs and flooring to extend the life of the unit. Additional funding is being allocated to help more senior citizens in the community.

**Proposed Decreases:**

Able Industries (CDBG- \$100,000): Through the 2007-2008 Action Plan \$100,000 in CDBG funds was allocated to Able Industries to assist with the acquisition of property. Due to the lack of ability to secure a development project, that meets Able Industries needs, staff recommends reallocating these funds. Upon Able Industries identifying a property that meets their needs, staff will work with Able in identifying available resources to support a project at that time.

Administration Funds (CDBG0\$60,000): Administration funds are proposed to be re-allocated to the Senior Handicapped Assistance and Repair Program to provide grants to senior citizens living in the mobile home parks to assist with repairs to their units.

Housing Rehabilitation Program – Annual Allocation (HOME- \$160,000): Staff is recommending that the \$160,000 allocated to the Housing Rehabilitation Program for the 2007-2008 Program Year be eliminated, due to the recent decrease in HOME dollars and lower estimated HOME program income actually received for the year. This program is contracted with Self Help Enterprises, Inc. Self Help Enterprises, Inc (SHE) is currently working with 2006-2007 program funds to complete projects and will also utilize the 2008-2009 allocation upon approval by HUD, in September 2008. Staff has discussed this reduction with SHE.

**Consolidated Annual Performance and Evaluation Report:**

The City of Visalia must submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development as part of the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program requirements. This report is due by October 1, 2008.

The CAPER provides Council and the public with information about where funds were spent compared to the needs of the community. The report recognizes progress and accomplishments achieved this year in reaching the goals set in the 2005/10 Five-Year Consolidated Plan, and the 2007-2008 Annual Action Plan along with their associated amendments.

The September 02, 2008, Work Session, Council Transmittal Report has been incorporated into the CAPER report for review.

**Program Analysis.** During the 2007-2008 Program Year, some programs exceeded expectations while the housing rehabilitation programs are catching up. The housing rehabilitation programs were recently awarded to Self Help Enterprises to administer. Since January, staff has been working with SHE to combine all three program guidelines. SHE has increased outreach efforts as well. City Staff and SHE believe with increased public awareness participation will increase.

Table I Expenditures 2007-2008 shown below specifically identify the HOME and CDBG Funds for the program year as they relate to meeting the objectives. Additional detailed data is provided and attached as Appendix "B; CAPER Expenditures".

Table I

HOME fund expenditures were as follows:

- Affordable Housing: \$1,197,097

CDBG fund expenditures were as follows:

- Neighborhood Preservation \$95,674
- Special Needs Facilities: \$15,000
- Public Improvements: \$72,115
- Economic Development/Public Parking Facility: \$696,264
- Public Parks/Public Facility: \$108,511
- Special Needs Services: \$305,241

**Totals:** **\$2,489,902**

**Final Report:** A resolution for adoption is attached as Appendix "A". The document, attached as Appendix "C" – CAPER Report, provides an abundance of information which should promote the discussion of how these programs are operating. Staff has presented the DRAFT CAPER to various committees and herein presents the final report.

**Prior Council/Board Actions:** Adoption of the 2005/10 Consolidated Plan and annual adoption of the respective 2007-2008 Action Plan (May 07, 2008) and amendments (July 14, 2008) for expenditure of Federal Community Development Block Grant and HOME Funds.

**Committee/Commission Review and Actions:** City Council Work Session- September 02, 2008; The Citizens Advisory Committee- September 03, 2008; Disability Advocacy Committee- September 8, 2008; and North Visalia Neighborhood Advisory Committee- September 10, 2008.

**Alternatives:** None recommended.

**Attachments:**

Appendix "A" Resolution No. 2008- 45

Attachment "B", 2007-2008 CAPER expenditures

Appendix "C" 2007-2008 Program Year Consolidated Annual Performance and Evaluation Report (CAPER). (Begins on page 20)

**Recommended Motion (and Alternative Motions if expected):** Move to approve the 2<sup>nd</sup> Action plan Amendment as recommended; and Move to adopt Resolution No. 2008-45 for the 2007-2008 Consolidated Annual Performance and Evaluation Report (CAPER).

***Environmental Assessment Status***

**CEQA Review:** N/A

**NEPA Review:** Required for Action Plan Amendments.

**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)*  
Resolution No. 2008-

Copies of this report have been provided to:

**Appendix "A"**

**RESOLUTION NO. 2008-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA  
APPROVING THE 2007-2008 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 2007-2008 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 2007-2008 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 has spent \$2.4 million dollars of CDBG and HOME funds during the 2007-2008 Program Year, and more than 72% of its 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 2007-2008 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.



## Attachment "B"- CAPER Expenditures

### Appendix "B" - CAPER Expenditures

#### Consolidated Annual Performance and Evaluation Report Expenditures

		CDBG	HOME	TOTAL	UNITS
<b>SOURCES OF REVENUE:</b>					
1	Carryover Balance	566,117	816,464	1,382,581	
2	Annual Grant Amount	1,221,135	509,032	1,730,167	
3	HOME matching funds - RDA Low/Mod			-	
4	Program Income	266,778	274,307	541,085	
5	Interest Earnings/Investment Earnings			-	
6	<b>TOTAL REVENUE</b>	<b>2,054,030</b>	<b>1,599,803</b>	<b>3,653,833</b>	
7					
<b>EXPENDITURES:</b>					
9	Operating	22,000	11,990	33,990	
10	Redevelopment Allocation	266,749	26,470	293,219	
11	Direct Allocations	32,064	16,798	48,862	
12	Loan Servicing	4,002	-	4,002	
13	<b>Subtotal Admin and Operating</b>	<b>324,815</b>	<b>55,258</b>	<b>380,073</b>	
14					
15	Net for Programs and Projects	1,729,215	1,544,545	3,273,760	
16					
<b>AFFORDABLE HOUSING:</b>					
<b>Homeownership</b>					
19	DH-2(2) Homebuyers Assistance Program		810,000	810,000	13
20	DH-2(3) CalHome FTHB Down Payment (Seed money)		-	-	n/a
21	DH-1(3) Property Acquisition (CHDO)		375,427	375,427	-
22	DH-3(2) Housing Rehabilitation		5,631	5,631	-
23	DH-1(1) Habitat for Humanity Land Purchase - Encina)		6,039	6,039	-
24	<b>Neighborhood Preservation/Services</b>				
25	SL-3(4) Emergency Repairs and Basic Needs	4,373		4,373	-
26	SL-3(2) Code Enforcement- Target Areas	47,334		47,334	321
27	SL-3(1) Fairhousing Hotline	43,967		43,967	259
28	DH-3(1) Loan Recapture Program (CHDO)		-	-	-
29	<b>HOMELESSNESS</b>				
<b>Special Needs Facilities</b>					
31	SL-1(6) Housing for Disabled Project			-	
32	SL-1(5) Continuum of Care Project	15,000		15,000	1
33	<b>COMMUNITY DEVELOPMENT</b>				
<b>Public Improvements</b>					
35	SL-1(2) ADA Compliance Projects	72,115		72,115	21
36	<b>Economic Development/Public Parking Facilities</b>				
37	EO-3(3) West Parking Structure Loan Payment	696,264		696,264	39
38	EO-3(1) Job Creation/Retention			-	n/a
39	<b>Public Park /Public Facilities</b>				
40	SL-1(1) Village Park/Wittman Center Improvements	18,583		18,583	1
41	Community Campus	89,928		89,928	1
42	<b>NON HOMELESS SPECIAL NEEDS HOUSING</b>				
<b>Special Needs Services</b>					
44	SL-3(3) Senior Home Minor Repairs	91,000		91,000	363
45	SL-1(3) Senior Repair and Handicapped Access	14,229		14,229	-
46	SL-2(1) Senior Housing		200,012	200,012	-
47	<b>Subtotal Programs &amp; Projects</b>	<b>1,092,793</b>	<b>1,397,109</b>	<b>2,489,902</b>	
48					
49	<b>TOTAL EXPENDITURES</b>	<b>1,417,608</b>	<b>1,452,367</b>	<b>2,869,975</b>	
50					
51	<b>REVENUE LESS EXPENDITURES</b>				
52	Remaining to Carry Forward	636,422	147,436	783,858	






### Appendix "C"

**2007-2008 Program Year Consolidated Annual Performance and Evaluation Report  
(CAPER).**

# 3rd Year Consolidated Annual Performance and Evaluation Report (CAPER) (2007-2008 Program Year)

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# **3rd Year Consolidated Annual Performance and Evaluation Report (CAPER) (2007-2008 Program Year)**

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# Third Program Year CAPER

The CPMP Third Consolidated Annual Performance and Evaluation Report 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

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

*Program Year 3 CAPER Executive Summary response:*

The staff of the City of Visalia is pleased to submit to the Visalia City Council this Consolidated Annual Performance and Evaluation Report for FY 2007-2008; for the use of U.S. Department of Housing and Urban Development Block Grant and Home Investment Partnership Grant funds in accordance with the July 1, 2005 through June 30, 2010 Consolidated Plan.

*Program Progress:*

Funds have been allocated to address the needs in two neighborhoods: Lincoln Oval and Washington School areas. Engineering, Planning, Park & Recreation, Police, Neighborhood Preservation and Housing and community Developments have been meeting with residents of these communities.

Code Enforcement continues to make progress in addressing rental properties and substandard housing violations, effectively holding the property owner responsible for such violations. The City has partnered with the County Health Services, Delta Vector, Visalia Police Department, Visalia Fire Department, Water Conservation, Solid Waste, Parks & Recreation for Graffiti abatement, SPCA, and Southern California Edison. The city bills the property owner for all cost recovery related fees for abatement as well as cost recovery fees for staff time. If the property owner fails to bring property into compliance then the city will abate violations and place a lien or place property on a tax roll with Tulare County Tax Collector on these properties. As of June 2, 2008, Neighborhood Preservation (NP) tax rolled 48 properties totaling \$30,648.36. As of July 28, 2008, NP mailed out bills to 51 property owner's who owe \$30,118.36 in cost recovery or abatement fees.

The Housing & Economic Development Department is playing an active role in the foreclosure issue. Vacant and abandoned properties are the main priority for the Code Enforcement Division at this time, along with unsecured swimming pools and unsecured homes.

Since January 2007, **Community Services and Employment Training, Inc., (C-set)** has been administering the First Time Homebuyers Program (FTHB). C-Set has done an exceptional job at educating the public, realtors and processing loans. C-SET has taken their expertise in employment training and incorporated those ideas into the education of first time homebuyers, teaching them the steps necessary for homeownership. With C-Set's progress and existing education courses, they were recently approved as a Housing Counseling Agency. With the recent foreclosure crises, C-SET coordinated the "No Homeowner Left Behind" Initiative. This effort originated in Fresno and CSET took the initiative to get the Visalia area involved. The No Homeowner Left Behind group, which includes volunteers from the lending industry and related fields, held its first workshop for residents who have fallen behind on their house payments on February 9-10, 2008, in Visalia attracting dozens of homeowners who found much-needed assistance.

The Housing Rehabilitation Program, Emergency Repair and Basic Needs Program and the Senior Handicapped Assistance and Repair Program subrecipient contract ended July 2007. Staff published three RFP's to administer the programs, with no responses. In November 2007, the City contracted with **Self Help Enterprises (SHE)** to administer the three programs. SHE worked with Staff to combine the three program guidelines, addressing the requirements of both HOME and Community Development Block Grant (CDBG) regulations. SHE has been reviewing previously submitted applications for their eligibility. They continue to move forward with their outreach efforts of these programs. With this newly formed relationship, the City has also certified Self Help Enterprises (SHE) as one of its Community Housing Development Organizations (CHDO).

**Tulare County Housing Authority's (TCHA)** contract to administer the Fair Housing Hotline Program was extended for the additional year, as per the contract. TCHA staff continues to educate the public regarding fair housing law. Additionally, TCHA has contracted with the City to complete the Analysis of Impediments (AI), with excerpts reported herein. The AI involves an assessment of how laws, regulations, policies and procedures affect the location, availability, and accessibility of housing and how conditions, both private and public, affect fair housing choice.

The City continues its commitment to assessing the homeless problem and working with the local **Continuum of Care** to provide solutions. The City continues its efforts by participating in providing funds (\$5,000) to hire a consultant to create a Ten-year Plan; (\$5,000) allocated toward the implementation of Project Homeless Connect (PHC) event, to be held in October and (\$5,000) operating costs, completion of the HUD Continuum of Care Application, completion of an annual Local Emergency Shelter Strategy (LESS), capacity building, training and operations of the Designated Local Board (DLB) which administers the Emergency Housing Assistance Program (EHAP) and the Homeless Management Information System (HMIS), a Computerized database for the collection of data to improve knowledge of the homeless population and subpopulations.

*Project Progress:* The City continues to partner with agencies, developers and non-profits for the construction of affordable housing.

Fiscal Year 2007-2008, the City of Visalia Housing and Economic Development Department completing a multi-family rental development, negotiated and committed HOME CHDO and Redevelopment funds to a new twenty (20) multi-family rental development, and expanded home ownership and housing opportunities

expending HOME funds, obtaining State CalHome funds and assisted its non-profit partners with applications for Section 202 and Tax Credit projects. The City was also very effective in leveraging federal and local housing monies (CDBG, HOME and Redevelopment Low/Mod Funds) to assist non profit developers in delivering affordable housing in the City.

**Mill Creek Parkway Apartments:**

In September 2004, the City partnered with **Kaweah Management Company**, a non-profit agency to construct a 70 unit multi family rental development, "Mill Creek Parkway Development". The project was completed in April 2008. The City contributed \$4.5 million dollars which represented 35% of the total development cost valued at \$12.9 million dollars.

**Paradise and Court Multi-Family Development:**

On May 5, 2008, the City Council approved the commitment of \$1 million dollars toward a \$4.1 million dollar, twenty (20) multi-family rental development project, "Paradise and Court". The City partnered with both **Visalians Interested In Affordable Housing (VIAH)** which is one of the City's certified CHDO's, and **Kaweah Management Company (KMC)** to rehabilitate eleven (11) units and construct an additional nine (9) new units. Both HOME Investment Partnership Community Housing Development Organization (HOME-CHDO) funds in the amount of \$500,000 and Set-Aside Central Redevelopment Low-Mod Funds in the amount of \$500,000 were committed to this project. KMC will be submitting an application for approximately \$735,000 for 4% tax credit funds towards the existing eleven units and the second phase will be the submission of the plans to the California Tax Credit Allocation Committee to compete for 9% tax credits to help with the financial feasibility of the construction of the nine new units. City Staff continues to play an instrumental role in the grant application process.

**Sierra Meadows Senior Development:**

In 2004, the City joined forces with **Christian Church Homes/ Visalia Senior Housing** to acquire land and develop 42 units of senior housing. The land was acquired and the developer pursued a Section 202 Grant for construction. The City played an instrumental role in the grant application process, which the award was announced in October 2007, in the amount of \$5,694,000 for the construction of the senior housing, along with a Project Rental Assistance contract and budget authority amounting to \$970,000. The City contributed \$2.5 million dollars in HOME funds toward land acquisition and pre-development activities. The development team will utilize both the Low-Income Housing Tax Credit program and bond financing to raise the remaining \$3.4 million dollars in order to see this project through to completion. Construction is scheduled to begin in Spring 2009.

**Encina Triplex:**

The City provided Redevelopment Low Mod Set Aside Funds as a low interest rate loan in the amount of \$342,687 to **Kaweah Management Company** to acquire and rehabilitate the property. The triplex was acquired for the purpose of creating affordable housing to be utilized as "supportive housing" for person with developmental disabilities. Kaweah Management Company is undertaking this project cooperatively with the Central Valley Regional Center (CVRC), who will place qualified tenants in the project once completed and provide supportive services for the tenants whom they serve as care providers, along with oversight of the rehabilitation of the project by means of contracting with George Braddock.



The City expended \$1,728,126 in HOME, HOME-CHDO and Redevelopment Low/Mod Set-Aside Funds to assist in affordable, rental housing units for low income families and seniors during the 2007-2008 Program Year. This represents a significant impact and commitment on the part of the City to support affordable, rental, senior and supportive housing.

**General Questions**

*Program Year 3 CAPER General Questions and responses:*

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

<b>Table I &amp; Appendix "C" - CAPER Expenditures</b>						
Consolidated Annual Performance and Evaluation Report Expenditures						
			CDBG	HOME	TOTAL	UNITS
<b>SOURCES OF REVENUE:</b>						
1	Carryover Balance		566,117	816,464	1,382,581	
2	Annual Grant Amount		1,221,135	509,032	1,730,167	
3	HOME matching funds - RDA Low/Mod				-	
4	Program Income		266,778	274,307	541,085	
5	Interest Earnings/Investment Earnings				-	
6	<b>TOTAL REVENUE</b>		<b>2,054,030</b>	<b>1,599,803</b>	<b>3,653,833</b>	
7						
<b>EXPENDITURES:</b>						
9	Operating		22,000	11,990	33,990	
10	Redevelopment Allocation		266,749	26,470	293,219	
11	Direct Allocations		32,064	16,798	48,862	
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13	<b>Subtotal Admin and Operating</b>		<b>324,815</b>	<b>55,258</b>	<b>380,073</b>	
14						
15	Net for Programs and Projects		1,729,215	1,544,545	3,273,760	
16						
<b>AFFORDABLE HOUSING:</b>						
<b><u>Homeownership</u></b>						
19	DH-2(2) Homebuyers Assistance Program			810,000	810,000	13
20	DH-2(3) CalHome FTHB Down Payment (Seed money)			-	-	n/a
21	DH-1(3) Property Acquisition (CHDO)			375,427	375,427	-
22	DH-3(2) Housing Rehabilitation			5,631	5,631	-
23	DH-1(1) Habitat for Humanity Land Purchase - Encina)			6,039	6,039	-
24	<b><u>Neighborhood Preservation/Services</u></b>					
25	SL-3(4) Emergency Repairs and Basic Needs		4,373		4,373	-
26	SL-3(2) Code Enforcement- Target Areas		47,334		47,334	321
27	SL-3(1) Fairhousing Hotline		43,967		43,967	259
28	DH-3(1) Loan Recapture Program (CHDO)		-	-	-	-
29	<b>HOMELESSNESS</b>					
30	<b><u>Special Needs Facilities</u></b>					
31	SL-1(6) Housing for Disabled Project				-	
32	SL-1(5) Continuum of Care Project		15,000		15,000	1
33	<b>COMMUNITY DEVELOPMENT</b>					
34	<b><u>Public Improvements</u></b>					
35	SL-1(2) ADA Compliance Projects		72,115		72,115	21
36	<b><u>Economic Development/Public Parking Facilities</u></b>					
37	EO-3(3) West Parking Structure Loan Payment		696,264		696,264	39
38	EO-3(1) Job Creation/Retention				-	n/a
39	<b><u>Public Park /Public Facilities</u></b>					
40	SL-1(1) Village Park/Wittman Center Improvements		18,583		18,583	1
41	Community Campus		89,928		89,928	1
42	<b>NON HOMELESS SPECIAL NEEDS HOUSING</b>					
43	<b><u>Special Needs Services</u></b>					
44	SL-3(3) Senior Home Minor Repairs		91,000		91,000	363
45	SL-1(3) Senior Repair and Handicapped Access		14,229		14,229	-
46	SL-2(1) Senior Housing			200,012	200,012	-
47	<b>Subtotal Programs &amp; Projects</b>		<b>1,092,793</b>	<b>1,397,109</b>	<b>2,489,902</b>	
48						
49	<b>TOTAL EXPENDITURES</b>		<b>1,417,608</b>	<b>1,452,367</b>	<b>2,869,975</b>	
50						
51	<b>REVENUE LESS EXPENDITURES</b>					
52	Remaining to Carry Forward		636,422	147,436	783,858	

Identified in Table I- CAPER Expenditures, above and also provided in Appendix "C", identifies the goals carried over from previous years and the 2007-2008 program year. Many goals were met this year, including first time homebuyer assistance, code enforcement and fair housing. The goals set for the housing rehabilitation programs will be met in the next program year. This is mainly due to the establishment of a new subrecipient, Self Help Enterprises, Inc. (SHE). Upon contracting with SHE, city staff and SHE Staff have worked closely in combining all

three program guidelines (HOME funded Housing Rehabilitation; CDBG funded Emergency Repair and Basic Needs and CDBG funded Senior Handicapped Assistance Repair Programs) to streamline the process. Additionally, SHE Staff has reviewed previously submitted applications, increased outreach efforts to encourage participation and began construction (rehabilitation) on approximately five projects.

Staff continues to partner with non-profit agencies and meeting its affordable rental unit goals. The Robinwood Development, consisting of ten (10) rental units are now occupied, Christian Church Homes/Visalia Senior Housing obtained approval from the City's Planning Commission for the approval of the Conditional Use Permit for the forty-two (42) senior rental development, "Sierra Meadows", and is preparing to submit the Tax Credit applications. The most recent project, consisting of both HOME CHDO funds and Redevelopment Low-Mod Set-Aside funds, known as Paradise & Court Rental Development is moving forward with a tax credit application as well.

*Question 1 (b) Assessment of the one-year goals and objectives: Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*

*Response No. 1 (b):*

The expenditures for the program year 2007-2008 for HOME and CDBG funded projects and programs are shown as Appendix "C", CAPER Expenditures. Funds shown as "Remaining to Carry Over", relate to reserved funding for projects and programs with remaining expenditures.

Also attached and shown below as Table II and also identified and attached as Appendix "D", Objectives and Outcome of CDBG & HOME Funding allocation displays HUD's Performance Measurement requirements (Objective of a project or program and the outcome or results) as it relates to expenditures.

Table II & Appendix "D"			
Objectives and Outcomes			
CDBG and HOME Funding Allocation			
	2007-2008 Expenditures	No. units/services or jobs created or completed	Priority
<b>HOME Investment Partnership Funds (HOME) - Objective and expected Outcome</b>			
<b>Affordable Housing- HOME Funds</b>			
<b>Objective 1: Provide Decent Affordable Housing</b>			H
1. Increase availability of affordable owner-occupied housing through (HAP)	\$ 810,000.00	13	
2. Increase availability of affordable owner-occupied housing through leveraging HOME funds with possible CalHome FTHB Grant (eliminated by amend)	\$ -	0	funds eliminated
3. Increase availability of affordable housing, Remaining monies from Encina Development (Summers St project)	\$ 6,039.00	1	
4. Increase quality of owner-occupied housing through rehabilitation (HRP)	\$ 5,631.00	In progress	
5. Increase availability of affordable rental housing through acquisition, rehabilitation and partnership with CHDO & Non-Profit Agencies (Paradise & Court)	\$ 375,427.00	20 units in progress	
6. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (TCHA- Robinwood Project)	\$ -	10	
<b>Objective 2: Suitable Living Environment through Neighborhood Preservation and Services</b>			
1. Increase availability of affordable owner-occupied housing through Loan Recapture Program (CHDO)	\$ -	0	
Total HOME Allocations			
<b>Community Development Block Grant Funds (CDBG) -Objective and expected Outcome</b>			
<b>Affordable Housing- CDBG Funds</b>			
<b>Objective 1: Suitable Living Environment through Neighborhood Preservation and Services</b>			H
1. Maintain quality housing by addressing substandard housing through (Code Enforcement Program)	\$ 47,334.00	321	
2. Maintain quality of owner-occupied housing through rehabilitation of substandard housing (ERBN)	\$ 4,373.00	in progress	
3. Provide services for low-to -moderate income persons by providing (Fair Housing Education Program)	\$ 43,967.00	259	
<b>Homelessness- CDBG Funds</b>			
<b>Objective 2: Suitable Living Environment by Supporting Special Needs Facilities</b>			H
1. Increase accessibility to support facilities to end chronic homelessness (Continuum of Care/Homeless Project)	\$ 15,000.00	1	
2. Increase accessibility and availability of housing for disabled persons	\$ -	0	funds to be reallocated
<b>Community Development- CDBG Funds</b>			
<b>Objective 3: Suitable Living Environment through Public Improvements</b>			H
1. Increase availability of handicapped access benefiting population with special needs (Streets ADA Compliance)	\$ 72,115.00	21	
<b>Objective 4: Create Economic Development Opportunities and Community Development Opportunitis (Parking Facilities)</b>			H
1. Improve economic opportunities for low-income persons through (job creation) VF Corporation	\$ -	365	
2. Demonstrate a commitment to long-term economic growth by promoting expansion and (job retention) - Section 108 Loan- West Acequia	\$ 696,264.00	39	
<b>Objective 5: Suitable Living Environment through Community Development Opportunities (Public Parks and Parking Facilities)</b>			M
1. Improve quality/increase availability of neighborhood facilities for low-income persons (Parks & Recreation- Village Park/Wittman)	\$ 18,583.00	1	
2. Improve quality/increase availability of neighborhood facilities for low-income persons (Community Campus Project)	\$ 89,298.00	1	
<b>Objective 6: Suitable Living Environment through Community Development Opportunities (Public Services)</b>			M
1. Support non profit agencies with accessibility to public services			
<b>Non Homeless Special Needs Housing- CDBG Funds</b>			
<b>Objective 7: Suitable Living Environment by Supporting Special Needs Services</b>			H
1. Maintain quality of owner-occupied housing for elderly (Senior Home Repair Program)	\$ 91,000.00	363	
2. Increase accessibility and range of housing options for person with special needs (SHARP)	\$ 14,229.00	in progress	
3. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (Christian Church Homes/Misalia Senior Housing)	\$ 200,012.00	42 units in progress	
Total CDBG Allocations			

**HOME Funded: Objective 1 and Accomplishments: Provide Decent Affordable Housing:**

**Outcome Goal #1:** The goal of providing decent affordable housing by promoting homeownership financial opportunities for low-and moderate-income households earning less than 80 percent of the area median family income was accomplished for the 2007-2008 Program Year. A total of \$810,000 was expended through the year. The funds consisted of \$225,000 of the 06-07 funds carried over to complete 3 of the 13 units. The remaining total of \$585,000 of the 07-08 funds were allocated and expended as follows:

- **Community Services and Employment Training, Inc. (C-SET) administration of the First Time Homebuyers Program.** C-Set was awarded

the contract in January 2007, to administer the First Time Homebuyers Program. C-set has expanded the homeownership workshops, in that they are now a certified housing counseling agency. C-Set completed 13 loans for the 2007-2008 Program Year. One (1) additional loan closed after the June 30th, 2007-20087 Program Year and will be counted in the following program year.

On a quarterly basis the housing market is evaluated. The First Time Homebuyers Program maximum loan limit was decreased to \$40,000 per borrower on April 2008 due to the declining cost of housing. The funds are provided as a second mortgage, at an interest rate of two-percent (2%), making it possible for low-to-moderate income families to own a home within the City limits. City Staff will continue to review the local housing market and interest rates so that the program's allocation continues to assist families at the very-low income levels (30%, 50% and 60%) up to the families at the 80% median income level.



Outcome Goal #2: Provide decent affordable housing by promoting homeownership financial opportunities by leveraging HOME funds for low-and moderate-income households earning less than 80 percent of the area median family income

The City of Visalia was awarded \$600,000 through the California State Department of Housing and Community Development for funding under the Cal Home Program from the passage of Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006, to provide assistance to eligible households in the purchase of a single family dwelling through CalHome second mortgages up to \$38,000 plus non-recurring costs such as credit report, escrow, closing and recording fees, and title report and title insurance, title updates and/or related costs. Due to the decrease in the housing market, the additional allocation of HOME funds were not necessary, therefore an amendment to the allocation was completed in May 2008.

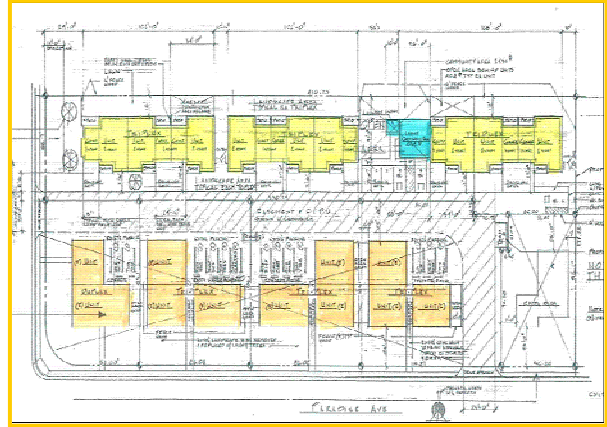
Outcome Goal #3: Provide decent affordable housing by promoting homeownership financial opportunities through acquisition with CHDO funds, for low-and moderate-income households earning less than 80 percent of the area median family income.

- **Visalians Interest In Affordable Housing (VIAH), a Community Housing Development Organization (CHDO).** HOME Investment Partnership Funds are provided as project specific assistance covering pre-construction costs, architectural plans and other allowed costs for the development of property to be used for the construction of affordable housing. VIAH partnered with Kaweah Management Company to complete a twenty (20) unit development, known as **Paradise and Court Rental Unit Development.** The project





consists of eleven (11) existing units to be rehabilitated and nine (9) new units to be constructed. Both CHDO (\$500,000) and Redevelopment Low-Mod Set-Aside Funds (\$500,000) were committed to this project, with \$375,271.98 CHDO funds expended to date. An additional \$124,728.02 of HOME CHDO funds will be expended at the completion of the project. Kaweah Management Company recently completed their Tax Credit application for this project.



Unfortunately, approximately \$4,900 of CHDO funds were returned to HUD, due to non-commitment of the funds. The definition of a commitment is a written contract for an identified project location, site plan, performa and total CHDO investment.



The City has also taken steps to identify additional and new CHDO's, recently certifying Self Help Enterprises, Inc. as a new CHDO. C-SET is working with the City's HUD Technical Assistant to complete the CHDO certification, training and identifying projects and properties.

Outcome Goal #4: The goal of providing decent affordable housing through acquisition, by increasing the supply to meet the demand from the large population of lower to poverty level income households was accomplished.

This goal was accomplished with the use of HOME and Redevelopment Low/Mod funds and other funding sources through the following projects:

- **Habitat for Humanity.** The City continues to provide Redevelopment Low-Mod funds to Habitat for Humanity for financial assistance in purchasing property. Habitat for Humanity then identifies a qualified family and provides an opportunity for homeownership by building homes with charitable community donations and homeowner sweat equity.



**HOME funds** were expended in the amount of \$6,903 to complete the remaining utility connections for the development of Encina Development, now known as "Summers Development", for four single family lots. Habitat began construction on two of the four single family dwellings. One being the "Women Build".



Habitat also utilized **Redevelopment Low/Mod** to acquire additional properties to assist families.

Outcome Goal #5: Provide decent affordable housing through rehabilitation of existing affordable housing units utilizing HOME Funds.

- **Self Help Enterprises, Inc (SHE) administrator of the Housing Rehabilitation Program (HRP).** The City took two approaches to obtaining an administrator or construction consultant to oversee the construction of this and two other programs. In June 2007, an RFP for the administration of this program was completed. There were no bids received for this program. Staff then reached out to the three local non-profits and only Self Help expressed interest in administering the programs. Self Help responded favorably and staff met with organization representatives to discuss the programs and coordinate a contractual relationship, which was approved by City Council in November 2007. Of course, more than six (6) months were lost in the administration of the rehab program due to the lack of a program administrator. Thereafter, City Staff and SHE Staff worked closely to streamline the three program agreements and loan documents. SHE reviewed the HOME funded loan applications carried forward and recently submitted and unfortunately the applicants cancelled, or received HOME funds previously, had higher debt ratios than the program guideline allow or other disqualifying factors. However, SHE continues its outreach efforts and currently has one (1) loan pending, with the annual expenditure of \$5,631 in HOME funds for reasonable and necessary costs of operating the program.

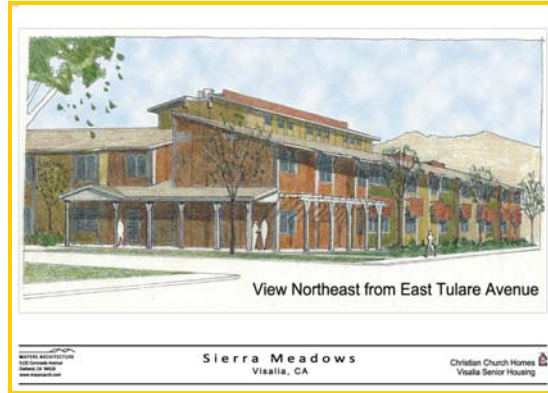
Outcome Goal #6: The goal to increase availability of decent affordable rental housing through partnerships with other non-profit agencies continues through the following projects:

- **Christian Church Homes of Northern California/Visalia Senior Housing, Inc.-** During the 2006-2007 Program Year, funds were committed in the amount of \$2,500,000 of HOME funds to this partnership that has three other successful affordable senior housing projects completed in Visalia, for the development of a 42 +/- unit affordable senior housing project (vacant site shown to the right). These funds were provided for land acquisition and other development costs. CCH received a





Section 202 HUD grant in the amount of \$5,694,000 for the construction of the senior housing, along with a Project Rental Assistance contract and budget authority amounting to \$970,000. The co-sponsor will utilize both the Low-Income Housing Tax Credit program and bond financing to raise the remaining \$3.3 million dollars in order to see this project through to completion. Construction is scheduled to begin in Spring 2009. Total project cost is approximately \$11.6 million. This project continues through the 2007-2008 Program Year. Ground breaking has yet to commence.



Outcome Goal #7: The goal to increase availability of decent affordable rental housing through partnerships with other non-profit agencies continues through the following projects:

- **Robinwood Court Project** – the City partnered with Kaweah Management Company/Tulare County Housing Authority, in an effort to provide affordable housing to low-income families (one of the units shown to the right). The units are available to 50%, 60% and 80% Median Family Income (MFI) as follows:



<u>Income %</u>	<u>No. of Units</u>
0%-30% median income	Two (2)
30%-50% median income	Five (5)
50%-60% median income	Two (2)
60%-80% median income	One (1)

Two (2)-two-bedroom units out of the ten unit development will be dedicated to a handicapped homeowner. An affordability period covenant of thirty-years (30) will be placed upon the property to maintain affordability. During the 2006-2007 Program Year, HOME Investment Partnership Funds additional funds were allocated in the amount of \$199,975. The total HOME funded investment for the project was \$1,299,975, which has been expended for the 2006-2007 program year. This year (2007-2008) the units were occupied, meeting the unit goal requirement. (10 units)

**[HOME Objective 2 and Accomplishments: Suitable Living Environment through Neighborhood Preservation: \(not shown in table \(??\)\)](#)**

Outcome Goal #1: The goal of providing decent affordable housing through acquisition, by utilizing CHDO funds and increasing the supply to meet the demand from the large population of lower to poverty level income households was not met. Explanation of making progress toward obtaining this goal is indicated as follows:

- **Loan Recapture Program.** The Loan Recapture Program funds were not utilized during the 2007-2008 Program Year. This program is being evaluated to identify the most appropriate process.

**CDBG Objective 1 and Accomplishments: Suitable Living Environment through Neighborhood Preservation:**

Outcome Goal #1: The goal of maintaining and preserving quality housing by addressing substandard housing was met through the following program:

- **Code Enforcement.** The use of CDBG funds are utilized for the employment of a Code Enforcement Officer, for the abatement of housing and building code violations which are detrimental to the health and safety of occupants in CDBG Targeted Areas. The number of code compliance issues addressed, identified as “closed cases” was 321. The Community Development Block Grant (CDBG) Funds expended were: \$47,334. The annual goal was exceeded.

<b>Code Enforcement</b>		
<b>CDBG Target Areas</b>		
<b>Month</b>	<b>Closed Cases</b>	<b>Open Cases</b>
<i>July</i>	30	23
<i>August</i>	24	15
<i>September</i>	40	9
<i>October</i>	33	17
<i>November</i>	13	24
<i>December</i>	30	15
<i>January</i>	49	18
<i>February</i>	34	25
<i>March</i>	30	16
<i>April</i>	20	12
<i>May</i>	10	19
<i>June</i>	8	17
<b>Totals</b>	<b>321</b>	<b>210</b>

Outcome Goal #2: The goal of maintaining and preserving quality housing through rehabilitation of owner-occupied substandard housing was with the use of CDBG funds. Explanation of making progress toward obtaining this goal is indicated as follows:

- **Self Help Enterprises, Inc (SHE), administrator of the Emergency Repair and Basic Needs Program (ERBN).** The City took two approaches to obtaining an administrator or construction consultant to oversee the construction of this and two other programs as indicated previously. In June 2007, an RFP for the administration of this program was completed. There were no bids received for this program. Staff then reached out to the three local non-profits and only Self Help expressed interest in administering the programs. SHE responded favorably and staff met with organizational representatives to discuss the programs and coordinate a contractual relationship, which was approved by City Council in November 2007. Of course, more than six (6) months were lost in the administration of the rehab program due to the lack of a program administrator. Thereafter, City Staff and SHE Staff worked closely to streamline the three program agreements and loan documents. SHE reviewed the six (6) loan applications carried forward or recently submitted and unfortunately the applicants either cancelled or were not qualified. SHE continues its outreach efforts, evaluation of the program guidelines to determine if minor guideline changes are needed. SHE currently has one loan pending. SHE has one (1) loan pending, with the annual expenditure of \$4,373 in CDBG funds for reasonable and necessary costs of operating the program.

The ERBN Program funds are provided as a second mortgage, up to \$10,000, at an interest rate of two-percent (2%), making it possible for extremely low-to-low income homeowners to address specifically health and safety issues. Examples of assistance are: replacement of roofs, flooring, electrical, plumbing and sewer, which pose immediate threat to the family’s health and well-being.

Outcome Goal #3: The goal to provide services to low-income families was met for the program year through the following program:

- **Tulare County Housing Authority (TCHA) administrator of the Fair Housing Hotline.** The program covers costs incurred for furthering fair housing in the Community which includes administration of the Housing Hotline through

the Tulare County Housing Authority, with actual expenditures of \$43,967 for the 2007-2008 program year. The Housing Authority provides staffing for the Housing Hotline Monday through Friday. For each call, a Housing Hotline Information/Referral Call Record Sheet is completed. Callers with Fair Housing complaints are assisted in filling out an official discrimination complaint form, which is then forwarded to the Department of Fair Employment and Housing. Brochures are distributed throughout the City and County. During the 2007-2008 Program Year, there were 259 hotline calls with 414 referral services exceeding the annual goal. (Note: more than one service call may have been performed on a single call). Of the 414 referrals, 60 were provided with Landlord Tenant handbooks and 127 callers were referred to legal services aid and approximately 450 Fair Housing brochures were provided to various non-profit agencies, mortgage companies in the Visalia area, local real estate offices, Continuum of Care Homeless Conferences, Tulare County Library, Tulare County Law Library, Central California Legal Services and local clubs and churches. The City contracted with Tulare County Housing Authority (TCHA) to complete the Analysis of Impediments to Fair Housing (AI). After completing the review TCHA approached five (5) community based organizations to participate in the review of the AI. No significant changes were noted and their findings were then submitted to the city and excerpts from the AI are within the CAPER report. TCHA attended an all day seminar on fair housing in February. Topics included fair housing and disability, forms of disability discrimination, reasonable accommodations and modifications and housing discrimination against victims of abuse. TCHA staff also participates within the "No Homeowner Left Behind" meetings. Primary topics have been fair housing and predatory lending practices, sub prime loans, housing counseling workshops and the foreclosure crisis.



**CDBG Objective 2 and Accomplishments: Suitable Living Environment by Supporting Special Needs Facilities:**

Outcome Goal #1: The goal to increase accessibility to support facilities to end chronic homelessness continues as follows:

- **Kings and Tulare County Continuum of Care/ Homeless Project.** The Continuum of Care creates a yearly "Point in Time" homelessness survey. It is their mission to support the non-profits and agencies that are members of the Continuum. The City continues to work as a participant and partner with the COC by attending monthly meetings, previous year contributions toward sponsorship of the Conferences for "Creative Solutions to Homeless Challenges Facing our Communities" and providing funding and technical assistance as needed. This year, the City continued its commitment to assessing the homeless problem and working with the local **Continuum of Care** to provide solutions by providing funds (\$5,000) to hire a consultant to create a Ten-year Plan; (\$5,000) allocated toward the implementation of Project Homeless Connect (PHC) event, to be held in October and (\$5,000) operating costs, completion of the HUD Continuum of Care Application, completion of an annual Local Emergency Shelter Strategy (LESS), capacity building, training and operations of the Designated Local Board

(DLB) which administers the Emergency Housing Assistance Program (EHAP) and the Homeless Management Information System (HMIS), a Computerized database for the collection of data to improve knowledge of the homeless population and subpopulations.

The Continuum of Care recently obtained information on the Continuum of Care 2008 NOFA, which includes Supportive Housing Programs, Shelter Plus Care, and the Section 8 Moderate Rehabilitation for Single Room Occupancy Program. Results will be provided in next year's CAPER.

Visalia presently has organizations that provide services to the homeless, each one addressing a specific population:

- Visalia Rescue Mission- a faith based recovery program that has a 52 bed (has been expanded) men's shelter and a short term women's shelter, and a soup kitchen
- Partner's for Youth Vision-a program for homeless teens
- Alternative Services-a program for recently released prisoners/drug court clients that has a transitional house for men (6 beds) and women (6 beds)
- El Primer Paso- a culturally specific recovery center with eight beds for substance abusing Latinas
- Central California Family Crisis Center- a domestic violence shelter for 38 women and children with a 16 bed transitional housing program

These organizations are valuable first responders and they also provide many counseling and referral services with the goal of eliminating some of the causes of homelessness. The City historically participates in the prevention of one of the major causes of homelessness; lack of employment.

Outcome Goal #2: Increase accessibility and availability of housing for disabled persons.

- **Disabled Housing Projects:** The City allocated \$100,000 to assist Able Industries. The City understands the need for housing for disabled persons on limited or no-income. Able Industries, a not-for-profit organization, serves individuals with disabilities in Tulare County. However, the allocation of CDBG funds are being re-directed until Able Industries is prepared to move forward in identifying a site to purchase and/or renovate for a residential facility to address independent living opportunities for disabled adults. These funds are being redirected toward other CDBG projects and programs.

### [CDBG Objective 3 and Accomplishments: Suitable Living Environment through Public Improvements](#)

Outcome Goal #1: The goal to increase availability of handicapped access benefiting population with special needs was met as follows:

- **Streets-ADA Compliance Projects.** The goal established for the program year was to remove twenty-one (21) barriers throughout the downtown area. Staff attends Disability Advocacy Meetings to obtain assistance requests and to provide government accessibility to the members and wider community. The outcome provides persons with disabilities curb cuts for wheelchair access, warning detection panels for the blind in the area of downtown and throughout the city as requested by the disabled community. The annual budget was \$40,000, however, funds were carried over from the previous year allocation. The amount



of \$72,115 was expended during the program year. The City recently hired a prevailing wage contractor to perform this accessibility work.

- **Encina Triplex Development.** 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 then rehabilitate the property. The triplex was acquired for the purpose of creating affordable housing to be utilized as “supportive housing” for person with developmental disabilities. Kaweah Management Company is undertaking this project cooperatively with the Central Valley Regional Center (CVRC), who will place qualified tenants in the project once completed and provide supportive services for the tenants whom they serve as care providers, along with oversight of the rehabilitation of the project by means of contracting with George Braddock.

Outcome Goal #2(not shown in tables): The goal to improve quality and increase quantity of public improvements that benefit low-and moderate income residents. The City utilizes other funding for public improvement projects.

***CDBG Objective 4 and Accomplishments: Create Economic Development Opportunities (Job Creation) and Community Development Opportunities (Parking Facilities)***

Outcome Goal #1: The goal to improve economic opportunities for low-income persons through Job Creation was met.

- **Job Creation.** No CDBG funding was utilized to assist various companies this program year, however the job creation monitoring occurred in documenting the number of jobs created through VF Corporation. During fiscal year 2006-2007, the City provided a grant in the amount of \$304,048 to VF Outdoor, Inc., new company situated in the industrial district. (Photo of VF Outdoors above). The company planned to hire a total of 350 persons. The City retained the services of a consultant to assess the number of low and moderate persons hired. The number of jobs created up to December 2007 monitoring were 365. Monitoring will continue through 2009.



Outcome Goal #2: The goal is to demonstrate a commitment to long-term economic growth by promoting expansion and job creation was met.

- **Parking Structure (West Acequia Parking Structure)-Construction Loan.** In 2006-2007, the City completed the construction of the West Acequia Parking Structure (construction photo shown to the



right). The total cost for construction is \$16,598,498. The City received a total of \$4,210,000 in Section 108 loans towards the construction of this public facility. The CDBG funds will serve as a guaranteed repayment. The West Acequia Parking Structure Section 108 repayment was \$696,264. The main purpose of this parking structure is to support the expansion of the Kaweah Delta District Hospital and other private medical offices within the area. As part of the City's loan agreement with HUD, there was a commitment to create 200 jobs by the hospital. The December monitoring identified 39 jobs created. However, a 100,000 square foot expansion of the hospital is still underway with more jobs expected once the facility is expanded.

**[CDBG Objective 5: Suitable Living Environment through Community Development Opportunities \(Public Parks and Parking Facilities\)](#)**

Outcome Goal #1: The goal to improve quality/increase availability of neighborhood facilities for low-income persons was met through the following program/projects:

- **Parks and Recreation:** The City will continue to provide and improve park facilities and recreational opportunities in low and moderate income neighborhoods and physically challenged adults and children. Funding was earmarked specifically for the Village Park/Wittman Project and the scope of work is underway. (CDBG Funds expenditure was \$18,583).

Outcome Goal #2: The goal to improve quality/increase availability of neighborhood facilities for low-income persons was met through the following program/projects:

- **Community Campus:** The Community Campus project was finalized providing opportunities to the public, such as the Community Services Employment Training Building and services, other non-profit organization buildings identified below, police station, park, and water feature. Final expenditures for the program year were \$89,928 of CDBG funds.

**[CDBG Objective 6: Suitable Living Environment through Community Development Opportunities \(Public Services\)](#)**

Outcome Goal #1: Increase/support the accessibility of public services continues to be met.

The Community Campus project continues to provide opportunities enhancing the already strong partnerships between social service agencies and the City. This City project has been providing opportunities for many of the social service agencies to locate their services closer to their clientele, and make many related services available to the public in one area. At the same time, provision of public amenities such as a park, road, bus stop, landscaping and fountain have improved the vacant sites. Three additional buildings have been constructed; two by non-profit agencies and one, photo shown to the left, by the City, which is a City owned police substation. It will provide an economic stimulus to the area in after full build-out two



ways: by providing an aesthetic improvement and by bringing in 300 people per day to the area.

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

- *Community Services and Employment Training (CSET)*- the City sub-contracts with them to implement the Senior Home Repair program, and as of January 2007, the administration of the HOME funded First Time Homebuyers Program and works together with them on many City improvement projects. C-Set is now located at the Community Campus.
- *Kaweah Delta Health Care District*- The City has partnered with this organization to keep the hospital downtown, in order to save and increase jobs. The West Acequia parking structure was required by the hospital to allow it to remain and expand in the downtown area.
- *Manuel Hernandez Community Center*- A City owned recreation facility that provides basketball, after school programming and other community services to the surrounding low income area. Last years Action Plan included an outdoor stage roof for this facility.
- *Partners for Youth Vision*- a drop in center for runaway and homeless youth- They are a member of the continuum of Care and have expressed interest in joining the Community Campus.
- *Proteus, Inc.*- has a new site in the community Campus.
- *Pro-Youth Visalia*
- *Real Alternatives for Youth Organization (RAYO)*
- *Salvation Army*
- *Tulare County Health and Human Services Agency*- provides lead based paint evaluations for owner-occupied housing for city housing programs
- *Tulare County Mental Health Association*
- *Visalia Rescue Mission*- Provides housing to the homeless and job training ; City provided CDBG funding for their job training facility
- *Visalia Unified School District*- VUSD is constructing a new facility in the Community Campus to operate a language assessment center and adult evening school.
- *Visalia Emergency Aid Council*-Provides many services including groceries to a very low income area, and is financed by a successful second hand retail store that was partially funded by a CDBG grant.
- *Wittman Village Community Center*- City owned recreation facility that provides recreation opportunities, classes and after school programming for a very low income area.
- *YWCA and YMCA*- A previous CDBG grant provided an elevator to the YMCA for handicap and elderly access to the second floor of their building. They provide after school services and adult evening classes.

**[CDBG Objective 7: Suitable Living Environment by supporting Special Needs Services:](#)**

**Outcome Goal #1:** The goal to maintain quality owner-occupied housing for elderly was met through the following program:

- **C-SET for Senior Home Minor Repair.** Provide funding to C-SET in order to administer the Senior Home Minor Repair Program. Assistance is provided to assist in minor repairs helping senior citizens remain in their homes. Examples of service are: Plumbing repairs, cooler/air conditioning repairs, roof repairs, door and window repairs, electrical repairs, appliance repairs, floor and carpentry repairs. C-Set's goal was to complete 600 service repairs and assist 180 clients. C-Set completing 564 service repairs, assisting 360 existing clients and 3 new clients. The 363 clients requested services more than once throughout the program year. C-Set provided 100 information brochures and expended \$91,000 CDBG Funds.



Outcome Goal 2#: The goal to increase accessibility and range of housing options for persons with special needs was met through the following program.

- **Self Help Enterprises, Inc (SHE), administrator of the Senior Handicapped Assistance and Repair Program (SHARP).** The City took two approaches to obtaining an administrator or construction consultant to oversee the construction of this and two other programs as indicated previously. In June 2007, an RFP for the administration of this program was completed. There were no bids received for this program. Staff then reached out to the three local non-profits and only Self Help expressed interest in administering the programs. SHE responded favorably and staff met with organization representatives to discuss the programs and coordinate a contractual relationship, which was approved by City Council in November 2007. Of course, more than six (6) months were lost in the administration of the rehab program due to the lack of a program administrator. Thereafter, City Staff and SHE Staff worked closely to streamline the three program agreements and loan documents. SHE contacted interested applicants upon contracting with the City. SHE reviewed seven (7) applications and has increased its outreach efforts, recently completing three (3) grants, which will be reflected in the following year CAPER. This year CDBG expenditure was \$14,229 for reasonable and necessary costs of operating the program. The Program guidelines have been updated to reflect the most recent requirements of CDBG and the State of California HCD requirements, to make alterations to mobilehomes as previously addressed in this report. It is mandatory to work with the State to authorize rehabilitation efforts for mobile homes.

The SHARP Program funds are provided as a grant, up to \$5,000, making it possible for extremely low and low-income senior citizens to make minor repairs to their mobile homes. Examples of assistance: Re-roof, handicapped access, heating furnace, hot water heater, electrical and plumbing fixtures; sanitary fixtures, and repair/replacement or purchase of an air conditioning unit which is required for a certified medical condition as prescribed by a licensed medical practitioner.

*Question 1 (c ) Assessment of the one-year goals and objectives: If applicable, explain why progress was not made towards meeting the goals and objectives.*



*Response No. 1 (c):*

The City expended approximately \$1,197,097 million dollars of HOME Funds and approximately \$596,911 of CDBG Funds toward affordable housing and a suitable living environment through neighborhood preservation projects and programs in the period July 1, 2007 through June 30, 2008.

City staff met with SHE and identified additional outreach efforts to promote the three housing programs. SHE is also evaluating the applications processed as to the reasons either declined or cancelled. With this, SHE is keeping track of income, debt ratios and other pertinent information so that both City and SHE Staff can make an appropriate program guideline amendment recommendation.

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

*Response No. 2:*

The City worked toward completing RFP's for its housing programs. The City reviewed surrounding city, county and state program guidelines, policies and procedures. Visalia has incorporated more detailed policies and procedures. Visalia incorporated these requirements to emphasize regulations and accountability of an administrator of the programs. The City formed a committee to review regulations, internal policies and procedures and request for proposals. The Loan Review Committee also reviews all housing program applications, scope of work and change orders. Staff has increased its community outreach efforts and community meeting attendance, addressing specifically the needs of two targeted neighborhoods, Washington School and Lincoln Oval Park areas.

City Staff has also contracted with additional and new consultants to complete rehabilitation efforts, and environmental reviews.

*Question 3 (a) Affirmatively Furthering Fair Housing: Provide a summary of impediments to fair housing choice.*

**Summary:**

February 15, 2008, the Analysis of Impediments (AI) was completed by the Housing and Economic Development Department (HEDD in cooperation with numerous other City Departments, public agencies and private sector and nonprofit organizations. The City retained a consultant familiar with the City's housing policy documents (Housing Authority of the County of Tulare (HATC) and programs, to assist the City with the preparation of this AI. Informal discussions and formal reviews were held with local agencies, nonprofit organizations, lending institutions and housing providers to gain insight into local fair housing issues.

**Public Awareness and Education Issues.** Most persons, organizations and agencies contacted during the preparation of the AI agree that improved public education is the key to identifying, assessing and solving fair housing and affordable housing issues. In the areas of overt and covert discrimination, lack of knowledge of fair housing rights and responsibilities may hinder the public and public agencies' ability to end discrimination. If discrimination is encountered, all involved need to be able to recognize the problem and seek available remedies such as registering a formal complaint. Currently, some victims may not realize that the limitations encountered in pursuing housing or choice are based upon discriminatory practices.

The prospective renter or owner may not look for, or understand, forms of discrimination, such as higher rent quotations or security deposits used to dissuade prospective tenants, specific lease terms not applied to other tenants, or information that no units are available, in response to inquiries, when vacancies do exist.

Unawareness of fair housing laws may cause unintended housing discrimination practices. It is for this reason that the City places a high priority on educating the general public on fair housing policies and procedures. This includes providing information on fair housing laws, and to advise individuals of rights and remedies available under state and federal laws. This education is provided to landlords and tenants alike.

Lack of awareness of the effects of affordable housing plans and projects may result in a "Not in My Back Yard", or NIMBY reaction. These include unreasonable objections to many planning proposals for medium and high density land use entitlements in any part of a community, but especially in higher income areas. Objections are also heard regarding small lot subdivisions, apartment clusters, group homes, the use of density bonuses under the Zoning Code, transitional or homeless facilities, or simply the construction of single family residences for low income families. Community education needs to be provided that is designed to mitigate or eliminate irrational or unwarranted fears and bolster community support for needed housing plans and programs. The Tulare County Housing Authority recently constructed a 70-unit planned development for low and moderate income residents. They also presented information on the proposed development of another affordable housing project. A series of public awareness meetings were held to try to educate the public on the need for affordable housing.

Internally, City staff are being trained to deal effectively with housing discrimination issues, to recognize them and to resolve issues. The City also has several agencies such as Central California Legal Services, Friends of the Homeless, VIAH, Self-Help Enterprises, CVC Housing, Tulare County Housing Authority, C-SET, Proteus, the Tulare/Kings County Continuum of Care coalition and others. Public education components are integrated into several action plans of the City.

**Discrimination Issues.** Based on feedback from housing providers, the City is optimistic that fair housing education and enforcement, literacy, job training and employment programs, increased employment opportunities, may be reducing the instances of overt discrimination. At a minimum, mediation, education, fear of enforcement actions and counseling appear to be positively affecting fair housing opportunities. However, it is the City's position that continued education and enforcement must take place until all traces of discrimination are eliminated.

**Rental Discrimination.** Based on telephone calls to the Tulare County Housing Authority, and the City's former Housing Discrimination Hotline, the number of incidents of rental discrimination are decreasing. Most fall under the category of "tenant/landlord disputes" that revolve around property maintenance, return of security deposits, notices to vacate a property, and like issues. The City intends to continue to monitor the incidents of fair housing complaints with the Housing Authority.

**Inadequate Infrastructure.** Older neighborhoods with a large amount of affordable housing stock often have inadequate infrastructures; that is, sidewalks, streets, sewer, drainage, and other physical facilities. This has created a deterrent

to reinvestment in these neighborhoods by the private sector. The City has taken on the task of improving these neighborhoods through a comprehensive neighborhood improvement program.

**Cultural/Immigration Issues.** Impediments to fair housing can arise from cultural differences. The cultures of immigrating Hispanics and Southeast Asians may vary dramatically with the accepted culture of California and the United States. Many immigrants are hindered in their search for adequate affordable and decent housing by language, income and skill barriers. To better serve these groups, the City has enlisted the cooperation of agencies, such as C-SET and Proteus to provide technical assistance to these groups to integrate them effectively into available housing and other community opportunities. Many of the housing providers in the City also have bi-lingual staff members who can translate available services and programs to those needing assistance.

**Income and Housing Affordability.** Low-incomes, particularly among immigrants and minorities, have prevented many families from obtaining adequate housing. Adequate income is the key to acquisition of affordable housing. A recent study performed by the California State University Fresno concludes that the typical and legal reason for refusing to rent or sell to a prospective tenant or buyer is economic. There is a need to increase the personal financial and financial management resources of area low-income residents so that more households can qualify for mortgage financing, manage adjustable mortgage increases, pay a reasonable rent and manage rent increases, as well as pay for other housing related expenses such as insurance and utilities. Without the skills to adequately manage cost of living increases, there is a stronger likelihood of increased numbers of foreclosures and evictions.

Economic conditions in the Central Valley, including Visalia, have not improved as quickly as other sections of the state and country. Nevertheless, Visalia's economic opportunities have increased thus providing more jobs for those who may have been unemployed in the community. The City works with employment development agencies such Proteus, C-SET and Tulare County Economic Development Corporation to increase job opportunities, training, and employment which directly impacts the accessibility of affordable housing to low income households.

**Housing Supply.** The City has determined that there is an overall inadequate supply of affordable housing. According to the City's Housing Element, vacancy rates for multi-residential structures are approximately 6.4% which leads to higher rents in general, making housing less affordable and harder to find for lower income households. A recent article in the Visalia Times Delta indicated that rents are increasing as a result of the increase in housing prices in general. Average rents now exceed \$800 per month for the average family. This phenomenon may reduce housing choice and cause discriminatory practices to re-emerge. The City has also experienced a significant increase in sales prices making affordable housing unobtainable for low income residents.

**Housing Element and Land Use Plan.** An important goal of the updated Housing Element and Land Use Plan is to assure that a suitable supply of land is planned for single and multiple family housing. The Plans identify where the housing development will occur in meeting the City's housing development requirements. The provision of density bonuses are designed to provide incentives for property owners to provide affordable housing for seniors, low income persons with disabilities

and other low income groups. The City of Visalia submitted its Housing Element in compliance with the State HCD.

**Funding Constraints and Opportunities.** The City's housing supply needs are great with no easy solution. Substantial progress toward the provision of suitable housing for all residents has been made. However, identified five year funding needs for general housing, non-housing community development, and anti-poverty housing related needs contained in the City's Consolidated Plan were far in excess of the City's anticipated receipt of federal, state and local funds to meet those needs.

The City is utilizing local, state and federal resources to address funding needs. Non-profit groups within the City are also applying for funding through private foundations and other sources to expand the supply of affordable housing. The City is also providing financial support to a variety of private sector and nonprofit organizations who further fair housing goals, fill the service gap for the homeless, persons with disabilities, elderly and low income; and seeks to engage the public and businesses in support of fair housing and affordable housing in general.

The City must also comply with existing laws, such as Davis-Bacon, when constructing affordable housing. This increases the cost of the development, and adversely impacts the affordability of the housing being constructed. Lenders are less likely to fund projects in which the proforma results in marginal profits. This trend should be reversed in order to encourage more construction of affordable housing within the community.

**City Policies and Plans.** While preparing this AI, and as a part of the General Plan update process, local policies, practices and procedures involving housing and housing-related activities were reviewed. The City is in the process of upgrading the City's policies in a manner that will enhance the provision of fair housing to all segments of the population. Because the City is committed to the provision of affordable housing and fair housing choice for all who need housing, the City is being proactive in this area.

**Limited Number and Capacity of Nonprofit Housing Construction and Other Service Providers.** The limited number of nonprofit housing construction providers makes it difficult to find sponsors with the financial and managerial capacity and resources necessary for the City to complete affordable housing projects. Funding sources such as HOME and CDBG require additional expertise to complete projects in compliance with existing regulations. Additionally, the cost to build affordable housing is increasing making it more difficult to build affordable units. Lack of capacity can encumber City funds for a lengthy period of time, then jeopardize future City funds from the federal government. The City is working to improve the resources of nonprofit housing providers through collaboration of a number of the agencies to work together and with the City to develop strategies for housing opportunities region-wide.

*Questions 3 (b) Affirmatively Furthering Fair Housing: Identify actions taken to overcome effects of impediments identified.*

As a result of the above issues, the City has identified the following major categories of impediments affecting the provision of fair housing in the City. Certain constraints are linked to several impediment areas rather than handled separately. This approach permits the City to include actions to overcome these underlying obstacles.

The identified impediments and a general statement of the proposed action to mitigate or eliminate the impediment are provided below.

*1. Neighborhoods in need of revitalization.*

**Action:** Rehabilitate housing, upgrade infrastructure and improve services necessary to increase the supply of safe, decent and affordable housing for low income households, including minorities, disabled, homeless, seniors, and large-family households.

Recently, City Council approved a new homeownership program; Lincoln Oval Washington School Neighborhood Homeownership Program. This is one of the steps taken in addressing the needs of two neighborhoods; Washington School and Lincoln Oval Park neighborhoods. The Program utilizes Redevelopment funds as a down payment assistance program, encouraging homeownership within these two targeted areas.

*2. Insufficient production of affordable housing units and rehabilitation of existing units by nonprofit organizations and private sector developers.*

**Action:** In accordance with the goals of the City's Housing Element, increase new construction production and rehabilitation of existing affordable housing.

Recently City Council approved a new 20 unit multi-family development. This project is a partnership with both the Kaweah Management Company and one of the City's Community Housing Development Organization (CHDO), Visalians Interested In Affordable Housing (VIAH).

*3. Inability of low-income households, including minority, those persons with disabilities, homeless and large-families, and seniors, to purchase adequate housing.*

**Action:** Increase the number of qualified home buyers, the number of loans approved for low-income individuals or households, and the number of homes purchased in low-income areas including increasing personal income through economic development activities.

Recently City Council approved funding to assist with the acquisition and rehabilitation of a triplex in the downtown, historic area. Kaweah Management Company (KMC), a 501 (c) (3) nonprofit housing corporation acquired the triplex in a cooperative effort with the Central Valley Regional Center (CVRC). The rehabilitation of the units would be structured and utilized as "supportive housing" for persons with developmental disabilities. The design provides space, special features and equipment specific to their lifestyle and interests, minimizing risk of injuries. The project is a unique opportunity to develop a model program that can be replicated elsewhere.

City Staff are taking additional steps in identifying properties and talking with non-profit agencies to address the needs of our community.

*4. Insufficient participation of low-income and minority volunteers in housing planning, programs and decision-making processes.*

**Action:** Continue to promote diversity of composition on all appointed Boards, Committees, Task Forces and Commissions that reflects the cultural, social, racial, economic, sex, health, disabilities, age and other characteristics of the City; continue to promote volunteerism and participation in community activities affecting housing.

5. *Inability to maximize the potential for zoning, building and safety codes to positively impact housing supply and programs.*

**Action:** Follow policies outlined in the Housing Element update. Review City policies in a manner that: (a) enhances affordability, locational choice, and accessibility, (b) reasonably accommodates all who seek housing and (c) decreases unnecessary housing costs or construction delays by streamlining administrative processes. Improve and step up enforcement and permitting processes to assure that all required local, state and federal laws, including Title 24 and other construction regulations related to accessibility continue to be fully implemented, and that designers and builders of single family homes and remodels are aware of programs and advantages of including accessibility features in projects that are not required to include them.

6. *Difficult for local, state and federal programs to eliminate housing discrimination.*

**Action:** Continue to document, investigate and monitor registered complaints of housing discrimination. Increase community awareness and knowledge of fair housing rights and responsibilities. Implement programs for recognizing, monitoring and deterring discrimination. Continue to work with the Housing Authority to monitor complaints.

7. *Lack of sufficient housing and services for those who are homeless or threatened with homelessness including minority, persons with disabilities and large-family households.*

**Actions:** Improve services and increase housing opportunities for the homeless and those threatened with homelessness.

8. *Inadequate financial resources for implementation of housing plans and programs.*

**Actions:** The City will diligently: (a) seek additional funding working with the community, nonprofit and private sector groups, other cities and counties, regional partners, legislative advocates and state and federal agencies, (b) leverage, and invest funding in neighborhoods with the greatest needs and potential for provision of affordable housing, (c) continue to streamline development processes to avoid duplication of efforts, and (d) take actions to stimulate economic development. The City should also proactively become involved in the reduction of adverse impacting legislation, such as Davis-Bacon, for local affordable housing projects.

*Question4: Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*



*Response No. 4:*

Additional funding is needed to address obstacles such as neighborhood revitalization, housing, infrastructure and other activities and improvements. Visalia is at a disadvantage in removing and/or eliminating obstacles to meet the underserved needs due to the continual decrease in annual allocation of both Community Development Block Grant (CDBG) funds and HOME Investment Partnership Funds. As a result the City continues to look to other sources of funds.

Also, City Staff is preparing to update its Housing Element, which will include addressing obstacles.

*Question 5 (a) Leveraging Resources: Identify progress in obtaining "other" public and private resources to address needs.*

The City applied for the Housing and Community Development Proposition 1C, CalHome funds for the second year in the amount of \$900,000 to contribute to homeownership and rehabilitation loans. The City has not yet heard from HCD as to an award. The City continues to look for funding opportunities.

The City also partnered with CalTrans to obtain a grant for evaluation of traffic and pedestrian conditions and recommendations for improvement at the Oval Park area. October 19, 2007, the City of Visalia received notice that Cal Trans had awarded the City the Environmental Justice Planning Grant in the amount of \$135,000.00. The City was one of twenty-one jurisdictions throughout the State of California awarded the grant. On April 2, 2008, a conference was held with prospective consultants to discuss the scope of the CalTrans grant. Submittals were required from prospective consultants by May 2, 2008. A total of five proposals were received. In April 2008 a neighborhood meeting was held at the Lincoln Oval Park to hear additional concerns from the surrounding community. Also, TPG Consulting has recommended a five phase approach to successfully complete the requirements set forth in the grant. The five phases have been identified as:

- Project Initiation, Project Administration and Management
- Traffic Study
- Community Outreach
- Urban Design Concept Development
- Preparation of Final Framework Plan Report

TPG Consulting will partner with C-SET and RRM Design Group to compile the data to successfully complete the grant requirements. TPG Consulting will be responsible for the final grant product presented to the City Council and the community. C-SET will be responsible for the Community Outreach component and RRM Design Group will be responsible for the Urban Design Concept Development component.

*Question 5 (b) Leveraging Resources: How Federal resources from HUD leveraged other public and private resources.*

The City of Visalia strives to maximize the benefits of federal funds for housing and community development needs through leveraging with other public funds and private investment. The City has continued, in Fiscal Year 2007-2008, to leverage its CDBG and HOME entitlement dollars with other resources in the following manner:



- **Private Mortgage Financing:** The Homebuyers Assistance Program funds are leveraged an average of 2 to 1. That is, for every \$10,000 invested in loans for a household, other lenders (CHFA, FHA, VA or conventional financing) invest an average of \$20,000. For Fiscal Year 2007/2008, \$810,000 in HOME funds was spent to complete 13 First Time Homebuyers Assistance loans. This enabled the City of Visalia to participate in homebuyers' assistance loans with a total value approaching \$1,619,749.
- **Community Leveraging:** The City has continued to cooperate with local public and non-profit agencies to develop affordable housing. Collaboration continues with Community Services and Employment Training (CSET), Habitat for Humanity of Visalia, Visalians Interested In Affordable Housing (VIAH), Kaweah Management Company, and Christian Church Homes/Visalia Senior Housing. This enables the City to leverage CDBG and HOME resources with those of other entities to expand opportunities for low and moderate-income families. Examples are listed below.
- **Redevelopment Low/Mod Housing Set-Aside funds:** Additional leveraging occurs through the use of Redevelopment Low/Moderate Set-Aside funds for owner-occupied and rental units, new construction, and homebuyers assistance. Approximately \$ 4,925,087 was made available for these programs in 2007-2008 Program Year.

Community leveraging is an important aspect in stretching public funds, and in creating a "stake" in the community from other private, non-profit and commercial sources. Visalia has done a good job in leveraging its resources and maximizing participation by partnering with non-profits and its efforts in working with commercial lenders.

The City assisted Christian Church Homes/Visalia Senior Housing with \$2.5 million HOME funds in addition to the awarded Section 202 HUD grant in the amount of \$5,694,000, to assist with the funding of the Visalia Senior Housing Project. In addition to HOME funds, and a Section 202 Grant, CCH/Visalia Senior Housing is investing approximately \$3.4 million into the project from various sources, including tax credits.

The City works closely with the Housing Authority of Tulare County's non profit "Kaweah Management Company" in addressing the needs of the community. 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 at the northeast corner of Paradise and Court Street. Kaweah Management Company is submitting applications for both 4% and 9% tax credits for the Paradise and Court rental development project.

*Question 5 (c): Leveraging Resources: How matching requirements were satisfied.*

*Response No. 5 (c):*

The HOME program requires local or state matching funds. The Federal HOME funds must be matched by non-federal resources (Sec. 92.218-222). All HOME eligible activities require a match of 25% (one dollar of local or state resources for every four federal dollars spent) unless specific exemptions have been granted by HUD. Since 1998 HUD has reduced the matching requirement to 12.5% for the City of Visalia. The City has chosen to provide the required matching local funds in the form

of Redevelopment Low and Moderate Funds (L/M). The City utilizes L/M funds to meet the match requirement in FY 2007-2008 in the amount of 4,925,087. Each year, the Agency submits a HOME match report to HUD summarizing the match contributions. A HOME match report has been prepared on form HUD-40107-A and is attached to this performance report as Appendix "H".

## **Managing the Process**

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

*Program Year 3 CAPER Managing the Process response:*

The City ensures compliance with programs and project by incorporating accounting procedures (tables), conducting single audits, monitoring and following HUD requirements. Staff has prepared this 2007-2008 Program year CAPER report for HUD's review. The City prepared and submitted its previous years 2005-2006 and 2006-2007 CAPER; 2005-2006, 2006-2007, 2007-2008 and 2008-2009 Annual Action Plans.

All reports were made available to the public for review, community meetings were held, City Council Work sessions and public hearings were also held, providing additional opportunities for community participation and input. Public notices are published twice in three local newspapers, including El Sol, for the Spanish speaking and writing community. Notices are posted at Visalia's local library, post office and three city hall offices.

During the 2007-2008 program year, staff implemented projects and activities, previously identified above on page 6 and 7 in General Questions.

## **Citizen Participation**

*\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.*

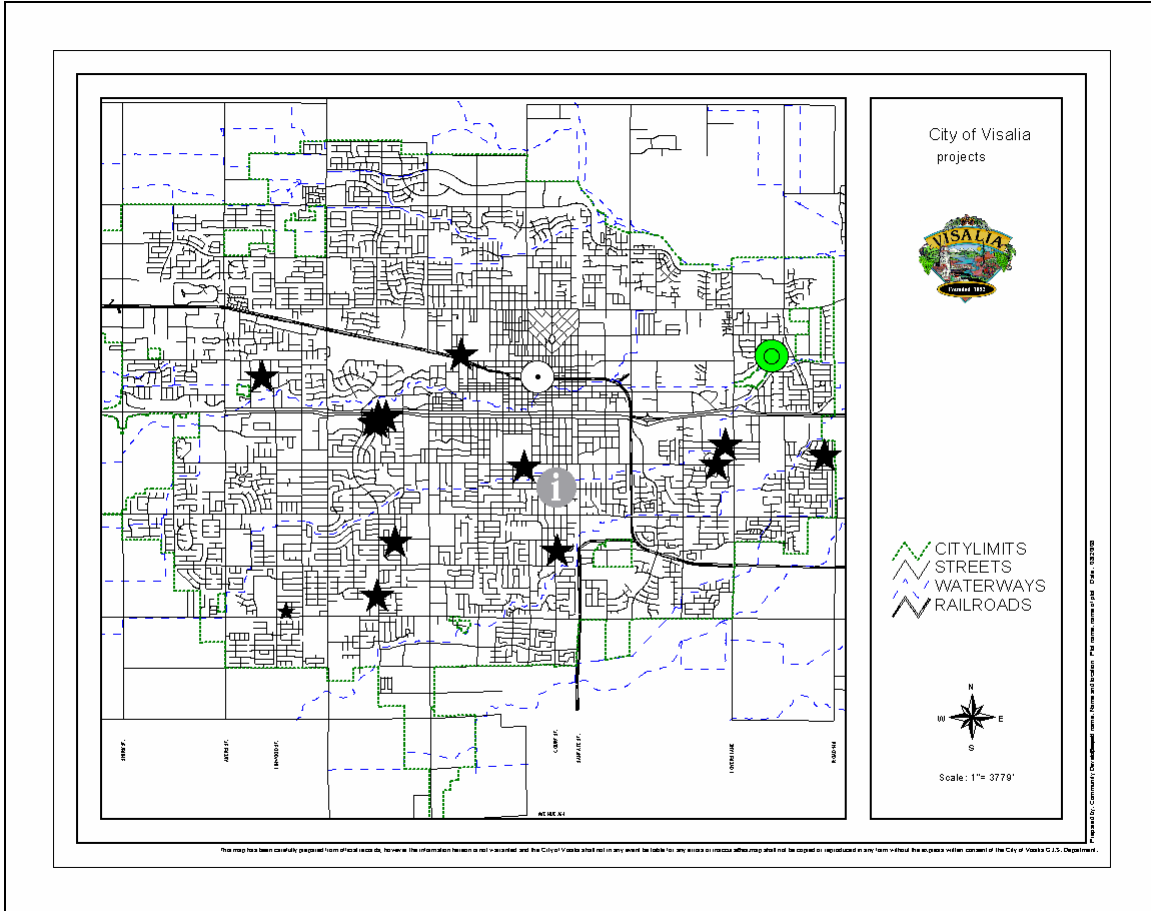
*Program Year 3 CAPER Citizen Participation questions and responses:*

1. *Provide a summary of citizen comments.*

A table that identifies Community, City Council Work Session and City Council Public Hearing meetings with citizen comments is attached as "Appendix "Q".

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. 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.*

Distribution of CDBG and HOME Projects, show where projects have been carried out. The map below depicts projects which address the National Objective in assisting low-income families and locations of projects completed utilizing HOME and CDBG funds. The projects and programs are as follows and also identified as Appendix "G":



- First Time Homebuyers Program participants (Black Star)
- Paradise & Court Development Project ("i" symbol in grey circle)
- Mill Creek Parkway Project (Green circle)
- Encina Triplex Project (white circle with dot)

## Institutional Structure

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

*Program Year 3 CAPER Institutional Structure response:*

The City Council conducts worksessions and public hearings for the Action Plans and CAPER Reports on an annual basis. The Housing and Economic Development Department is responsible for overseeing the federal funds. The department recently

coordinated additional community meetings in the Lincoln Oval Park and Washington School neighborhoods. Staff is also coordinating a community fair to educate the public, bring the local non-profit agencies together and build relationships.

Technical Assistance continues with Enterprise Foundation. Enterprise Foundation's technical assistance to C-SET was recently approved by HUD. Additionally, in discussing the needs of the community, C-Set and the City of Visalia, Enterprise recently reviewed the City's 2006 Technical Assistance report with City Staff, thereafter, reporting to HUD the progress that was made since 2006.

Staff continues to look for training opportunities. Staff has found that CDBG training courses fill within minutes of becoming available. This training is of great importance, especially with new staff. Staff has informed HUD of the need for training and offers the City of Visalia as the host/location for the Central Valley.

## **Monitoring**

*Program Year 3 CAPER Monitoring questions and responses:*

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

The City of Visalia has two HOME funded programs; the First Time Homebuyers Program (HAP) & the Housing Rehabilitation Program (HRP) and four CDBG funded programs; the Senior Home Repair Program, the Emergency Repair and Basic Needs Program (ERBN), the Senior Handicapped Assistance and Repair Program (SHARP), & the Fair Housing Hotline. These Housing Programs are administered by outside agencies; CSET, Self-Help Enterprises & Tulare County Housing Authority respectively, with individual agreements identifying the funding sources, scope of work and funding regulations. The Code Enforcement Program is managed by the Neighborhood Preservation Department, with a designated Building Inspector to work strictly within CDBG Targeted Areas. The Code Enforcement Neighborhood Preservation Manager works very closely with the Housing & Economic Development Division. Park Improvement projects are managed by the Park and Recreation Department Director. The ADA compliance construction is managed by the City's Public Works/Engineering Department, which conducts interviews with the construction crew, reviews the certified payroll and oversees the construction. All CDBG funded projects, managed by these City Departments work closely with the Housing & Economic Development Department which oversees, and monitors the use of these funds.

The City utilizes AmeriNational Community Services to conduct property condition inspections, affidavit of ownership, and monitoring of taxes, insurance and monthly payments. The City's subrecipients report on a monthly basis their monthly accomplishment & performance reports.

Through the Housing Loan Review Committee the City reviews scope of work for housing rehabilitation, change orders, and any other housing related issues that arise. In addition to these monitored activities, the city conducts Davis Bacon, ADA compliance reviews and Contractor interviews to ensure labor standard requirements are being met.

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

A monitoring visit to CSET was conducted on May 22, 2008. CSET administers the City's First Time Homebuyers & Senior Home Repair programs. The visit included, random sampling of files & financial records as well as drive by inspections of participating homes. Results of the monitoring visit showed that CSET is in compliance with all guidelines & regulations prescribed by the federal government and the City of Visalia.

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 a) Self Evaluation: Describe the effect programs have in solving neighborhood and community problems.*

The City's programs help solve community problems and bring about lasting and positive change to enhance the quality of life for all of its residents. These programs help create a positive change in the community as well as address the high and medium priority needs identified in the community survey as follows:

- First Time Homebuyers Program – This program offers a “second mortgage” to those people who are of low income therefore affording them a chance at homeownership. Through homeownership, they achieve the American dream, self pride, & pride in the community.
- Accessibility funds provide needed accessibility improvements throughout the City within CDBG Targeted Areas.
- Senior Handicapped and Repair Program (SHARP), provides needed assistance to low-income, disabled senior citizens with repairs to owner-occupied mobile homes; therefore enhancing neighborhoods.
- Senior Home Repair Program, administered through CSET provides CDBG funding to low-income seniors to make minor repairs to owner-occupied homes, while providing job training skills for CSET students.
- Code Enforcement personnel proactively and effectively address the community's concerns and needs of blighted and distressed neighborhoods within CDBG targeted areas.
- Tulare County Housing Authority (TCHA) administers the fair housing program, ensuring fair housing for residents of the community.
- The West Acequia parking structure will keep hospital jobs in the downtown area, having a ripple effect in supporting local businesses and retail jobs.

*3 b) Self Evaluation: Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*

The City's goal is to increase public participation and to identify priority needs. In February 2008, a public survey was mailed to random homes within the CDBG targeted areas. The survey was also presented to four committee groups. The results of the survey identified: Affordable Housing, Suitable Living Environment, Support of Special Needs Facilities, Public Improvements, Economic & Community Opportunities, & Support of Special Needs Services to be some of the “High” priority needs of the community. With the use of CDBG, HOME, Redevelopment and State funds, the City makes every effort to meet the priority needs of the community.

In order to help make the community's vision a future reality and continue to meet priority needs, the City continues to assist the elderly and disabled persons through

the Senior Handicapped Assistance and Repair Program, the minor Senior Home Repair Program and the project currently underway with Christian Church Homes for the development of approximately 42 units for the disabled. The City continues providing public improvements to the community through the ADA Compliance projects, such as facilitating truncated domes, and curb cuts. The City's First Time Home Buyers Program creates opportunities for affordable housing. The program assisted 13 families with new homes. Two new housing developments have also been completed; Robinwood Court, & Mill Creek, Parkway which provide affordable housing to 10 & 70 families respectively.

The City continues to be a participant and partner of the Continuum of Care. The City expended \$15,000 to the Continuum to support a ten-year plan to end chronic homelessness in Tulare and Kings Counties.

The newly built West Acequia parking structure creates ample parking to support an expanding hospital in the downtown area as well as supports local businesses and retail jobs.

*3 c) Self Evaluation: Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*

The City's First Time Home Buyers Program creates opportunities for decent housing and a suitable living environment. The program assisted 13 families with new homes. Two new housing developments have also been completed; Robinwood Court, & Mill Creek, Parkway which provide affordable housing to 10 & 70 families respectively.

The City also invested HOME & CHDO as well as Low/Mod funds to the "Paradise & Court" Project. The funds were allocated and expended by Kaweah Management company to rehabilitate an existing eleven (11) unit multi family development, and construct an additional nine (9) units committed to multi-family low-income affordable housing.

Low/Mod Funds as a loan have been invested toward the "Encina Triplex", for acquisition and rehabilitation. The triplex, currently vacant, is in need of substantial repairs. The rehabilitation of the units will be structured and utilized as "supportive housing" for persons with developmental disabilities.

The newly built West Acequia parking structure creates ample parking to support an expanding hospital in the downtown area and supports local businesses and retail jobs. The use of CDBG funds for the Section 108 Repayment of the West Acequia parking structure has created 39 jobs thus far (as of December 2007) and more are expected as the hospital's expansion nears completion. Estimated completion date; late 2008.

The City provides CDBG funding to various companies in the City to increase jobs. VF Outdoor Inc. an approximate 800,000 square foot apparel distribution center has created 365 local jobs.

*3 d) Self Evaluation: Indicate any activities falling behind schedule.*



Some of the City's Housing Programs have not taken off as anticipated; in part because of a change in program administrator. The change required several steps before getting the administrator aboard such as obtaining council approval, creating agreements, policies & procedures, forms, etc. Currently the City has one (1) housing rehab loan underway, three (3) recently completed Senior Handicapped Assistance and Repair grants, which will be reported in the next year CAPER, and one (1) Emergency Repair and Basic Needs loan underway at this time.

To help get the City's programs going, Self-Help Enterprises, administrator of the SHARP, ERBN, and HRP programs has expanded their outreach efforts to reach more members of the community through churches, community groups, daycares, and by offering presentations to mobile home residents. SHE is also taking a closer look at the guidelines, applicants' needs and qualifications. They will be meeting with city staff to discuss next steps and possible guideline amendments.

*3 e) Self Evaluation: Describe how activities and strategies made an impact on identified needs.*

The new Housing and Economic Development Director has been with the City for one year. With the Director's approach to affordable housing, economic opportunities and other needs of the community, accountability is one strategy that made a big impact and building community relationships.

Additionally, the objective and outcome of projects and programs are identified under General Questions table and narrative 1 (a).

*3 f) Self Evaluation: Identify indicators that would best describe the results.*

One indicator that the City has been performing satisfactorily is the HUD Monitoring Review. On March 25<sup>th</sup> through the 28<sup>th</sup>, 2008, the San Francisco Community Planning and Development Representative conducted a program monitoring review of activities funded through the HOME Program for the program years 2005-2006 and 2006-2007. The monitoring concluded that the City has performed satisfactorily under the HOME program and has the continued capacity to operate the HOME program successfully. There were no findings or concerns as a result of their review.

A second indicator is that the City received Technical Assistance during the 2006 year. A return visit and review of the City's progress indicated that many changes occurred through additional detail through revisions of program policies, sub-recipient agreements, and successful program implementation, such as the First Time Homebuyers Program.

*3 g) Self Evaluation: Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*

A year ago, the City lost the Redevelopment Development Manger and Administrative Analyst. This created a hindrance on fulfilling the strategies and over all vision of the department due to limited staffing. Since then the City has restructured the department and hired a Housing & Economic Development Director, a Housing Specialist and an Administrative Analyst. The department also oversees Neighborhood Preservation. The department is the smallest within the organization and continues to perform with limited staffing which may, at times, have a negative



impact on the number of activities the Housing & Economic Development department can undertake.

One of these impacts has been with the City's CHDO funds. The City recognizes that expending CHDO funds has been slow and has committed more time in helping non-profits consider becoming a certified CHDO within the City of Visalia. The City has met with several non-profits and to date, Self-Help has been certified and CSET is receiving technical support to becoming certified. The City will be expending CHDO funds and reporting those accomplishments within the next CAPER.

*3 h) Self Evaluation: Identify whether major goals are on target and discuss reasons for those that are not on target.*

The following projects have met their annual stated goal or have shown substantial progress toward the established 5 year goal. Additional narrative of each project or program follows:

- The City continues to be a partner and supporter of the Continuum of Care. This year, the City expended \$15,000 to the Continuum to support a 10-year plan to end chronic homelessness in Tulare & Kings Counties.
- Fair Housing Hotline and Program continues to meet its goal to educate the public on fair housing laws. Within this reporting period, they assisted 259 clients.
- Code Enforcement continues to meet its goal as they continue to address life safety issues that pose a threat to the health, safety and well being of residents and guests of the City of Visalia.
- Construction of the West Acequia Parking Structure has been completed. The parking structure supports the expanding local hospital as well as downtown retail jobs. To date, the structure has created 39 jobs (as of December 2007) for low and moderate persons and more are expected as the hospital's expansion nears completion. Estimated completion date; late 2008.
- Public Improvement funds were committed to the Village Park with expenditure of CDBG funds occurring. Village Park/Wittman Center, a City owned park near a low-income neighborhood.
- Accessibility funds provide needed accessibility improvements throughout the City. To date the city has facilitated 21 curb cuts and truncated domes.
- The First Time Homebuyers Program was very successful, assisting 13 families. One additional family has submitted an application but will not close within the reporting period and will be reflected in the upcoming CAPER.
- Senior Home Repair Program, administered through C-SET continues to be successful by teaching a trade to C-Set students while assisting homeowners with minor repairs. To date, they have completed 564 repairs, assisting 363 low income clients.
- In the past, there were only two certified CHDO's in the City of Visalia, recently reduced to only Visalians Interested In Affordable Housing (VIAH). The City recognized the importance of having more than one and committed to help other non-profits consider becoming a certified CHDO. The City met with several non-profits and to date, Self-Help has been certified and CSET is receiving technical support to becoming certified. The City has expended \$375,271 expended during this year, with the remaining \$124,179 CHDO funds to be paid upon completion of the Paradise and Court Rental Unit Development Project and reporting those accomplishments within the next CAPER.

The following programs are slow in meeting projected goals. .

- Some of the City's Housing Programs (SHARP, ERBN, & HRP have not taken off as anticipated; in part, lapse in a program administrator and upon contracting with SHE, time to revise guidelines, educate the public and additional outreach efforts do take time. Currently the City has one (1) housing rehab loan underway; three (3) Senior Handicapped Assistance and Repair Program grants recently completed, which will be identified in next years CAPER; an one (1) Emergency Repair loan that is underway.

*3 i) Self Evaluation: Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

Although the department operates with limited staffing, it continues to move forward through the direction of the new Housing & Economic Development Director. To achieve more with less, the department conducts weekly meetings to discuss calendars, strategize, and streamline processes. The use of a project table to keep projects moving towards desired goals has also been implemented.

Additionally, the department is looking to retain the services from an outside consultant to conduct project environmental reviews. In July the new Project Manager will work closely with the Housing and Economic Development Director and two other department managers to complete projects, such as Parks and the Civic Center, currently under way in the City.

Program adjustments were recently made to the HOME funded First Time Homebuyer Program. Due to housing market conditions, staff reduced the gap financing from \$60,000 to \$40,000. Also, to promote our Housing Programs; HRP, ERBN, & SHARP programs, the Housing Director has instructed Self-Help Enterprises, the administrator, to optimize their outreach and marketing efforts to reach more members of the community through churches, community groups, daycares, clinics, offering presentations to mobile home residents. City staff and SHE are working to insert a flyer within the resident's water utility bill next year. Self Help Enterprises is also evaluating the HRP program as it relates to the borrower making monthly payments, current established debt ratios and allocation. Self Help will be presenting their findings to City staff during the next program year.

## **Lead-based Paint**

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

*Program Year 3 CAPER Lead-based Paint response:*

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. The City is currently evaluating the costs to train current staff member(s) as Certified Lead Based Paint Inspector(s).

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 environmental health 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.

Program Year 3 CAPER Housing Needs response:

Policy efforts are underway in the City to encourage higher density housing, as a way to create more efficient growth, satisfy housing demands and increase affordable housing. This includes using form based codes, including mixed use developments, and other smart growth techniques to achieve increased densities in the downtown and emerging residential neighborhoods.

As identified under General Questions 1 a, the City has partnered with Kaweah Management Company to address affordable and rental housing opportunities with the recent approval of the 20 unit Paradise and Court Rental Development, Encina Triplex "supportive housing" for persons with developmental disabilities, 70 unit Mill Creek rental development and 10 unit Robinwood Project.

**Specific Housing Objectives**

Program Year 3 CAPER Specific Housing Objectives response:

1. Evaluate progress in meeting specific objective 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.

As mentioned throughout the report, the city continues to provide affordable housing assistance to owners, partnering with Kaweah Management Company in the development of the Mill Creek Parkway, Robinwood, Encina Triplex and Paradise and Court

2007-2008 Program Year				
Priority Need Category	CDBG	HOME	Redevelopment Low/Mod Funds	Total
<b>Total People assisted</b>	943	13		956
<b>Total Household units assisted *</b>	684	13		697
<b>Total Female Head of Household</b>	290	4		294
<b>**Disabled *</b>	7	1		8
<b>Renters</b>				
0 - 30% of MFI	*	2		2
31 - 50 of MFI	*	5		5
51 - 80 of MFI	*	3		3
<b>Total</b>	0	10	**70 Mill Creek Units - Data currently being collected	80
<b>Owners</b>				
0 - 30% of MFI	161	3		164
31 - 50 of MFI	163	0		163
51 - 80 of MFI	39	10		49
<b>Total</b>	363	13		376
* Data regarding Female Head of Household, Disabled, and Renters income was not provided				

Projects and partnering with Christian Church Homes/Visalia Senior Housing to provide senior rental housing opportunities. Both HOME and Redevelopment Low/Mod Set-Aside Funds were provided.

The Mill Creek Parkway and Encina Triplex Projects Median Family Income (MFI) information is currently being collected. The Mill Creek Parkway Project was completed in late April of 2008 and the Encina Triplex was recently approved by City Council in May 2008. Reporting of the income related to "Renters" will be collected and identified within the Redevelopment Housing and Community Development (HCD) Annual Report in December.

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 adjusts 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 \$234,650.
- b. The home is the principal residence of the low-income qualifying family.
- c. The home is subject to the HOME Recapture provisions, in that if the home is sold, the principal loan amount is recaptured, and any accrued interest, in order to assist other low-income families.

As previously discussed, the City has partnered with Tulare County Housing Authority for two projects; 1) Mill Creek Parkway – Redevelopment Low/Mod funding assistance; 2) Robinwood Project – HOME funding assistance. Both developments are rental units. Upon completion of the projects, data will be collected and will reflect within the 2007-2008 Program Year CAPER.

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

Worst case housing needs apply to senior citizens, and housing needs for persons with disabilities and the homeless.

- The City's Senior Home Repair Program, administered through CSET, provides assistance to the City's senior citizens by providing minor repairs to senior homeowners. Approximately forty-four percent (44%) of the participants were at or below the very, very-low income (30% income) category for the area; and an additional forty-five (45%) of the participants were at or below the very-low income (50% income) category for the area.
- The Senior Handicapped and Repair Program, provides \$5,000 grant to mobile home owners in need of new roofs and handicapped access. Often the participants are very low income families. The program is geared toward income below 60% of the median. Results will be reported in the next annual report.
- The Emergency Repair and Basic Needs program provides for low interest deferred loans. Results will be provided in the next annual report.
- In addition to these housing programs, the City, through Proposition 46, obtained a grant to provide exterior grants for renters. The EAGR Grant term for utilizing the funds ended May 05, 2007, with expenditures for the year of \$129,063, assisting #14 rental properties for families with

disabilities, however, EAGR grant opportunities were not available during the 2007-2008 program year, however, Staff continues to look for similar funding opportunities.

In addition to these households assisted, the City has been working closely with the Continuum of Care in addressing the housing needs for homeless.

## **Public Housing Strategy**

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

*Program Year 3 CAPER Public Housing Strategy response:*

Public Housing and Section 8: Assistance is available from the Tulare County Housing Authority which administers the Section 8 voucher program. Currently there are 1,124 Section 8 contracts and over 2,785 on the waiting list. The Tulare County Housing Authority 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% of median income, thus encouraging families to save money, become self-sufficient and hopefully be in a better position to buy a house. It also ensures that the assisted housing is made available to other needy families.

The City of Visalia is partnering with Tulare County Housing Authority, in their efforts to provide affordable housing to low-income families. Tulare County Housing Authority non-profit entity known as Kaweah Management Company, completed the 70 unit Mill Creek Parkway project in April 2007, the Robinwood Project, a 10-unit affordable housing project, including City HOME funds was also completed and the new project approved May 2008 through the City Council, known as the Paradise and Court Project in the development of 9 new units and rehabilitation of 11 existing units.

The County of Tulare Housing Authority does not have a designation of "troubled". Tulare County Housing Authority has established a solid reputation for providing safe, affordable housing to low-income persons.

The current Housing Market Analysis displays the number of public housing units within the City of Visalia, city limits owned and managed by Tulare County Housing Authority.

<b>Housing Market Analysis</b>		<i>Complete cells in blue.</i>					
Housing Stock Inventory		Vacancy Rate	0 & 1 Bedroom	2 Bedrooms	3+ Bedroom	Total	Substandard Units
<b>Affordability Mismatch</b>							
Occupied Units: Renter			3234	4879	3400	11513	192
Occupied Units: Owner			1108	2919	15405	19432	342
Vacant Units: For Rent		8%	121	630	180	931	21
Vacant Units: For Sale		2%	4	89	305	398	4
Total Units Occupied & Vacant			4467	8517	19290	32274	559
<b>Rents: Applicable FMRs (in \$s)</b>			481	538	625		
<b>Rent Affordable at 30% of 50% of MFI (in \$s)</b>			476	571	660		
<b>Public Housing Units</b>							
Occupied Units			21	70	88	179	0
Vacant Units			0	0	0	0	0
Total Units Occupied & Vacant			21	70	88	179	0
<b>Rehabilitation Needs (in \$s)</b>						0	

## Barriers to Affordable Housing

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

*Program Year 3 CAPER Barriers to Affordable Housing response:*

The City continues to address barriers to affordable housing. As stated throughout this report, the Neighborhood Preservation staff continues evaluating the guidelines and success of its housing programs. The First Time Homebuyers Program is reviewed periodically to reflect the current market trends. Additionally, Community Development Staff members have been working with local contractors in considering the Density Bonus and also other affordable housing options.

### General Policies

- The City shall continue to utilize 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 accessible to the public.
- The City continues its participating in the San Joaquin Valley Regional Housing Trust

## 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.

The results of objectives, outcomes and goals are shown in the General Questions 1-a as a table and narrative that follows.

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, HUD -40107-A is attached at Appendix "H".

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 "I".

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

Currently, the City is not funding 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, monitoring will occur. The City of Visalia contracted with AmeriNational Community Services, Inc. in monitoring on-site inspections, owner affidavits, taxes and insurance.

HOUSING	
<b>ETHNICITY</b>	
<i>Hispanic</i>	168
<i>Non-Hispanic</i>	477
<b>RACE:</b>	
<i>White</i>	471
<i>Asian</i>	2
<i>Black</i>	18
<i>Mexican</i>	-
<i>American Indian</i>	-
<i>Other</i>	154
<b>Total Race/Ethnicity</b>	<b>645</b>

4 b) Assessments: Describe the HOME jurisdiction's affirmative marketing actions.

The City of Visalia has actively performed outreach to the minority community. The measure of the success is that approximately a total of 645 people were assisted through a HOME or CDBG funded 2007/2008 Program. Assistance was provided to or owned by minority race households, which was 26% of Hispanic ethnicity. This favorably reflects the City's population 2000 Census data, most recent American Fact Finder data, 20% of the population is of a minority race and that approximately 40% of the populations Ethnicity is Hispanic.

[B03002. HISPANIC OR LATINO ORIGIN BY RACE - Universe: TOTAL POPULATION](#)

Data Set: [2005 American Community Survey](#)

Survey: 2005 American Community Survey

NOTE. Data are limited to the household population and exclude the population living in institutions, college dormitories, and other group quarters. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see [Survey Methodology](#).

	Visalia city, California	
	Estimate	Margin of Error
Total:	108,467	+/-7,697
Not Hispanic or Latino:	64,392	+/-4,585
White alone	53,339	+/-4,247
Black or African American alone	1,831	+/-1,589
American Indian and Alaska Native alone	573	+/-396



## Jurisdiction

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Asian alone	6,685	+/-1,804
Native Hawaiian and Other Pacific Islander alone	165	+/-151
Some other race alone	62	+/-105
Two or more races:	1,737	+/-685
Two races including Some other race	435	+/-351
Two races excluding Some other race, and three or more races	1,302	+/-591
Hispanic or Latino:	44,075	+/-6,713
White alone	32,541	+/-6,279
Black or African American alone	150	+/-249
American Indian and Alaska Native alone	323	+/-221
Asian alone	48	+/-81
Native Hawaiian and Other Pacific Islander alone	0	+/-293
Some other race alone	9,815	+/-2,313
Two or more races:	1,198	+/-694
Two races including Some other race	823	+/-558
Two races excluding Some other race, and three or more races	375	+/-380

Source: U.S. Census Bureau, 2005 American Community Survey

The City contracts with the Tulare County Housing Authority to provide Fair Housing Hotline recourse by referring callers to the appropriate source. The City's goal is to continue to educate the public through brochures, workshops and referral services.

Marketing outreach through the local Visalia Times Delta, El Sol and Tulare–Advanced Register newspapers, and the most recent Thursday non-subscriber paper circulated to city households. Flyers printed in both Spanish and English along with website access with referral information. Other marketing tools are identified within the City's Minority Outreach Program and Affirmative Fair Housing Marketing Plan.

*4 c) Assessments: Describe outreach to minority and women owned businesses.*

*Program Year 3 CAPER HOME/ADDI response:*

The City's goal is to continue to aggressively recruit Minority Business Enterprises and Women's Business Enterprises to bid for any contract made available by our Agency.

The Agency currently contracts with AmeriNational Community Services, Inc., a Native American owned company (MBE), for the servicing of the majority of our loan portfolio. AmeriNational Community Services serves approximately 246 loans valued at approximately \$6,432,952 Million dollars. They currently service both amortized and deferred loans for the Agency. Many of the loans services were funded with HOME and CDBG Grant money.

## HOMELESS

### Homeless Needs

*\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.  
Program Year 3 CAPER Homeless Needs response:*

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

**Table 3**

Name/Phone -Visalia Only- Homeless Data	Family Units	Family Beds	Individual Beds	Voucher/ Overflow
<b>SHELTERS</b>				
<i>Shelters - Subtotals</i>	1	30	158	0
<b>TRANSITIONAL HOUSING</b>				
<i>Board &amp; Care facilities for persons having mental illness (CA state-licensed)</i>			55	
<i>Board &amp; Care Facilities</i>			48	
<i>Other Transitional Living - Subtotals</i>	10	91	147	
<b>TRANSITIONAL HOUSING - Grand Subtotal</b>	10	91	250	
<b>SUPPORTIVE HOUSING</b>				
<i>Supportive Housing</i>	100	36		
<i>Room &amp; Board Facilities (NOT STATE-LICENSED)</i>			52	
<b>SUPPORTIVE HOUSING - Grand Subtotal</b>	100	36	52	0
<b>OTHER SERVICES</b>				
<i>OTHER SERVICES - Subtotals</i>				450
<b>GRAND TOTALS</b>	110	157	460	450

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

There are a total of seventy (70) shelters operating in Visalia. They range from emergency shelter to transitional housing, and are operated by non-profit and religious organizations. Transitional housing organizations help men, women, & women with children transition from living on the streets to becoming self-sufficient through offering meals housing, and the gospel. In most cases, persons need to complete a program in preparation to re-enter the community and search for full time employment.

3. *Identify new Federal resources obtained from Homeless SuperNOFA.*

The Continuum of Care recently obtained information on the Continuum of Care 2008 NOFA, which includes Supportive Housing Programs, Shelter Plus Care, and the Section 8 Moderate Rehabilitation for Single Room Occupancy Program. Results will be provided in next year's CAPER.

**Specific Homeless Prevention Elements**

1. *Identify actions taken to prevent homelessness.*

*Program Year 3 CAPER Specific Housing Prevention Elements response:*

The City continues to be a partner and supporter of the Continuum of Care. This year, the City expended \$15,000 to the Continuum of Care in support of a 10-year plan to end chronic homelessness in Tulare & Kings Counties.

**Emergency Shelter Grants (ESG)**

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.*

*Program Year 3 CAPER ESG response:*

Not applicable

## COMMUNITY DEVELOPMENT

### Community Development

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

*Program Year 3 CAPER Community Development response:*

*1 a) Assessment of Relationship of CDBG Funds to Goals and Objectives: Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*

Community Development Block Grant Funds (CDBG) -Objective and expected Outcome	Carried forward goals	1 yr goal 07-08	# Units Complete 07-08	% of Annual Goal	Priority
<b>Affordable Housing- CDBG Funds</b>					
<b>Objective 1: Suitable Living Environment through Neighborhood Preservation and Services</b>	0	229	580	263%	H
1. Maintain quality housing by addressing substandard housing through (Code Enforcement Program)	0	120	321	268%	
2. Maintain quality of owner-occupied housing through rehabilitation of substandard housing (ERBN)	7	9	in progress	0%	
3. Provide services for low-to-moderate income persons by providing (Fair Housing Education Program)	0	100	259	259%	
<b>Homelessness- CDBG Funds</b>					
<b>Objective 2: Suitable Living Environment by Supporting Special Needs Facilities</b>	1	0	1	100%	H
1. Increase accessibility to support facilities to end chronic homelessness (Continuum of Care/Homeless Project)	1	0	1	100%	
<b>Community Development- CDBG Funds</b>					
<b>Objective 3: Suitable Living Environment through Public Improvements</b>	0	15	21	140%	H
1. Increase availability of handicapped access benefiting population with special needs (Streets ADA Compliance)	0	15	21	140%	
<b>Objective 4: Create Economic Development Opportunities and Community Development Opportunities (Parking Facilities)</b>	550	2	497	24350%	H
1. Improve economic opportunities for low-income persons through (job creation) VF Corporation	350	0	365	104%	
2. Demonstrate a commitment to long-term economic growth by promoting expansion and (job creation) - Section 108 Loan- West Acequia Parking Structure	200	1	39	20%	
3. Demonstrate a commitment to long-term economic growth by promoting expansion and (job creation) - Section 108 Loan- East Acequia Parking Structures Payment	0	1	93	9300%	
<b>Objective 5: Suitable Living Environment through Community Development Opportunities (Public Parks and Parking Facilities)</b>	0	3	2	67%	M
1. Improve quality/increase availability of neighborhood facilities for low-income persons (Parks & Recreation )	*2	2	1	50%	
2. Improve quality/increase availability of neighborhood facilities for low-income persons (Community Campus Project )	0	1	1	100%	
<b>Objective 6: Suitable Living Environment through Community Development Opportunities (Public Services)</b>		n/a	n/a	n/a	M
1. Support non profit agencies with accessibility to public services					
<b>Non Homeless Special Needs Housing- CDBG Funds</b>					
<b>Objective 7: Suitable Living Environment by Supporting Special Needs Services</b>	0	614	564	92%	H
1. Maintain quality of owner-occupied housing for elderly (Senior Home Repair Program)	0	600	564	94%	
2. Increase accessibility and range of housing options for person with special needs (SHARP)	0	14	in progress	0%	
3. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (Christian Church Homes/Visalia Senior Housing)	*42	0	42 units in progress	0%	

The goals and objectives established for the programs listed above were mostly met, with the exception of the Emergency Repair and Basic Needs Rehab program, which Self Help Enterprise is a new consultant and has been reviewing previously submitted applications and has one in progress. These projects and program continue to be a priority as identified in the Consolidated Plan.

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

	Non-Hispanic	Hispanic	White	Asian	Black	Mexican/Chican	American Indian	Other	Total
Robinwood Rental Development	2	8	10						10
Homebuyer's Assistance	7	6	13	-	-	-	-	-	13
Housing Rehabilitation	0	0	-	-	-	-	-	-	-
Emergency Repairs	0	0	-	-	-	-	-	-	-
Senior Home Repair	305	58	291	2	12	-	-	58	363
Senior & Handicapped Repair	0	0	-	-	-	-	-	-	-
Fairhousing	163	96	157		6			96	259
Ethnicity Totals	477	168	471	2	18	-	-	154	645
Race Percentages			73.02%	0.31%	2.79%	0.00%	0.00%	23.88%	100.00%

The information provided above in Table 4, does not reflect data pertaining to Code Enforcement cases. Ethnicity, total household and other information is not collected, however, enforcement issues are addressed by the building inspector within CDBG Target Areas, whereas, the areas are identified through the Census Tracts as 51% of the occupants are at or below 80% of the median.

A table 5, below reflects the number of persons assisted, providing affordable housing using CDBG funds, including the number and types of households served.

<b>Table 5</b>	
<b>2007-2008 Program Year</b>	
<b>Priority Need Category</b>	<b>CDBG</b>
<b>Total People assisted</b>	943
<b>Total Household units assisted *</b>	684
<b>Total Female Head of Household</b>	290
<b>**Disabled *</b>	7
<b>Renters</b>	
0 - 30% of MFI	*
31 - 50 of MFI	*
51 - 80 of MFI	*
Total	0
<b>Owners</b>	
0 - 30% of MFI	161
31 - 50 of MFI	163
51 - 80 of MFI	39
Total	363
* Data regarding Female Head of Household,	

1 c) *Assessment of Relationship of CDBG Funds to Goals and Objectives: Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*

The CDBG funded programs that assist or benefit extremely low-income, low-income and moderate-income persons are the following:

- o Senior Handicapped Assistance and Repair Program
- o Senior Home Repair Program
- o Emergency Repair and Basic Needs Program

The CDBG funded projects that assist or benefit extremely low-income, low-income and moderate-income persons is:

- o Code Enforcement Program

2 a) *Changes in Program Objectives: 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 objective remains to provide affordable housing, a safe, suitable living environment and economic and community development opportunities.

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

The City of Visalia pursued all resources available through the Consolidated Plan, including HOME and CDBG funds. The city holds one section 108 loans, being the West Acequia Parking Structure.

In addition to the allocation of HOME and CDBG Funds the city was awarded, through the State of California, Proposition 1C, the CalHome Grant in the amount of \$600,000 in July 2007. Loans are underway. Staff also applied for 2007 CalHome funds in the amount of \$900,000 for both homeownership and rehabilitation. Staff awaits the results of the 2007 Calhome State funds.

Two partners of the City, Kaweah Management Company and Christian Church Homes of Northern California are pursuing tax credits for the Paradise and Court project and the Sierra Meadows Senior Housing Project.

*3 b) Assessment of Efforts in Carrying Out Planned Actions: Indicate how grantee provided certifications of consistency in a fair and impartial manner.*

The City considers all requests submitted in writing. They are carefully evaluated and the proposal is taken into consideration within the guidelines of the Consolidated Plan, current funding options, and HUD regulations.

*3 c) Assessment of Efforts in Carrying Out Planned Actions: Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*

The City of Visalia followed the Citizens Participation Plan in all efforts to implement the City's five year Consolidated Plan.

*4 a) For Funds Not Used for National Objectives: Indicate how use of CDBG funds did not meet national objectives.*

All CDBG funds utilized, met the CDBG National Objective.

*4 b) For Funds Not Used for National Objectives: Indicate how did not comply with overall benefit certification.*

Not applicable

*5 a) Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property: Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*

**Relocation/Rehabilitation:** Relocation assistance is available if needed in conjunction with Agency housing rehabilitation programs for clients temporarily needing housing while their home is improved. All relocation assistance is provided according to the Uniform Relocation Act. All rehabilitation work for owner occupants is voluntary; an owner occupant may only be eligible for temporary relocation benefits dependent upon the scope of work and/or health and safety issues. The revised policies and procedures for each housing program provides examples of what triggers relocation as it pertains to rehabilitation of an owner occupied home. In relation to CDBG funded projects, no relocations were needed under the Uniform Relocation Act during the 2007/2008 Program Year.

**Demolition:** The City did not utilize CDBG Funds for this activity to purchase and demolish any unsafe buildings.

*5 b) Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property: 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, as there have not been any households, businesses, farms or nonprofit organizations who utilized CDBG funds during the program year, who occupied properties subject to the URA.

*5 c) Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property: Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*

Not Applicable as indicated above.

*6 a) Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons: Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*

Not applicable

*6 b) Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons: List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*

Not applicable

*6 c) Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons: 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 a) Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit: 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.*

The use of CDBG funds toward park improvements requires the use of Census Tract data. This information presumes that the improvements benefit at least 51% of the clientele in an area. Staff brought forward to City Council the final commitment and allocation of the miscellaneous park and earmarked funds towards the Village Park/Wittman Project in May 2008. This project is within a designated CDBG Target Area.

*8 a) Program income received: 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 Program Income Detail, Table 6 below, is broken down by fund, not by activity. Program Income for each source is reported below:

**Table 6**  
**Program Income Detail**  
**(2007-08 Program Year)**

Source	Income	Total
CDBG		
<b>Interest Earnings &amp; Loan Payments</b>	<b>\$67,815</b>	
<b>Sale of Property</b>	<b>198,963</b>	
Subtotal		\$266,778
HOME:		
<b>Interest Earnings &amp; Loan Payments</b>	<b>274,307</b>	
Subtotal		274,307
RDA:		
<b>Interest Earnings &amp; Loan Payments</b>	<b>417,002</b>	
Subtotal		417,002
<b>Total</b>		<b>\$958,087</b>

*8 b) Program income received: Detail the amount repaid on each float-funded activity.*

The City does not have any float-funded activities.

*8 c) Program income received: Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*

Not applicable

*8 d) Program income received: Detail the amount of income received from the sale of property by parcel.*

Not applicable

*9 a) 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: The activity name and number as shown in IDIS;*

Not applicable

*9 b) Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been*

Jurisdiction

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disallowed, provide the following information: The program year(s) in which the expenditure(s) for the disallowed activity (ies) was reported;

Not applicable

9 c) 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: The amount returned to line-of-credit or program account; and

Not applicable

9 d) 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: 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 a) Loans and other receivables: 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.

10 b) Loans and other receivables: List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.

Below is the number and balance of Housing Rehabilitation, Rental Rehabilitation and Homebuyers Assistance Loans in their amortized and deferred status as of June 2008.

Loan Portfolio							
Month:							
	Jun-08	Amortized		Deferred		Totals	
		\$	#	\$	#	\$	#
HOUSING REHABILITATION (HRP, BRBH)		745,328	31	1,477,267	92	2,222,595	123
RENTAL REHABILITATION (RRP)		143,898	12	22,528	3	166,426	15
HOMEBUYER'S ASSISTANCE (HAP) deferred for the first 5 years		919,138	51	3,124,693	57	4,043,831	108
<b>Total</b>		<b>1,808,364</b>	<b>94</b>	<b>4,624,488</b>	<b>152</b>	<b>6,432,852</b>	<b>246</b>

10 c) Loans and other receivables: 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 the passing of an owner(s). The following table shows all the number of outstanding loans that are deferred, principal balance owed as of the end of the reporting period, June 30, 2008. Additionally, the City provides CDBG funded grants up to \$5,000 per participant through the Senior Handicapped and Repair Program.

OUTSTANDING HOUSING LOAN BALANCES		
	Jun-08	
	DEFERRED	
	\$	#
HOUSING REHABILITATION		
CDBG (961)	1,182,589	82
HOME (449)	262,217	9
EAST L/M (446)	32,461	1
MOONEY L/M (448)		
SUBTOTAL	1,477,267	92
RENTAL REHABILITATION		
CDBG (962)	22,528	3
HOME (456)	-	-
SUBTOTAL	22,528	3
HOMEBUYER'S ASSISTANCE		
CDBG (963)	-	-
HOME VIAH (968)	2,562,393	42
HOME FTHB (486)	100,048	8
HOME FTHB CSET (1156)	462,252	7
SUBTOTAL	3,124,693	57
GRAND TOTAL	4,624,488	152

10 d) Loans and other receivables: 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.

The spreadsheet below shows both CDBG & HOME funded loans currently in default. CDBG loans are highlighted in yellow. As of the end of the reporting period; two (2) CDBG funded loans were in default. Typically, loans that are under three payments behind are monitored but are given the opportunity to work toward bringing their payments current; thereafter, the second step is to set up a "forbearance plan" for a six month period. The City currently has one (1) loan in forbearance which is monitored on a monthly basis. As of this reporting period, no CDBG loans have been written off or forgiven.

	Jun-08		DELINQUENT	
	TOTAL			
	\$	#	\$	#
HOUSING REHABILITATION				
CDBG (961)	1,411,895	92	89,831	3
RENTAL REHABILITATION				
CDBG (962)	68,123	13	1,042	1
HOMEBUYER'S ASSISTANCE				
CDBG (963)	22,528	3		
CDBG Total	1,502,546	108	90,873	4

10 e) Loans and other receivables: 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.

11 a) Lump sum agreements: Provide the name of the financial institution.

Not applicable.

11 b) Lump sum agreements: Provide the date the funds were deposited.

Not applicable.

*11 c) Lump sum agreements: Provide the date the use of funds commenced.*

Not applicable.

*11 d) Lump sum agreements: Provide the percentage of funds disbursed within 180 days of deposit in the institution.*

Not applicable.

*12 a) Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year: Identify the type of program and number of projects/units completed for each program.*

Self Help Enterprises, Inc was contracted to complete the rehabilitation projects. One loan is in progress.

*12 b) Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year: Provide the total CDBG funds involved in the program.*

The Emergency Repair and Basic Needs Program is CDBG funded. There is one participant in the pipeline.

The Senior Handicapped Assistance and Repair Program is also CDBG funded. 3 grants were approved through the City's Loan Review Committee. Rehabilitation is underway and SHE will be submitting an invoice upon completion of the projects.

*12 c) Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year: Detail other public and private funds involved in the project.*

Not applicable.

*13 a) Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies: 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.*

*Program Year 3 CAPER Antipoverty Strategy response:*

The City of Visalia is located in Tulare County which historically has high unemployment and a high number of poverty level families. The State of California,

Labor Market Information Center released, July 18, 2008, the Visalia-Porterville Metropolitan Statistical Area unemployment Rate. The report indicated that the unemployment rate in Tulare County was 9.8% percent in June 2008, up from a revised 9.5% percent in May 2008, and also indicated that it is above the year-ago estimate of 8.6% percent. County Data, from the Employment Development Department, Labor Market Information Division, reported in their Labor Force Sub-County Area report, for June 2008 (preliminary) that Visalia has an unemployment rate of 6% percent. The City of Visalia continues to make the issue of unemployment a priority.

The City will continue to address this need through its increased efforts improving the economic development and expansion opportunities city-wide including the Industrial Park. Included in these efforts is assistance to those businesses which will provide job retention and creation opportunities. This will be done in conjunction with current City and private efforts as part of a community consolidated process. A retail development, known as Orchard Walk, located at Dinuba and Riggin, once built out will create between 400 and 500 jobs, without the assistance of CDBG funds. Retail consists of Target, Ross for Less and others.

The three greatest assets to meeting the needs of the underserved population are education, coordination of services and availability of resources. The City of Visalia continues to address all of these areas by forging cooperative efforts with public and private organizations sharing the 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:

Builders Exchange - Tulare/Kings Counties  
Catholic Social Services - The Good New Center  
Central Valley Christian Housing Development Corporation  
City of Visalia - Citizens Advisory Committee  
City of Visalia Council  
Community Lenders Council  
Community Services and Employment Training (CSET)  
Family Services of Tulare County  
Friends of the Homeless of Visalia  
Hispanic Chamber of Commerce - Kings-Tulare County  
Habitat For Humanity  
Kaweah Delta Health Care District  
Manuel Hernandez Community Center  
North Visalia Neighborhood Advisory Committee  
Proteus, Inc.  
Pro-Youth Visalia  
Real Alternatives for Youth Organization (RAYO)  
Salvation Army  
Self-Help Enterprises  
Tulare County Resource Management Agency  
Tulare County Health and Human Services Agency  
Tulare County Mental Health Association  
Visalia Association of Realtors  
Visalia Chamber of Commerce  
Valley Regional Center  
Visalia Economic Development Council

Visalia Rescue Mission  
Visalia Unified School District  
Visalian's Interested in Affordable Housing (VIAH)  
Visalia Emergency Aid Council  
Wittman Village Community Center  
YWCA and YMCA

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).

Program Year 3 CAPER Non-homeless Special Needs response:

The City has adopted a program designed to improve access for persons with disabilities. The program, known as the "Visit-able Home Program", was adopted in cooperation with the South Valley Center for Independent Living, the Building industry Association of Tulare-Kings Counties, and the City's Building division. This program requires minimal changes to construction standards for new single family homes, adding only minor costs that will enable any home to be easily modified for accessibility.

Additionally, 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 then rehabilitate the property. The triplex was acquired for the purpose of creating affordable housing to be utilized as "supportive housing" for person with developmental disabilities. Kaweah Management Company is undertaking this project cooperatively with the Central Valley Regional Center (CVRC), who will place qualified tenants in the project once completed and provide supportive services for the tenants whom they serve as care providers.

### Specific HOPWA Objectives

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

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives  
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
  - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;

- b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
  - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
  - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
  - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
  - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
- a. Grantee Narrative
    - i. Grantee and Community Overview
      - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
      - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
      - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
      - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
      - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
      - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
    - ii. Project Accomplishment Overview
      - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
      - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
      - (3) A brief description of any unique supportive service or other service delivery models or efforts
      - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages



that are not operational.

- iii. Barriers or Trends Overview
  - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
  - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
  - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
  - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
  - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:

Not applicable

## OTHER NARRATIVE

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

Program Year 3 CAPER Other Narrative response:

The City has a new website. The Housing and Economic Development has created a link from the City's Website ([www.ci.visalia.ca.us](http://www.ci.visalia.ca.us)) that holds pertinent documents and information about its housing programs.

Additional data is provided through the attached Appendix's.

Appendix "A", Summary of Proposed 2007/2008 Action Plan

Appendix "B", 2007-2008 1<sup>st</sup> Action Plan Amendment City Council Transmittal

Appendix "C", CDBG/HOME 2007-2008 CAPER

Appendix "D", Objectives and Outcome of CDBG and HOME Funding Expenditures

Appendix "E", CDBG and HOME Goal/Units Accomplished

Appendix "F", CDBG Targeted Areas

Appendix "G", Map of Housing Projects

Appendix "H", Home Match Report

Appendix "I", Annual Performance Report and Minority Business Enterprise and Women's Business Enterprise Report

Appendix "J", CDBG Financial Summary for PY 2007 (PR26 Report)

Appendix "K", Public Hearing Notice

Appendix "L", CAC Committee Meeting Agenda & Minutes

Appendix "M", Disability Advocacy Committee Meeting Agenda

Appendix "N", North Visalia Neighborhood Advisory Committee Meeting Agenda & Minutes

Appendix "O", City of Visalia Agenda Draft CAPER Report Item Transmittal

Appendix "P", City of Visalia Agenda Public Hearing CAPER Report Item Transmittal

Appendix "Q", Community Meetings and Council Input

Appendix "R", Resolution No. 2008---

Appendix "A", Summary of 2007/2008 Action Plan

Table II						
<b>SUMMARY OF PROPOSED 2007/2008 ACTION PLAN</b>						
final and updated - sent to HUD						
	CDBG	HOME	TOTAL	UNITS		
<b>SOURCES OF REVENUE:</b>						
1	Cash - Beginning Balance		-	-		
2	Annual Grant Amount	1,221,135	509,032	1,730,167		
3	HOME matching funds - RDA Low/Mod			-		
4	Program Income	250,000	500,000	750,000		
5	Interest Earnings/Investment Earnings			-		
6	<b>TOTAL REVENUE</b>	<b>1,471,135</b>	<b>1,009,032</b>	<b>2,480,167</b>		
7						
<b>EXPENDITURES:</b>						
9	Operating	70,538	7,300	77,838		
10	Redevelopment Allocation	131,482	27,511	158,993		
11	Direct Allocations	26,351	16,092	42,443		
12	Loan Servicing	6,000		6,000		
13	<b>Subtotal Admin and Operating</b>	<b>234,371</b>	<b>50,903</b>	<b>285,274</b>		
14						
15	Net for Programs and Projects	1,236,764	958,129	2,194,893		
16						
<b>AFFORDABLE HOUSING:</b>						
<b>Homeownership</b>						
19	Homebuyers Assistance Program		671,776	671,776		10
20	CalHome FTHB Down Payment (Seed money)		50,000	50,000		10
21	Property Acquisition (CHDO)		76,353	76,353		1
22	Housing Rehabilitation		160,000	160,000		3
<b>Neighborhood Preservation/Services</b>						
24	Emergency Repairs and Basic Needs	100,000		100,000		9
25	Code Enforcement- Target Areas	70,000		70,000		120
26	Fairhousing Hotline	33,500		33,500		100
27	Loan Recapture Program (CHDO)	-	-	-		-
<b>HOMELESSNESS</b>						
<b>Special Needs Facilities</b>						
30	Housing for Disabled Project	100,000		100,000		1
31	Continuum of Care Project	15,537		15,537		1
<b>COMMUNITY DEVELOPMENT</b>						
<b>Public Improvements</b>						
34	ADA Compliance Projects	40,000		40,000		15
<b>Economic Development/Public Parking Facilities</b>						
36	West Parking Structure Loan Payment	626,727		626,727		1
37	Job Creation/Retention	20,000		20,000		1
<b>Public Park/Public Facilities</b>						
39	Village Park/Wittman Center Improvements	70,000		70,000		1
<b>NON HOMELESS SPECIAL NEEDS HOUSING</b>						
<b>Special Needs Services</b>						
42	Senior Home Minor Repairs	91,000		91,000		600
43	Senior Repair and Handicapped Access	70,000		70,000		14
<b>REDEVELOPMENT PROJECTS:</b>						
45	Habitat for Humanity Land Purchase			-		
46	<b>Subtotal Programs &amp; Projects</b>	<b>1,236,764</b>	<b>958,129</b>	<b>2,194,893</b>		
47						
48						
49	<b>TOTAL EXPENDITURES</b>	<b>1,471,135</b>	<b>1,009,032</b>	<b>2,480,167</b>		
50						
<b>REVENUE LESS EXPENDITURES</b>						
51	Remaining to Carry Forward	-	-	-		

Appendix "B", 2007-2008 1<sup>st</sup> Action Plan Amendment City Council Transmittal

<b>City of Visalia Agenda Item Transmittal</b>	
<b>Meeting Date:</b> July 14, 2008	<b>For action by:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Redev. Agency Bd. <input type="checkbox"/> Cap. Impr. Corp. <input type="checkbox"/> VPFA
<b>Agenda Item Number (Assigned by City Clerk):</b> 11	
<b>Agenda Item Wording:</b> Public Hearing on the proposed first amendment to the Community Development Block Grant (CDBG) and HOME Program FY 2007-08 Annual Action Plan	<b>For placement on which agenda:</b> <input type="checkbox"/> Work Session <input type="checkbox"/> Closed Session
<b>Deadline for Action:</b> July 14, 2008	
<b>Submitting Department:</b> Housing and Economic Development Department	<b>Regular Session:</b> <input type="checkbox"/> Consent Calendar <input type="checkbox"/> Regular Item <input checked="" type="checkbox"/> Public Hearing
<b>Contact Name and Phone Number:</b> Ricardo Noguera, Housing & Economic Development Director (4190), Vince Elizondo, Director of Parks/Recreation (4367), Ruth Peña, Financial Analyst (4327), Rhonda Haynes, Housing Specialist (4460),	Est. Time (Min.): 15
<b>Recommendation:</b> Authorize the following: <ul style="list-style-type: none"><li>Adoption of the proposed first amendment to the CDBG and HOME Program FY 2007-08 Action Plan;</li><li>Final authorization for the use of CDBG funds toward the Village Park Project near the Wittman Center and Community Campus; and</li><li>Authorize staff to complete appropriate budget adjustments.</li></ul>	<b>Review:</b> <b>Dept. Head</b> _____ <b>(Initials &amp; date required)</b> <b>Finance</b> _____ <b>City Atty</b> _____ <b>(Initials &amp; date required or N/A)</b> <b>City Mgr</b> _____ <b>(Initials Required)</b>
<b>Summary/Background:</b> On May 7, 2007, the City Council adopted the 2007-08 Annual Action Plan. Due to staff's reassessment of needs in the community, it is recommended that the following amendments be considered: <ol style="list-style-type: none"><li>Eliminate \$50,000 in HOME funds for use in conjunction with the CalHome program due to a decline in program income generated;</li><li>Add \$20,000 in CDBG for Oval Park Area improvements</li><li>Add \$25,000 in CDBG for Washington School Area improvements</li><li>Eliminate \$20,000 from CDBG for Job Creation/Retention</li><li>Reduce \$25,000 from CDBG in Administration funds</li></ol>	<small>If report is being re-routed after revisions leave date of initials if no significant change has affected Finance or City Attorney Review.</small>
Staff is also requesting that the Council finalize the use of CDBG funds toward the Village Park project. The Village Park/Wittman Center Project is located at the 300 block of Pearl Avenue. This project will be utilizing a total of \$170,000 of Community Development Block Grant (CDBG) funds as well as Prop 40 grant funds, to complete the scope of work for park improvements,	
<small>This document last revised: 7/11/08 9:06:00 AM9:06 AM Page 1 File location and name:</small>	

specifically, to refurbish basketball courts, replace play equipment, upgrade and install new fencing, renovate an existing soccer field and modify a multi-use area for basketball in the Wittman Village Community Center.

**Proposed Action Plan Budget Amendment**

The following summary, Table I, Proposed 2007-08 Action Plan Amendment, shows the proposed amendment to the current 2007-08 Action Plan budget.

Table I PROPOSED 2007-08 ACTION PLAN AMENDMENT			
HOME			
PROJECT (Decrease)	BALANCE JULY 1, 2008	PROPOSED AMENDMENT	AMENDED PROJECT BALANCE
1 CalHome First Time Homebuyers Assistance Program (seed money)	50,000	(50,000)	-
NET CHANGE HOME		(50,000)	
PROPOSED 2007-2008 ACTION PLAN AMENDMENT			
CDBG			
PROJECT (Increase)	BALANCE JULY 1, 2008	PROPOSED AMENDMENT	AMENDED PROJECT BALANCE
2 Oval Area Public Improvements (to be used for infrastructure)	-	20,000	20,000
3 Washington School Area (Landscape & Lighting District)		25,000	25,000
PROJECT (Decrease)			
4 Job Creation/Retention	20,000	(20,000)	-
5 Administration	25,000	(25,000)	-
NET CHANGE CDBG		-	

**Proposed Increases**

Oval Park Area Improvements \$20,000: City Council also provided staff with the direction to identify the needs of the Oval Park Area. In addition to leveraging CDBG funds, the City received a Cal Trans Grant to analyze the area as it relates to traffic, safety and lighting. Due to the needs in the community, staff is recommending that \$20,000 in Job Creation/Retention funding be reallocated to Oval Park area improvements. The Public Works Department will begin addressing drainage challenges along the north side of the park. They have also begun repairing lights which have been in disrepair.

Washington Area Improvements \$25,000: At council's direction, staff have met with the Washington School area residents. Public Works staff are now pursuing the completion of a Landscape & Lighting District. A portion of the CDBG funds will be used to prepare the required Engineer's Report.

**Proposed Decreases**

CalHome Program (\$50,000): Staff is recommending for the \$50,000 set-aside to be eliminated due to the recent decrease in HOME dollars and lower estimated HOME program income.

Initially, the City planned on utilizing HOME funds, up to \$5,000 as a third mortgage (gap financing) along with the State of California CalHome funds to help first time homebuyers second mortgage. Due to the recent drop in home values, borrowers are able to purchase a

home without the City's Home funded third mortgage loan. Therefore, the \$50,000 set-aside will be eliminated rather than reallocated.

Staff allocates funds to programs and projects through the annual action plan, the HOME allocation is provided by HUD and program income is estimated, based upon the previous year loan repayment of principal and interest. The funds received from loans paid in full since July 1, 2007, is less than anticipated, therefore the \$50,000 will not be reallocated to a program.

Job Creation (\$20,000): CDBG funding was budgeted to be utilized when a company seeks financial assistance and is either establishing a new facility, expanding or in jeopardy of closure in Visalia. Approximately \$20,000 has been set aside. At this time, there are no companies identified for this type of assistance. Therefore, staff is recommending that \$20,000 in Job Creation/Retention funding be reallocated for Oval Park area improvements.

Administration (\$25,000): This will support the preparation of the Engineer's Report for a Landscape & Lighting District in the Washington School area. In addition, environmental clearance is required for many of these projects. The funds will go toward retention of an environmental consultant to complete the necessary analysis.

**Final Authorization for the Village Park Project**

Miscellaneous park funds have been earmarked for the Village Park Project. At this time staff is requesting that City Council approve the final authorization of the use of Community Development Block Grant (CDBG) funds that have been set aside fund (earmarked) from previous years (2003-04 to 2007-08) as shown in Table II, Action Plan Allocation for Park Funding, to allow Park and Recreation to proceed with the project.

Table II  
**ACTION PLAN ALLOCATION  
 FOR PARK FUNDING**

SOURCE	ENTITLEMENT AMOUNT
2007-08 CDBG Village Park/Wittman Center Impr.	70,000.00
2006-07 CDBG Village Park/Wittman Center Impr.	35,000.00
2005-06 CDBG Misc Park Improvements	50,000.00
2003-04 CDBG Misc Park Improvements	15,000.00
	<b>170,000.00</b>

**Community Meetings**

The following Community meetings will be held to review and comment on the proposed amendment to the 2007-08 Annual Action Plan:

- Citizens Advisory Committee (CAC) – July 02, 2008
- North Visalia Neighborhood Advisory Committee – July 09, 2008
- Washington Residents for a Better Community – July 10, 2008
- Disability Advocacy Committee – July 14, 2008

**Prior Council/Board Actions:** 2007-08 Annual Action Plan adopted on May 7, 2007 and 2008-09 Annual Action Plan adopted on April 21, 2008

**Committee/Commission Review and Actions:** Citizens Advisory Committee- meeting held April 2, 2008; North Visalia Neighborhood Advisory Committee- meeting held on April 09, 2008;

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 File location and name:

Washington Residents for a Better Community- meeting held on April 10, 2008 and Disability Advocacy Committee- meeting held on April 14, 2008 to review Draft 2008-2009 Action Plan

**Alternatives:** None

**Attachments:**

- Site Plan for Wittman Center Improvements
- Site Map for Wittman Center

**Recommended Motion (and Alternative Motions if expected):** Authorize the following:

- Adoption of the proposed first amendment to the CDBG and HOME Program FY 2007-08 Action Plan
- Final authorization for Village Park Project; and
- Authorize staff to complete appropriate budget adjustments.

***Environmental Assessment Status***

**CEQA Review:** n/a:

**NEPA Review: completed.** The activity proposed for which a Finding of No Significant Impact (FONSI) was published July 10, 2003 (EA 2003-24)

**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)*

Staff to make the appropriate budget adjustments and proceed with the projects, programs and activities in accordance with the adopted budget as amended.

Copies of this report have been provided to:

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Page 4  
File location and name:



## Appendix "C", CDBG/HOME 2007-2008 CAPER Expenditures

Table I & Appendix "C" - CAPER Expenditures						
Consolidated Annual Performance and Evaluation Report Expenditures						
			CDBG	HOME	TOTAL	UNITS
<b>SOURCES OF REVENUE:</b>						
1	Carryover Balance		566,117	816,464	1,382,581	
2	Annual Grant Amount		1,221,135	509,032	1,730,167	
3	HOME matching funds - RDA Low/Mod				-	
4	Program Income		266,778	274,307	541,085	
5	Interest Earnings/Investment Earnings				-	
6	<b>TOTAL REVENUE</b>		<b>2,054,030</b>	<b>1,599,803</b>	<b>3,653,833</b>	
7						
<b>EXPENDITURES:</b>						
9	Operating		22,000	11,990	33,990	
10	Redevelopment Allocation		266,749	26,470	293,219	
11	Direct Allocations		32,064	16,798	48,862	
12	Loan Servicing		4,002	-	4,002	
13	<b>Subtotal Admin and Operating</b>		<b>324,815</b>	<b>55,258</b>	<b>380,073</b>	
14						
15	Net for Programs and Projects		1,729,215	1,544,545	3,273,760	
16						
<b>AFFORDABLE HOUSING:</b>						
<b><u>Homeownership</u></b>						
19	DH-2(2) Homebuyers Assistance Program			810,000	810,000	13
20	DH-2(3) CalHome FTHB Down Payment (Seed money)			-	-	n/a
21	DH-1(3) Property Acquisition (CHDO)			375,427	375,427	-
22	DH-3(2) Housing Rehabilitation			5,631	5,631	-
23	DH-1(1) Habitat for Humanity Land Purchase - Encina)			6,039	6,039	-
24	<b><u>Neighborhood Preservation/Services</u></b>					
25	SL-3(4) Emergency Repairs and Basic Needs		4,373		4,373	-
26	SL-3(2) Code Enforcement- Target Areas		47,334		47,334	321
27	SL-3(1) Fairhousing Hotline		43,967		43,967	259
28	DH-3(1) Loan Recapture Program (CHDO)		-	-	-	-
29	<b>HOMELESSNESS</b>					
30	<b><u>Special Needs Facilities</u></b>					
31	SL-1(6) Housing for Disabled Project				-	
32	SL-1(5) Continuum of Care Project		15,000		15,000	1
33	<b>COMMUNITY DEVELOPMENT</b>					
34	<b><u>Public Improvements</u></b>					
35	SL-1(2) ADA Compliance Projects		72,115		72,115	21
36	<b><u>Economic Development/Public Parking Facilities</u></b>					
37	EO-3(3) West Parking Structure Loan Payment		696,264		696,264	39
38	EO-3(1) Job Creation/Retention				-	n/a
39	<b><u>Public Park /Public Facilities</u></b>					
40	SL-1(1) Village Park/Wittman Center Improvements		18,583		18,583	1
41	Community Campus		89,928		89,928	1
42	<b>NON HOMELESS SPECIAL NEEDS HOUSING</b>					
43	<b><u>Special Needs Services</u></b>					
44	SL-3(3) Senior Home Minor Repairs		91,000		91,000	363
45	SL-1(3) Senior Repair and Handicapped Access		14,229		14,229	-
46	SL-2(1) Senior Housing			200,012	200,012	-
47	<b>Subtotal Programs &amp; Projects</b>		<b>1,092,793</b>	<b>1,397,109</b>	<b>2,489,902</b>	
48						
49	<b>TOTAL EXPENDITURES</b>		<b>1,417,608</b>	<b>1,452,367</b>	<b>2,869,975</b>	
50						
51	<b>REVENUE LESS EXPENDITURES</b>					
52	Remaining to Carry Forward		636,422	147,436	783,858	

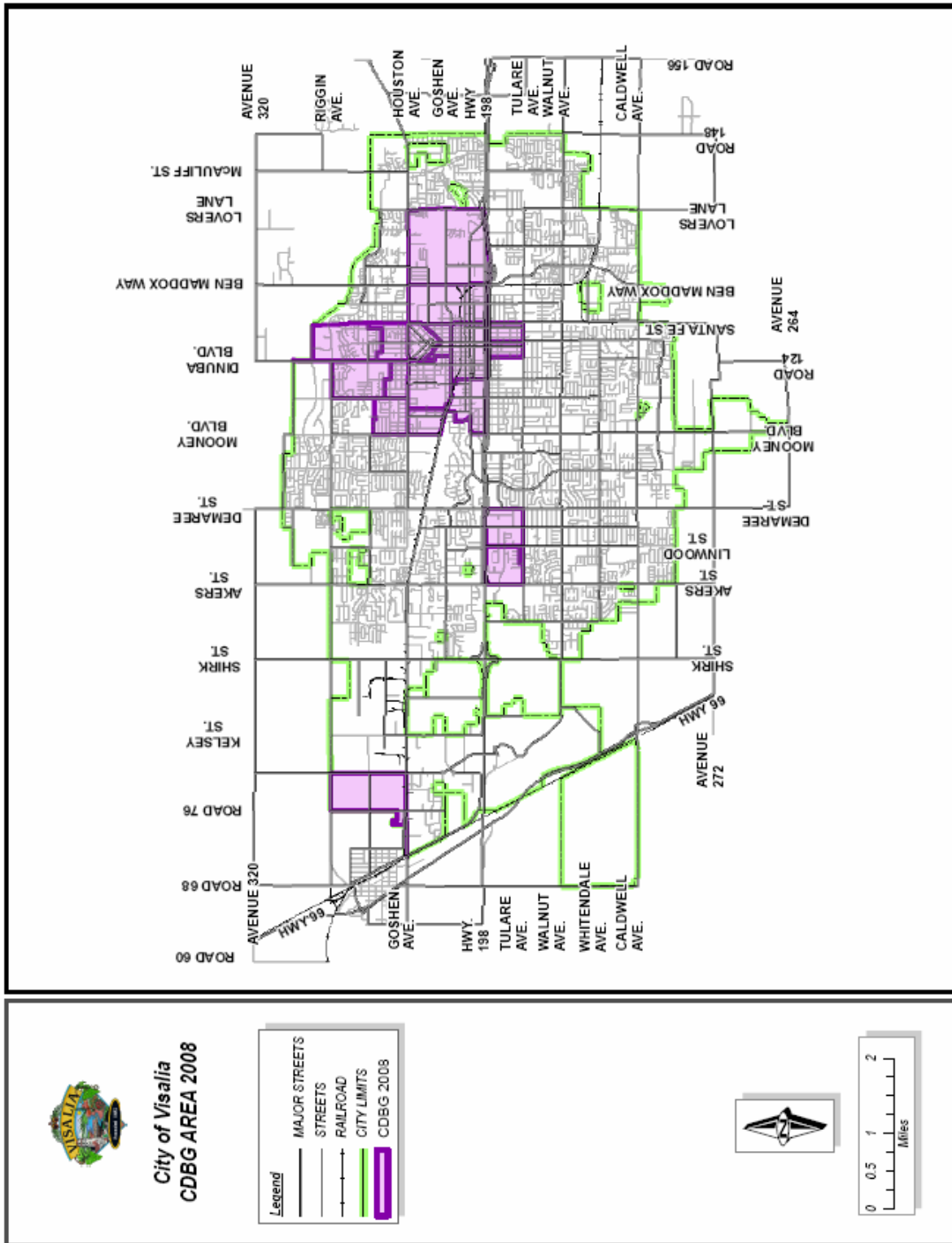
Appendix "D", CDBG and HOME Funding Expenditures related to HUD Objectives

Appendix "D" Objectives and Outcomes CDBG and HOME Funding Allocation				
	2007-2008 Expenditures	No. units/services or jobs created or completed	Priority	
<b>HOME Investment Partnership Funds (HOME) - Objective and expected Outcome</b>				
<b>Affordable Housing- HOME Funds</b>				
<b>Objective 1: Provide Decent Affordable Housing</b>				
1. Increase availability of affordable owner-occupied housing through (HAP)	\$ 810,000.00	13	H	
2. Increase availability of affordable owner-occupied housing through leveraging HOME funds with possible CalHome FTHB Grant (eliminated by amend	\$ -	0	funds eliminated	
3. Increase availability of affordable housing. Remaining monies from Encina Development (Summers St project)	\$ 6,099.00	1		
4. Increase quality of owner-occupied housing through rehabilitation (HRP)	\$ 5,631.00	In progress		
5. Increase availability of affordable rental housing through acquisition, rehabilitation and partnership with CHDO & Non-Profit Agencies (Paradise & Court)	\$ 375,427.00	20 units in progress		
6. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (TCHA- Robinwood Project)	\$ -	10		
<b>Objective 2: Suitable Living Environment through Neighborhood Preservation and Services</b>				
1. Increase availability of affordable owner-occupied housing through Loan Recapture Program (CHDO)	\$ -	0		
Total HOME Allocations				
<b>Community Development Block Grant Funds (CDBG) -Objective and expected Outcome</b>				
<b>Affordable Housing- CDBG Funds</b>				
<b>Objective 1: Suitable Living Environment through Neighborhood Preservation and Services</b>				
1. Maintain quality housing by addressing substandard housing through (Code Enforcement Program)	\$ 47,334.00	321	H	
2. Maintain quality of owner-occupied housing through rehabilitation of substandard housing (ERBN)	\$ 4,373.00	in progress		
3. Provide services for low-to -moderate income persons by providing (Fair Housing Education Program)	\$ 43,967.00	259		
<b>Homelessness- CDBG Funds</b>				
<b>Objective 2: Suitable Living Environment by Supporting Special Needs Facilities</b>				
1. Increase accessibility to support facilities to end chronic homelessness (Continuum of Care/Homeless Project)	\$ 15,000.00	1	H	
2. Increase accessibility and availability of housing for disabled persons	\$ -	0	funds to be reallocated	
<b>Community Development- CDBG Funds</b>				
<b>Objective 3: Suitable Living Environment through Public Improvements</b>				
1. Increase availability of handicapped access benefiting population with special needs (Streets ADA Compliance)	\$ 72,115.00	21	H	
<b>Objective 4: Create Economic Development Opportunities and Community Development Opportunities (Parking Facilities)</b>				
1. Improve economic opportunities for low-income persons through (job creation) YF Corporation	\$ -	365	H	
2. Demonstrate a commitment to long-term economic growth by promoting expansion and (job retention) - Section 108 Loan- West Acequia	\$ 696,264.00	39		
<b>Objective 5: Suitable Living Environment through Community Development Opportunities (Public Parks and Parking Facilities)</b>				
1. Improve quality/increase availability of neighborhood facilities for low-income persons (Parks & Recreation- Village Park/Wittman)	\$ 18,583.00	1	M	
2. Improve quality/increase availability of neighborhood facilities for low-income persons (Community Campus Project)	\$ 89,296.00	1		
<b>Objective 6: Suitable Living Environment through Community Development Opportunities (Public Services)</b>				
1. Support non profit agencies with accessibility to public services			M	
<b>Non Homeless Special Needs Housing- CDBG Funds</b>				
<b>Objective 7: Suitable Living Environment by Supporting Special Needs Services</b>				
1. Maintain quality of owner-occupied housing for elderly (Senior Home Repair Program)	\$ 91,000.00	363	H	
2. Increase accessibility and range of housing options for person with special needs (SHARP)	\$ 14,229.00	in progress		
3. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (Christian Church Homes/Visalia Senior Housing)	\$ 200,012.00	42 units in progress		
Total CDBG Allocations				

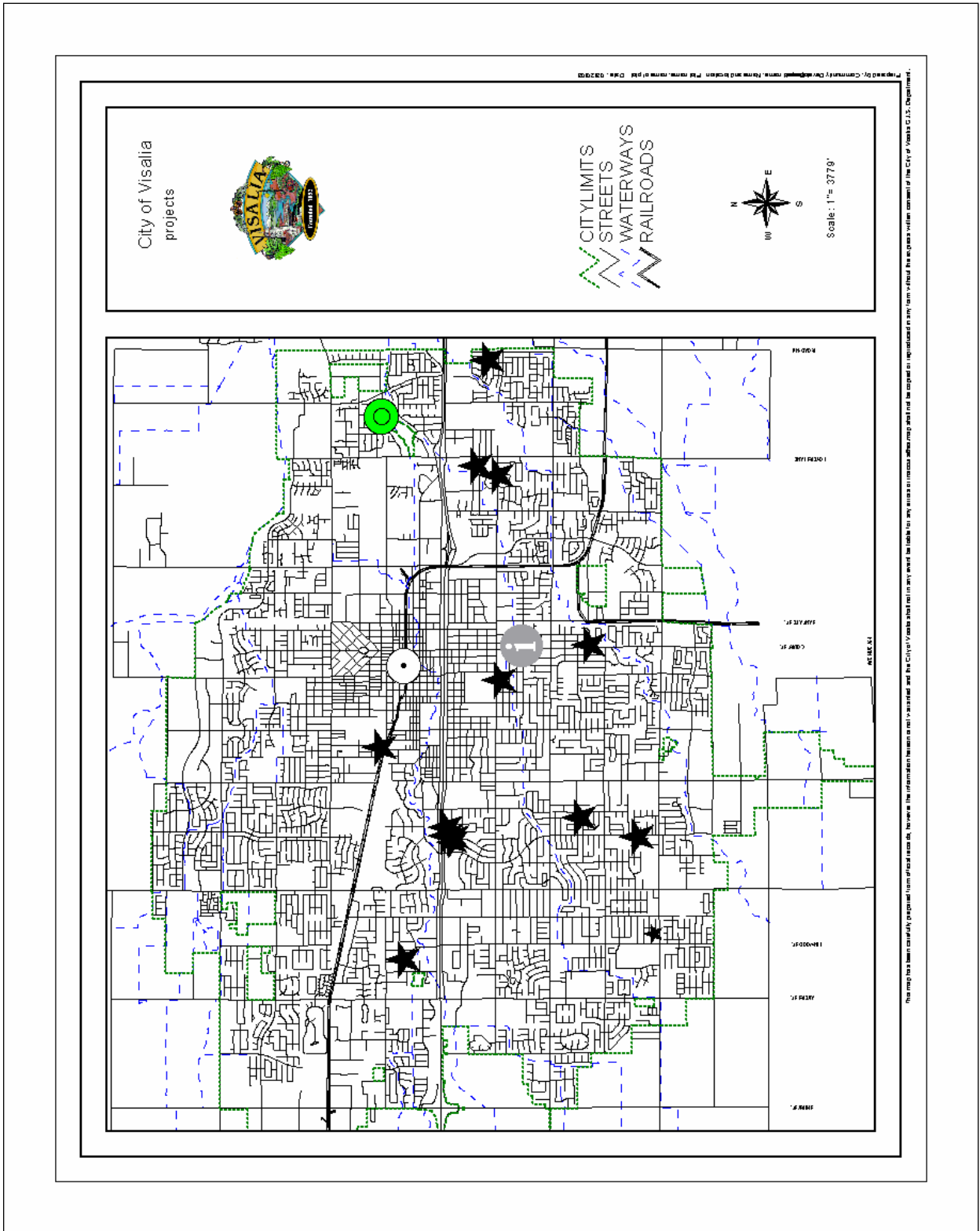
Appendix "E", CDBG and HOME Goal/Units Accomplished

Appendix "D" 2007-2008 Program Year: CDBG and HOME Goals/Units Accomplished						
Objective	Carried forward goals 05-06 and/or 06-07	1 yr goal 07-08	# Units Completed 07-08	% of Annual Goal	Priority	
<b>HOME Investment Partnership Funds (HOME) - Objective and expected Outcome</b>						
<b>Affordable Housing- HOME Funds</b>						
<b>Objective 1: Provide Decent Affordable Housing</b>						
1. Increase availability of affordable owner-occupied housing through (HAP)	0	14	24	171%	H	
2. Increase availability of affordable owner-occupied housing through leveraging HOME funds with possible Call-Home FTHB Grant (eliminated by amendment)	0	10	13	130%		
3. Increase availability of affordable housing. Remaining monies from Encina Development (Summers St project)	4	0	0	n/a		
4. Increase quality of owner-occupied housing through rehabilitation (HRP)	2	3	1	25%		
5. Increase availability of affordable rental housing through acquisition, rehabilitation and partnership with CHDO & Non-Profit Agencies (Paradise & Court)	0	1	20 units in progress	0%		
6. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (TCHA- Robinwood Project)	10	0	10	100%		
<b>Affordable Housing- HOME Funds</b>						
<b>Objective 2: Suitable Living Environment through Neighborhood Preservation and Services</b>						
1. Increase availability of affordable owner-occupied housing through Loan Recapture Program (CHDO)	0	0	0	#DN/NI*		
<b>Community Development Block Grant Funds (CDBG) -Objective and expected Outcome</b>						
<b>Affordable Housing- CDBG Funds</b>						
<b>Objective 1: Suitable Living Environment through Neighborhood Preservation and Services</b>						
1. Maintain quality housing by addressing substandard housing through (Code Enforcement Program)	0	229	500	253%	H	
2. Maintain quality of owner-occupied housing through rehabilitation of substandard housing (ERBN)	7	120	321	268%		
3. Provide services for low-to- moderate income persons by providing (Fair Housing Education Program)	0	9	9	100%		
4. Provide services for low-to- moderate income persons by providing (Fair Housing Education Program)	0	100	259	259%		
<b>Homelessness- CDBG Funds</b>						
<b>Objective 2: Suitable Living Environment by Supporting Special Needs Facilities</b>						
1. Increase accessibility to support facilities to end chronic homelessness (Continuum of Care/Homeless Project)	1	0	1	100%	H	
<b>Community Development- CDBG Funds</b>						
<b>Objective 3: Suitable Living Environment through Public Improvements</b>						
1. Increase availability of handicapped access benefiting population with special needs (Streets ADA Compliance)	0	15	21	140%	H	
<b>Objective 4: Create Economic Development Opportunities and Community Development Opportunities (Parking Facilities)</b>						
1. Improve economic opportunities for low-income persons through (job creation) VF Corporation	350	2	497	24850%	H	
2. Demonstrate a commitment to long-term economic growth by promoting expansion and (job creation) - Section 108 Loan- West Avequia Parking Structure	200	1	39	20%		
3. Demonstrate a commitment to long-term economic growth by promoting expansion and (job creation) - Section 108 Loan- East Avequia Parking Structures Payment	0	1	93	9300%		
<b>Objective 5: Suitable Living Environment through Community Development Opportunities (Public Parks and Parking Facilities)</b>						
1. Improve quality/increase availability of neighborhood facilities for low-income persons (Parks & Recreation )	*2	2	2	67%	M	
2. Improve quality/increase availability of neighborhood facilities for low-income persons (Community Campus Project )	0	1	1	100%		
<b>Objective 6: Suitable Living Environment through Community Development Opportunities (Public Services)</b>						
1. Support non profit agencies with accessibility to public services		n/a	n/a	n/a	M	
<b>Non Homeless Special Needs Housing- CDBG Funds</b>						
<b>Objective 7: Suitable Living Environment by Supporting Special Needs Services</b>						
1. Maintain quality of owner-occupied housing for elderly (Senior Home Repair Program)	0	614	564	92%	H	
2. Increase accessibility, and range of housing options for person with special needs (SHARP)	0	600	564	94%		
3. Increase availability of affordable rental housing through partnership with Non-Profit Agencies (Christian Church Homes/Misalia Senior Housing)	*42	14	42 units in progress	0%		

Appendix "F", CDBG Targeted Areas



Appendix "G", Map of Housing Projects







Appendix "I", Annual Performance Report and Minority Business Enterprise and Women's Business Enterprise Report

<b>Annual Performance Report HOME Program</b>	<b>U.S. Department of Housing and Urban Development</b> Office of Community Planning and Development	OMB Approval No. 2506-0171 (exp. 8/31/2009)				
<p>Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.</p> <p>The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.</p> <p>This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.</p>						
Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>		This report is for period (mm/dd/yyyy) <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Starting</td> <td style="width:50%;">Ending</td> </tr> <tr> <td style="text-align:center;">07/01/2007</td> <td style="text-align:center;">06/30/08</td> </tr> </table>	Starting	Ending	07/01/2007	06/30/08
Starting	Ending					
07/01/2007	06/30/08					
		Date Submitted (mm/dd/yyyy) <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="text-align:center;">09/30/2008</td> </tr> </table>	09/30/2008			
09/30/2008						
<b>Part I Participant Identification</b>						
1. Participant Number	2. Participant Name					
MO7-MC060230	City of Visalia					
3. Name of Person completing this report		4. Phone Number (Include Area Code)				
Ruth Peña		559-713-4327				
5. Address		6. City				
707 West Acequia Ave		Visalia				
		7. State				
		CA				
		8. Zip Code				
		93291				
<b>Part II Program Income</b>						
Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.						
1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5		
0	274,307	274,307	0	0		
<b>Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)</b>						
In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.						
		Minority Business Enterprises (MBE)				
	a. Total	b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
<b>A. Contracts</b>						
1. Number						
2. Dollar Amount						
<b>B. Sub-Contracts</b>						
1. Number						
2. Dollar Amount						
	a. Total	b. Women Business Enterprises (WBE)	c. Male			
<b>C. Contracts</b>						
1. Number						
2. Dollar Amount						
<b>D. Sub-Contracts</b>						
1. Number						
2. Dollar Amounts						



**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number						
2. Dollar Amount						

**Part V Relocation and Real Property Acquisition**

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost
1. Parcels Acquired		
2. Businesses Displaced		
3. Nonprofit Organizations Displaced		
4. Households Temporarily Relocated, not Displaced		

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number						
6. Households Displaced - Cost						

Appendix "J", CDBG Financial Summary for PY 2007 (PR26 Report)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2007 07-01-2007 TO 06-30-2008 VISALIA, CA		DATE: 08-19-08
		TIME: 19:25
		PAGE: 1
ID IS - 004PR26		
PART I: SUMMARY OF CDBG RESOURCES		
01	UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02	ENTITLEMENT GRANT	1,221,135.00
03	SURPLUS URBAN RENEWAL	0.00
04	SECTION 108 GUARANTEED LOAN FUNDS	0.00
05	CURRENT YEAR PROGRAM INCOME	85,969.45
06	RETURNS	0.00
07	ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08	TOTAL AVAILABLE (SUM, LINES 01-07)	1,307,104.45
PART II: SUMMARY OF CDBG EXPENDITURES		
09	DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	320,275.06
10	ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11	AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	320,275.06
12	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	252,051.11
13	DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	570,177.41
14	ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15	TOTAL EXPENDITURES (SUM, LINES 11-14)	1,142,503.58
16	UNEXPENDED BALANCE (LINE 08 - LINE 15)	164,600.87
PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD		
17	EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18	EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19	DISBURSED FOR OTHER LOW/MOD ACTIVITIES	320,275.06
20	ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21	TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	320,275.06
22	PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS		
23	PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY
24	CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	PY
25	CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	PY
26	PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	PY
		0.00
		0.00
		0.00%

IDIS - CD4PR26

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
 INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM  
 CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2007  
 07-01-2007 TO 06-30-2008  
 VISALIA, CA

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 TIME: 19:25  
 PAGE: 2

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27	DISBURSED IN IDIS FOR PUBLIC SERVICES	15,000.00
28	PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29	PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30	ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31	TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	15,000.00
32	ENTITLEMENT GRANT	1,221,135.00
33	PRIOR YEAR PROGRAM INCOME	491,031.05
34	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35	TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,652,166.05
36	PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.91%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37	DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	252,051.11
38	PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39	PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40	ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41	TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	252,051.11
42	ENTITLEMENT GRANT	1,221,135.00
43	CURRENT YEAR PROGRAM INCOME	85,969.45
44	ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45	TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,307,104.45
46	PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.28%

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM  
CDEG FINANCIAL SUMMARY FOR PROGRAM YEAR 2007  
07-01-2007 TO 06-30-2008  
VISALIA, CA

DATE: 06-19-08  
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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17  
NONE FOUND

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM  
CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2007  
07-01-2007 TO 06-30-2008  
VISALIA, CA

DATE: 08-19-08  
TIME: 19:25  
PAGE: 4

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

NONE FOUND

IDIS - C04PR26

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
 INTEGRATED DISBURSEMENT AND INFORMATION SYSTEM  
 CDBG FINANCIAL SUMMARY FOR PROGRAM YEAR 2007  
 07-01-2007 TO 06-30-2008  
 VISALIA, CA

DATE: 08-19-08  
 TIME: 19:25  
 PAGE: 5

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

PGM YEAR	PROJ ID	IDIS ACT ID	ACTIVITY NAME	MATRIX CODE	NTL OBJ	DRAWN AMOUNT
2003	0015	475	MISC PARK IMPROVEMENTS	03F	LMA	2,604.89
2003	0015	475	MISC PARK IMPROVEMENTS	03F	LMA	7,103.01
2003	0015	475	MISC PARK IMPROVEMENTS	03F	LMA	21,050.47
2003	0015	475	MISC PARK IMPROVEMENTS	03F	LMA	18,582.88
2004	0012	514	NW 3RD REHAB (9505)	03F	LMA	3,072.22
2004	0012	514	NW 3RD REHAB (9505)	03F	LMA	17,046.30
2004	0012	514	NW 3RD REHAB (9505)	03F	LMA	4,622.75
2004	0012	514	NW 3RD REHAB (9505)	03F	LMA	21,050.47
2005	0009	562	CODE ENFORCEMENT	15	LMA	8,377.97
2005	0011	564	ADA COMPLIANCE PROJECTS	03	LMA	6,069.82
2005	0011	564	ADA COMPLIANCE PROJECTS	03	LMA	3,489.45
2006	0002	589	CODE ENFORCEMENT	15	LMA	175.64
2006	0002	589	CODE ENFORCEMENT	15	LMA	17,298.74
2006	0005	592	ADA COMPLIANCE PROJECTS 2006	03	LMA	12,701.26
2006	0005	592	ADA COMPLIANCE PROJECTS 2006	03	LMA	3,997.18
2006	0005	592	ADA COMPLIANCE PROJECTS 2006	03	LMA	6,076.59
2006	0006	595	ADA COMPLIANCE PROJECTS 2006	03	LMA	3,887.74
2006	0010	597	SENIOR HOME REPAIR AND HANDICAPPED ACCESS	14A	LMA	6,194.98
2006	0010	597	SENIOR HOME REPAIR PROGRAM (CSET)	14A	LMA	12,427.60
2006	0010	597	SENIOR HOME REPAIR PROGRAM (CSET)	14A	LMA	320.62
2006	0010	597	SENIOR HOME REPAIR PROGRAM (CSET)	14A	LMA	27,839.68
2006	0012	599	EMERGENCY REPAIRS AND BASIC NEEDS PRGRM	14A	LMA	18,090.00
2006	0012	599	EMERGENCY REPAIRS AND BASIC NEEDS PRGRM	14A	LMA	2,007.82
2006	0012	599	EMERGENCY REPAIRS AND BASIC NEEDS PRGRM	14A	LMA	9,535.54
2007	0001	637	CONTINUUM OF CARE	03T	LMA	15,000.00
2007	0012	648	SHARP	14A	LMA	4,330.41
2007	0013	649	SENIOR HOME REPAIR (CSET)	14A	LMA	67,321.03
TOTAL						

Appendix "K", Public Hearing Notice

**NOTICE OF PUBLIC HEARING TO REVIEW THE CITY OF VISALIA 07/08  
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT  
(CAPER)  
AND  
INTENT TO AMEND ACTION PLAN (Second Amendment)**

The City of Visalia receives an annual Community Development Block Grant (CDBG) and Home Investment Partnerships Grant (HOME) from the Federal Government through the Department of Housing and Urban Development (HUD). The City uses these grants to provide decent, clean, safe and affordable housing and a suitable living environment as well as expanding economic opportunities, principally for persons of low and moderate income. The City of Visalia's Consolidated Plan was previously reviewed and adopted by the City Council of the City of Visalia to meet these objectives. The City of Visalia must submit the Consolidated Annual Performance and Evaluation Report (CAPER) Annually.

The City of Visalia will conduct a public hearing on the 07/08 CAPER  
And  
Action Plan (Second Amendment) 07/08 Funds

Citizens are welcome to attend this meeting to comment on these reports. If you want more information regarding the reports, contact Rhonda Haynes at (559) 713-4361.

**When: Monday, September 15, 2008 at 7:00 P.M.**  
**Where: City Hall Council Chambers**  
**707 West Acequia, Visalia, CA 93291**

The CAPER and Action Plan (Second Amendment) will be reviewed by the following committees:

CAC Committee on September 3, 2008, at 5:30 P.M., located at City Hall Council Chambers,  
707 West Acequia Avenue, Visalia.

Disability Advocacy Committee on September 8, 2008, at 4:00 P.M., located at the Senior  
Center, 310 N. Locust Street, Visalia.

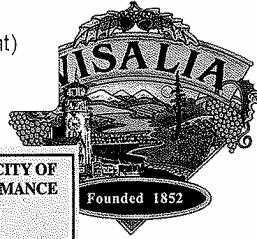
North Visalia Neighborhood Advisory Committee on September 10, 2008, at 5:30 P.M.  
located at Whitman Village Community Center, 315 W. Pearl Street, Visalia.

The 2007/2008 Draft CAPER & Action Plan (Second Amendment of 07/08 funding) will be reviewed at the City Council Work Session on Tuesday, September 02, 2008, at 4:00 P.M. located at City Hall, 707 West Acequia, Visalia.

**The CAPER & Action Plan (Second Amendment will be available for public review and comment at the City of Visalia at 315 E. Acequia, Visalia, California, 93291, beginning Friday, August 15, 2008, ending at 10:00 A.M. Monday, September 15, 2008.** Any written comments may be submitted to The City of Visalia, by 10:00 a.m., Monday, September 15, 2008, at this same address. All comments received at The City of Visalia, or at the public hearing, will be included in the submission of the report to HUD.



CAPER  
ACTION PLAN (Second Amendment)  
2007/2008



**NOTICE OF PUBLIC HEARING TO REVIEW THE CITY OF VISALIA 07/08 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) AND INTENT TO AMEND ACTION PLAN (Second Amendment)**

The City of Visalia receives an annual Community Development Block Grant (CDBG) and Home Investment Partnerships Grant (HOME) from the Federal Government through the Department of Housing and Urban Development (HUD). The City uses these grants to provide decent, clean, safe and affordable housing and a suitable living environment as well as expanding economic opportunities, principally for persons of low and moderate income. The City of Visalia's Consolidated Plan was previously reviewed and adopted by the City Council of the City of Visalia to meet these objectives. The City of Visalia must submit the Consolidated Annual Performance and Evaluation Report (CAPER) Annually.

The City of Visalia will conduct a public hearing on the 07/08 CAPER And Action Plan (Second Amendment) 07/08 Funds

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Disability Advocacy Committee on September 8, 2008, at 4:00 P.M., located at the Senior Center, 310 N. Locust Street, Visalia.

North Visalia Neighborhood Advisory Committee on September 10, 2008, at 5:30 P.M. located at Whitman Village Community Center, 315 W. Pearl Street, Visalia.

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**Publishing dates:** Visalia Times Delta (legal & retail) Friday, August 15, 2008, and Friday, August 29, 2008

El Sol: Friday, August 22, 2008; Visalia Weekly: Thursday, August 21, 2008

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**NOTICE OF PUBLIC HEARING TO REVIEW THE CITY OF VISALIA 07/08 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) AND INTENT TO AMEND ACTION PLAN (Second Amendment)**

The City of Visalia receives an annual Community Development Block Grant (CDBG) and Home Investment Partnerships Grant (HOME) from the Federal Government through the Department of Housing and Urban Development (HUD). The City uses these grants to provide decent, clean, safe and affordable housing and a suitable living environment as well as expanding economic opportunities, principally for persons of low and moderate income. The City of Visalia's Consolidated Plan was previously reviewed and adopted by the City Council of the City of Visalia to meet these objectives. The City of Visalia must submit the Consolidated Annual Performance and Evaluation Report (CAPER) Annually.

The City of Visalia will conduct a public hearing on the 07/08 CAPER And Action Plan (Second Amendment) 07/08 Funds

Citizens are welcome to attend this meeting to comment on these reports. If you want more information regarding the reports, contact Rhonda Haynes at (559) 713-4361.

**When: Monday, September 15, 2008 at 7:00 P.M.**  
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**The CAPER & Action Plan (Second Amendment will be available for public review and comment at the City of Visalia at 315 E. Acequia, Visalia, California, 93291, beginning Friday, August 15, 2008, ending at 10:00 A.M. Monday, September 15, 2008. Any written comments may be submitted to The City of Visalia, by 10:00 a.m., Monday, September 15, 2008, at this same address. All comments received at The City of Visalia, or at the public hearing, will be included in the submission of the report to HUD.**

**Publish: August 15, 2008**  
**#97580**



Appendix "L", CAC Committee Meeting Agenda & Minutes

<p><b>CAC Working Agreements</b></p> <ul style="list-style-type: none"> <li>❖ Start/End on time</li> <li>❖ Be committed to CAC and subcommittees</li> <li>❖ Listen to one person at a time</li> <li>❖ Volunteer time liberally- be available and participate in events</li> <li>❖ Agree to disagree- Respect others</li> <li>❖ Follow through on commitments</li> <li>❖ Express your opinions- Seek balanced input</li> <li>❖ Enjoy our time together!</li> </ul>	<p><b>City of Visalia Citizens Advisory Committee</b></p> <p>Wednesday September 3, 2008 5:30 p.m.</p> <p>Council Chambers 707 W. Acequia Visalia, California</p> <p><b>AGENDA</b></p> <p>5:30 p.m. Welcome and public comment</p> <p>5:35 p.m. Approval of August minutes</p> <p>5:40 p.m. Review the Draft Consolidated Annual Performance and Evaluation Report (CAPER) and draft Action Plan Amendment presented by Rhonda Haynes and Nancy Renovato.</p> <p>6:00 p.m. Citizens Academy Presentation by Nancy Loliva</p> <p>6:10 p.m. Subcommittee Discussions</p> <p>6:30 p.m. Adjourn</p>
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Minutes to be inserted upon receiving

Appendix "M", Disability Advocacy Committee Meeting Agenda

<p style="text-align: center;"><b>DAC Working Agreements</b></p> <ul style="list-style-type: none"> <li>❖ Start/End on time</li> <li>❖ Be committed to DAC</li> <li>❖ Listen to one person at a time</li> <li>❖ Volunteer time liberally- be available and participate in events</li> <li>❖ Agree to disagree- Respect others</li> <li>❖ Follow through on commitments</li> <li>❖ Express your opinions- Seek balanced input</li> <li>❖ Enjoy our time together!</li> </ul>	<p><b>City of Visalia Disability Advocacy Committee Agenda</b></p> <p>For the regular meeting of:  <b>Monday, September 8, 2008</b>  <b>Time: 4:00 p.m.</b>  <b>Location: Visalia Senior Center          310 N. Locust</b></p> <hr/> <ol style="list-style-type: none"> <li><b>1. Call meeting to Order/Roll Call.</b></li> <li><b>2. Public Comment or Written Communication.</b>  <i>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.</i></li> <li><b>3. There are no minutes from the August 11, 2008 as there was not quorum.</b></li> <li><b>4. Presentation of the 07/08 Consolidated Annual Performance and Evaluation Report (CAPER) and Action Plan by Ruth Pena and Nancy Renovato (20 min)</b></li> <li><b>5. Committee Member Appointments, Terry Romero, Recreation Supervisor, (5 min)</b></li> <li><b>6. Review, interview and make recommendations to fill DAC vacancies (15 min)</b></li> <li><b>7. Meeting time change (10 min)</b></li> <li><b>8. Barrier Awareness Day (20 min)</b></li> <li><b>9. October Agenda Items (5 min)</b></li> <li><b>10. Meeting Adjourned</b></li> </ol>
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Minutes to be inserted upon receiving

Appendix "N", North Visalia Neighborhood Advisory Committee Meeting Agenda

**North Visalia Neighborhood Advisory Committee  
Wednesday September 10, 2008  
5:30 PM  
The Wittman Center  
315 W. Pearl  
Visalia, California**

**REVISED  
AGENDA**

**Introductions**

**Approval of Minutes from July 9, 2008 meeting**

**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**

- **Nancy Renovato, CAPER / Second Amendment to the 07/08 Action Plan**
- **Mary Beatty, TPG, Cal Trans Traffic Survey**
- **Virginia Loya, Lindsay Farmer's Market**
- **John Bradley, Visalia Recreation Department**

**Good of the Order**

**Upcoming Events**

**Next Meeting  
October 8, 2008  
(Wednesday)**

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 2<sup>nd</sup>, 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 (559) 713-4475. 48 hours in advance of the meeting. For Hearing Impaired – Call (559) 713-4429 (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.

Minutes to be inserted upon receiving

Appendix "O", City of Visalia Agenda Draft CAPER and Amendment Report Item Transmittal

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 02, 2008

**Agenda Item Number (Assigned by City Clerk):** 5

**Agenda Item Wording:** Review 2nd Amendment to the 2007/08 Action Plan prior to the Public Hearing before City Council on September 15, 2008, reprogramming CDBG and HOME funds; and review of the Draft 2007-2008 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) (CDBG & HOME funds).

**Deadline for Action:** September 15, 2008

**Submitting Department:** Housing and Economic Development

**Contact Name and Phone Number:** Ricardo Noguera (4190); Ruth Pena (4327), Nancy Renovato (4462), Rhonda Haynes (4460);

**Department Recommendation:**

1) Due to staff's reassessment of needs in the community, it is recommended that \$100,000 of CDBG funds, allocated to Able Industries during the 07/08 Action Plan be redirected to support a) Planning activities (Environmental Consulting) in the amount of \$60,000, contracting with Provost & Pritchard (draft agreement attached); b) Fox Theater rehabilitation in the amount of \$30,000; and c) Additional ADA Compliance activities in the amount of \$10,000 and un-allocate \$160,000 HOME funded Housing Rehabilitation Program due to the decrease in estimated Program Income received.

2) That City Council review the Draft CAPER and provide direction as appropriate. Action is not required for this meeting. The Final CAPER and Amendment will be presented on September 15, 2008.

**Summary/background:**

**1) Action Plan Second Amendment:**

The 2007/2008 Action Plan budget was based upon anticipated Program Income, projects, programs and activities to be undertaken during the fiscal year. Staff has evaluated the program income received, and the use of CDBG and HOME funds set aside or committed to projects and programs. Recommendations are being made to reallocate CDBG funds and reduce HOME funds due to the actual program income received as follows:

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Page 1

**COUNCIL ACTION: No Action Taken**

**SEP 02 2008**

**For action by:**

- City Council
- Redev. Agency Bd.
- Cap. Impr. Corp.
- VPFA

**For placement on which agenda:**

- Work Session
- Closed Session

**Regular Session:**

- Consent Calendar
- Regular Item
- Public Hearing

Est. Time (Min.):15

**Review:**

**Dept. Head** *[Signature]*  
(Initials & date required)

**Finance** \_\_\_\_\_  
**City Atty** \_\_\_\_\_  
(Initials & date required or N/A)

**City Mgr** *[Signature]*  
(Initials Required)

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

1. Eliminate \$100,000 from CDBG for Able Industries
2. Eliminate \$160,000 in HOME funds for use in the Housing Rehabilitation Program due to a decline in actual program income generated and received;
3. Add \$60,000 in CDBG for Planning Activities/Environmental Consulting with Provost & Pritchard
4. Add \$30,000 in CDBG to the Fox Theater rehabilitation
5. Add \$10,000 in CDBG to the ADA Compliance Program activities

The following summary, Table I, Proposed 2007-08 Action Plan Second Amendment, shows the proposed amendments to the 2007-08 Action Plan budget.

<b>Table I</b>			
<b>PROPOSED 2007-08 ACTION PLAN AMENDMENT</b>			
<b>CDBG</b>			
<b>PROJECT (Decrease)</b>	<b>BALANCE JULY 1, 2008</b>	<b>PROPOSED AMENDMENT</b>	<b>AMENDED PROJECT BALANCE</b>
Housing for Disabled Project	100,000	(100,000)	-
<b>PROJECT (Increase)</b>			
Environmental Consulting (Provost & Pritchard)	-	60,000	60,000
Fox Theater Renovations	-	30,000	30,000
ADA Compliance	-	10,000	10,000
<b>NET CHANGE CDBG</b>		<b>100,000</b>	<b>100,000</b>
<b>PROPOSED 2007-2008 ACTION PLAN AMENDMENT</b>			
<b>HOME</b>			
<b>PROJECT (Decrease)</b>	<b>BALANCE JULY 1, 2008</b>	<b>PROPOSED AMENDMENT</b>	<b>AMENDED PROJECT BALANCE</b>
Housing Rehabilitation	160,000	(160,000)	-
<b>NET CHANGE HOME</b>		<b>(160,000)</b>	

**Proposed Decreases:**

Able Industries (CDBG- \$100,000): Through the 2007-2008 Action Plan \$100,000 in CDBG funds was allocated to Able Industries to assist with the acquisition of property. Due to our lack of ability to secure a development project, that meets Able Industries needs, staff recommends reallocating these funds. Upon Able Industries identifying a property that meets their needs, staff will work with Able in identifying available resources to support a project at that time.

Housing Rehabilitation Program – Annual Allocation (HOME- \$160,000): Staff is recommending that the \$160,000 allocated to the Housing Rehabilitation Program for the 2007-2008 Program Year be eliminated, due to the recent decrease in HOME dollars and lower estimated HOME program income actually received for the year. This program is contracted with Self Help Enterprises, Inc. Self Help Enterprises, Inc (SHE) is currently working with 2006-2007 program funds to complete projects and will also utilize the 2008-2009 allocation upon approval by HUD, in September 2008. Staff has discussed this reduction with SHE.

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**Proposed Increases**

Planning Activities- Environmental Consulting (CDBG-\$60,000): This will support the preparation of the Environmental Review, publication and processing of the Annual Action Plan and individual CDBG & HOME funded projects. The funds will go toward retention of an environmental consultant, Provost & Pritchard to complete the necessary reviews. The Draft agreement is attached as Attachment "A" Draft Consultant Agreement.

Staff requested three quotes for environmental consulting services to complete the annual Action Plan, individual project and property environmental document preparation, and to review, publications and processing of required documents and analysis. Staff received two quotes and has selected Provost and Pritchard, a local firm that works closely with city staff on many projects. The cost to conduct the annual review and individual activities may not exceed an annual cost of \$30,000. The contract is for a two year term with the option to extend two one-year extensions. Examples of tasks that Provost & Pritchard will conduct are the preparation of various environmental documents, including Initial Study Checklists, technical studies, categorical exemptions, negative declarations, mitigated negative declarations, environmental impact reports, environmental assessments, categorical exclusions, and environmental impact statements. Staff is allocating \$60,000 from the Able Industries Program funds for planning activities which is an allowed use of CDBG funds.

ADA Compliance Projects in CDBG Targeted Area (CDBG- \$10,000): The City continues providing public improvements to the community through the ADA Compliance projects. The outcome provides persons with disabilities curb cuts for wheelchair access, warning detection panels for the blind in the area of downtown and throughout the city as requested by the disabled community. All funds were expended and additional curb cuts have been identified. These funds will allow the contracted Sierra Construction Company to begin working on additional curb cuts. These available funds are also generated from the reallocation of Able Industries set aside allocation.

Fox Theater Renovations (CDBG- \$30,000): The City continues to provide funding to support Historic Preservation efforts through rehabilitation. Staff is requesting that \$30,000 be allocated to assist with the painting of the Fox Theater.

**2) Draft CAPER Results**

Over the course of Fiscal Year 2007-2008, the City of Visalia Housing and Economic Development Department made great strides towards developing and expanding home ownership and housing opportunities. The City was also effective in leveraging federal and local housing monies (CDBG, HOME and Redevelopment Low/Mod Funds) to assist non profit developers such as Kaweah Management Company and Visalians Interested In Affordable Housing (VIAH), as well as continued partnership with Christian Church Homes of Northern California/Visalia Senior Housing, in delivering much needed affordable senior housing in the city.

**Affordable Housing.**

Over the course of the 2007-2008 Fiscal Year, the City utilized a combination of CDBG, HOME and Redevelopment Low/Mod Funds to support the development and rehabilitation of one hundred and thirty-five (135) affordable units. The City partnered with Kaweah Management



Company and Visalians Interested In Affordable Housing (VIAH), to acquire and rehabilitate twenty (20) units; Kaweah Management Company also completed construction of seventy (70) units; Christian Church Homes/Visalia Senior Housing Development completed pre-development activities for a forty-two (42) unit senior project "Sierra Meadow"; and Kaweah Management commenced rehabilitation on a triplex to support developmentally disabled adults.

**Paradise and Court Multi-Family Development:**

On May 5, 2008, the City Council approved the commitment of \$1 million dollars toward a \$4.1 million dollar, twenty (20) multi-family rental development, "Paradise and Court". The City partnered with both Visalians Interested In Affordable Housing (VIAH) which is one of the City's certified CHDO's, and Kaweah Management Company (KMC) to rehabilitate eleven (11) units and construct an additional nine (9) new units. Both HOME Investment Partnership Community Housing Development Organization (HOME-CHDO) funds in the amount of \$500,000 and Set-Aside Central Redevelopment Low-Mod Funds in the amount of \$500,000 were committed to this project. KMC has submitted an application for approximately \$838,613 for 9% tax credit funds towards the existing eleven units and the second phase will be the submission of the plans to the California Tax Credit Allocation Committee to compete for 4% tax credits to help with the financial feasibility of the construction of the nine new units.

**Encina Triplex:**

Also in May 2008, the City partnered with KMC on a project "Encina Triplex", providing Redevelopment Low Mod Set Aside Funds as a low interest loan in the amount of \$342,687, to acquire and rehabilitate the property. The triplex was acquired for the purposes of creating affordable housing to be utilized as "supportive housing" for persons with developmental disabilities. Kaweah Management Company is undertaking this project cooperatively with the Central Valley Regional Center (CVRC), who will place qualified tenants in the project once completed and provide supportive services for the tenants whom they serve as care providers.

**Mill Creek Parkway Apartments:**

In September 2004, the City partnered with KMC, to construct a 70 unit multi family rental development, known as the Mill Creek Parkway Development. The project was completed in April 2008. The City contributed \$4.5 million dollars of Redevelopment low/moderate funds which represented 35% of the total development cost valued at \$12.9 million dollars.

**Sierra Meadows Senior Development:**

In 2004, the City joined forces with Christian Church Homes/ Visalia Senior Housing to acquire land and develop 42 units of senior housing, the project "Sierra Meadows". The land was acquired and the developer pursued a Section 202 Grant for the construction. The City played an instrumental role in the grant application process, which the award was announced in October 2007, in the amount of \$5,694,000 for the construction of the senior housing, along with a Project Rental Assistance contract and budget authority totaling \$970,000. The City contributed \$2.5 million dollars in HOME funds toward land acquisition and pre-development activities. The co-sponsor will utilize both the Low-Income Housing Tax Credit program and bond financing to raise the remaining \$3.4 million dollars in order to see this project through to completion. Construction is scheduled to begin in Spring 2009. The City contribution represents 22% of the anticipated development cost of \$11.6 million dollars.

**Robinwood Estates Multi-Family Development:**

In 2007, KMC celebrated the grand opening of ten (10) multi family units at the Robinwood Estates Development. The City provided a total \$1,299,975 in HOME Funds which represented 62% of the total development costs of \$2.1 million dollars. These units were quickly occupied.

**First Time Homebuyer Program:**

The City's First Time Homebuyer Programs, both HOME and CalHome Funded have been successful. The HOME funded FTHB program assisted 13 families, in the amount of \$810,000 and the State funded CalHome FTHB program is underway with 4 applications in the amount of \$159,000 for down payment assistance.

**Lincoln Oval Washington School Neighborhood Homeownership Program:**

In May 2008, Council approved the new loan assistance program, known as Lincoln Oval Washington School Neighborhood. This program focuses on two specific neighborhoods within the City that have low owner occupancy rates (Oval Park and Washington School Neighborhoods). Approximately \$250,000 of Redevelopment General Funds has been set aside to utilize as a matching down payment up to \$40,000. However, this is not an affordable housing program.

- o Washington School Area: Watson to Santa Fe and Noble to Tulare
- o Oval Park Area: Houston to Murray Street and Willis to Santa Fe

Staff presented this program to approximately 75 local real estate brokers at their Board of Realtors Quarterly Broker Meeting on Thursday, August 14, 2008. Since then, many calls have been received with interest in the program.

**Contribution to Housing Development and Rehabilitation:**

In 2007/08, with previous year allocations and current activities, the City has contributed more than **\$10.6 million** in HOME, CalHome and Redevelopment Low/Mod Funds to assist in the **development of 162 affordable housing units** for low income families and seniors. This represents a significant impact and commitment on the part of the City to support affordable ownership, rental and senior housing.

**Economic Development:**

The City completed construction of the West Acequia Parking Structure which included a total of 690 parking spaces. The total cost for the parking structure was \$16.6 million dollars. The City will utilize approximately \$2 million dollars of CDBG funds as part of the \$4.2 million dollar Section 108 Loan with HUD. The intent for constructing the parking garage was to serve as a catalyst for new development and expansion of businesses which in turn will create more jobs. Kaweah Delta District Hospital, the largest employer downtown, has added a state-of-the art facility and will create 200 jobs for low moderate income workers. Since December 2007, 39 jobs have been created. The hospital expansion is scheduled for completion in Spring 2009. Staff will monitor job creation on an annual basis.

The City also assisted a major industrial firm to locate in the industrial district "VF Outdoors". This resulted in the addition of a 795,000 square foot building resulting in the creation of 365 new jobs. .

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**Senior and Other Housing Assistance:**

As previously indicated the City contributed \$342,687 toward the rehabilitation of the Encina Triplex project in partnership with Kaweah Management Company. The triplex is being renovated and utilized as "supportive housing" for persons with developmental disabilities. The design provides space, special features and equipment specific to their lifestyle and interests, minimizing risk of injuries. The project is a unique opportunity to develop a model program that can be replicated elsewhere.

Other housing assistance to **senior citizens** includes the Senior Home Repair Program, administered through Community Services and Employment Training (C-SET) where 363 citizens were assisted, with 564 repairs completed. The Senior Handicapped Assistance and Repair Program has 3 rehabilitation grants underway for senior and disabled mobile home owners. Self Help Enterprises was contracted with in November 2008, and has been reviewing applications and contacting interested families/persons to participate in the program with an increase in outreach efforts for housing programs. Expenditures for both programs combined were \$105,229 of CDBG funding.

**HUD Reporting Requirements.** The City of Visalia is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development as part of the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Program requirements. This report is due to HUD by October 1, 2008. Essentially, the CAPER is the City's report card to assess how these grant monies are being utilized.

The DRAFT 2007-2008 Program Year CAPER provides Council with information about where funds were spent compared to the needs of the community. The purpose of this discussion is to review the City's housing programs and to receive Council direction as appropriate.

Additionally, in staff's review and discussions with Able Industries, the \$100,000 CDBG allocation is being redirected until Able Industries identifies and assesses a site for development.

A final report will be presented to Council on September 15, 2008. The report recognizes the progress and accomplishments achieved this year in reaching the goals set in the 2005/10 Five-Year Consolidated Plan, and the 2007-2008 Annual Action Plan along with their associated amendments.

The City receives HOME and CDBG grants to further the national objectives spelled out by Congress. The national objectives are to:

- create suitable living environments;
- provide decent housing; and
- create economic opportunities.

The outcomes are to develop infrastructure, public services, public facilities, and housing for low-and moderate-income people, including persons with disabilities available, accessible, affordable and sustainable by improving and preserving communities and our neighborhoods by helping to make them livable by removing or eliminating blighted areas. The national objectives strive to make sure that all these objectives are available, affordable and sustainable and

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provide community and economic opportunities as identified in Appendix "B", Objectives and Outcomes of CDBG & HOME Funding Allocation

Table II Expenditures 2007-2008 shown below specifically identify the HOME and CDBG Funds for the program year as they relate to meeting the objectives. Additional detailed data is provided and attached as Appendix "C: CAPER Expenditures".

Table II

<i>HOME</i> fund expenditures were as follows:	
• Affordable Housing:	\$1,197,097
<i>CDBG</i> fund expenditures were as follows:	
• Neighborhood Preservation	\$95,674
• Special Needs Facilities:	\$15,000
• Public Improvements:	\$72,115
• Economic Development/Public Parking Facility:	\$696,264
• Public Parks/Public Facility:	\$108,511
• Special Needs Services:	<u>\$305,241</u>
<b>Totals:</b>	<b>\$2,489,902</b>

Table III. HUD Housing Program Goal Achievement summarizes the 2007-2008 Action Year Goals and Accomplishments below:

Table III

HUD Housing Program Goal Achievement

<b>Program Unit/Services Goal</b>	<b>Unit Goal</b>	<b>Unit Completed</b>	<b>% of Goal</b>
<b>Code Enforcement</b> (Provides code enforcement for the abatement of housing and building code violations in CDBG Target Areas.)	120	321	268
<b>Fair Housing</b> (Provides referral information and assistance to those complaining about possible housing discrimination.)	100	259	259
<b>First Time Homebuyers</b> (Provides 3% loans up to \$40,000 to low to moderate income individuals for home ownership.)	10	13	130
<b>Senior Home Minor Repair Program</b> (Provides minor home repairs to seniors)	600	564	94
<b>**Senior Handicapped Assistance Repair Program 14</b> (Provides grants of up to \$5,000 to low and extremely low income individuals to repair mobile homes.)		3 In Progress	0
<b>**Emergency Repair and Basic Need's</b> (Provides home repair loans up to \$10,000 to mitigate health and safety problems.)	9	1 In Progress	0
<b>**Housing Rehabilitation Program</b> (Provides 2% loans up to \$60,000 to rehabilitate homes)	3	1 In Progress	0

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of low to moderate income individuals.)

\*\*Self Help responded favorably and staff met with organization representatives to discuss the programs and coordinate a contractual relationship, which was approved by City Council in November 2007. Of course, more than six (6) months were lost in the administration of the Senior Handicapped Assistance Repair, Housing Rehabilitation, and Emergency Repair and Basic Needs Programs due to the lack of a program administrator. Thereafter, City Staff and SHE staff worked closely to streamline the three program agreements and loan documents.

SHE has been reviewing applications carried forward and submitted during the last few months. SHE has reviewed six (6) ERBN, four (4) HRP and seven (7) SHARP files. Of these, one ERBN is underway, one HRP is underway and three SHARP projects are now completed, which will be reported in the next year CAPER. SHE has mailed out approximately twenty-four (24) letters to interested borrowers to submit an application. Unfortunately most applicants either cancelled or were not qualified (over income limits or additional liens on the property).

SHE has been evaluating the program guidelines and identifying areas in which the programs may be amended to 1) increase participation; 2) increase approval with HUD regulation and City policy; 3) and maintain a secured position, keeping losses to a minimum. To make any program guideline recommendations for revisions, SHE believes, and City Staff agree, that a more accurate analysis is needed.

Finance staff has provided, *Attachment "D", Distribution of Project Expenditures*, for the period of 2003-2004 through 2007-2008. Sixty-four (64%) percent of the participants of projects and programs were provided affordable housing opportunities, and thirty-six (36%) percent community and economic development opportunities.

**Draft Report Format.** The attached Draft Consolidated Annual Performance and Evaluation (CAPER) Report covers the fiscal year ending June 30, 2008. Further, to allow Council time to consider the report, this draft is being provided with some additional reporting to come later as final numbers are gathered for last fiscal year.

**Program Analysis.** During the 2006-2007 Action Plan year, some programs exceeded expectations while others fell below desired goals. Staff has identified appropriate actions to improve results in areas that achieved less than satisfactory results. Self Help Enterprises was contracted to complete the housing rehabilitation programs (HRP, ERBN, & SHARP). They have been reviewing previously submitted applications for borrower qualifications and expanded their outreach efforts.

The City has an obligation to expend grant monies within 5 years of receipt. HUD also requires that all program income received from HUD programs be expended before grant revenues are assessed. Previous years, program income received exceeded the estimate, however, with the housing market conditions the program income actually received was much less than anticipated.

The draft document, attached as *Attachment "E" – Draft CAPER Report*, provides an abundance of information which should promote the discussion of how these programs are

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operating. Staff will be presenting the DRAFT CAPER to various committees and will be presenting the final report, with Council and community input on September 15, 2008.

**Prior Council/Board Actions:** Adoption of the 2005/10 Consolidated Plan and annual adoption of the respective 2007-2008 Action Plan (May 07, 2008) and amendments (July 14, 2008) for expenditure of Federal Community Development Block Grant and HOME Funds.

**Committee/Commission Review and Actions:** The Citizens Advisory Committee is scheduled to review the Draft CAPER and Amendment on September 03, 2008; Disability Advocacy Committee on September 8, 2008; and North Visalia Neighborhood Advisory Committee on September 10, 2008.

**Alternatives:** None recommended.

**Attachments:**

Attachment "A", Draft Consultant Agreement (page 10-22 of this report)

Attachment "B", Objectives and Outcomes of CDBG & HOME Funding Allocation (page 23)

Attachment "C", 2007-2008 CAPER expenditures (page 24)

Attachment "D", Distribution of Project Expenditures for 2003-2008 Program Years for CDBG, HOME and Redevelopment Low/Moderate Funds (page 25)

Appendix "E" **DRAFT** 2007-2008 Program Year Consolidated Annual Performance and Evaluation Report (CAPER). (Begins on page 26)

**Recommended Motion (and Alternative Motions if expected):** No action is necessary. The final CAPER and Second Amendment will be brought back to Council at the September 15, 2008 meeting. Staff seeks Council direction as appropriate.

***Environmental Assessment Status***

**CEQA Review:** N/A

**NEPA Review:** N/A

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**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:



Appendix "P", City of Visalia Agenda Public Hearing CAPER Report Item Transmittal

To be inserted upon approval

Appendix "Q", Community Meetings & Council Input

**City of Visalia 2007-2008 CAPER & AMENDMENT**

**Community Input, Council Input & Public Testimony Notes**

<i>City Council Work Session: Presentation of DRAFT CAPER &amp; Amendment September 02, 2008</i>	
<b>Public and Council Comments:</b>	<b>City Response</b>
Council - Are we happy with Self Help Program results	Staff responded with: Yes; SHE staff worked with City Staff to combine all program guidelines into one, which took time; It also takes time to educate the community that SHE is the resource center for these programs; SHE has also increased its outreach efforts.
Ricardo Noguera: Correction of reallocating : \$30k to Fox Theater and \$10k to ADA compliance	Staff corrected suggested allocation.
<i>Citizens Advisory Committee Meeting; Presentation of DRAFT CAPER &amp; Amendment, September 03, 2008</i>	
<b>Public Comment:</b>	<b>City Response</b>
How does this report compare to last years. Is the money always the same.	No, each year is different. This year is actually less. Staff talked about Program Income and yearly HUD entitlement.
What do you mean 13 units under Homebuyers Assistance Program	This means 13 loans were provided to assist 13 families purchase a home.
On the Senior Home Minor Repairs what is the 363	This is the number of customers assisted for the year.
Why do you carry so much money forward?	We can't draw down all monies from HUD until an entire project is complete. Sometimes projects carry forward and so do monies.
Does the money ever get taken away.	Yes, HUD CDBG uses a formula to let the City know when we haven't spent our money and timelines to follow.
Is the FTHB loan still \$40,000.	Yes, accordingly to the market conditions, staff finds that \$40,000 is still an appropriate amount.
What will Provost & Pritchard do.	Provost & Pritchard will perform environmental reviews on the City's various projects.
The Annual Grant Amount, is that Federal funds.	Yes they are Federal Funds.
<i>Disability Advocacy Committee Meeting; Presentation of DRAFT CAPER &amp; Amendment, September 08, 2008</i>	
<b>Public Comment:</b>	<b>City Response</b>
What location have curb cuts been installed.	The City has a list that has been presented to the committee before. Another member volunteered to forward the list to the other members.
Is the City putting crosswalks in as well.	Not at this time; however if you have any suggested areas that need improvement, please provide the City with the list.
Two member expressed their dislike of Self Help and the way they run the program. Folks were on the waiting list for a year before they got called and by then they had obtain a loan for repairs.	City apologized and said they would follow-up with SHE .
What type of site is able looking for.	One that would accommodate a large building where individuals who are mentally challenged can be assisted with independent living.
What types of marketing does each program have. Member suggested that flyers be passed out at Social Services offices, Welfare, Grocery Stores, Transit Center, and library.	Each organization has their own marketing techniques; they have the programs listed on their websites, pass out flyers to churches, clinics, mobile parks, and others.
Member suggested that all contact numbers of housing programs be made available to them.	Staff will forward numbers to Jeannie Greenwood; liaison.
<i>North Visalia Neighborhood Advisory Committee Meeting; Presentation of DRAFT CAPER &amp; Amendment, September 10, 2008</i>	
<b>Public Comment:</b>	<b>City Response</b>
<i>Washington Residents for a Better Community</i>	
<b>Public Comment:</b>	<b>City Response</b>
The Committee was not able to meet until after September 18th, after the Public Hearing date of September 15, 2008	On September 02, 2008; Staff has referred a member to the website regarding the draft CAPER; Staff also invited the member to attend the Council Work Session on September 02, 2008 & the public hearing on September 15, 2008
<i>City Council Public Hearing Meeting: Presentation of Final CAPER &amp; Action Plan Amendment for Adoption, September 15, 2008</i>	
<b>Public and Council Comments:</b>	<b>City Response</b>

Appendix "R", Resolution No. 2008---

To be inserted upon approval

**City of Visalia  
Agenda Item Transmittal**

**Meeting Date:** September 15, 2008

**Agenda Item Number (Assigned by City Clerk):** 9

**Agenda Item Wording:** Status Report on Recreation Park Stadium Project

**Deadline for Action:** N/A

**Submitting Department:** Administration Department

**Contact Name and Phone Number:** Phyllis Coring,  
Special Projects Manager 713-4566

**Department Recommendation:** Staff recommends that City Council receive the status report on the Recreation Park Stadium Project.

**Summary/background:**

Construction is currently underway of the Right Field Improvements at Recreation Park Stadium. The construction contract was approved by City Council on February 25, 2008 and Seals/Biehle General Contractors were authorized to begin construction of the two story addition on March 24, 2008.

Fans attending the local games have had the opportunity to watch the new two story building rise out of the ground along the first base line over the past five months. Construction of the improvements during the playing season has been an interesting challenge for both the contractor and the ball team. When the construction drawings were issued for bid, the schedule provided that the contractor would have 48 days to put a number of field improvements in place that were necessary for the field to be ready for play. Because of the date of the project award, there were only 24 days to have the field ready for the first home game on April 17. The contractor met that challenge and by the Opening Day in Visalia, the field was ready for play with a new home team bullpen constructed, a reinstalled field light tower (that had been taken down during the over-excavation of the site), field fencing and new foul poles.

**Budget**

City Council approved a budget of \$11.6 million dollars for the various components of the ball park project. The current construction contract is \$7.74 million of the overall budget that also includes dugouts to be built in the existing grandstand, the demolition and over-excavation work

**For action by:**

City Council  
 Redev. Agency Bd.  
 Cap. Impr. Corp.  
 VPFA

**For placement on which agenda:**

Work Session  
 Closed Session

**Regular Session:**

Consent Calendar  
 Regular Item  
 Public Hearing

Est. Time (Min.): \_\_\_\_\_

**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 affected Finance or City Attorney Review.

done to prepare for construction, equipment that needs to be installed in the building, design and engineering and project management fees and all the costs that go into a construction project.

Included in the project budget is an allocation for contingencies. This project has the dual challenge of being constructed on an existing in-fill property as well as accommodating the playing of baseball on a construction site. The City has incurred costs associated with performing construction during the playing season and the need to have the field ready for play. These include the costs of providing some temporary fencing, providing temporary power, moving the light tower off the field before it could be reinstalled, providing padding of exposed metal snap ties for player protection during the concrete pour of the walls adjacent to the field, and temporary lighting in the bullpens. To date those costs have totaled \$16,000.

There have also have been costs associated with a variety of conditions that were found in the field or unknown conditions when the plans were being prepared (and therefore not included in the contractor's contract). This is typical and expected on existing in-fill sites, because it is not known what may be buried underground or what may be the condition of an improvement that cannot be seen from the surface. To date on this project, these unknowns have included the discovery of an underground concrete footing that needed to be removed and the cost to replace the rusted base plate and some anchor bolts of the light tower that had been removed. The rusted condition of the base plate could not be seen until the light tower was removed. In addition some safety issues have also been addressed, including grounding of the light tower. The unknown conditions and safety issues costs to date are \$8,600.

As the project moves forward there will be additional costs associated with providing for player safety, dealing with unknown conditions as they are discovered as well as with the costs and schedule modifications associated with adjustments in the building construction. These costs are expected and to date there are no indications of anything extraordinary. There are funds within the budget to accommodate these contingencies as well as the costs outlined above.

To date, the current project costs and the estimated costs to complete the project are within the overall budget.

## **Project**

The overall project consists of several construction phases and a number of different contracts to complete the work. The demolition/over-excavation phase was performed by Hobbs Construction and was completed at the first of the year. Currently, Seals/Biehle is constructing the two story building with grass seating berm. Between now and the opening of the 2009 Season, the City will be entering into a number of other additional contracts for work including concession equipment, signage, utility connections, etc. New dugouts were originally planned to be constructed in a new grandstand. Since a new grandstand was not within project and the overall budget, the dugouts are being designed to be constructed in the existing grandstand berm. They are being designed in the location and to the standard that will allow them to be incorporated into a new grandstand, should that be approved at some time in the future. Funding for the dugouts is included in the \$11.6 million budget.

## **Schedule**

The 2008 baseball season for the Oaks has now come to a close and there is much to be accomplished by opening day in April, 2009. The most critical project with the most critical timeline is completion of the dugouts. Since the project will involve cutting into the existing grandstand berm, the work will impact both the playing field and the existing seating. To provide for that work begin as soon possible, staff anticipates an increase the scope of the exiting contract with Seals/Biehle to include the dugouts. Staff believes it is preferable to have one general contractor on site to coordinate the major work being done on the facility and staff believes that there will be savings from having the contractor already on site. The City's Change Order Committee concurs. The cost will be reviewed by an independent source to confirm that it is appropriate. If it is found to be not consistent, the contractor's costs can be re-evaluated or if necessary the project can be separately bid.

There a number of factors that will affect the ability to complete the dugouts in time for opening day. These include the timely completion of the dugout construction plans, the design of the shoring system in the grandstand berm (so that the dugouts can be cut into existing berm), the construction cost, the date construction can begin and the greatest factor of all, the weather. A rainy fall, winter or spring would impact the construction schedule, making all the more important to begin construction as soon as possible. Staff anticipates bringing a recommendation to approve an amendment to the contract at Council meeting in the near future.

### **Project Summary**

The Recreation Park Stadium project is progressing well and is within budget. Aspects of the project where there is discretion in spending, such as furniture, fixtures and equipment and building commissioning, which include things such as signs, will be aggressively managed so that the overall project is completed within the budget appropriation.

### **On-going Diamondback Requested Improvements**

The Recreation Park Stadium requires maintenance on an on-going basis, beyond the current major construction project, in order that it stays suitable for minor league baseball and it remains a valuable community asset.

The Diamondbacks periodically visit Visalia to observe players' performance and inspect the facility for player safety. Of major concern with regard to player safety, is the uneven field surface. The Diamondbacks have identified three facility issues they feel need to be addressed; the field surface, the outfield fence and lighting. Of the three, the field surface is their highest priority.

Staff along with the Top of the Third owner, Tom Seidler, is considering how to propose that the field re-grading could be accomplished and is developing a proposed optimum timing strategy. Staff is hopeful that the City participation in the cost could be handled through aggressive management of the current project budget and believes this can be accomplished if the project continues to progress along the current positive path.

With regard to field fencing and lighting, maintenance work will need to be done in the upcoming off season to secure loose plywood sheets and to sand splintered and rough areas. The existing outfield fence is deteriorated and in need of replacement, which will need to be done at some point. The illumination levels and light coverage will be analyzed after the two story building is constructed so any reflection off the new improvements can be factored into the analysis. At periodic intervals, an independent consultant, hired by the baseball league, visits

all the ball fields to evaluate how the facilities comply with league standards. Lighting is one of the features of the stadium that is evaluated. The ball club owner believes the lighting is just at the threshold of meeting requirements. If it is found that additional illumination or coverage is required, staff anticipates that additional fixtures can be added to the existing light towers. A more energy efficient system may be an improvement the City may want to consider in the future.

Maintenance projects and other future improvements at the stadium will need to be incorporated into the Capital Improvement Program, similar to how the City manages other property such as the Convention Center, so that over time the ballpark will be a well maintained community asset.

**Prior Council/Board Actions:**

**Committee/Commission Review and Actions:**

**Alternatives:**

**Attachments:**

**Recommended Motion (and Alternative Motions if expected):**

No Action Necessary

***Environmental Assessment Status***

**CEQA Review:**

**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: