

2013-2014 Program Year



DRAFT Action Plan

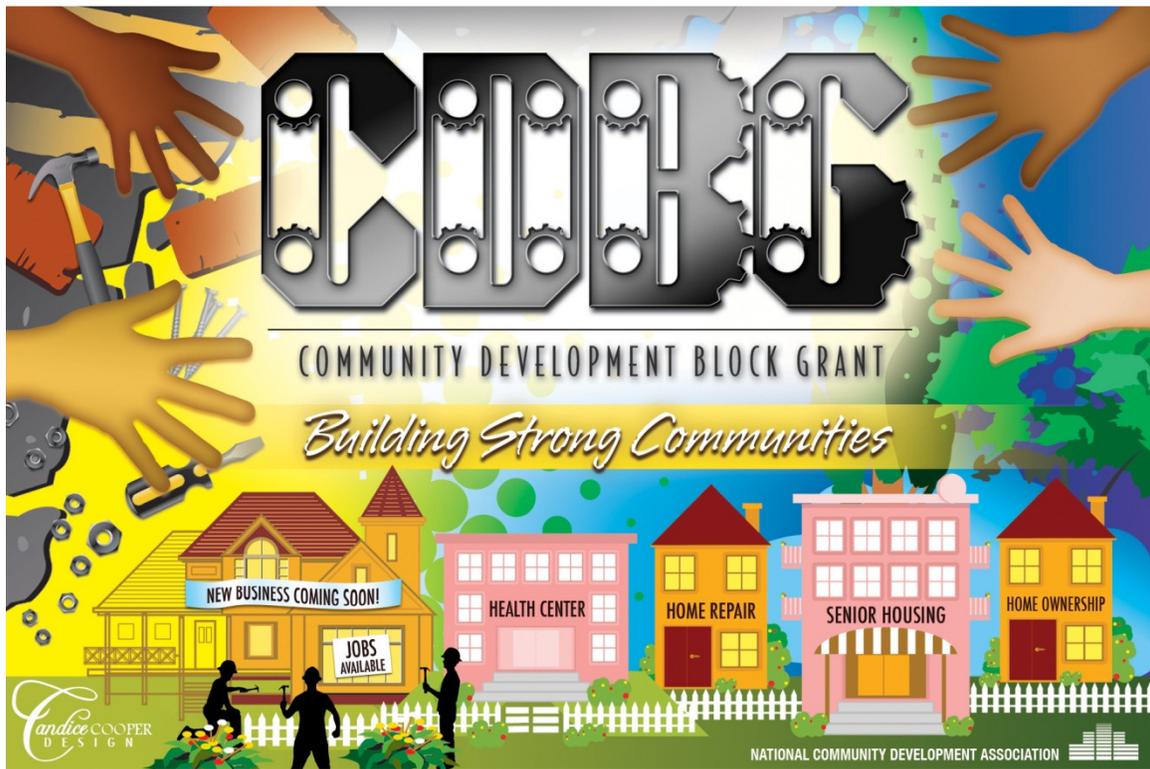


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EXECUTIVE SUMMARY

The 2013-2014 Action Plan is a one-year plan to address the community development and low- and moderate-income housing needs in the City of Woodland. It is a portion of the implementation of the five-year Consolidated Plan, and provides a detailed summary of how the City's annual Community Development Block Grant (CDBG) entitlement will be spent in the coming year. Both the Consolidated Plan and the Action Plan are implemented by the City's community development staff.

In the 2013-2014 fiscal year, the City anticipates receiving \$387,192 in HUD CDBG Entitlement program funds.

City staff encouraged citizen participation throughout the Action Plan process. This included holding public meetings, consulting local organizations, and encouraging input from the public during the review process. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

INTRODUCTION

The 2013-14 Action Plan establishes the specific actions that will be taken to continue to address the City's priority needs and strategies. The Action Plan is submitted on an annual basis throughout the five-year period of the 2010-2014 Consolidated Plan. This Action Plan is for the 12-month period from July 1, 2013 to June 30, 2014.

To set annual priorities to meet the housing and non-housing needs in the City of Woodland, information was evaluated and analyzed from the data and needs assessment provided in the Consolidated Plan. The Action Plan is also based on input from the citizen participation process described below including the identification of priority community development needs.

Consistent with the overall goals of the U.S. Department of Housing and Urban Development, the City has identified the following five-year goals to pursue during 2010-2014.

GOAL

- Promote the development of affordable housing in the City to meet the needs of very-low and low to moderate-income households as outlined in the Housing Element of the General Plan and The City's 5-year Implementation Housing Component.
- Revise the City's Inclusionary Housing Ordinance (6A) and Spring Lake Affordable Housing Ordinance to improve the Inclusionary Housing Ordinance Program and increase homeownership for low-income households.
- Support the preservation, maintenance and improvement of existing housing and the replacement of unsafe or dilapidated housing.
- Provide fair housing services to ensure that persons regardless of race, creed, color, national origin, religion, sex, family status, age, or handicap/disability have an equal opportunity to secure decent housing and are treated fairly in dealing with landlords, real estate brokers and lenders.
- Continue to support programs to address the need for emergency and transitional housing.
- Continue to support programs to transition homeless persons to permanent housing.
- Continue to support programs for the prevention of homelessness.
- Infrastructure improvements including water, sewer, and storm water improvements.

- Facilities for health care and youth centers.
- Accessibility for the physically disabled particularly through ADA improvements.
- Emergency food and shelter for the homeless and at risk homeless, youth services, health services, crime awareness activities, and fair housing counseling
- Job training, placement and other types of employment services.
- Partner with private commercial developers to develop/redevelop existing vacant or underutilized commercial sites in CDBG eligible areas.
- Address priority non-residential historic preservation needs in the Historic Downtown area.
- Provision of business loans to for-profit entities to carry out economic development, such as growing the industry or business in the City of Woodland.

All activities included in the Action Plan must meet at least one of three national objectives of the CDBG program. Those objectives are:

1. Provide benefit to low- and moderate-income persons;
2. Aid in the prevention or elimination of slums or blight; and
3. Meet community development needs having a particular urgency.

This Action Plan outlines the City of Woodland’s plan for the use of CDBG funds for the 2013-14 program year and includes a description of all planned housing and community development activities. The Action Plan also includes a description of citizen participation efforts and discussions on lead-based paint, anti-poverty strategy, fair housing, and coordination with other agencies.

A. ANNUAL FUNDING SOURCES

Introduction

The City’s CDBG grantee entitlement is \$387,192 for FY 2013-2014. Of this 20% of the entitlement amount or \$77,438 may be used for planning and administrative costs. Of the entitlement a maximum of \$58,079, or 15% of entitlement, may be used for public services. At least 70% of all expenditures must benefit low- and moderate-income households.

During the 2013-2014 fiscal year, the City of Woodland will utilize several federal, state, local and private resources to address housing and community development needs. Additionally, the City is actively seeking funding to address low- and moderate-income community development needs through a variety of funding sources. Below is a summary of the major funding resources that will be used to carry out activities.

CDBG ENTITLEMENT

The U.S. Department of Housing and Urban Development unofficially notified the City of Woodland on January 23, 2013 of its estimated Program Year 2013 allocation. According to the estimate, the City should anticipate receiving an amount similar to the Program Year 2012 allocation of \$407,571. Since that time, a reduction in the Federal budget through sequestration has reduced the estimated allocation by five percent resulting in an estimated allocation of \$387,192 available for fiscal year 2013-2014. CDBG funds can be used to address a wide range of activities including acquisition, rehabilitation, public facilities and infrastructure improvements, public services, and homeless assistance. The level of need

for each project is determined by a Consolidated Plan Priorities Table and included in the Action Plan (this table is located in **Appendix A**).

PROGRAM INCOME – UPDATE WITH CURRENT INFO

The City of Woodland receives program income from loan payoffs, lien repayments and other scheduled monthly loan payments. When housing rehabilitation or business loan payments/payoffs are made the revenue is recorded as program income. For fiscal year 2012-2013, the City has received \$13,286 in program income through April 19, 2013 which will be receipted and drawn down via CDBG's online disbursement system (IDIS) in this fiscal year.

UNEXPENDED FUNDS – UPDATE WITH CURRENT FINANCIAL INFORMATION

Staff is in the process of closing out prior year program years and anticipates the completion of most these close outs prior to the submittal of the fiscal year 2012-2013 CAPER Report. Outstanding program years (PY) include 2008-09, 2009-10, 2010-11, and 2011-12. Work funded through the PY 2008-09 Emergency Generator Project at the St. John's Retirement Village has been completed. However, additional funds were needed to convert an old back generator from single-phase to three-phase and connect it to the facility's kitchen. A second generator project, Backup Generator Conversion, was funded during PY 2011-12 and the work is scheduled for completion in June 2013. Construction of the PY 2009-10 Supportive Housing Rehabilitation project for the Yolo County Care Continuum (YCCC) is complete with the exception of a wheelchair lift. YCCC has a general contractor under contract and the work should be completed prior to the City submittal of the fiscal year 2012-13 CAPER Report. The Cottonwood Meadows Rehabilitation Project was funded during PY 2010-11 and is expected to be constructed by the end of June 2013.

OTHER RESOURCES – UPDATE FROM CURRENT HOUSING INFORMATION

During the 2006-2007 fiscal year, the City was successful in securing \$4 million in HOME funds from the State of California for the Rochdale Grange affordable housing project. Construction of the 44-unit project was completed in 2011 and the project provides 43 units for households earning no more than 50 percent of area median income. The project reached 100 percent occupancy in April 2012. Since 2007 the City has used CalHome, BEGIN, HOME, redevelopment tax-increment, and HOME/CDBG Program Income funds to provide homebuyer assistance to low- and moderate-income homebuyers. In 2011, the California Department of Housing and Community Development awarded the City an \$800,000 HOME grant for first time homebuyer assistance. To date, the City has assisted 4 low-income households through the grant and expects to assist another three households before the grant's expenditure deadline of July 31, 2013.

The City with the help of the Homeless Coordinator and the Yolo Wayfarer Center annually applies for funding for homeless assistance and service provider programs. The City of Woodland received a grant renewal under the 2012 HUD Continuum of Care (CoC) Program in the amount of \$165,920 to assist Wayfarer's transitional housing programs. The City also submitted three other 2012 CoC grant applications to assist Wayfarer's supportive housing programs and is awaiting decisions on the grants.

At the local level, the City may defer building permits/plan check fees and development impact fees, and use housing monitoring fees to further develop, promote, and preserve affordable housing.

CITIZEN PARTICIPATION

On January 30, 2013 a Notice of Funding Available (NOFA) for the CDBG FY 2013-2014 funding round was published in the *Daily Democrat* newspaper and on February 1, 2013 an email notification was sent to past applicants and other potential applicants. The email included links to the 2013-2014 funding application. An application workshop was held on February 15, 2013.

The CDBG Review Team, made up of a planner from the City, a management analyst from Yolo County, and two City Planning Commissioners reviewed CDBG proposals and made funding recommendations for the CDBG program. After staff's funding recommendations had been determined, a public meeting was noticed in the *Daily Democrat* and held on March 25, 2013 to announce the CDBG Review Team's staff recommendations and receive comments. Citizens were notified in a public notice published on April 22, 2013, that the draft 2013-2014 City of Woodland Annual Action Plan was available for citizen review and comment. During the 30-day comment period from April 22, 2013 through May 22, 2013 the Annual Action Plan was made available to the public at the Woodland City Hall, City Clerk's office, the Woodland Public Library.

Citizens' Comments and Public Notices

Update based on citizen comments received.

(Public notices are included in **Appendix B**)

COORDINATION AND INSTITUTIONAL STRUCTURE

The City will continue to focus on improving coordination and eliminating gaps in the institutional structure. The City has continued the liaison between the City and the Housing Authority (Yolo County Housing) and consulted with them on other development opportunities within the City. In addition, the City continues to work to improve communication between City departments and divisions, including the Building, Finance, Development Engineering, Planning, Public Works, and Parks and Recreation.

INTEGRATED APPROACH/VISION

As stated in the Five-Year Strategic Plan, the City has integrated several required programs and plans into its Consolidated Plan to ensure that City government and related agencies work together on a uniform vision for the benefit of residents of the City. The CDBG work program reflects objectives that are contained in these plans and programs.

CDBG WORK PROGRAM

The City Council approved funding allocations for FY 2013-14 on *May 21, 2013 (planned date)*. The list of projects, with additional information, can be found in Table 3C, **Appendix C**. The CDBG program will be implemented in accordance with the HUD Certifications presented in **Appendix D**. These projects are consistent with priority needs and the five-year goals identified in the Consolidated Plan.

Starting in the 2011-12 program year the City updated its application rating system to evaluate public service and public facility (construction-like) applications separately. Public Service applications are scored more heavily on past performance and community need, while public facility applications are scored more heavily on readiness, past performance and organizational capability to carry out the program. In addition, the City adheres to a minimum public service grant of \$6,000 and reserved a

minimum 40 percent of all public service funds to food and shelter programs. Staff continues to implement public services in this manner.

A summary of the specific activities that will be implemented with the allocation of 2013-14 CDBG Entitlement funds (\$407,571) and unexpended funds of (\$479,523.55) is provided in **Table 1**.

**Table 1 – Will Be Updated with Finance Data
CDBG Summary Table 2013-14
Update with Current Financial Information**

CDBG Program/Activities	SOURCES			
	'13-'14 Entitlement	Unexpended prior year funds	Program Income	Total Funds Available
Planning And Administrative				
Administration	\$77,438			\$77,438
Subtotal Planning, Administration	\$77,438			\$77,438
Public Facilities and Public Improvements				
Yolo Family Service Agency HVAC System	\$20,000			\$20,000
COW ADA Accessibility Program (13/14)	\$110,000			\$110,000
COW Series Street Light Design	\$25,000			\$25,000
Friends of the Mission Walter's Housing Improvement Project	\$22,160			\$22,160
Yolo County Housing Site Prep for Education, Recreation and Boxing Club Facility	\$62,515			\$62,515
GRID Alternatives Solar Affordable Hsng Proj	\$12,000			\$12,000
Cityreach Group of Woodland, Inc.		\$6,000		\$6,000
COW/CDD Substandard Housing Program		\$12,000		\$12,000
St. John ADA Compliance (10/11)		\$490		\$490
COW ADA Accessibility Program (11/12)		\$84,731.46		\$84,731.46
St. John's ADA Compliance 2 (fy 11/12)		\$15,000		\$15,000
COW Series Street Light Replacement		\$157,034.66		\$157,034.66
Cottonwood Meadows Rehab Project		\$43,000		\$43,000
YCCC Haven House Repairs		\$39,199		\$39,199
YCCC Supportive Hsng Rehab (166 College)		\$45,227.90		\$45,227.90
Contingency-Willdan Activity Delivery Assist.		\$6,500		\$6,500
Subtotal Public Facilities and Public Improvements	\$251,675			
Public Services				
COW Strength Through Education Program	\$6,000			\$6,000
YCCC New Dimensions Supportive Housing	\$6,500			\$6,500
Yolo Wayfarer Center Emergency Shelter	\$9,000			\$9,000

Elderly Nutrition Home Delivered Meals	\$8,000			\$8,000
CommuniCare Uninsured Health Care	\$6,000			\$6,000
COW Utility Assistance Program	\$6,000			\$6,000
Legal Services of N. Cal Fair Housing Services	\$10,000			\$10,000
Planned Parenthood Teen Success	\$6,579			\$6,579
Literacy Council-S.T.E.P. (11/12)		\$5,787.50		5,787.50
Cityreach Group of Woodland, Inc. (11/12)		\$6,000		\$6,000
Substandard Housing assistance-COW (11/12)		\$10,000		\$10,000
YFSA-Low Income Counseling (11/12)		\$3,045		\$3,045
Home Delivered Meals (11/12)		\$4,500		\$4,500
Teen Success-PPMM (11/12)		\$6,000		\$6,000
Fair Housing Services-LSNC (11/12)		\$7,500		\$7,500
New Dimensions Supported Housing (11/12)		\$2,922.67		\$2,922.67
Emergency Food & Shelter-Wayfarer (11/12)		\$9,004		\$9,004
Enough To Eat-Food Bank (11/12)		\$2,441.36		\$2,441.36
COW Water (utility) Assistance (11/12)		\$7,140		\$7,140
COW Recreation Scholarship (11/12)		\$6,000		\$6,000
Subtotal Public Services inc. unexpended prior year funds				
Total in CDBG Program Income Funds from Previous Year to be spent in FY 2013-2014				
Total Amount for CDBG Activities for FY 2013-14				

SUMMARY OF PROPOSED PROJECTS AND PROGRAM

The following text summarizes each of the proposed activities in each category:

PLANNING AND ADMINISTRATION:

- 1) Program: CDBG Administration
Agency: City of Woodland
Funding Amount: \$77,438
HUD Matrix Code: 21A General Program Administration
Citation: 570.206

Description:

Funding will cover costs of staff time and consultant services related to the overall administration of the City's CDBG program, including coordination, implementation, management, monitoring, reporting, and evaluation. Funds will also contribute to planning and citizen participation efforts required to implement grants under the CDBG program.

CAPITAL AND OTHER PROJECTS:

- 1) Program: HVAC System Replacement
Agency: Yolo Family Service Agency
Funding Amount: \$20,000
HUD Matrix Code: 03 Public Facilities
Citation: 570.201(c)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Yolo Family Service Agency (YFSA) is a non-profit organization that provides preventive mental health services to strengthen families. YFSA’s heating and cooling system is nearly 20-years-old and needs to be replaced. The system consists of four separate units. This project will benefit the 130 low-income clients that are served by YFSA on a weekly basis.

- 2) Project: ADA Accessibility Program
Agency: City of Woodland
Funding Amount: \$110,000
HUD Matrix Code: 03L Sidewalks
Citation: 570.201(c)
National Objective: 570.208(a)(2)(D)(ii)(A) – Low/Mod Limited Clientele

Description:

There is a need to comply with the Americans with Disabilities Act (ADA) to provide design and construction of curb ramps for public use to individuals with disabilities. The City receives candidate locations for ADA improvements from various departments, residents, and members of the disabled community. The funding will be used to construct ADA-compliant curb ramps, sidewalks, and driveways.

- 3) Project: Series Street Light
Agency: City of Woodland
Funding Amount: \$25,000
HUD Matrix Code: 03L Sidewalks
Citation: 570.201(c)
National Objective: 570.208(a)(1)

Description:

This project will design the replacement of a 65-year-old plus direct buried wire street lighting system with an energy efficient system in area north of Gibson Road from College Street to Sixth Street and from Granada Drive/Cottage Drive to Gibson Road. There is no short circuit protection on the existing system and it is not in conduit. This allows the electrical current to potentially travel through the soil and nearby utility pipes and pose a shock hazard to citizens and work crews.

- 4) Project: Walter’s House Improvement Project
Agency: Friends of the Mission
Funding Amount: \$22,160
HUD Matrix Code: 03C Homeless Facilities

Citation: 570.201(c)
National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

Walter’s House provides a place of residence for 44 homeless individuals in its transitional housing program. The main courtyard recreational space is covered with gravel and dirt. The previous grass surface did not survive because of high foot traffic. This project will fund the installation of high quality turf to provide a safe zone to foster social interactions and outdoor activities for the residents of Walter’s House.

- 5) Project: Site Preparation for New Yolo Education, Recreation and Boxing Club Facility
Agency: Yolo County Housing
Funding Amount: \$62,515
HUD Matrix Code: 03E Neighborhood Facilities
Citation: 570.202(a)(4)
National Objective: 570.208(a)(1) – Low/Mod Area

Description:

Woodland Parks and Recreation and Yolo County Housing provide recreation and education services on-site at the low rent public housing complexes located at Yolano Village and Donnelly Circle. Because of the growth of demand for on-site recreational and educational opportunities and the aging of the current facility, there is a need for a facility that will allow for expansion of programming to meet the needs of the broader community. Funding will be provided for the demolition of the existing building at 1224 Lemen Avenue and the architectural and engineering design for the construction of a new facility at the Lemen Avenue location.

- 6) Project: Woodland-Solar Affordable Housing Project
Agency: GRID Alternatives-North Valley
Funding Amount: 12,000
HUD Matrix Code: 14A Rehab; Single Unit Residential
Citation: 570.202(a)(1)
National Objective: 570.208(a)(3)

Description:

Funding will help provide for the rehabilitation of owner-occupied affordable single-family units through the retrofit installation of solar energy systems for low-income families living in qualified affordable housing.

PUBLIC SERVICES:

- 1) Program: Strength Through Education Program (STEP)
Agency: Woodland Literacy Council/Woodland Public Library Literacy Service+
Funding Amount: \$6,000
HUD Matrix Code: 05 Public Services
Citation: 570.201(e)
National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

S.T.E.P., in partnership with the Yolo Wayfarer Center offers reading, writing and comprehension skills in a goal-oriented one-on-one and small group educational situation. Residents work on goals centered on job skills, housing, health and family skills as well as basic literacy. Literacy is essential to an individual's successful transition from living on the streets to living an independent life style.

- 2) Program: New Dimensions Supportive Housing
Agency: Yolo Community Care Continuum (YCCC)
Funding Amount: \$6,500
HUD Matrix Code: 05O Mental Health Services
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

CDBG funds will be utilized to help staff provide individualized services to residents of the New Dimensions Supportive Housing Project, a 15-unit affordable project for adults at risk of mental illness. Services provided include teaching independent living skills such as meal planning, shopping, cooking, cleaning, and laundry. Other services provided to the residents include locating housing, providing clinical and medical support, teaching vocational skills, and ensuring safety.

- 3) Program: Emergency Shelter Services (ESS)
Agency: Yolo Wayfarer Center – DBA Fourth and Hope
Funding Amount: \$9,000
HUD Matrix Code: 05 Public Services
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Provides daily emergency food and shelter services to homeless and low-income citizens of Woodland and Yolo County, including weekday nutritional meals, case management, and access to mail, shower, telephone, and laundry facilities—in addition to providing referrals to agencies that provide rental and utility assistance, work needs, medicine, travel expenses, clothing, household items, and mental health services.

- 4) Program: Home Delivered Meals to Low Income Seniors
Agency: People Resources, Inc./Elderly Nutrition Program
Funding Amount: \$8,000
HUD Matrix Code: 05A Senior Services
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

The Home Delivered Meals Program provides frail homebound seniors with a home-delivered, hot, nutritious noon-time meal that is prepared fresh daily and served by volunteers throughout Yolo County. Many of the seniors who receive home-delivered meals are recently discharged

from the hospital and are completely bedridden with no family support or other assistance in purchasing food and preparing meals.

- 5) Program: Primary Health Care for Uninsured Youth and Adults
Agency: CommuniCare Health Centers
Funding Amount: \$6,000
HUD Matrix Code: 05M
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Serving 6,560 patients last year, CommuniCare’s Peterson Clinic provides primary health care services to uninsured patients and also allows them to pay on a sliding fee scale. If patients are unable to pay, CommuniCare will still assist them. CommuniCare also provides services in case management, nutrition and health education, referral assistance and enrollment assistance into health coverage programs.

- 6) Program: Water Assistance Program
Agency: City of Woodland
Funding Amount: \$6,000
HUD Matrix Code: 05
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Water Rates have increased over the past four years and are proposed to continue increasing for the next three. This program will provide a \$45 discount to qualified low-income participants (\$15 per month for 3 months in a 12 month period) towards their fixed rate portion of their utility bill for three consecutive months.

- 7) Program: Fair Housing Services
Agency: Legal Services of Northern California (LSNC)
Funding Amount: \$10,000
HUD Matrix Code: 05J Fair Housing Services
Citation: 570.206
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

The City will contract with Legal Services of Northern California to provide fair housing services through the Fair Housing Hotline Project, per its ongoing contract. This program provides free information and advice on fair housing issues, case intake and complaint processing, and investigation of alleged fair housing violations. Other services include fair housing education and outreach activities for rental property owners, managers, and consumers. During April, which is Fair Housing Month, the City holds a Fair Housing Workshop for housing providers and consumers. This activity is designed to affirmatively further fair housing objectives of Title VIII of the Civil Rights Act of 1968.

- 8) Program: Teen Success
- Agency: Planned Parenthood Mar Monte (PPMM)
- Funding Amount: \$6,579
- HUD Matrix Code: 05D Public Services
- Citation: 570.201(e)
- National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

Addresses the issues of teen pregnancy by helping pregnant and parenting teen mothers between the ages of 13-18 years old set and achieve short- and long-term goals and by developing healthy alternatives for teens instead of having more children. Facilitated group sessions meet for two hours weekly over the course of a year to provide a supportive environment for teen mothers to discuss issues facing adolescent parents. Childcare and nutritional snacks are provided during meetings.

FUNDS FROM PREVIOUS YEARS:

There is some funding for capital improvement projects that will carry over from year-to-year. These programs, the amounts being carried into 2012-13, and the year the funds were originally allocated are all listed below.

- 1) Program: Cityreach Group of Woodland, Inc.
- Year: 2011-2012
- Carry-over amount: \$6,000

- 2) Program: COW Substandard Housing Program
- Year: 2011-2012
- Carry-over amount: \$12,000

- 3) Program: St. John's ADA Compliance
- Year: 2010-2011;2011-2012
- Carry-over amount: \$490; \$15,000

- 4) Program: City of Woodland ADA Accessibility
- Year: 2011-2012
- Carry-over amount: \$84,731.46

- 5) Program: YCCC-Supp Housing Rehabilitation
- Year: 2009-2010
- Carry-over amount: \$45,227.90

- 6) Program: COW Water Assist
- Year: 2010-2011
- Carry-over amount: \$7,140

- 7) Program: COW Series Street Light Replacement
- Year: 2011-2012
- Carry-over amount: \$157,034.66

- | | | |
|-----|--------------------|----------------------------------|
| 8) | Program: | Cottonwood Meadows Rehab Project |
| | Year: | 2010-2011 Carry-over |
| | amount: | \$43,000 |
| | | |
| 9) | Program: | YCCC Haven House Repairs |
| | Year: | 2011-2012 |
| | Carry-over amount: | \$39,199 |
| | | |
| 10) | Program: | YCCC Supportive Housing Rehab. |
| | Year: | 2009-2010 |
| | Carry-over amount: | \$45,227.90 |

While there was a balance remaining for the FY 2013-2013 public services projects, all funds will be completely expended by end of this fiscal year. These balances are included in the spreadsheet, however they are not included in the listing above.

GENERAL PRIORITIES FOR ALLOCATING INVESTMENT GEOGRAPHICALLY

The City will focus program activities and projects in low- and moderate-income target areas, some projects include: ADA Accessibility Program, Sac Valley Historic Railways, St. John’s Retirement Village weather walkway, Cottonwood Meadows Rehab (cont.) and, for example. This year’s funding program will vary from previous years when we had the benefit of redevelopment tax increment funding. Effective February 1, per AB 1x 26, the state of California dissolved all redevelopment agencies. The City of Woodland has taken on the role of Successor Agency to “wind down” the business of the Woodland Redevelopment Agency. Unfortunately this is a significant “hit” to subsidizing housing and other CDBG eligible projects and programs. Program activities that benefit low- and moderate-income individuals and households, including public service and housing rehabilitation activities, will be available on a city-wide basis to income-eligible households. (Referenced areas can be found on maps in **Appendix E—see three maps figures 1-3**).

RELATIONSHIP OF ACTIVITIES TO FIVE-YEAR GOALS AND STRATEGIES

HOUSING STRATEGY –City staff will modify the Comprehensive Plan to reflect the statutory changes caused by AB 1x 26 and subsequent bills currently under review by California lawmakers.

STRATEGY: Utilize the City’s Inclusionary Housing Ordinance and First-time Homebuyer Program to promote the development of affordable ownership and rental housing

Goal: The City will work to develop at least 75 Multi-family and/or single-family affordable housing units over the next five years and revise the Inclusionary Housing Ordinance to increase homeownership opportunities.

Expected Outcome for 2012-2013: Staff is working with the Sacramento/Yolo Mutual Housing Association on the construction of a new 101-unit apartment complex in the Spring Lake Specific Plan Area. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance for the

project through the City's Spring Lake Affordable Housing Fund. Units will be available to low, very-low and extremely-low households. Funding is expected to be completed by Summer 2012 with construction beginning in late 2012 or Spring 2013.

STRATEGY: Maintain and Improve Affordable Housing Monitoring program for rent-restricted units.

Goal: The City will continue to annually monitor the current inventory of more than 1,131 affordable multifamily rental units/apartments and senior designated housing units.

Expected Outcome for 2012-2013: City staff will continue to annually monitor the current inventory to be sure that the affordability restrictions are met. Activities will include on-site monitoring visits to affordable multi-family projects and mailings to owner-occupied affordable units to verify continued residency.

STRATEGY: Partner with for-profit and non-profit housing developers for the development and/or rehabilitation of affordable housing by exploring various funding mechanisms including Federal Tax Exemption Bonds, Mortgage Revenue Bonds, Low Income Housing Tax Credits, Section 108, State of California HOME funds, other new grant programs as they become available, and private financing.

Goal: The City will work to develop or rehabilitate 100 affordable housing units over the next five years.

Expected Outcome for 2012-2013: Staff has been working with the Sacramento/Yolo Mutual Housing Association for the construction of a 101-unit apartment building. This project has secured State Serna funding as well as USDA Funding and rental assistance. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance for the project through the City's Spring Lake Affordable Housing Fund. In addition, staff will be working with Capital Valley Investment group for the acquisition and rehabilitation of the Crossroad Villages apartments located at 555 Matmor Avenue. To date, the City would assist the developer in securing tax credits through the California Tax Credit Allocation Committee.

STRATEGY: Preserve the City's existing housing stock for owner-occupied low- and moderate-income single-family residential units through the CDBG and other State funded Residential Rehabilitation Loan and Grant programs.

Goal: Rehabilitate 5 units over the next five years.

Expected Outcome for 2012-2013: The City is hopes to rehabilitate at least one owner-occupied unit in 2012-2013. Few applications have been received over the past year.

STRATEGY: Continue to contract with a Fair Housing Agency to provide a variety of fair housing services including landlord tenant counseling and fair housing education.

Goal: Assist approximately 500 Woodland households with discrimination allegations, dispute, counseling and education and outreach during the five years of the Plan.

Expected Outcome for 2012-2013: The City maintains its contract with Legal Services of Northern California (LSNC) to provide fair housing services. Under the contract, residents and landlords can call LSNC and ask questions in regards to fair housing. LSNC also presents an annual Fair Housing Workshop, generally in April as part of Fair Housing Month, to inform residents and landlords of various fair housing issues of interest. LSNC is also a resource to City Staff and routinely reviews new policies and procedures to ensure they do not violate fair housing laws.

HOMELESSNESS

STRATEGY: Work with the County Homeless Coordinator and County Homeless Coalition to identify housing programs, support services and homeless prevention programs to address the needs of the homeless.

Goal: Ensure that homeless programs are effectively operated, new programs are added to meet gaps in services, and continue to partner in the Homeless Coordinator Project.

Expected Outcome for 2012-2013: The City supports the County Homeless Coordinator by providing funding for the position. The City also prioritizes at least 40 percent of its CDBG funding for Public Services for emergency food and shelter programs which directly benefit homeless or those at-risk of homelessness.

STRATEGY: Continue to fund agencies that provide emergency housing assistance and support services to assist the homeless and persons threatened with homelessness.

Goal: Assist approximately 1,000 Woodland residents during the five years of the Plan.

Expected Outcome for 2012-2013: The City prioritizes 40 percent of the Public Services portion of CDBG funding for emergency food and shelter programs. For 2012-2013 the recommended grant amounts equals \$24,255.

PUBLIC FACILITIES AND INFRASTRUCTURE

STRATEGY: Work with the Public Works Department to identify urgent water, sewer, or storm water improvements in low- and moderate-income neighborhoods.

Goal: Complete one infrastructure improvement project over the next five-year period.

Expected Outcome for 2012-2013: CDBG staff will work closely with the Public Works Department to determine an eligible project.

STRATEGY: Construction or rehabilitation of public facilities providing health and youth services.

Goal: Construct public facility improvements at a minimum of three such facilities during the next five years.

Expected Outcome for 2012-2013: The Yolo County Care Continuum will make repairs to the New Haven House that provides transitional housing to families and individuals.

STRATEGY: Continue the City's activities and efforts to remove materials and architectural barriers that restrict the mobility and accessibility of elderly and handicapped persons to public facilities within the City.

Goal: Complete five public improvement projects over the next five years to remove architectural barriers.

Expected Outcome for 2012-2013: The St. John ADA Compliance, and City of Woodland ADA Accessibility project will remove architectural barriers and the specific service facilities and city-wide. The City's ADA Accessibility project will be focused on priority corridors in the City, located throughout the Beamer St. and Cottonwood corridors.

PUBLIC SERVICES

STRATEGY: The City will continue to fund agencies that provide assistance to the homeless population.

Goal: Provide emergency food, shelter and mental health services to over 5,000 homeless individuals or those "at-risk" of homelessness over the next five years.

Expected Outcome for 2012-2013: Provide a portion of the CDBG Public Services funds aimed at programs that assist the homeless and those at-risk of homelessness. These programs include New Affordable Housing Project for Families provided by Friends of the Mission, S.T.E.P. provided by the Woodland Literacy Council, New Dimensions Supported Housing provided by Yolo County Care Continuum, and the Yolo County Emergency Shelter provided by the Yolo Wayfarer Center.

STRATEGY: The City will, with the assistance of local agencies, continue to support youth programs to primarily very low-, low- and moderate-income youth and families as a means of improving the quality of life and prevent youth from engaging in criminal activity or substance abuse.

Goal: Assist approximately 50 Woodland residents annually during the five years of the Plan.

Expected Outcome for 2012-2013: The S.T.E.P, COW Recreation Assistance/scholarship program and Teen Success programs will assist Woodland youth throughout program year 2012. The Sanctuary and City-reach program have had significant delays. Staff will work with the nonprofit develop their teen program.

STRATEGY: The City will, with the assistance of local agencies, continue to support health services to primarily very low-, low-, and moderate-income individuals and families, and special needs populations such as victims of domestic violence, the homeless and mentally ill.

Goal: Assist approximately 300 Woodland residents annually during the five years of the Plan.

Expected Outcome for 2012-2013: St. John's Retirement Village will remove safety hazards and build a

weather walkway to improve its infrastructure. This project will improve and expand health services for low- and moderate-income persons in Woodland. CommuniCare's Peterson Clinic will provide primary medical care for uninsured children and adults living in Woodland.

STRATEGY: The City will partner with local agencies to provide job training or other employment-like services to assist low- and moderate-income individuals in obtaining a new job.

Goal: Participate on the Workforce Investment Board (WIB).

Expected Outcome for 2012-2013: The S.T.E.P program provides literacy training required for employment opportunities. The Economic Development Manager is a member of the WIB Board. Staff work closely with S.T.E.P. staff to assist with job placement, business development and assist with displaced workers.

STRATEGY: Explore the possibility of establishing a Neighborhood Revitalization Area to maintain and improve a low- and moderate income neighborhood in Woodland through code enforcement, graffiti removal, and crime awareness services.

Goal: Establish a Neighborhood Revitalization Area if it is found to be feasible.

Expected Outcome for 2012-2013: Collaborate with the Woodland Police Department, and code enforcement and planning staff to propose possible revitalization area boundaries. – IS THIS

ECONOMIC DEVELOPMENT

STRATEGY: Provide assistance to developers via CDBG Section 108, CDBG, and other financing tools appropriate to support economic development objectives.

Goal: Provide financial assistance to two development projects and/or business assistance over the next five years.

Expected Outcome for 2012-2013: City staff will assist developers that bring forward projects that will benefit Woodland businesses, focusing on small businesses.

STRATEGY: Despite the dismantling of all Redevelopment Agency's throughout California, Woodland will continue to preserve and renovate existing historic commercial buildings as stated in the Façade Improvement Program.

Goal: Rehabilitate two units over the next five years.

Expected Outcome for 2010-2012: The Historic Woodland Train Depot restoration project will improve the facility's infrastructure premises in addition to completing two ADA improvement projects. All components of the project will help the Historic Woodland Train Depot open to the public.

STRATEGY: Provide financial assistance to for-profit entities/business to carry out an economic development project, such as expansion of the business. An appropriate member of the business must have completed the Entrepreneurial Business Development class at Woodland Community College and/or developed an acceptable business plan.

Goal: Provide financial assistance to two businesses to either start-up or expand the business over the next five years.

Expected Outcome for 20122013: Continue to work with the Small Business Development Center to identify possible businesses that might benefit from this assistance.

MONITORING

CDBG Program Activities – In 2007-2008 the City revised and updated its CDBG Monitoring Policies and Procedures based on HUD guidelines. The policies and procedures include detailed requirements for desk and on-site monitoring of subrecipients' programs, construction project monitoring, and consultant oversight. An annual calendar for project and program monitoring was developed to insure timely completion of CDBG monitoring. In addition, CDBG staff monitors all programs and financial activities on a monthly/quarterly basis, as appropriate.

Financial Monitoring – All project costs are paid on a reimbursement basis, rather than paid in advance. A request for reimbursement is required to have appropriate documentation attached to verify all expenditures.

A combination of data from the request and the program activities report provides the data necessary to input data into the IDIS system. Collecting this data throughout the program year is very helpful in compiling year-end reports. Requiring documentation for reimbursement allows the City to closely monitor program requirements and ensure program goals are being met.

Davis-Bacon Compliance – Davis-Bacon regulations require contractors and subcontractors to pay federal prevailing wage rates to employees in various labor classifications. These regulations are written out in the CDBG agreements between the City and the subrecipients. Compliance with Davis-Bacon standards is monitored through preconstruction conferences, on-site interviews, and labor compliance monitoring. City staff consult with specialist to be sure City staff are current with regulations and review of documents is accurate.

Environmental Review – Each project that is budgeted is first reviewed for compliance with the National Environmental Protection Agency regulations (NEPA). California Environmental Quality Act (CEQA) regulations may also apply. Projects that are community service in nature are exempt from NEPA. Projects that require further investigation after their environmental review are researched using feedback from environmental agencies. For projects that fall in this category, a description of the project is sent to the State Historic Preservation Office and to other applicable regulatory agencies for consultation. Once required consultations have been completed and any mitigation measures identified, the City prepares the appropriate paperwork, including the Statutory Worksheet and publishes a combined NOI/RROF and/or a Finding regarding impacts (if the project is an Environmental Assessment [EA]). Once environmental clearance has been obtained, the project can move forward to

the City of Woodland Planning Commission or City Council and/or bid, etc., as appropriate. All environmental reviews are monitored by Community Development Department staff.

FAIR HOUSING

In fiscal year 2012-2013, the City will continue its contract with Legal Services of Northern California to provide fair housing services for the City of Woodland through the Fair Housing Hotline Project. This program will continue to provide free information and advice on fair housing issues, case intake/complaint processing, and fair housing counseling investigation of alleged fair housing violations. Other services include fair housing education/outreach activities for rental property owners, managers, and consumers. During Fair Housing Month, the City annually hosts (in partnership with the Yolo County Housing Authority) the Fair Housing Workshop for housing providers and consumers.

OTHER ACTIONS

In the following paragraphs, the City describes actions it will take during the next year to address other pertinent issues.

OBSTACLES TO MEET UNDERSERVED NEEDS – SECTION ON REDEVELOPMENT AGENCY

The City of Woodland is confident in the level of communication and contact that exists between various social services, housing, and economic development service providers. Information and referral services are provided to citizens upon request. The City always works to assist citizens in obtaining the information they require to meet their housing and supportive service needs.

The City has not identified any gaps in the City's Housing and Community Development programs and services provided. However, because the level of demand for these programs exceeds the supply of funding to meet the demand, City staff has committed to work with interested applicants to ready their projects for CDBG funding and improve their applications so they will be more competitive next year.

FOSTER AND MAINTAIN AFFORDABLE HOUSING

The City continues to explore opportunities to develop affordable housing through collaborative efforts with both for-profit and non-profit developers. The need for affordable housing is increasing and the City of Woodland will continue to be at the forefront of the creation of quality affordable housing. The City utilizes all available resources to foster and maintain affordable housing within the community. The City will also continue creating affordable housing through its Inclusionary Housing Program.

LEAD-BASED PAINT HAZARD REDUCTION

In 2012-13, the City of Woodland will continue to take action to evaluate and reduce lead-based paint hazards, including disseminating information through the service-provider agencies, securing funding to assess lead hazard risk in CDBG-funded facilities, remediating lead hazards in CDBG-funded facilities, and cooperating with the County Health Department in promoting comprehensive health programs, risk screening, public education and prevention.

The City will take the following actions during FY 2012-2013 to reduce lead-based paint hazards:

- Require all CDBG-funded construction projects to comply with HUD lead-based paint hazard reduction requirements;
- Provide technical assistance to people undertaking home improvement projects to avoid exposure to lead-based paint hazards.

REDUCTION OF BARRIERS TO AFFORDABLE HOUSING -

Of the barriers identified in the Strategic Plan, the greatest barriers continue to be lack of affordable land, the cost of construction, and the cost of financing. The following actions will be taken in 2012-2013 to reduce the barriers to providing the City of Woodland with an adequate amount of affordable housing.

Actions taken by the City can have a significant impact on the price and availability of housing in Woodland. A number of barriers to affordable housing, such as the cost of construction, land costs, and the cost of capital, are beyond the City's control. The City of Woodland uses all available funding sources to help alleviate this financial barrier. The City will continue to foster these resources to encourage the development, improvement and retention of affordable housing. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance through the City's Spring Lake Affordable Housing Fund for the Mutual Housing at Spring Lake project, a 101-unit affordable housing project. The City is assisting the project's developer, Sacramento/Yolo Mutual Housing Association, with securing tax credits through the California Tax Credit Allocation Committee. If the developer's tax credit application is successful, construction of Mutual Housing will begin in late 2012 or in Spring 2013. Additional assistance from the City will include the deferral of development impact fees.

In 2004-2005, the City adopted an Inclusionary Housing Ordinance requiring all single-family developments over eight units include at least 10 percent of their units as affordable to households at or below 80 percent of area median income. This percentage is increased to 30 to 35 percent for multifamily properties. In November 2007, the City revised its Inclusionary Housing program guidelines to assist moderate-income households, those who earn up to 120 percent of area median income as well as those earning 80 percent of area median income.

In response to the growing need for first-time homebuyer assistance and the increasing cost of homes in Yolo County, the City has increased the cap for the HOME-funded first time homebuyer program to provide up to the HUD 221(d) 3 limits per unit, based on number of bedrooms. While this does reduce the number of households assisted, the alternative could possibly be that unless the assistance cap was increased no affordable housing assistance would be provided via the city's first time homebuyer program, which is funded by State of California HOME program. In previous years, the City had increased its maximum loan amount available for housing rehabilitation from \$60,000 to \$75,000.

The City continues to do its part to work closely with non-profit and for-profit developers to secure alternative funding sources to aid in the construction of affordable housing. In the past, the City and its partners have been successful in securing HOME funds, State HELP funds, Mortgage Revenue Bonds, Low Income Housing Tax Credit Equity, MPROP (State Assistance for Mobile Home Parks), Mortgage Credit Certificates, Affordable Housing Program (AHP), Multifamily Housing Program (MHP) and transportation funds through the Sacramento Area Council of Governments' (SACOG) Community Design Grant to pay for offsite infrastructure improvements for affordable housing projects. The City anticipates that as the need for affordable housing increases, the City will have to secure more of these competitive funding sources. In the 2006-2007 program year, the City was able to secure a HOME loan

from the State for a 44-unit very low-income apartment complex, a \$1.25 million HELP Loan from the state to aid in the acquisition and rehabilitation of a 68-unit senior rental complex, as well as \$168,500 to aid in the construction of the community room at the Terracina Spring Lake Family Apartments. In 2007-2008, the City secured \$700,000 in First Time Homebuyer Assistance from HCD to be used for first-time homebuyers in the City's Inclusionary Housing Program. The City will also continue to work in partnership with the Yolo County Housing Authority to administer the Section 8 Program and oversee public housing projects. The City of Woodland and USA Properties was successful in obtaining 17 Section 8 project-based vouchers for Fair Plaza East from the Housing Authority.

ANTI-POVERTY STRATEGY

As discussed in the Consolidated Plan, the level of poverty in the City of Woodland is an estimated 11.9 percent. Of the 5,787 individuals living below the poverty level, 3,671 were adults and 2,116 were less than 18 years of age. In addition, 358 seniors were estimated to be below the poverty line.

The following have been identified as major factors that work to create poverty:

- Lack of education;
- Lack of marketable job skills;
- General unemployment;
- Low wages;
- Lack of affordable child care;
- Substance abuse; and
- Lack of reliable transportation.

For FY 2012-2013, the City will continue the following ongoing programs to address poverty in the City:

- The City of Woodland will continue programs for economic revitalization in the City's redevelopment project area including the Historic Downtown Core to encourage appropriate commercial and industrial development, as well as business retention.
- The City will continue to work with the Yolo County Employment Development Department (EDD) and Workforce Investment Board to implement the One-Stop Shop for people to gain access to available jobs and assist with job displacement as businesses close or downsize in the current economy.
- The City plans to support existing social services and housing activities to better address the needs of extremely low and low-income households to promote self-sufficiency. In the 2012-2013 the City is funding the Yolo County Care Continuum, Yolo Wayfarer Center and Legal Services of Northern California which provides transitional housing, emergency shelter facilities and legal counseling, to families and individuals in danger of being evicted from their homes or those already homeless.
- Minimize homelessness in the City by improving referrals of homeless and those at-risk of homelessness to homeless shelters and service agencies which offer programs to increase self-sufficiency. In 2012-2013 the City has reserved a majority of its Public Service funds to support specific programs that supply residence with adequate food and shelter. These programs provide the City's homeless population with resources to ensure they can meet basic human needs. (A list of organizations involved in the homeless coalition can be seen in **Appendix G**).

- Look at priority City needs that may be addressed with CDBG funds.

STRUCTURES TO ENHANCE COORDINATION IN THE COMMUNITY

During the 2012-2013 program year, the City will continue to:

- Ensure adequate coordination between public agencies, private entities, and community residents;
- Encourage non-profit agencies and for-profit and non-profit housing developers to be active in the housing and community development process
- Develop a close working relationship with Yolo County Housing, other departments in Yolo County, and the Yolo County Continuum of Care (A list of programs and services can be found in **Appendix I**);
- Work closely with service providers in the City to encourage collaboration.

It is recognized that these kinds of collaborative efforts can help the City and the various agencies to maximize service and needed funding, while minimizing administrative costs.

PUBLIC HOUSING—

The City of Woodland collaborates with Yolo County Housing (YCH), the housing authority serving Yolo County, to provide for assisted housing needs in the City. YCH currently provides 436 Housing Choice Vouchers to Woodland residents and operates 132 public housing units, 48 HUD multi-family units, and a four-bed transitional housing unit. YCH's non-profit subsidiary, New Hope Community Development Corporation, operates 47 senior rent restricted and market rate units and 44 affordable tax credit townhomes.

City staff will continue to develop its relationship with Yolo County Housing and assist in developing programs in Woodland. YCH has proven to be a valuable partner in assisting the City with providing affordable housing. New Harmony, a non-profit arm of YCH, was an active participant on the Rochdale Grange Project. In addition, the City is working with YCH trying to preserve Crosswood Apartments, an expiring Section 8 apartment complex in Woodland. (A list of programs and services can be found in **Appendix G**).

APPENDIX A

COMMUNITY DEVELOPMENT NEEDS TABLE

2013-2014 COMMUNITY DEVELOPMENT NEEDS TABLE

Community Development Needs		Priority Needs	Plan to Fund?	Fund Source
Public Facilities	68.Senior Centers	M	\$25,000	CDBG
	69.Youth Centers	M		
	70.Neighborhood Facilities	M		
	71.Child Care Centers	L		
	72.Parks/Recreational Facilities	M	\$64,921	CDBG
	73.Health Facilities	M		
	74.Parking Facilities	L		
	75.Other Public Facilities	H		
Infrastructure Improvement	76.Solid Waste Disposal	L		
	77.Flood Drainage	H		
	78.Water	H		
	79.Street	M		
	80.Sidewalk	M	\$150,000	CDBG
	81.Sewer	L		
	82.Asbestos	M		
	83.Other (affordable housing repairs)	M	\$25,000	CDBG
Public Service	84.Senior Services	H		
	85.Handicapped Services	H		
	86.Youth Services	H	\$6,500	CDBG
	87.Transportation Services	H		
	88.Substance Abuse Services	H		
	89.Employment Training	H	\$6,500	CDBG
	90.Crime Awareness	M		
	91.Fair Housing Counseling	M	\$10,000	CDBG
	92.Tenant/Landlord Counseling	M		
	93.Child Care Services	M		
	94.Health Services (Counseling)	H	\$7,000	CDBG
	95.Other (Homelessness & Sp. Needs)	H	*\$25,136	CDBG

Community Development Needs	Priority Needs	Plan to Fund?	Fund Source
96. Accessibility	H		
97. Residential Historic Preservation	L		
98. Non-Residential Historic Preservation	L		
99. Economic Development Needs	H		
100. Other Community Development Needs (Water Assistance)	M	\$6,000	CDBG
101. Planning	M		
TOTAL ESTIMATED DOLLARS NEEDED			

- *includes 3 projects: \$6,000 – New Dimensions; Home Delivered Meals \$10,000; \$9,136 Emergency Food & Shelter

APPENDIX B
PUBLIC NOTICES

APPENDIX C
LIST OF PROJECTS
(Table 3C)

APPENDIX D
HUD CERTIFICATIONS

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction.

Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

City Manager

Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2010, 2011, and 2012 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a

source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

City Manager

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. *Lobbying Certification*

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. *Drug-Free Workplace Certification*

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

City of Woodland
300 First Street
Woodland, CA 95695
County of Yolo

Check if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

APPENDIX E

CDBG MAPS

(from Consolidated Plan)

APPENDIX F

ORGANIZATIONS INVOLVED IN THE HOMELESSNESS COALITION

HOMELESS COALITION

	Organization	Address	Phone Number
	Yolo County Department of Employment and Social Services	120 W. Main Street Woodland, CA 95776	(916) 375-6200
1	Yolo Wayfarer Center	201 Fourth Street Woodland, CA 95776	(530) 661-1218
2	United Christian Center – Broderick Christian Center	110 Sixth Street West Sacramento, CA 95605	(916) 372-0200
3	Food Bank of Yolo County	1244 Fortna Avenue Woodland, CA 95776	(530) 668-0690 1-800-621-3086
4	Short Term Emergency Aid Committee	P.O. Box 1047 Davis, CA 95617	(530) 661-3444 (530) 758-5444
5	Davis Community Meals	640 Hawthorne Lane Davis, CA 95616	(530) 756-4008 (530) 753-9204
6	Yolo County Sexual Assault And Domestic Violence Center	933 Court Street Woodland, CA 95695	(530) 661-6336
7	Families First Yolo Crisis Nursery	Administrative Office 2100 Fifth St. Davis, CA 95616	(530) 758-6680
8	Woodland Youth Services	Administrative Office 9 Woodland Avenue Woodland, CA 95695	(530) 666-4622
9	Community Housing Opportunities Corporation	1490 Drew Avenue, Suite 160 Davis, CA 95616-6136	(530) 757-4452
10	Yolo Community Care Continuum	1950 5th Street Davis, CA 95616	(530) 758-2160

APPENDIX G
CONTINUUM OF CARE LIST OF PROGRAMS

PROGRAMS AND SERVICES

Organization	Program Description
Food Programs	
Yolo Wayfarer Center 201 Fourth St. Woodland, CA (530) 661-1218	Free meals, grocery distribution
Community/Senior Center 2001 East Street, Woodland, CA 95695 (530) 661-2010	Elderly Nutrition Program/Meals on Wheels.
Food Bank of Yolo County 1244 Fortna Ave. Woodland, CA (530) 668-0690	Provides grocery distribution on Fridays from 8:00 a.m. to 9:00 a.m. Distribution is at the agency's warehouse.
Woodland Volunteer Food Closet 509 College St., Woodland, CA (530) 662-7020	Clients must obtain referral from county or social service providers.
Eviction Prevention and First Month's Rent	
Short Term Emergency Aid Committee (530) 758-544	Provides rent payments for very-low income families with emergencies to keep them from being evicted from their homes. Also provides funds for first month's rent and the deposit to move into permanent housing. Provides motel vouchers in need of temporary shelter. Agency referral needed.
Emergency Shelter Programs	
Yolo Wayfarer Center 201 Fourth St. Woodland, CA (530) 661-1218	Day shelter services include phones, showers, mail, laundry and referrals. Provides Cold Weather Shelter during the winter months (mid-November through early-March). Cold Weather Shelter check-in is at 1:00 p.m.
Sexual Assault and Domestic Violence Center (530) 661-6336	Provides emergency shelter and supportive services for victims of sexual assault and domestic violence.
Yolo Crisis Nursery FamiliesFirst, Inc.	Provides a safe haven for children less than 6 years of age, while parents (caregivers) experiencing high levels of stress or significant hardship are provided with support and resources to resolve the crisis or cope with

Organization	Program Description
Administration Office 2100 Fifth St. Davis, CA 95616 (530) 758-6680 1-888-281-3000 (24-hour parent support line) www.familiesfirstinc.org	stress. Children may stay up to 30 days.
Transitional Housing	
Yolo Wayfarer Center (530) 661-1218	Provides transitional housing for families and single adults. Includes supportive services through a case-management approach.
Permanent Supportive Housing	
New Dimensions Supportive Housing	Provides cooperative living opportunities in Woodland. Residents have their own room and do their own shopping and cooking. Weekly meetings are facilitated by Yolo Community Care Continuum (YCCC) and the County Department of Alcohol, Drug, and Mental Health Services (ADMH). One monthly payment includes rent, utilities, cable, maintenance, furniture and major appliances.
East Yolo House West Sacramento	Provides a structured day rehabilitation program with a focus on developing independent living skills through peer counseling and mental health support. A drop-in service is provided on weekday afternoons and on Saturday.
Haven House Woodland	Provides a structured day rehabilitation program that focuses on developing independent living skills and includes peer support, employment opportunities, and time to socialize.
Safe Harbor Woodland	A short-term residential treatment program, providing crisis intervention in a supportive, group living environment. The program's goal is to reduce the length of time an individual must stay in the hospital during a mental health crisis.
Permanent Housing	
Community Housing Opportunities Corporation 5030 Business Center Drive, Suite 260 Fairfield, CA 94534 (707) 759-6043 www.chohousing.org	Provides permanent housing opportunities for very low, low and moderate-income households, including seniors. A Resident Services Program also provides residents with supportive services aimed at promoting self-sufficiency, personal growth and community involvement.
Habitat for Humanity (530) 668-4301	Provides funds and recruits volunteers to build and rehabilitate houses for the lowest possible cost. Houses are sold to very low-income household earning less than 50% of the median income for the county.

Organization	Program Description
	Prospective homeowners put in 500 hours of “sweat equity” working on their own home Habitat then sells them the house at low cost via a 0% interest mortgage held by Habitat.
Yolo Mutual Housing Association (530) 297-1032	Provides affordable housing based on the mutual housing model. This model offers residents key roles in decision that affect their quality of life and financial stability through participation in resident councils.
Supportive Services/Programs	
Beamer Street Detox Ctr. Woodland, CA (530) 666-8655	Alcohol and drug treatment center and substance abuse services.
Broderick Christian Center 110 Sixth Street West Sacramento (916) 372-0200 ext. 104	Children Development Program – provides early child development services to working or training low-income families in Yolo County on weekdays from 7:30 a.m. to 5:30 p.m. Transportation Program – Provides transportation to and from individual and work programs for customers of community and county agencies. One bus is wheelchair accessible.
CommuniCare Health Centers, Peterson Clinic 8 North Cottonwood St. Woodland, CA 95695 (530) 666-8960 (med) (530) 666-8954 (dental)	Provides outpatient primary care medical services, walk-in services, health services, prenatal care, childhood immunizations, confidential HIV testing, dental clinic, teen clinic.
County Health Dept. HIV/AIDS Services Peterson Clinic 8 North Cottonwood St. Woodland, CA 95695 (530) 666-8960 (med)	Provides AIDS education and prevention, outreach services, HIV positive client services and case management.
Legal Services 619 North Street Woodland, CA (530) 662-1065	Legal assistance for low-income individuals and families.
Public Health AIDS Prog. 120 W. Main Street Woodland, CA 95695	Offers confidential and anonymous testing for HIV, and AIDS education and prevention.
Short Term Emergency Aid Committee	Living Assistance (Helping Hand) Program – provides small grants to assist individuals and families pay for essential daily expenses (e.g., medical

Organization	Program Description
(530) 758-544	prescriptions, Legal documents, transportation, etc.) Utility Assistance Program – Provides utility payments for very-low income families and vulnerable individuals who are suffering a temporary economic hardship.
Yolo Community Care Continuum (530) 758-2160	Provides services to the individual needs of Yolo County residents with a serious mental illness.
Yolo County Dept. of Alcohol, Drug and Mental Health Services 14 N. Cottonwood Woodland, CA (530) 666-8630	Prevention, treatment and rehabilitation of mental health and substance abuse disorders and disabilities experienced by Yolo County residents.
Yolo Family Resource Ctr. 409 Lincoln Ave. Woodland, CA 95695 (530) 406-7221 yolofrc.org	Provides families with resource information and referral to appropriate services. Referrals are provided to public health nursing, consultation and case management, parent/child interactive classes, teen parenting and support groups.
Yolo Wayfarer Center (530) 661-1218	Clothing - Provides clothing vouchers for those in need. Program staff is available Monday through Friday from 1:00 p.m. to 4:00 p.m.
Yolo Wayfarer Center Walter House (530) 662-2699	Provides residential drug treatment for homeless individuals. Includes 30, 60 or 90-day intensive recovery programs that require a 40-day per week commitment.
Job Training/Employment Assistance	
Woodland One-Stop Career Center 25 North Cottonwood St. Woodland, CA 95695 (530) 661-2750	Provides career assessment, job search, resume, applications assistance, interview preparation, job training, and recruitment assistance to employers, internships, on-the-job training and career workshops.
CalWORKS Employment Dept. of Employment and Social Services 25 North Cottonwood St. Woodland, CA 95695 (530) 669-2390	CalWORKS employment services (Welfare-to-Work) is a program designed to help people on public assistance become employed. Program offers job services, job search workshop, access to phones and job leads, training and education and pays transportation and child care for participants.
Workforce Investment Act 25 North Cottonwood St. Woodland, CA 95695	Provides employment and training seminars to adults and youth with guidance from the Workforce Investment Board.

Organization	Program Description
(530) 661-2750	
Youth Employment Program (530) 661-2750 ext. 2642	Provides employment and training services to youth 14-21 years old.