



INVESTING IN COMMUNITIES

**NOTICE OF REGULAR MEETING**  
**Sacramento Housing and Redevelopment**  
**Commission**  
**Wednesday, March 5, 2014 – 6:00 pm**  
**801 12<sup>th</sup> Street Sacramento, CA**

**ROLL CALL**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

1. Minutes – February 19, 2014

**CITIZENS COMMENTS**

2. While the Commission welcomes and encourages participation in the Commission meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Please fill out a speaker card and present it to the Agency Clerk if you wish to speak under Citizen Comments or on a posted agenda item. Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public at this time. Commission attendees are requested to silence any electronic devices that they have in their possession.

**PUBLIC HEARING**

3. Action Plan Amendment – City report
4. Action Plan Amendment – County report

**BUSINESS ITEMS**

5. Housing Authority Participation in the Renewal of the River District Property and Business Improvement District – City report
6. Housing Authority Participation in the Renewal of the River District Property and Business Improvement District – County report

**EXECUTIVE DIRECTOR REPORT**

**COMMISSION CHAIR REPORT**

**ITEMS AND QUESTIONS OF COMMISSION MEMBERS**

**ADJOURNMENT**

Staff reports are available for public review on the Agency's website [www.shra.org](http://www.shra.org) and include all attachments and exhibits. Hard copies are available at the Agency Clerk's office (801 12<sup>th</sup> Street) for 10 cents per page. A copy of materials for this agenda will be available at the meeting for public review. **Assistance for the Disabled:** Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Agency Clerk at (916) 440-1363 at least 48 hours prior to the meeting.



## MINUTES

### **Sacramento Housing and Redevelopment Commission (SHRC)**

#### **Regular Meeting**

**February 19, 2014**

Meeting noticed on February 14, 2014

#### ROLL CALL

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:00 p.m. by Chair Michael Alcalay. A quorum of members was present.

MEMBERS PRESENT: Alcalay, Chan, Gore, Griffin, Le Duc, Morgan, Morton, Stivers

MEMBERS ABSENT: Johnson (two vacancies)

STAFF PRESENT: Vickie Smith, LaShelle Dozier, David Levin, Celia Yniguez, MaryLiz Paulson, Christine Weichert, Leilani Barnett, Jeree Glasser Hedrick, Jim Shields

APPROVAL OF AGENDA Agenda approved as submitted.

#### APPROVAL OF MINUTES

1. The minutes for February 5, 2014 were approved as amended.

#### CITIZENS COMMENTS

2. none

#### SPECIAL PRESENTATION

3. Certificate of appreciation to outgoing Commissioner Verne Gore

Chair Alcalay presented outgoing Commissioner Verne Gore with a certificate of appreciation for his service.

#### CONSENT

3. Authority to Execute the Choice Neighborhoods Planning Grant Agreement and Planning Coordinator Contract for the Upper Land Park – Marina Vista/Alder Grove Choice Neighborhoods Initiative

The Commission recommended approval of the staff recommendation for the items listed above. The votes were as follows

AYES: Alcalay, Chan, Gore, Griffin, LeDuc, Morgan, Morton, Stivers

NOES: none

ABSENT: Johnson

BUSINESS ITEMS

5. Approval of a Joint Exercise of Powers Agreement creating the Sacramento Public Financing Authority

The Commission recommended approval of the staff recommendation for the items listed above. The votes were as follows

AYES: Alcalay, Chan, Gore, Griffin, LeDuc, Morgan, Morton, Stivers

NOES: none

ABSENT: Johnson

6. Approval of Increased Agency Loan for the Curtis Park Court Apartments

The Commission recommended approval of the staff recommendation for the items listed above. The votes were as follows

AYES: Alcalay, Chan, Gore, Griffin, LeDuc, Morgan, Morton

NOES: none

ABSTAIN: Stivers

ABSENT: Johnson

EXECUTIVE DIRECTOR REPORT

LaShelle Dozier announced the following:

- Next meeting would be March 5<sup>th</sup>.
- Groundbreaking for Bing Tong Building in Isleton is scheduled for March 3<sup>rd</sup>.

COMMISSION CHAIR REPORT

none

ITEMS AND QUESTIONS OF COMMISSION MEMBERS

none

SHRC Minutes  
February 19, 2014

ADJOURNMENT

As there was no further business to be conducted, Chair Alcalay adjourned the meeting at 6:55 p.m.

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AGENCY CLERK



February 28, 2014

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

SUBJECT:

Action Plan Amendment

SUMMARY

The attached report is submitted to you for review and recommendation prior to consideration by the City of Sacramento.

RECOMMENDATION

The staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

Attachment



**REPORT TO CITY COUNCIL**  
**City of Sacramento**  
**915 I Street, Sacramento, CA 95814-2671**  
**[www.CityofSacramento.org](http://www.CityofSacramento.org)**

**Consent**  
**March 25, 2014**

**Honorable Mayor and Members of the City Council**

**Title: Action Plan Amendment**

**Location/Council District: Citywide**

**Recommendation:** Adopt a **Council Resolution:** 1) Approving amendments to the 2014 One-Year Action Plan and prior year's action plans and the Agency budget to allocate funding for programs and projects in accordance with the amendments; 2) authorizing the Sacramento Housing and Redevelopment Agency (SHRA) to submit the 2014 Action Plan amendment to the United States Department of Housing and Urban Development (HUD) and to execute the subsequent grant agreements and contracts with HUD and other appropriate entities to carry out projects in accordance with the Action Plans; 3) authorizing SHRA to issue a Request for Proposals and award a contract for environmental consulting services in support of the River District/Twin Rivers Choice Neighborhoods Initiative (CNI) project area; 4) approving the revised Citizen Participation Plan (CPP); 5) authorizing SHRA to execute any and all related documents and agreements as necessary to carry out the federal programs as described in the Action Plans and 6) making related environmental findings.

**Contact:** La Shelle Dozier, Executive Director, 440-1319, Geoffrey M. Ross, Program Manager, 440-1357

**Presenters:** Not applicable

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

**Issue:** This report recommends approval of the amendment to the 2014 One-Year Action Plan and prior year's action plans as detailed in Exhibit A and B. A summary of the proposed changes follows below.

- An allocation of \$200,000 in Community Development Block Grant (CDBG) funding is recommended to complete the environmental review required for three projects currently funded by the CDBG program which are: the River District/Twin Rivers Choice Neighborhoods Initiative (CNI) project, the 12<sup>th</sup> Street Streetscape improvement project, and the proposed Dos Rios Light Rail Station project. A competitive Request for

Proposals will be issued for this contract. A Specific Plan Environmental Impact Report (EIR) was previously prepared for the River District which will be updated for these projects and to reflect changes in the area which include the proposed downtown entertainment and sports arena and proposed changes to the alignment of Richards Boulevard and 12th Street. Additionally, a National Environmental Policy Act (NEPA) Environmental Impact Statement will need to be prepared before the projects can proceed.

- Staff recommends defunding \$36,376 from the Del Paso Streetscape project and reprogramming it to Capital Reserve for future project funding as the project is complete.
- Changes to the Housing Opportunities for Persons with AIDS (HOPWA) Program are recommended to reflect the recent decision by the Aids Housing Alliance (AHA), a HOPWA provider, to dissolve its operations due to the inability to maintain long-term viability. Staff is working with AHA and HOPWA partners on a transition plan for the residents and properties. Staff is proposing to reprogram funds previously set aside for AHA to use for tenant-based rental assistance (TBRA) and permanent housing placement services for former AHA residents. HOPWA is transitioning from a program that relies on facility-based funding to a more stable and flexible model that provides tenant-based and time-limited housing assistance (Short-Term Rent, Mortgage, Utility Assistance (STRMU)) for eligible participants already in private-market, permanent housing.
- Staff recommends allocating an additional \$100,000 for Section 3 program delivery to support the Sacramento First Source Program as well as minor administrative changes to the Citizen Participation Plan as detailed in Exhibit D.
- A modification is recommended to the existing description for SHRA's Housing Program Delivery previously approved in the 2014 Action Plan. Additional language (outlined below in italics) was inadvertently left out of the original description. Supportive services for affordable/multi-family rehabilitation/new construction, fair housing, homeless, and emergency repair/accessibility programs in 2014.
- Finally, this report recommends allocating \$150,000 for rehabilitation of the Colonial Heights Library's community room and kitchen and the addition of a portable garden shed.

**Policy Considerations:** The proposed appropriation of funds for new and existing activities is consistent with the goals and objectives in the adopted Consolidated Plan. The Consolidated Plan goals include assisting low- and moderate-income persons and areas with the following: community services, housing, homeless facilities and services, public improvements and facilities, economic development, and planning activities.

**Economic Impacts:** Not Applicable

**Environmental Considerations:**

**California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA):** The activities recommended for approval in this report are either not considered projects or are exempt under CEQA and are exempt or categorically excluded under NEPA. For further details regarding the individual environmental determinations refer to Exhibit C.

**Sustainability Considerations:** N/A

**Other:** N/A

**Committee/Commission Action:** On March 5, 2014, the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

AYES:

NOES:

ABSENT:

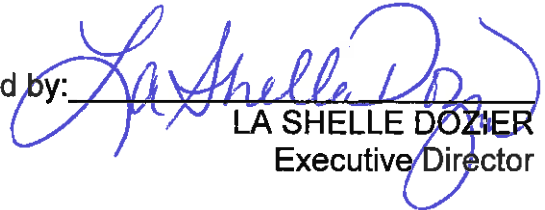
**Rationale for Recommendation:** The Del Paso Boulevard Streetscape project is complete and the reprogrammed funds are recommended to be returned to the capital reserve to be applied to new CDBG projects. The HOPWA program provides funding for short- and long-term housing opportunities and supportive services for persons with HIV/AIDS. Approval of the attached resolution will allow SHRA to continue to support HOPWA eligible participants. The staff recommendations will allow the full spectrum of HOPWA services to be offered to participants. Environmental compliance as determined by NEPA and CEQA is needed for the River District/Twin Rivers CNI project and adjoining projects and improvements so that they may proceed. The Colonial Heights Library and adjoining garden are in need of rehabilitation and improvements.

**Financial Considerations:** This report recommends amending the 2014 One-Year Action Plan and Agency budget to reduce funding to existing CDBG activities and Unallocated Capital Reserve in the amount of \$536,376 and allocate funds in the amount of \$500,000, to new and existing activities as detailed in Exhibit A. The total budget for the HOPWA program will not change and no funding is being requested for Housing Programs Delivery or the CPP.



**M/WBE and Section 3 Considerations:** Minority and Woman’s Business Enterprise and Section 3 requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable.

Respectfully Submitted by:



LA SHELLE DOZIER  
Executive Director

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## **RESOLUTION NO. 2014 –**

**Adopted by the Sacramento City Council**

on date of

**APPROVAL AND ADOPTION OF AMENDMENTS TO THE 2014 ONE-YEAR ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) FUNDED PROJECTS AND PROGRAMS; AMENDMENT OF VARIOUS YEARS' ACTION PLANS; AMENDMENT TO THE SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY BUDGET; FUNDING AND AUTHORITY TO ISSUE A REQUEST FOR PROPOSALS AND AWARD OF CONTRACT FOR ENVIRONMENTAL CONSULTING SERVICES IN SUPPORT OF THE RIVER DISTRICT/TWIN RIVERS CHOICE NEIGHBORHOODS INITIATIVE PROJECT AREA; REVISION OF THE CITIZEN PARTICIPATION PLAN; AND EXECUTE DOCUMENTS FOR THE ADMINISTRATION OF FEDERAL PROGRAMS AND RELATED ENVIRONMENTAL FINDINGS**

### **BACKGROUND**

- A. Since 1982 the Sacramento Housing and Redevelopment Agency (SHRA), on behalf of City, has served as the public entity designated to efficiently administer the CDBG program and was subsequently designated as the public entity to administer HOME, ESG and HOPWA funding originating from HUD.
- B. HUD requires the annual submittal of a One-Year Action Plan and any amendments describing proposed activities and expenditures for the following year in accordance with the goals and priorities of the Consolidated Plan.
- C. HOPWA is moving away from a program that relies on facility-based funding to a more stable and flexible model that provides tenant-based and time-limited housing assistance (STRMU) for eligible participants already in private market, permanent housing.
- D. NEPA and CEQA compliance is needed for the River District/Twin Rivers CNI project, streetscape and pedestrian improvements project along 12th Street between C Street and Richards Boulevard and the proposed Dos Rios Light Rail Station on 12th Street just south of Richards Boulevard before the projects may proceed.
- E. The Colonial Heights Library and adjoining garden area are in need of rehabilitation and improvements.
- F. On October 22, 2013, the Sacramento City Council approved the 2013 One-Year Action Plan by Resolution 2013-0010 and 2013-0001.

- G. A noticed public hearing soliciting comments on the 2014 One-Year Action Plan was held by the Sacramento Housing and Redevelopment Commission on March 5, 2014.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action, as stated in Exhibit C, are approved.
- Section 2. The 2014 One-Year Action Plan and previous year's action plans are revised and amended as set forth in Exhibit A.
- Section 3. SHRA is authorized to amend its budget to allocate the CDBG and HOPWA funding for programs and projects as set forth in Exhibit A and B.
- Section 4. SHRA is authorized and delegated authority to act as agent on behalf of the City of Sacramento to submit the amendment of prior years' Action Plan(s) to HUD; execute subsequent grant agreements with HUD; and to execute agreements and contracts with the appropriate entities to carry out CDBG and HOPWA projects in accordance with the 2014 One-Year Action Plan, as amended. All such agreements shall be in compliance with applicable federal law.
- Section 5. SHRA is authorized to make any budget adjustments and execute any and all related documents, including invoicing, contracts and amendments as necessary to carry out the federal programs as described in the 2014 One-Year Action Plan, as amended, in compliance with applicable federal law.
- Section 6. SHRA is authorized to issue a request for proposals and award a contract for environmental consulting services in support of the river district/twin rivers choice neighborhoods initiative project area.
- Section 7. Approves the revised Citizen participation Plan as set forth in Exhibit D.

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Exhibit A	2014 Amended Action Plan Activities
Exhibit B	Amendment to HOPWA Program
Exhibit C	Environmental Determination
Exhibit D	Citizen Participation Plan

**City of Sacramento**  
**Amendment to 2014 Action Plan and Previous Year's Action Plans**

This report formally amends the 2014 Action Plan and previous year's action plans by augmenting existing and new projects within CDBG. Activities being defunded are those that have been completed, cancelled or funded through alternative sources. Newly funded activities are scheduled to be implemented and completed within 18 months to comply with federal regulations governing the timely expenditure of funds.

<b>Defunded Activities for Previous Year's Action Plans</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>Del Paso Boulevard Streetscape:</b> Project funded in 2010 has been completed. Remaining funds to be reprogrammed to Capital Reserve.	\$36,376	CDBG
<b>Capital Reserve:</b> Defund reserve account to fund activities listed below.	\$463,624	CDBG
<b>Total</b>	<b>\$500,000</b>	

<b>2014 One-Year Action Plan Amendment</b>		
<b>Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>Section 3 Program Delivery:</b> Supportive services for First Source and Section 3 related activities in 2014.	\$100,000	CDBG
<b>Environmental Services Delivery:</b> Staffing and supportive services for environmental review activities in 2014.	\$50,000	CDBG
<b>River District/Twin Rivers CNI Environmental Consulting Services:</b> Issue an RFP and award a contract for environmental consulting services in support of this project.	\$200,000	CDBG
<b>Colonial Heights Library Improvements:</b> Design and rehabilitate the library's kitchen and community room and installation/construction of a shed in the community garden.	\$150,000	CDBG
<b>Total</b>	<b>\$500,000</b>	

**City of Sacramento  
Amendment to HOPWA Program**

This report formally amends the 2014 Action Plan and previous year's action plans by augmenting existing and new projects within HOPWA. The total budget for the HOPWA program will not change. Activities are scheduled to be implemented and completed within 18 months to comply with federal regulations governing the timely expenditure of funds.

<b>HOPWA</b>		
<b>Recommendation</b>	<b>Current</b>	<b>As Amended</b>
<b>HOPWA STRMU:</b> Provides for short-term emergency housing assistance for persons with HIV/AIDS in the City of Sacramento and Counties of Sacramento, Yolo, Placer and El Dorado.	\$224,652	\$ 224,652
<b>HOPWA Housing Operations:</b> Provides for operations assistance for emergency, transitional, short-term and permanent housing.	\$171,531	\$ 96,531
<b>HOPWA Supportive Services:</b> Provides funding for case management and supportive services for persons with HIV/AIDS in the City of Sacramento and Counties of Sacramento, Yolo, Placer and El Dorado.	\$366,627	\$ 332,627
<b>HOPWA Provider Administration:</b> Provides funding for provider administration of the HOPWA program.	\$32,102	\$ 32,102
<b>HOPWA Program Administration:</b> Administrative services for the implementation of HOPWA-funded activities in 2014.	\$24,584	\$ 24,584
<b>HOPWA TBRA:</b> Provides funding for tenant-based rental assistance used to help participants obtain permanent housing in the private rental housing market.	\$0	\$ 50,000
<b>HOPWA Housing Placement Services:</b> Provides funding to help eligible persons establish a new residence where ongoing occupancy is expected to continue.	\$0	\$ 25,000
<b>Total</b>	<b>\$ 819,496</b>	<b>\$ 819,496</b>

**City of Sacramento**  
**Amendment to 2014 Action Plan and Previous Year's Action Plans**  
**Environmental Determination**

Housing Opportunities for Persons with AIDS (HOPWA)

Tenant-based rental assistance (TBRA) is categorically excluded under NEPA per 24 CFR 58.35 (b)(1) and 50.19 (b)(11). The proposed action is not a project under CEQA per Guidelines Section 15060 (c).

Housing Placement Services is considered a supportive service and under NEPA is categorically excluded per 24 CFR 58.35 (b)(2) and 50.19 (b)(12). The proposed action is not a project under CEQA per Guidelines Section 15060 (c).

River District/Twin Rivers CNI Environmental Consulting Services

This activity is exempt under NEPA per 24 CFR 58.34(a)(1) and 50.19(b)(1). The proposed action is not a project under CEQA per Guidelines Section 15060 (c).

Environmental Services Delivery / Section 3 Program Delivery / Citizen Participation Plan (CPP)

These activities are exempt under NEPA per 24 CFR 58.34 (a)(3) and 50.19 (b)(3) and CEQA per Guidelines Section 15378 (b)(2) - administrative and management expenses (operating policies and procedures).

Colonial Heights Library Improvements

This project is categorically excluded under NEPA per 24 CFR 58.35(a)(3)(iii) and 50.20(a)(2)(iii) and categorically exempt under CEQA per guidelines Section 15301.



## City of Sacramento Citizen Participation Plan

### INTRODUCTION

It is the intent of the City of Sacramento (City), ~~County of Sacramento Department of Human Assistance (DHA)~~, and the Sacramento Housing and Redevelopment Agency (SHRA) to encourage and facilitate the participation of the residents of Sacramento in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and *the One-Year Action Plan*, substantial amendments thereto and performance reviews for the following five programs funded by the U.S. Department of Housing and Urban Development (HUD) [24 CFR Part 91]):

- Community Development Block Grant (CDBG);
- Neighborhood Stabilization Program (NSP);
- HOME Investment Partnerships (HOME);
- Emergency Solutions Grant (ESG); and
- Housing Opportunities for Persons with Aids (HOPWA).

### USE OF THE CITIZEN PARTICIPATION PLAN

The City, ~~DHA~~ and SHRA are committed to vigorously follow, implement, and abide by both the letter and spirit of this Citizen Participation Plan (24 CFR Part 570.431).

This plan identifies strategies to obtain participation from those persons directly affected by the Consolidated Plan and One-Year Action Plans, to provide accurate information and timely notification of activities, to provide education and assistance to citizens to access the programs, to involve citizens during all stages of the process, and to respond to specific complaints and needs of citizens. The City, ~~DHA~~ and SHRA will take whatever actions are appropriate to encourage the participation of all citizens, including minorities and non-English speaking persons, person with disabilities, and residents of public and assisted housing. SHRA staff will encourage the participation of residents of public and assisted housing developments and recipients of tenant-based assistance in the process of developing and implementing the Consolidated Plan, along with other low-income residents of targeted revitalization areas in which developments are

located. Staff shall make an effort to provide information to the Housing Authority about Consolidated Plan activities related to its developments and surrounding communities that the Housing Authority can make available at the annual public hearing for the Public Housing Agency Plan.

The general structure of citizen review/participation component has three tiers: citizens and citizen groups, Sacramento Housing and Redevelopment Agency Commission (SHRC) and the City Council, the governing body for the City. Many project ideas occur at the grass roots level. These ideas are then recommended to the SHRC who reviews all housing and redevelopment activities. The recommendation then proceeds to the City Council for final review and approval.

Citizens may submit proposals verbally or in writing at public hearings or directly to SHRA and DHA staff depending upon the federal program. Individuals should address comments, questions, inquiries, and proposals according to the following:

CDBG, NSP, HOME, ESG and HOPWA programs:

Sacramento Housing and Redevelopment Agency  
Housing and Community Development Department  
Attn: CDBG Program Manager  
801-12<sup>th</sup> Street  
Sacramento, CA 95814

~~HOPWA and ESG program:~~

~~County of Sacramento  
Department of Human Assistance  
Attn: Director  
2435 Marconi Avenue  
Sacramento, CA 95821~~

## **DEFINITIONS**

**Consolidated Plan:** This document is submitted to HUD and serves as the planning document of the City of Sacramento and application for funding for CDBG, NSP, HOME, ESG, and HOPWA. The document is developed in accordance with 24 CFR Part 91 and sets forth the priorities and strategies of the programs for a five-year period.

**One-Year Action Plan:** This document updates the Consolidated Plan on an annual basis and allocates one year's funding (entitlement and program income) to specific projects and activities for the CDBG, NSP, HOME, ESG, and HOPWA



programs. SHRA develops the document annually in accordance with 24 CFR 91.505.

Consolidated Annual Performance Evaluation Report (CAPER): This document reports on the progress made in carrying out the Consolidated Plan and One-Year Action Plan activities. SHRA prepares the report annually in accordance with 24 CFR Part 91.

Public Hearing: A public hearing is a public meeting that has been publicly noticed in a local newspaper of general circulation, or noticed in a fashion which otherwise follows local procedures for formal noticing of public hearings. Public hearings are required prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and substantial amendments to either Plan (24 CFR 91.505 (b)).

Substantial Amendment: A substantial amendment to the Consolidated Plan and One-Year Action Plans involves carrying out an activity or program not previously described (purpose, scope, location and beneficiary). Substantial Amendments will follow local procedures for formal noticing of public hearings and citizen comment period per 24 CFR 91.105 and 505(b).

Substantial Amendment examples: Community Development Block Grant-Recovery Act; Neighborhood Stabilization Program, Homelessness Prevention and Rapid Re-Housing Program are examples of new or one-time federally funded activities or programs.

Amendment: An amendment pertains to the One-Year Action Plan and involves carrying out an activity or program previously described in the existing One-Year Action plan, but includes a change in funding that does not require additional citizen participation. SHRA's Executive Director (~~CDBG, HOPWA, NSP and HOME~~) and the ~~Department of Human Assistance Director (ESG)~~, or respective designees, will administratively amend, up to the authority granted during approval by the governing body, the existing budget for activities or programs to efficiently expend funds (including program income) related to previously disclosed activities or programs in accordance to the intent of the funds identified in the previously undertaken citizen participation process. In addition, an existing activity or program can be cancelled administratively if no funds were expended, and said funds can then be re-allocated to an existing One-Year Action Plan activity, program or applicable contingency fund to be allocated to a future activity(ies) or program(s) at a future date.

### **CONSOLIDATED PLAN, ONE-YEAR ACTION PLAN, AND SUBSTANTIAL AMENDMENTS THERETO**

Comments and suggestions from the public are welcome at all times. To facilitate public interaction, SHRA and/or DHA will conduct at least two public

meetings of which one will be a public hearing at different stages of the program year. Together, the meetings will address housing and community development needs, development of proposed activities, and review of program performance. The hearings will be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities. At least one public hearing will be held prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and when making substantial amendments to either plan.

SHRA ~~and/or DHA~~ will notify the public of these hearings by publishing a notice in at least one paper of general circulation in the at least 15 days (24 CFR 91.105 (e)(1)) prior to the first public hearing. The public hearing will be held in a time and location convenient to potential and actual beneficiaries and with accommodations for persons with disabilities. The notice will:

- Describe the approximate amount of funding and range of possible activities; and;
- State where and how information may be obtained;
- State the date of the public hearing;
- Allow 30 days for public comments prior to adoption of the Consolidated Plan, One-Year Action Plan, or the substantial amendment; and
- State how the public can submit comments.

All comments received in writing, or orally at the public hearing, will be considered when preparing the final Consolidated Plan, One-Year Action Plan or substantial amendments thereto. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the document. Written comments will receive a written response within fifteen working days, where practicable.

### **CAPER (Consolidated Annual Performance Evaluation Report)**

SHRA will notify the public by publishing a notice in at least one paper of general circulation at least 15 days prior to the submission of the report to HUD. The notice will:

- State where and how the report may be obtained;
- Allow at least 15 days for comments prior to the submission of the report to HUD; and
- State how the public can submit comments.

All comments received in writing will be considered when preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to

the document. Written comments will receive a written response within 15 working days, where practicable.

### **CITIZEN PARTICIPATION PLAN**

Prior to the adoption of the Citizen Participation Plan and any substantial amendments, SHRA and/or DHA will hold a public hearing and consider all comments. Copies of the Citizen Participation Plan were made available at SHRA, public libraries, and governmental offices. SHRA and/or DHA staff will assist any disabled persons interested in obtaining a copy of the Citizen Participation Plan who are otherwise unable to access it.

A free copy of the Consolidated Plan and One-Year Action Plan are available from SHRA at no cost to persons and organizations that request it.

### **OTHER CITIZEN PARTICIPATION REQUIREMENTS**

**Notification to Interested Parties:** SHRA and/or DHA will endeavor to directly notify interested parties of scheduled public hearings. A list of persons and community groups interested in receiving such notices will be maintained by SHRA and/or DHA.

**Access to Records:** SHRA will provide access to public records related to the Consolidated Plan and One-Year Action Plan and the jurisdiction's use of assistance under the programs covered by the plans during the preceding five years through written or verbal request. SHRA and DHA may charge a fee for copies to recover the cost of material and operations. SHRA and DHA will require an appointment to view records and, in most case, will require SHRA and/or DHA staff to be present during inspection of records.

**Translation and Interpretation Services:** If non-English speaking or hearing-impaired residents request assistance to participate in a public hearing, SHRA and/or DHA staff will retain appropriate assistance to allow such residents to participate. Generally, assistance will consist of obtaining appropriate interpreter services. However, if such assistance presents an undue financial or administrative burden, SHRA and DHA will consider it mandatory only in instances where it is expected that a significant number of non-English speaking or hearing-impaired residents will be in attendance.

**Technical Assistance:** SHRA and/or DHA will endeavor to assist community groups and individuals as requested. The provision of assistance will be determined based upon the following: staff availability; the relationship of the request to the priorities adopted in the Consolidated Plan; and other available resources. At a minimum, SHRA and DHA will advise on all technical questions, such as determining the eligibility of a request.

**Complaints:** SHRA and/or DHA will respond to written complaints from citizens related to the Consolidated Plan, One-Year Action Plan, Substantial Amendments, administrative amendments and performance reports within 15 working days.

**Responsibility:** SHRA will retain responsibility and authority for the development, outreach to minorities and non-English speaking persons, as well as persons with disabilities, and execution of the Consolidated Plan and One-Year Action Plan. This responsibility and authority is not restricted by the citizen participation requirements.

### **MINIMIZING DISPLACEMENT AND RELOCATION BENEFITS**

#### **CITY OF SACRAMENTO RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED**

SHRA, administrator of the CDBG, ESG, HOPWA, the Urban Development Action Grant Program, NSP and the HOME for the City of Sacramento, will comply with all federal regulations governing residential antidisplacement and relocation assistance as they pertain to these programs.

Specifically, SHRA will comply with Section 104(d) of the Housing and Community Development Act of 1974 [42 U.S.C. 5304(d)] and implementing regulations at 24 CFR Part 42. HUD assisted programs administered by SHRA which are governed by these regulations are the CDBG, HOPWA, NSP, HOME, the Section 108 Loan Guarantees Program, and the Urban Development Action Grant Program. For ESG per 24 CFR 576.408 (Displacement, Relocation and Acquisition), SHRA will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), 42 U.S.C. 4601-4655, 42 U.S.C 3601 ET SEQ., 49 CFR 24.205(C)(2)(II)(D), 29 U.S.C. 794 and 49 CFR 24.

SHRA will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than as lower-income housing as a direct result of activities assisted with funds under the above-stated programs.

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Pursuant to 24 CFR 42.375(c) and before entering into a contract committing the City of Sacramento to provide funds for a project that will directly result in demolition or conversion, SHRA will make public by publication in a newspaper of general circulation and submit to HUD the following information in writing:

1. A description of the proposed assisted activity;

2. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for lower-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission will identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size will be submitted and disclosed to the public as soon as it becomes available;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the approved Consolidated Plan.

To the extent that the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission, SHRA will identify the general location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data are available.

The Housing and Community Development Department of SHRA, 801-12<sup>th</sup> Street, (916) 440-1393 ~~440-1328~~, is responsible for tracking the replacement of lower-income dwelling units and ensuring that it is provided within the required period.

SHRA will provide relocation assistance, as described in 24 CFR Part 42, Subpart C--Requirements Under Section 104(d) of the Housing and Community Development Act of 1974, to each lower-income person who, in connection with an activity assisted under any program subject to this subpart, permanently moves from real property or permanently moves personal property from real property as a direct result of the demolition or conversion of a lower-income dwelling.

The Relocation Office, 801-12<sup>th</sup> Street, (916) 440-1393449-6287 is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling units or the conversion of lower-income dwelling units to another use.

Consistent with the goals and objectives of activities assisted under Section 104(d) of the Housing and Community Development Act of 1974, as amended, SHRA will take the following steps to minimize the direct and indirect displacement of persons from their homes:

1. In structuring proposed projects for funding consideration, SHRA (a) make an assessment of the potential displacement which might occur from the project as proposed, (b) consider alternatives which would minimize displacement, and (c) select the most feasible alternative which both meets project goals and minimizes displacement.
2. For programs assisted through HOME, ESG, HOPWA, CDBG, NSP or Section 108 resources, in which a property owner voluntarily seeks such assistance (such as a rehabilitation loan), SHRA will assess the potential displacement which may result from the project and the costs associated with such displacement and advise the property owner. The property owner shall be further advised of his/her responsibility to pay for such costs. SHRA will provide technical assistance to owners on methods to minimize permanent displacement (and therefore costs) such as scheduling construction activities in phases to allow tenants to temporarily move and thereby avoid permanent displacement, referring eligible tenants to assistance programs (such as Housing Choice Voucher) to help stabilize the tenant's rent, or other alternatives appropriate to the assisted activity.
3. For major publicly initiated programs, where the displacement assessment indicates substantial direct or indirect displacement may occur, SHRA will prepare a project specific displacement mitigation/ relocation plan in order to ensure implementation consistent with HUD regulations.
4. Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation by working with empty units first.
5. Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.



February 28, 2014

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

**SUBJECT:**

Action Plan Amendment

**SUMMARY**

The attached report is submitted to you for review and recommendation prior to consideration by the County of Sacramento.

**RECOMMENDATION**

The staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "LaShelle Dozier".

LA SHELLE DOZIER  
Executive Director

Attachment

**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
March 25, 2014

To: Board of Supervisors of the County of Sacramento

From: Sacramento Housing and Redevelopment Agency

Subject: Action Plan Amendment

Supervisorial

District: All

Contact: La Shelle Dozier, Executive Director, 440-1319  
Geoffrey Ross, Program Manager, 440-1357

**Overview**

To ensure timely expenditure and efficient administration of community development funds originating from the U.S. Department of Housing and Urban Development (HUD) the Sacramento Housing and Redevelopment Agency (SHRA) conducts mid-year updates to the One-Year Action Plan. This report amends the prior year Action Plan by re-appropriating Community Development Block Grant (CDBG) funding for new and existing activities. The recommended adjustments are scheduled to be implemented and completed within the next 18 months to comply with federal regulations governing the timely expenditure of CDBG funds.

Staff recommends the adoption of the attached resolution which:

1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action, as stated in this report that accompanies this resolution, are approved.
2. SHRA is authorized to amend the One-Year Action Plan and the Agency Budget to reallocate \$625,000 CDBG funds to Unallocated Capital Reserve as described in Attachment I;
3. authorizes SHRA to appropriate \$625,000 in unallocated CDBG funds for new and existing CDBG activities (as detailed in Attachment II) to be completed within the next 18 months;
4. approves the revised Citizen Participation Plan as detailed in Attachment III;
5. approves revised Housing Programs Delivery description;
6. authorizes SHRA to submit amendments to the 2014 One-Year Action Plan, and previous Action Plans, to HUD and authorizes the execution of all necessary contracts, agreements and related documents to carry out the recommended activities described in this report, and amend its budget accordingly; and
7. authorizes the County Executive to execute all necessary agreements and contracts with SHRA to carry out the recommended activities described in this report.

**Measures/Evaluation**

The proposed project fund reductions and appropriation of funds for existing activities are consistent with the goals and objectives of the approved County of Sacramento's 2013-2017 Consolidated Plan as is the proposed revisions to the Citizen Participation Plan.



### **Fiscal Impact**

This report recommends amending the 2014 One-Year Action Plan and SHRA budget to reduce funding to existing CDBG activities and unallocated Capital Reserve in the amount of \$625,000, as detailed in Attachment I. The resolution also allocates funds in the amount of \$625,000 to new and existing activities as detailed in Attachment II which can be completed within 18 months as required by HUD. There are no financial impacts associated with the recommended revisions to the Citizen Participation Plan or Housing Programs Delivery Action Plan descriptions.

### **BACKGROUND**

This report amends the County of Sacramento's 2014 One-Year Action Plan (previously approved by Resolution 2013-0730) and recommends adjustments to the SHRA budget. This minor amendment will also update the County's Consolidated Plan and revisions will be submitted to HUD. The Consolidated Plan is a five-year planning document covering the period of 2013-2017. The Consolidated Plan identifies the County's housing and community development needs and describes a long-term strategy for meeting those needs. In addition to providing a broad policy framework, the Consolidated Plan specifically addresses four federally-funded housing and community development programs: CDBG, Home Investment Partnership (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). (HOPWA is funded through the City of Sacramento but serves both the City and County of Sacramento.)

This report recommends amending the 2014 One-Year Action Plan to reduce funding to existing CDBG activities and unallocated Capital Reserve, and allocates additional funds to new and existing activities (please refer to Attachments I and II). These adjustments not only update the Consolidated Plan but also facilitate timely expenditures, as required by HUD.

### **DISCUSSION**

Staff recommends that previously approved CDBG appropriation presented in Attachment I be reprogrammed to unallocated Capital Reserve. Staff further recommends that the appropriation outlined in Attachment II be made available to new and existing activities that will be completed within the next 18 months, and recommends approval of the updated the Citizen Participation Plan as outlined in Attachment III.

A modification is recommended to the existing description for SHRA's Housing Program Delivery previously approved in the 2014 Action Plan. Additional language (outlined below in italics) was inadvertently left out of the original description. Supportive services for affordable/multi-family rehabilitation/new construction, *fair housing, homeless, and emergency repair/accessibility programs in 2014.*

### **COMMISSION ACTION**

At its meeting of March 5, 2014, the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

NOES:

ABSENT:

### **MEASURES/EVALUATIONS**

The proposed project funding reduction and appropriation of funds for new and existing activities are consistent with the goals and objectives of the approved County's 2013-2017 Consolidated Plan. The Consolidated Plan goals include assisting low- and moderate-income persons and areas with the following: community / public services, housing, homeless facilities and services, public improvements and facilities, economic development, planning and administration.

### **FINANCIAL ANALYSIS**

The attached resolution authorizes the amendment of the SHRA budget and One-Year Action Plan to reduce funding to existing CDBG projects in the amount of \$625,000 as detailed in Attachment I and allocates the funds to capital reserve. The resolution also allocates funds in the amount of \$625,000, to new and existing activities as detailed in Attachment II which can be completed within 18 months as required by HUD. There are no financial impacts associated with the recommended revisions to the Citizen Participation Plan or Housing Programs Delivery Action Plan description.

### **POLICY CONSIDERATIONS**

The actions recommended in this report are consistent with previously approved policies and federal requirements.

### **ENVIRONMENTAL REVIEW**

Commitment of funding for new projects that could result in a direct or indirect physical change to the environment is subject to environmental review under the California Environmental Quality Act (CEQA) if implementation of projects is authorized as part of the budgeting process.

All new federally funded projects are subject to environmental review under the requirements of the National Environmental Policy Act (NEPA) and per HUD regulations prior to any commitment of federal funds for expenditure unless they are exempt from such review.

**California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA):** The following proposed actions are exempt from environmental review based on the specified CEQA and NEPA exemptions and no further action is required:

**Citizen Participation Plan** –This activity is exempt under NEPA per 24 CFR 58.34 (a)(3) and 50.19 (b)(3) - and CEQA per Guidelines Section 15378 (b)(2) - administrative and management expenses (operating policies and procedures).

**Housing Programs Delivery** - This activity is exempt under NEPA per 24 CFR 58.34 (a)(3) and 50.19 (b)(3) - and CEQA per Guidelines Section 15378 (b)(2) - administrative and management expenses (operating policies and procedures).

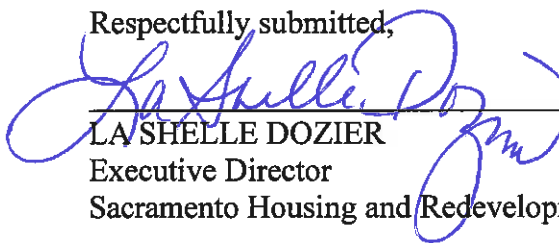
**Environmental Services Delivery** - This activity is exempt under NEPA per 24 CFR 58.34 (a)(3) and 50.19 (b)(3) and CEQA per Guidelines Section 15378 (b)(2) - administrative and management expenses (operating policies and procedures).

**Old Florintown Streetscape Project** –Environmental Review is complete for this activity and no further environmental review is required. Previously approved were a CEQA Negative Declaration on May 24, 2011, a NEPA Finding of No Significant Impact by HUD and State Historic Preservation Office (SHPO) concurrence on July 25, 2012.

**M/WBE AND SECTION 3 CONSIDERATIONS**

Minority and Women’s Business Enterprise requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable.

Respectfully submitted,

  
\_\_\_\_\_  
LA SHELLE DOZIER  
Executive Director  
Sacramento Housing and Redevelopment Agency

APPROVED

\_\_\_\_\_  
BRADLEY J. HUDSON  
County Executive

- Attachments:  
RES – County BOS Resolution  
ATT I – Defunded Activities  
ATT II – Funding Recommendation  
ATT III – Citizen Participation Plan

**RESOLUTION NO. \_\_\_\_\_**

ON DATE OF

**ADOPTION OF AMENDMENTS TO THE 2014 ONE-YEAR ACTION PLAN FOR THE  
COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT  
PARTNERSHIP PROGRAM, AND EMERGENCY SOLUTIONS GRANT PROGRAMS;  
AMENDMENT OF PRIOR YEAR ACTION PLAN; AMENDMENT TO THE  
SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY BUDGET; REVISION  
OF THE CITIZEN PARTICIPATION PLAN; AUTHORIZATION TO EXECUTE  
DOCUMENTS FOR THE ADMINISTRATION OF FEDERAL PROGRAMS AND  
RELATED ENVIRONMENTAL FINDINGS**

**WHEREAS**, since 1982 the Sacramento Housing and Redevelopment Agency (SHRA), on behalf of its constituent entities, has served as the public entity designated to efficiently administer Community Development Block Grant (CDBG), Home Investment Partnership (HOME) and Emergency Solutions (formerly Shelter) Grant (ESG) funds; and

**WHEREAS**, starting with the 1983 program year and reaffirmed each subsequent year in the resolutions authorizing the submission of the One-Year Action Plan, through the current 2014 One-Year Action Plan, SHRA's Executive Director is delegated signing authority. From 1983, each submission to the U.S. Department of Housing and Urban Development (HUD) has included the appropriate Standard Form (SF) 424 with the Executive Directors' signature; and

**WHEREAS**, on January 8, 2013, the County of Sacramento Board of Supervisors approved the 2013-2017 Consolidated Plan by Resolution 2013-0018; and

**WHEREAS**, on October 22, 2013, the County of Sacramento Board of Supervisors approved the 2014 One-Year Action Plan by Resolution 2013-0730; and

**WHEREAS**, HUD requires adoption of an annual One-Year Action Plan, consistent with the five year Consolidated Plan, to identify the programs and projects for expenditure of federal CDBG, HOME, and ESG programs; and

**WHEREAS**, environmental review of the proposed activities has been completed pursuant to both the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Based on the CEQA and NEPA review as specified in the staff report accompanying this resolution, no further action is required; and

**WHEREAS**, a duly notice public hearing was held on March 5, 2014.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF SACRAMENTO:**

Section 1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action, as stated in this report that accompanies this resolution, are approved.

Section 2. SHRA is authorized to amend the One-Year Action Plan and the SHRA Budget to reallocate \$625,000 CDBG funds to Unallocated Capital Reserve as described in Attachment I.

Section 3. SHRA is authorized to appropriate \$625,000 in unallocated CDBG funds for new and existing CDBG activities as described in Attachment II..

Section 4. The revised Citizen Participation Plan as detailed in Attachment III is approved.

Section 5. The revised Housing Programs Delivery description, as described in the attached report, is approved.

Section 6. SHRA is authorized to submit amendments to the 2014 One-Year Action Plan and previous Action Plans to HUD and is authorized to execute all necessary contracts; agreements and related documents to carry out the recommended activities described in this report, and amend its budget accordingly.

Section 7. The County Executive is authorized to execute all necessary contracts, agreements and related documents with SHRA to carry out the recommended activities described in this report.

On a motion by Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento, State of California this 25<sup>th</sup> day of March, 2014, by the following vote, to wit:

AYES: Supervisors,

NOES: Supervisors,

ABSENT: Supervisors,

ABSTAIN: Supervisors,

\_\_\_\_\_  
Chair, Board of Supervisors  
of the County of Sacramento

ATTEST: \_\_\_\_\_  
Clerk, Board of Supervisors

**County of Sacramento  
2014 Action Plan Amendment**

**Defunded Activities for Various Years' Action Plan**

Activities being defunded are those that have been completed, cancelled or funded through alternative sources. Newly funded activities are scheduled to be implemented and completed within 18 months to comply with federal regulations governing the timely expenditure of funds.

Recommendations	Amount	Fund
<p><b>2012 Franklin Boulevard Streetscape Project:</b> County and SHRA staff recommends funds to be reprogrammed to Capital Reserve, and said funds then reallocated to the 2012 Old Florintown Project as described in Attachment II.</p> <p>The Franklin Boulevard Streetscape project's bids were substantially lower than expected while the Old Florintown Project bids were substantially higher than expected with the approval of re-allocating funds from one activity to another will ensure timely expenditure of funds.</p>	\$475,000	CDBG
<p><b>2012 Emergency Repair Program:</b> This program is complete and staff recommends funds to be reprogrammed to Capital Reserve.</p>	\$110,000	CDBG
<p><b>Capital Reserve:</b> Funds to be reallocated to Environmental Services Delivery as described in Attachment II.</p>	\$50,000	CDBG
<b>Total</b>	<b>\$625,000</b>	

**County of Sacramento  
Amendment to 2014 Action Plan**

Newly funded and existing activities are scheduled to be implemented and completed within 18 months to comply with federal regulations governing the timely expenditure of funds.

<b>Funding Recommendation</b>	<b>Amount</b>	<b>Fund</b>
<b>2012 Old Florintown Streetscape Project:</b> Funds will be used for infrastructure improvements on Florin Road from Prichard Road to McComber Street. Proposed improvements include but not limited to, curb, gutter, sidewalks, bike lanes, landscaped medians, frontage landscaping, new traffic signals, and installation of water / sewer lines from Old Florintown/McComber Park to Florin Road.	\$475,000	CDBG
<b>Environmental Services Delivery:</b> Staffing and supportive services for environmental review activities in 2014.	\$50,000	CDBG
<b>Capital Reserve:</b> Fund reserve account for overruns in capital improvement activities and to fund budgeted activities in 2014 if CDBG entitlement is less than anticipated.	\$100,000	CDBG
<b>Total</b>	<b>\$625,000</b>	



INVESTING IN COMMUNITIES

## County of Sacramento Citizen Participation Plan

### INTRODUCTION

It is the intent of the County of Sacramento (County) and ~~County Department of Human Assistance (DHA)~~, and the Sacramento Housing and Redevelopment Agency (SHRA) to encourage and facilitate the participation of the residents of Sacramento in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and *the One-Year Action Plan*, substantial amendments thereto and performance reviews for the following five programs funded by the U.S. Department of Housing and Urban Development (*HUD*) [24 CFR Part 91]:

- Community Development Block Grant (CDBG);
- Neighborhood Stabilization Program (NSP);
- HOME Investment Partnerships (HOME); and
- Emergency Solutions Grant (ESG)

### USE OF THE CITIZEN PARTICIPATION PLAN

The County, ~~DHA~~ and SHRA are committed to vigorously follow, implement, and abide by both the letter and spirit of this Citizen Participation Plan (24 CFR Part 570.431).

This plan identifies strategies to obtain participation from those persons directly affected by the Consolidated Plan and One-Year Action Plans, to provide accurate information and timely notification of activities, to provide education and assistance to citizens to access the programs, to involve citizens during all stages of the process, and to respond to specific complaints and needs of citizens. The County, ~~DHA~~ and SHRA will take whatever actions are appropriate to encourage the participation of all citizens, including minorities and non-English speaking persons, person with disabilities, and residents of public and assisted housing. SHRA staff will encourage the participation of residents of public and assisted housing developments and recipients of tenant-based assistance in the process of developing and implementing the Consolidated Plan, along with other low-income residents of targeted revitalization areas in which developments are located. Staff shall make an effort to provide information to the Housing Authority about Consolidated Plan activities related to its developments and surrounding



communities that the Housing Authority can make available at the annual public hearing for the Public Housing Agency Plan.

The general structure of citizen review/participation component has three tiers: citizens and citizen groups, Sacramento Housing and Redevelopment Agency Commission (SHRC) and the Sacramento County Board of Supervisors, the governing body for the County. Many project ideas occur at the grass roots level. These ideas are then recommended to the SHRC who reviews all housing and redevelopment activities. The recommendation then proceeds to the Board of Supervisors for final review and approval.

Citizens may submit proposals verbally or in writing at public hearings or directly to SHRA ~~and DHA~~ staff depending upon the federal program. Individuals should address comments, questions, inquiries, and proposals according to the following:

CDBG, NSP, HOME and ESG programs:

Sacramento Housing and Redevelopment Agency  
Housing and Community Development Department  
Attn: CDBG Program Manager  
801-12<sup>th</sup> Street  
Sacramento, CA 95814

~~HOPWA and ESG program:~~

~~County of Sacramento  
Department of Human Assistance  
Attn: Director  
2435 Marconi Avenue  
Sacramento, CA 95821~~

## **DEFINITIONS**

Consolidated Plan: This document is submitted to HUD and serves as the planning document of the County and application for funding for CDBG, NSP, HOME, and ESG. The document is developed in accordance with 24 CFR Part 91 and sets forth the priorities and strategies of the programs for a five-year period.

One-Year Action Plan: This document updates the Consolidated Plan on an annual basis and allocates one year's funding (entitlement and program income) to specific projects and activities for the CDBG, NSP, HOME and ESG programs. SHRA develops the document annually in accordance with 24 CFR 91.505.

Consolidated Annual Performance Evaluation Report (CAPER): This document reports on the progress made in carrying out the Consolidated Plan and One-Year Action Plan activities. SHRA prepares the report annually in accordance with 24 CFR Part 91.

Public Hearing: A public hearing is a public meeting that has been publicly noticed in a local newspaper of general circulation, or noticed in a fashion which otherwise follows local procedures for formal noticing of public hearings. Public hearings are required prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and substantial amendments to either Plan (24 CFR 91.505 (b)).

Substantial Amendment: A substantial amendment to the Consolidated Plan and One-Year Action Plans involves carrying out an activity or program not previously described (purpose, scope, location and beneficiary). Substantial Amendments will follow local procedures for formal noticing of public hearings and citizen comment period per 24 CFR 91.105 and 505(b).

Substantial Amendment examples: Community Development Block Grant-Recovery Act; Neighborhood Stabilization Program, Homelessness Prevention and Rapid Re-Housing Program are examples of new or one-time federally funded activities or programs.

Amendment: An amendment pertains to the One-Year Action Plan and involves carrying out an activity or program previously described in the existing One-Year Action plan, but includes a change in funding that does not require additional citizen participation. SHRA's Executive Director (~~CDBG, NSP and HOME~~) and the ~~Department of Human Assistance Director (ESG)~~, or respective designees, will administratively amend, up to the authority granted during approval by the governing body, the existing budget for activities or programs to efficiently expend funds (including program income) related to previously disclosed activities or programs in accordance to the intent of the funds identified in the previously undertaken citizen participation process. In addition, an existing activity or program can be cancelled administratively if no funds were expended, and said funds can then be re-allocated to an existing One-Year Action Plan activity, program or applicable contingency fund to be allocated to a future activity(ies) or program(s) at a future date.

### **CONSOLIDATED PLAN, ONE-YEAR ACTION PLAN, AND SUBSTANTIAL AMENDMENTS THERETO**

Comments and suggestions from the public are welcome at all times. To facilitate public interaction, SHRA ~~and/or DHA~~ will conduct at least two public meetings of which one will be a public hearing at different stages of the program year. Together, the meetings will address housing and community development needs, development of proposed activities, and review of program performance.

The hearings will be held at times and locations convenient to potential and actual beneficiaries, and with accommodation for persons with disabilities. At least one public hearing will be held prior to the adoption of the Consolidated Plan, the One-Year Action Plan, and when making substantial amendments to either plan.

SHRA ~~and/or DHA~~ will notify the public of these hearings by publishing a notice in at least one paper of general circulation in the at least 15 days (24 CFR 91.105 (e)(1)) prior to the first public hearing. The public hearing will be held in a time and location convenient to potential and actual beneficiaries and with accommodations for persons with disabilities. The notice will:

- Describe the approximate amount of funding and range of possible activities; and;
- State where and how information may be obtained;
- State the date of the public hearing;
- Allow 30 days for public comments prior to adoption of the Consolidated Plan, One-Year Action Plan, or the substantial amendment; and
- State how the public can submit comments.

All comments received in writing, or orally at the public hearing, will be considered when preparing the final Consolidated Plan, One-Year Action Plan or substantial amendments thereto. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the document. Written comments will receive a written response within fifteen working days, where practicable.

#### **CAPER (Consolidated Annual Performance Evaluation Report)**

SHRA will notify the public by publishing a notice in at least one paper of general circulation at least 15 days prior to the submission of the report to HUD. The notice will:

- State where and how the report may be obtained;
- Allow at least 15 days for comments prior to the submission of the report to HUD; and
- State how the public can submit comments.

All comments received in writing will be considered when preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, will be attached to the document. Written comments will receive a written response within 15 working days, where practicable.

## **CITIZEN PARTICIPATION PLAN**

Prior to the adoption of the Citizen Participation Plan and any substantial amendments, SHRA and/or DHA will hold a public hearing and consider all comments. Copies of the Citizen Participation Plan were made available at SHRA, public libraries, and governmental offices. SHRA and/or DHA staff will assist any disabled persons interested in obtaining a copy of the Citizen Participation Plan who are otherwise unable to access it.

A free copy of the Consolidated Plan and One-Year Action Plan are available from SHRA at no cost to persons and organizations that request it.

## **OTHER CITIZEN PARTICIPATION REQUIREMENTS**

**Notification to Interested Parties:** SHRA and/or DHA will endeavor to directly notify interested parties of scheduled public hearings. A list of persons and community groups interested in receiving such notices will be maintained by SHRA and/or DHA.

**Access to Records:** SHRA will provide access to public records related to the Consolidated Plan and One-Year Action Plan and the jurisdiction's use of assistance under the programs covered by the plans during the preceding five years through written or verbal request. SHRA and DHA may charge a fee for copies to recover the cost of material and operations. SHRA and DHA will require an appointment to view records and, in most case, will require SHRA and/or DHA staff to be present during inspection of records.

**Translation and Interpretation Services:** If non-English speaking or hearing-impaired residents request assistance to participate in a public hearing, SHRA and/or DHA staff will retain appropriate assistance to allow such residents to participate. Generally, assistance will consist of obtaining appropriate interpreter services. However, if such assistance presents an undue financial or administrative burden, SHRA and DHA will consider it mandatory only in instances where it is expected that a significant number of non-English speaking or hearing-impaired residents will be in attendance.

**Technical Assistance:** SHRA and/or DHA will endeavor to assist community groups and individuals as requested. The provision of assistance will be determined based upon the following: staff availability; the relationship of the request to the priorities adopted in the Consolidated Plan; and other available resources. At a minimum, SHRA and DHA will advise on all technical questions, such as determining the eligibility of a request.

**Complaints:** SHRA and/or DHA will respond to written complaints from citizens related to the Consolidated Plan, One-Year Action Plan, Substantial

Amendments, administrative amendments and performance reports within 15 working days.

Responsibility: SHRA will retain responsibility and authority for the development, outreach to minorities and non-English speaking persons, as well as persons with disabilities, and execution of the Consolidated Plan and One-Year Action Plan. This responsibility and authority is not restricted by the citizen participation requirements.

### **MINIMIZING DISPLACEMENT AND RELOCATION BENEFITS**

#### **COUNTY OF SACRAMENTO RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN SECTION 104(d) OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED**

SHRA, administrator of the CDBG, the Urban Development Action Grant Program, NSP and the HOME for the County will comply with all federal regulations governing residential antidisplacement and relocation assistance as they pertain to these programs.

Specifically, SHRA will comply with Section 104(d) of the Housing and Community Development Act of 1974 [42 U.S.C. 5304(d)] and implementing regulations at 24 CFR Part 42. HUD assisted programs administered by SHRA which are governed by these regulations are the CDBG, NSP, HOME, the Section 108 Loan Guarantees Program, and the Urban Development Action Grant Program. For ESG per 24 CFR 576.408 (Displacement, Relocation and Acquisition), SHRA will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), 42 U.S.C. 4601-4655, 42 U.S.C. 3601 ET SEQ., 49 CFR 24.205(C)(2)(II)(D), 29 U.S.C. 794 and 49 CFR 24.

SHRA will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than as lower-income housing as a direct result of activities assisted with funds under the above-stated programs.

All replacement housing will be provided within three years after the commencement of the demolition or conversion. Pursuant to 24 CFR 42.375(c) and before entering into a contract committing the County of Sacramento to provide funds for a project that will directly result in demolition or conversion, SHRA will make public by publication in a newspaper of general circulation and submit to HUD the following information in writing:

1. A description of the proposed assisted activity;
2. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than for lower-income dwelling units as a direct result of the assisted activity;

3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data are not available at the time of the general submission, the submission will identify the general location on an area map and the approximate number of dwelling units by size, and information identifying the specific location and number of dwelling units by size will be submitted and disclosed to the public as soon as it becomes available;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the approved Consolidated Plan.

To the extent that the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission, SHRA will identify the general location of such housing on a map and complete the disclosure and submission requirements as soon as the specific data are available.

The Housing and Community Development Department of SHRA, 801-12<sup>th</sup> Street, (916) 440-1393-1328, is responsible for tracking the replacement of lower-income dwelling units and ensuring that it is provided within the required period.

SHRA will provide relocation assistance, as described in 24 CFR Part 42, Subpart C--Requirements Under Section 104(d) of the Housing and Community Development Act of 1974, to each lower-income person who, in connection with an activity assisted under any program subject to this subpart, permanently moves from real property or permanently moves personal property from real property as a direct result of the demolition or conversion of a lower-income dwelling.

The Relocation Office, 801-12<sup>th</sup> Street, ~~(916)449-6287~~ (916)440-1393 is responsible for providing relocation payments and other relocation assistance to

any lower-income person displaced by the demolition of any dwelling units or the conversion of lower-income dwelling units to another use.

Consistent with the goals and objectives of activities assisted under Section 104(d) of the Housing and Community Development Act of 1974, as amended, SHRA will take the following steps to minimize the direct and indirect displacement of persons from their homes:

1. In structuring proposed projects for funding consideration, SHRA (a) make an assessment of the potential displacement which might occur from the project as proposed, (b) consider alternatives which would minimize displacement, and (c) select the most feasible alternative which both meets project goals and minimizes displacement.
2. For programs assisted through HOME, CDBG, NSP or Section 108 resources, in which a property owner voluntarily seeks such assistance (such as a rehabilitation loan), SHRA will assess the potential displacement which may result from the project and the costs associated with such displacement and advise the property owner. The property owner shall be further advised of his/her responsibility to pay for such costs. SHRA will provide technical assistance to owners on methods to minimize permanent displacement (and therefore costs) such as scheduling construction activities in phases to allow tenants to temporarily move and thereby avoid permanent displacement, referring eligible tenants to assistance programs (such as Housing Choice Voucher) to help stabilize the tenant's rent, or other alternatives appropriate to the assisted activity.
3. For major publicly initiated programs, where the displacement assessment indicates substantial direct or indirect displacement may occur, SHRA will prepare a project specific displacement mitigation/ relocation plan in order to ensure implementation consistent with HUD regulations.
4. Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation by working with empty units first.
5. Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.



February 28, 2014

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

**SUBJECT:**

Authorization to participate in the renewal of the River District Property and Business Improvement District

**SUMMARY**

The attached report is submitted to you for review and recommendation prior to consideration by the County of Sacramento.

**RECOMMENDATION**

The staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

Attachment



**COUNTY OF SACRAMENTO  
CALIFORNIA**

For the Agenda of:  
March 25, 2014

To: Housing Authority of the County of Sacramento

From: Sacramento Housing and Redevelopment Agency

Subject: Housing Authority Participation In The Renewal Of The River District Property  
And Business Improvement District

Supervisorial  
District: Serna

Contact: MaryLiz Paulson, Assistant Director, 440-1334  
Celia Yniguez, Program Manager, 440-1350

**Overview**

This report recommends the Housing Authority participate in renewing the River District Property and Business Improvement District formation process and pay the annual assessment if approved.

**Recommendations**

1. Delegates signatory authority to the Executive Director, or her designee, for Housing Authority properties included in the proposed River District Property and Business Improvement District.
2. Delegates authority to the Executive Director, or her designee, to pay the annual assessment fees from Conventional Housing funds and Mortgage Revenue Bond funds.

**Measures/Evaluation**

The Property and Business Improvement District will provide programs and advocacy that will improve the overall district cleanliness and safety, increase building occupancy and lease rates, encourage new business development and services for property in the districts.

**Fiscal Impact**

The report recommends granting authority to the Housing Authority to utilize Conventional Housing funds and Mortgage Revenue funds to pay the annual assessment.

**BACKGROUND**

The River District Business Improvement District (PBID) was established in 1999, renewed in 2004 and is set to expire at the end of 2014. Since establishment, the organization has accomplished much to support the district and proposes to renew its PBID for an additional ten-year term.

The Housing Authorities of the City and County own six parcels, including the Twin Rivers public housing community located within the PBID boundary. Twin Rivers is owned by the

County Housing Authority. Since 1989 several parcels were obtained for future facilities and activities to serve the area's homeless population. This includes five parcels owned by the City Housing Authority and two parcels owned by the Redevelopment Agency of the City of Sacramento. On February 1, 2012, the Redevelopment Agency was eliminated and the Housing Authority of the City of Sacramento was designated the Housing Successor Agency (HSA). By operation of law, all redevelopment housing assets and agreements were transferred to the HSA.

This report recommends that the Housing Authority, as a property owner of eight parcels, participate in renewing the PBIDs through signing petitions and voting during the formation process. Should the PBIDs be renewed, the report also recommends authorizing the Executive Director to pay the annual assessment fees from the Conventional Housing and Mortgage Revenue Bond funds.

## **DISCUSSION**

In 1999, it was determined that the formation of a PBID could enhance the economic development of the River District and efforts have been successful. The services benefit approximately 538 parcels and numerous businesses. The PBID includes approximately 826 acres which is bounded by the American River on the north, the Sacramento River on the west, the Union Pacific rail berm and C/D Streets on the south, and 27<sup>th</sup> Street on the east. The proposed services for the PBID include 1) Safety and Maintenance; 2) Economic Development; and 3) Planning, Advocacy, and Physical Enhancements. These services and activities will improve overall district cleanliness and safety, increase building occupancy and lease rates, and encourage new business development and services for properties. Overall, they will support a safer and more economically vital business district which benefit Housing Authority residents. The City Council will initiate the River District PBID renewal proceedings May 20, 2014, hold the Public Hearing on July 15, 2014, and announce the Ballot Results on July 22, 2014.

## **COMMISSION ACTION**

At its meeting of March 5, 2014 the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

AYES:

NOES:

ABSENT:

### **MEASURES/EVALUATIONS**

The River District PBID will provide programs and advocacy that will improve the safety and security of the district and enhance the economic vitality of the business district by improving safety, litter and debris removal, graffiti abatement, image enhancement and advocacy to promote business interests.

### **FINANCIAL ANALYSIS**

This report recommends authorizing the Housing Authority to allocate and utilize Conventional Housing funds to annually pay approximately \$11,500 for the Twin Rivers assessment and approximately \$1,500 in Mortgage Revenue Bond funds for the remaining seven properties. Upon approval of the attached resolution and renewal of the PBIDs, the Housing Authority will be participating as a property owner. Assessment rates may be subject to an increase of no more than five percent annually.

### **POLICY CONSIDERATIONS**

The proposed PBID is consistent with the Public Housing Authority's Annual Plan as they support the following Goals and Objectives: increase the availability of decent, safe, and affordable housing; and improve community quality of life and economic vitality.

### **ENVIRONMENTAL REVIEW**


Activities undertaken under the PBID associated with landscape and maintenance are exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(h). The remaining activities have no possibility of having significant effect on the environment, and as such, are also exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b) (3). All other actions proposed herein are considered administrative actions in furtherance of the River District PBID, and are not considered a separate project; therefore, no further environmental review is required under CEQA.

As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a)(1) and 8.34 (a)(3). The activity is also exempt under section 58.34(a)(4) as it is a maintenance and crime prevention activity.

**M/WBE AND SECTION 3 CONSIDERATIONS**

Minority and Women's Business Enterprise requirements will be applied to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director  
Sacramento Housing and Redevelopment Agency

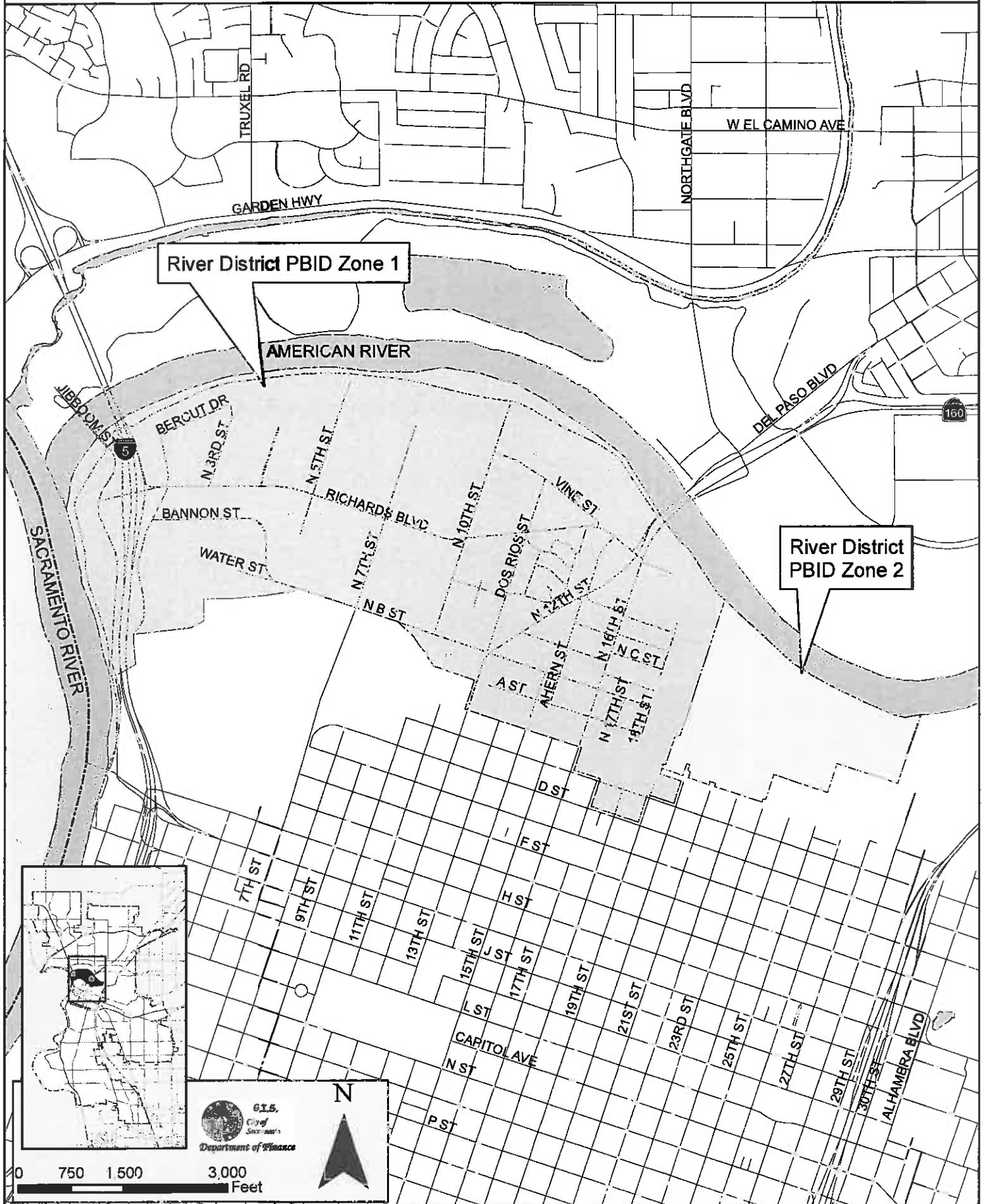
APPROVED

\_\_\_\_\_  
BRADLEY J. HUDSON  
County Executive

Attachments:

RES – Housing Authority of the County Resolution  
ATT I – Map: River District PBID

# River District Property Business Improvement District No. 2004-01



**RESOLUTION NO. \_\_\_\_\_**

**ADOPTED BY THE HOUSING AUTHORITY OF THE  
COUNTY OF SACRAMENTO**

ON DATE OF

**AUTHORIZATION TO PARTICIPATE IN THE RENEWAL OF THE RIVER DISTRICT  
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT**

**WHEREAS**, the River District Board of Directors has proposed the renewal of the River District Property and Business Improvement District (PBID) to fund activities which provide 1) Safety and Maintenance; and 2) Economic Development activities; and 3) Planning, Advocacy, and Physical Enhancements. The boundaries of the PBID would encompass the Housing Authority's Property.

**WHEREAS**, the property and business owners within the River District propose to renew the PBID for a ten year term under the Property and Business Improvement District Law of 1994, which is required by part 7 (beginning with section 36600) of division 18 in the California Streets and Highways Code.

**WHEREAS**, The proposed action does not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378 (b) (4), which exempts government financing mechanisms that do not involve a commitment to any specific project from environmental review.

**WHEREAS**, As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a){1} and 8.34 (a){3}. The activity is also exempt under section 58.34{a}{4} as it is a maintenance and crime prevention activity.

**WHEREAS**, within the River District PBID the Housing Authorities of the City and County of Sacramento owns the following properties:

- 001-0090-003-0000 - 1209 Sitka Street (Twin Rivers public Housing Site) /County Housing Authority
- 002-0041-048-0000 – 1221 A Street/City Housing Authority
- 002-0041-054-0000 – 111 A Street/City Housing Authority
- 002-0041-055-0000 – 0 A Street/City Housing Authority
- 002-0041-021-0000 – 1224 North B Street/City Housing Authority
- 002-0041-047-0000 – 1223 North B Street/City Housing Authority

**WHEREAS**, the Housing Authority of the City as the Successor Housing Agency to the Redevelopment Agency owns the following within the River District PBID:

002-0041-084-0000 – 0 A Street

002-0041-088-0000 – 1400 North B Street

**WHEREAS**, the public interest of Housing Authority residents will be served by having Housing Authority properties participate in the River District PBID because there will be activities which enhance the safety, cleanliness, and economic vitality of the districts and Housing Authority owned properties.

**WHEREAS**, activities undertaken under the PBID associated with landscape and maintenance are exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(h). The remaining activities have no possibility of having significant effect on the environment, and as such, are also exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b) (3). All other actions proposed herein are considered administrative actions in furtherance of River District PBID, and are not considered a separate project; therefore, no further environmental review is required under CEQA.

**WHEREAS**, as an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a)(1) and 8.34 (a)(3). The activity is also exempt under section 58.34(a)(4) as it is a maintenance and crime prevention activity.

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO**

Section 1. All evidence presented having been duly considered, the recitals, as stated above, including the environmental recitals, are found to be true and correct.

Section 2. The Executive Director, or her designee, is authorized to sign petitions, an assessment ballot and related documents to further the renewal of the River District PBID on behalf of the Housing Authority.

Section 3. The Executive Director, or her designee, is authorized to pay the annual assessment utilizing Conventional Housing funds. The Executive Director, or her designee, is authorized to pay the annual PBID assessment utilizing Conventional Housing funds. The Executive Director, or her designee, is authorized to pay the annual PBID assessment utilizing Conventional Housing funds and Mortgage Revenue Bond funds for the following properties:

Housing Authority Participation In The Renewal Of The River District Property And Business Improvement District

Page 3

001-0090-003-0000 - 1209 Sitka Street (Twin Rivers)

002-0041-048-0000 – 1221 A Street

002-0041-054-0000 – 111 A Street

002-0041-055-0000 – 0 A Street

002-0041-021-0000 – 1224 North B Street

002-0041-047-0000 – 1223 North B Street

002-0041-084-0000 – 0 A Street

002-0041-088-0000 – 1400 North B Street

On a motion by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the foregoing Resolution was passed and adopted by the Housing Authority of the County of Sacramento, State of California this 25<sup>th</sup> day of March 2014, by the following vote, to wit:

AYES: Members,

NOES: Members,

ABSENT: Members,

ABSTAIN: Members,

---

Chair of the Housing Authority  
of Sacramento County, California

(SEAL)

ATTEST: \_\_\_\_\_  
Clerk





February 28, 2014

Sacramento Housing and  
Redevelopment Commission  
Sacramento, CA

Honorable Members in Session:

**SUBJECT:**

Authorization to participate in the renewal of the River District Property and Business Improvement District

**SUMMARY**

The attached report is submitted to you for review and recommendation prior to consideration by the City of Sacramento.

**RECOMMENDATION**

The staff recommends approval of the recommendations outlined in this report.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

Attachment



**REPORT TO HOUSING AUTHORITY**  
**City of Sacramento**  
915 I Street, Sacramento, CA 95814-2671  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Consent**  
**March 25, 2014**

**Honorable Chair and Members of the Housing Authority Board**

**Title: Housing Authority Participation in the Renewal of the River District Property and Business Improvement District**

**Location/Council District: 3**

**Issue:** This report recommends the Housing Authority participate in renewing the River District Property and Business Improvement District formation process and pay the annual assessment if approved.

**Recommendation:** Adopt a **Housing Authority Resolution** a) delegating signatory authority to the Executive Director, or her designee, for Housing Authority properties included in the proposed River District Property and Business Improvement District; and b) authorizing the Executive Director, or her designee, to pay the annual assessment fees from Conventional Housing funds and Mortgage Revenue Bond funds.

**Contact:** MaryLiz Paulson, Assistant Director, 440-1334; Celia Yniguez, Program Manager, 440-1350

**Presenters:** None

**Department:** Sacramento Housing and Redevelopment Agency

**Description/Analysis**

**Issue:** The River District Business Improvement District (PBID) was established in 1999, renewed in 2004 and is set to expire at the end of 2014. Since establishment, the organization has accomplished much to support the district and proposes to renew its PBID for an additional ten-year term.

The Housing Authorities of the City and County own six parcels, including the Twin Rivers public housing community located within the PBID boundary. Twin Rivers is owned by the County Housing Authority. Since 1989 several parcels were obtained for future facilities and activities to serve the area's homeless population. This includes five parcels owned by the City Housing Authority and two parcels owned by the Redevelopment Agency of the City of Sacramento. On February 1, 2012, the Redevelopment Agency was eliminated and the Housing

## Housing Authority Participation in River District PBID Renewal

Authority of the City of Sacramento was designated the Housing Successor Agency (HSA). By operation of law, all redevelopment housing assets and agreements were transferred to the HSA.

This report recommends that the Housing Authority as a property owner of eight parcels, participate in renewing the PBIDs through signing petitions and voting during the formation process. Should the PBIDs be renewed, the report also recommends authorizing the Executive Director to pay the annual assessment fees from the Conventional Housing and Mortgage Revenue Bond funds.

**Policy Considerations:** The proposed PBIDs are consistent with the Public Housing Authority's Annual Plan as they support the following Goals and Objectives: increase the availability of decent, safe, and affordable housing; and Improve community quality of life and economic vitality

**Economic Impacts: Not applicable.**

### **Environmental Considerations:**

**California Environmental Quality Act (CEQA):** Activities undertaken under the PBID associated with landscape and maintenance are exempt from CEQA pursuant to CEQA Guidelines Section 15301(h). The remaining activities have no possibility of having significant effect on the environment, and as such, are also exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b) (3). All other actions proposed herein are considered administrative actions in furtherance of River District PBID, and are not considered a separate project; therefore, no further environmental review is required under CEQA.

**Sustainability Considerations:** There are no sustainability considerations applicable to the formation process and administration of a special district.

**Other:** As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a)(1) and 8.34 (a)(3). The activity is also exempt under section 58.34(a)(4) as it is a maintenance and crime prevention activity.

**Commission Action:** *Sacramento Housing and Redevelopment Commission:* At its meeting of March 5, 2014, the Sacramento Housing and Redevelopment Commission considered the staff recommendation for this item. The votes were as follows:

AYES:

NOES:

Housing Authority Participation in River District PBID Renewal

ABSTAIN:

ABSENT:

**Rationale for Recommendation:** In 1999, it was determined that the formation of a PBID could enhance the economic development of the River District and efforts have been successful. The services benefit approximately 538 parcels and numerous businesses. The PBID includes approximately 826 acres which is bounded by the American River on the north, the Sacramento River on the west, the Union Pacific rail berm and C/D Streets on the south, and 27<sup>th</sup> Street on the east. The proposed services for the PBID include 1) Safety and Maintenance; 2) Economic Development; and 3) Planning, Advocacy, and Physical Enhancements. These services and activities will improve district cleanliness and safety, increase building occupancy and lease rates, and encourage new business development and services for properties. Overall, they will support a safer and more economically vital business district which benefit Housing Authority residents. The City Council will initiate the River District PBID renewal proceedings on May 20, 2014, hold the Public Hearing on July 15, 2014, and announce the Ballot Results on July 22, 2014.

**Financial Considerations:** This report recommends authorizing the Housing Authority to allocate and utilize Conventional Housing funds to annually pay approximately \$11,500 for the Twin Rivers public housing site assessment and approximately \$1,500 in Mortgage Revenue Bond funds for the remaining seven properties. Upon approval of the attached resolution and renewal of the PBIDs, the Housing Authority will be participating as a property owner. Assessment rates may be subject to an increase of no more than five percent annually.

**M/WBE and Section 3 Considerations:** Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding to maintain that federal funding. Section 3 requirements will be applied to the extent as may be applicable.

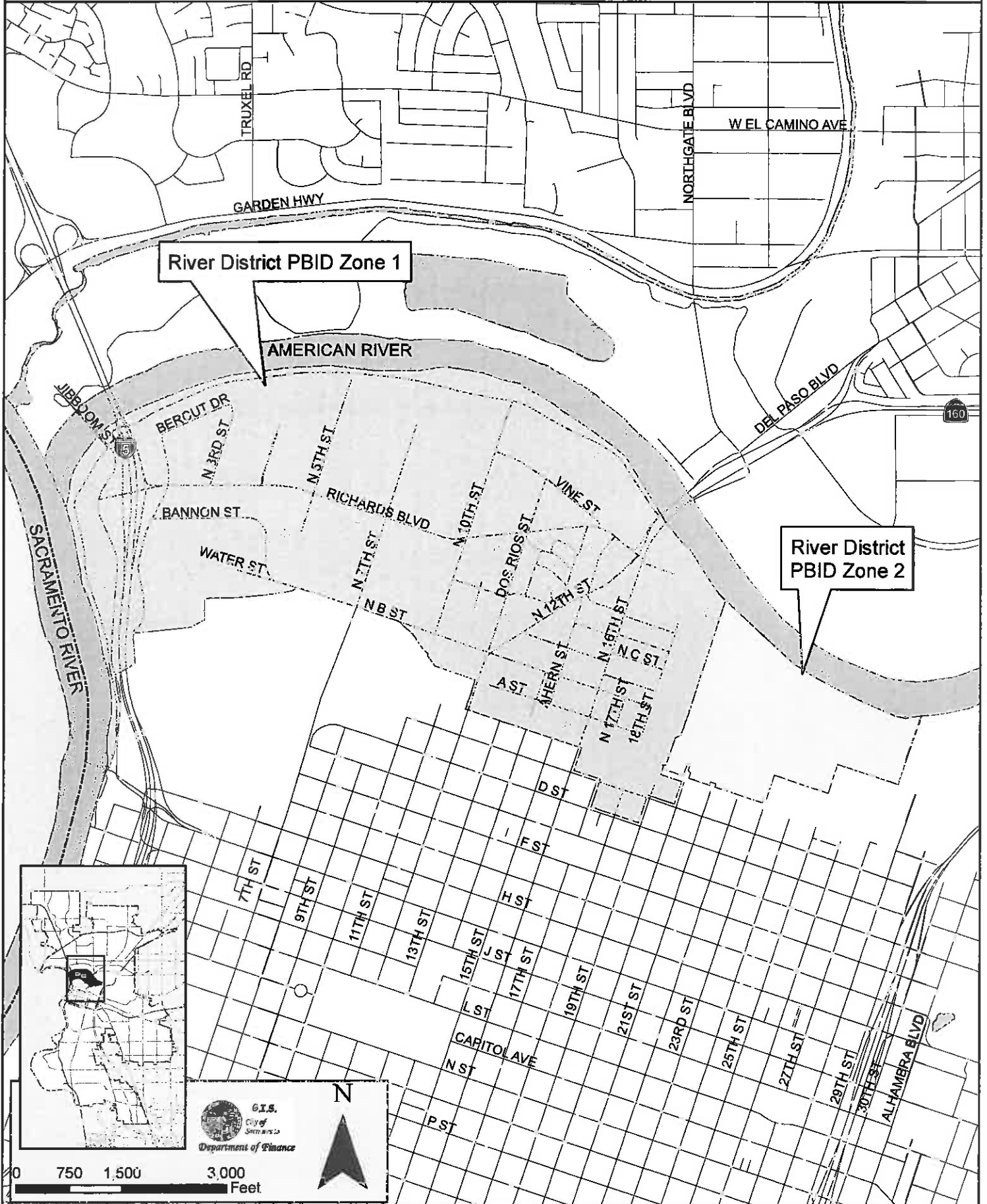
Respectfully Submitted by:

  
LA SHELLE DOZIER  
Executive Director

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# River District Property Business Improvement District No. 2004-01



## **RESOLUTION NO. 2014 -**

**Adopted by the Housing Authority of the City of Sacramento**

on date of

### **AUTHORIZATION TO PARTICIPATE IN THE RENEWAL OF THE RIVER DISTRICT PROPERTY AND BUSINESS IMPROVEMENT DISTRICT**

#### **BACKGROUND**

- A. The River District Board of Directors has proposed the renewal of the River District Property and Business Improvement District (PBID) to fund activities which provide 1) Safety and Maintenance; 2) Economic Development activities; and 3) Planning, Advocacy, and Physical Enhancements. The boundaries of the PBID would encompass the Housing Authority's Property.
- B. The property and business owners within the River District propose to renew the PBID for a ten year term under the Property and Business Improvement District Law of 1994, which is required by part 7 (beginning with section 36600) of division 18 in the California Streets and Highways Code.
- C. On January 31, 2012 the City designated the Housing Authority of the City of Sacramento as the local authority to retain the housing assets and functions previously performed by the Redevelopment Agency of the City of Sacramento.
- D. The proposed action does not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) per Guidelines Section 15378 (b) (4), which exempts government financing mechanisms that do not involve a commitment to any specific project from environmental review.
- E. As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a)(1) and 8.34 (a)(3). The activity is also exempt under section 58.34(a)(4) as it is a maintenance and crime prevention activity.
- F. Within the River District PBID the City and County Housing Authorities owns the following properties:
  - 001-0090-003-0000 - 1209 Sitka Street (Twin Rivers public Housing Site)/County Housing Authority
  - 002-0041-048-0000 – 1221 A Street/City Housing Authority
  - 002-0041-054-0000 – 111 A Street/City Housing Authority
  - 002-0041-055-0000 – 0 A Street/City Housing Authority
  - 002-0041-021-0000 – 1224 North B Street/City Housing Authority
  - 002-0041-047-0000 – 1223 North B Street/City Housing Authority

- G. The Housing Authority of the City as the Successor Housing Agency to the Redevelopment Agency owns the following within the River District PBID:
  - 002-0041-084-0000 – 0 A Street
  - 002-0041-088-0000 – 1400 North B Street
- H. The public interest of Housing Authority residents will be served by having Housing Authority properties participate in the River District PBID because there will be activities which enhance the safety, cleanliness, and economic vitality of the districts and housing authority owned property.
- I. Activities undertaken under the PBID associated with landscape and maintenance are exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(h). The remaining activities have no possibility of having significant effect on the environment, and as such, are also exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b) (3). All other actions proposed herein are considered administrative actions in furtherance of River District PBID, and are not considered a separate project; therefore, no further environmental review is required under CEQA.
- J. As an administrative activity, this activity has been determined to be exempt under the National Environmental Policy Act (NEPA) Code of Federal Regulations sections 58.34(a)(1) and 8.34 (a)(3). The activity is also exempt under section 58.34(a)(4) as it is a maintenance and crime prevention activity.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:**

Section 1. All evidence presented having been duly considered, the background facts, as stated above, including the environmental facts, are found to true and correct..

Section 2. The Executive Director, or her designee, is authorized to sign petitions, an assessment ballot and other related documents to further the renewal of the River District PBID on behalf of the Housing Authority.

Section 3. The Executive Director, or her designee, is authorized to pay the annual PBID assessment utilizing Conventional Housing funds. The Executive Director, or her designee, is authorized to pay the annual PBID assessment utilizing Conventional Housing funds and Mortgage Revenue Bond funds for the following properties:

- 001-0090-003-0000 - 1209 Sitka Street (Twin Rivers)
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