



CITY COUNCIL MEETING

**5:30 PM – Regular Meeting
David B. Roberts Council Chambers**

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City is following the state guidelines on social distancing until further notice.

This meeting will also be available to the public via the Internet using ZOOM Video Conferencing or Telephone. Please note that if you are attending the meeting via ZOOM or Telephone and you would like to speak under Public Comment, we will only be accepting public comment via email. Members of the public are encouraged to submit their public comment by email to CityClerk@cityofranchocordova.org by 3:00 p.m. on Monday, April 6, 2020 to ensure the email is received by the Clerk's Office.

Live video streams and indexed archives of meetings are also available via the Internet.

Visit the City's official website at:

<https://ranhocordovaca.civicclerk.com/web/home.aspx>

Monday, April 6, 2020

**City Hall
2729 Prospect Park Drive, Rancho Cordova
Zoom Meeting Link: <https://zoom.us/j/910213766>
or Call in Number: 1(669)900-9128
1(253)215-8782
1(301)715-8592
Meeting ID: 910-213-766**

AGENDA

- 1. REGULAR MEETING - CALL TO ORDER/ROLL CALL**
Council Members Budge, Gatewood, McGarvey, Terry and Mayor Sander.
- 2. METRO CABLE TV TELEVISION ANNOUNCEMENT**

The Clerk will announce the meetings video recording and playback schedules.

3. PLEDGE OF ALLEGIANCE

The Mayor will call on someone in attendance to lead the Pledge.

4. INVOCATION

There will be a moment of silence in lieu of the invocation.

5. PRESENTATIONS

1. Council Member Budge's Birthday on April 10, 2020.

6. PUBLIC COMMENT

Citizens wishing to address the Council for any matter not on the agenda may do so at this time by completing and submitting a Speaker Card to the City Clerk. For items on the agenda, speakers will be called up to the podium by the Mayor at the point on the agenda when the item will be heard. Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

If you are attending the meeting via ZOOM or Telephone and you would like to speak under Public Comment, we will only be accepting public comment via email. Members of the public are encouraged to submit their public comment by email to CityClerk@cityofranchocordova.org by 3:00 p.m. on Monday, April 6, 2020 to ensure the email is received by the Clerk's Office.

7. COUNCIL REPORTS

8. CITY MANAGER'S REPORT

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 9.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of March 16, 2020, the Emergency City Council Meeting of March 18, 2020, and the Special City Council Meeting of March 27, 2020.

Recommendation: Adopt the Minutes.

- 9.2. **Subject:** Resolution Authorizing the City Manager to Award Construction Contract No. 2020-27 in an Amount not to Exceed \$5,951,657.00 with Martin Brothers Construction for the Sunrise Boulevard Rehabilitation Project

Recommendation: Adopt the Resolution.

- 9.3. **Subject:** Ordinances Adding Chapters 16.21 and 4.56 of the Rancho Cordova Municipal Code, Enacting a Temporary Moratorium on the Eviction of Residential and Commercial Tenants Due to Financial Loss from COVID-19

Recommendation: Waive the second reading and adopt the Ordinances.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 10.1. **Subject:** A Resolution Approving the Community Development Block Grant 2020-2024 Consolidated Plan and 2020 Annual Action Plan.

Recommendation: Adopt the Resolution.

- 10.2. **Subject:** An Ordinance Repealing Article 8 and Amending Articles 11 and 12 of Chapter 16.20 (Housing Code) of the Rancho Cordova Municipal Code

Recommendation: Waive the first reading (by title only) and introduce the Ordinance of the City Council of the City of Rancho Cordova, Amending Chapter 16.20 of the Rancho Cordova Municipal Code Regarding the Rental Housing Inspection Program.

11. PUBLIC HEARING ITEMS

None.

12. REGULAR CALENDAR ITEMS

- 12.1. **Subject:** A Resolution Authorizing the City Manager to Enter into an Agreement to Establish a COVID-19 Emergency Investment and Relief Program for Businesses in Rancho Cordova

Recommendation: Adopt Resolution authorizing the City Manager to enter into an agreement to establish a COVID-19 Emergency Investment and Relief Program for businesses in Rancho Cordova.

- 12.2. **Subject:** Presentation and Update on the City's COVID-19/Coronavirus Response

Recommendation: This is an informational item only and no action will be taken by the City Council.

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

14. ADJOURNMENT

ADDITIONAL INFORMATION

SPECIAL MEETINGS LISTED BELOW ARE SUBJECT TO CHANGE/CANCELLATION WITHOUT FURTHER NOTICE.

UNLESS THE COUNCIL ADOPTS A MOTION TO EXTEND THE MEETING, ANY ITEM THAT IS NOT INITIATED BEFORE 11:00 PM WILL BE CONTINUED TO THE NEXT DAY AT 5:30 PM OR SCHEDULED ON THE NEXT REGULAR MEETING AGENDA OF THE COUNCIL.

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Rancho Cordova City Hall.

The agenda items are accessible on the City's website at www.cityofranhocordova.org on Thursdays or Fridays prior to the Regular City Council Meeting.

UPCOMING MEETINGS

April 14, 2020	4:00 PM Special Meeting/Work Session
April 20, 2020	5:30 PM Regular Meeting
May 4, 2020	4:00 PM Special Meeting/Regular Meeting
May 12, 2020	5:30 PM Special Meeting/Work Session

May 18, 2020	5:30 PM Regular Meeting
June 1, 2020	4:00 PM Special Meeting/Regular Meeting
June 15, 2020	5:30 PM Regular Meeting
June 23, 2020	5:30 PM Special Meeting/Work Session

If you have any technical questions related to the agenda items, please contact City Hall at (916) 851-8700.

The Rancho Cordova City Council meeting will be videotaped in its entirety and will be cablecast without interruption on Metro Cable 14, the Government Affairs Channel on the Comcast, Consolidated Communications and AT&T U-Verse Systems. Closed Captioning will be available on the playback cablecast. A DVD copy is available from the City Clerk's Department and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (916) 851-8720 at least 48 hours prior to the meeting.

CERTIFICATION OF POSTING OF AGENDA

I, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the April 6, 2020 Regular Meeting of the Rancho Cordova City Council was posted and available April 3, 2020 for review on at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranchocordova.org.

Signed April 3, 2020 at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

**5:30 PM – Regular Meeting
David B. Roberts Council Chambers**

Monday, March 16, 2020

**City Hall
2729 Prospect Park Drive, Rancho Cordova**

DRAFT MINUTES

1. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Mayor Sander called the Regular meeting to order in the David B. Roberts Council Chambers at 5:41 PM

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander.

Council Members Absent: None.

Staff Members Present: Cyrus Abhar, Frank Splendorio, Stacy Leitner and Persephonie Riley

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

3. PLEDGE OF ALLEGIANCE

Police Chief Chris Pittman led the pledge.

4. INVOCATION

Sheryl Longworth with Soroptimist International led the invocation.

5. PRESENTATIONS

5.1. Olli Autonomous Shuttle Pilot Project Summary Presentation.

5.2. Presentation of Proclamation to members of Soroptimist International of Rancho

Cordova and Gold River recognizing March as Women's History Month.

6. PUBLIC COMMENT

Mayor Sander opened the Public Comment Period. The following individual addressed the Council:

1. Derald Langwell

Seeing no additional speakers Mayor Sander closed the public comment period.

7. COUNCIL REPORTS

Council reported on events since the last meeting.

8. CITY MANAGER'S REPORT

City Manager Cyrus Abhar gave his report.

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

ACTION: Motion to Approve items 9.1 through 9.7 by Budge second by Terry;
Motion Passed with a 5:0.

9.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of March 2, 2020.

Recommendation: Adopt the Minutes.

9.2. **Subject:** A Resolution Increasing the Annual Stormwater Utility Fee for Fiscal Year 2020-2021.

Recommendation: Adopt the Resolution.

9.3. **Subject:** 2019 General Plan Annual Report to Include the Housing Element and Multi-Jurisdictional Hazard Mitigation Plan Annual Report.

Recommendation: Receive the 2019 General Plan Annual Report as required by State Law.

9.4. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 162-2019-1 for On-Call Engineering and Design Services with Bennett Engineering Services, Inc. to Increase the Contract Amount from \$148,000 to an Amount not to Exceed \$203,629 for the Mather Field Road Rehabilitation Project.

Recommendation: Adopt the Resolution.

9.5. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 180-2018-1 for Construction Management Services with Dewberry Drake Haglan to Increase the Contract Amount from \$830,434.66 to an Amount not to Exceed \$1,030,434.66 for the Zinfandel Complex Project.

Recommendation: Adopt the Resolution.

9.6. **Subject:** A Resolution of the City Council of the City of Rancho Cordova, State of California, Adopting a List of Projects for Fiscal Year 2020-21 Funded by SB1: The Road Repair and Accountability Act of 2017.

Recommendation: Adopt the Resolution.

9.7. **Subject:** A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Interwest Consulting Group in the Amount of \$479,050 to Provide Geographic Information System (GIS) Consulting Services.

Recommendation: Adopt the Resolution authorizing the City Manager to enter into a Contract with Interwest Consulting Group for GIS Services.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 10.1. **Subject:** A Resolution Approving the 2019 Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report for Submittal to the U.S. Department of Housing and Urban Development.

Recommendation: Adopt the Resolution of the City Council of the City of Rancho Cordova to submit the 2019 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) to the US Department of Housing and Urban Development (HUD).

ACTION: Motion to Approve item 10.1. by Budge second by McGarvey;
Motion approved with a 5:0 Vote.

11. PUBLIC HEARING ITEMS

- 11.1. **Subject:** GLP Stores Major Design Review; Project No. DD9903 - Located on the Southwest Corner of Zinfandel Drive and North Mather Boulevard.

Recommendation: Adopt the Resolution approving the Major Design Review for a 164,149 square-foot light industrial office warehouse and associated office space building that includes parking, lighting, and landscaping for the GLP Stores, LLC.

ACTION: Motion to Approve item 11.1 by Budge second by Terry;
Motion Passed with a 5:0.

- 11.2. **Subject:** Presentation of the 2020-2024 Community Development Block Grant Draft Consolidated Plan and Draft 2020 Annual Action Plan.

Recommendation: Receive presentation of the 2020-2024 draft Community Development Block Grant (CDBG) Consolidated Plan and draft 2020 Annual Action Plan (AAP) and invite public comment on these plans.

ACTION: Input was received regarding the 2020-2024 Community Development Block Grant Draft Consolidated Plan and Draft 2020 Annual Action Plan.

12. REGULAR CALENDAR ITEMS

- 12.1. **Subject:** Presentation and Update on COVID-19/Coronavirus.

Recommendation: Receive information.

Mayor Sander opened the public comment period. The following individuals addressed the Council:

1. Tara Kolvenbach
2. Diann Rogers
3. Derald Langwell

Mayor Sander closed the public comment period.

ACTION: Input was received regarding the Presentation and Update on COVID-19/Coronavirus.

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Football - Junior Lancers

14. ADJOURNMENT

Mayor Sander adjourned the meeting at 7:49 P.M.

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

4:00 PM – Emergency Meeting
David B. Roberts Council Chambers

Wednesday, March 18, 2020

City Hall
2729 Prospect Park Drive, Rancho Cordova

DRAFT MINUTES

1. EMERGENCY MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Gatewood, McGarvey, Terry and Mayor Sander.

Mayor Sander called the emergency meeting to order in the David B. Roberts Council Chambers at 4:03 PM.

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander.

Council Members Absent: None.

Staff Members Present: Cyrus Abhar, Adam Lindgren, Stacy Leitner, Persephonie Riley and Kelly Thompson.

2. PUBLIC COMMENT

Mayor Sander opened the public comment period. Seeing no speakers. Mayor Sander closed the public comment period.

3. EMERGENCY MEETING ITEM

- 3.1. **Subject:** A Resolution Proclaiming the Existence of a Local Emergency
Recommendation: Adopt the Resolution.

ACTION: Motion to approve with the addition of the following language: 5. That this resolution will be retroactive to March 9, 2020 by Budge second by

Gatewood;
Motion passed with a 5:0 vote.

4. ADJOURNMENT OF SPECIAL MEETING

Mayor Sander will adjourn the special meeting to regular meeting in the David B. Roberts Council Chambers.

Mayor Sander adjourned the meeting at 4:49 PM.

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

**3:00 PM – Special Meeting
David B. Roberts Council Chambers**

Friday, March 27, 2020

**City Hall
2729 Prospect Park Drive, Rancho Cordova**

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Sander called the Regular meeting to order in the David B. Roberts Council Chambers at 3:03 P.M.

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander.

Council Members Absent: None.

Staff Members Present: Cyrus Abhar, Frank Splendorio, Stacy Leitner, Micah Runner and Persephonie Riley.

2. PUBLIC COMMENT

Mayor Sander opened the public comment period. The following individuals sent public Comments to Council via email:

1. Don Ullrich
2. Diane Rodgers

Mayor Sander closed the public comment period.

3. SPECIAL MEETING ITEM

- 3.1. **Subject:** Ordinances Adding Chapters 16.21 and 4.56 of the Rancho Cordova Municipal

Code Enacting a Temporary Moratorium on the Eviction of Residential and Commercial Tenants Due to Financial Loss from COVID-19

Recommendation: Introduce and adopt urgency ordinances and waive first reading and introduce the non-urgency ordinances.

Mayor Sander opened the public comment period. The following individual addressed the Council:

1. Chuck Shaw

Seeing no additional speakers, Mayor Sander closed the public comment period.

ACTION: Motion to waive reading (by title only) and adopt urgency ordinances adding Chapters 4.56 and 16.21 to the Rancho Cordova Municipal Code, enacting a temporary moratorium on the eviction of residential and commercial tenants where the failure to pay rent is due to income loss or health care costs from the novel Coronavirus (COVID-19) by Terry, second by Budge. Motion passed with a 5:0 vote.

ACTION: Motion to waive first reading (by title only) and introduce ordinances adding chapters 4.56 and 16.21 to the Rancho Cordova Municipal Code enacting a temporary moratorium on the eviction of residential and commercial tenants where the failure to pay rent is due to income loss or health care costs from the novel Coronavirus (COVID-19) by Gatewood, second by McGarvey. Motion passed with a 5:0 vote.

3.2. **Subject:** Discussion and Possible Direction Regarding COVID-19 and Related Measures.

Recommendation: Receive information and provide direction.

Action: Input was received regarding COVID-19 and Related Measures.

4. **ADJOURNMENT**

Mayor Sander adjourned the meeting at 4:08 P.M.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



DATE: April 6, 2020

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Senior Civil Engineer

SUBJECT: **RESOLUTION AUTHORIZING THE CITY MANAGER TO AWARD CONSTRUCTION CONTRACT NO. 2020-27 IN AN AMOUNT NOT TO EXCEED \$5,951,657.00 WITH MARTIN BROTHERS CONSTRUCTION FOR THE SUNRISE BOULEVARD REHABILITATION PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of this resolution will authorize the City Manager to execute Contract No. 2020-27 in an amount not to exceed \$5,951,657.00 with Martin Brothers Construction for the Sunrise Boulevard Rehabilitation Project.

BACKGROUND

Sunrise Boulevard between Folsom Boulevard and White Rock Road has been identified as a priority road rehabilitation project. The purpose of the Sunrise Boulevard Rehabilitation Project is to rehabilitate Sunrise Boulevard between Folsom Boulevard and White Rock Road and along Citrus Road between Sunrise Boulevard and Trade Center Drive. The project scope includes pavement rehabilitation, median landscaping, ADA ramps, lighting, striping, signal modifications, bike lanes and drainage improvements.

This project is in line with the City's goal to "Develop a continuous, convenient, and family friendly bikeway as described in the Bicycle Master Plan", as it utilizes a multi-use sidewalk and bike lanes to fill in a critical gap in the City's extensive bicycle network between a regional multi-modal transportation hub at the Sunrise Light Rail Station and the Folsom South Canal Trail. In the end, this project provides a critical link along the Sunrise Blvd corridor and the American River Bike Trail that will connect the south end of the City to the north.

Bids were solicited on the City's Website, CIPList.com and the Sacramento, Placer and El Dorado County Builders Exchanges on January 28, 2020. Bids for the project were publicly opened on March 3, 2020.

A total of eight bids were received and staff determined Martin Brothers Construction to be the lowest responsive and responsible bidder. The bid summary sheet is provided as Attachment 3.

The lowest responsive and responsible total bid amount was \$5,951,657.00. Staff recommends the award of the construction contract for the total bid amount of \$5,951,657.00 to Martin Brothers Construction.

The tentative project schedule is to begin construction in summer 2020 and end construction in winter 2020/21.

FISCAL IMPACT AND FUNDING SOURCE

Funding for this project consists of \$500,000 in Community Enhancement Funds, \$407,000 in SB1 LPP Funds, \$99,000 in CalRecycle Funds and the remaining funds coming from Supplemental Transportation, Gas Tax, Measure A Construction and Road Maintenance & Rehabilitation Fund. There is no impact to the City's General Fund.

This project is included in the City's current approved Capital Improvement Plan and in the 2019/2020 budget.

ATTACHMENT(S)

1. Resolution
2. Construction Contract
3. Bid Summary

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT
NO. 2020-27 IN AN AMOUNT NOT TO EXCEED \$5,951,657.00 FOR THE SUNRISE
BOULEVARD REHABILITATION PROJECT**

WHEREAS, the City solicited bids for the Sunrise Boulevard Rehabilitation Project under the requirements of state law and publicly opened bids on March 03, 2020; and

WHEREAS, the lowest responsive and responsible bidder is Martin Brothers Construction; and

WHEREAS, adoption of this Resolution will award construction Contract No. 2020-27 with Martin Brothers Construction in an amount not to exceed \$5,951,657.00 for the Sunrise Boulevard Rehabilitation Project; and

WHEREAS, the Sunrise Boulevard Rehabilitation Project will include pavement rehabilitation, median landscaping, ADA ramps, lighting, striping, signal modifications, bike lanes and drainage improvements along Sunrise Boulevard from Folsom Blvd to White Rock Road and along Citrus Road from Sunrise Boulevard to Trade Center Drive; and

WHEREAS, this project was reviewed under the requirements of the California Environmental Quality Act and a Notice of Exemption was filed on June 18, 2019 with the County of Sacramento.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract No. 2020-27 in an amount not to exceed \$5,951,657.00 with Martin Brothers Construction and in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of April, 2020 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

ATTACHMENT 1

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

**CONSTRUCTION SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND MARTIN BROTHERS CONSTRUCTION
FOR THE SUNRISE BOULEVARD REHABILITATION PROJECT**

THIS AGREEMENT made and entered into between the City of Rancho Cordova ("City") and Martin Brothers Construction ("Contractor") as of _____, 2020.

W I T N E S S E T H:

WHEREAS, the City Council for the City heretofore caused plans and specifications for the Sunrise Boulevard Rehabilitation Project CP18-2187 ("Project") to be prepared, and therefore did approve and adopt said plans and specifications; and

WHEREAS, the City Council for the City did cause to be published for the time and in the manner required by law, a notice inviting sealed bids for the performance of said work; and

WHEREAS, the notice was published on January 29, 2020 on CIPList.com and the City of Rancho Cordova Website ("Notice"); and

WHEREAS, the Contractor, in response to such Notice, submitted to the City Council for the City within the time specified in said Notice, and in the manner provided for therein, a sealed bid for the performance of the Project specified in said plans and specifications, which said bid and proposal, and other bids and proposals submitted in response to said Notice, the City Council opened and canvassed in the manner provided by law; and

WHEREAS, the Contractor was the lowest responsible bidder for the performance of said Project, and said City Council for the City as a result of the canvass of said bids, did determine and declare Contractor to be the lowest responsible bidder for said Project and award to a contract therefore.

NOW THEREFORE, in consideration of the promises herein, it is mutually agreed between the parties hereto as follows:

Section 1. CONTRACT DOCUMENTS. The following documents are by this reference incorporated in and made a part of this Agreement: The County of Sacramento, Standard Construction Specifications dated January 2016; the Special Provisions; the contract drawings, all addenda; the Notice to Contractors; the Proposal; all required bonds; and all supplemental Agreements covering alterations, amendments, or extensions to the contract. The documents which describe the work to be performed are sometimes collectively referred to herein as the Plans and Specifications.

Section 2. SCOPE OF WORK. The Contractor will furnish all labor, materials, services, transportation, appliances, and mechanical workmanship required for Contract No. 2020-27, as provided for and set forth in said Plans and Specifications, or in either of them, which said Plans and Specifications are hereby referred and by such reference incorporated herein and made a part of this Agreement. All of the said work done under this Agreement shall be under the supervision of and performed to the satisfaction of the Public Works Director of the City of Rancho Cordova who shall have the right to reject any and all materials and supplies furnished

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by the Contractor which do not comply with the Plans and Specifications, together with the right to require the Contractor to replace any and all work furnished by the Contractor which shall not either in workmanship or material be in strict accordance with the Plans and Specifications.

Section 3. COMPLETION. Said work shall be completed and ready for acceptance.

Section 4. PAYMENT. Attached hereto as Exhibit "A" and by reference made a part hereof, is the bid and proposal of Contractor. Said bid and proposal will contain, as required by the terms of said specifications, the full and complete schedule of the different items with the lump sums or unit prices as so specified. The City agrees in consideration of the work to be performed for the Project herein and subject to the terms and conditions thereof, to pay Contractor all sums of money which may become due to Contractor in accordance with the terms of the aforesaid bid and proposal, and this Agreement, to wit: **FIVE MILLION NINE HUNDRED FIFTY ONE THOUSAND SIX HUNDRED FIFTY SEVEN DOLLARS AND ZERO CENTS (\$5,951,657.00)**. Said sum shall be paid in accordance with Section 8 of the Standard Specifications. With respect to that portion of the above sum as is based upon the estimated quantities specified for the general scope of the work to be performed herein, actual payment will be based upon the quantities as measured upon completion. No payment made under this Agreement shall be construed to be an acceptance of defective work or improper materials.

Section 5. PREVAILING WAGES. Pursuant to the provisions of Articles 1 and 2 of Chapter 1, Part 7, Division II, of the Labor Code of the State of California, not less than the general prevailing rate of per diem wages, and not less than the general prevailing rate of per diem wages for holidays and overtime work, for each craft, classification or type of worker needed to execute the Project contemplated under this Agreement shall be paid to all workers, laborers and mechanics employed in the execution of said Project by Contractor, or by any subcontractor doing or contracting to do any part of said Project. The appropriate determination of the Director of the California Department of Industrial Relations is filed with, and available for inspection at 2729 Prospect Park Drive, Rancho Cordova, CA 95670, the office of the Clerk of the City. Contractor shall post, at each job site, a copy of such prevailing rate of per diem wages as determined by the Director for the California Department of Industrial Relations.

Section 6. INSURANCE. The Contractor shall carry and maintain during the life of this Agreement, such public liability, property damage and contractual liability, auto, worker's compensation and builders' risk insurance as required by the specifications.

Section 7. WORKERS' COMPENSATION CERTIFICATION. By execution of this Agreement, the Contractor certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

Section 8. PERFORMANCE AND PAYMENT BONDS. The Contractor shall, before beginning said work for the Project, file two bonds with the City, each made payable to the City. These bonds shall be issued by a surety company authorized to do business in the State of California, and shall be maintained during the entire life of the Agreement at the expense of the Contractor. One bond shall be in the amount of one hundred percent (100%) of the Agreement and shall guarantee the faithful performance of the Agreement. The second bond shall be the payment bond required by California Civil Code Section 3247 et seq., and shall be in the

amount of one hundred percent (100%) of the Agreement. Any alterations made in the specifications which are a part of this Agreement or in any provision of this Agreement shall not operate to release any surety from liability on any bond required hereunder and the consent to make such alterations is hereby given, and any surety on said bonds hereby waives the provisions of California Civil Code Sections 2819 and 2845.

Section 9. INDEMNIFICATION.

- 9.1 Contractor's Performance.** To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless City, its governing Board, officers, directors, agents, employees and volunteers from and against any and all claims, demands, actions, losses, liabilities, damages, and all costs incidental thereto, including cost of defense, settlement, arbitration, and reasonable attorneys' fees arising out of, pertaining to, or resulting from the acts or omissions of anyone else directly or indirectly acting on behalf of the Contractor, or for which the Contractor is legally liable under law, regardless of whether caused in part by a party indemnified hereunder.
- 9.2 No Limitation of Liability for Indemnification.** The indemnities set forth in this Section shall not be limited by the insurance requirements set forth in the Contract.

Section 10. MISCELLANEOUS PROVISIONS.

- 10.1** This Agreement shall bind and inure to the heirs, devisees, assignees, and successors in interest of Contractor and to the successors in interest of Contractor in the same manner as if such parties had been expressly named herein. All times stated herein or in the contract documents are of the essence hereof. As used in this instrument the singular includes the plural, and the masculine includes the feminine and the neuter. This Agreement may create a possessory interest subject to property taxation, and Contractor may be subject to the payment of property taxes levied on such interest.
- 10.2 Contract Administration.** This Agreement shall be administered by Mr. Edgar Medina ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.
- 10.3 Notices.** Any written notice to Contractor shall be sent to:
- Felipe Martin
Martin Brothers Construction
8801 Folsom Blvd, Suite 260
Sacramento, Ca. 95826
Email Address (used for insurance update requests): cdennis@martinbrothers.net

Any written notice to City shall be sent to:

Edgar Medina
City of Rancho Cordova
Department of Public Works
2729 Prospect Park Drive
Rancho Cordova, CA 95670

10.4 IRS Form W-9. Contractor shall complete and submit Internal Revenue Service Form W-9 to the City before execution of this Agreement. The City's Finance Director shall have authority to waive this requirement.

IN WITNESS WHEREOF, the City Council and Contractor have caused this Agreement to be executed as of the day and year first above written.

CITY OF RANCHO CORDOVA:

CONTRACTOR:

Cyrus Abhar, City Manager

Felipe Martin, President

Date

Date

Attest:

Stacy Leitner, CMC, City Clerk

Date

Approved as to Form:

Adam U. Lindgren, City Attorney

Date

CP18-2187 SUNRISE BLVD
REHABILITATION PROJECT
PART OF ADDENDUM NO. 2

BID SCHEDULE

The following quantities are approximate only and are given for the purpose of comparing proposals. The City does not expressly or by implication agree that the actual amount of work will correspond with quantities given herein, but reserves the right to increase or decrease the amount of any class or portion of the work as may be deemed necessary or advisable by the Director of Public Works. Payment will be based upon the actual quantities installed or constructed, unless otherwise specified. In the event that the product of a unit price and an estimated quantity does not equal the extended amount stated, the unit price will govern and the correct product of the unit price and the estimated quantity shall be deemed to be the amount bid.

SUNRISE BOULEVARD REHABILITATION PROJECT					
CITY OF RANCHO CORDOVA					
BASE BID SCHEDULE					
Item NO.	Item Description	Quantity	Unit	Unit Price	Amount
1	MOBILIZATION	1	LS	369,901.20	369,901.20
2	TRAFFIC CONTROL PLAN	1	LS	264,124-	264,124-
3	CONSTRUCTION AREA SIGNS	1	LS	5,000-	5,000-
4	CONSTRUCTION STAKING	1	LS	22,000-	22,000-
5	EROSION AND SEDIMENT CONTROL PLAN AND IMPLEMENTATION	1	LS	53,500-	53,500-
6	RESET ROADSIDE SIGN	9	EA	200-	1,800-
7	RELOCATE ROADSIDE SIGN	6	EA	250-	1,500-
8	REMOVE CONCRETE (SQYD)	1,180	SQYD	45-	53,100-
9	REMOVE CONCRETE MEDIAN CURB	12,010	LF	6-	72,060-
10	CLEARING AND GRUBBING (LS)	1	LS	207,000-	207,000-
11	REMOVE TREE	3	EA	825-	2,475-
12	ROADWAY EXCAVATION AND GRADING	1,580	CY	145-	229,100-
13	RELOCATE IRRIGATION CONTROL VALVE	5	EA	500-	2,500-
14	RELOCATE WATER VALVE	5	EA	6,625-	33,125-
15	RELOCATE FIRE HYDRANT SYSTEM	6	EA	13,000-	78,000-
16	CLASS 2 AGGREGATE BASE	690	CY	257-	177,330-
17	SLURRY SEAL TYPE 2	2,100	SQYD	15-	31,500-
18	METHACRYLATE BRIDGE DECK	790	SQYD	72-	56,880-
19	RUBBERIZED HOT MIX ASPHALT (GAP GRADED) - 2 1/2"	9,100	TON	149.60	1,361,360-
20	HOT MIX ASPHALT TYPE A - 2"	680	TON	175-	119,000-
21	HOT MIX ASPHALT TYPE A - 4"	2,040	TON	150-	306,000-
22	HOT MIX ASPHALT TYPE A - 6.5"	200	TON	272-	54,400-
23	GEOSYNTHETIC PAVEMENT INTERLAYER (PAVING MAT)	63,100	SQYD	2.70	170,370-

**CP18-2187 SUNRISE BLVD
REHABILITATION PROJECT
PART OF ADDENDUM NO. 2**

24	COLD PLANE ASPHALT CONCRETE PAVEMENT - 2"	11,710	SQYD	60-	70,260-
25	COLD PLANE ASPHALT CONCRETE PAVEMENT - 2.5"	7,995	SQYD	8-	63,960-
26	COLD PLANE ASPHALT CONCRETE PAVEMENT - 4"	7,995	SQYD	9-	71,955-
27	COLD PLANE ASPHALT CONCRETE PAVEMENT - WEDGE GRIND	16,920	SQYD	60-	101,520-
28	ROADSIDE SIGN - ONE POST	2	EA	400-	800-
29	STORM DRAIN INLET LATERAL - 12"	75	LF	445-	33,375-
30	ABANDON EXISTING STORM DRAIN LATERAL	4	EA	4,165-	16,660-
31	REMOVE AND REPLACE DRAINAGE INLET, TYPE B	3	EA	6,750-	20,250-
32	ADJUST WATER METER BOX TO GRADE	2	EA	1,750-	3,500-
33	ADJUST MANHOLE FRAME AND COVER TO GRADE - STORM DRAIN	26	EA	1,400-	36,400-
34	ADJUST MANHOLE FRAME AND COVER TO GRADE - SANIT. SEWER	41	EA	1,400-	57,400-
35	ADJUST VALVE BOX TO GRADE - WATER	24	EA	1,100-	26,400-
36	ADJUST VALVE BOX TO GRADE - GAS	2	EA	1,100-	2,200-
37	PCC SIDEWALK	9,210	SQFT	6.10	56,181-
38	PCC DRIVEWAY	480	SQFT	7.10	3,408-
39	PCC CURB RAMP	5,700	SQFT	10-	57,000-
40	PCC ADA RAMP (AT ENTERPRISE)	1	EA	46,000-	46,000-
41	PCC CURB AND GUTTER - TYPE 2	1,170	LF	39-	45,630-
42	PCC CURB - TYPE 3	1,255	LF	38-	47,690-
43	PCC CURB - TYPE 3 MODIFIED	325	LF	43-	13,975-
44	PCC CURB - TYPE 4 CURB MEDIAN	1,410	LF	18.50	26,085-
45	PCC CURB - TYPE 4A	9,500	LF	19-	180,500-
46	DETECTABLE WARNING SURFACE	348	SQFT	19-	6,612-
47	PEDESTRIAN REFUGE AREA AT MEDIAN	1	EA	3,700-	3,700-
48	4" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 9	24,130	LF	0.50	12,065-
49	4" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 21	1,930	LF	1.10	2,123-
50	4" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 22	1,150	LF	1.30	1,495-
51	4" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 26	11,250	LF	0.10	1,125-
52	8" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 38	5,990	LF	1.10	6,589-
53	8" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 38A	610	LF	1.00	610-
54	8" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 39	4,650	LF	0.80	3,720-
55	8" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 39A	610	LF	0.80	488-
56	4" THERMOPLASTIC TRAFFIC STRIPE - DETAIL 40	1,310	LF	3.50	4,585-
57	THERMOPLASTIC PAVEMENT MARKING	6,310	SQFT	5-	31,550-
58	THERMOPLASTIC PAVEMENT MARKING (GREEN)	9,050	SQFT	8-	72,400-

**CP18-2187 SUNRISE BLVD
REHABILITATION PROJECT
PART OF ADDENDUM NO. 2**

59	COBBLE PAVEMENT	4,204	SQFT	21-	88,284-
60	STAMPED AND COLORED CONCRETE PAVEMENT	11,434	SQFT	17-	194,378-
61	IRRIGATION - 1" IRRIGATION SERVICE, WATER METER ASSEMBLY, BACKFLOW PREVENTER AND ENCLOSURE	1	EA	3,500-	3,500-
62	IRRIGATION - RAIN SENSOR	6	EA	2,000-	12,000-
63	IRRIGATION - CONTROLLER NODE	6	EA	250-	1,500-
64	IRRIGATION - SLEEVE	48	LF	20-	960-
65	IRRIGATION - MAINLINE	150	LF	15-	2,250-
66	IRRIGATION - GATE VALVE	1	EA	300-	300-
67	IRRIGATION - QUICK COUPLING VALVE	6	EA	300-	1,800-
68	IRRIGATION - CONTROL VALVE	12	EA	1,100-	13,200-
69	IRRIGATION - DRIP SYSTEM	6,039	SF	3-	18,117-
70	IRRIGATION - POINT SOURCE EMITTER TREE RING	45	EA	100-	4,500-
71	IMPORTED TOP SOIL	152	CY	55-	8,360-
72	SOIL PREPARATION AND AMENDMENTS	10,772	SF	1-	10,772-
73	ROOT CONTROL BARRIER	3,139	LF	15-	47,085-
74	PLANTING - TREES, 24" BOX	4	EA	350-	1,400-
75	PLANTING - TREES, 15 GALLON	11	EA	120-	1,320-
76	PLANTING - TREES, 5 GALLON	327	EA	32-	10,464-
77	PLANTING - SHRUBS AND GROUND COVER, 1 GALLON	239	EA	11-	2,629-
78	PLANTING - FRONTAGE REPAIR	1	LS	5,000-	5,000-
79	WOOD MULCH	10,772	SQFT	0.65	7,001.80
80	90-DAY MAINTENANCE PERIOD	1	LS	3,000-	3,000-
81	SIGNAL AND LIGHTING (SUNRISE BLVD / WHITE ROCK RD)	1	LS	101,000-	101,000-
82	SIGNAL AND LIGHTING (SUNRISE BLVD / SUNRISE PARK DR)	1	LS	103,000-	103,000-
83	SIGNAL AND LIGHTING (SUNRISE BLVD / FOLSOM SOUTH CANAL TRAIL CROSSING)	1	LS	74,000-	74,000-
84	SIGNAL AND LIGHTING (SUNRISE BLVD / SUN CENTER DR)	1	LS	137,000-	137,000-
85	SIGNAL AND LIGHTING (SUNRISE BLVD / TRADE CENTER DR)	1	LS	122,000-	122,000-
86	SIGNAL AND LIGHTING (SUNRISE BLVD / FOLSOM BLVD)	1	LS	73,000-	73,000-
87	STREET LIGHTING	1	LS	101,000-	101,000-
	TOTAL OF BID PRICE \$	5,951,657.00			
	TOTAL BASE BID PRICE IN WORDS				
	FIVE MILLION NINE HUNDRED FIFTY ONE THOUSAND SIX HUNDRED				
	FIFTY SEVEN				

Accompanying this proposal is Bidder's Bond
(NOTICE: INSERT THE WORDS "CASH(\$ _____)," "CASHIER'S CHECK," "CERTIFIED CHECK," OR "BIDDER'S BOND," AS THE CASE MAY BE.)

in amount equal to at least ten percent (10%) of the total of the bid.

The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE: If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a co-partnership, state true name of firm, also names of all individual co-partners composing the firm; if bidder or other interested person is an individual, state first and last names in full.

Martin Brothers Construction

a California Corporation

Felipe Martin, President

Licensed in conformance with an act providing for the registration of Contractors

License No. 726454 Classification(s) A

ADDENDA

This Proposal is submitted with respect to the changes to the contract included in addenda number/s

1, 2

(Fill in addenda numbers if addenda have been received and insert, in this Proposal, any Engineer's Estimate sheets that were received as part of the addenda.)

By my signature on this proposal I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of Section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this proposal I further certify, under penalty of perjury under the laws of the State of California and the United States of America, that the Noncollusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

Date: **March 3, 2020**



Martin Brothers Construction

Felipe Martin, President

Signature and Title of Bidder

Business Address **8801 Folsom Blvd Suite 260 Sacto, CA 95826**

Place of Business **8801 Folsom Blvd Suite 260 Sacto, CA 95826**

Place of Residence **9080 Poplar Hollow Way Elk Grove, CA 95624**


Sunrise Blvd Rehabilitation - CP18-2187 - Bid Summary

Rancho Cordova City Hall

2729 Prospect Park Drive, Rancho Cordova, CA 95670

March 03, 2020 at 2:00 p.m.

	Construction Contractor	Total Base Bid Amount	Proposal Signed	Contractors License	DIR Registration	Bid Schedule	Equal Employment	Public Contract Code	Designation of Subcontractors	Experience / Qualifications Statement	Bidder's Bond	Non-Collusion Affidavit	Debarment & Suspension	Addendum 1	Addendum 2
A	Martin Brothers Construction	\$5,951,657.00													
B	Central Valley Engineering & Asphalt, Inc.	\$6,385,663.50													
C	All-American Construction, Inc.	\$6,442,628.10													
D	McGuire and Hester	\$6,587,116.10													
E	Teichert Construction	\$6,747,352.00													
F	Granite Construction Company	\$6,979,797.00													
G	B & M Builders, Inc.	\$7,198,394.00													
H	Sierra National Construction, Inc.	\$7,660,669.50													
I															
J															
K															
L															

Note: The Total Base Bid Amounts reflect the verified bid schedule amount for each bid submission.

 Attendees: Stacey Leitner, City Clerk
 Edgar Medina, Senior Civil Engineer

 3/10/2020
 Date

MEMORANDUM



DATE: April 6, 2020

TO: Honorable Mayor and Council Members

FROM: Cyrus Abhar, City Manager
Micah Runner, Deputy City Manager
Frank Splendorio, Asst City Attorney

SUBJECT: **ORDINANCES ADDING CHAPTERS 16.21 AND 4.56 OF THE RANCHO CORDOVA MUNICIPAL CODE, ENACTING A TEMPORARY MORATORIUM ON THE EVICTION OF RESIDENTIAL AND COMMERCIAL TENANTS DUE TO FINANCIAL LOSS FROM COVID-19**

RECOMMENDATION

Waive the second reading and adopt the Ordinances.

RESULT OF RECOMMENDED ACTION

These Ordinances are identical to the Urgency Ordinances adopted by the Council at the March 27, 2020 Special Meeting and would establish temporary moratorium on the eviction of both residential and commercial tenants. Approval of these ordinances would add chapters to Title 4 Business Regulation and Title 16 Building and Construction, of the Rancho Cordova Municipal Code, as summarized below, and would go into effect 30-days after adoption.

BACKGROUND

On March 4, 2020, the Governor declared a State of Emergency in California due to the threat of Coronavirus Disease 19 ("COVID-19"). On March 5, 2020, the Sacramento County Public Health Officer declared a public health emergency in Sacramento County from COVID-19.

On March 18, 2020, the City of Rancho Cordova adopted a resolution proclaiming a local emergency stemming from COVID-19. On March 19, 2020, the Sacramento County Public Health Officer issued an order, which directed all individuals within Sacramento County to stay at home or at their place of residence, except to provide or receive essential services or to engage in limited essential services, which subsequently followed by Governor Newsom's Executive Order N-33-20 on the same day which issued a state-wide stay home order; and

The city has been impacted by the health crisis of this global pandemic. Sporting events, concerts, and plays, and conferences have been cancelled. School closures have occurred and

may continue. All non-essential employees have been ordered to work at home. As a result, restaurant and retail business have significantly declined and workers and businesses have been impacted by lost wages, lost revenues, and layoffs. Parents have had to miss work to care for homebound school-age children. As the virus spreads, workers and businesses may suffer losses for extended periods.

ANALYSIS

Due to orders from federal, state and county health officials, events have been cancelled, schools have been closed, and residents have been ordered to avoid public gatherings and stay and work at home to prevent the spread of this disease.

Many residential and commercial tenants have experienced sudden income or revenue loss, and further income impacts are anticipated. The financial losses caused by the effects of COVID-19 may impact a tenant's ability to pay rent when due, leaving tenants vulnerable to eviction. Providing commercial and residential tenants with a short-term protection from eviction due to the inability to pay rent will help stabilize the rental housing market and local economy by reducing displacement.

Restaurant and retail business has significantly declined and parents have missed work to care for home-bound school-age children, resulting in workers being impacted by lost wages and layoffs. The loss of wages and revenues caused by the effects of COVID-19 will impact a residential and commercial tenant's ability to pay rent when due, leaving tenants vulnerable to eviction.

During this state of emergency, and in the interests of protecting the public health and preventing transmission of the coronavirus, it is essential to avoid unnecessary displacement of commercial and residential tenants. Prohibiting evictions on a temporary basis is needed until the spread of the virus can be minimized and the emergency restrictions lifted.

Therefore, companion commercial and residential tenancy ordinances are needed to establish a temporary moratorium to prohibit landlords from evicting both residential and commercial tenants who are unable to pay the full amount of rent due to lost wages or revenues caused by the effects of COVID-19.

The tenant will have to notify the landlord that their inability to pay rent was due to wage losses caused by the COVID-19 before the rent payment is due, and provide documentation to support the claim. Landlords who fail to comply would face penalties.

Once the local emergency declaration is repealed, these protections would only remain in place for 120 days after. A tenant would then have to make arrangements with the landlord to pay the back rent owed, but no late fees could be imposed.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...” The proposed Ordinances are not a “project” within the meaning of CEQA because the actions seek to regulate rental housing that are already present in the City and would not cause the expansion of uses or activities. No possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinances is not subject to the requirements of CEQA. The ordinance regulates eviction of tenants from existing commercial and residential rental units and its adoption is an administrative activity that does not result in a direct or indirect physical change to the environment. Therefore, this action is exempt from environmental review under CEQA per the CEQA Guidelines section 15378(b)(5).

FISCAL IMPACT AND FUNDING SOURCE

Commercial and residential landlords would still be entitled to collect back-rent owed within 120 days after the local emergency is repealed by the Sacramento County Public Health Officer, but not through an eviction process.

ATTACHMENT(S)

1. Regular Ordinance Residential Tenant Eviction Protections
2. Regular Ordinance Commercial Tenant Eviction Protections

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2020

AN ORDINANCE OF THE RANCHO CORDOVA CITY COUNCIL ADDING CHAPTER 16.21 TO THE RANCHO CORDOVA MUNICIPAL CODE, ENACTING A TEMPORARY MORATORIUM ON THE EVICTION OF RESIDENTIAL TENANTS WHERE THE FAILURE TO PAY RENT IS DUE TO INCOME LOSS OR HEALTH CARE COSTS FROM THE NOVEL CORONAVIRUS (COVID-19)

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:

Section 1. Findings. This ordinance is adopted pursuant to the following findings:

1. International, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARS-CoV-2,” and the disease it causes has been named “coronavirus disease 2019,” abbreviated COVID-19, (“COVID-19”); and
2. On January 30, 2020, the World Health Organization (“WHO”) declared COVID-19 a Public Health Emergency of International Concern, and on January 31, 2020, the United States Secretary of Health and Human Services declared a Public Health Emergency; and
3. On March 4, 2020, the Governor declared a State of Emergency in California due to the threat of COVID-19, and on March 5, 2020, the Sacramento County Public Health Officer declared a public health emergency in Sacramento County due to COVID-19. Directives from federal, state, and local health officials, have advised all residents to avoid public gatherings and stay at home to prevent the spread of this disease; and
4. On March 18, 2020, the City Council of the City of Rancho Cordova adopted a resolution proclaiming a local emergency stemming from COVID-19; and
5. On March 19, 2020, the Sacramento County Public Health Officer issued an order, which directed all individuals within Sacramento County to stay at home or at their place of residence, except to provide or receive essential services or to engage in limited essential services, which subsequently followed by Governor Newsom’s Executive Order N-33-20 on the same day which issued a state-wide stay home order; and
6. The City has been greatly impacted by this global health pandemic, forcing all schools within the City to close, and causing a significant decrease in the amount of business being conducted within the City, due to all public events being cancelled, and state and county orders only allowing essential activities and travel to occur; and

7. The COVID-19 pandemic and associated public health orders are expected to result in a severe loss of income to a widespread portion of the local population that depend on wages or business income to pay rent, and result in substantial medical expenses for City residents that may become infected with COVID-19; and
8. Regardless of the type of home residential tenants reside in, many residential tenants have experienced, and many more will experience sudden income loss, as this public health crises continues. This sudden decrease and/or loss of wages caused by the effects of COVID-19 may impact tenants' ability to pay rent when due, leaving tenants extremely vulnerable to eviction during this public health pandemic; and
9. Displacement through eviction creates undue hardship for residential tenants through additional relocation costs, and during the COVID-19 pandemic, affected residential tenants who have lost income due to impact on the economy or their employment may be at risk of homelessness if they are evicted for non-payment as they will have little or no income and thus be unable to secure other housing if evicted; and
10. Ensuring residential tenants have the foregoing short-term protection from eviction due to their inability to pay rent caused in part by COVID-19, will help avoid increasing the homeless population and stabilize the residential rental housing market by reducing displacement; and
11. During this state of emergency, and in the interests of protecting the public health and safety, and preventing the transmission of COVID-19, it is essential to temporarily avoid the unnecessary displacement of residential tenants. Prohibiting residential evictions on a temporary basis is needed until the spread of COVID-19 can be minimized and the emergency restrictions are lifted; and
12. Nothing in this Ordinance waives or otherwise eliminates a tenant's obligations to pay back rent owed once this Ordinance is no longer in effect.

Section 2. Findings. The City Council of the City of Ranch Cordova hereby finds that there is a current and immediate threat to the public health, safety and/or welfare and a need for immediate preservation of the public peace, health, or safety that warrants this measure, which finding is based upon the facts stated herein, and in the staff report dated March 27, 2020, as well any oral and written testimony at the March 27, 2020 City Council meeting.

Section 3. Amendment of Code. Chapter 16.21 “Temporary Moratorium on Residential Rental Housing Evictions” is hereby added to Title 16 of the Rancho Cordova Municipal Code, to read as follows:

Chapter 16.21
TEMPORARY MORATORIUM ON THE EVICTION OF RESIDENTIAL TENANTS
WHERE THE FAILURE TO PAY RENT IS DUE TO INCOME LOSS OR HEALTH
CARE COSTS FROM THE NOVEL CORONAVIRUS (COVID-19)

16.21.005 Duration.

This Chapter shall remain in effect until the expiration of the Governor’s Executive Order N-28-20, including any extensions, or until this Chapter is otherwise repealed or this section is otherwise amended by the City.

16.21.010 Definitions.

A. “Covered Reason for Delayed Payment” means a tenant’s loss of income due to any of the following:

(1) Tenant was sick with COVID-19 or caring for a household or family member who is sick with COVID-19;

(2) Tenant experienced a lay-off, loss of hours, or other income reduction resulting from COVID-19 or the state of emergency;

(3) Tenant’s compliance with an order from a government agency to stay home, self-quarantine, or avoid congregating with others during the state of emergency; or

(4) Tenant’s need to miss work to care for a home-bound school-age child.

B. “Mobilehome” means those structures defined in California Civil Code Section 798, *et. seq.*, and other forms of vehicles designed or used for human habitation, including camping trailers, recreational vehicles, motorhomes, slide-in campers, or travel trailers, that occupy a site in a mobilehome park as defined in Civil Code sections 798.4 and 798.6.

C. “Mobilehome Park” means any manufactured home park as defined in Civil Code sections 798.4 and 798.6

D. “Owner” means any person, acting as principal or through an agent, providing Residential Real Property for rent.

E. “Residential Real Property” means any dwelling, Mobilehome, or unit that is intended or used for human habitation in the City of Rancho Cordova.

F. “Tenancy” means the lawful occupation of Residential Real Property, including in mobilehomes and mobilehome parks and includes a lease or sublease.

G. "Tenant" means a residential tenant, subtenant, lessee, sublessee, or any other person entitled by written or oral rental agreement, or by sufferance, to use or occupancy of Residential Real Property.

16.21.015 Moratorium.

A. No Owner shall endeavor to evict a Tenant from Residential Real Property, for nonpayment of rent if the Tenant, in accordance with this Chapter, demonstrates that the inability to pay rent is due to a Covered Reason for Delayed Payment.

B. To utilize the protections afforded under this Chapter, a Tenant must do all of the following:

(1) Notify the Owner in writing before the day rent is due that the Tenant has a Covered Reason for Delayed Payment;

(2) Provide the Owner with verifiable documentation to support the assertion of a Covered Reason for Delayed Payment; and

(3) Pay a portion of the rent that the Tenant is able to pay.

C. If a Tenant complies with the requirements of subsection B, an Owner shall not serve a notice pursuant to California Code of Civil Procedure sections 1161 and 1162, file or prosecute an unlawful detainer action based on a three-day pay or quit notice, or otherwise endeavor to evict the Tenant for nonpayment of rent.

D. A Tenant who is afforded eviction protection under this Chapter shall have up to 120 days after the expiration of the Governor's Executive Order N-28-20, including any extensions, to pay Owners all unpaid rent without any related late fees. During that 120 day period, the protections of this Chapter shall apply for such tenants.

E. Nothing in this Chapter relieves a Tenant of liability for unpaid rent after expiration of this Chapter, nor restrict an Owner's ability to recover rent due for other lawful reasons.

16.21.020 Remedies.

In addition to any other remedy under state law, any person who violates a provision of this Chapter is subject to the penalties set forth in RCMC Sections 1.01.190E and 1.01.190F.

Section 4. CEQA. Approval of the amendments in this Ordinance is exempt from further environmental review under the general rule in California Environmental Quality Act (CEQA) Guidelines section 15061(b)(3) that CEQA only applies to projects that have the potential for causing a significant effect on the environment. As a series of text amendments and additions, it can be seen with certainty that there is no possibility that this Ordinance will have a significant effect on the environment.

Section 5. Severability. If any provision of this Ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 6. Effective Date. Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of April, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2020

AN ORDINANCE OF THE RANCHO CORDOVA CITY COUNCIL ADDING CHAPTER 4.56 TO THE RANCHO CORDOVA MUNICIPAL CODE, ENACTING A TEMPORARY MORATORIUM ON THE EVICTION OF COMMERCIAL TENANTS WHERE THE FAILURE TO PAY RENT IS DUE TO INCOME LOSS OR HEALTH CARE COSTS FROM THE NOVEL CORONAVIRUS (COVID-19)

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:

Section 1. Findings. This ordinance is adopted pursuant to the following findings:

1. International, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARS-CoV-2,” and the disease it causes has been named “coronavirus disease 2019,” abbreviated COVID-19, (“COVID-19”); and
2. On January 30, 2020, the World Health Organization (“WHO”) declared COVID-19 a Public Health Emergency of International Concern, and on January 31, 2020, the United States Secretary of Health and Human Services declared a Public Health Emergency; and
3. On March 4, 2020, the Governor declared a State of Emergency in California due to the threat of COVID-19, and on March 5, 2020, the Sacramento County Public Health Officer declared a public health emergency in Sacramento County due to COVID-19. Directives from federal, state, and local health officials, have advised all residents to avoid public gatherings and stay at home to prevent the spread of this disease; and
4. On March 18, 2020, the City Council of the City of Rancho Cordova adopted a resolution proclaiming a local emergency stemming from COVID-19; and
5. On March 19, 2020, the Sacramento County Public Health Officer issued an order, which directed all individuals within Sacramento County to stay at home or at their place of residence, except to provide or receive essential services or to engage in limited essential services, which subsequently followed by Governor Newsom’s Executive Order N-33-20 on the same day which issued a state-wide stay home order; and
6. The City has been greatly impacted by this global health pandemic, forcing all schools within the City to close, and causing a significant decrease in the amount of business being conducted within the City, due to all public events being cancelled, and state and county orders only allowing essential activities and travel to occur; and

7. The COVID-19 pandemic and associated public health orders are expected to result in a severe loss of income to a widespread portion of the local population that depend on wages or business income to pay rent, and result in substantial medical expenses for City residents that may become infected with COVID-19; and
8. Businesses are also affected by COVID-19 and may be unable to pay rent and if businesses are unable to pay rent, they may be evicted and negatively impact the local economy by laying off employees and ceasing to provide services to residents of the City, and negatively impacting local health by forcing persons out of their shelter-in-place locations to prepare for business eviction, increasing potential COVID-19 exposure, and reducing the number of retail and commercial spaces available to provide essential services, also increasing potential COVID-19 exposure as a result of less retail and commercial spaces available for residents and thus less space available for social distancing; and
9. Ensuring businesses have the foregoing short-term protection from eviction due to their inability to pay rent caused in part by COVID-19, will help stabilize the commercial rental market by reducing displacement and ensuring businesses are able to reopen once this pandemic subsides; and
10. During this state of emergency, and in the interests of protecting the public health and safety, and preventing the transmission of COVID-19, it is essential to temporarily avoid the unnecessary displacement of commercial tenants. Prohibiting commercial evictions on a temporary basis is needed until the spread of COVID-19 can be minimized and the emergency restrictions are lifted; and
11. Nothing in this Ordinance waives or otherwise eliminates a commercial tenant's obligations to pay back rent owed once this Ordinance is no longer in effect.

Section 2. Findings. The City Council of the City of Ranch Cordova hereby finds that there is a current and immediate threat to the public health, safety and/or welfare and a need for immediate preservation of the public peace, health, or safety that warrants this measure, which finding is based upon the facts stated herein, and in the staff report dated March 27, 2020, as well any oral and written testimony at the March 27, 2020 City Council meeting.

Section 3. Amendment of Code. Chapter 4.56 "Temporary Moratorium on the Eviction of Commercial Tenants Where the Failure to Pay Rent Is Due to Income Loss Or Health Care Costs from the Novel Coronavirus (COVID-19)" is hereby added to Title 4 of the Rancho Cordova Municipal Code, to read as follows:

Chapter 4.56

TEMPORARY MORATORIUM ON THE EVICTION OF COMMERCIAL TENANTS

WHERE THE FAILURE TO PAY RENT IS DUE TO INCOME LOSS OR HEALTH CARE COSTS FROM THE NOVEL CORONAVIRUS (COVID-19)

4.56.005 Duration.

This Chapter shall remain in effect until the expiration of the Governor's Executive Order N-28-20, including any extensions, or until this Chapter is otherwise repealed or this section is otherwise amended by the City.

4.56.010 Definitions.

A. "Covered Reason for Delayed Payment" means a Tenant's loss of income due to the Tenant's closure of, operating restrictions placed upon or other loss of the patronage of the tenant's business directly resulting from:

(1) The state-declared emergency, City-declared emergency, or Sacramento County Public Health Officer's Stay At Home Order dated March 19, 2020; or

(2) Any other emergency declarations or orders related to the COVID-19 pandemic.

B. "Owner" means any person, acting as principal or through an agent, providing Commercial Real Property for rent.

C. "Commercial Real Property" means any commercial property, structure, or unit that is intended or used for commercial purposes in the City of Rancho Cordova.

D. "Tenancy" means the lawful occupation of Commercial Real Property, and includes a lease or sublease.

E. "Tenant" means a commercial tenant, subtenant, lessee, sublessee, or any other person entitled by written or oral rental agreement, or by sufferance, to use or occupancy of Commercial Real Property.

4.56.015 Moratorium.

A. No Owner shall endeavor to evict a Tenant from Commercial Real Property, for nonpayment of rent if the Tenant, in accordance with this Chapter, demonstrates that the inability to pay rent is due to a Covered Reason for Delayed Payment.

B. To utilize the protections afforded under this Chapter, a Tenant must do all of the following:

(1) Notify the Owner in writing before the day rent is due that the Tenant has a Covered Reason for Delayed Payment;

(2) Provide the Owner with verifiable documentation to support the assertion of a Covered Reason for Delayed Payment; and

(3) Pay a portion of the rent that the Tenant is able to pay.

C. If a Tenant complies with the requirements of subsection B, an Owner shall not serve a notice pursuant to California Code of Civil Procedure sections 1161 and 1162, file or prosecute an unlawful detainer action based on a three-day pay or quit notice, or otherwise endeavor to evict the Tenant for nonpayment of rent.

D. A Tenant who is afforded eviction protection under this Chapter shall have up to 120 days after the expiration of the Governor's Executive Order N-28-20, including any extensions, to pay Owners all unpaid rent without any related late fees. During that 120 day period, the protections of this Chapter shall apply for such tenants.

E. Nothing in this Chapter relieves a Tenant of liability for unpaid rent after expiration of this Chapter, nor restrict an Owner's ability to recover rent due for other lawful reasons.

4.56.020 Remedies.

In addition to any other remedy under state law, any person who violates a provision of this Chapter is subject to the penalties set forth in RCMC Sections 1.01.190E and 1.01.190F.

Section 4. CEQA. Approval of the amendments in this Ordinance is exempt from further environmental review under the general rule in California Environmental Quality Act (CEQA) Guidelines section 15061(b)(3) that CEQA only applies to projects that have the potential for causing a significant effect on the environment. As a series of text amendments and additions, it can be seen with certainty that there is no possibility that this Ordinance will have a significant effect on the environment.

Section 5. Severability. If any provision of this Ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 6. Effective Date. Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

ATTACHMENT 2

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of April, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

MEMORANDUM

DATE: April 6, 2020
TO: Honorable Mayor and Council Members
FROM: Stefan Heisler, Reinvestment Analyst
Patrice Clemons, Grants Management Consultant



**SUBJECT: A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT
BLOCK GRANT 2020-2024 CONSOLIDATED PLAN AND 2020 ANNUAL
ACTION PLAN**

RECOMMENDATION

Approve Resolution of the City Council of the City of Rancho Cordova to submit the 2020-2024 Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan and 2020 Annual Action Plan (AAP).

RESULT OF RECOMMENDED ACTION

Directs the City Manager to make final edits and submit the CDBG program 2020-2024 Consolidated Plan, 2020 Annual Action Plan (AAP), and SF424 Certifications and Assurances to the Department of Housing and Urban Development (HUD) for approval, as required for the City to receive 2020 CDBG entitlement funding.

BACKGROUND

The City of Rancho Cordova has been a CDBG entitlement jurisdiction since 2006. As an entitlement jurisdiction, the City receives an annual allocation of funds from HUD. As a recipient of CDBG funding, the City has developed a five-year Consolidated Plan that outlines the City's priority needs and the subsequent goals to be developed for low-income and special needs residents. The five-year Consolidated Plan is designed to help the City assess the priority needs within the community regarding affordable housing and community development-related projects.

Additionally, each year the City is required to complete an AAP that describes how the City will use the CDBG funds for the coming program year. The AAP works as an application to HUD to receive CDBG funds for the following program year and is submitted as part of the Consolidated Plan.

The City must complete the public participation process, present the Consolidated Plan and AAP for public comment for at least 30 days, conduct a public hearing, and submit the approved AAP and program certifications to receive its entitlement allocation of CDBG funding from HUD. The City's CDBG entitlement funding has averaged approximately \$600,000 over the last couple of years, and the City will receive \$634,710 in entitlement funds in 2020 plus rollover funds from the prior 2019 program year.

The 2020 CDBG Program Year presents unique circumstances. During the 2019 program year, which *originally* occurred from July 1, 2019, to June 30, 2020, the City was instructed by HUD to change its CDBG program to align with Sacramento County's (County) HOME Investment Partnerships Program (HOME) timelines, due to the City's participation in a HOME Consortium agreement with the County and adjoining cities. This change would include aligning with the County's Consolidated Plan cycle, which goes from January 1, 2020, to December 31, 2024, and aligning with the County's program year start and end dates, which are January 1 and December 31 of each CDBG program year. Prior to January 1, 2020, the City's program year would consistently begin on July 1 and end on June 30 of the next year.

Because these changes to the City's CDBG program year were decided in November 2019, the City prioritized the program year shift to occur immediately, in order to properly align with the new program year that would begin on January 1, 2020. This resulted in a six-month CDBG program year that ran from July 1, 2019, to December 31, 2019, as well as a shortening of the previous Consolidated Plan's regular five-year cycle to approximately four years, in an effort to sync with the County's Consolidated Plan cycle.

These changes were required by HUD in an effort to create an opportunity for jurisdictions to take a more regional and collaborative approach to meeting their affordable housing and community development needs.

Because the final 2020 project budget amounts are still pending for the Sacramento Self-Help Housing (SSHH) Renters Helpline and Fair Housing programs, the budget numbers in this staff report represent estimates. Once the City receives the proposed project budget from SSHH, then the CDBG program budget and project allocations will be updated and finalized prior to submittal to HUD.

CDBG PROGRAM

The federal intent of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate-income persons, households, and neighborhoods. The City has a goal of using at least 80 percent of the City's CDBG funds for activities that benefit low- and moderate-income persons.

All activities must meet one or more of the following national objectives for the program: 1) benefit low- and moderate-income persons, 2) prevent or eliminate slums or blight, or 3) meet an urgent community development need that poses a serious and immediate threat to the health or welfare of the community. To reach these objectives, CDBG funds may be used for a variety of community development activities, including acquisition of real property, rehabilitation of residential and nonresidential structures, construction of public facilities and infrastructure improvements, public services, and economic development and job creation/retention activities.

CDBG is an eligible funding source for public services, capital projects, and administration and planning; however, regulatory spending caps limit how much funding may be used for certain activities. For example, no more than 15 percent of the current year entitlement funding may be used to fund public services, and no more than 20 percent may be used on planning and administration activities. Also, all rollover funding must be used for capital programs and projects.

Consolidated Plan Process:

The process of developing the 2020-2024 Consolidated Plan has involved a significant amount of community outreach and public involvement. Outreach included the distribution and collection of a community needs survey, a workshop focused on informing the public of CDBG funding and community needs, consultations with local organizations and stakeholders, a pop-up event at the Mather Field light rail station, a stakeholder workshop in which feedback on community needs was solicited, and a 30-day public review period for the draft Consolidated and Annual Action Plans. Additionally, a public meeting was held on March 16, 2020 for public and council feedback on the draft 2020-2024 Consolidated Plan and 2020 AAP.

The information gathered through the outreach process pertaining to community needs and public comment was then combined with a review of demographic and economic data sets, analyzed and assessed, and developed into a Needs Assessment and Housing Market Analysis which are included in the Consolidated Plan. Once completed, these two sections form the basis of the Strategic Plan section, which details City goals for addressing priority needs over the next five years.

2020-2024 Consolidated Plan Priority Needs and Goal:

Based on community outreach, data collection, and analysis of housing, socioeconomic, and infrastructure characteristics, the City proposes eight priority needs for the 2020-2024 Consolidated Plan cycle:

- **Affordable Housing Development**
- **Acquisition and Rehabilitation**
- **Homeless Shelter/Housing**
- **Homelessness Prevention**
- **Children and Youth Services**
- **Senior and Disability Services**
- **Public Facilities**
- **Public Infrastructure**

Staff took into consideration the opinions of residents, community stakeholders, community-based organizations, and City staff to decide on goals that would best address the identified priority needs. The result was the creation of eight primary goals that would be the focus over the next five years:

1	Goal Name	Homelessness Prevention
	Goal Description	Housing counseling, tenant-landlord mediation, housing placement services
2	Goal Name	Senior Services
	Goal Description	Congregate and home-delivered meals for homebound seniors, respite services for caregivers, other senior services
3	Goal Name	Youth Services
	Goal Description	After-school programming, youth mentoring, job training, other services to assist at-risk youth
4	Goal Name	Public Facilities
	Goal Description	Senior center, youth center, neighborhood center, community center

5	Goal Name	Public Infrastructure
	Goal Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
6	Goal Name	Homeless Housing
	Goal Description	Transitional housing facility, emergency shelter facility, other housing directly available to homeless persons in the City
7	Goal Name	Housing Preservation Program
	Goal Description	Emergency repairs to address health and safety issues, accessibility improvements, and maintenance assistance Rental housing inspections and code enforcement in the CDBG target area
8	Goal Name	Program Administration
	Goal Description	City staff will conduct planning and administration of its CDBG and HOME grant funds, including reporting, monitoring, tracking budgets, labor compliance, environmental compliance, community engagement, and subrecipient coordination. Funds will also be used to provide fair housing services

ANNUAL ACTION PLAN PROCESS:

The AAP process includes several steps.

1. The City creates a budget based on the funding that will be available in the coming program year. This funding includes the entitlement for the year and any rollover or recaptured funds from prior years.
2. The City solicits feedback from stakeholders regarding community needs and opportunities. The stakeholders that are consulted include groups that provide services to youth, seniors, low-income families, persons experiencing homelessness, persons with disabilities, and other government agencies and nonprofits that provide public services and public programs in the City.
3. The City releases a Notice of Funding Availability (NOFA) to solicit projects for the estimated CDBG funds and encourages potential CDBG recipients to submit project applications for review. The NOFA was released on January 6, 2020.
4. The City hosts a public workshop for all potential applicants to assist in the application process, answer questions, and provide a venue for public comment. The workshop also provides an opportunity to assess changing needs in the community. The City held the public workshop for the 2020 CDBG Program Year on January 13, 2020.

5. Applications are reviewed according to a set rubric to determine which projects best meet the needs and priorities established in the Consolidated Plan, which sets community priorities over five-year planning periods. Applications are also scored on performance criteria, including the ability to complete the project in a timely manner and in compliance with CDBG regulations.
6. The scored project applications are presented to City staff for consideration and recommendation. The recommended projects are included in the draft AAP with estimated budgets.
7. A draft AAP that includes an updated needs assessment, feedback collected from stakeholders, and the proposed projects identified to best meet both community needs and City goals is prepared, publicly noticed, and released to the public for a 30-day public comment period. The 2020 draft AAP was released for the public comment period starting February 28, 2020.
8. The draft AAP is presented at a publicly noticed and open meeting for the purpose of gathering feedback from the community and the City Council on the planned 2020 activities, priority needs, and project award allocations; the feedback will then be incorporated into the final AAP. This public meeting was held on March 16, 2020.
9. After the close of the 30-day public comment period on the draft AAP, a final AAP is presented at a public hearing for any additional public comment and Council approval. After Council approval, staff submits the final AAP to HUD for its review and approval.

Public Services:

During the 2019 program year, the City executed contracts with three public service providers that covered the period from July 1, 2019, to June 30, 2020. Due to the abrupt program year change that occurred on January 1, 2020, subrecipients that were receiving funding for the 2019 program year were required to reapply for funds for the 2020 program year. After reviewing applications and past performance, staff recommends continued funding in 2020 for the three public service providers. Funding under the preexisting contracts will be extended another six months in order to align with the new program year cycle starting on January 1, 2021.

(Note: Sacramento Self-Help Housing's Fair Housing program will be covered by the Planning and Administration budget.)

Organization and Program	2018-2019 Funding	2019 Funding	2020 Estimate
Folsom Cordova Community Partnership – Group Mentoring Initiative	\$28,000	\$29,574	\$30,000
Meals on Wheels – Senior Nutrition Program	\$37,000	\$38,815	\$39,987
Sacramento Self-Help Housing – Renter's Helpline	\$8,412	\$9,242	\$10,220
Sacramento Self-Help Housing – Housing Counseling	\$14,500	\$14,787	\$15,000
TOTAL	\$87,912	\$92,418	\$95,207

The 2020 AAP recommendation is to fund the public services listed above.

Planning and Administration

Planning and administration activity for the 2020 Program Year includes managing the CDBG budget, collecting and reporting quarterly reports from the CDBG recipients, completing the required environmental, labor compliance, and financial reports, preparing and submitting the Consolidated Annual Performance Evaluation Report (CAPER), and day-to-day program administration. The City expects to have about \$119,325 available for program planning and administration. As mentioned in the goals table above, the City would like to continue funding SSHH's Fair Housing program in the amount of approximately \$7,500.

Capital Programs and Projects

The City estimates that \$412,561 in 2020 entitlement funding will be available for capital programs and projects. Additionally, due to the program year change that occurred on January 1, 2020, a significant amount of unspent funds from the prior program year were rolled over to be used for capital improvement projects in the 2020 program year; approximately \$360,000 in prior year funds are left over.

In addition to the amounts for discussion in the second table below, Rebuilding Together Sacramento will have \$162,846 in unspent 2019 funds, while the ADA Sidewalk Project will have \$100,000 in unspent 2019 funds. The remaining rollover funds from the 2019 program year will be allocated accordingly in the 2021 program year.

The City received four capital program and project applications. The applications were scored against a set rubric with a sliding scale that evaluated each project and program against criteria that included financial stability, readiness to proceed, and ability to meet CDBG requirements.

Program Applications	Requested Amount
City of Rancho Cordova - Rental Housing Inspection Program	\$51,000
Rebuilding Together Sacramento - Critical Repair Program	\$100,000
City of Rancho Cordova - General Code Enforcement Program	\$51,000
Public Facilities and Infrastructure 2020 ADA Sidewalk Project	\$200,000
TOTAL	\$402,000

The ranked applications were provided to City management staff for review and evaluation to see how the applications ranks against established City goals. The four applications that are recommended for funding are listed below. The following levels are provided for Council discussion.

Recommended Applications	Amounts for Discussion
City of Rancho Cordova - Rental Housing Inspection Program	\$51,000
Rebuilding Together Sacramento - Critical Repair Program	\$100,000
City of Rancho Cordova - General Code Enforcement Program	\$51,000

Public Facilities and Infrastructure 2020 ADA Sidewalk Project	\$210,561
TOTAL	\$412,561

Funding recommendations are based on conservative estimates of both the projected entitlement allocation and the amount that might be available from prior year rollover. The City may elect to increase funding awards if additional funds become available, or additional funding may be awarded to other activities listed above in the Program Applications scoring table. The City may wish to consider a mid-year substantial amendment should a change in funding be deemed appropriate.

FISCAL IMPACT

The CDBG program planning and administration covers most of the cost of administering the program, plus fair housing services. The public service grants are made to organizations that have diversified funding sources and are able to provide consistent services despite minor fluctuations in the CDBG fund. The capital programs and projects funding allow for the cost of both the actual activity and the costs of enforcing Davis Bacon labor standards and NEPA clearances. The table below shows the funding to be received in 2020 and how that funding fits into the CDBG funding categories.

There is no expected impact on the City's General Fund.

CDBG Category	CDBG Budget
Planning and Administration	\$126,942
Public Services	\$95,207
Capital Programs and Projects	\$675,407 (includes \$262,846 in rollover from prior year capital projects)
Unallocated Rollover (Approximate Estimate)	\$98,474 (rollover from prior year planning and administration and public service projects)
TOTAL	\$997,556 (includes approx. \$360,000 in rollover funds)

ATTACHMENT(S)

1. Resolution
2. 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
APPROVING THE 2020-2024 CONSOLIDATED PLAN AND 2020 ANNUAL ACTION PLAN
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING
THE CITY MANAGER TO SUBMIT THE 2020-2024 CONSOLIDATED PLAN AND 2020
ANNUAL ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT**

WHEREAS, the Community Development Block Grant (CDBG) Program, authorized pursuant to Title 1 of the Housing and Community Development Act of 1974 (Act), as amended, requires that entitlement jurisdictions provide for the issuance of funds in order to attain the objective of providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) is the federal agency that promulgates regulations and oversees the administration of the CDBG program; and

WHEREAS, there has been presented to, and reviewed by this City Council, the 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan, which provides an outline of the actions to be undertaken in the next five years, in regard to the priorities and goals of the CDBG program in relation to public improvement, infrastructure improvements, economic development, social services, housing, homelessness, special needs, and other community development type actions identified by the City and the community; and

WHEREAS, there has been presented to, and reviewed by this City Council, certifications to HUD, including those regarding affirmatively furthering fair housing, anti-displacement and relocation requirements, section 3, community development plans, drug free workplace requirements, anti-lobbying rules, authority of jurisdiction, consistency with strategic plan, compliance with citizen participation obligations, consistency with the 2020-2024 CDBG Consolidated Plan, eligible use of funds, prohibition of excessive force, compliance with anti-discrimination laws, and lead-based paint; and

WHEREAS, the 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan, and a notice of the 30-day public comment period, have been published for citizen comment prior to forwarding the documents to City Council for approval; and

WHEREAS, the City was notified by HUD in February 2020 of a 2020 CDBG allocation in the amount of \$634,710; and

WHEREAS, the City Council held a public hearing on March 16, 2020, to provide an opportunity for the public to comment on the information provided in the 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan.

WHEREAS, the City Council held a public hearing on April 6, 2020, to provide an opportunity for the public to comment and to approve of the 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA

1. Approves the adoption of the Resolution which approves:

- a. The 2020-2024 CDBG Consolidated Plan, which will serve as a five-year outline for actions to be taken, in regard to the priorities and goals of the CDBG program in relation to public improvement, infrastructure improvements, economic development, social services, housing, homelessness, special needs, and other community development type actions identified by the City and the community; and
- b. The 2020 Annual Action Plan, which will serve as the CDBG budget from January 1, 2020 through December 31, 2020 (FYs 2019 and 2020); and
- c. Certifications required by HUD that state the City of Rancho Cordova will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG program.

2. Authorizes the City Manager, or his designee, upon notification of the City's official 2020 CDBG entitlement allocation, to update the budget of the 2020 CDBG Annual Action Plan, execute and submit to HUD the Application, Certifications, and all documents, including the 2020-2024 CDBG Consolidated Plan, 2020 Annual Action Plan, and SF 424, that are required to receive CDBG funding, for and on behalf of the City of Rancho Cordova, and to make minor changes to those documents where necessary, in accordance with the City's Citizen Participation Plan.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of April 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

City of Rancho Cordova

2020-2024 Consolidated Plan & 2020 Annual Action Plan

Community Development Block Grant

Executive Summary

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

1. Introduction

The City of Rancho Cordova (City) is located in Sacramento County (County), California, and lies approximately 13 miles east of the State’s capital city, Sacramento. Rancho Cordova was incorporated in 2003 and has a population of approximately 74,585 people (2018 ACS Population Estimates). The City became a US Department of Housing and Urban Development (HUD) entitlement jurisdiction in 2006 and currently only receives one HUD-funded grant through entitlement, the Community Development Block Grant (CDBG). In 2017, the City became part of the Sacramento County HOME Consortium whereby Sacramento County, as lead agency, became administrator of the City’s annual HOME grant allocation.

Every five years, entitlement jurisdictions must create a five-year plan, known as the Consolidated Plan, which outlines the use of CDBG, HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and other housing and community focused funding provided by HUD. This Consolidated Plan primarily serves as a five-year planning document which helps guide the City in its implementation of its CDBG program, while the County’s Consolidated Plan lays out a plan for implementation of its HOME grant.

2020 will be the first year of a five-year cycle, in which the City aligns its Consolidated Plan with the County’s five-year Consolidated Plan—meaning that the City will share its CDBG program cycle with the County from January 1, 2020, to December 31, 2024. In aligning the CDBG program cycle with the County’s, the City has changed the start and end dates of its CDBG program year; this means that as of January 1, 2020, the City will begin its CDBG program year on January 1 and end on December 31 of each program year. Prior to 2020, the City’s program year spanned from July 1 to June 30 of each CDBG program year. These changes were required by HUD in an effort to create an opportunity for jurisdictions to take a more regional and collaborative approach to meeting their affordable housing and community development needs. Also, by syncing its Consolidated Plan with the County’s, the City’s previous five-year plan was shortened one program year, from five years to four program years.

The CDBG program is a federal grant program that is administered by HUD, which provides communities with funds for infrastructure, neighborhood improvements, and other community planning and development programs. The grant also helps the City fund needed services in the community, including programs for seniors, disabled populations, low-income households, and disadvantaged youth. The Consolidated Plan offers Rancho Cordova an opportunity to shape housing and community development needs into a coordinated community effort, and to strategically plan programs to meet those needs.

This plan works to uphold the City’s six citywide goals:

1. Promote a positive image of Rancho Cordova.
2. Ensure a safe, inviting, and livable community.

3. Empower responsible citizenship.
4. Establish logical City boundaries that provide regional leadership and address financial challenges.
5. Ensure the availability of the best public services in the region while practicing sound financial management.
6. Drive diverse economic opportunities.

With the use of CDBG funds and the implementation of this plan, the City will continue to propagate efforts to better the quality of life of its residents, especially low-income and disadvantaged populations.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Needs Assessment collects and analyzes data on the housing and community development needs for residents of the City of Rancho Cordova, as well as the County as a whole. The assessment focuses especially on affordable housing, special needs housing, community development, and homelessness on a regional scale, and then presents information specific to Rancho Cordova's Non-Housing Community Development Needs (see County's HOME Consortium Consolidated Plan for detailed analysis).

The County's HOME Consortium Consolidated Plan discussed the following regional objectives and outcomes of housing needs. This information is based on an analysis of "disproportionate needs" based on HUD's housing problems tables and informed by resident input and stakeholder consultation (see County's HOME Consortium Consolidated Plan for detailed analysis):

- **Affordability:** The changes in regional home values and rents have exceeded changes in median incomes for all households, meaning that households have lost their housing "purchasing power."
- **Cost burden and severe cost burden:** This is the most common housing problem for both renter and owner households in Sacramento County.
- **Quality housing:** During outreach that was conducted in preparation of the County's Consolidated Plan, participants shared stories of poor housing condition, ranging from units in need of basic repairs, to problems with mold, to pest infestations
- **Overcrowding:** According to the experience of focus group participants, it is common for low-income households to live with extended family, roommates, or other friends in order to afford housing. In extreme cases, two or more households share a unit. Overcrowding is more likely to be experienced by African American residents, Hispanic residents, large family households, and residents with Limited English Proficiency (LEP) than regional survey respondents overall.
- **Equity in ownership:** The homeownership rate for Black/African American households in the Sacramento region is 35 percent; for Hispanic households, 45 percent; and 67 percent for Non-Hispanic White households.
- **Public housing and housing choice voucher holders:** Finding a quality unit that is within the voucher amount is very challenging, particularly in a tight rental market where landlords can

easily find residents without vouchers. Challenges navigating the system for obtaining affordable housing, including waitlist processes, was raised frequently by participants.

- **Homelessness:** The 2019 Point in Time (PIT) Count indicates that homelessness is expanding substantially and requires a new and intensified response. In interviews, stakeholders expressed the ongoing need for emergency shelters and services, but also getting people back into housing after experiencing homelessness.
- **Non-homeless special needs:** Households that include a member with a disability may experience housing challenges related to needed modifications to the home or accommodations from their housing provider. According to the resident survey, one in three (35 percent) households that include a member with a disability live in a home that does not meet the needs of the resident with a disability.

The Non-Housing Community Development Needs gathered and presented in this Needs Assessment, specific to Rancho Cordova, were collected through a community survey, consultations with local agencies, various outreach events, and a conglomeration of online data sources. Through this data collection and outreach, the City estimates its housing needs for the next five-year plan period. As population size, characteristics, and needs change, public services shift to address these changes as well. The City conducted extensive outreach to residents, community leaders, community advocates, city organizations, and entities and public agencies from surrounding areas. From the feedback received from this outreach and data collection, the City shaped its priority needs for low-income and community development initiatives within Rancho Cordova. The City pulled additional data and information from various sources, such as US Census, Community Planning and Development (CPD) maps, and the Employment Development Department, in order to more thoroughly shape its needs for public services. It should be noted that as the five-year Consolidated Plan cycle continues, City staff will continue to conduct community outreach to assess and manage the community's ever-growing needs.

The following is a summary of community needs, as identified through the community engagement process that took place in preparation of this Plan:

3. Evaluation of past performance

The City has recently undergone a program year change and the Consolidated Annual Performance and Evaluation Report (CAPER) for the period of July–December 2019 is still in progress. It should be noted that this CAPER will cover a six-month period, as opposed to a full twelve-month period due to the abrupt program year change that was authorized in November 2019. The CAPER for the shortened program year will be available for review in March 2020. The program year has changed from July 1–June 30 to begin on January 1 and end on December 31 of each program year; therefore, the 2020 program year will occur from January 1, 2020, to December 31, 2020.

The CAPER for the 2018–19 program year was accepted by HUD as adequate and is available on the City's website for viewing. The 2018-19 CAPER demonstrates that the service providers met their projected outcomes and, as a result, the City continued to fund these organizations in second year of the two-year

funding cycle. The City recently conducted an on-site audit of its Public Works Department. The City also conducted an on-site audit of Sacramento Self-Help Housing in 2019 in collaboration with other local grantors. The City plans to conduct ongoing desk monitoring on all programs in all program years to come. The CDBG program has successfully met expenditure deadlines in years past and is on target to meet its deadlines for the shortened program year from July 1, 2019, to December 31, 2019. The City is also current on quarterly and semi-annual reports due to HUD.

4. Summary of citizen participation process and consultation process

The City of Rancho Cordova initiated several efforts aimed at conducting community outreach and facilitating citizen participation during the 2020-2024 Consolidated Plan's development.

Outreach included local newspaper announcements for meetings and hearings, which all met proper noticing requirements; publications on the City's website for upcoming CDBG activities; an online survey which was made available in English, Spanish, and Russian and focused on collecting the public's feedback on priority needs in the community; information sharing on Twitter and Facebook to keep the public informed through social media; one meeting with resident leaders of a lower-income neighborhood; specific outreach to local nonprofit agencies with ESL beneficiaries; one pop-up event in a low-income area at the Mather Field light rail station; and a public workshop to attain feedback from local service providers and residents.

Additionally, the City conducted multiple stakeholder consultations with local service providers to solicit professional feedback in the areas of **housing, homelessness, social services, senior populations, disabled populations, youth populations, and persons living with HIV/AIDS**. Please refer to the Process section (PR-10) of this plan for more information on the consultations that were completed.

All public outreach was used to help shape the Strategic Plan portion of the Consolidated Plan with the guidance of the City Council.

The following is a timeline of the citizen participation that was conducted in preparation of the 2020-2024 Consolidated Plan:

- On November 15, 2019, the City posted a notice at City Hall, online, and in the local newspaper for a community engagement meeting to be held on December 4, 2019.
- On December 4, 2019, the City facilitated a community engagement meeting with approximately 14 residents to gather feedback on needs in their neighborhood. Please refer to **Attachment B** for a copy of the worksheets and information that were provided at this meeting.
- On December 6, 2019, the City posted a notice at City Hall, online, and in the local newspaper of a Notice of Funding Availability (NOFA) release for 2020 CDBG funds, a community needs meeting, and a mandatory NOFA workshop.
- On December 16, 2019, City staff conducted a pop-up event at the Mather Field light rail station, which is in a low-income neighborhood, to collect feedback on community needs and provide information about the CDBG program. Please refer to **Attachment C** to view CDBG materials that were used at this pop-up event.

- On January 6, 2020, City staff released a community needs survey online and to various local nonprofit and public agency contacts to gather resident and community feedback on community needs. Please refer to **Attachment D** for a copy of the survey in English, Spanish, and Russian.
- On January 13, 2020, City staff facilitated a NOFA workshop to review scoring criteria for public and to conduct a community needs workshop and a stakeholder consultation meeting. Please refer to **Attachment E** for a copy of the Community Needs worksheet that was completed by stakeholders at this meeting.
- Between January 13, 2020, and February 14, 2020, the City conducted stakeholder consultations with various local service providers, public agencies, and nonprofits.
- On February 7, 2020, City staff visited the Folsom Cordova Community Partnership Family Resource Center and provided surveys for Russian and Spanish speaking participants to gather feedback on community needs for English as a Second Language (ESL) residents.
- On February 28, 2020, the City released the draft Consolidated Plan and Annual Action Plan for 30 days for public review and comment.
- On February 28, 2020, the City posted a notice at City Hall, online, and in the local newspaper for a public meeting on March 16, 2020 to review the draft 2020-2024 Consolidated Plan and 2020 Annual Action Plan and for a public hearing to approve the final 2020-2024 Consolidated Plan and 2020 Annual Action Plan on April 6, 2020.
- On March 16, 2020, the City held a public meeting to review and invite public comment for the 2020-2024 Consolidated Plan and 2020 Annual Action Plan.
- On April 6, 2020, the City held a public hearing to approve the final 2020-2024 Consolidated Plan and 2020 Annual Action Plan and invited the public to comment on the Plan prior to Council approval.

5. Summary of public comments

All public comments were accepted throughout the public participation process. Please see below for a summary of public comments received; please also see **Attachment A** for a summary of all comments received through the survey and outreach that was conducted:

- No public comment was received from the March 16, 2020 City Council public meeting
- Public comments from the April 6, 2020 public hearing will be incorporated if received.

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

All public comments were accepted.

7. Summary

This 2020-2024 Consolidated Plan will work as a guide in implementing the CDBG priorities, activities, and goals for a five-year period. These priorities, activities, and goals were shaped by a conglomeration of community participatory feedback, area-focused demographical data collection and analysis, community stakeholder involvement, consideration of countywide goals and policies, and feedback solicited from Rancho Cordova's City Council.

The Process

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	RANCHO CORDOVA	Community Development Department- Housing Division
HOME Consortium Administrator	COUNTY OF SACRAMENTO (Administered through Sacramento Housing and Redevelopment Agency)	SHRA - Development Department/Finance

Table 1– Responsible Agencies

Narrative

The City of Rancho Cordova’s Community Development Department currently serves as the lead agency for overseeing and implementing the Consolidated Plan process as well as administering CDBG funds. The Community Development Department was initiated in 2015, and includes the Planning Department, Building Department, and the Neighborhood Plans and Projects Division, which manages the City’s CDBG funds. The CDBG program was managed by the Housing Services Division under the Economic Development Department prior to 2015.

For the HOME Consortium, the County of Sacramento is the lead agency and delegates administrative responsibilities to a County agency called the Sacramento Housing and Redevelopment Agency (SHRA).

Consolidated Plan Public Contact Information

City of Rancho Cordova
Community Development Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670
916-851-8700

PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(l) and 91.315(l)

1. Introduction

The City of Rancho Cordova consulted with several local service providers and public agencies to help identify local needs and evaluate opportunities for partnership and improved coordination for the 2020-2024 Consolidated Plan. The City also invited public comment through a 30-day public comment period and public hearing of the draft Plan to assess community needs and perceptions. The following sections will discuss the consultation process, the public comment process, and the planned coordination efforts for the next five-year Consolidated Plan cycle.

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

The City's Housing Division is striving to improve the City's affordable housing stock and continues to improve coordination for initiatives aimed at increasing the supply of affordable housing in the region. Recently the City has focused its efforts on renovating existing structures and building new affordable units for families, senior citizens, and disabled individuals through its various programs.

The City has been working with Mercy Housing, the Veterans Resource Center of America, and Mogavero Notestine Associates to plan and design Mather Veterans Village, a three-phase transitional and permanent supportive housing development that serves disabled homeless veterans. Located in close proximity to the Sacramento Veterans Affairs (VA) Medical Center, Mather Veterans Village helps fulfill the large need for service-supported housing for low-income disabled veterans in the Northern California region. The project is co-sponsored by the City of Rancho Cordova, Sacramento County, and the Sacramento VA Medical Center.

Mather Veterans Village is intended to provide a service-rich living environment and will be designed to promote a community-oriented feel for veterans. Features include a group dining area, courtyards, and classrooms. The project's first and third phases are now complete and include a total of 100 permanent supportive housing units, as well as a community space. Phase 2 consists of up to 60 transitional housing beds and is scheduled for completion in spring 2020.

The City's Homeless Outreach Team (HOT) is one of the ways in which the City helps to connect homeless individuals and at-risk homeless individuals with needed services. HOT is comprised of two officers, code enforcement and the City's Homeless Navigator. The team builds relationships with homeless individuals and families to assist them in finding services, education, and resources to help them become self-sufficient.

The City also cooperates with the SHRA in ensuring that public and voucher-supported housing in the City is safe, habitable, and fully occupied whenever possible. Other collaborative partners include

Sacramento Self-Help Housing, which works with the City, mental and general health providers, and other service agencies to help households in need find suitable housing. The City regularly looks for opportunities to improve communication and connect service providers and housing providers to help leverage services, reduce service burden due to repeat clientele, and ensure that persons with housing and service needs are directed to the correct providers.

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

Sacramento Steps Forward is the nonprofit group that manages the regional Continuum of Care. The City cooperates with Sacramento Steps Forward whenever possible, including providing support at County Board of Supervisors meetings, promptly responding to requests for data, and through ongoing participation in the public Continuum of Care discussions. The location of the Mather Veterans Hospital, the Veterans Village housing project, and other services for veterans, such as Stand Down (which provides critical life services to homeless veterans) and the Veterans Resource Centers of America, all make the City of Rancho Cordova an ideal partner in addressing the problems facing homeless veterans. Additionally, the City's lead CDBG program staff is a member of the Continuum of Care and coordinates the City's CDBG housing and community development efforts to be aligned with the Continuum's most recent updates and goals.

The City also partners with the Child Protective Services Division and the Senior and Adult Services Division of the Sacramento County Department of Child, Family and Adult Services, including providing on-site workspace for a child welfare worker in the City Police Department offices. The Folsom Cordova Unified School District and the Child Protective Services Division assist in identifying homeless families. Sacramento Self-Help Housing, along with other services provided through the Continuum of Care, helps identify housing resources. The City has engaged in several cross-agency and cross-skill set team-building and problem-solving efforts to improve communication and identify opportunities to connect people with the available services as efficiently as possible.

Finally, the Rancho Cordova Homeless Assistance Resource Team (HART) continues to work with Sacramento Self-Help Housing to specifically address the problem of homelessness in Rancho Cordova. Most homeless resources and assistance groups are either located in the City of Sacramento or clustered in distant parts of Sacramento County. Homeless people in Rancho Cordova must first find transportation in order to have access to these resources. HART is working to bring more resources into the Rancho Cordova community to address homelessness where it is happening.

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

Sacramento Steps Forward administers both the Continuum of Care and the Homeless Management Information System (HMIS); Sacramento County manages the available Emergency Shelter Grant (ESG) funds for the Sacramento region. The City is currently working with the County on the future of the Mather Community Campus, located immediately adjacent to the new Mather Veterans Village project (which provides permanent supportive housing and transitional beds), and there are plans to continue leveraging both programs to help meet the full range of needs in the community.

The City is also working with the Continuum of Care to provide funding for the Mather Veterans Village project to help maximize affordability to homeless veterans. The City has provided letters of support, as well as funding, and is available for technical assistance in maintaining and improving the policies and procedures for managing the HMIS.

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

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	VOLUNTEERS OF AMERICA
	Agency/Group/Organization Type	Housing Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Services - Employment
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Veterans Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization was called and emailed. They completed a written response. The City has worked with the VOA for several years in support of the Mather Community Campus facility, and VOA participates in the City's homeless response efforts.
2	Agency/Group/Organization	SACRAMENTO STEPS FORWARD
	Agency/Group/Organization Type	Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy HOPWA Strategy Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted by email and they provided a written response. They provided information on homelessness in the County and in the City. Sacramento Steps Forward is the Continuum of Care for Sacramento County and is the lead agency in responding to homelessness issues. The City plans to continue supporting Sacramento Steps Forward in its role as the Continuum of Care lead.
3	Agency/Group/Organization	SACRAMENTO SELF-HELP HOUSING
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop with stakeholders and provided input on the needs of lower-income families and individuals. The organization also completed a written interview. The City has worked with Sacramento Self-Help Housing for several years to assist with homelessness prevention, tenant landlord mediation, and fair housing evaluations. The City will continue working with Sacramento Self-Help Housing to address these issues.
4	Agency/Group/Organization	FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
	Agency/Group/Organization Type	Other Government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was emailed. The school district provided a written response. This input helps shape the priorities of this Annual Action Plan regarding housing the youth population in Rancho Cordova. The City has continued to foster a close working relationship with the school district to improve education outcomes for youth and to improve access to youth services, such as after-school programming.
5	Agency/Group/Organization	FOLSOM CORDOVA COMMUNITY PARTNERSHIP
	Agency/Group/Organization Type	Services - Children Services - Health Services - Education Services - Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop, where they provided input on the needs of children and youth in the City. This agency also completed a phone interview. This information helps shape the data and priorities in the Annual Action Plan regarding youth populations and social services in Rancho Cordova. The City has had a long relationship with Folsom Cordova Community Partnership, which provides services to low-income families, youth, and students.
6	Agency/Group/Organization	MEALS ON WHEELS BY ACC
	Agency/Group/Organization Type	Services - Elderly Persons Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meals on Wheels staff attended the community needs workshop with stakeholders and provided input on the needs of seniors and disabled residents. The City also called and emailed additional questions to the organization; the organization provided a written response to the City's questions. The City will continue to coordinate with Meals on Wheels to provide services to seniors in the community and find opportunities for additional cooperation.
7	Agency/Group/Organization	RESOURCES FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Services - Elderly persons Services - Housing Services - Homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Homelessness Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted and completed a phone interview. This interview provided information that helps shape the data in this Annual Action Plan regarding seniors and disabled persons in Rancho Cordova. The City will continue to consider Resources for Independent Living as a resource in addressing the needs of persons with disabilities in Sacramento County.
8	Agency/Group/Organization	ONE COMMUNITY HEALTH
	Agency/Group/Organization Type	Services - Medical
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was called and provided a phone interview, offering information regarding individuals living with HIV/AIDS in Sacramento County. The City will continue to consider One Community Health as a resource for health care and AIDS/HIV prevention and care in Sacramento County.

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

All agencies were included in the consultation process and many opportunities were provided for them to participate, including the community survey, community needs workshop, and one-on-one interview or emailed questions. No agencies were excluded from this public consultation process; however, the City focused its one-on-one interviews efforts on agencies that served HUD priority populations whose services represented the highest priority needs within the City.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sacramento Steps Forward	Both plans work to address issues leading to homelessness and to assist persons and families experiencing homelessness in the region.
Housing Element	City of Rancho Cordova	The Housing Element is intended to help identify and plan for housing needs in the city, including very low- and low-income housing.
Sacramento Valley Regional Analysis of Impediments to Fair Housing Choice	SHRA	The plan helped to inform the needs and goals around housing and provided resident perspectives through extensive community engagement.

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The lead agency for the HOME Consortium Consolidated Plan is SHRA. SHRA also serves as the housing authority for the county. SHRA consulted with staff from Sacramento Area Council of Governments, Sacramento Steps Forward, the County of Sacramento, the cities of Sacramento, Rancho Cordova, Folsom, Isleton and Galt, various nonprofits, and private organizations in the development and implementation of the HOME Consortium Consolidated Plan. Organizations were consulted on an individual and group basis.

The City of Rancho Cordova's Community Development Department currently serves as the lead agency for overseeing and implementing the City's CDBG Consolidated Plan process as well as administering CDBG funds. The Community Development Department was initiated in 2015, and includes the Planning Department, Building Department, and the Neighborhood Plans and Projects Division, which manages the City's CDBG funds. The CDBG program was managed by the Housing Services Division under the Economic Development Department prior to 2015.

Rancho Cordova City staff specifically coordinated with SHRA to bring the City into compliance with the County's HOME and CDBG program year start and end dates, as well as to align themselves to share the same Consolidated Plan cycle. The City hopes to improve coordination and implementation of affordable housing programs by the Consolidated Plan cycle alignment and continued prioritization of its strategic plan goals around increasing and improving affordable housing units.

The goals of the Regional Analysis of Impediments (AI) are aligned with the City's Consolidated Plan goals. The City will continue cooperating and actively engaging the County of Sacramento in its attention to homelessness issues, including chronic homelessness and near homelessness, by participating in Continuum of Care initiatives and schedules. The City will also continue to contract with SSHH to provide housing counseling and homelessness prevention to Rancho Cordova residents. Additionally, the City participated in the Regional Analysis that was completed in the fall of 2019 and the results are utilized by each participating agency for their respective Consolidated and Annual Action Plans, and for SHRA's Public Housing Authority and Capital Fund Plans.

Narrative

The City will continue to coordinate with service providers, stakeholders, public agencies, and organizations that specialize in public and assisted housing sectors, as well as various other special needs services on a local and regional scale. The City aims to continuously grow its relationships and communication with local professional organizations and entities to help best address the priority needs of the jurisdiction and surrounding areas.

PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The City completed public meetings, outreach, and noticing as required by the City's Citizen Participation Plan.

Public comment received during the outreach for the Consolidated and Annual Action Plans can be found in the Executive Summary section (ES-05) of this plan. Several stakeholder consultations were held and are summarized in the consultation section.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers	Representatives of a local CDBG target area neighborhood attended the workshop.	Emphasis on application scoring, beneficiary questions, and selection process.	All comments were accepted.	
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled groups	Public noticing of the draft Consolidated Plan and Annual Action Plan available for public comment.	No comments received.	No comments received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers, seniors, minority groups, disabled persons	On March 16, 2020, City Council reviewed and allowed for public comment to the 2020-2024 Consolidated Plan and 2020 Annual Action Plan at a regularly scheduled City Council meeting.	No comments received.	No comments received	www.cityofranchocordova.org
4	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers, seniors, minority groups, disabled persons	On April 6, 2020, City Council reviewed and approved the 2020-2024 consolidated Plan and 2020 Annual Action Plan at a regularly scheduled City Council meeting.	No comments received.	No comments received.	www.cityofranchocordova.org

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled persons	All public meetings, hearings, and noticing, as well as the draft 2020-2024 Consolidated Plan and 2020 Annual Action Plan, were made available for public comment on the City's website and promoted through social media.	No comments received.	No comments received.	www.cityofranchocordova.org
6	Consultation with Local Organizations and Governing Bodies	Stakeholders Service providers	Consultations were conducted with eight service providers in the service areas of housing, homeless services, youth services, persons with disabilities, AIDs services, and senior services.	See Table 2 consultations for responses.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Community Needs Survey	Residents Local professionals	77 surveys were completed by residents and members of local service provider organizations	Please refer to Attachment A for a summary of the outreach results.	All comments were accepted.	
8	Pop-up Event: Mather Field Light-Rail Station	Minorities Persons with disabilities Non-targeted/broad community	On December 19, 2019, 30-40 individuals were provided with information on CDBG activities and participated in community outreach at a Pop-up Event in a low-income area of the City.	Please refer to Attachment A for a summary of the outreach results.	All comments were accepted.	
9	Stakeholder/ Public Meeting	Stakeholders Service providers	On January 13, 2020, 12 representatives from 7 organizations attended a meeting with staff to provide feedback on community needs.	Please refer to Attachment A for a summary of the outreach results.	All comments were accepted.	

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment section of this plan collects and analyzes data to demonstrate the extent of housing problems and housing needs for City residents. This assessment focuses on affordable housing, special needs housing, community development, and homelessness.

The City of Rancho Cordova is a growing City, with many different walks of life living within its boundaries. Since 2009, the total population has increased by an estimated 13 percent with a population of 64,776 growing to a population of 74,585 in 2018 (ACS 2018 Population Estimates). With this growth, special needs populations such as low-income households, homeless, seniors, youth, persons with disabilities, persons living with HIV/AIDS, and single parent families have also increased. Due to these populations' special needs, as well as their circumstances and access to opportunity, the need for services to assist these populations has also grown. These special need and priority populations are typically low-income. Obstacles often faced by these populations, as the results of community engagement portrayed, are largely seen in the areas of a lack in access to affordable housing, reliable transportation, and affordable services that are crucial to these individuals improving quality of life. With this in mind, the City will continue to prioritize its CDBG program to focus on bettering the quality of life for all special need and priority populations within its boundaries.

The information in the Needs Assessment section comes primarily from the 2011-2015 American Community Survey (ACS), HUD's Comprehensive Housing Affordability Strategy (CHAS) data from the 2011-2015 period, and the City of Rancho Cordova Housing Element. Additional information comes from resident feedback, community needs feedback collected from local nonprofits and service providers, a community survey completed by 77 residents, and consultations conducted with eight local agencies. Through this data collection and analysis, the City will estimate its community development and housing needs for the next five years.

The following is an overview of the City's community needs:

Housing Characteristics:

As stated in the City's 2013-21 Housing Element, "Despite the recent fluctuations in the housing market resulting from the housing boom and bust, affordable housing for low-, very low-, and extremely low-income populations is still in critically short supply. Frequently, across the county, subsidized housing and housing vouchers far outstrip the supply. The stall in the home building industry that resulted from the recession that followed the housing bust in 2007- 2008 resulted in fewer new homes built, and many cities are experiencing a housing shortage as the economy and the housing market recovers."

Disproportionate Need:

This assessment looks at whether any of the above housing characteristics are concentrated among minority populations or certain racial groups. Disproportionately greater need is assumed to exist when the percentage of persons in a category of need, who are members of a particular racial or ethnic group, is at least 10 percentage points higher than the percentage of persons in the category as a whole.

Overall the data shows that the lower income brackets, especially these two: 0-30 percent, and 30-50 percent face the highest rates of disproportionate need when it comes to housing problems and severe housing problems. Broken out by racial or ethnic group the groups that face the most occurrences of disproportionate greater need are American Indian/Alaskan Native populations and Pacific Islander populations. However, the American Indian/Alaska Native and Pacific Islander population sample size is considerably small, which makes it subject to sample error; therefore, any findings and assumptions for those two populations should be taken with caution.

Households who are paying more than 50 percent of gross monthly income on housing have a severe housing cost burden. In the jurisdiction as a whole, about 16 percent of households had a severe housing cost burden. In comparison to the jurisdiction as a whole, these two racial groups faced a disproportionate incidence of severe housing cost burden: Black/African American, at 26 percent, and Pacific Islander at 42 percent.

Lower-income households are more likely to have housing related problems than moderate and above-moderate incomes, regardless of race or ethnicity. According to 2011-2015 ACS data, the rate of experiencing a severe housing cost burden for extremely low-income, or 0-30 percent AMI, is 77 percent or 2,610 households; for very low- income, or 30-50 percent AMI, it is 36 percent or 1,265 households, and for moderate income, or 50-80 percent AMI, it is 15 percent or 690 households.

Homelessness:

In 2019, per the Point in Time count, the total unsheltered homeless count in Rancho Cordova was 249 individuals. While the City does not operate any transitional housing facilities, it does cooperate with the County of Sacramento's Continuum of Care. The City is also home to a major supportive housing facility for formerly homeless individuals, the Mather Community Campus.

The City of Rancho Cordova contracts with Sacramento Self-Help Housing to provide housing counseling, homelessness prevention, and fair housing services to Rancho Cordova. The Rancho Cordova Homeless Outreach Team (HOT) has also helped to serve the City's homeless population by providing guidance for accessing local public services, as well as providing education and resources that help for homeless individuals to have a better quality of life.

Special Needs Populations:

Households with special housing needs often have greater difficulty finding suitable and affordable housing. As a result, these households may frequently experience cost burdens, overcrowding, and various other significant housing problems. Persons with disabilities and seniors are often cost burdened, which limits their ability to access decent affordable housing. This, coupled with a lack in

availability of affordable housing units, works as a major constraint to these populations and their ability to find housing or afford to live in the City.

Seniors

In the City's 2013 Housing Element and surveys of senior housing providers, the City currently has 28 age-restricted single-bedroom units and 178 assisted living units. The 2011– 2015 ACS estimates 1,721 senior single-person households. This means that the vast majority of seniors, who frequently have lower income, are competing in the open market for suitable housing. This puts even more pressure on affordable units, resulting in seniors who are at risk of substandard housing, or a high housing cost burden.

According to 2011- 2015 ACS data, seniors aged 62 years and over compose 14.2 percent (9,907 persons) of Rancho Cordova's population. However, the percentage of senior households experiencing cost burden indicates that there are limited affordable housing options that meet the needs of seniors, particularly with home-owning households. This same data reports that senior homeowners make up 38 percent of lower-income households (50 percent HAMFI) experiencing cost burden and 41 percent of lower income-households (50 percent HAMFI) experiencing severe cost burden.

The City has seen minimal new multi-family construction, which adds pressure to an already existing housing shortage for renters of lower income, seniors, and persons with disabilities. For example, a new, low-rise apartment complex, BDX Capital Village, was constructed in the City, and it is the first new market-rate, multi-family development in the City since 2006.

Persons with disabilities

According to 2011-2015 ACS data, there are 8,638 people living Rancho Cordova with a disability (hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, or independent living difficulty). The disabled population is approximately 12.7 percent of the total (civilian and non-institutionalized) population. Those with disabilities normally trend towards being within the lower-income household designation, increasing their likelihood of needing housing assistance.

The most prevalent reported disability is ambulatory difficulty, or a permanent, physical disability requiring the aid of wheelchair for traveling. Due to this, housing for this population will require accessibility features (e.g., installation of grab bars, usable doors, accessible light switches, outlets, thermostats, etc.).

Domestic Violence

Local data is difficult to gather for victims of domestic violence and related crimes, so the City relies on statewide reports to provide insight. The National Intimate Partner and Sexual Violence Survey (NISVS) reported that 32.9 percent (4.5 million) of California women and 27.3 percent (3.7 million) of men will experience rape, physical violence, and/or stalking by an intimate partner in their lifetime. Two domestic violence groups, My Sister's House and WEAVE, provide shelters and serve the Sacramento area with domestic violence services. Domestic violence and similar crimes continue to be very difficult problems

to address due in large part to the rate at which these crimes go unreported. The Rancho Cordova Police Department frequently partners with the County's Child Protective Services to assist in domestic violence and dating violence situations involving children.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

According to outreach conducted in preparation of the Consolidated Plan, the top public facility needs in the City are park improvements, community facilities, and childcare and youth facilities improvements. Currently, a number of facility improvement projects are underway that address these identified needs.

On January 20, 2020, the City of Rancho Cordova and Center of Praise Ministries dedicated a site in Rancho Cordova as a future youth center, which will primarily serve the City's low-income youth population. The Center of Praise Ministries in Sacramento agreed to lease a 1.75-acre property, which included a 9,000-square-foot building, for this purpose. This lease will be at no cost to the City for 25 years, with the option to extend for another 25 years. The City, in partnership with the Rancho Cordova Police Activities League, will operate the future youth center in collaboration with other community and other nonprofit organizations. Based on the feedback received during the Consolidated Plan's outreach efforts, the City is lacking in opportunities for low-income youth to participate in after-school programs and activities. Please refer to **Attachment A** to review feedback received regarding public facilities in the City.

The City is also in the process of constructing a new community civic center, known as the Mills Station District project. The City Council has held four public work sessions with residents, businesses, and interested parties to refine the vision for the project, select a location, and review various site layouts. The site selected for the project is the Mills Station Property, which is a City-owned 10-acre parcel located on Folsom Boulevard adjacent to Folsom Lake College/Rancho Cordova Center and across the street from the Mills Station Arts & Culture Center (the MACC). The City Council, after much public input and discussion, prioritized the potential uses for this project to include a space for performing/visual arts, a recreational and housing space, a space to accommodate meetings, and an outdoor area for community gatherings.

The City recently completed putting together a five-year Capital Improvement Plan for 2021 through 2025. This plan outlines multiple facility projects that the City is planning, or in the process of completing, in the next five years. The Capital Improvement Plan may be accessed at:

<https://www.cityofranhocordova.org/home/showdocument?id=14941>

How were these needs determined?

These needs were determined through a Community Needs Survey, by feedback received from residents, business owners, community leaders, and representative of social service agencies, as well as consultation and community engagement held with City departments and local service providers that primarily work with low-income and disadvantaged populations.

Describe the jurisdiction's need for Public Improvements:

Feedback from the community needs survey showed that a majority of individuals saw public transportation infrastructure improvements, as well as street and sidewalk repairs, to be some of the highest priority public improvement needs. Another notable public infrastructure need was the need for streetlights in neighborhoods without them.

The City is currently undertaking various projects to meet the need for public improvements, including alternative transportation projects, roadway transportation projects, and stormwater projects.

Alternative Transportation Projects

The City will continue to fund the rehabilitation of sidewalks and install/replace Americans with Disabilities Act (ADA) compliant sidewalk ramps at several locations around the City. The projects are selected from a list, which is maintained by the City's Public Works Department, based on the degree of need for repair. The City will also install inductive loop sensors to detect bicycles with metal rims at seven intersections in the jurisdiction, and the City will make improvements to the existing roadway system to create a safer and more bike-friendly network of roads.

Roadway/Transportation Projects

The City will implement various construction projects, including a new four-lane road from Douglas Road to Chrysanthy Boulevard and a new two-lane road with a widened median off of International Drive. The City will also fund street rehabilitation programs, which will evaluate roads, sidewalks, and storm drains that are in greatest need of preservation or upgrades. Additionally, the City will produce a Systemic Safety Analysis Report, which would analyze road signage in bicycle/pedestrian areas and the effectiveness of existing safety measures.

Stormwater Projects

The City will repair its drainage systems to the American River, upgrade existing stormwater pipes in the Mills Ranch Neighborhood, and identify flooding problems within the City through hydrologic and hydraulic analysis of the City drainage system. The City will also replace chain link fences around City-owned creeks, which would improve security, aesthetics, and visibility at stormwater assets.

How were these needs determined?

These needs were determined through community outreach with local residents and stakeholders, field surveys and observations, and an assessment of the condition and lifespan of various public facilities. The Public Works Department keeps a detailed record of repairs that are needed in the public infrastructure throughout the City and reports on these records regularly.

Describe the jurisdiction's need for Public Services:

During the 2020-2024 program years, the City will continue to push for the expansion of public services within the community, focusing specifically on creating improvements to accessibility and availability of services that benefit the most vulnerable populations. In drafting this plan, City staff reached out to

residents, stakeholders, public agencies, and other organizations to determine the need for public services. Outreach was aimed at determining the current availability of public services in the community, while also receiving feedback on services that are needed and services that could complement resources that are already available. The results of this outreach helped to shape the Strategic Plan section, while also helping to identify the City's priority populations.

From various community engagement methods, including a community survey, which was completed by 77 individuals, consultations, community events, and stakeholder input, City staff was able to identify specific trends in the most needed public services within the community. The following summaries describe feedback received on each priority population's most needed services:

For **children**, the survey found that the top three most needed services were affordable childcare, after-school programs, and parenting support. This was supported by feedback received from stakeholders and community members that participated in the Mather Field light rail station pop-up event. Stakeholders stressed that affordable childcare is extremely hard to find in the City, while also stating the lack in availability of support for low-income parents.

For **youth populations**, the survey identified that after-school programs, teen employment services, and teen recreation programs were the highest priority. This strongly coincided with a consultation completed with the Executive Director of the Folsom Cordova Community Partnership, in which they explained that after-school programs are in high need in the community, especially programs focused on financial empowerment and career development.

For **persons with disabilities**, the survey identified affordable housing programs and affordable transportation services as some of the highest priorities. Similarly, **senior populations** showed that affordable housing programs and affordable transportation services were of high priority. This was supported by a consultation conducted with Resources for Independent Living, a local disability resource agency, which stated that affordable housing is extremely necessary for senior and disabled populations, not only in the City, but in the County as well. They also went on to say that barriers to employment are a challenge for these populations, which transportation methods often contribute to. Overall, financial assistance and efforts based on affordability are highly prioritized among these populations.

For **low-income and at-risk homeless individuals**, survey outreach gathered feedback that supported the need for rental housing assistance and homeownership assistance for low-income populations. This was supported across the board by consultations conducted with service providers, which stressed the need for affordable housing assistance programs. It should also be noted that mental health services for homeless and low-income individuals were also stressed as a priority in the community.

How were these needs determined?

These needs were determined through various outreach methods that were facilitated by City staff. Methods of outreach included a community pop-up event at the Mather Field light rail station, stakeholder consultations, a stakeholder meeting, a community survey, and a community engagement

neighborhood meeting. Each of these events prioritized receiving feedback on the City's highest priority needs, including public service needs.

Based on the needs analysis above, describe the State's needs in Colonias

The City of Rancho Cordova does not contain any areas within its boundaries that fall under HUD's definition of a colonia. According to HUD, a colonia is defined as "any identifiable community in the United States–Mexico border regions of Arizona, California, New Mexico, and Texas that has inadequate sewage systems, no potable water supply, and a shortage of decent, safe, and sanitary housing. The border region includes the area within 150 miles of the U.S.–Mexico border excluding metropolitan statistical areas with populations exceeding one million." Given the City's proximity to colonias, this section is not relevant.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Rancho Cordova became an incorporated City on July 1, 2003. It is the seventh community in Sacramento County to incorporate and is California's 478th City. The City is a suburban community that is part of the greater Sacramento urban region and lies on the Highway 50 corridor between two larger cities, Sacramento and Folsom. The City is situated between Mather Air Force Base and the American River and is considered to have one of the largest employment sectors in the area, which attracts tens of thousands of commuters each day.

A large portion of the housing stock in Rancho Cordova consists of single-family homes, with roughly 58 percent being single-family dwelling units. The housing stock contains a large number of older homes, and housing and rental prices are generally more affordable compared to most cities in the region. The City has made efforts to construct new quality units and strives to ensure that new development will complement existing communities and that the mix of housing in the future will more closely match the community's housing needs.

The City works with nonprofit developers to continue to develop future subsidized housing projects. The City partners with the SHRA, the housing authority for Sacramento County, to manage public housing and the housing choice voucher system.

Other ways that the City directly addresses affordable housing needs are through emergency health and safety repairs for income-qualified households, which preserves the existing stock of affordable housing. The City also preserves affordable housing through code enforcement and rental inspection efforts, which ensure that all rental housing is safe and habitable.

Please see below for a brief summary of Housing Market characteristics specific to Rancho Cordova.

Number of Housing Units:

The number of housing units in the City increased by 85 units between 2015 and 2017 (2011-2015 and 2013-2017 ACS five-year estimates, respectively). This is a minor increase compared to the increase in population in the community, which changed from 71,017 to 74,585 between 2015 and 2018 (ACS 2018 Population Estimates). This suggests that housing production did not keep up with housing demand.

In general, the available housing inventory does not meet the needs of the existing population. The rising housing costs in the nation, which are very pronounced in California, have made housing affordability a major problem for many working households. The most common housing problem is the cost of housing, as discussed below. This problem impacts the majority of low-income households across the racial and ethnic spectrum in the City.

Cost of Housing:

Housing prices have been increasing since 2014. In 2014, the median home value in Rancho Cordova was \$195,600, which increased to \$251,500 in 2017; the median contract rent in the City has also increased, from \$848 in 2014 to \$936 in 2017 (ACS 2014 and 2017 Housing Cost Estimates). With this increase in median home values and median rent costs, lower-income households continue to be cost burdened. According to 2016 data, approximately 38 percent of the City's homeowners and renters reported having a housing cost burden of 30 percent or higher of their monthly income (2012-2016 CHAS Data).

Condition of Housing:

The City contains a significant amount of older housing, with approximately 14,035 owner- and renter-occupied housing units being constructed before 1980 (2017 ACS 1-Year Estimate). Both owned and rented housing units can be in need of repair and maintenance, although renter-occupied properties are typically older and in more disrepair. For owner-occupied homes, 30 percent have one substandard condition, and 47 percent of renter-occupied homes have one substandard condition. Six percent of renter-occupied units have two substandard conditions while 1 percent of owner-occupied units have two substandard conditions. Overall, renter-occupied homes have higher instances of substandard conditions (2015 ACS Condition of Units).

Public and Assisted Housing:

There are ten public housing apartment complexes that include some of the 747 affordable housing units in Rancho Cordova. Most of these units are administered by the SHRA, which serves as the public housing authority for Sacramento County. The City of Rancho Cordova does not have its own local housing authority. Resident initiatives are handled directly by the SHRA. The remainder of the affordable housing units are operated by various nonprofits. The most prominent of these is VOA, which operates the Mather Community Campus transitional housing program, and Mercy Housing, which operates the 100 units of permanent supportive housing at the Mather Veterans Village.

Barriers to Affordable Housing:

According to the 2020-2024 Sacramento Valley Analysis of Impediments, some of the most significant barriers to affordable housing across all jurisdictions are:

- Segregation, which is manifested in disproportionate housing needs and differences in economic opportunity
- An increasingly limited supply of affordable rental housing units in the area
- Disparities in the ability to access homeownership
- An increase in stricter rental policies

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of

affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

This section covers Rancho Cordova's economic development asset needs and describes the current and future projects and plans that are underway in the City to help support the identified needs.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	321	47	1	0	-1
Arts, Entertainment, Accommodations	3,059	3,169	12	7	-6
Construction	1,675	3,917	7	8	1
Education and Health Care Services	4,676	5,258	19	11	-8
Finance, Insurance, and Real Estate	2,195	9,845	9	20	12
Information	472	443	2	1	-1
Manufacturing	1,580	4,315	6	9	3
Other Services	923	876	4	2	-2
Professional, Scientific, Management Services	2,864	9,747	12	20	9
Public Administration	0	0	0	0	0
Retail Trade	3,273	3,750	13	8	-5
Transportation and Warehousing	640	647	3	1	-1
Wholesale Trade	1,007	1,961	4	4	0
Total	22,685	43,975	--	--	--

Table 5 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	35,380
Civilian Employed Population 16 years and over	30,835
Unemployment Rate	12.88
Unemployment Rate for Ages 16-24	36.96
Unemployment Rate for Ages 25-65	9.00

Table 6 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	7,600
Farming, fisheries and forestry occupations	1,865
Service	3,415
Sales and office	8,660
Construction, extraction, maintenance and repair	2,445
Production, transportation and material moving	1,550

Table 7 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	18,910	66%

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RANCHO CORDOVA

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Travel Time	Number	Percentage
30-59 Minutes	8,270	29%
60 or More Minutes	1,570	5%
Total	28,750	100%

Table 8 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	1,875	245	1,370
High school graduate (includes equivalency)	5,615	895	2,270
Some college or Associate's degree	10,060	1,685	2,815
Bachelor's degree or higher	8,080	495	1,350

Table 9 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	105	300	460	690	775
9th to 12th grade, no diploma	655	645	405	995	500
High school graduate, GED, or alternative	1,955	2,545	2,035	4,220	2,310
Some college, no degree	2,795	3,570	2,545	4,600	1,885
Associate's degree	415	1,245	860	1,765	750
Bachelor's degree	390	2,180	2,380	2,585	1,050

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Graduate or professional degree	15	825	915	1,120	505

Table 10 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	22,055
High school graduate (includes equivalency)	26,961
Some college or Associate's degree	32,057
Bachelor's degree	53,412
Graduate or professional degree	65,363

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sectors in the City are as follows:

- Education and Health Care Services: 4,676 workers
- Retail Trade: 3,273 workers
- Arts, Entertainment, Accommodations: 3,059 workers

In addition to the tables above, according to the Rancho Cordova Economic Development division, the most recent data available shows that the City is the largest business sub-center in the region, with over 3,000 entities conducting the corporate aspects of their businesses in the City. It was also noted that Rancho Cordova is the region's largest clustered hub for the home improvement industry. The City also notably offers the largest hub for the vehicle aftermarket industry in Northern California, accounting for 25 percent of all firms in the greater Sacramento area. The Rancho Cordova Economic Development division also states that technology is one of the region's top ten industry clusters.

Describe the workforce and infrastructure needs of the business community:

According to 2013-2017 ACS 5-Year Estimates, 88.7 percent of Rancho Cordova's adult population was educated at a high school level or higher compared to 87 percent in the County. The percentage holding a bachelor's degree or higher was approximately 26 percent compared to the County's 29.9 percent. The poverty rate in that same period was 14.9 percent in Rancho Cordova and 14.1 percent for the entire County. Median household income was \$57,965, whereas the median income for the County was \$60,239. The mean travel time to work was 25.6 minutes compared to the County's 26.9 minutes. Additionally, 93 percent of households had a computer and 83.1 percent had broadband subscription in the City of Rancho Cordova, compared to the County, in which 91.7 percent of households had a computer and 82.8 percent had a broadband subscription.

Though the City is generally in good standing in terms of workforce development and business, the City's Economic Development Element of 2015 identified some challenges. One challenge that the business community faces is the aging of infrastructure. Specifically, much of the building stock in the City was identified as needing refurbishment or rehabilitation due to age and deterioration. Additionally, it was noted that many office buildings contain large floor plans with outdated interiors that are in need of beautification and renovation.

The following factors were also identified as challenges to the business community's functionality:

- Traffic congestion on major roadways and Highway 50
- A lack of shuttles to transport workers from light rail stations
- Lack of national major retailers and shopping opportunities
- A lack of diverse downtown area where government offices, businesses, retail, services, entertainment, residential uses, and public spaces are clustered

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.
Describe any needs for workforce development, business support or infrastructure these changes may create.

The City of Rancho Cordova is constantly undergoing projects and activities that focus on improving the quality of life for its residents, while generating a positive economic impact. The following projects have recently been completed or are anticipated to be completed within the Consolidated Plan period:

Folsom Boulevard Beautification and Enhancement Project Phases IV

The final phases of the Folsom Boulevard Beautification and Enhancement Project are being completed in 2020. This project is regarded as a major triumph within the City, given the historical importance that has been placed on the Folsom Boulevard corridor. The completed project features a new concrete multi-use bicycle and pedestrian path, construction of a new sidewalk, extensive landscaping and irrigation improvements, intersection and signal improvements, the installation of decorative street lighting, construction of new curbs and gutters, installation of new raised medians, and the construction of new storm drain and drainage inlets. This project has served the local economy and community by removing barriers to transportation along Folsom Boulevard, creating a safer path of travel for children and other pedestrians, preserving a historical area of town, and implementing beautification in order to attract economic growth and development in the project's surrounding areas.

ADA Sidewalk Improvements:

The City's Public Works Department will continue to undertake the ADA Sidewalk Improvements projects on an annual basis throughout the Consolidated Plan cycle. This project focuses on removing and replacing curbs, gutters, sidewalks, ramps, and drainage improvements at various locations in the City, primarily focusing on areas with a high concentration of senior, disabled, and low-income households. The progression of these improvements will help promote safer and more pedestrian-friendly streets, which will in turn promote a less congested and more efficient path of travel.

Highway 50 and Zinfandel Drive Interchange Improvements:

Given the City's continued representation as the largest workforce hub in the Sacramento area, it has been a high priority to create infrastructure that can support the increase in traffic and congestion as a result of a higher workforce population. As an effort to address this increase, construction on the Highway 50 and Zinfandel Drive interchange is currently underway. The improvements project will add an additional lane on Zinfandel Drive over Highway 50, modify the highway entrance and exit ramps, add bicycle lanes, and modify traffic signals. This project is designed to improve operations, alleviate congestion and provide safer routes for drivers, bikers, and pedestrians on Zinfandel Drive from White Rock Road to Olson Drive, referred to as the Zinfandel Complex. The project is anticipated to be completed in the spring of 2020.

Sunrise Boulevard Rehabilitation Project:

The City will be undergoing the Sunrise Boulevard Rehabilitation Project. The proposed project includes road paving and traffic signal modifications on Sunrise Boulevard from Folsom Boulevard to White Rock Road. It will also construct a widened sidewalk on the east side of

Sunrise Boulevard between Citrus Road and the Folsom South Canal, and striped bicycle lanes on Citrus Road. The project is designed to improve transportation, accessibility, and safety for drivers, bicyclists, and pedestrians in the area.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The workforce in the City of Rancho Cordova generally has higher high school graduation rates among its population, with an increasing number of residents receiving a college education in recent years. While the current workforce is aligned with retail and service industry employment opportunities, there is a significant need for job training and additional education to better align the workforce with the higher-paying employment opportunities currently available in the City.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City uses non-federal funds to support many programs and projects, such as job training, through the Community Enhancement Fund. Additionally, the City uses CDBG funds to support the Folsom Cordova Community Partnership, which offers mentoring programs and financial management classes to youth and low-income families. These programs teach participants how to use social and monetary capital as a tool to further their possibilities for employment and higher education. Folsom Cordova Community Partnership also offers parenting classes and works with participants to develop their workforce skills to be more readily available for the job market. In a consultation with the partnership's Executive Director in preparation of this plan, it was explained that new program initiatives will focus on "adulting" programs and training that will help youth prepare for the daily tasks of being an adult and finding an appropriate work/life balance.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

The City is not currently participating in a CEDS.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The City is not currently participating in a CEDS.

Discussion

The City of Rancho Cordova continues to take a proactive and involved approach to economic development, which has helped to noticeably improve the City's economic standing in the region. While the City has a significant amount of undeveloped land with multiple development opportunities, the City has also focused on the potential for economic improvements in existing neighborhoods and businesses. The City's focus on infill programs, small and local business assistance programs, cooperation with higher education providers, and incentives that help both businesses and the community has helped to improve job opportunities and reduce unemployment citywide. Almost as importantly, it has improved Rancho Cordova's reputation in the region, from a high-crime, lower-income area, to a thriving employment center with a community focused on making the City more inviting and having better quality of life for its residents.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

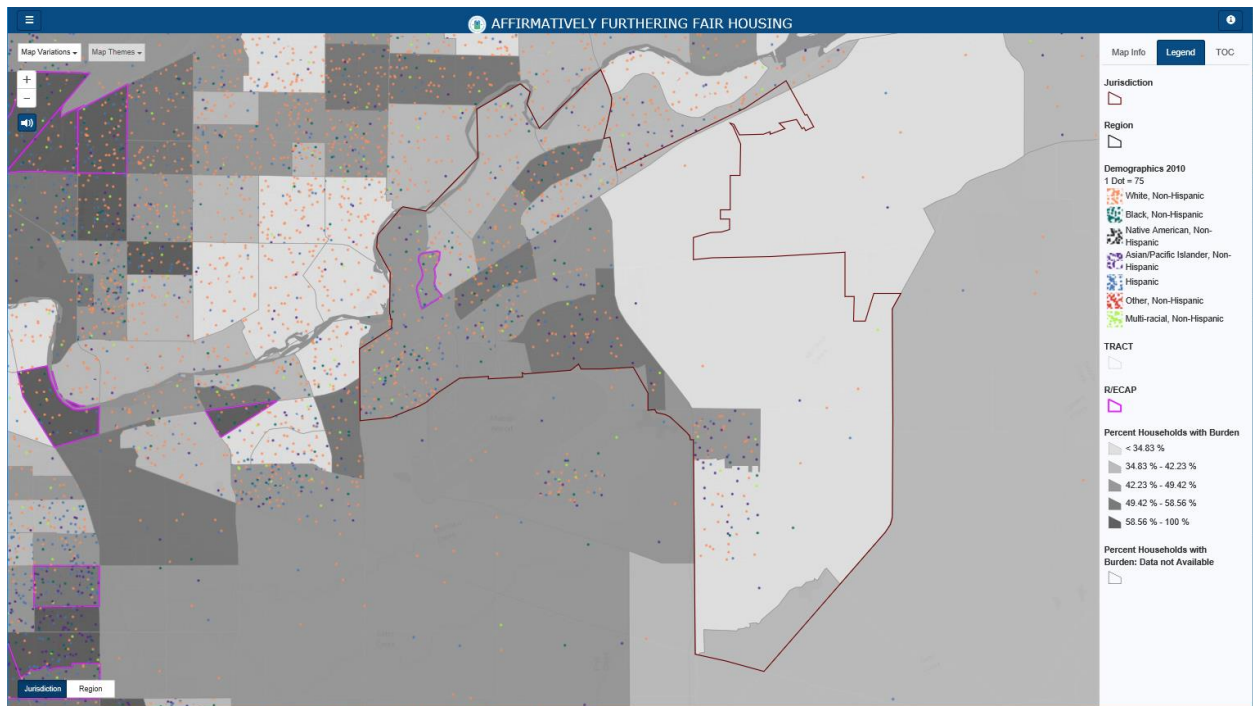
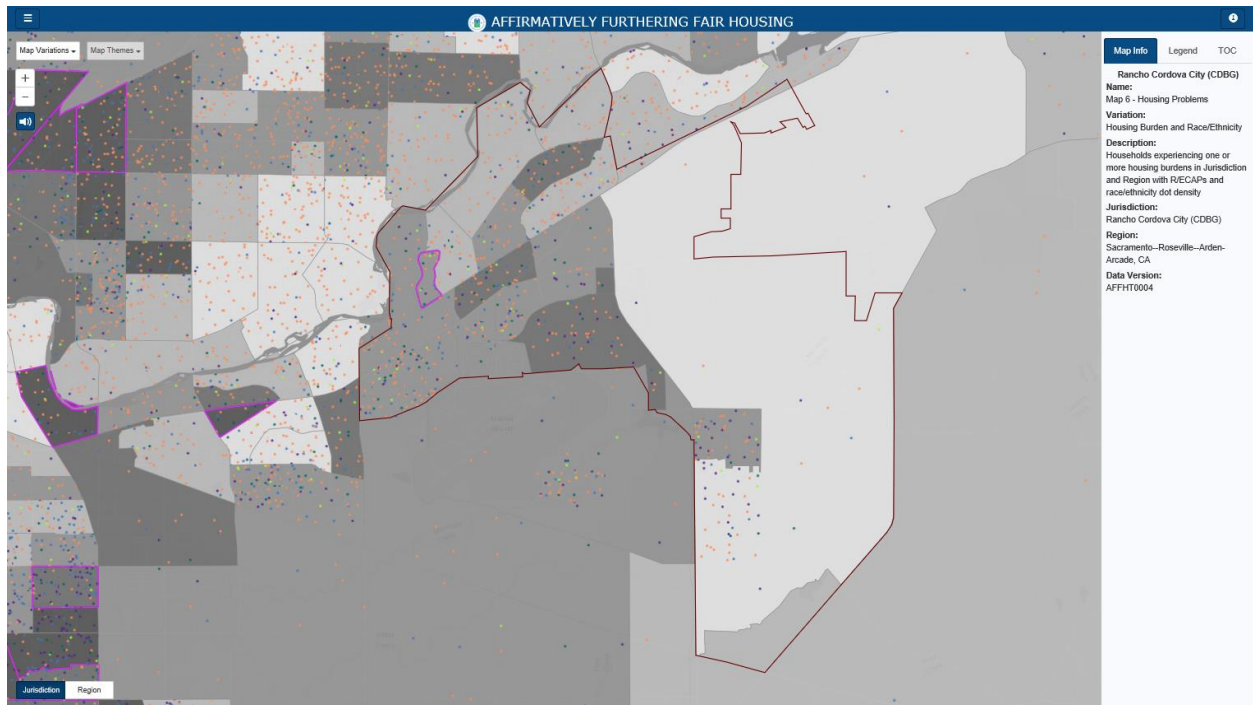
For the purpose of identifying housing problems, HUD's definition of "concentration" is the following: A block group area where the percentage of households with multiple housing problems exceeds the countywide total percentage of households with multiple housing problems.

Referencing the 2011-2015 CHAS data regarding severe housing problems in Rancho Cordova, lower-income households are more likely to have severe housing problems than those with moderate or higher incomes, regardless of race or ethnicity.

According to this same data, 77 percent of households (2,610) in the extremely low-income bracket (0–30 percent AMI) are reported to experience severe housing problems. The Pacific Islander category exceeds the jurisdiction-wide rate for severe housing problems by 23 percentage points, with 20 households experiencing severe housing problems. Extremely low-income Black /African American and White households had equal rates (81 percent), which are slightly above the jurisdiction-wide rate, with 1,435 White households and 480 Black households experiencing at least one severe housing problem.

According to the same data, of the households in the very low-income bracket (30–50 percent AMI), 36 percent (1,265) are reported to experience at least one of the four severe housing problems. For this income bracket, the group that faces the highest disproportionate need is the Pacific Islander population, at 86 percent or 60 households. It is important to note, however, that the data presented can make interpretation difficult due to the small sample size. Both Black and Hispanic populations experienced severe housing burdens at similar rates, at 43 percent for Hispanics (285 households) and 40 percent (145 households) for Black/African American.

Looking at housing burdens geographically, the areas with the highest concentration of housing burdens are generally in the northwest half of the City, as well as a small section toward the center of the City. Referring to the maps below, the areas shaded in dark grey represent areas where higher percentages of the population have housing burdens. Data also showed that three census tracts have over 50 percent of their population experiencing any of the four HUD-defined housing problems: census tracts 89.07, 90.08, and 90.11.

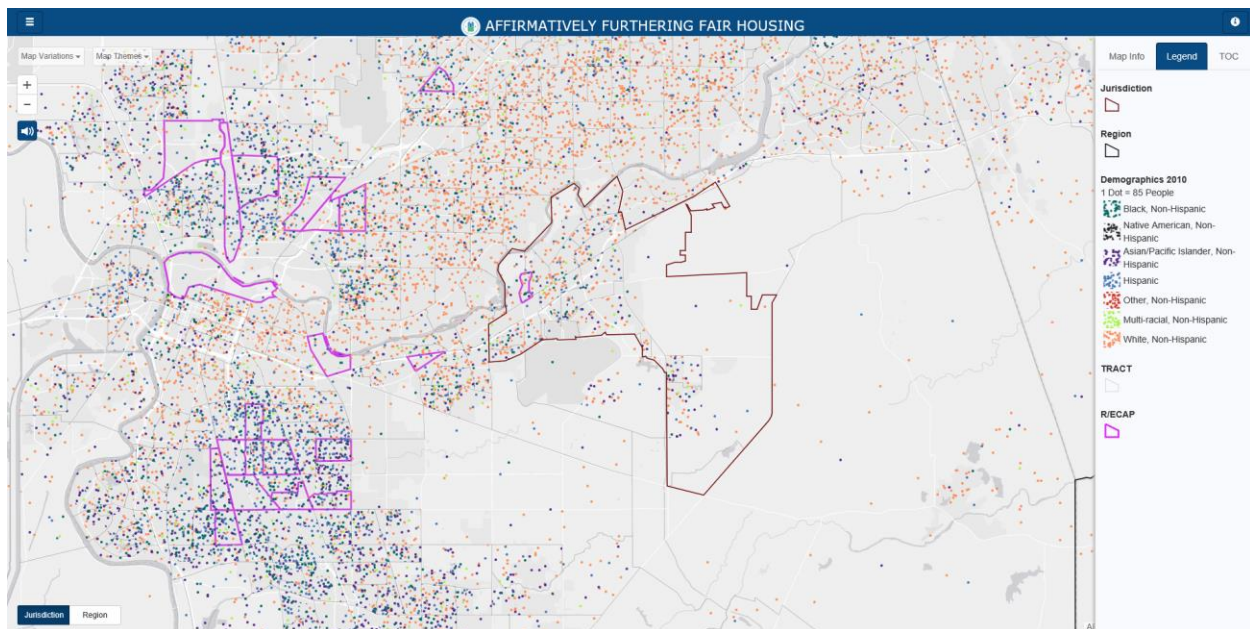


Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Minority populations are defined as the total population except those who responded “White alone” to the US Census. Block group areas where the percentage of total minority population exceeds the group’s countywide total percentage are considered to be areas of “minority concentration.”

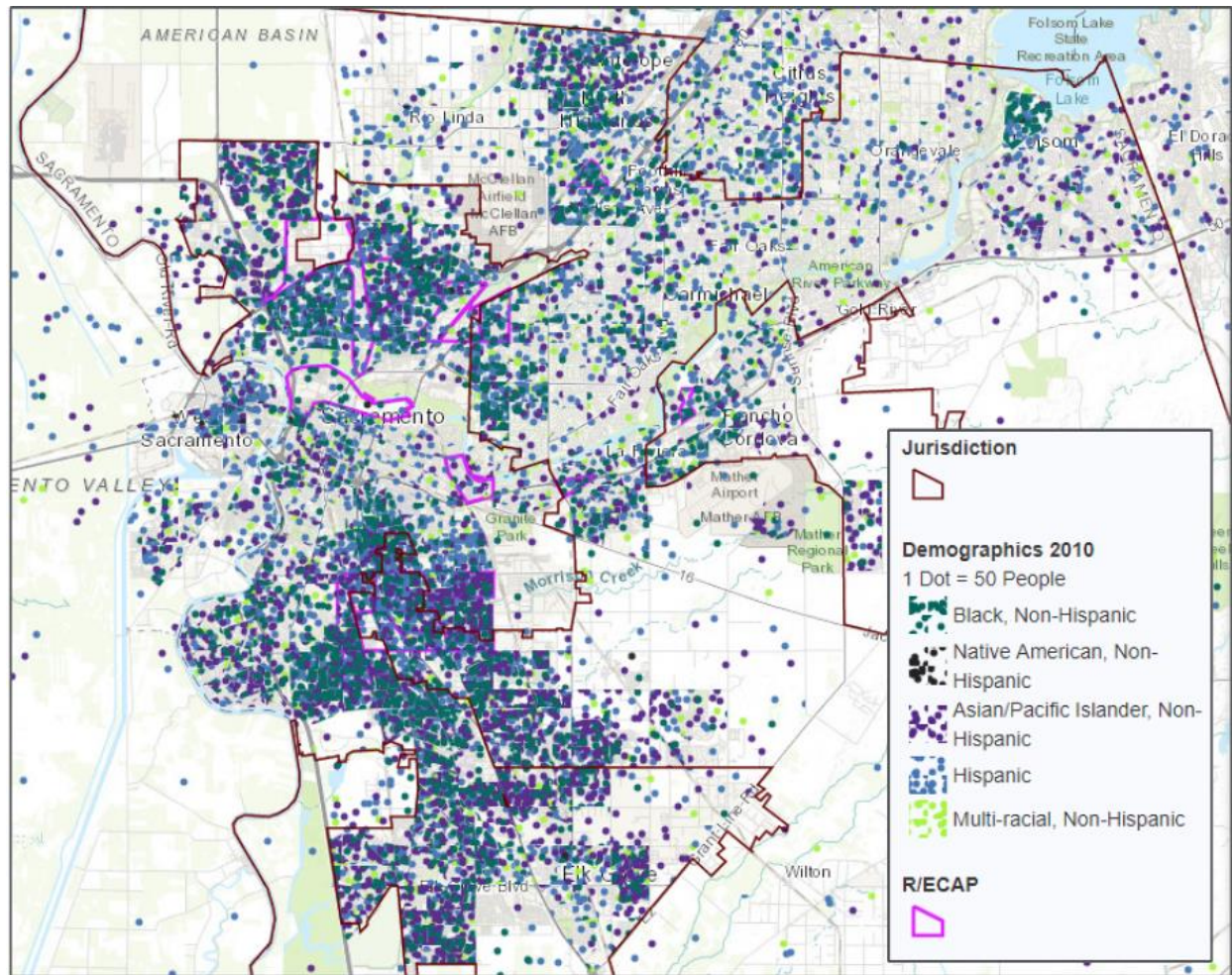
Per the data in the map below, only one portion of the City of Rancho Cordova qualifies as a racially or ethnically concentrated area of poverty (R/ECAP). An R/ECAP is any census tract in the City that has a concentration of 50 percent or more of minority residents, as well as a poverty rate above 40 percent. The map below illustrates the various R/ECAPS throughout the County; however, the R/ECAP located in Rancho Cordova is used for the purposes of this analysis.

The one census tract classified as an R/ECAP is census tract 89.11. This census tract was further analyzed to review the available Limited English Proficiency (LEP) information from HUD. LEP information was analyzed using the HUD AFFH tool for the City. In this census tract, the total LEP population was 2,295, with 8.5 percent speaking Spanish, 2.18 percent speaking Cantonese or Mandarin, 1 percent speaking Russian, and 39 percent speaking Vietnamese.



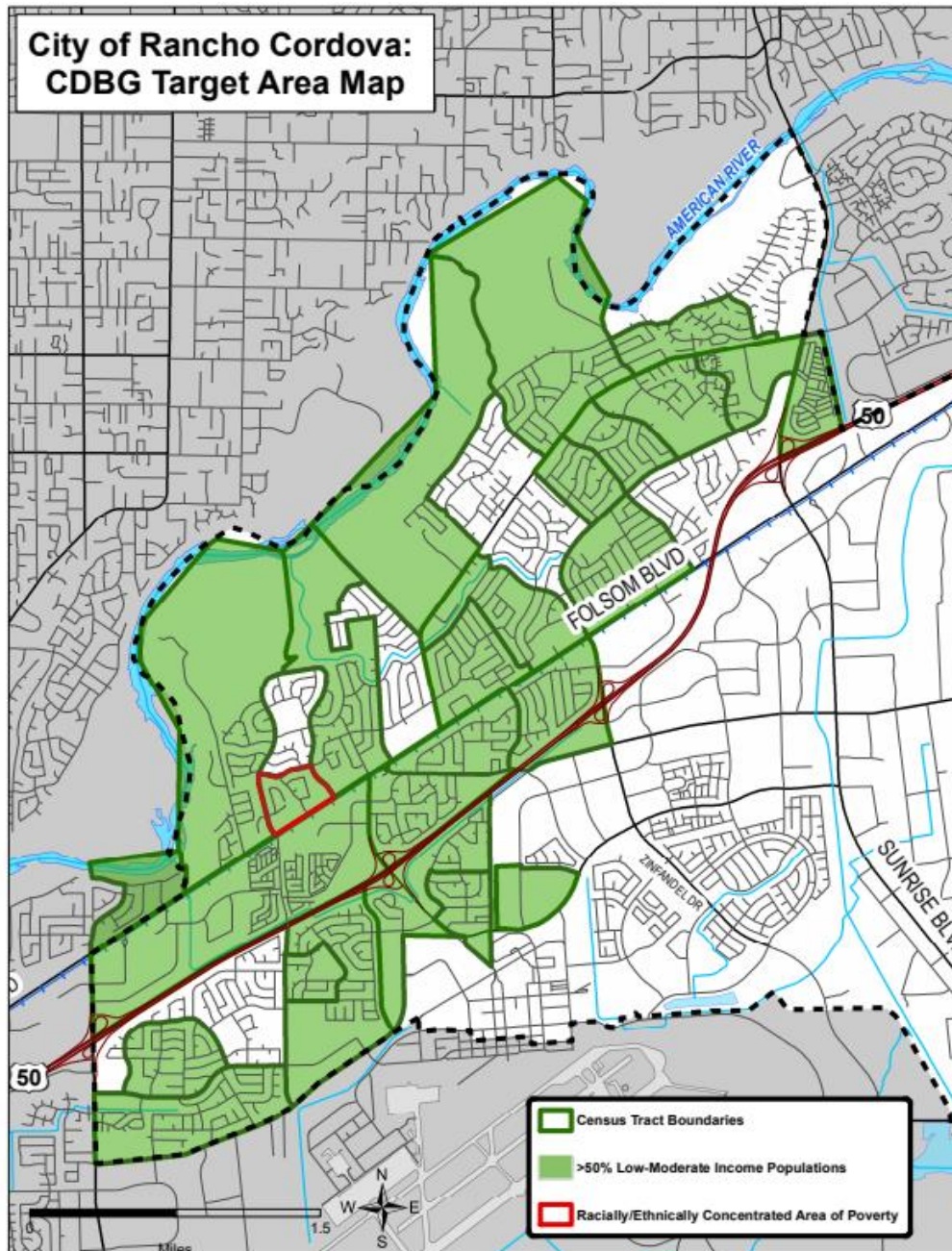
Additionally, the following map was used in the Sacramento County Regional Analysis of Impediments to show racial and ethnic concentration on a regional perspective.

Race/Ethnicity, Sacramento County



Source: HUD Affirmatively Furthering Fair Housing Data and Mapping Tool—Version 4. <https://egis.hud.gov/affht/>

The map below displays the latest CDBG target area within the City. As illustrated, the CDBG target area is dispersed throughout the City. Census tracts that qualify as CDBG target areas are based on the percentage of residents within a given census tract that are more than 50 percent low-income individuals. The green-shaded areas in the map are those that qualify as such CDBG target areas. The census tract outlined in red represented the census tract that is identified as the City's only R/ECAP.



What are the characteristics of the market in these areas/neighborhoods?

These neighborhoods generally tend to have older homes, and as a result often have more identified housing problems than census tracts with higher-income individuals. Subsequently, housing costs are also lower in these neighborhoods due to a lack in repairs, higher crime rates, and decreased value of infrastructure and local resources.

Are there any community assets in these areas/neighborhoods?

As the bulk of the fully developed portion of Rancho Cordova is in the northern half of the City, the bulk of community assets are also in the northern half. These assets include the Senior Center, most of the neighborhood and community parks, grocery stores and shopping centers, the Family Resource Center, houses of worship, and public schools, which are evenly distributed across the older section of Rancho Cordova between the lower-income neighborhoods and moderate-income neighborhoods. With this in mind, many of the City's community assets are in locations that allow for reasonable access for low-income populations.

The more significant disparity between community assets has to do with the older northern half of the City versus the newer and still predominantly undeveloped southern half. While the bulk of the newer housing is made up of owner-occupied, yet moderate- and above moderate-income households, there is still a lack of community assets. A grocery store and some commercial buildings have opened in the southern half; additionally, the southern half has a clubhouse for those who live along the Anatolia HOA boundary. The park and school districts have built the appropriate neighborhood facilities, as per the phasing of the various development agreements that regulate the southern half of the city.

Are there other strategic opportunities in any of these areas?

There are several strategic opportunities in the lower-income portion of the City. These opportunities include but are not limited to:

- Acquisition and rehabilitation, or demolition and reconstruction, of aging multi-family housing.
- Community Benefit Development Organizations with a focus in neighborhood revitalization, particularly along the Folsom Boulevard and Coloma Road commercial areas.
- Single-family housing acquisition, rehabilitation, and sale as affordable units in the more distressed older neighborhoods.
- Multi-agency partnership to leverage resources and build service capacity, including nonprofits, faith-based, and public agency organizations.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

According to the Federal Communications Commission, as of 2018, there are seven DSL providers, one cable internet provider, three fiber internet (FTTH) providers, and five fixed wireless (WISP) providers in Rancho Cordova. There are also five mobile broadband (cellular) providers with service available in the City. Most census tracts in the City have broadband subscription rates of 60-100 percent, illustrating a fairly substantial rate of access to internet among most residents.

Countywide, 82 percent of households have a desktop or laptop computer and 87 percent have a smartphone—higher than the US overall. Seventy-six percent of households have broadband access by cable, fiber, or DSL and 89 percent have some type of broadband access—10 percent only have internet through their cellular data plan. However, ACS data indicate that access is much lower for low- and moderate-income households. In Sacramento County, just 3 percent of households earning \$75,000 or more per year are without any internet subscription compared to 29 percent of households earning less than \$20,000 per year and 12 percent of households earning between \$20,000 and \$75,000 per year. As part of the community engagement process conducted for the Consolidated Plan, a focus group was held with stakeholders about broadband needs and digital inclusion. Additional interviews were held with stakeholders who work in social services and improving broadband access. Stakeholders represented the following organizations: Sacramento County Department of Technology, City of Sacramento, Valley Vision, Communication Workers of America, Sacramento County Office of Education, Sacramento's Social Venture Partners (SVP), and Sacramento Public Library.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

As the number of broadband services subscribers and users rises, there will subsequently be an increase in the number of service providers in the jurisdiction. With an increase in service providers, increased competition will more than likely be a direct result. The City will continue to support the community's access to broadband services and will do its best to facilitate a smooth integration of broadband service providers, while supporting a healthy level of competition among providers.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**Describe the jurisdiction's increased natural hazard risks associated with climate change.**

The City of Rancho Cordova recognizes its role in reducing the risk of increased natural hazards, especially those associated with climate change. The City acknowledges that with an increase in population and the number of individuals coming to Rancho Cordova for work and leisure, there will be an increase in the City's contribution to greenhouse gas emissions. The City will prioritize collaborative efforts with neighboring jurisdictions that work to address the increase in greenhouse gas emissions in the region.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

In drafting the 2020-2024 Consolidated Plan, Sacramento County and other participating jurisdictions evaluated the natural hazard risks to low- and moderate-income residents. The evaluation was conducted through consulting with stakeholders that represent Sacramento County, Sacramento County Office of Emergency Services, and Sacramento County Department of Transportation during a focus group. When these stakeholders were asked about recent natural disasters, property damage, and the impact of the damage, they provided information around the biggest threat to the County—flooding:

- In 2017, there were three Presidential Declarations for flooding and wind. Over the last 15 years, there have been multiple declarations for flooding (1996, 1997, 2002, 2006, and 2017) and one for wind (wind events can cause power outages and fires).
- Exposure to flooding does not necessarily vary greatly by neighborhood. If a levy fails, all neighborhoods would flood.
- Localized floods are caused by stream overflow, as well as irrigation.

Natural hazard preparedness:

- During a flood event, the County Sheriff leads the evacuations. Alert systems include both Placer and Yolo Counties and there are procedures in place for when power is out (three large school sirens). Everbridge (emergency alert communications system) has translation built in. Accessing American Sign Language (ASL) interpreters is the goal, but not always possible.
- The Department of Transportation maintains the road system during a disaster and monitors areas that are identified as vulnerable so that equipment and crews can be deployed to respond to flooding and maintaining the operation of the system. The department also provides a support role to emergency response.
- Sacramento County's plan has a language access component, which assists with LEP residents.
- In an event, a Local Assistance Center(s) is activated—this is a place designated for residents and businesses to get help. It typically has a registration setup, childcare, language access, and other resources to help people.

- Most of the available preparedness information is on the County's website and shared by social media. None of the County's communications about preparedness is targeted; rather it's all mass media, for all people in the County.

When stakeholders participating in the natural hazard focus group were asked about relief funding, they provided insight into the process:

- When FEMA is involved, there needs to be a federal disaster assessment. The County and other agencies have their own disaster assessments.

Natural hazards risks and problems:

- Reaching people who are homeless before or during a disaster is a big concern, especially those who are camping out in the County or who may not have a phone that receives emergency alerts.
- A number of areas in the County have only one way in and one way out, which can be a real issue.
- For homes in the floodplain, insurance can be a large problem and many residents don't have this type of insurance because of unaffordable premiums. Another issue is that some residents bought homes without knowing they were in a floodplain, and therefore didn't know they needed to carry flood insurance. In rural areas of the County, there is a large agricultural industry, so a flood can result in agriculture losses as well.
- Businesses will sometimes have to close because they're not prepared to recover from a natural disaster or have a continuity plan in place.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

This section of the Consolidated Plan serves as the City of Rancho Cordova's framework for implementing its CDBG program from January 2020 to December 2024. The Strategic Plan includes a myriad of data collected from various regional and local sources, as well as data from various instances of local community outreach that were initiated in preparation of the Consolidated Plan. The primary purpose of the Strategic Plan is to clearly state the priority needs that were identified during its preparation, and subsequently identify the goals that the City will work toward to address these priority needs. The City will use its annual CDBG allocation to fund projects and programs that uphold the goals identified in this section, which are as follows:

- **Homelessness Prevention**
- **Senior and Disability Services**
- **Child and Youth Services**
- **Public Facilities**
- **Public Infrastructure**
- **Homeless Housing**
- **Housing Preservation Program**

The City will continue to identify needs, assets, and priorities on an annual basis as part of its application process for CDBG funds. This is done each CDBG program year through the Annual Action Plan document. CDBG staff will gather information through the collection of data (quantitative and qualitative); consultation with the public, especially members of target populations, various service providers, and community experts; and ongoing outreach to residents to determine the level of need or condition of assets for proposed activities.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)**Geographic Area****Table 12 - Geographic Priority Areas**

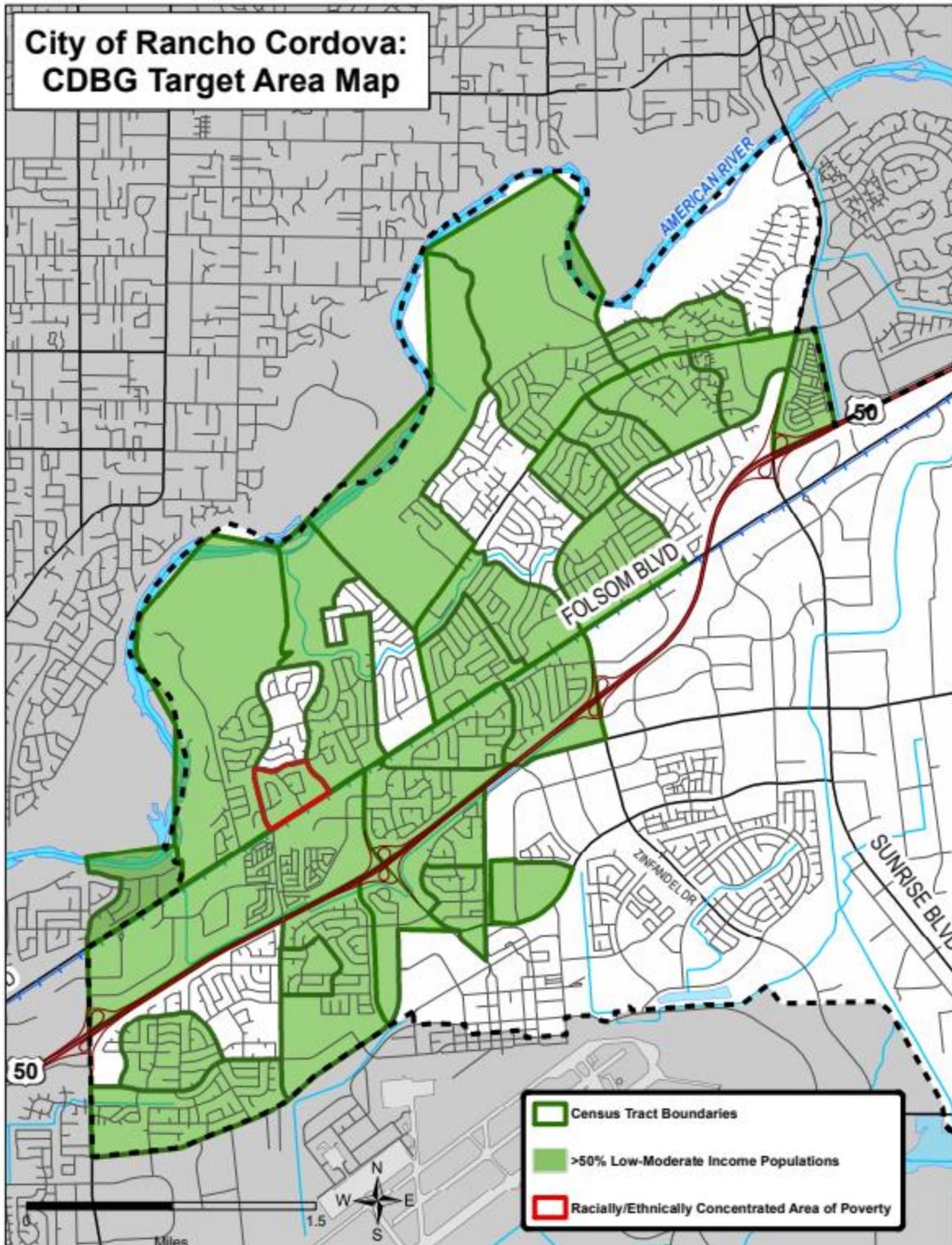
Sort	Area Name	Area Type	Include/Not Include	Action
NA	CDBG Target Area	Local Target Area	<i>_X_ Include</i>	NA

General Allocation Priorities

The primary geographic area identified for use in CDBG-funded activities is the CDBG target area, which is made up of census tracts in which more than 50 percent of households earn 80 percent of area median income (AMI) or less. The entire CDBG target area is located in the northern section of the City, which is also the area with the oldest infrastructure and the most development. Activities determined to have an area benefit must benefit areas where more than 50 percent of households are low income. The City does fund services on a limited clientele basis in neighborhoods that are not more than 50 percent low income. In those areas, each client is provided with an intake sheet that includes household income and can be used to determine eligibility. All other activities are either targeted at presumed benefit groups, such as frail elderly or persons with disabilities, or benefit immediately adjacent low-income neighborhoods.

For code enforcement and rental housing inspection programs, the City uses the CDBG target area to track cases and costs specifically attributed to the target area and differentiate from the costs attributed to the remainder of the City. ADA accessibility and infrastructure improvement projects generally must be in the CDBG target area to receive CDBG funding.

The map below identifies the CDBG target area as of 2020; this map will be updated throughout the Consolidated Plan cycle to reflect any changes to low-moderate income block groups.



SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 13 – Priority Needs Summary

1	Priority Need Name	Affordable Housing Development
	Priority Level	High
	Population	Extremely Low Income Low Income Large Families Families with Children Chronic Homeless Individuals Mentally Ill Veterans Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Homelessness Prevention
	Description	New affordable housing units suitable for families, seniors, veterans, and low-income households.
	Basis for Relative Priority	Outreach identified a significant need for safe and decent affordable housing, particularly among extremely low-income families, seniors, and individuals at risk or experiencing homelessness.
2	Priority Need Name	Acquisition & Rehabilitation
	Priority Level	High

	Population	Extremely Low Income Low Income Moderate Income Large Families Families with Children Elderly Public Housing Residents Chronic Homeless Individuals Veterans Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Housing Preservation
	Description	Acquire and rehabilitate existing low-cost units, affordable units at risk of losing affordability, and public housing units at risk of conversion to market rate.
	Basis for Relative Priority	Outreach and data collection identified that there is a significant need for safe and suitable affordable housing appropriate for persons at all phases of the life cycle. Many of the existing lower-cost units are substandard and may pose a health risk to sensitive population groups.
3	Priority Need Name	Homeless Shelter/Housing
	Priority Level	High
	Population	Extremely Low Income Low Income Families with Children Elderly Chronic Homeless Individuals Mentally Ill Chronic Substance Abuse Veterans Victims of Domestic Violence Unaccompanied Youth

	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Homeless Housing
	Description	Transitional or emergency housing for homeless persons, families, and veterans.
	Basis for Relative Priority	There is a significant need throughout the Sacramento area for homeless housing, from emergency shelters to transitional housing to permanent supportive housing with programming to help reintegrate homeless persons and families. The increasing numbers of homeless persons and families in Rancho Cordova has elevated the problem to a highly visible priority.
4	Priority Need Name	Homelessness Prevention
	Priority Level	High
	Population	Extremely Low Income Low Income Large Families Families with Children Elderly Individuals Mentally Ill Veterans Victims of Domestic Violence Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Homelessness Prevention Housing Preservation
	Description	Housing placement, counseling, and landlord-tenant mediation intended to help households currently housed stay in their housing whenever possible, and to identify and place households at risk of imminent homelessness into suitable housing units when necessary.

	Basis for Relative Priority	Ensuring that households who are currently housed remain housed whenever possible helps to keep families stable and can prevent a chain reaction of employment and educational disruption. Helping households at risk of imminent homelessness to find new housing before they are on the street can ensure that they do not end up with housing gaps that make finding new housing more difficult, and that can severely disrupt families as well as employment and education stability.
5	Priority Need Name	Child and Youth Services and Programming
	Priority Level	High
	Population	Extremely Low Income Low Income Moderate Income Large Families Families with Children Non-housing Community Development
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Child and Youth Services
	Description	After-school programming for youth, mentoring for at-risk youth, and job training for adolescents.
	Basis for Relative Priority	Throughout the public participation meetings and community surveys, the need for after-school programs, youth services, and programs to help at-risk youth to avoid gangs, crime, and drugs was identified as a top priority, both with the City Council and the general public. For children, in particular, residents stated that affordable childcare, after-school programs, and parenting support are also needed.
6	Priority Need Name	Senior and Disability Services
	Priority Level	High
	Population	Extremely Low Income Low Income Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities

	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Senior Services
	Description	Meal and nutrition services, in-home care services, caregiver respite services, and transportation assistance.
	Basis for Relative Priority	Senior and disability services were identified as a key priority in both the Community Needs survey and the public participation meetings. Seniors and disabled populations are generally on fixed incomes and have little disposable funds to deal with emergencies or unforeseen problems, particularly involving housing and transportation. Resources that can help these populations stretch incomes and improve their quality of life are priorities for the Rancho Cordova community.
7	Priority Need Name	Public Facilities
	Priority Level	High
	Population	Extremely Low Income Low Income Moderate Income Middle Income Large Families Families with Children Elderly Public Housing Residents Non-housing Community Development
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Public Facilities
	Description	Youth Center, Senior Center, library, neighborhood centers, all located near the neighborhoods where needs are highest.
	Basis for Relative Priority	The City of Rancho Cordova has identified a youth center as a priority need for several years. The Rancho Cordova Senior Center is located at the southwestern edge of the City and is difficult for the bulk of Rancho Cordova seniors, who live in the northern section of the City, to access. The Rancho Cordova Library is located in adjacent unincorporated Sacramento County and is not geographically accessible to households with transportation challenges.

8	Priority Need Name	Public Infrastructure Improvements
	Priority Level	High
	Population	Extremely Low Income Low Income Moderate Income Middle Income Large Families Families with Children Elderly Public Housing Residents Non-housing Community Development
	Geographic Areas Affected	RCAP/ECAP 89.11 CDBG Target Area
	Associated Goals	Public Infrastructure
	Description	Streetlight installations and ADA improvements to public right-of way.
	Basis for Relative Priority	Many of the older residential neighborhoods do not have streetlights and can be hazardous at night. Residents feel the lack of lights allows for vandalism and petty crime that could otherwise be deterred. Many of the sidewalks and public rights-of-way in the City are aged and do not meet current ADA standards. The City has a significant need for general infrastructure improvements. Better signage for public service facilities was identified multiple times throughout this Consolidated Plan's outreach efforts.

Narrative (Optional)

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)**Introduction**

The City of Rancho Cordova has been successful at finding and applying for alternative funding sources to help meet affordable housing development needs. These sources have included tax credits, infrastructure infill grants, sustainable communities grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program that the City is currently completing, CalHome funding. The City has also pursued other state of California housing funds whenever they seemed appropriate.

While it would seem that the City has been successful at leveraging federal CDBG dollars, the City has also gone to lengths to not commingle funding sources. Instead, it has elected to use CDBG funds where the programs and projects will most benefit and be most compatible with the federal regulations, and to find other funding for projects where the inclusion of funds with federal obligations adds more cost than benefit.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$634,710	\$0	Total: 354,319 CIP: \$262,846 Plan/Admin & Public Services: \$91,473	\$989,029	\$2,400,000	For the 2020 program year, the City received \$634,710 in CDBG funds. The City receives approximately \$600,000 in CDBG funds each year, meaning that an estimated \$2,400,000 will be received for the remainder of the Consolidated Plan cycle. The City does not currently receive any program income. All prior year resources reported are left over from planning and administration activities and public service projects from the shortened 2019 program year and will be reallocated in the 2021 program year. All capital improvement prior year resources are committed to existing capital projects and programs and are anticipated to be expended.

Table 14 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. Unless the available funding can sufficiently offset the additional cost and labor burden inherent in federal funds, it can actually be costly to a project's budget to include CDBG or HOME as funding sources. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with the federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with only CDBG funding. The City's CDBG program does not have any matching requirements.

With respect to public service projects funded with CDBG funds, to best leverage the City's available resources, the City will continue to look for opportunities to layer private and non-federal resources with federal resources and to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects and services will have the best results for the community and the low- and very low-income residents they are intended to serve. These sources include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other state of California housing funds whenever appropriate.

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

The City uses publicly owned land and property to support CDBG-funded administrative, planning, and project activities. The City also uses City cars, which are used for the CDBG-funded code enforcement and rental housing inspection activities to transport the code enforcement officers to the different sites that are being inspected. Additionally, City Hall equipment is used to administer the day-to-day activities of planning and administration for the CDBG program.

The Folsom Cordova Community Partnership uses public school district property to hold mentor initiative classes for their youth programs, while the Meals on Wheels Senior Nutrition program uses the City's Senior Center, which is owned by the Cordova Recreation and Park District, to provide hot meals to seniors. In the future, the City plans to use City-owned property to build affordable housing developments.

Discussion

The City intends to use CDBG funds to support programs and projects that can best benefit from the additional funding. Because the City's CDBG allocation is very limited, the City plans to complete the costlier housing improvements and production through partnerships and the use of alternative funds.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, nonprofit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Rancho Cordova	Government	Non-homeless special needs Planning neighborhood improvements public facilities	Jurisdiction

Table 15 - Institutional Delivery Structure

Assessment of Strengths and Gaps in the Institutional Delivery System

There are several strengths and gaps in the institutional delivery system. One primary strength is the good relationship that City staff has built with service providers in the community. Frequent communication allows staff to identify opportunities for leveraging or partnership that can improve and expand services. The City has also been flexible in assisting service providers with small amounts of discretionary funding from non-CDBG sources to help well-performing nonprofits meet CDBG program needs that are not CDBG eligible.

A serious gap in the institutional delivery system is the fact that there are multiple other governmental agencies that complete projects and provide services, and there is frequently a lack of communication between these agencies, the City, and the nonprofit service providers in the community. Sacramento County provides many health and human service/human assistance services in the region. The County also funds some nonprofits to provide additional services. However, it can be difficult to find out what resources are available in the county, and, due to a lack of funding and staff capacity, many County resources are stretched so thin that there is little assistance available. Similarly, all of the parks in the City are part of the Cordova Recreation and Park District. In the past, the City has assisted the Cordova Recreation and Park District in securing a \$75,000 grant to improve irrigation at a specific site in the City. The City plans to continue to work with the Recreation and Park District plan to coordinate their efforts to complement each other's projects and activities.

During the consultations performed in preparation of this plan, a lack of communication was identified between service providers in the area, as well as a lack of communication between the City and those service providers. One of the best tools that the City could hope for is to have a variety of service providers that complement each other's services and can refer their recipients to other services that are offered. As the City enters into this new Consolidated Plan cycle, it will continue to prioritize strengthening its relationships with local entities and service providers and will work to build stronger lines of communication between these organizations in order to offer the most beneficial resources to priority populations in the community.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X		
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X		
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS			
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
Other			
Other			

Table 16 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Two primary groups provide services targeted to homeless persons in the Rancho Cordova community. The first is oriented toward veterans. The Mather Veterans Hospital provides healthcare, mental health services, some transportation, and other support services to veterans, including homeless veterans, in the region. The Mather Veterans Village is designed and intended to increase the service capacity for homeless veterans, particularly those suffering from drug and alcohol addictions, chronic homelessness, and mental illnesses.

The VOA operates the Adolpho Transitional Housing Program for former foster youth who have exited the foster system; the Adolpho facility is adjacent to the Mather Community Campus. All of the VOA programs are accessed through the County's Department of Human Assistance and are not directly or immediately available to homeless persons in the City of Rancho Cordova.

Rancho Cordova Homeless Assistance Resource Team (HART) is another group working to assist homeless persons and families in the City. HART is a group of primarily faith-based community organizers that works to provide winter shelter, donation collections, and food to homeless persons in Rancho Cordova.

The City's Homeless Outreach Team (HOT) has a unique strategy to engage and assist individuals and families experiencing homelessness. The Homeless Outreach Team (HOT) builds relationships with homeless individuals and families and provides services, education and resources in partnership with local organizations to help them become self-sufficient. HOT is comprised of two officers, including the Homeless Outreach Navigator, and a code enforcement officer, and two members who retrieve shopping carts and conduct encampment clean ups

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Rancho Cordova HART has been increasing its presence and has improved its capacity to provide services to homeless persons in the City. Team members regularly communicate and coordinate with the City and have support both from staff and the community. HART's goals include addressing homelessness in the immediate community, and its presence is a growing strength in the efforts to address the needs of the homeless.

However, there are still significant gaps in homeless assistance in the community. Most of the homeless services funded by ESG, the Continuum of Care, and other funding sources that target homelessness are focused in either the City of Sacramento or in clusters in the unincorporated County of Sacramento. There are currently no homeless services funded by ESG or the Continuum of Care immediately available to homeless persons in the City of Rancho Cordova. Homeless persons seeking services must be able to travel to where the services are available in order to receive help. This is a significant barrier for many homeless persons.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City is working with HART, the County of Sacramento, the Continuum of Care, and Sacramento Self-Help Housing to evaluate the opportunities to bring more homeless services to Rancho Cordova. These may include a transitional housing facility, emergency shelter sites, emergency shelter vouchers, and other services and programs to help the homeless. The City is considering the viability of funding the capital component of a homelessness response project in partnership with a proven service provider that can address the ongoing operations. Additionally, the City plans to work with the Cordova Recreation and Parks District on identifying grants and collaboratively selecting projects as applicable.

The HOT team also plays a major role in connecting homeless individuals with needed services in the City, as well as in the County. HOT has a close working relationship with much of the homeless

population currently residing in the City; they continue to work as a great resource for homeless individuals to gain employment education, mental health services, and other necessary services that help to get people off the streets.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

ATTACHMENT 2

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homelessness Prevention	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	Service	Homelessness Prevention	CDBG: \$150,000	Homelessness Prevention: 2,000 Persons Assisted
2	Senior Services	2020	2024	Non-Homeless Special Needs	Service	Senior Services	CDBG: \$200,000	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
3	Youth Services	2020	2024	Non-Homeless Special Needs	Service	Youth Services and Programming	CDBG: \$200,000	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
4	Public Facilities	2020	2024	Non-Housing Community Development	Capital	Public Facilities	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 10,000 Persons Assisted
5	Public Infrastructure	2020	2024	Non-Housing Community Development	Capital	Public Infrastructure Improvements	CDBG: \$534,710	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 30,000 Persons Assisted
6	Homeless Housing	2020	2024	Homeless	Capital	Homeless Shelter/Housing	CDBG: \$250,000	Overnight/Emergency Shelter/Transitional Housing Beds added: 6 Beds

7	Housing Preservation Program	2020	2024	Affordable Housing	Capital	Homelessness Prevention	CDBG: \$800,000	Homeowner Housing Rehabilitated: 50 Household Housing Units Housing Units Inspected: 5,000 Housing Units
8	Program Administration	2020	2024	Planning & Administration	Admin.		CDBG: \$600,000	
	TOTAL FUNDING	2020	2024			TOTAL NEED	CDBG: \$3,034,710	

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Homelessness Prevention
	Goal Description	Housing counseling, tenant-landlord mediation, housing placement services
2	Goal Name	Senior Services
	Goal Description	Congregate and home-delivered meals for homebound seniors, respite services for caregivers, other senior services
3	Goal Name	Youth Services
	Goal Description	After-school programming, youth mentoring, job training, other services to assist at-risk youth
4	Goal Name	Public Facilities
	Goal Description	Senior center, youth center, neighborhood center, community center
5	Goal Name	Public Infrastructure
	Goal Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements

6	Goal Name	Homeless Housing
	Goal Description	Transitional housing facility, emergency shelter facility, other housing directly available to homeless persons in the city
7	Goal Name	Housing Preservation Program
	Goal Description	Emergency repairs to address health and safety issues, accessibility improvements, maintenance assistance Rental housing inspections & code enforcement in the CDBG target area
8	Goal Name	Program Administration
	Goal Description	City staff will conduct planning and administration of its CDBG and HOME grant funds, including reporting, monitoring, tracking budgets, labor compliance, environmental compliance, community engagement, and subrecipient coordination.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

According to the City's 2013-2021 Housing Element, there are 17 housing developments located in Rancho Cordova providing subsidized housing, with a total of 1,585 low- and very low-income units. Subsidized units account for approximately 7 percent of the total housing stock. All of the affordable housing projects currently in use, in planning, or in construction will be managed by the SHRA and nonprofit developers and will include coordination with the SHRA for vouchers and other rental subsidies.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**Actions to address LBP hazards and increase access to housing without LBP hazards**

All of the City's owner-occupied housing rehabilitation and emergency repair programs will continue to address lead-based paint hazards, including lead paint stabilization and removal when necessary. Any multi-family housing or public facility renovated with City funds will need to be tested for lead-based paint, and have any paint hazards abated according to code. The City also posts information on the website and at City Hall that provides resources to contractors and developers who will be working on projects that may lead to lead poisoning from lead-based paint or other lead-based building components. The information can be found

here: <https://www.cityofranchocordova.org/home/showdocument?id=8663>

How are the actions listed above integrated into housing policies and procedures?

All of the City's housing rehabilitation and emergency repair programs include an evaluation for the presence of lead-based paint. Homeowners and occupants are provided lead-based paint information and education regardless of when their home was built. Homes built before 1978 are tested for lead-based paint on any exposed surfaces, particularly if paint is chipping or if wood or plaster is exposed. The tests are completed by hazardous material experts, and the stabilization and sealing of the painted surface becomes a priority for the rehabilitation or emergency repair.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City's anti-poverty strategy is heavily reliant on regional cooperation, including support from the SHRA and Sacramento County, as well as cooperation with nonprofit service providers and partner agencies. As housing is usually the highest single expense facing impoverished families, the City will continue to explore avenues to build and rehabilitate new and existing affordable housing. The Folsom Cordova Community Partnership is currently partnering with Sacramento Employment Training Agency to develop job training programs for low-income and single-parent families, including focusing on skills currently in high demand locally. The Los Rios Community College District opened a brand-new satellite campus in central Rancho Cordova, and offers both education and job training courses.

The City is always looking for opportunities to partner and leverage programs and service providers to build service capacity and improve the depth of available resources. However, the cycle of poverty is difficult to break, and the City needs support from the SHRA, Sacramento Steps Forward, and Sacramento County, which control the bulk of social services funding, to help stop poverty in the region.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

Housing cost burden and severe housing cost burden were identified as the most common housing problems facing impoverished households in the City. New and rehabilitated affordable housing with regulatory agreements and rents affordable to households making less than 50 percent of AMI are vital in addressing the problem of poverty. The City, in partnership with Mercy Housing, has completed the majority of the Mather Veterans Village project, which provides 100 units affordable to very low-and extremely low-income veterans and their families.

The City is also working with developers on the Horizons at New Rancho project, which, at completion, will provide 48 age-restricted senior units to households making less than 80 percent AMI, with several units dedicated to very low- and extremely low-income senior households.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

City staff have communicated with the subrecipients' staff that are responsible for each activity prior to the beginning of the program year. All subrecipients were informed of the obligations to collect the required information on income, household composition, and race and ethnicity. Subrecipients reviewed and signed subrecipient agreements that provide the terms and expectations pursuant to applicable federal and state law. The City also offered a group technical assistance training session at the beginning of the year to go over subrecipient agreement policies, data collection, and financial management. Staff provided technical assistance to subrecipients throughout the year as needed.

On a quarterly basis, City staff examined the progress the subrecipients were making toward performance targets through desk monitoring. Subrecipients are required to report the demographics of their service population with each billing, including additional supporting information such as general ledger and program accounting documents. Each subrecipient agreement contains provisions for reductions to or suspensions of payments in the event that targets are not being met (without valid reason) or past performance issues have not been resolved.

The City has continued to place strong emphasis on the importance for subrecipients to gather complete and accurate information on the persons and/or households they serve, and to regularly report their progress.

In the 2018-19 program year, the City conducted an on-site audit of the SSHH and Meals on Wheels in collaboration with other local grantors, and in 2019 conducted a monitoring of the City's Public Works Department's 2018-19 ADA Sidewalk Improvement project. Additionally, the City conducted desk monitoring on all CDBG-funded programs throughout the 2019 program year and plans to continue this monitoring throughout the 2020 program year. The CDBG program has successfully met expenditure deadlines in years past and will continue to meet these deadlines throughout the Consolidated Plan cycle. The City is also current on quarterly and semi-annual reports due to HUD.

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City of Rancho Cordova has been successful at finding and applying for alternative funding sources to help meet affordable housing development needs. These sources have included tax credits, infrastructure infill grants, sustainable communities grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other state of California housing funds whenever they seemed appropriate.

The City receives approximately \$300,000 in HOME funds through lead agency County of Sacramento. The City does not currently receive ESG or other HUD funds directly from the federal government or from the State of California.

The City received \$634,710 in CDBG funding for the 2020 plan year. These allocation amounts were calculated based on competitive application scoring process; contingency provisions for the SSHH Renters Helpline and Fair Housing Services activities are outlined in this Annual Action Plan; for a detailed description of explanations behind allocations, refer to section AP-35.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$634,710	\$0	Total: 354,319 CIP: \$262,846 Plan/Admin & Public Services: \$91,473	\$989,029	\$2,400,000	For the 2020 program year, the City received \$634,710 in CDBG funds. The City receives approximately \$600,000 in CDBG funds each year, meaning that an estimated \$2,400,000 will be received for the remainder of the Consolidated Plan cycle. The City does not currently receive any program income. All prior year resources reported are left over from planning and administration activities and public service projects from the shortened 2019 program year and will be reallocated in the 2021 program year. All capital improvement prior year resources are committed to existing capital projects and programs and are anticipated to be expended.

Table 18 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. Unless the available funding sufficiently offsets the additional cost and labor burden inherent in federal funds, it can actually be damaging to a project budget to include CDBG or HOME as funding sources. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with the federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with the available CDBG funding. The City's CDBG program does not have any matching requirements.

With respect to public service projects funded with CDBG funds, to best leverage the City's available resources, the City will continue to look for opportunities to layer private and non-federal resources with federal resources and to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects and services will have the best results for the community and the low- and very low-income residents they are intended to serve. These sources include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other state of California housing funds whenever appropriate.

The City's CDBG program does not have any matching requirements.

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

The City currently owns two properties that remained with the City through the dissolution of redevelopment in 2011 and 2012; however, only one of these properties is programmed for affordable housing. The City also has a 99-year lease on 3.69 acres of land adjacent to the VOA-run Mather Community Campus on the now-decommissioned Mather Air Force Base. The land has been dedicated to the Mather Veterans Village project, which offers about 100 affordable units for homeless and disabled veterans and their families, and will offer 60 transitional housing beds for homeless veterans, including those with drug addictions or mental illnesses.

The City uses publicly owned land and property to support CDBG-funded administrative, planning, and project activities. The City also uses City cars, which are used for the CDBG-funded code enforcement and rental housing inspection activities to transport the code enforcement officers to the different sites that are being inspected. Additionally, City Hall equipment is used to administer the day-to-day activities of planning and administration for the CDBG program.

The Folsom Cordova Community Partnership uses public school district property to hold mentor initiative classes for its youth programs, while the Meals on Wheels Senior Nutrition program uses the City's Senior Center, which is owned by the Park District, to provide hot meals to seniors. In the future, the City plans to use City-owned property to build affordable housing developments.

Discussion

The City intends to use CDBG funds to support programs and projects that can best benefit from the additional funding. Because the City's CDBG allocation is very limited, the City plans to complete the costlier housing improvements and production through partnerships and the use of alternative funds.

Annual Goals and Objectives

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

Goals Summary Information

Table 19 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Child and Youth Services	2020	2024	Non-Homeless Special Needs	CDBG Target Area	Youth Services and Programming	CDBG: \$30,000	Public service activities other than Low/Moderate Income Housing Benefit: Folsom Cordova Community Partnership will benefit 80 individuals through youth mentoring services.
2	Senior and Disability Services	2020	2024	Non-Homeless Special Needs	CDBG Target Area	Senior Services	CDBG: \$39,987	Public service activities other than Low/Moderate Income Housing Benefit: Meals on Wheels will benefit 100 individuals by providing food to seniors.

ATTACHMENT 2

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homeless Prevention	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	CDBG Target Area	Homeless Shelter/Housing Homelessness Prevention	CDBG: Appx. \$33,000	Public service activities for Low/Moderate Income Housing Benefit: Sacramento Self-Help Housing- Renters Helpline: 420 Individuals Housing Counseling: 150 Individuals Fair Housing Services: 25 Individuals
4	Public Infrastructure	2020	2024	Non-Housing Community Development	CDBG Target Area	Public Infrastructure Improvements	CDBG: \$210,562	Public facility or infrastructure activities other than Low/Moderate Income Housing Benefit: Public Works Sidewalk ADA Improvements will benefit approximately 2,000 individuals.

ATTACHMENT 2

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Housing Preservation Program	2020	2024	Affordable Housing Non-Housing Community Development	CDBG Target Area	Acquisition & Rehabilitation	CDBG: \$202,000	Homeowner Housing Rehabilitated: Rebuilding Together Sacramento will repair 10-15 housing units with its critical repair program. Housing Code Benefit: The City's Code Enforcement Program will benefit 2,000 households through code enforcement. About 1,000 households will benefit from the Rental Housing Inspection Program.
6	Program Administration	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs Program Administration	CDBG Target Area Citywide	Planning and Administration	CDBG: \$119,325	N/A

Goal Descriptions

1	Goal Name	Child and Youth Services
	Goal Description	After-school programming, youth mentoring, other services to assist at-risk youth
2	Goal Name	Senior and Disability Services
	Goal Description	Congregate and home-deliver meals for homebound seniors, other senior services
3	Goal Name	Homelessness Prevention
	Goal Description	Housing counseling, tenant-landlord mediation, housing placement services
4	Goal Name	Public Infrastructure
	Goal Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
5	Goal Name	Housing Preservation Program
	Goal Description	Emergency repairs to address health and safety issues, accessibility improvements, maintenance assistance Rental housing inspections and code enforcement in CDBG target areas

AP-35 Projects - 91.420, 91.220(d)

Introduction

HUD allocated \$634,710 in CDBG funds to the City for the 2020 program year. Project applications were received and reviewed by an independent group, as well as by City staff. Each application was scored according to criteria that the City established as part of the Consolidated Plan process. Criteria included the organization's capacity to successfully complete projects and programs, past project management performance, CDBG funding eligibility, how closely the project matched with the National Objectives laid out by HUD, and how thoroughly the projects addressed the community needs identified in this Consolidated Plan. Please refer to **Attachment F** for a copy of the application scoring rubric and application questions.

The City plans to continue funding for health and safety improvements to residents' homes, public infrastructure improvements for ADA accessibility, and to continue funding public services activities with its CDBG funding, as there are relatively few other funding sources available to finance these activities. Within public services, the City prioritized activities serving seniors and youth, fair housing support, and homelessness prevention efforts in the community.

Funding amounts in the table below are based on scoring criteria from the submitted program applications. These amounts are the estimated funding amounts for the 2020 program year. In particular, the Renters Helpline and Fair Housing Services activities are coordinated through a regional service contract. At the time of this Plan's publication, the lead agency of this collaboration had not released the 2020 allocation amount. Once final allocations for these two activities are provided to the City, then the other funding amounts will be proportionally increased or decreased from estimated funding levels.

#	Project Name
1	Housing Preservation Program
2	Public Services
3	Public Infrastructure
4	Planning and Administration

Table 20 – Project Information

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

Priorities are allocated first by need, second by the availability of sufficient resources to support a successful program or project, and third by the availability of local service providers to respond to the needs. The primary obstacle to addressing underserved needs is a shortage of resources, primarily funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	HP-20 Housing Preservation Program
	Target Area	CDBG Target Area
	Goals Supported	Housing Preservation and Code Enforcement
	Needs Addressed	Acquisition & Rehabilitation
	Funding	CDBG: \$202,000
	Description	Rental housing inspections and code enforcement in CDBG target areas to find and correct code violations, and rehabilitation of low-income owner-occupied housing to prolong housing habitability.
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 3,000 households in the low-income CDBG target area will receive code/rental housing inspections; 10-15 housing units will receive roof and critical systems repair assistance.
	Location Description	Rental housing inspection and code enforcement activities will be conducted in the CDBG target area. Roof repairs will be provided to low-income homeowners citywide.
	Planned Activities	Rental Housing Inspection Program – \$51,000 – Inspect rental units for health and safety violations. Code Enforcement Program – \$51,000 – General code enforcement to support the health and safety of the community. Rebuilding Together Sacramento – \$100,000 – Roof and critical repairs to low-income households.
2	Project Name	PS-20 Public Services
	Target Area	CDBG Target Area

Goals Supported	Homelessness Prevention Senior Services Youth Services
Needs Addressed	Homeless Shelter/Housing Homelessness Prevention Youth Services and Programming Senior Services
Funding	CDBG: \$95,207
Description	Public services for youth, seniors, and persons and households at risk of homelessness
Target Date	12/31/2020
Estimate the number and type of families that will benefit from the proposed activities	Approximately 180 low-income persons will benefit from youth and senior targeted public services and 585 households will benefit from rental housing public services.
Location Description	Citywide
Planned Activities	Folsom Cordova Community Partnership– \$30,000 – Group Mentoring Initiative – Provide youth support and improve community involvement through intensive one-on-one youth mentoring. Meals on Wheels– \$39,987 – Senior Nutrition Program – Take hot meals or frozen heat-and-serve meals to homebound seniors, and provide lunch to seniors at the Cordova Senior Center. Sacramento Self-Help Housing: Housing Counseling– \$15,000 – Provide housing counseling and support services to residents who are at risk of homelessness, or who are already homeless, to aid them in securing stable housing. Sacramento Self-Help Housing: Renters Helpline – Appx. \$10,220 – Respond to requests from Rancho Cordova residents who are in danger of becoming homeless due to conflicts with their landlord or property manager and are seeking assistance. Provide fair housing referrals for households potentially experiencing discrimination.
Project Name	PI-20 Public Infrastructure

3	Target Area	CDBG Target Area
	Goals Supported	Non-Housing Community Development
	Needs Addressed	Public Infrastructure Improvements
	Funding	CDBG: \$210,562
	Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
	Target Date	12/31/2020
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2,000 individuals will benefit from improved ADA access in the City.
	Location Description	Citywide
	Planned Activities	ADA Sidewalk Repair Program – \$210,562 – Remove and replace damaged curbs, gutters, and sidewalks, and replace sidewalk ramps to meet current ADA standards throughout the City.
4	Project Name	PA-20 Planning and Administration
	Target Area	CDBG Target Area
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$126,942
	Description	General administration of the CDBG program, including all planning and reporting activities. Some fair housing services will also be provided.
	Target Date	12/31/2020

	Estimate the number and type of families that will benefit from the proposed activities	Provide administration and support for all CDBG programs, including all planning and reporting activities.
	Location Description	Citywide
	Planned Activities	Provide general administration of the CDBG program, including all planning and reporting activities. Complete 2019 CAPER. Monitor all programs and projects. Planning and Administration – \$119,325 – General CDBG program administration and planning. Fair Housing Services – Appx. \$7,600 – Provide fair housing services to residents by responding to inquiries of illegal housing discrimination and investigating discrimination complaints.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic distribution of activities is widely varied, but most take place in or near low- and moderate-income areas. As seen on the attached CDBG Target Area map (**Attachment G**), the CDBG target area is dispersed throughout the city, allowing for a spread of eligible activities. The specific location of an activity largely depends on the type of activity. Some of the City's 2020 activities, such as the Meals on Wheels and Housing Counseling program, are able to serve populations across the entire city, while other projects and programs are located and provided to populations in the CDBG target area. The ADA Sidewalk Improvement project, Rental Housing Inspection Program, and Code Enforcement program will take place in the City's designated CDBG target areas.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Target Area	40

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Three activities are prioritized in the CDBG target area: the ADA Sidewalk Improvement Project, Rental Housing Inspection Program, and the Code Enforcement Program. These activities use a geographic boundary to identify which areas are eligible for infrastructure repair and tracks the number of units inspected, new cases opened, violations cleared, and staff hours spent in addressing housing problems in the CDBG target area.

Discussion

The City of Rancho Cordova strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of gender, race, national origin, age, source of income, familial/marital status, religious affiliation, or disability. As a result, all public service programs, including senior services, youth services, and housing counseling, will be available to residents citywide. Significant additional funding will also be used in the low- and moderate-income areas, as needed, for capital projects and programs. Because much of the existing city is in the CDBG target area, providing capital infrastructure improvements and housing preservation services in the CDBG target area allows a significant portion of the city to receive improvements. Similar services are provided to neighborhoods outside the target area and are funded via other funding sources.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City departments, such as Public Works, as well as partner districts, such as the Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these departments and districts. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of available resources for services within the city's boundaries.

Actions planned to address obstacles to meeting underserved needs

The need for affordable housing for lower-income households and supportive housing for persons with special needs continues to exceed available resources. The City has provided services and has worked to offer housing opportunities to underserved groups, including homeless individuals and veterans with disabilities. The City continues its active participation in County efforts, the Mather Veterans Administration Hospital, and service provider initiatives to locate and develop a continuum of housing opportunities for disabled veterans.

The City also plans to use its CDBG funds to promote the local provision of services for low- and moderate-income residents in Rancho Cordova. Furthermore, the City will encourage area service providers to offer services in the community. In the 2020 program year, several organizations (including Sacramento Self-Help Housing, Meals on Wheels, and Folsom Cordova Community Partnership) will provide services in Rancho Cordova.

Actions planned to foster and maintain affordable housing

According to the City's Housing Element, there are 17 housing developments located in Rancho Cordova providing subsidized housing, with a total of 1,585 low- and very low-income units. Subsidized units account for approximately 7 percent of the total housing stock. The City of Rancho Cordova does not have its own local housing authority. Resident initiatives are handled directly by SHRA. The remainder of the affordable housing units are operated by various nonprofits. The most prominent of these is VOA, which operates the Mather Community Campus transitional housing program, and Mercy Housing, which operates the 100 units of permanent supportive housing at the Mather Veterans Village.

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density

incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Actions planned to reduce lead-based paint hazards

The City complies with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 CFR 35 Subpart B. Compliance includes the following strategies:

Housing Rehabilitation: All housing rehabilitation activities funded under this plan will assess lead hazard risk before proceeding, including the planned Emergency Repair Grant Program. This applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100.

All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described in 24 CFR 35.110.

At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described in 24 CFR 35.110.

Actions planned to reduce the number of poverty-level families

The City continues to fund public services intended to help poverty-level families. The City's anti-poverty strategy is based on revitalizing Rancho Cordova's existing housing stock to provide safe and decent places to live, and on supporting the services of social services agencies that promote income and housing stability. The City's strategy also includes supportive services for target-income residents, including senior and youth services. For example, the City continues to fund the SSHH, as the SSHH provides vital services and resources to families who are homeless or are at risk of homelessness.

The City also continues to fund other anti-poverty programs such as the Senior Nutrition program offered by Meals on Wheels. Additionally, the City funds the Folsom Cordova Community Partnership's Group Mentoring Initiative. This program supports youth and enhances community involvement through intensive one-on-one youth mentoring to help improve economic opportunities for low-income youth in Rancho Cordova.

The City also uses non-federal funds to support many programs and projects, such as job training, through the Community Enhancement Fund. In the 2020 program year, multiple programs will receive funding from both CDBG funds and Community Enhancement funds; those programs include Meals on Wheels, Rebuilding Together Sacramento, the ADA Sidewalk Improvement project, and Folsom Cordova Community Partnership Youth Mentoring Initiative.

Actions planned to develop institutional structure

The City of Rancho Cordova has developed a monitoring system to ensure that the activities carried out in furtherance of the Action Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501 and 2 CFR 200 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring plan are described in more detail in the Consolidated Plan.

The City's Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan and all other subsequent documents related to the implementation of the CDBG program.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works, as well as partner districts, such as Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these divisions. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

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

Staff has continually strived to provide training opportunities and technical assistance to grant subrecipients and has worked to establish "best practices," with the goal of integrating them into the day-to-day and long-term implementation of the program. In addition, the City is continuing its initiative to coordinate activities with neighboring cities, especially in regard to responding to fair housing-related efforts. Coordinated efforts include joint monitoring of common service providers, standardizing reporting requirements to encourage efficiency and consistency, and sharing information from workshops.

During the 2020 program year, the City will implement contracts with local service organizations and City departments that provide assistance to seniors, youth populations, households at risk of homelessness, public improvements, and housing preservation. These subrecipients have all received CDBG funding in the past from the City. City staff and City Council have realized the continuing need for these services and have instituted the multi-year contracts to provide continuity of services and help reduce administrative burden.

In addition, in the 2017-18 program year, the City and surrounding jurisdictions pursued a regional Analysis of Impediments to Fair Housing Choice (AI). The City entered a Memorandum of Understanding with the SHRA, and neighboring jurisdictions including the cities of Citrus Heights and Elk Grove, to cost-share the fees to conduct an AI. The AI was completed in the fall of 2019 and the results are utilized by each participating agency for their respective Consolidated and Annual Action Plans, and for SHRA's Public Housing Authority and Capital Fund Plans.

Discussion

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The goal in this effort is to reduce the burden of providing services within each jurisdiction, by providing CDBG funding. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City does not expect to receive any program income in the 2020 program year, nor does the City have any plans to participate in the section 108 program. The City does not have any outstanding section 108 loans and plans to fully obligate all of its CDBG funding available in the 2020 year.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 60% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Discussion

The City will continue to work to make the most efficient and effective use of CDBG funds to ensure that the benefit to the community, and particularly to low- and moderate-income households, is realized.

Appendix - Alternate/Local Data Sources

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries



In preparation of the 2020-2024 Consolidated Plan, the City of Rancho Cordova facilitated various community outreach efforts. The following is a summary of the main findings and key takeaways received from this outreach. For complete versions of the survey and other outreach materials, please refer to the other attachments associated with this Consolidated Plan.

Consolidated Plan Community Needs Survey

The City released a public survey that was made available online and in a paper version, which was distributed to various public service providers and individuals within Rancho Cordova. The survey was made available in English, Spanish, and Russian and was open for the public for over a month.

Total Responses: 77

English: 71

Russian: 5

Spanish: 1

1. Top three types of housing programs that are most important based on survey results:

- Affordable Housing for Moderate-Income Persons (e.g. workforce housing)- 50.65% of respondents
- Homeownership Assistance - Homebuyer programs for low-income households- 41.56% of respondents
- Rental Assistance -Rental programs for low-income households- 36.36% of respondents

2. Ranking Assets: Top 3 most Satisfied and Dissatisfied

**This section of the survey asked individuals to select their level of satisfaction with the current availability of specific assets in their community:*

Amenities:

- Dissatisfied
 - Mental Health Services- 42 Individuals (54.54%)
 - Community Centers – 38 Individuals (49.35%)
 - Community gardens – 37 Individuals (48.05%)
- Satisfied:
 - Banking – 49 Individuals (63.64%)
 - Churches/ Spiritual Orgs- 47 Individuals (61.04%)
 - Community Events- 41 Individuals (53.25%)

Community:

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

- Dissatisfied
 - Community and Social Groups – 39 Individuals (50.65%)
 - Neighborhood Watch Groups- 38 Individuals (49.35%)
 - Peaceful and Quiet Neighborhoods – 30 Individuals (38.96%)
- Satisfied:
 - Good Neighbors – 50 Individuals (64.94%)
 - Peaceful and Quiet Neighborhoods – 45 Individuals (58.44%)
 - Recreation – 31 Individuals (40.26%)

Environment:

- Dissatisfied
 - Cleanliness of public spaces – 43 Individuals (55.84%)
 - Drinking Water – 28 Individuals (36.36%)
 - Air Quality – 22 Individuals (28.57%)
- Satisfied:
 - Parks/ Green Space – 55 Individuals (69.01%)
 - Air Quality – 48 Individuals (62.34%)
 - Drinking Water – 43 Individuals (55.84%)

Safety:

- Dissatisfied
 - Street Lighting – 41 Individuals (53.25%)
 - Police/Security Patrols – 37 Individuals (48.05%)
 - Crime Rate – 36 Individuals (46.75%)
- Satisfied:
 - Crime Rate – 33 Individuals (42.86%)
 - Police/Security Patrols – 30 Individuals (38.96%)
 - Street lighting – 30 Individuals (38.96%)

Infrastructure:

- Dissatisfied
 - Street Surface Repairs and Potholes – 39 Individuals (50.65%)
 - Utility Rates – 32 Individuals (40.85%)
 - Access to Public Transportation – 31 Individuals (40.26%)
- Satisfied:
 - Sewer Systems – 57 Individuals (74.03%)
 - Pedestrian Access/ Walkways – 55 Individuals (71.43%)
 - Traffic signals/ Speed Controls – 53 Individuals (68.83%)

3. Top 3 Most important services for Children:

- Affordable Childcare – 47 Individuals (61.04%)

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

- Afterschool programs – 45 Individuals (58.44%)
- Parenting Education/ Support – 28 Individuals (36.36%)

4. Top 3 most important services for teenagers:

- Afterschool programs – 41 Individuals (53.25%)
- Teen employment services – 35 Individuals (45.45%)
- Teen Recreation programs – 31 Individuals (40.26%)

5. Top 3 most important services for persons with disabilities:

- Job opportunities – 40 Individuals (51.95%)
- Affordable Housing – 37 Individuals (48.05%)
- Affordable transportation – 31 Individuals (40.26%)

6. Top 3 most important services for seniors:

- Affordable housing – 53 Individuals (68.83%)
- Social activities – 38 Individuals (49.35%)
- Affordable transportation & Financial Assistance – 36 Individuals (46.75%)

7. Zip Codes:

95670 – 48 Individuals (62.34%)

95827 – 14 Individuals (18.18%)

95742 – 13 Individuals (16.88%)

95655 – 0 Individuals (0.00%)

95608 – 1 Individual (1.3%)

8. Comments:

*The following comments were received from individuals that participated in the community needs survey: **29 comments total***

- There are lots of issues but most of them stem from the city allowing people to take benefits that they abuse we can fix most issues including homelessness. We have lots of vacant buildings use some of our money and move the homeless into these places give them jibs at minimum wage and a time frame and the city fills the building and the owners make partial rents as a single mom with no help and minimal child support I can receive no services because I make more than the 824 dollars allowed for two kids under child support well we barely make due . But that's ok I will work harder while the city allows people to abuse the system
- Please remember when you give your resources to only the schools in Rancho Cordova, there are a lot of kids that are in different school districts.
- too many illegal fireworks being shot off at/near Lincoln Village & Redstone-- it needs to be stopped before a fire occurs

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

- I understand that Rancho Cordova is truly a city divided, the outrageous property and water taxes that the Anatolia area pays mostly goes toward police presence on the other side of town, but we need to feel safe in our own homes too, especially when paying property taxes that average 1/3 more than the rest of Sacramento.
- We need to rally the community together to support our students so our school performance don't have a huge gap compared to schools in the area.
- I would like to see quarterly progress reports on the projects selected and how money is budgeted and spent on them. Does all the money have to be spent on improvements or is a portion of it going to pay salaries to support these projects? What happens after 2025? Will the projects no longer be serviced?
- love the interest!
- Help for Mid-low income help with yard and fences.
- Too much money is spent on adding bike lanes, riders do not ride and obey the law.
- The school district needs to put better teachers in Rancho Cordova! Elementary schools (at the very least) should not be under a 5 rating! That's beyond unacceptable!!! Our youth deserves a better education system!! Don't fail our kids!!
- My neighborhood has no street lights and is close to a park. Without these street lights many homeless people travel through the neighborhood to get to the park since they think no one will bother them
- It would be nice to get some financial assistance towards things like security cameras for the home
- I appreciate RC's efforts to overcome the "last mile" transit problems, with the Lyft discount, SacRT Smart Ride, Cordovan, etc. I wish the 21 ran more frequently, and I think Smart Ride should be 24-7. (Personally I need it more at dawn and in the evening than during the 7am-7pm timeframe.)
- we need to spend some of this money for homeless. They need someplace to live!
- Please focus on quality education for children of all ages and welfare programs for all groups of people, not just low income groups. Focus on retention of children in Rancho schools and prevention of migration to other school districts because of lack of quality in Rancho Cordova schools.
- please enforce speed limits on Coloma, and in our neighborhoods, people shouldn't drive as fast as they do.
- Homeless people are not represented in this survey. Rancho Cordova needs to lead they way for finding a solution to homing these folks so that they are off the streets.
- Many of these questions are poorly worded, and I fear my responses could be used to justify doing the opposite of what I want.
- Thanks for the effort!
- If you are looking for speeding tickets, come to Dolecetto Drive. People exceed 50mph all the time because there is a racing stripe up the middle. It is a high traffic area for students walking home and kids on toys yet, motorists speed around the curves even! Please dont wait until there is a fatality to place focus on this street. Thank you!

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

- Please put 2609 & 2611 Capitales on the top of the list to force the landlord to evict the noisy tenants or pressure them to stop blasting out the region with their summer all night blaring parties.
- Slow traffic down on south sunrise!
- I would like to see city sponsored cab service for senior citizens.
- Noticed recent uptick in crime just on my block, next to an Elementary school. Neighbor across the street had her windows shot at multiple times by BB guns. My car and neighbors have been vandalized and just today noticed the license plate with handicap logo was stolen off my vehicle and we're within a 1 mile radius from the local PD/Ranger station.
- This was a great survey!
- Homeless camps in bushes are unacceptable!

Community Meeting: December 4th – Lincoln Village

The City sat in on a regularly scheduled neighborhood meeting in the Lincoln Village area of Rancho Cordova. City staff provided information on the Community Development Block Grant program and facilitated discussions to gather feedback on the group's views of what the City's highest priority needs are.

Top Priorities Under each Category:

Homeless Services:

- Mental Health Services
- Permanent Housing

Community Services:

- Gang Prevention
- Services centered on youth

Economic Development:

- Workforce development programs
- Access to reliable transportation

Housing:

- Rental housing Inspections
- First-time Homebuyer

Public Infrastructure & Facilities:

- Park Improvements
- Transportation Improvements
- Recreational Facilities

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

Fair Housing:

- Housing Placement Services
- Housing referral services

Pop-up Event Comments:

City staff facilitated a pop-up event at the Mather Field Light Rail Station to gather feedback on community needs from various community members. Staff handed out surveys and asked individuals to participate in an engagement activity in which the participant would select specific needs under the categories below, write the need on a sticky note, and place their sticky note on a large poster under the category of their choosing. Please refer to attachment XX to view a copy of the poster.

Housing:

- Low Cost Housing
- Affordable Housing
- Homeless Senior Housing

Public Services:

- Better food bank—fresh vegetables
- More activities for kids

Business:

- More jobs--- more entertainment services- fun places

Safety:

- More school safety initiatives

Infrastructure:

- More street lights
- Fix Aramon
- Better signage for VA Hospital

Facilities:

- More Park Improvements
- Restrooms at light Rail station
- Park improvements

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

Community Stakeholder Meeting- January 13th

City residents and stakeholders were invited to join City staff in a community needs workshop which solicited feedback on the top priority goals of the Community Development Block Grant program, as well as feedback on the priority populations within the City.

*Representatives from the following organizations attended and provided their input: **Folsom Cordova Community Partnership; Rancho Cordova Recreation and Park District; Rancho Cordova Public Works Department; Sacramento Self-Help Housing; Rebuilding Together Sacramento; Meals on Wheels; and the Rancho Cordova Neighborhood Services Division***

Highest Priority Categories:

*The top 3 categories that were identified as being the highest priority are highlighted in green:

Affordable Housing Development:

- Create new affordable housing units
- Improve affordability of rental units

Acquisition and Rehabilitation:

- Critical Repair programs
- Housing Rehabilitation programs
- Rental Housing inspections

Fair Housing Services:

- Housing placement services
- Legal advice / dispute resolutions

Homeless Shelter/Housing:

- Transitional supportive housing units
- Rental assistance vouchers

Homeless Prevention:

- Mental Health services/ health care
- Job training and employment opportunities

Youth Services and Programming:

- Childcare
- Afterschool programs

Services for Persons with Disabilities and Seniors:

- General supportive services
- Financial assistance

Attachment A: 2020-2024 Consolidated Plan Community Outreach Result Summaries

Public Facility Improvements:

- Community facilities
- Childcare facilities

Public Infrastructure Improvements:

- Transportation improvements
- Sidewalk improvements

Priority Populations:

*The City received feedback on priority populations during the meeting. The top 3 most selected priority populations are highlighted in green:

Low-income children

Persons with disabilities

Veterans

Individuals experiencing homelessness

Youth

Seniors

Single-parent families

Extremely low-income families/individuals

Other

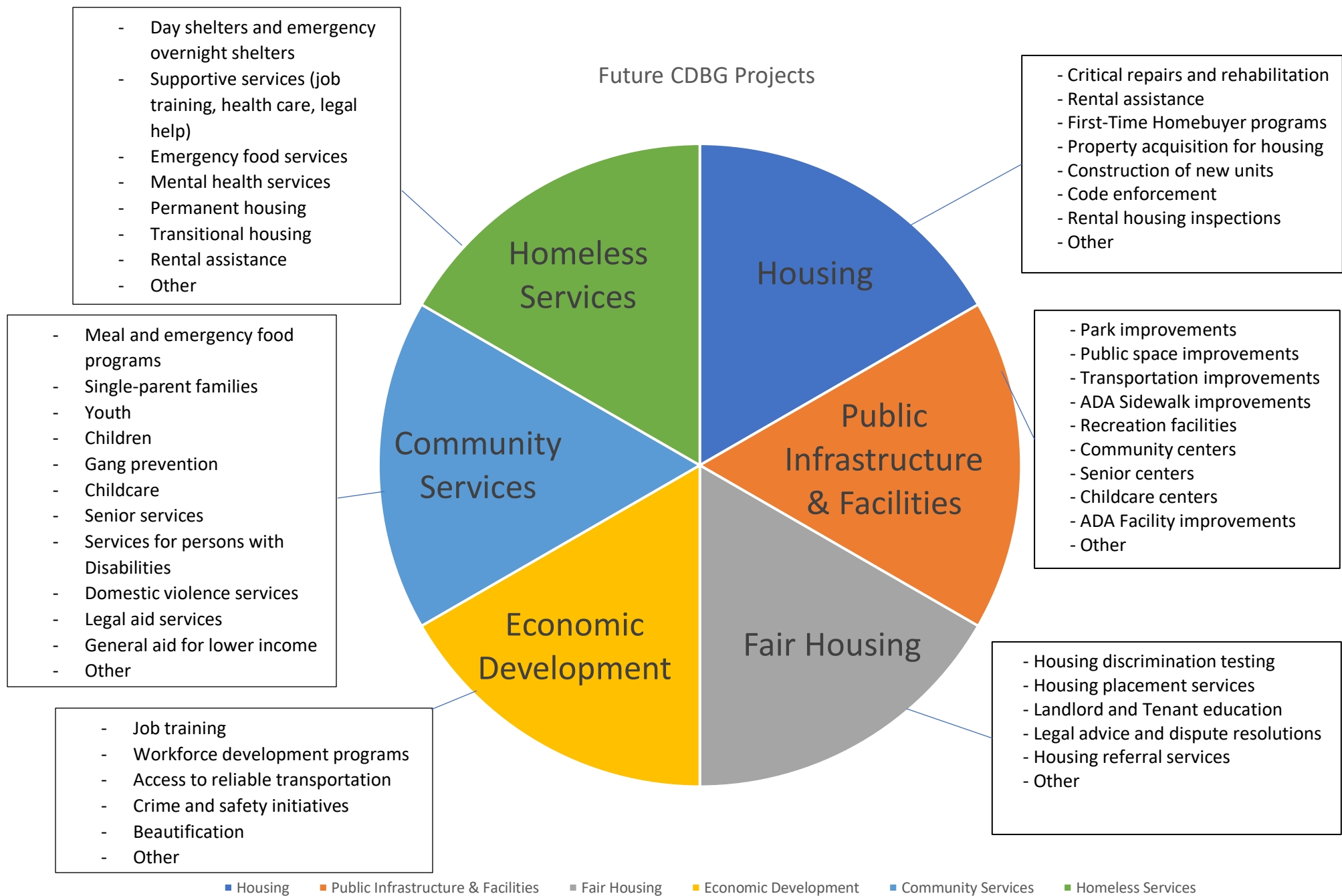
PREVIOUSLY FUNDED PROJECTS:

In the tables below, please rate each previously funded CDBG project in terms of importance to your community; please only select one response per question.

Public Service Projects	Description	0-Not Important	1-Somewhat Important	2-Important	3-Very Important
Folsom Cordova Community Partnership	Youth mentoring and leadership.	0	1	2	3
Meals on Wheels: Senior Nutrition Program	Hot meals delivered to seniors at their homes, as well as at the City senior center.	0	1	2	3
Sacramento Self Help Housing: Renters Helpline	Fair Housing helpline for housing concerns, fair housing education, and dispute resolution.	0	1	2	3
Sacramento Self Help Housing: Housing Counseling	Fair Housing services for individuals and families in need of locating housing.	0	1	2	3
Sacramento Self Help Housing: Fair Housing Services	Fair Housing referrals that provide counseling, legal advice, dispute resolution, outreach and education.	0	1	2	3

Capital Improvement Projects	Description	0-Not Important	1-Somewhat Important	2-Important	3-Very Important
Code Enforcement	Municipal code enforcement for the prevention of slum and blight within the CDBG target area.	0	1	2	3
Rental Housing Inspection	Rental housing unit inspections in the CDBG target area to prevent housing dilapidation and address safety concerns.	0	1	2	3
Rebuilding Together Sacramento: Critical Repairs Program	Housing repairs for low-income homeowners.	0	1	2	3

Instructions: Under each category, choose the top two (2) most important activities to fund in future CDBG plans. Number each selection 1-2 in the white text box that corresponds to each category.





Attachment C: Pop-up Event Posters

CITY OF RANCHO CORDOVA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM



WHAT DOES YOUR COMMUNITY NEED?



HOUSING

PUBLIC SERVICES





BUSINESS



Attachment C: Pop-up Event Posters

CITY OF RANCHO CORDOVA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM



WHAT DOES YOUR COMMUNITY NEED?



SAFETY

INFRASTRUCTURE





PUBLIC FACILITIES



Attachment D: Community Needs Survey – English, Russian, and Spanish



**CITY OF RANCHO CORDOVA
Community Development Department
Community Development Block Grant (CDBG)**

Community Development Priorities Survey

La encuesta en español tambien. Этот опрос также доступен на русском языке.

What would make your community better?

Your input will help inform how the City of Rancho Cordova (City) spends its federal Community Development Block Grant (CDBG) program funding. You can complete this survey online at:

➤ <https://www.surveymonkey.com/r/RanchoCordovaConPlan>

Or you may scan the quick response (QR) code below with your cell phone. To request a paper copy of the survey, contact the Community Development Department at (916) 851-8757 or sheisler@cityofranhocordova.org. If you need a disability-related modification or accommodation to participate in this survey, please contact the City Clerk's Office at (916) 851-8720. City Hall and the Community Development Department are located at 2729 Prospect Park Drive, Rancho Cordova CA 95670.

This survey will take you about ten minutes to complete. Please read each question carefully and answer each prompt to the best of your ability. Your feedback is greatly appreciated and helps bring valuable resources to our community.



ATTACHMENT 2



1. Place a checkmark next to the **top three (3) types of housing programs** you believe are the most important for the City to focus on in future plans:

- | | |
|--|--|
| ☐ New Construction - Multi-family | ☐ Home Improvements for Low-Income Homeowners |
| ☐ New Construction - Single-family | ☐ Home Improvements for Low-Income Rental Units |
| ☐ Homeownership Assistance - homebuyer programs for low-income households | ☐ Loan Program for Residential Solar Panels |
| ☐ Rental Assistance - rental programs for low-income households | ☐ Homeownership and Credit Counseling |
| ☐ Emergency Repairs for Lower Income Homeowners | ☐ Fair Housing and Tenant-Landlord Mediation to Prevent Discrimination |
| | ☐ Affordable housing for moderate-income persons (e.g. workforce housing) |

2. How would you rank the quality and availability of the following **community assets in your neighborhood**, including amenities, community, environment, safety, and infrastructure? Please check one box per row.

Community Assets		No Opinion	Satisfied	Substandard or needs improvement	Not enough in my neighborhood	None available in my neighborhood
AMENITIES	Neighborhood Schools					
	Community Centers					
	After School Programs					
	Community Gardens					
	Child Daycare Centers					
	Community Events					
	Child and Youth Programs					
	Job Training Programs					
	Mental Health Services					
	Senior Services					
	Libraries and Publications					
	Banking (e.g. checking or loans)					
	Churches and Spiritual Organizations					
	Other:					
COMMUNITY	Recreation (e.g. sports teams, outdoor activities)					
	Peaceful and Quiet Neighborhoods					
	Good Neighbors					
	Neighborhood Watch Groups					
	Community and Social Groups (e.g. chess club, neighborhood group, church group)					
	Other:					
ENVIRONMENT	Cleanliness of Public Spaces					
	Access for Disabled Persons					
	Graffiti Clean-up and Response					
	Drinking Water					
	Air Quality					
	Parks/Green Space					
	Other:					

ATTACHMENT 2



SAFETY	Crime Rate					
	Police/ Security Patrols					
	Home Surveillance Cameras					
	Street Lighting					
	Gang Prevention					
	Other:					
INFRASTRUCTURE	Street Cleaning and Sweeping					
	Street Surface Repairs e.g. potholes					
	Storm Water Drainage					
	Pedestrian Access e.g. sidewalks, crosswalks					
	Bicycle Access e.g. bike lanes/paths					
	Traffic Signals/Speed Controls					
	Drought Response Programs					
	Sewer System					
	Access to Public Transportation					
	Renewable Energy Program					
	Utility Rates					
	Other:					

3. Place a checkmark next to the **top three (3) services** that you believe are most important for **children** (12 years old and younger) in the City:

- | | | |
|--|--|--|
| ☐ Affordable Childcare | ☐ Affordable Early Education | ☐ Food Aid Programs |
| ☐ Preschool Programs | ☐ Parenting Education and Support | ☐ Affordable Healthcare |
| ☐ After-School Programs | ☐ Youth/Family Counseling | |

4. Place a checkmark next to the **top three (3) services** that you believe are most important for **teenagers** (13 to 17 year olds) in the City:

- | | | |
|---|--|---|
| ☐ Academic Support Outside of School | ☐ After-School Programs | ☐ Gang Prevention |
| ☐ Drug and Alcohol Programs | ☐ SAT / College Preparation | ☐ Mental Health Services |
| ☐ Teen Employment Services | ☐ Teen Recreation Programs | |

5. Place a checkmark next to the **top three (3) services** that you believe are most important for **persons with disabilities** in the City:

- | | | |
|---|---|--|
| ☐ Accessibility in Public Spaces | ☐ Affordable Housing | ☐ Housing Modifications |
| ☐ Affordable Transportation | ☐ Mental Health Services | ☐ Job Opportunities |
| ☐ Social Activities | ☐ Financial Assistance with Rent, Food, etc. | |

ATTACHMENT 2



6. Place a checkmark next to the **top three (3) services** that you believe are the most important for **seniors** (62+ years) in the City:

- | | | |
|---|---|--|
| ☐ Accessibility in Public Spaces | ☐ Affordable Housing | ☐ Housing Modifications |
| ☐ Affordable Transportation | ☐ Mental Health Services | ☐ Job Opportunities |
| ☐ Social Activities | ☐ Financial Assistance with Rent, Food, etc. | |

7. Please identify which postal/ZIP code you reside in:

95670 **95827** **95742** **95655** **95608**

Other: _____

8. **Additional Comments:** _____

Thank you for participating and helping to improve our community!

**Please return your completed survey to: Rancho Cordova Community Development Dept. 2729 Prospect Park Drive,
Rancho Cordova, CA 95670, or scan/email to sheisler@cityofranchocordova.org
For questions, please contact the Community Development Department at 916-851-8757.**



МУНИЦИПАЛИТЕТ РАНЧО-КОРДОВА
Отдел местного развития
Блочный грант на местное развитие (CDBG)

Опрос о приоритетных целях местного развития

Esta encuesta también se encuentra disponible en español. This survey is also available in English.

Как можно улучшить ваш район?

Ваши ответы помогут понять, как муниципалитет Ранчо-Кордова (далее «муниципалитет») тратит средства, выделенные ему в рамках федеральной программы блочных грантов на местное развитие (CDBG). Опрос можно пройти в Интернете на веб-сайте:

➤ <https://ru.surveymonkey.com/r/RanchoCordovaConPlanRU>

Вы также можете отсканировать приведенный ниже QR-код с помощью мобильного телефона. Чтобы получить опрос в бумажном виде, позвоните в отдел местного развития по телефону (916) 851-8757 или напишите по адресу sheisler@cityofranhocordova.org. Если для участия в опросе вам требуется помощь в связи с инвалидностью, просим обратиться в секретариат мэрии по телефону (916) 851-8720. Мэрия и отдел местного развития находятся по адресу 2729 Prospect Park Drive, Rancho Cordova CA 95670.

Выполнение опроса займет около десяти минут. Внимательно прочтите каждый вопрос и ответьте на него как можно более точно. Ваше мнение очень важно для нас, так как оно помогает привлечь ценные ресурсы в наш район.





1. Отметьте галочкой **3 (три) типа жилищных программ**, которые, по вашему мнению, являются наиболее важными при принятии муниципалитетом планов на будущее:

- | | |
|--|---|
| ☐ Новое строительство – многосемейное жилье | ☐ Косметический ремонт для домовладельцев с низким доходом |
| ☐ Новое строительство – односемейное жилье | ☐ Косметический ремонт для арендаторов жилья с низким доходом |
| ☐ Помощь владельцам жилья – программы приобретения жилья для семей с низким доходом | ☐ Программа выдачи займов на солнечные панели для жилья |
| ☐ Помощь арендаторам жилья – программы аренды жилья для семей с низким доходом | ☐ Консультирование по вопросам домовладения и кредитования |
| ☐ Аварийный ремонт для домовладельцев с низким доходом | ☐ Справедливое посредничество в жилищных спорах между жильцом и арендодателем с целью предотвращения дискриминации |
| | ☐ Доступное жилье для лиц со средним доходом (например, жилье для работающих) |

2. Как бы вы оценили качество и доступность следующих **общественных ресурсов в вашем районе**, включая социальные объекты, местное сообщество, окружающую среду, безопасность и инфраструктуру? Отметьте одну колонку в ряду.

Общественные ресурсы		Нет мнения	Удовлетворительно	Неудовлетворительно или требует улучшения	Недостаточно в моем районе	Не имеется в моем районе
СОЦИАЛЬНЫЕ ОБЪЕКТЫ	Районные школы					
	Культурно-общественные центры					
	Внешкольные программы					
	Общественные парки					
	Центры по уходу за детьми					
	Общественные мероприятия					
	Программы для детей и молодежи					
	Программы профессионального обучения					
	Службы психического здоровья					
	Службы для пожилых					
	Библиотеки и публикации					
	Банки (например, чековые счета или кредиты)					
	Церкви и духовные организации					
	Другое:					
МЕСТНОЕ СООБЩЕСТВО	Отдых (например, спортивные команды, активный отдых на открытом воздухе)					
	Тихие и спокойные районы					
	Хорошие соседи					
	Патрули из местных жителей					
	Общественные и социальные группы (например, шахматный клуб, группа активистов-соседей, церковная группа)					
	Другое:					



ОКРУЖАЮЩАЯ СРЕДА	Чистота в общественных местах					
	Доступ для инвалидов					
	Очистка стен от граффити и меры реагирования					
	Питьевая вода					
	Качество воздуха					
	Парки/зеленые зоны					
	Другое:					

БЕЗОПАСНОСТЬ	Уровень преступности					
	Полицейские/охранные патрули					
	Камеры наблюдения за домами					
	Уличное освещение					
	Профилактика формирования группировок					
	Другое:					
ИНФРАСТРУКТУРА	Уборка и подметание улиц					
	Ремонт дорожных поверхностей, например, ямок					
	Сток ливневых вод					
	Доступ для пешеходов, например, тротуары, перекрестки					
	Доступ для велосипедистов, например, велосипедные полосы/дорожки					
	Сигналы регулирования движения/знаки ограничения скорости					
	Программы мер реагирования на засуху					
	Система канализации					
	Доступ к общественному транспорту					
	Программа возобновляемых источников энергии					
	Тарифы на коммунальные услуги					
	Другое:					

3. Отметьте галочкой **3 (три) услуги**, которые, по вашему мнению, являются наиболее важными в работе муниципалитета с **детьми** (в возрасте до 12 лет):

☐ Доступное дошкольное воспитание ☐ Доступное образование для детей младшего возраста

☐ Программы помощи с продуктами питания

☐ Дошкольные программы
медицинская помощь

☐ Образование и поддержка для родителей

☐ Доступная

☐ Внешкольные программы

☐ Консультации для молодежи/семей

ATTACHMENT 2



4. Отметьте галочкой **3 (три) услуги**, которые, по вашему мнению, являются наиболее важными в работе муниципалитета с **подростками** (в возрасте от 13 до 17 лет):

- | | |
|---|---|
| ☐ Дополнительные занятия вне школы | ☐ Внешкольные программы |
| ☐ Профилактика формирования группировок | |
| ☐ Программы борьбы с наркотиками и алкоголем | ☐ Подготовка к экзамену SAT/колледжу |
| ☐ Службы психического здоровья | |
| ☐ Службы трудоустройства подростков | ☐ Программы отдыха для подростков |

5. Отметьте галочкой **3 (три) услуги**, которые, по вашему мнению, являются наиболее важными в работе муниципалитета с **инвалидами**:

- | | | |
|---|--|--|
| ☐ Доступ в общественных местах | ☐ Доступное жилье | ☐ Переустройство жилья |
| ☐ Доступный транспорт | ☐ Службы психического здоровья | ☐ Возможности трудоустройства |
| ☐ Социальная активность | ☐ Финансовая помощь с арендой жилья, продуктами питания и т. д. | |

6. Отметьте галочкой **3 (три) услуги**, которые, по вашему мнению, являются наиболее важными в работе муниципалитета с **пожилыми людьми** (62 года и старше):

- | | | |
|---|--|--|
| ☐ Доступ в общественных местах | ☐ Доступное жилье | ☐ Переустройство жилья |
| ☐ Доступный транспорт | ☐ Службы психического здоровья | ☐ Возможности трудоустройства |
| ☐ Социальная активность | ☐ Финансовая помощь с арендой жилья, продуктами питания и т. д. | |

7. Отметьте свой почтовый индекс:

95670 95827 95742 95655 95608

Другое: _____

8. **Дополнительные комментарии:**

—

Благодарим за участие и помощь в улучшении жизни нашего района!

Просим вернуть заполненный опрос по адресу: Rancho Cordova Community Development Dept. 2729 Prospect Park Drive, Rancho Cordova, CA 95670 или отправить отсканированную копию по адресу электронной почты sheisler@cityofranhocordova.org

По всем вопросам обращайтесь в отдел местного развития по телефону 916-851-8757.



CIUDAD DE RANCHO CORDOVA
Departamento de desarrollo de la comunidad
Subsidio en bloque para desarrollo de la comunidad (CDBG)

Encuesta sobre prioridades de desarrollo de la comunidad

Этот опрос также доступен на русском языке. This survey is also available in English.

¿Qué haría mejorar su comunidad?

Sus comentarios le ayudarán a la Ciudad de Rancho Cordova (la "Ciudad") a determinar hacia dónde destinar el financiamiento federal del programa de Subsidio en bloque para desarrollo de la comunidad (o CDBG, por sus siglas en inglés). Puede responder a esta encuesta en Internet en:

➤ <https://es.surveymonkey.com/r/RanchoCordovaConPlanES>

O bien, escanee el código QR con su celular. Para solicitar una copia impresa de esta encuesta, comuníquese con el Departamento de desarrollo de la comunidad llamando al (916) 851-8757 o escribiendo a sheisler@cityofranhocordova.org. Si necesita alguna modificación por motivos de discapacidad o algún tipo de cambio para participar en esta encuesta, comuníquese con la Oficina del Secretario de la Ciudad al (916) 851-8720. El Ayuntamiento y el Departamento de desarrollo de la comunidad se encuentran ubicados en 2729 Prospect Park Drive, Rancho Cordova CA 95670.

Responder la encuesta le tomará unos diez minutos. Lea atentamente cada pregunta y respóndalas lo mejor posible. Se agradecen profundamente sus comentarios que ayudarán a que nuestra comunidad pueda contar con valiosos recursos.





1. Marque los **tres (3) tipos principales** de **programas para la vivienda** en los que, a su parecer, la Ciudad debería centrarse en planes futuros:

- | | |
|---|---|
| ☐ Nuevas construcciones - Multifamiliares | ☐ Mejoras de la vivienda para propietarios de vivienda de bajos ingresos |
| ☐ Nuevas construcciones - Unifamiliares | ☐ Mejoras de la vivienda para unidades de alquiler de bajos ingresos |
| ☐ Asistencia para la compra de viviendas - Programas para la vivienda propia para familias de bajos ingresos | ☐ Programas de préstamos para paneles solares residenciales |
| ☐ Asistencia para alquilar viviendas - Programas de alquiler para familias de bajos ingresos | ☐ Asesoría en créditos hipotecarios y la adquisición de una vivienda |
| ☐ Reparaciones de emergencia para propietarios de vivienda de bajos ingresos | ☐ Vivienda equitativa y mediación entre arrendatarios y arrendadores para evitar la discriminación |
| | ☐ Vivienda asequible para personas de ingresos moderados (por ej., viviendas para trabajadores) |

2. ¿Cómo clasificaría la calidad y la disponibilidad de los siguientes **bienes de la comunidad en su vecindario**, incluidos servicios, comunidad, medioambiente, seguridad e infraestructura? Marque un recuadro por fila.

Bienes de la comunidad		Sin opinión	Satisfecho	Deficiente o necesita mejorar	No hay suficiente en el vecindario	No hay ninguno en mi vecindario
SERVICIOS	Escuelas locales					
	Centros comunitarios					
	Programas extracurriculares					
	Jardines comunitarios					
	Guarderías					
	Eventos comunitarios					
	Programas para niños y jóvenes					
	Programas de capacitación laboral					
	Servicios de salud mental					
	Servicios para adultos mayores					
	Bibliotecas y publicaciones					
	Servicios bancarios (por ej., préstamos y cuentas bancarias)					
	Iglesias y organizaciones espirituales					
	Otro:					
COMUNIDAD	Recreación (por ej., equipos deportivos, actividades al aire libre)					
	Vecindarios pacíficos y tranquilos					
	Buenos vecindarios					
	Grupos de vigilancia vecinal					
	Grupos sociales y comunitarios (por ej., club de ajedrez, grupos vecinales, congregaciones religiosas)					
	Otro:					



MEDIOAMBIENTE	Limpieza de los espacios públicos					
	Acceso para discapacitados					
	Limpieza y respuesta ante grafiti					
	Agua potable					
	Calidad del aire					
	Parques y espacios verdes					
	Otro:					

SEGURIDAD	Índice delictivo					
	Patrullas policiales/de seguridad					
	Cámaras de vigilancia para hogares					
	Iluminación pública					
	Prevención de pandillas					
	Otro:					
INFRAESTRUCTURA	Limpieza de las calles					
	Reparación de calles (por ej., reparación de baches)					
	Drenaje de aguas lluvia					
	Acceso a peatones (por ej., aceras, cruces)					
	Acceso para bicicletas (por ej., ciclovías)					
	Señales del tránsito/controles de velocidad					
	Programas de respuesta ante sequía					
	Sistema de alcantarillado					
	Acceso a transporte público					
	Programa para energías renovables					
	Tarifas de servicios públicos					
	Otro:					

3. Marque los **tres (3) principales servicios** que considera que son los más importantes para los **niños** (de 12 años o menos) en la Ciudad:

☐ Guarderías y cuidado de niños asequible ☐ Educación primaria asequible ☐ Programas de asistencia de alimentos
☐ Programas preescolares ☐ Educación y apoyo a los padres ☐ Salud asequible
☐ Programas extracurriculares ☐ Orientación familiar/para jóvenes

4. Marque los **tres (3) principales servicios** que considera que son los más importantes para los **adolescentes** (entre 13 y 17 años) en la Ciudad:

☐ Apoyo académico fuera de la escuela ☐ Programas extracurriculares ☐ Prevención de pandillas
☐ Programas de alcohol y drogas ☐ Preparación para SAT y la universidad ☐ Servicios de salud mental
☐ Servicios laborales para adolescentes ☐ Programas recreativos para adolescentes

ATTACHMENT 2



5. Marque los **tres (3) principales servicios** que considera que son los más importantes para **personas con discapacidades** en la Ciudad:

- | | | |
|---|---|--|
| ☐ Acceso a espacios públicos | ☐ Vivienda asequible | ☐ Modificaciones para la vivienda |
| ☐ Transporte asequible | ☐ Servicios de salud mental | ☐ Oportunidades laborales |
| ☐ Actividades sociales | ☐ Asistencia financiera para alquiler, alimentos, etc. | |

6. Marque los **tres (3) principales servicios** que considera que son los más importantes para los **adultos mayores** (personas de más de 62 años) en la Ciudad:

- | | | |
|---|---|--|
| ☐ Acceso a espacios públicos | ☐ Vivienda asequible | ☐ Modificaciones para la vivienda |
| ☐ Transporte asequible | ☐ Servicios de salud mental | ☐ Oportunidades laborales |
| ☐ Actividades sociales | ☐ Asistencia financiera para alquiler, alimentos, etc. | |

7. Indique el código postal donde vive:

95670 95827 95742 95655 95608

Otro: _____

8. Comentarios adicionales: _____

Gracias por participar y ayudar a mejorar nuestra comunidad.

Cuando haya completado la encuesta, envíela a Rancho Cordova Community Development Dept. 2729 Prospect Park Drive, Rancho Cordova, CA 95670, o escanee el código QR o envíe un mensaje de correo electrónico a sheisler@cityofranhocordova.org

Si tiene alguna pregunta, comuníquese con el Departamento de desarrollo de la comunidad llamando al 916-851-8757.

Attachment E: Community Needs Meeting Worksheet- Stakeholders



2020-2024 Five-Year Consolidated Plan

January 13th, 2020 - Community Needs Workshop**Activity 1:**

In the table below, please select the two (2) most important categories under each priority need, by placing a "1" and a "2" next to your top two choices ("1" being the highest and "2" being the second highest).

Also, please circle the top 3 priority needs that you believe are of most importance to the City of Rancho Cordova over the next five years. Please circle the number next to the need you would like to identify.

Priority Needs:

1	Need Name	Affordable Housing Development
	Need Categories	☐ Create new affordable housing units ☐ Improve homeownership ☐ Improve affordability of rental units ☐ Property acquisition for new affordable housing ☐ Other _____
2	Need Name	Acquisition and Rehabilitation
	Need Categories	☐ Critical repair program ☐ Code enforcement ☐ Housing rehabilitation ☐ Rental housing inspections ☐ Other _____
3	Need Name	Fair Housing Services
	Need Categories	☐ Housing discrimination testing ☐ Housing placement services ☐ Landlord/ tenant education ☐ Legal advice/ dispute resolutions ☐ Housing referral services ☐ Renters helpline ☐ Fair housing outreach ☐ Other: _____

Attachment E: Community Needs Meeting Worksheet- Stakeholders

3	Need Name	Homeless Shelter/Housing
	Need Categories	☐ Day shelters ☐ Overnight shelters ☐ Transitional/supportive housing units ☐ Permanent housing units ☐ Emergency units ☐ Rental assistance vouchers ☐ Utility assistance ☐ Other: _____
4	Need Name	Homeless Prevention
	Need Categories	☐ Mental health services/ health care ☐ Emergency food services ☐ General assistance ☐ Job training and employment opportunities ☐ Domestic violence and emergency health services ☐ Legal aid ☐ Access to reliable transportation ☐ Other _____
5	Need Name	Youth Services and Programming
	Need Categories	☐ Childcare ☐ After-school programs ☐ Gang prevention ☐ Homework help ☐ Mental health services ☐ Single-parent financial assistance ☐ Access to reliable transportation ☐ Other _____
6	Need Name	Services for Persons with Disabilities and Seniors
	Need Categories	☐ Meal and emergency food services ☐ Mental health/ health care services ☐ General supportive services ☐ Legal aid services ☐ Financial assistance ☐ Access to reliable transportation ☐ Other _____

Attachment E: Community Needs Meeting Worksheet- Stakeholders

7	Need Name	Public Facility Improvements
	Need Categories	☐ Park cleanups ☐ Park improvements ☐ Recreational facilities ☐ Community facilities ☐ Senior centers ☐ Childcare facilities ☐ Other _____
8	Need Name	Public Infrastructure Improvements
	Need Categories	☐ ADA improvements ☐ Transportation improvements ☐ Sidewalk improvements ☐ Other _____

Other Need: _____

Activity 2:

Instructions: In the activity below, please select the top three (3) priority populations that you believe will have the most need in the City of Rancho Cordova in the next five years. Please number your selections 1-3 (1 being the highest).

Priority Populations:

- ☐ Low-income children
- ☐ Persons with disabilities
- ☐ Veterans
- ☐ Individuals experiencing homelessness
- ☐ Youth
- ☐ Seniors
- ☐ Single-parent families
- ☐ Extremely low-income families/individuals
- ☐ Other

Attachment E: Community Needs Meeting Worksheet- Stakeholders

Discussion Questions:

What community development programs and/or projects seem to be working best in the City? (Your selection(s) do not need to be a CDBG-funded programs or projects).

What are some future projects that you believe would help to benefit priority populations within the City?

Attachment F: Application Scoring Rubric and Application Questions

**Community Development Block Grant (CDBG)
2020 Annual Action Plan
Application Questions
City of Rancho Cordova**

Applicant Name (Agency or Non-Profit):

Primary Contact:

Please indicate the authorized signatory of your organization/agency, e.g. executive director, president, or equivalent.

Name:

Address:

Email:

Phone Number:

Program or Project Name:

Important Note: The Performance Period for this 2020 Program Year cycle will be from July 1, 2020 to December 31, 2020.

____ I acknowledge the above statement.

Are you able to complete this project/program by December 31, 2020? (Social Service projects must be completed by this date.):

____ Yes, I am able to complete the proposed project/program by December 31, 2020.

____ No, I am unable to complete by 2020; the estimated completion date is _____.

Amount requested for the 2020 funding cycle (Please note that the performance period is from July–December 2020): \$ XXX,XXX.XX

Program or Project Description (3000–character limit):

Attachment F: Application Scoring Rubric and Application Questions

General Information: Select the category which best describes the type of activity for which funds are being requested.

- ☐ Public facilities and public improvements
- ☐ Economic development and employment training
- ☐ Real property acquisition or rehab
- ☐ Public services
- ☐ Crime prevention
- ☐ Building capacity of community resources
- ☐ Code enforcement (reduce blight)
- ☐ Homeless facilities
- ☐ Fair housing (prevent discrimination)
- ☐ Housing rehabilitation or home ownership assistance
- ☐ New housing construction (community-based development organizations only)
- ☐ Emergency repairs or assistance due to displacement
- ☐ Electrical utilities improvements
- ☐ Energy conservation and renewable resources
- ☐ Other, describe:

Project Eligibility: Which HUD objective does your project or program meet? (Low-income means households earning less than 80% of the area median income.)

- ☐ Benefit to low-income individuals or households
- ☐ Addresses the prevention or elimination of slums or blight
- ☐ Meets a particularly urgent community development need

Project Accomplishments: How will you report your accomplishments? (Individuals means unique persons. Households and housing units are tracked the same but are reported separately. For neighborhoods, please estimate the number of low-income residents in the neighborhood. Don't worry if you don't know the full number of low-income persons in neighborhood accomplishments. We can help you figure that out.

- ☐ Individuals
- ☐ Households
- ☐ Housing Units
- ☐ Low-Income Area

Attachment F: Application Scoring Rubric and Application Questions

Project Accomplishments: About how many people/households/housing units will your project or program help?

Performance and Outcomes: What are the goals of your program or project and what community needs will they address? (3000-character limit)

Organizational Capacity: Describe your organization's experience with similar programs/project. (1000-character limit)

Grant Management Experience: Please describe your organization's experience in managing federal and/or state grants. (1000-character limit)

Program Contact: Please provide the contact information for the person directly responsible for managing the program or project on a day to day basis.

Name:

Address (if different than the contact information address on Page 1):

Email:

Phone Number:

Position or Title:

Years of Experience:

How many full-time employees will work on your project or program? (Full time is 40 hours per week (please include full-time staff that will work on this project even if they will only be working part time or a few hours a week on this specific project/program). If zero put 0. _____

How many part-time employees will work on your project or program? _____

Attachment F: Application Scoring Rubric and Application Questions

How many volunteers will work on your project or program? _____

Partner Agencies/Non-Profits: Will your organization be partnering with any outside agencies or groups on this project/program? If so, with whom?

Could your program/project be successful if you received less than your requested grant funding?

- ☐ Yes
- ☐ No
- ☐ Unsure

If you answered "Yes" to the above, please describe the changes your organization will make so that the program or project is successful with reduced funding. (500-character limit)

Please ATTACH your program/project budget for the 2020 program year. (Note the program performance period is July through December 2020. Please attach or include a spreadsheet (excel) budget that includes all alternative funding, in-kind donations and labor, and any other resources.)

☐ Program/Project Budget for proposed project Attached

Please include the following additional Attachments:

- ☐ Articles of Incorporation and By-laws and Amendments
- ☐ Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)
- ☐ Organizational Chart and Agency Mission Statement
- ☐ Certified Audit (Most recent)
- ☐ Profit and Loss Statement for most recent year.
- ☐ Insurance Documents
- ☐ Other Documents

Attachment F: Application Scoring Rubric and Application Questions

Application Scoring Rubric:

Applicant:	
Proposed Project:	
Total Points Earned:	_____ out of 30 points
Scorer Name:	

Y/N APPLICANT HAD A REPRESENTATIVE AT THE MANDATORY NOFA MEETING

Threshold Rating

Staff:	
<u>Y</u> / N	Activity is eligible under CDBG
<u>Y</u> / N	Activity meets one National Objective
<u>Y</u> / N	For public services, the service is new or an expansion of existing service above that which has been previously provided by the City from state/local funds
<u>Y</u> / N	Applicant submitted a complete application (all questions filled out and attachments)
<u>Y</u> / N	Applicant meets all of the threshold criteria above. If so, continue scoring.

Y 1. Program Budget

Y 2. Articles of Incorporation and By-laws and Amendments

Y 3. Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)

Y 4. Organizational Chart and Agency Mission Statement

Y 5. Certified Audit (Most recent)

Y 6. Profit and Loss Statement for most recent year.

Y 7. Insurance Documents

N 8. Other Documents

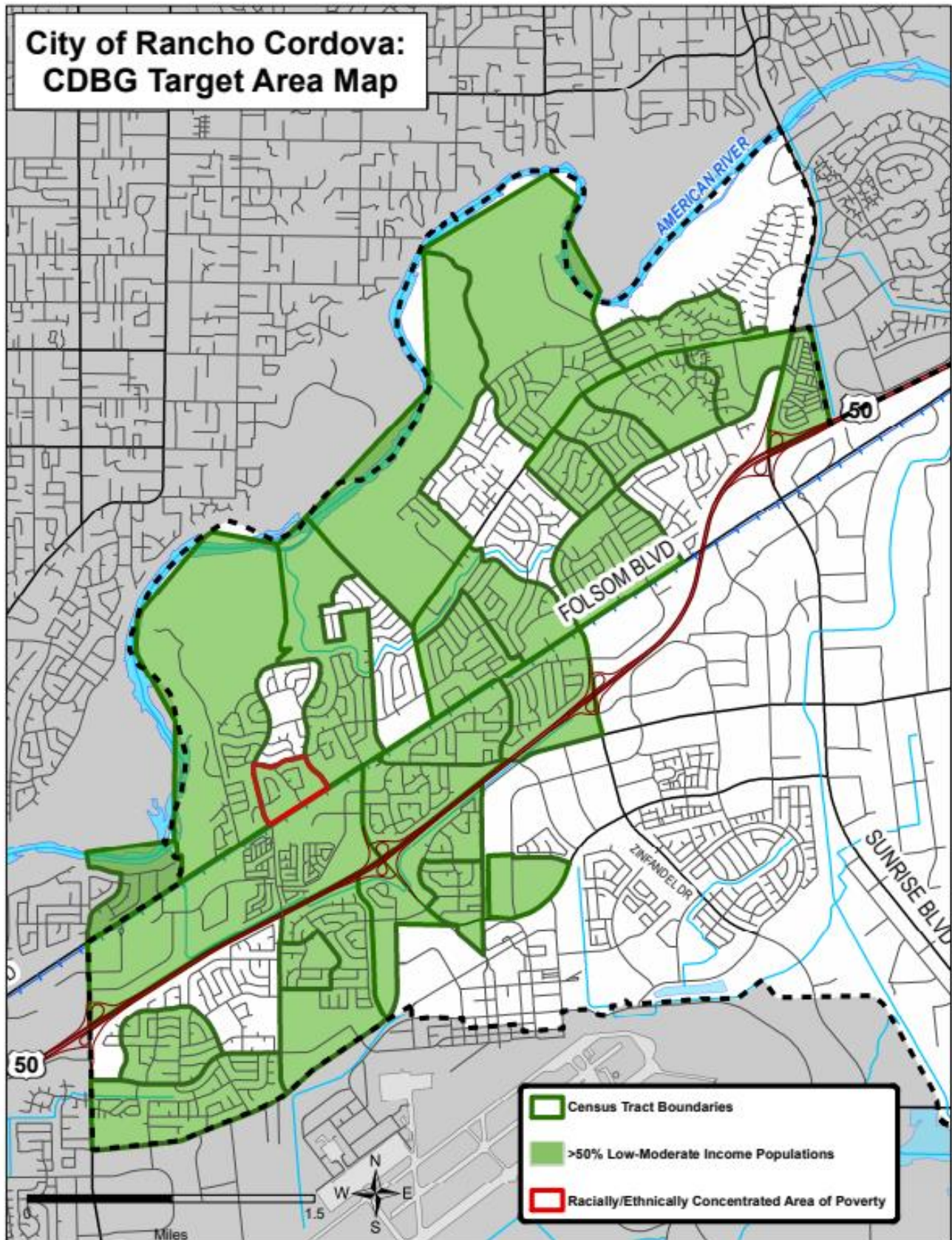
Attachment F: Application Scoring Rubric and Application Questions

Application Rating

Rating	Scale is 1- 5 (1 is the lowest score; 5 is the highest)
	1. In regard to the HUD objective that is addressed by the proposed project: on a scale of 1-5, how closely does this project's goal(s) address this objective?
	2. On a scale of 1-5, how much of a priority is it for the City to implement this program in relation to current city objectives/goals?
	3. On a scale of 1-5, given City Staff's current capacity, how much of a priority is this project in occupying staff capacity?
	4. On a scale of 1-5, how capable is this organization in managing federal and/or state grants and completing the proposed project within the program year?
	5. On a Scale of 1-5, how closely does this project meet the priority views/goals of the City's residents?
	6. On a scale of 1-5, how likely is this project to benefit the projected number of target beneficiaries?

GRAND TOTAL: _____ (Max. 30 pts.)

Attachment G: CDBG Target Area Map



MEMORANDUM



DATE: April 6, 2020
TO: Honorable Mayor and Council Members
FROM: Russ Ducharme, Neighborhood Services Manager
SUBJECT: **AN ORDINANCE REPEALING ARTICLE 8 AND AMENDING ARTICLES 11 AND 12 OF CHAPTER 16.20 (HOUSING CODE) OF THE RANCHO CORDOVA MUNICIPAL CODE**

RECOMMENDATION

Waive the first reading (by title only) and introduce the Ordinance of the City Council of the City of Rancho Cordova, Amending Chapter 16.20 of the Rancho Cordova Municipal Code Regarding the Rental Housing Inspection Program.

RESULT OF RECOMMENDED ACTION

The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of this ordinance would amend Title 16 Building and Construction, Chapter 16.20 (Housing Code) of the Rancho Cordova Municipal Code, as summarized below.

BACKGROUND

The Rental Housing Inspection Program (RHIP) ensures safe and healthy rental housing conditions for its citizens living in rental properties, setting forth the property owner's responsibilities as it relates to fees, licensing, and inspections. The proposed Ordinance makes amendments to Title 16 Building and Construction, Chapter 16.20 Housing Code to increase property owner responsibilities in connection with the RHIP. Further, the ordinance, if adopted, would allow the City to set a rescheduling fee to support recovery of costs related to the City's RHIP efforts.

ANALYSIS

The proposed Ordinance ([Attachment 1](#)) makes amendments to Title 16 Building and Construction, Chapter 16.20 Housing Code to increase property owner responsibilities in connection with the RHIP. All amendments in a clean, non-track changes format are included as [Exhibit A](#) to the Ordinance ([Attachment 2](#)). All proposed changes to Title 16, are shown in a redlined, track-change format (see [Attachment 3](#)).

Requirement of the Landlord to Obtain Consent to Enter and Inspect Rental Property:

Currently, the Municipal Code does not require the property owner to obtain consent from the tenants for the City to conduct a rental housing inspection. The proposed Ordinance (Attachment 1) will require the landlord, or designee, to be responsible for ensuring all tenants have consented to the inspection and will be able to demonstrate sufficient documentation to that effect at the time of inspection. Clarifying that landlords are responsible for obtaining advanced consent from their tenants for scheduled inspections, will prevent them from evading necessary inspections. This clarification, in conjunction with the new rescheduling fee (discussed below) will help avoid “no show” inspections where considerable staff time was expended to attend and reschedule a missed inspection.

Rental Housing Registration Fee for Every Rental Property and Decrease In Registration Fee:

The City requires a rental registration license for every physical business located within the City, even if some of the business locations are part of the same business and/or ownership. However, the City currently requires only one rental registration from a rental property owner, without requiring a separate registration for every one of their rental properties. The proposed Ordinance would clarify that a rental registration is required for each rental property, ensuring that rental property businesses are treated similarly to all other businesses in the City that are required to have a license for each separate, business location. In conjunction to this clarifying requirement, the City would correspondingly reduce the rental registration fee from \$81 to \$50. At the second reading of this Ordinance, staff will be proposing a resolution that would set the fee at the reduced amount of \$50.

Establishment of a Rescheduling Fee:

Currently, there is no mechanism for recovery of costs incurred by Code Enforcement staff when an officer is deployed to a property for a scheduled inspection, where the responsible party fails to attend. Conservatively, at least 30-60 minutes of officer time is used in attending inspections where the responsibility party does not show up. Additional time and resources are then expended by office staff rescheduling and re-noticing such inspections. The proposed Ordinance would create a fee to help alleviate the burden that is currently being borne by Neighborhood Services when a responsible party fails to properly cancel an inspection. It would also serve as a deterrent to help prevent cancelled or unattended inspections. The proposed language also gives some protection to landlords, as requested by stakeholders in the community, who have been unable to secure access from their tenants via consent or legal process. The Ordinance would allow City staff to adjust this fee from time to time by resolution. At the second reading of this Ordinance, staff will be proposing a resolution that would set this Rescheduling Fee at \$125.00, which is equivalent to just one half-hour of officer time.

Repeal of Article 8 – Housing Code Enforcement Fund:

The proposed ordinance repeals the requirements for the City to maintain a separate Housing Code Enforcement Fund along with other related restrictions. The fees that are currently

collected and deposited to the Housing Code Enforcement Fund are subsequently transferred to the General Fund to offset the cost of the Rental Housing Enforcement program, which is a General Fund program. The proposed change would enable City staff to eliminate this unnecessary transfer and have these revenues go directly to the General Fund. This revenue stream can still be separately tracked and accounted for in the General Fund.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...”. The proposed Title 16 code amendments are not a “project” within the meaning of CEQA because the actions seek to regulate rental housing that are already present in the City and would not cause the expansion of uses or activities. No possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA.

FISCAL IMPACT AND FUNDING SOURCE

The discussed amendments to the Municipal Code will provide more guidelines for rental property owners and help recover costs for the administration of the City’s Rental Housing Inspection Program.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance - Amendments
3. Exhibit A to the Ordinance - Amendments (Redlines)

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AMENDING TITLE 16, CHAPTER 16.20 OF THE RANCHO CORDOVA MUNICIPAL CODE REGARDING THE RENTAL HOUSING INSPECTION PROGRAM

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:

Section 1. Purpose.

WHEREAS, Title 16, Chapter 16.20 of the Rancho Cordova Municipal Code, entitled "Housing Code," sets forth policies and regulations to promote minimum standards for safe, healthy rental housing conditions within the City to enhance the quality of life for all residents; and

WHEREAS, substandard and unsafe residential rental dwellings within Rancho Cordova threaten the health, safety, and welfare of residents of such dwellings; and

WHEREAS, substandard and unsafe residential rental dwellings have a negative effect on the surrounding community because they are a blight and often are associated with or encourage unlawful activity; and

WHEREAS, Rancho Cordova code enforcement staff has observed, in performing their duties, that generally the most egregious violations of health, safety, and building codes occur in rental housing units; and

WHEREAS, the most efficient and effective method of detecting unhealthy, dangerous, substandard, and unsanitary housing conditions is to routinely inspect rental housing units in a fair manner while observing the occupants' right to privacy; and

WHEREAS, the California Health and Safety Code, Sections 17964, and 17970-17972 grant cities the authority to inspect rental housing dwellings; and

WHEREAS, City staff has identified the following necessary amendments to the Housing Code to ensure compliance and accountability with the rental housing inspection program to promote public health, safety, and welfare.

Section 2. CEQA Findings. The City Council hereby finds:

CEQA Compliance. CEQA requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, "[where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment..." The proposed Title 16 code amendments is not a "project" within the meaning of CEQA because the actions seek to regulate rental housing that are already present in the City and would not cause the expansion of uses or activities. No possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA.

Section 3. Amendments to Articles 8, 11 and 12 of Chapter 16.20 of the RCMC.

The City Council hereby adopts the amendments to Articles 8, 11, and 12 of Chapter 16.20 of the Rancho Cordova Municipal Code, as shown and incorporated on Exhibit A to this Ordinance.

Section 4. Severability

If any provision of this ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 5. Effective Date

Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of ____, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David M. Sander, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Rancho Cordova

Municipal Code Amendments to Chapter 16.20 (Housing Code)

Article VIII. Housing Code Enforcement Fund

Article XI. Rental Housing Enforcement Fees

Article XII. Rental Housing Inspection Program

ATTACHMENT 2
Exhibit A to the Ordinance

Article VIII. Housing Code Enforcement Fund

16.20.800 Repealed.

16.20.805 Repealed.

16.20.810 Repealed.

16.20.815 Repealed.

16.20.820 Repealed.

16.20.800 Establishment and definition.

Repealed.

16.20.805 Purposes of limitations.

Repealed.

16.20.810 Administration.

Repealed.

16.20.815 Use and disbursement of monies in the fund.

Repealed.

16.20.820 Annual evaluation.

Repealed.

Article XI. Rental Housing Enforcement Fees

16.20.1100 Reinspection and rescheduling fees.

16.20.1105 Repealed.

16.20.1110 Building permit fee.

16.20.1115 Building permit surcharge.

16.20.1120 Hourly rate.

16.20.1125 Contract administration fee.

16.20.1130 Small claims collection fee.

16.20.1135 Appeal fee.

16.20.1140 Late fee.

16.20.1145 Notice fee.

16.20.1150 Repealed.

Article XI. Rental Housing Enforcement Fees*

- * The following sections constitute the categories of fees payable to the director by the owner of a building or residential rental unit subject to the rental housing inspection program within Article XII of this chapter. Such fees shall be set by resolution of the city council and may be adjusted periodically by the city manager to cover the cost of the services provided under this chapter.

16.20.1100 Reinspection and rescheduling fees.

A. Following issuance of a notice and order (pursuant to RCMC 16.20.400) for a violation of the provisions of this chapter, upon the first reinspection of a dwelling to determine whether corrective action has been satisfactorily completed, and upon a determination that corrective action has been successfully completed by the time of such reinspection, there shall be no fee levied against the owner(s). There shall be no reinspection fee charged for an inspection caused by any complaint if no violation is discovered.

B. Following issuance of a notice and order (pursuant to RCMC 16.20.400) for a violation of the provisions of this chapter, upon the first reinspection of a dwelling to determine whether corrective action has been satisfactorily completed, and upon a determination that corrective action has not been successfully completed by the time of such reinspection, there may be a fee levied against the owner(s) in the amount set by resolution of the city council.

C. Upon all subsequent reinspections, fees shall be levied against dwelling unit owners for previously noticed violations which have not been corrected by the time of such subsequent reinspections. Such fees shall be set by resolution of the city council.

D. An owner or his/her designee may reschedule an inspection by giving notice to the Neighborhood Services Division Manager or his/her designee at least five calendar days prior to a scheduled inspection date. An inspection may only be rescheduled to a date within 21 calendar days of the previously scheduled inspection date. Rescheduling an inspection for any particular residential rental property inspection subject to the rental housing inspection program more than once within any twelve month period, or with less than five calendar days' notice, shall result in the imposition of a rescheduling fee. Such rescheduling fees shall be set by resolution of the city council. An owner or his/her designee shall not be charged a rescheduling fee for any particular inspection when the reason an inspection must be rescheduled is due to an occupant's failure to provide access or refusal to provide consent to inspect the residential unit, provided that the owner or his/her designee has used good faith efforts and legal notice to obtain such consent or secure such access pursuant to RCMC 16.20.1200.

16.20.1105 Notice and order fee.

Repealed by Ord. 19-2012.

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16.20.1110 Building permit fee.

Where issuance of a building permit is required under the building code in order to complete work required by a notice and order which has been issued under this chapter, such permit shall be obtained from the director, and the fee therefor shall be paid to the director in the same amount as would be applicable under the fee schedule for building permits then in use by the public works department of the city.

16.20.1115 Building permit surcharge.

Where a building permit is required under the building code to complete work required by a notice and order issued under this chapter, there shall be imposed in addition to the building permit fee a building permit surcharge in the amount set by resolution of the city council.

16.20.1120 Hourly rate.

Where the director finds that additional costs of enforcement are not otherwise recovered by the fees levied by this chapter in association with a dwelling found to constitute a violation, the additional costs of enforcement shall be levied at the hourly rate to be set by resolution of the city council, rounded to the nearest hour for each city official involved. Such hourly rate may also be applied to fees under RCMC 16.20.1100, where there is more than one uncorrected violation found.

16.20.1125 Contract administration fee.

For all private contracts entered by the director for work authorized under this chapter, in addition to the contract price, there shall also be authorized as an additional cost of enforcement charged to the owner(s) 15 percent of the contract price as a contract administration fee.

16.20.1130 Small claims collection fee.

For any amounts due and unpaid, and which are referred to the finance department for collection under this chapter, a fee set by resolution of the city council shall be levied to cover costs of small claims court filing and administration.

16.20.1135 Appeal fee.

The fee for all appeals taken under this chapter shall be set by resolution of the city council.

16.20.1140 Late fee.

If a fee has not been received by the date upon which it is due under this chapter there shall be imposed a late fee of 25 percent per annum of the fee.

16.20.1145 Notice fee.

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The owner may be charged for the city's postage or mileage costs for sending or posting notices required to be given pursuant to this chapter.

16.20.1150 Closing fee.

Repealed by Ord. 19-2012.

Article XII. Rental Housing Inspection Program

- 16.20.1200 Periodic inspections.
- 16.20.1205 Notification of inspections – Inspection procedure.
- 16.20.1210 Exemptions.
- 16.20.1215 Rental housing registration requirement.
- 16.20.1220 Rental housing education.

Article XII. Rental Housing Inspection Program

16.20.1200 Periodic inspections.

A. The director and his or her designees may periodically inspect residential rental property in the city. Entry for inspection shall be as the result of consent from the owner or occupant, or as

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the result of a warrant, pursuant to RCMC 16.20.1205. Notwithstanding the foregoing, it shall be the responsibility and liability of the owner or his/her designee to obtain the consent of the occupants to inspect the subject residential rental property or otherwise obtain legal access to the subject property or rental units pursuant to the terms of the applicable lease.

B. If, upon the periodic inspection of a residential rental property, violations of applicable laws or ordinances are determined to exist, the director shall enforce the violation pursuant to this chapter.

C. Tenants of residential rental property may request an inspection of their individual units in order to ensure that the property complies with applicable state law, the California Building Code, the Uniform Housing Code, the Uniform Code for the Abatement of Dangerous Buildings and the Rancho Cordova Municipal Code.

16.20.1205 Notification of inspections – Inspection procedure.

A. A letter of intent to inspect a residential rental property shall be mailed to the rental owner or his or her designee stating the date and time of inspection. Additionally, a notice will be posted on the property by the city. Such notification shall give a minimum of 14 days' notice and include a description of areas that will be inspected. The property may be inspected at an earlier date than noticed, upon the consent of the rental owner or his or her designee and contingent upon consent of any legal occupant or tenant.

B. Owners shall provide access to all required areas of the rental property for inspection within the time period specified in the notice of inspection. If the rental unit is legally occupied by a tenant or other occupant, the owner shall notify the tenant or occupant and request that the tenant or occupant allow entry into the unit by the city for the inspection. It shall be the responsibility of the owner to notify the individual tenants of the inspection and make every good-faith effort to facilitate access to the property to be inspected.

C. In the event the owner, his or her designee, or tenant or occupant in possession of the property to be inspected refuses access to the property, the inspector shall have recourse to every remedy provided by law to secure lawful entry and inspect the premises, including but not limited to securing an inspection warrant pursuant to California Code of Civil Procedure Sections 1822.50 through 1822.57. The inspector shall provide notice that a warrant has been issued to both the owner/operator and the tenant or occupant at least 24 hours before the warrant is executed, unless the judge finds that immediate execution is reasonably necessary under the circumstances shown.

D. Notwithstanding the foregoing, if the inspector has reasonable cause to believe that the residential rental dwelling unit is so hazardous, unsafe or dangerous as to require immediate inspection to safeguard the public health or safety, the inspector shall have the right to immediately enter and inspect the premises and may use any reasonable means required to effect the entry and make an inspection.

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E. Should an inspection need to be canceled or rescheduled, the rental owner or his or her designee shall be notified at least 24 hours prior to the scheduled inspection date. It shall be the responsibility of the rental owner to notify any tenants or occupants of a cancellation.

F. Formal Notice and Order. A formal report of the inspection results shall be mailed to the rental owner or his or her designee within 10 days of the completion of an inspection. The formal report shall include the results of the inspection. If violations are present, the director or his or her designee shall also mail and post a formal notice and order, pursuant to RCMC [16.20.400](#), indicating the violations, proper remedy for violations, the scheduled reinspection date and time, and any reinspection fees and costs that have been assessed.

G. Report of Inspection. Rental owners shall provide the formal report of the inspection results specified in subsection (F) of this section to tenants or occupants upon the request of tenants or occupants.

H. New Violations. Violations that were not noted on the initial inspection report but are discovered during the reinspection due to subsequent damage or deterioration shall be subject to correction.

16.20.1210 Exemptions.

A. Newly Constructed Buildings. Newly constructed buildings shall be exempt from this chapter for a period of five years. The exemption period shall begin to run on the date the building department issues a certificate of occupancy.

16.20.1215 Rental housing registration requirement.

A. Property Required to Register. Every residential rental property located within the city shall be registered. Rental owners shall obtain registration forms from the neighborhood services office.

B. Registration Information Required. The following information shall be included in every registration:

1. Name and contact information of at least one property title owner;
2. Name and contact information of property manager, if different from owner;
3. Property address or addresses;
4. Type of dwelling (i.e., single-family, duplex, apartment community);
5. Number of residential rental units at each address listed;
6. Number of buildings at each address listed;

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7. Name, address and phone number to contact in case of emergency or for purposes of some necessary action by the city. The name or businesses identified as an emergency contact shall have the authority to act as the owner in cases of emergency or for purposes of allowing the director to inspect the residential rental property and/or units within the property; and

8. A valid, unexpired, and unrevoked Rancho Cordova rental registration number for each residential rental property subject to the rental housing registration requirements as required herein by subsection A of RCMC 16.20.1215.

C. Notification of any change to the information required by the registration form, such as a transfer of ownership or change in emergency contact information, shall be required and submitted to the city in writing within 60 calendar days of such change.

D. Use of Registration Information. All information contained on the registration form shall only be used by the city for issues related to the condition and inspection of the rental property. The information shall not be used for public dissemination.

16.20.1220 Rental housing education.

A. For rental housing properties with severe and/or repeat violations, as determined by the director, the city shall require the residential rental owners and/or their property managers to attend a rental housing management education program.

B. The education program shall include, but is not limited to, the following:

1. The rights and responsibilities of residential rental owners, property managers, agents of owners and tenants;
2. Proper procedures for conducting interior and exterior rental property inspections;
3. Rental property maintenance laws and regulations; and
4. The city's code enforcement process.

C. The rental housing management education program will be administered by the city or another qualified agency as determined by the city. Rental housing owners will be responsible for any fees associated with attending such classes.

D. Failure to attend a required education program will result in a violation of this chapter and be subject to RCMC 16.20.220.

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Exhibit A to the Ordinance

Rancho Cordova

Municipal Code Amendments to Chapter 16.20 (Housing Code)

Article VIII. Housing Code Enforcement Fund

Article XI. Rental Housing Enforcement Fees

Article XII. Rental Housing Inspection Program

ATTACHMENT 3
Exhibit A to the Ordinance

Article VIII. Housing Code Enforcement Fund

16.20.800 ~~Establishment and definition.~~Repealed.

16.20.805 ~~Purposes of limitations.~~Repealed.

16.20.810 ~~Administration~~Repealed.

16.20.815 ~~Use and disbursement of monies in the fund~~Repealed.

16.20.820 ~~Repealed~~Annual evaluation.

16.20.800 Establishment and definition.

~~There is hereby created by the finance department a Rancho Cordova housing code enforcement fund. The housing code enforcement fund shall be an interest-bearing special revenue fund. The housing code enforcement fund shall receive all monies collected pursuant to this chapter to the extent permitted by state law. The housing code enforcement fund may receive monies from other sources~~Repealed.

16.20.805 Purposes of limitations.

~~Monies deposited in the housing code enforcement fund shall be used to enforce the housing code and provisions of this chapter. Monies placed in this housing code enforcement fund shall be held until disbursed as provided in this article and shall be used to pay the reasonable and necessary expenses of operating the program enforcing the housing code and the provisions of this chapter, and for no other purpose~~Repealed.

16.20.810 Administration.

~~This housing code enforcement fund shall be administered by the city manager, who shall have the authority to manage the housing code enforcement fund consistent with this chapter and to prescribe procedures to carry out its purposes, subject to approval by city council resolution~~Repealed.

16.20.815 Use and disbursement of monies in the fund.

~~Monies in the housing code enforcement fund shall be used exclusively for the reasonable and necessary expenses of operating the program and enforcing the housing code and the provisions of this chapter consistent with the city budget adopted by the city council~~Repealed.

16.20.820 Annual evaluation.

~~Repealed.A. Commencing one year after the effective date of the ordinance codified in this chapter, and annually thereafter, the city manager shall report to the city council on the status of the program.~~

~~B. The report shall include:~~

- ~~1. A statement of income to the housing code enforcement fund from all sources and a statement of all expenses and disbursements, and other uses of the housing code enforcement fund;~~

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- ~~2. A statement of the number of complaints received and a statement of the number of dwelling units against which enforcement action was initiated during that year;~~
- ~~3. An evaluation of the efficiency and effectiveness of this chapter in enforcing the housing code; and~~
- ~~4. Recommendations for any changes to this chapter necessary to carry out its purposes, including any transfer of funds to the repair and demolition fund and adjustments necessary to the housing stock conservation fee.~~

Article XI. Rental Housing Enforcement Fees

- 16.20.1100 Reinspection and rescheduling fees.
- 16.20.1105 Repealed.
- 16.20.1110 Building permit fee.
- 16.20.1115 Building permit surcharge.
- 16.20.1120 Hourly rate.
- 16.20.1125 Contract administration fee.
- 16.20.1130 Small claims collection fee.
- 16.20.1135 Appeal fee.
- 16.20.1140 Late fee.
- 16.20.1145 Notice fee.
- 16.20.1150 Repealed.

Article XI. Rental Housing Enforcement Fees*

- * The following sections constitute the categories of fees payable to the director by the owner of a building or residential rental unit subject to the rental housing inspection program within Article XII of this chapter. Such fees shall be set by resolution of the city council and may be adjusted periodically by the city manager to cover the cost of the services provided under this chapter.

16.20.1100 Reinspection and rescheduling fees.

A. Following issuance of a notice and order (pursuant to RCMC 16.20.400) for a violation of the provisions of this chapter, upon the first reinspection of a dwelling to determine whether corrective action has been satisfactorily completed, and upon a determination that corrective

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action has been successfully completed by the time of such reinspection, there shall be no fee levied against the owner(s). There shall be no reinspection fee charged for an inspection caused by any complaint if no violation is discovered.

B. Following issuance of a notice and order (pursuant to RCMC 16.20.400) for a violation of the provisions of this chapter, upon the first reinspection of a dwelling to determine whether corrective action has been satisfactorily completed, and upon a determination that corrective action has not been successfully completed by the time of such reinspection, there may be a fee levied against the owner(s) in the amount set by resolution of the city council.

C. Upon all subsequent reinspections, fees shall be levied against dwelling unit owners for previously noticed violations which have not been corrected by the time of such subsequent reinspections. Such fees shall be set by resolution of the city council.

D. An owner or his/her designee may reschedule an inspection by giving notice to the Neighborhood Services Division Manager or his/her designee at least five calendar days prior to a scheduled inspection date. An inspection may only be rescheduled to a date within 21 calendar days of the previously scheduled inspection date. Rescheduling an inspection for any particular residential rental property inspection subject to the rental housing inspection program more than once within any twelve month period, or with less than five calendar days' notice, shall result in the imposition of a rescheduling fee. Such rescheduling fees shall be set by resolution of the city council. An owner or his/her designee shall not be charged a rescheduling fee for any particular inspection when the reason an inspection must be rescheduled is due to an occupant's failure to provide access or refusal to provide consent to inspect the residential unit, provided that the owner or his/her designee has used good faith efforts and legal notice to obtain such consent or secure such access pursuant to RCMC 16.20.1200.

16.20.1105 Notice and order fee.

Repealed by Ord. 19-2012.

16.20.1110 Building permit fee.

Where issuance of a building permit is required under the building code in order to complete work required by a notice and order which has been issued under this chapter, such permit shall be obtained from the director, and the fee therefor shall be paid to the director in the same amount as would be applicable under the fee schedule for building permits then in use by the public works department of the city.

16.20.1115 Building permit surcharge.

Where a building permit is required under the building code to complete work required by a notice and order issued under this chapter, there shall be imposed in addition to the building permit fee a building permit surcharge in the amount set by resolution of the city council.

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16.20.1120 Hourly rate.

Where the director finds that additional costs of enforcement are not otherwise recovered by the fees levied by this chapter in association with a dwelling found to constitute a violation, the additional costs of enforcement shall be levied at the hourly rate to be set by resolution of the city council, rounded to the nearest hour for each city official involved. Such hourly rate may also be applied to fees under RCMC 16.20.1100, where there is more than one uncorrected violation found.

16.20.1125 Contract administration fee.

For all private contracts entered by the director for work authorized under this chapter, in addition to the contract price, there shall also be authorized as an additional cost of enforcement charged to the owner(s) 15 percent of the contract price as a contract administration fee.

16.20.1130 Small claims collection fee.

For any amounts due and unpaid, and which are referred to the finance department for collection under this chapter, a fee set by resolution of the city council shall be levied to cover costs of small claims court filing and administration.

16.20.1135 Appeal fee.

The fee for all appeals taken under this chapter shall be set by resolution of the city council.

16.20.1140 Late fee.

If a fee has not been received by the date upon which it is due under this chapter there shall be imposed a late fee of 25 percent per annum of the fee.

16.20.1145 Notice fee.

The owner may be charged for the city's postage or mileage costs for sending or posting notices required to be given pursuant to this chapter.

16.20.1150 Closing fee.

Repealed by Ord. 19-2012.

Article XII. Rental Housing Inspection Program

- 16.20.1200 Periodic inspections.
- 16.20.1205 Notification of inspections – Inspection procedure.
- 16.20.1210 Exemptions.
- 16.20.1215 Rental housing registration requirement.
- 16.20.1220 Rental housing education.

Article XII. Rental Housing Inspection Program

16.20.1200 Periodic inspections.

A. The director and his or her designees may periodically inspect residential rental property in the city. Entry for inspection shall be as the result of consent from the owner or occupant, or as the result of a warrant, pursuant to RCMC 16.20.1205. Notwithstanding the foregoing, it shall be the responsibility and liability of the owner or his/her designee to obtain the consent of the occupants to inspect the subject residential rental property or otherwise obtain legal access to the subject property or rental units pursuant to the terms of the applicable lease.

B. If, upon the periodic inspection of a residential rental property, violations of applicable laws or ordinances are determined to exist, the director shall enforce the violation pursuant to this chapter.

C. Tenants of residential rental property may request an inspection of their individual units in order to ensure that the property complies with applicable state law, the California Building Code, the Uniform Housing Code, the Uniform Code for the Abatement of Dangerous Buildings and the Rancho Cordova Municipal Code.

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16.20.1205 Notification of inspections – Inspection procedure.

A. A letter of intent to inspect a residential rental property shall be mailed to the rental owner or his or her designee stating the date and time of inspection. Additionally, a notice will be posted on the property by the city. Such notification shall give a minimum of 14 days' notice and include a description of areas that will be inspected. The property may be inspected at an earlier date than noticed, upon the consent of the rental owner or his or her designee and contingent upon consent of any legal occupant or tenant.

B. Owners shall provide access to all required areas of the rental property for inspection within the time period specified in the notice of inspection. If the rental unit is legally occupied by a tenant or other occupant, the owner shall notify the tenant or occupant and request that the tenant or occupant allow entry into the unit by the city for the inspection. It shall be the responsibility of the owner to notify the individual tenants of the inspection and make every good-faith effort to facilitate access to the property to be inspected.

C. In the event the owner, his or her designee, or tenant or occupant in possession of the property to be inspected refuses access to the property, the inspector shall have recourse to every remedy provided by law to secure lawful entry and inspect the premises, including but not limited to securing an inspection warrant pursuant to California Code of Civil Procedure Sections 1822.50 through 1822.57. The inspector shall provide notice that a warrant has been issued to both the owner/operator and the tenant or occupant at least 24 hours before the warrant is executed, unless the judge finds that immediate execution is reasonably necessary under the circumstances shown.

D. Notwithstanding the foregoing, if the inspector has reasonable cause to believe that the residential rental dwelling unit is so hazardous, unsafe or dangerous as to require immediate inspection to safeguard the public health or safety, the inspector shall have the right to immediately enter and inspect the premises and may use any reasonable means required to effect the entry and make an inspection.

E. Should an inspection need to be canceled or rescheduled, the rental owner or his or her designee shall be notified at least 24 hours prior to the scheduled inspection date. It shall be the responsibility of the rental owner to notify any tenants or occupants of a cancellation.

F. Formal Notice and Order. A formal report of the inspection results shall be mailed to the rental owner or his or her designee within 10 days of the completion of an inspection. The formal report shall include the results of the inspection. If violations are present, the director or his or her designee shall also mail and post a formal notice and order, pursuant to RCMC 16.20.400, indicating the violations, proper remedy for violations, the scheduled reinspection date and time, and any reinspection fees and costs that have been assessed.

G. Report of Inspection. Rental owners shall provide the formal report of the inspection results specified in subsection (F) of this section to tenants or occupants upon the request of tenants or occupants.

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H. New Violations. Violations that were not noted on the initial inspection report but are discovered during the reinspection due to subsequent damage or deterioration shall be subject to correction.

16.20.1210 Exemptions.

A. Newly Constructed Buildings. Newly constructed buildings shall be exempt from this chapter for a period of five years. The exemption period shall begin to run on the date the building department issues a certificate of occupancy.

16.20.1215 Rental housing registration requirement.

A. Property Required to Register. Every residential rental property located within the city shall be registered. Rental owners shall obtain registration forms from the neighborhood services office.

B. Registration Information Required. The following information shall be included in every registration:

1. Name and contact information of at least one property title owner;
2. Name and contact information of property manager, if different from owner;
3. Property address or addresses;
4. Type of dwelling (i.e., single-family, duplex, apartment community);
5. Number of residential rental units at each address listed;
6. Number of buildings at each address listed; **and**
7. Name, address and phone number to contact in case of emergency or for purposes of some necessary action by the city. The name or businesses identified as an emergency contact shall have the authority to act as the owner in cases of emergency or for purposes of allowing the director to inspect the residential rental property and/or units within the property; **and**
8. **A valid, unexpired, and unrevoked Rancho Cordova rental registration number for each residential rental property subject to the rental housing registration requirements as required herein by subsection A of RCMC 16.20.1215. -**

C. Notification of any change to the information required by the registration form, such as a transfer of ownership or change in emergency contact information, shall be required and submitted to the city in writing within 60 calendar days of such change.

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Exhibit A to the Ordinance

D. Use of Registration Information. All information contained on the registration form shall only be used by the city for issues related to the condition and inspection of the rental property. The information shall not be used for public dissemination.

16.20.1220 Rental housing education.

A. For rental housing properties with severe and/or repeat violations, as determined by the director, the city shall require the residential rental owners and/or their property managers to attend a rental housing management education program.

B. The education program shall include, but is not limited to, the following:

1. The rights and responsibilities of residential rental owners, property managers, agents of owners and tenants;
2. Proper procedures for conducting interior and exterior rental property inspections;
3. Rental property maintenance laws and regulations; and
4. The city's code enforcement process.

C. The rental housing management education program will be administered by the city or another qualified agency as determined by the city. Rental housing owners will be responsible for any fees associated with attending such classes.

D. Failure to attend a required education program will result in a violation of this chapter and be subject to RCMC 16.20.220.

MEMORANDUM



DATE: April 6, 2020
TO: Honorable Mayor and Council Members
FROM: Kim Juran, Administrative Services Director
SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO ESTABLISH A COVID-19 EMERGENCY INVESTMENT AND RELIEF PROGRAM FOR BUSINESSES IN RANCHO CORDOVA**

RECOMMENDATION

Adopt Resolution authorizing the City Manager to enter into an agreement to establish a COVID-19 Emergency Investment and Relief Program for businesses in Rancho Cordova.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will enable the City to move forward with the proposed COVID-19 Emergency Investment and Relief Program for businesses in Rancho Cordova.

BACKGROUND

Due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World Health Organization, a public health emergency was declared in Sacramento County. To prevent further spread of the virus, Sacramento County issued a "stay at home" order effective March 19, 2020. This order requires residents in Sacramento County to stay at their place of residence unless performing an essential duty. This order further prohibits businesses deemed "non essential" from operating during this time, which is having a significant impact on the Rancho Cordova businesses community.

In an effort to help mitigate the immediate financial impact to the local business community, the City is proposing that it partner with Lift Investing to direct City funds to a COVID-19 Emergency Investment and Relief Program. This program provides a framework for the City to direct investment accounts into locally headquartered banks and credit unions that will then reinvest a portion of these deposits to local businesses. The City will direct \$1 million of its existing investment accounts into a community financial institution that will then provide loans to local businesses to help them retain or create jobs during these difficult times. The City's funds will be collateralized pursuant to local, state, and federal law and the City will not have liability for any financial losses.

Program Lenders shall make all commercially reasonable best efforts to ensure that 100

percent of all City funds from the initial deposit are lent to businesses within the City of Rancho Cordova that have been negatively affected by the COVID-19 crisis. Program Lenders will be able to provide funding for new loans to new and existing relationships which may include three to six-month deferrals of principal and interest payments. For new loan originations, and per prudent lending guidelines, lenders will offer payment options that provide the greatest flexibility for borrowers and that will pass on to borrowers Program Lenders' savings from not having to pay interest on the City's deposits. Program Lenders will undertake all commercially reasonable best efforts to target smaller loans that help as many businesses and retain or create as many jobs as possible based on standard underwriting and commercial loan terms or, where borrowers qualify, standard Small Business Administration (SBA) loan terms.

Lift Investing and the City's Economic Development Department will promote the Program and will coordinate to refer borrowers to Program Lenders. Program Lenders shall be required to report all Program related loan activity quarterly through Lift Investing's existing reporting platform with all Program administrative costs paid by the Program Lenders.

FISCAL IMPACT AND FUNDING SOURCE

The City will re-direct \$1 million from its existing investment accounts to the Lift Investing program. These funds will not earn any interest while on deposit with the program but will be fully collateralized pursuant to local, state, and federal law.

ATTACHMENT(S)

1. Resolution
2. LiftInvesting.COVID.FINAL DRAFT

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT TO ESTABLISH A COVID-19 EMERGENCY INVESTMENT AND RELIEF
PROGRAM FOR BUSINESSES IN RANCHO CORDOVA**

WHEREAS, due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World Health Organization, a public health emergency was declared in Sacramento County; and

WHEREAS, to prevent further spread of the virus, Sacramento County issued a "stay at home" order effective March 19, 2020; and

WHEREAS, this order requires residents in Sacramento County to stay at their place of residence unless performing an essential duty; and

WHEREAS, this order further prohibits businesses deemed "non-essential" from operating during this time, which is having a significant impact on the Rancho Cordova business community; and

WHEREAS, the City is proposing that it partner with Lift Investing to direct city funds to a COVID-19 Emergency Investment and Relief Program to mitigate the impact to the local business community; and

WHEREAS, the City will direct \$1 million of its existing investment accounts into a Lift Investing community financial institution partner that will then provide loans to local businesses to help them retain or create jobs during these difficult time; and

WHEREAS, Program Lenders shall make all commercially reasonable best efforts to ensure that 100 percent of all City funds from the initial deposit are lent to businesses within the City of Rancho Cordova that have been negatively affected by the COVID-19 crisis.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does hereby authorize the City to partner with Lift Investing to direct city funds to a COVID-19 Emergency Investment and Relief Program to mitigate the impact to the local business community.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of April 2020 by following vote:

AYES:

ATTACHMENT 1

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

David M. Sander, Mayor

COVID-19 EMERGENCY INVESTMENT AND RELIEF PROGRAM

Lift Investing provides a framework for public entities, including cities, counties, and special districts to direct existing investment and depository accounts into locally headquartered member community banks with a corresponding obligation that these member financial institutions will reinvest a portion of deposits received back into local businesses and projects that benefit the community.

In partnership with the City of Rancho Cordova (the “City”) and in response to the unprecedented economic impact of COVID-19, Lift Investing has established the “Emergency Investment and Relief Program” (the “Program”) with its existing locally headquartered member community banks (“Lenders”) to provide local investment and emergency relief funding to businesses in our community directly affected by the ongoing COVID-19 crisis.

The key provisions of the Program are:

- The goal of the Program is to provide critical and timely financial support to businesses in the City of Rancho Cordova affected by the COVID-19 crisis. Therefore, Program Lenders will deploy funds as quickly as possible to impacted businesses in the City. Program Lenders will undertake all commercially reasonable best efforts to lend and report on the initial deposit funds to City businesses during the first 90 days of the City’s participation in the Program, and thereafter on a quarterly basis.
- The City of Rancho Cordova will direct a portion of its existing investment and deposit accounts, at its discretion, into Program Lenders’ financial institution(s) for an initial period of eighteen months. The City will participate in the Program with a deposit of \$1 million.
- All deposited funds shall earn an interest rate of 0.00% percent for the deposit term. Program Lenders will guarantee the return of all deposited funds to the City, as all deposited funds shall be fully collateralized pursuant to local, state, and federal law. The City accepts no liability for financial losses caused by Program Lenders’ lending decisions. All risk will be solely on the participating Program Lenders.
- Program Lenders shall make all commercially reasonable best efforts to ensure that 100 percent of all City funds from the initial deposit are lent to businesses within the City of Rancho Cordova that have been negatively affected by the COVID-19 crisis.
- Program Lenders will be able to provide funding for new loans to new and existing relationships which may include three to six-month deferrals of principal and interest payments. For new loan originations, and per prudent lending guidelines, lenders will offer payment options that provide the greatest flexibility for borrowers, and that will pass on to borrowers Program Lenders’ savings from not having to pay interest on the City’s deposit(s).



- Program Lenders will undertake all commercially reasonable best efforts to target smaller loans that help as many businesses and retain or create as many jobs as possible based on standard underwriting and commercial loan terms or, where borrowers qualify, standard Small Business Administration (SBA) loan terms.
- Lift Investing and the City's Economic Development Department will promote the Program and will coordinate to refer borrowers to Program Lenders.
- Program Lenders shall be required to report all Program related loan activity quarterly through Lift Investing's existing reporting platform with all Program administrative costs paid by the Program Lenders.

Signed for City of Rancho Cordova

Signed for Lift Investing

Name:

Dated:

Name:

Date:

MEMORANDUM

DATE: April 6, 2020
TO: Honorable Mayor and Council Members
FROM: Cyrus Abhar, City Manager
SUBJECT: PRESENTATION AND UPDATE ON THE CITY'S COVID-19/CORONAVIRUS RESPONSE



The purpose of this presentation is to provide the latest information related to Coronavirus pandemic and update the City Council and Community on specific measures and actions taken by the City in response to the COVID-19 health crisis.

This is an informational item only and no action will be taken by the City Council.