



# **City of Richmond**

**FY 2015/16**

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

**Submitted by:  
Housing and Community Development  
440 Civic Center Plaza  
Richmond, CA 94804  
Telephone number (510) 307-8140**

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

The Consolidated Annual Performance and Evaluation Report (CAPER) is a U.S. Department of Housing and Urban Development (HUD) mandated report for all communities that receive Community Development Block Grant (CDBG) funding. The CAPER details the success of the City of Richmond (City) in meeting the housing and community development strategies outlined in its Department of Housing and Urban Development (HUD)-approved 2013 Consolidated Plan.

This is the third year of the Five-Year Consolidated Plan Period which covers year 2010-2016. In Program Year (PY) 2015-16, the City did not received direct entitlement funding for CDBG or HOME programs but instead reprogrammed the remaining prior year entitlement funding to address the priority needs in the community. HOME activities were challenged due to our inability to access HOME dollars and limited human resources, which encouraged the City to participate and join the Contra Costa County Consortium in order to avail the services provided to low and moderate income families in the city. The City continued to rehabilitate the remaining NSP housing units, one of which was rented to Section 8 Housing participants and the rest were getting ready and available for occupancy by eligible participants..

The City has made significant progress in meeting some of the goals and objectives contained in the 2013/16 Consolidated Plan as the City continues to focus on outcome-based performance measurements as a means to ensure that needed services are delivered and that the results can be easily quantified. The major highlights were the completion of the Senior Center and City's compliance with the Americans with Disabilities Act (ADA) requirement of providing accessibility and mobility for disabled citizens of the community. These are:

1. Funding for the City's Public Facilities ADA Rehabilitation Plan provided infrastructure improvements that removed barriers that restricted mobility and accessibility of elderly or disabled persons. These improvements included but were not limited to the Installation of ramps and guard rails at building access points. The City funded ADA improvements to:
  - Richmond Senior Center- Rehabilitation improvements include modification of the existing restrooms, kitchen, access ramps and accessible parking spaces to comply with current ADA requirements.
  - Main Library – Rehabilitation improvements include modifications of existing restrooms, removing portions of existing bookshelf units to provide adequate clearance for accessibility, installation of new ADA compliant drinking fountains, modification to doorways at entry foyer, replacement of automatic sliding doors at main entrance, replacement of entry ramp, modification of existing ADA parking, and replacement of existing rear service entrance.
  - Richmond Memorial Auditorium – The rehabilitation encompasses a combination of exterior and interior improvements to make the building ADA compliant. Exterior improvements include modifications to existing access ramps and guardrails at the building access points. Interior improvements include installation of a new elevator, cane-detectable railings, hand rails, grab-rails, tactile directional

signage as well as renovation of the restrooms and auditorium seating to include new wheelchair accessible seats to comply with current ADA standards.

- Parchester Community Center – Design for the expansion and relocation of the bathroom doorways, doorframes; modifications and improvements to the restrooms accessories including alteration of sink placement and height, restroom stalls and fixtures, grab bars, audio/visual alarm signals and ADA complaint signage. Installation of the new fire alarm system and fire sprinklers system.
  - Booker T Anderson Community – Design for the expansion and relocation of the bathroom doorways, doorframes; modifications and improvements to the restrooms accessories including alteration of sink placement and height, restroom stalls and fixtures, grab bars, audio/visual alarm signals and ADAAG complaint signage. Installation of the new fire alarm system and fire sprinklers system.
  - Shield Reid Community Center - Design for the expansion and relocation of the bathroom doorways, doorframes; modifications and improvements to the restrooms accessories including alteration of sink placement and height, restroom stalls and fixtures, grab bars, audio/visual alarm signals and ADAAG complaint signage. Installation of the new fire alarm system and fire sprinklers system.
2. On Housing Rehabilitation Loan Program, though no new loan issuance this year, the City continued the maintenance of a no-interest, payment deferred loans for low-income homeowners that were used for needed repairs and improvements.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
CD-7 CDBG Infrastructure/ Public Facilities – Richmond Senior Center	Non-Housing Community Development	CDBG: \$484,551	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			100%			100%
CD-7 Infrastructure/ Public Facilities- BTA Community Center	Non-Housing Community Development	CDBG: \$58,306	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			2%			25%
CD-7 Infrastructure/ Public Facilities – Richmond Auditorium	Non-Housing Community Development	CDBG: \$1,173,340	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			65%			75%

CD- 7 Infrastructure/ Public Facilities –  Shield Reid Community Center	Non-Housing Community Development	CDBG: \$78,975	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			2%			25%
CD-7 Infrastructure/ Public Facilities –  Parchester Community Center	Non-Housing Community Development	CDBG: \$27,226	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			2%			25%
CD-7 Infrastructure/ Public Facilities –  Main Library	Non-Housing Community Development	CDBG: \$387,974	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted			75%			77%
AH-3 Homeowner Rehabilitation	Affordable Housing	Other  Cal Home: \$120,000	Homeowner Housing Rehabilitated	Homeowner Housing Rehabilitated	10	5	50%			95%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

In comparison to the rest of the Contra Costa County consortium jurisdiction, Richmond households have the lowest income levels for which 16.2% of persons living in the city live below the poverty level. Historically, the City’s strategy has been to invest CDBG and HOME funds in activities that serve low-income families. Due to the City’s uncertainty of receiving the program year CDBG funding and the transfer of HOME funds to the County, most of the objectives described in the plan were not met in this fiscal year. The City’s effort to help preserve the affordable housing stock, which is predominantly owned by elderly lower income residents has been put to a halt due to lack of funding but with the hope that this will be remedied by the City’s affiliation with the consortium.

The Community Facility Improvement goal for persons assisted is based on assisting programs that typically have medium to high volume of program participants. In PY15, one of the six community facility projects completed served programs with fewer participants resulting in the City achieving only 35% of the outcome goal. However, two of the ADA rehabilitation projects have substantially made progress towards their completion and projected to be completed by the end of the program year 2016.

**CR-10 - Racial and Ethnic composition of families assisted**

**Describe the families assisted (including the racial and ethnic status of families assisted).**

**91.520(a)**

	<b>CDBG</b>
<b>White</b>	<b>0</b>
<b>Black or African American</b>	<b>0</b>
<b>Asian</b>	<b>0</b>
<b>American Indian or American Native</b>	<b>0</b>
<b>Native Hawaiian or Other Pacific Islander</b>	<b>0</b>
<b>Total</b>	<b>0</b>
<b>Hispanic</b>	<b>0</b>
<b>Not Hispanic</b>	<b>0</b>

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

**Narrative**

No CDBG or HOME ethnicities are included in the chart above as a result of not having any CDBG or HOME projects administered during FY2016. Moreover, no Annual Action Plan was approved for that year. The demographics are listed in the Contra Costa County Consortium's CAPER though the City was not a direct grantee.

**CR-15 - Resources and Investments 91.520(a)**

**Identify the resources made available**

<b>Source of Funds</b>	<b>Source</b>	<b>Resources Made Available</b>	<b>Amount Expended During Program Year</b>
CDBG		2,798,333	1,282,256
Other	Cal Home	120,000	113,467

**Table 3 – Resources Made Available**

**Narrative**

The City of Richmond allocated \$2,210,372 in CDBG funds for the rehabilitation of public facility infrastructure for ADA improvement projects. The City’s ADA improvement project for the Richmond Senior Center included modifications to the restrooms, kitchen, access ramps and accessible parking spaces, which exceeded the estimated cost due to discovery/elimination of hazardous material to meet the current building code. The remaining projects are still undergoing rehabilitation and will be included in the program year 2016 CAPER.

In addition to the available CDBG funds, the City received a Cal Home grant that provided assistance to the homeowners for the rehabilitation and home repairs and to somewhat satisfy the City’s goal to assist the low and moderately low income families to preserve the housing stock.

**Identify the geographic distribution and location of investments**

<b>Target Area</b>	<b>Planned Percentage of Allocation</b>	<b>Actual Percentage of Allocation</b>	<b>Narrative Description</b>
City of Richmond	100	0	Citywide

**Table 4 – Identify the geographic distribution and location of investments Narrative**

City of Richmond does not usually allocate funds on a geographic basis. If the funds were available as in the past, the City would allocate the funds throughout the city to respond to priority needs. In the past, the City prioritized the use of its CDBG funding for the conservation of affordable housing for low-income households and to address homelessness. Infrastructure improvements would be focused on those city-wide barrier removal priorities noted in the City’s ADA Plan and investments to the facilities that provide services to special needs populations and low to moderate income persons.

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

During FY 2015/16, CDBG funds leveraged a \$120,000 grant from the state to accomplish the housing objectives identified in the City’s 2013 approved Consolidated Plan. Previously the City used In- Lieu Funds for the expansion of housing opportunities for extremely low, very low, low and moderate income households, however due to limited resources and a reduction in staff, we were unable to effectively achieve this goal during this fiscal year. The City has privately owned commercial space, which is currently being used to provide office space to the newly established Family Justice Center (FJC), a one-stop center for victims of domestic violence for which extensive rehabilitation was completed using non-federal resources.

**CR-20 - Affordable Housing 91.520(b)**

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of homeless households to be provided affordable housing units		0
Number of non-homeless households to be provided affordable housing units		0
Number of special-needs households to be provided affordable housing units		0
<b>Total</b>		

**Table 5 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through Rental Assistance	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 6 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City made significant progress in meeting one of the goals and objectives contained in the 2013/16 Consolidated Plan. Problems in meeting most of the goals are primarily the result of the limited funding available and the absence of an approved action plan for the year to carry on the City's objectives.

In FY 2015/16, City of Richmond did not allocate CDBG funds to the Housing Rehabilitation Loan and Grant program but continued to maintain the existing loan portfolio for homeowners with low or no interest loans issued in the past with funds used to rehabilitate their single family or mobile homes and address emergency repairs, weatherization and security needs, lead based paint abatement, handicap accessibility and other issues. The City provided assistance to 5 homeowners in this fiscal year with the use of the Cal Home fund.

**Discuss how these outcomes will impact future annual action plans.**

City of Richmond will no longer receive an allocation of CDBG funds that can be used for the Housing Rehabilitation Loan and Grant program, public services, affordable housing or public facility improvements. The City's participation in to Contra Costa County consortium will help to ensure that CDBG and/or HOME funds will be made available to the citizens of Richmond.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
<b>Extremely Low-income</b>	<b>0</b>	<b>0</b>
<b>Low-income</b>	<b>0</b>	<b>0</b>
<b>Moderate-income</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Persons Served**

**Narrative Information**

City of Richmond is faced with rapid increases in the cost of rental housing without a corresponding increase in wages for lower income earners. Since the City will no longer be a recipient of CDBG and HOME funds, our resources to support the preservation of affordable housing, home repairs for low income homeowners, homeless prevention programs and community economic development programs will be limited. By all other means or resources, the City will continue to face a financial hurdle in directly providing assistance to special needs groups such as seniors, persons with disabilities, persons who suffer from alcohol and other drug addictions, persons who are victims of domestic violence and persons living with HIV/AIDS. These special needs populations will be facing various obstacles to accessing housing and various services in the City of Richmond to improve their quality of life.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Contra Costa County Consortium jurisdictions expanded its outreach effort with in a number of significant ways over the last year. This partnership between the cities of Concord, Walnut Creek, Antioch, Pittsburg, Pittsburg and Richmond with Contra Costa County with Contra Costa Continuum of Care as the lead agency, focused on chronically homeless persons whom law enforcement had identified as highly vulnerable and having particularly problematic street behavior. The Contra Costa Continuum of Care uses a number of strategies to reach out to unsheltered persons experiencing homelessness and assess their individual needs, including direct outreach and marketing, the use of phone-based services including 2-1-1, marketing in other languages (e.g., Spanish), making physical and virtual locations accessible to those with disabilities, and collaborating with local law enforcement. As a part of the Contra Costa Coordinated Entry System, CORE (Coordinated Outreach, Referral and Engagement) Teams serve as an entry point into the homeless system of care, providing both day and evening outreach resources and services to encampments and service sites. All persons experiencing homelessness receive a VI-SPDAT (Vulnerability Index - Service Prioritization Decision Assistance Tool) assessment, the common assessment tool being used by the Contra Costa Coordinated Entry System to prioritize those with the highest levels of chronicity and acuity for available housing resources and services. Persons are also referred to CARE (Coordinated

Assessment Resource) Centers to access services for basic needs, case management, housing navigation, and health care. **Health Care for the Homeless:** In addition to providing direct medical care, testing and immunization services, the County-funded Health Care for the Homeless Program uses its mobile healthcare van for outreach. The bilingual Healthcare for the Homeless Team assesses client's needs, provides social support, and links clients to appropriate services and programs, including mental health and substance abuse programs, Medi-Cal, the County's Basic Adult Care program, and the Covered California healthcare insurance exchange. In addition, planning occurred for a new Dental van, which rolled out at year-end.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Crisis services, including emergency shelter and transitional housing, are a critical component of the Contra Costa Coordinated Entry System. For individuals and families experiencing a housing crisis that cannot be diverted, CORE Teams and CARE Centers make referrals to over 900 emergency shelter and transitional housing beds throughout Contra Costa County. In keeping with a Housing First approach, the goal of Contra Costa's crisis response system is to provide immediate and easy access to safe and decent shelter to anyone who needs it, with the housing-focused goal of re-housing people as quickly as possible. Contra Costa CoC has established system-level performance measures for emergency shelter, including reducing the average length of stay (goal: 50 days, 2015 performance: 51 days); increasing exits to permanent housing (goal: 30%, 2015 performance: 27%), and increasing non-returns to homelessness (goal: 75%, 2015 performance: 71%).

### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Clients are connected to prevention providers throughout the County via Contra Costa Crisis Center (2-1-1). Per the Contra Costa CoC 2014 Strategic Plan Update, Contra Costa is expanding landlord liaisons & developing a housing stability fund to help clients retain housing and avoid eviction. Discharge planning w/hospitals, mental health, substance abuse treatment, corrections & foster care systems also help to reduce first time homelessness.

The City of Richmond continues to work with the Richmond Housing Authority (RHA) and local affordable housing developers to maximize the inventory of affordable housing units to which formerly homeless clients can eventually transition.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Lack of affordable housing stock is the CoC's biggest challenge. We have partnered with Multi-faith ACTION Coalition to work on improving landlord engagement by identifying landlords willing to rent to homeless veterans and chronically homeless families. CoC-wide performance measures include reducing the average length of stay in emergency shelter for permanent housing exits to less than 50 days. The CoC has developed a by-name list of both Veterans and chronic homeless individuals. County Homeless staff completed a "Cost of Homelessness" study for CCC last year, identifying the highest homeless utilizers of medical services. Intensive outreach occurs to reach out to these individuals and wrap them in healthcare and housing services.

**Veterans:** As a Zero: 2016 community, a main goal of the CoC is to provide bridges between the Veteran and homeless systems of care. Zero: 2016 has improved data sharing between programs to assess the number of veterans being housed each month in the community. All CoC program-funded providers, including outreach teams, assess veteran eligibility using a standardized HMIS intake form. Outreach teams link qualifying clients to veteran service providers. Local providers partner to ensure clients are able to access SSVF using a Housing First model with full geographic coverage.

**Chronically Homeless:** In 2016, the Contra Costa CoC saw a 37% decrease in the total chronically homeless population. By removing barriers to entry through Housing First, permanent housing has increased access for chronically homeless individuals and families. The decrease in sheltered chronically homeless persons (-29) paired w/the decrease (-176) in unsheltered chronically homeless persons highlights how local outreach teams and care providers have successfully engaged with the chronically homeless population to begin the process of establishing and maintaining stable housing.

**Families with Children:** Families who cannot be diverted are connected to crisis services and assessed using VI-F-SPDAT. Using a Housing First approach, families scoring in the Rapid Rehousing (RRH) range are prioritized and referred through Housing Placement Committee and paired with a housing navigator and locator to find housing.

**Unaccompanied Youth:** When foster youth age out of the foster care system, the County links them to the Independent Living Skills Program (ILSP). ILSP includes workshops that prepare youth for emancipation (money management, education, computer skills, home management, and social skills), employment assistance, non-McKinney-Vento housing and retention services, and an individualized transition plan out of foster care. In addition, foster youth can elect to remain in foster care or return to care after emancipation (but before turning 21) to receive a two-year housing subsidy, which can be used in a market rate unit, student housing, or congregate living. This is a State program that all foster youth and former foster youth are able to access.

**AB 109 - Reentry:** The CoC has two discharge plans for former inmates, the Reentry Strategic Plan and Realignment Plan. The Reentry Strategic Plan focuses on: 1) housing-focused discharge planning prior to release; 2) formalized pre-release planning that identifies service needs & connects prisoners with community-based service providers; and 3) enrollment in public benefits at least 90 days prior to release. Realignment Plan provides: 1) pre-release "reach-in" assessments, case management and referrals to housing resources, and 2) individualized treatment plans for mental health/substance abuse issues, linked with housing services, training, substance abuse treatment & childcare.

### **CR-30 - Public Housing 91.220(h); 91.320(j) Actions taken to address the needs of public housing**

The Richmond Housing Authority (RHA) administers public housing and the Section 8 assistance program. The City has continued to work with members of the Contra Costa Consortium to ensure that RHA continues its extensive outreach efforts to promote these programs. The City of Richmond continues to support the five-year strategy of the

Richmond Housing Authority including its goals to increase resident involvement and expansion of home ownership opportunities for its public housing residents.

**Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

N.A

**Actions taken to provide assistance to troubled PHAs**

Richmond residents are assisted through the Richmond Housing Authority (RHA) with Section 8 certificates and vouchers. This program is well run and has provided excellent service and support to low-income City residents.

**CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

Governmental constraints can limit the supply and increase the cost of housing, making it difficult to meet the demand especially for affordable housing. Governmental constraints typically include policies, standards, requirements or actions imposed by the various levels of government upon land use and development such as zoning and subdivision regulations, growth management measures, building codes, fees, and processing and permit procedures. The City has limited influence over state and federal requirements that may constrain housing but the State affords local agencies considerable flexibility in establishing land use policies and regulations. Consistent with the General Plan, the City will initiate zoning changes for residential and designated agricultural sites from current zoning designations to Planned Unit Development.

- Through the Density Bonus Ordinance, the City is required to grant one density bonus and incentives or concessions when an applicant for a housing development seeks and agrees to construct a housing development, excluding any units permitted by the density bonus that will contain at least one of the following: ten percent of the for lower income households; five percent of the total units for very low income households; a senior citizen housing development that limits residency based on age requirements for housing older persons; or ten percent of the total dwelling units in a common interest development for persons and families of moderate income, provided that all units in the development are offered to the public for purchase.
- The Inclusionary Housing Ordinance requires all developers of five or more units to provide 15 percent of the units at affordable costs to moderate, low or very-low income households depending on the type of project. Developers may pay a fee in lieu of providing the affordable units.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The Consortium members have identified the following obstacles in our County to meeting needs of the underserved:

- Accessibility of services
- Awareness of services
- Coordination of services
- Housing

**Accessibility of Services** – Lack of accessibility to services can be the result of lack of transportation for those in need, services that are not delivered in a culturally appropriate manner or in the appropriate language, burdensome prerequisites to accessing services (“red tape”), and services that are not provided in proximity to those in need. Lack of transportation is a particular challenge for those who do not drive, do not have a car, or are elderly and for persons with disabilities. Luckily for the City of Richmond, there is a Paratransit services that provide transportation to elderly and disabled.

Since the City of Richmond did not have public services projects established in this program year due to lack of funding, the City’s Paratransit Service is within the vicinity of the neighborhoods or communities of the target population providing easy accessibility to their services. The Paratransit serves the elderly or persons with disabilities with transportation to their needed services such as health care, etc.

**Awareness of Services** – The lack of awareness of the availability of services by those in need and a lack of knowledge about how to access services are significant obstacles to the provision of services. All agencies receiving CDBG, HOME, ESG, or HOPWA funds from the Consortium must provide significant outreach to those in need. City of Richmond staff will monitor CDBG-funded agencies to verify if an agency’s outreach is adequate and that outreach materials are available in various languages.

**Coordination of Services** – Those in need must often access services from several points; similar services may also be provided by more than one agency. Those being served by one agency may have needs that are not being addressed by the particular agency currently serving that person or family. Consortium applications screen for awareness of similar services and ask agencies to describe their collaboration with them. City staff encourage CDBG funded agencies to collaborate and coordinate with other agencies in the community or serving their target population and base funding decisions on the level of their proposed collaboration, to reduce or eliminate duplication of services.

**Housing** – Though limited resources were available, the City’s efforts to increase and maintain the supply of affordable housing, to improve the quality of housing stock and livability of lower income areas, and to meet the objectives identified in the 2013 Consolidated Plan are directed at meeting underserved housing needs. In this instance, the City established criteria for the housing programs and developments planned with the allocation of Cal Home grant for housing which reserve a portion of the units for extremely-low income and/or special needs populations.

## **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City has a Lead Based Paint Implementation Plan that describes the actions to be taken, and the responsibility, for compliance with the lead-based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992) under each of its existing affordable housing programs. The City of Richmond ensured to incorporate the requirements of the lead-based paint regulations to its existing Rental

Rehabilitation and Neighborhood Stabilization Programs.. All rehabilitation projects are required to complete lead inspections and provide a plan and budget for proper removal of lead or any other toxic material found on the property.

In the Rental Rehabilitation program, once a property is tested, a letter is sent to the property owner transmitting the lead-based paint results and advising them accordingly how to mitigate lead-based paint related rehabilitation items. The letter states that lead-based paint is known to be a health hazard as discussed in the testing report and pamphlet and that the owner should review these documents and store them in a safe place for future reference; as lead-based paint is an escrow disclosure item, this information may be useful in the event the property is sold.

If lead is found, the results are summarized in the letter and the property owner is advised that applicable State and Federal regulations regarding construction work involving lead-based paint apply to those areas of work on their property containing the indicated excessive levels of lead-based paint. Whether using a contractor or completing the work themselves, the property owner is advised that all applicable State and Federal regulations, standards and guidelines (particularly Federal Title X recommendations and guidelines) must be followed in completing the work. Any contractors that the property owner uses to do the work must be trained and certified in dealing with lead-based paint issues, and they must show appropriate proof of Certification for Lead-Based Paint work from an accredited training facility prior to commencing work.

#### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The movement of people above the poverty line involves a variety of policies and programs that extend beyond providing opportunities for employment at a living wage. Access to education, transportation, childcare, and housing are key components that can assist persons to secure and retain economically self-sustaining employment. The City employs a variety of strategies to help alleviate poverty in Richmond, including efforts to stimulate economic growth and job opportunities, and to provide Richmond residents with the skills and abilities required to take advantage of those opportunities.

However, general economic conditions, the foreclosure crisis, and increased costs of rent, health care and food are resulting in greater numbers of people in need of even the most basic services, such as food pantry and hot lunches. Unfortunately, the City will no longer receive CDBG funds that will help accommodate these needs and City residents will now compete with the rest of the Contra Costa County Consortium for the limited funds that the county can offer.

**Open Opportunities, Future Build Pre-Apprenticeship Training –Richmond Works.** Program provides Pre-Apprenticeship for persons ages 18 and older in solar, energy, and construction trades. Core curriculum is developed by Employment and Training Partnership Program/Richmond Works. Training includes community service benefit projects in City and City parks and facilities, as well as placement services after graduation.

**Opportunity Junction, Job Training and Placement Program.** - Fortunately for the City of Richmond, the City has an employment and training program that integrates computer training with life skills, paid experience, case management and psychological counseling, career counseling, job placement, and long-term ongoing support. Participants enter administrative careers that enable them to become self-sufficient.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Richmond works within an institutional structure, which includes private industry, nonprofit organizations, and public institutions, to carry out its housing and community development plan.

The Contra Costa County HOME Consortium is composed of the County Conservation and Development Department's staff and the cities of Antioch, Concord, Pittsburg, Walnut Creek and Richmond. The City of Richmond staff is an active member of the Consortium, and works with the organization to streamline CDBG processes for non-profit recipients. The Consortium meets quarterly to share information and work on ways to overcome gaps between our respective institutional structures and enhance coordination of funding and service delivery throughout the County. Working together to support mutual projects has developed the Consortium members into a close, supportive team who have a much better understanding of each other's challenges and needs.

Consortium members utilize a single grant application used by all jurisdictions; a single monitoring form with joint monitoring of agencies and shared results with other members; a joint grant process and joint meetings for all applicants and recipients of funding; quarterly or greater Consortium meetings; and increased technical assistance to nonprofits through individual meetings and workshops. Consortium members have continually streamlined processes to benefit agencies and to reduce our administrative costs, effectively channeling additional funds to our communities.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

There are a number of Public Housing units in the City of Richmond administered by Richmond Housing Authority, as well as the highest concentration of Section 8 Voucher holders in the County. The Richmond Housing Authority assists Richmond residents, and those migrating to the City from San Francisco, Oakland, and all points West of Contra Costa in search of affordable housing, through the Section 8 Housing Program. Section 8 Certificates/Vouchers allow very low-income (below 50% of area median income) families to pay no more than 30% of their income on housing. The Richmond Housing Authority contracts with rental housing property owners to pay the difference between what tenants can afford and fair market rents.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

In FY 2009/10, Urban County staff, along with staff from the other Contra Costa CDBG entitlement jurisdictions (Antioch, Concord, Pittsburg, Richmond, and Walnut Creek), worked together to prepare the Contra Costa Consortium Analysis of Impediments to Fair Housing Choice (AI). This document outlines and identifies barriers to fair housing and presents a plan to properly navigate them.

The City's inability to receive CDBG funds directly makes these impediments much more difficult to overcome. The City will rely on other resources such as the non-profit organization and Richmond Housing Authority to assist in the Housing Conservation Program and commitment toward affordable housing for low, very-low and moderate income residents.

#### **CR-40 - Monitoring 91.220 and 91.230**

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

The City of Richmond works diligently to oversee all CDBG-funded activities (ADA projects) to ensure their compliance with federal regulations and timeliness in accomplishing goals and drawing down funds. All activities except those involving housing rehabilitation which are none, are on schedule and grant disbursements are made in a timely manner, with all expenditures matching the letter of credit disbursements.

The City of Richmond is knowledgeable of and complies with CDBG program and comprehensive planning requirements. The Housing and Community Development Department, which administered the CDBG program, was audited by HUD's Community Planning and Development (CPD) Officer in March 2012, for FY09/10 through FY11/12 programs and by HUD Office of Inspector General (OIG) in March 2015. This has resulted in to HOME, CDBG and NSP 1 findings that HUD demanded repayment from the City. Recommendations from the monitoring have been implemented and policies and procedures were put in place to ensure proper grants accounting and reporting were enforced.

Fostering, producing, and maintaining housing that is affordable to a wide spectrum of Richmond residents has been a commitment by the City of Richmond for decades. Barriers to affordable housing have been addressed by a variety of planning and funding considerations, and will continue to be a focus of the City.

#### **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The Richmond Neighborhood Coordinating Council (RNCC), the citizen's advisory body that makes CDBG funding recommendations to the City Council, meets periodically in properly noticed public meetings. In the past, this commission participated in the NOFA – Notice of Funding Award in the selection and prioritizing of programs that can be offered through the CDBG programs. In this process, the public was invited to attend and to address the RNCC during public comment. CAPER reports were made available in the website for the community to access.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

No changes were made to Richmond's program objectives during 2015/16. The 2013 Action Plan was developed with the input of the community and targeted those most in need. The City's ADA improvement programs that received funding have made excellent progress in the completion of the project to meet the needs of the City's residents and helping to create an environment that is safe, healthy, and promotes self-sufficiency.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

Yes. This is for the Miraflores Senior Housing Project.



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	2,798,333.2
	8
02 ENTITLEMENT GRANT	0.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	440,604.35
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	3,238,937.6
	3

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	748,666.90
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	535,089.31
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,283,756.2
	1
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,283,756.2
	1
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,955,181.4
	2

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	0.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	0.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

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

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00

31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	0.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	0.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%
<b>PART V: PLANNING AND ADMINISTRATION (PA) CAP</b>	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	0.00
42 ENTITLEMENT GRANT	0.00
43 CURRENT YEAR PROGRAM INCOME	440,604.35
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	440,604.35
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	0.00%

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned  
no data.

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

Report returned  
no data.

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

Report returned  
no data.

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Report returned  
no data.

**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**

Report returned  
no data.

# Annual Performance Report HOME Program

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

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	This report is for period (mm/dd/yyyy)	Date Submitted (mm/dd/yyyy)
	Starting	Ending
	07/01/2015	06/30/2016
		9/27/2016

## Part I Participant Identification

1. Participant Number MC-06-0209	2. Participant Name City of Richmond		
3. Name of Person completing this report Yolanda Skelton		4. Phone Number (Include Area Code) 510-412-2077	
5. Address 450 Civic Center Plaza	6. City Richmond	7. State CA	8. Zip Code 94804-1630

## Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
495,289.02	\$3,405.00	\$0	\$0	\$498,694.02

## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
<b>A. Contracts</b>						
1. Number	0	0	0	0	0	0
2. Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0
<b>B. Sub-Contracts</b>						
1. Number	0	0	0	0	0	0
2. Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0
	a. Total	b. Women Business Enterprises (WBE)	c. Male			
<b>C. Contracts</b>						
1. Number	0	0	0			
2. Dollar Amount	\$0	\$0	\$0			
<b>D. Sub-Contracts</b>						
1. Number	0	0	0			
2. Dollar Amounts	\$0	\$0	\$0			

**Part IV Minority Owners of Rental Property**

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

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	0	0	0	0	0	0
2. Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

**Part V Relocation and Real Property Acquisition**

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

	a. Number	b. Cost
1. Parcels Acquired	0	\$0
2. Businesses Displaced	0	\$0
3. Nonprofit Organizations Displaced	0	\$0
4. Households Temporarily Relocated, not Displaced	0	\$0

  

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number	0	0	0	0	0	0
6. Households Displaced - Cost	\$00	\$0	\$0	\$0	\$0	\$0

**West County Times**

1050 Marina Way S  
Richmond, CA 94804  
(510) 262-2740

2015083

REDEVELOPMENT AGENCY  
CITY OF RICHMOND/DEBRA VACA  
440 CIVIC CENTER PLAZA  
RICHMOND, CA 94804-1630

**PROOF OF PUBLICATION  
FILE NO. CAPER FY 2015/16**

In the matter of

**West County Times**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the West County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of August 29, 1978. Case Number 188884.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

**11/21/2016**

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.  
On this 22th day of November, 2016.



Signature

Legal No. **0005856655**

CITY OF RICHMOND  
NOTICE OF AVAILABILITY FOR PUBLIC REVIEW  
AND COMMENT - City of Richmond FY 2015/16  
DRAFT CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)

To be published: November 21

NOTICE IS HEREBY GIVEN that pursuant to the provisions of 24 CFR 91.105 of the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, the City of Richmond has completed and made available for public review and comment its FY 2015/16 Program Year CAPER. The CAPER summarizes expenditures and accomplishments in the use of CDBG funds toward carrying out the program's National Objectives of Benefits to low- and moderate-income persons during the past fiscal year from July 1, 2015 through June 30, 2016.

The Draft CAPER is available for public review and comment between November 21st and December 6th - a total of 15 days. Copies of the Draft CAPER are available at City Hall at 440 Civic Center Plaza, Suite 200, and at the Richmond Public Library - Main Branch, beginning November 21st. The Draft CAPER can also be accessed via the City's website, at [www.ci.richmond.ca.us](http://www.ci.richmond.ca.us).

If you have any questions or would like to make any comments, please contact Housing and Community Development staff at (510) 307-8140 Monday through Friday during the hours of 8:30 a.m. to 5:00 p.m., 440 Civic Center Plaza, Suite 200, Richmond, CA 94804. To be included in the City's report to HUD, all public comments relative to the CAPER must be submitted to the Housing and Community Development Department no later than Tuesday, December 6, 2016 at 5:00 p.m.

The City Council will be reviewing the Draft CAPER at its regularly scheduled meeting on Tuesday, December 20, 2016 at 7:00 p.m. in the City Council Chambers at City Hall, 440 Civic Center Plaza, Richmond, CA 94804. The Council will hold a public hearing to solicit comments. The City of Richmond does not discriminate on the basis of disability in admission or access to, or treatment of employment in its programs or activities. Information concerning the provisions of the Americans with Disabilities Act, and rights thereunder is available from the City Manager's Office. To request interpreter assistance, contact the City Clerk's Office at (510) 621-1233.

All meetings are held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soubllet, AA Coordinator, at (510) 620-6525 at least three (3) business days before the meeting date.

**WCT 5856655 November 21, 2016**