



DRAFT

City of Salinas

FY 2021 – FY 2022 Annual Action Plan  
(July 1, 2021 through June 30, 2022)

City of Salinas  
Community Development Department, Housing Division  
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# Executive Summary

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

### 1. Introduction

Salinas is a compact urban community within a unique agricultural setting. Unlike the vaguely defined boundaries and sprawl that characterize so much of urban California, the highly productive agricultural lands surrounding Salinas create a distinct urban-agricultural edge that serves as a reminder of the source of the area's economic well-being. The City lies at the north end of the Salinas Valley, known as "The Salad Bowl of the World," and is the processing and shipping point for lettuce, broccoli, mushrooms, and strawberries, along with numerous other crops. With its mild climate and fertile soil, Salinas has become the processing and shipping point for one of the world's largest agricultural centers. Although agriculture forms its economic base, the economy has diversified substantially over the last 20 to 30 years.

This Fiscal Year (FY) 2021-2022 Annual Action Plan (AAP) is the second year of implementing the City's five-year Consolidated Plan (CP) covering FY 2020 through FY 2024. This AP serves as the official application to the United States Department of Housing and Urban Development (HUD) for Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), and Emergency Solutions Grants (ESG) funds for the City of Salinas (City). The AAP covers the planning period from July 1, 2021 through June 30, 2022.

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

This FY 2020-FY 2024 CP incorporates the following Performance Measure Objectives/ Outcomes to be associated with each activity funded:

General Objective Categories- Activities will meet one of the following:

- Decent Housing (DH)
- A Suitable Living Environment (SL)
- Economic Opportunity (EO) General

Outcome Categories- Activities will meet one of the following:

- Availability/Accessibility (1)
- Affordability (2)
- Sustainability (3)

The strategies in the CP, implemented through the AAPs are intended to coordinate with and build upon other established City plans and policies, particularly those set forth in the Salinas General Plan Housing Element (HE), Regional AI, Economic Development Element (EDE), Alisal Vibrancy Plan (AVP), Chinatown Revitalization Plan (CRP) and Parks, Recreation and Libraries Master Plan (PRLMP). Strategies also reflect input from residents, service providers, community stakeholders, staff and City officials. Ranking of needs is based upon multiple factors, including:

- Goals, policies and objectives from the City's HE, Regional AI, EDE, AVP, CRP, and PRLMP.
- Findings from the assessment of demographic and housing market conditions (detailed analyses contained in the Regional AI and ANSRA).
- Staffing resources, both for the City and for relevant providers.
- The severity of need among the identified groups and subgroups, including relative needs between income groups.
- Input received from the community.

- Likely availability of funds over the coming years for various housing and community development activities, combined with consideration for the most effective use of the limited funds that fall under the purview of the **City's** CDBG, HOME, and ESG programs.

Based upon these factors, needs are assigned one of two priority levels: High or Low, for the purpose of using CDBG, HOME, and ESG funds. The assigned priority represents a relative description of the amount of resources that the City expects to dedicate to the various needs. Assignment of a Low priority does not preclude the City from providing funding or support for activities addressing a particular need, as such, decisions need to also consider not only the CP priorities, but also the availability of other funding and the priorities established by other entities such as the Housing Authority of the County of Monterey (HACM) **and the State of California. The City's priorities for the FY 2020-2024 CP** are identified below:

High Priority:

- Affordable housing for low- and moderate-income households and those with special needs, including seniors, persons with disabilities, large households, and farmworkers, through new construction, rehabilitation, and acquisition/rehabilitation.
- Programs and services focused on the prevention of homelessness, and on the rapid rehousing of those recently homeless or in imminent risk of becoming homeless.
- Emergency shelters and other homeless facilities, as well as transitional housing for the formerly homeless, including runaway and emancipated youth.
- Public services for low- and moderate-income persons and those with special needs, such as recreational programs focusing on youth and children, particularly gang diversion activities.
- Infrastructure improvements in underserved neighborhoods necessary to provide basic levels of safety and habitability.
- Public Facilities, including parks and recreation facilities, libraries, and community and neighborhood centers, particularly in underserved areas.
- Economic development activities to facilitate job creation and retention, and job training programs.
- Fair Housing and tenant/landlord activities.
- Planning and administration of housing and community development programs.

Low Priority:

- Increased homeownership opportunities for low- and moderate-income households.
- Energy conservation opportunities in housing.

3. Evaluation of past performance

During the past year, the City undertook a range of housing and community development activities to benefit primarily the low and moderate income residents, including persons with special needs. However, the onset of COVID-19 in February 2020 that led to the Shelter in Place Order in March 2020 has significantly impacted the implementation of several programs and required the decisive shifts of both financial and staff resources. This section only highlights some accomplishments. Detailed CDBG, HOME, and ESG-funded activities are described in the Consolidated Annual Performance and Evaluation Report (CAPER), which can be found on the City's website.

Affordable Housing

- Haciendas Phase III (Hikari): The developer, Monterey County Housing Authority Development Corporation (MCHADC) received a final Certificate of Occupancy for this 50-unit modular multi-family residential new

construction project on March 18, 2019. A total of nine (9) HOME-assisted units were generated as a result of this project. This project was completed in HUD IDIS on January 30, 2020.

- Mid-Peninsula Moon Gate Plaza (formerly 21 Soledad Street): The non-profit developer, MidPen Housing, completed construction on the 90-unit Mixed-Use Moon Gate Plaza project, parking structure, and miscellaneous amenities. MidPen received its Certificate of Occupancy on September 24, 2020 and continues **to work on construction of the project's ground floor commercial retail space.**

#### Homeless Facilities and Services

- The First United Methodist Church, located at 404 Lincoln Avenue finalized the preliminary plans and submitted for a building permit to remodel the existing kitchen. Building Permit approval is pending. Accomplishments for this project include: Began design process in coordination with architectural firm.
- Published RFP for demolish and asbestos removal, interview applicant firms, and selected project consultant.
- Completed budget estimate based on the completed design. Budget estimate completed by IR consultant.

In addition, public services provided services to low-moderate income seniors, youth, persons with disabilities, homeless and general low-moderate income public City wide.

#### Public Facility and Infrastructure Improvements

During FY 2019-2020, the City continued to implement the rehabilitation of the Sherwood Recreation Center, also known as the Old Municipal Swimming Pool Building, located at 920 N. Main Street built in 1949. The First United Methodist Church also finalized its preliminary plans and submitted for a building permit to improve its kitchen for the lunch program serving the homeless. The improvements are funded with CDBG funds. Other public improvement projects underway include the Buckhorn Early Childhood Development Center, Catalyst Apartments Rehabilitation Project, and the Natividad Creek and Closter Park Restroom Rehabilitation Project.

#### 4. Summary of citizen participation process and consultation process

Consultation Meetings: The City conducted one Public Workshop on January 20, 2021 to discuss the process of funding application and provide technical assistance to interested agencies.

Public Review of Draft Documents: A minimum 30-day public review was held from April 10, 2021 through May 11, 2021. Copies of the Draft AAP were made available for the public at the following locations

- On-line at the City of Salinas website: <http://www.cityofsalinas.org/>
- Request via email at [housingwebmail@ci.salinas.ca.us](mailto:housingwebmail@ci.salinas.ca.us)

The final CP, Substantial Amendments (Amendments), Annual Action Plans (AAPs), ANRSA and CAPER will be available upon request at Salinas City Hall during the FY 2020-2024 CP period.

#### 5. Summary of public comments

A summary of the public comments received is provided in Appendix A.

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

All comments were received.

#### 7. Summary

The City has undertaken diligent and good faith efforts in outreaching to all segments of the community that may benefit **from the City's CDBG, HOME, and ESG programs.**

## The Process

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### PR-05 Lead & Responsible Agencies 24 CFR 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 CP and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SALINAS	Community Development Department Housing Division
CDBG Administrator	SALINAS	Community Development Department Housing Division
HOME Administrator	SALINAS	Community Development Department Housing Division
ESG Administrator	SALINAS	Community Development Department Housing Division

Table 1 – Responsible Agencies

#### Narrative

**The City's CDBG, HOME, and ESG** programs are administered by the Housing Division of the City's Community Development Department. In addition, the City also administers California Department of Housing and Community Development (HCD) ESG, California Emergency Solutions and Housing (CESH), and the Permanent Local Housing Allocation (PLHA) program approved through California Senate Bill 2.

#### Consolidated Plan Public Contact Information

For matters concerning the City CDBG, HOME and ESG programs, please contact Rod Powell, Management Analyst, City Community Development Department Housing Division, 65 W. Alisal Street, 2nd Floor, Salinas, CA 93901, (831) 758-7487 or rodp@ci.salinas.ca.us.

## PR-10 Consultation - 91.100, 91.200(b), 91.215(l)

### 1. Introduction

As part of the development of this AAP, the City consulted and coordinated with non-profit agencies, affordable housing providers, and government agencies regarding the needs of the low- and moderate-income community. The outreach program has been summarized in the Executive Summary and Citizen Participation sections of this AAP and provided in Appendix A to this AAP.

**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 conducted outreach to various agencies and organizations consisting of:

- Non-profit service providers that cater to the needs of low- and moderate-income households and persons with special needs;
- Local churches and religious groups;
- Groups addressing the needs of individuals exiting institutions;
- Schools;
- Affordable housing providers;
- Housing advocates;
- Housing professionals;
- Public agencies (such as school districts, health services, public works);
- Economic development and employment organizations; and
- Community and neighborhood groups.

On an ongoing basis, City staff communicates with various nonprofits and public **agencies that serve the City's** low- and moderate-income residents and special needs groups to identify needs and plans for future activities. The City has established a Housing and Land Use Committee and Technical Advisory Committee for Housing Policies and Programs to provide an additional forum for residents, agencies, and organizations to discuss housing and community development needs and plans.

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

On an ongoing basis, City staff participates in the following meetings: Continuum of Care (CoC) Leadership Council, CoC Coalition of Homeless Service Providers (CHSP), Salinas Downtown Community Board (SDCB) for the Chinatown Area, and CoC Ten-Year Plan to End Homelessness (Lead Me Home Plan), to identify housing and supportive service needs of the homeless and develop solutions.

The City is also the Administrative Entity (AE) for the California Department of Housing and Community Development (HCD) Emergency Solutions Grants (ESG) and HCD California Emergency Solutions and Housing (CESH) programs and utilizes these funds to further support operations of a year around Warming Shelter located at 111. W. Alisal Street in partnership with the County of Monterey.

In addition, the City utilizes HCD ESG and HCD CESH funding to support the operations of the Chinatown Navigation Center (CNC) located at 115-125 E. Lake Street. In addition, the City utilizes HCD ESG and HCD CESH funds for

emergency shelter, street outreach, homeless prevention, rapid re-housing services and the Homeless Management Information System (HMIS).

The City also attends the local CoC Point-in-Time Count (PIT), Lead Me Home Plan, CARS, HMIS and Rapid Rehousing meetings and receives updates on initiatives to end homelessness in Monterey County. The County is the lead agency for coordinating housing, employment, and services for this population. The City also makes an effort to coordinate with the County of Monterey and their work with the City Police Department to address homelessness, including those who have been released from correctional programs and institutions. The Salinas Valley State Prison is located in the City of Soledad, but the County Jail is located in Salinas.

Furthermore, the City funds Interim Inc., a local non-profit organization, for a Street Outreach Specialist to coordinate with the **City's Library and Community Services Department**.

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

The CHSP is a group of private nonprofit and public organizations working together to address the complex issue of homelessness. In 2011, Monterey and San Benito Counties merged into one CoC in order to create an integrated, regional approach to addressing homelessness. The City participates in CHSP meetings and serves as the lead agency for administering HCD ESG and HCD CESH funds for the local CoC service area (Monterey and San Benito Counties).

In 2019, the CHSP facilitated a streamlined update of the Lead Me Home Plan. A full comprehensive update of the Lead Me Home Plan is underway and is scheduled to be completed by the end of 2020. The CP sets forth the following priorities:

- **Assure Access to Adequate Housing:** Provide a full continuum of housing options and services to help people who are homeless or at-risk access and maintain permanent housing.
- **Provide Services, Keep People Housed:** Provide integrated, wraparound services to facilitate long-term residential stability
- **Support Economic Stability:** Increase economic security for people experiencing or most at-risk of homelessness by providing opportunities to access income sufficient to afford housing.
- **Return to Housing:** Enhance all discharge planning efforts and make housing status a central focus of all exit planning.
- **Efforts to Prevent Criminalization of Homelessness:** Prevent criminalization of homelessness by supporting homeless court or other alternative court programs, homeless outreach teams that divert people experiencing homelessness to community resources, psychiatric emergency response teams, efforts to link people experiencing homelessness with supports and services rather than jail.

CHSP is the local lead HMIS agency for the CoC service area (Monterey and San Benito Counties). In addition, CHSP organizes and coordinates a series of ongoing, highly targeted, HMIS related meetings and trainings designed to enhance data quality, refine policy and streamline activities at an agency and CoC level. The CoC Leadership Council approved the City to be the Administrative Entity (AE) for the HCD ESG, and HCD CESH programs. The HCD ESG and HCD CESH program funding is to leverage other federal and local funding.

The City has been working with several agencies to provide outreach, shelter, homeless prevention, and rapid re-housing services to the homeless. These programs have been highly successful and the City continues to demonstrate a tremendous and continued need for these services.



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

The following agencies attended the application workshop and discussed needs in Salinas.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Girls, Inc.
	Agency/Group/Organization Type	Services - Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
2	Agency/Group/Organization	Central Coast Center for Independent Living (CCIL)
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended Application Workshop on January 21, 2021 and provided input on housing and service needs.
3	Agency/Group/Organization	Interim, Inc.
	Agency/Group/Organization Type	Housing Services - Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy 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 agency attended the Application Workshop on January 20, 2021.
4	Agency/Group/Organization	Step Up on Second
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
5	Agency/Group/Organization	Food Bank for Monterey County

	Agency/Group/Organization Type	Other – Food Assistance
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
6	Agency/Group/Organization	Community Human Services
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
7	Agency/Group/Organization	R-3
	Agency/Group/Organization Type	Services-Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
8	Agency/Group/Organization	Monterey County Housing Authority Development Corporation
	Agency/Group/Organization Type	Housing PHA Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended the Application Workshop on January 20, 2021.
9	Agency/Group/Organization	Community Homeless Solutions (CHS)
	Agency/Group/Organization Type	Services- Homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attended the Application Workshop on January 20, 2021.
10	Agency/Group/Organization	Downtown Streets Team (DST)
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency attend Application Workshop on January 20, 2021.
11	Agency/Group/Organization	Boys and Girls Club
	Agency/Group/Organization Type	Services - Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.
12	Agency/Group/Organization	ECHO Housing
	Agency/Group/Organization Type	Housing Services - Housing Services – homeless Services – Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs – Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency attended the Application Workshop on January 20, 2021.

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

All applicable agencies and agency types were consulted.

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 (CoC)	Coalition of Homeless Service Providers (CHSP)	Potential funding allocations to address homeless needs will complement the CoC Strategy.
Lead Me Home	Coalition of Homeless Service Providers (CHSP)	Potential funding allocations to address homeless needs will be consistent with the Lead Me Home Plan.
Salinas Plan	City	Potential funding allocations to address housing and homeless needs will be consistent with the Salinas Plan.
Economic Development Element (EDE) of General Plan	City	Implementation Plan supports youth job training and Alisal economic development, retention and expansion for microbusiness through access to technical assistance and capital.
Urban Greening Plan	City Environmental Resources Program	Eastside/Alisal is one of three neighborhoods studied for techniques to improve the quality of life for residents at the neighborhood level through enhanced public places and improved open space to connect people with nature and with each other.
Chinatown Revitalization Plan (CRP)	City	Sets forth recommendations and implementation strategies to address the housing, access, mobility, and socioeconomic needs of the neighborhood.
Alisal Vibrancy Plan (AVP)	City	Communicates the collective vision of those who live and work in the Alisal and implement community-created solutions for strengthening its neighborhoods.
Parks, Recreation & Libraries Master Plan (PRLMP)	City	This Plan focuses on the system of parks, open space, and recreational facilities and programs, which promotes quality of life and healthy lifestyles.
Regional Analysis of Impediments to Fair Housing Choice (AI)	City	This study assesses the fair housing conditions in the participating jurisdictions (Salinas, Seaside, Monterey, and the Monterey Urban County).

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 City will continue to promote and participate in regional efforts to address housing, community development, and economic development issues, and to enhance coordination between public and private agencies, social service and housing agencies, and the development community, including:

Monterey County CDBG Program - The City and County both utilize City Data Systems (CDS), an online grant management system. A joint online application was developed so that agencies applying for CDBG public services funds to both the City and the County could simplify their applications. The City continues to modify the application process to improve the information collected for administering the program.

Coalition of Homeless Services Providers (CHSP) - CHSP is the lead agency for the CoC network and HMIS coordinator. Part of the Coalition's role within the CoC is to assess gaps in service and develop programs, creating a web of services that leaves no local need unmet. The City is a community advisor to CHSP.

State HCD Continuum of Care (CoC) Programs- The City is the AE for HCD ESG and HCD CESH programs.

Transportation Agency for Monterey County (TAMC) - TAMC exists to provide regional planning and coordination of transportation issues and funding. The City actively participates in the oversight of TAMC activities and coordinates its own transportation improvement program with that of this regional agency.

Association of Monterey Bay Area Governments (AMBAG) - AMBAG is the designated Metropolitan Planning Organization (MPO) and Council of Governments (COG) organized to serve as a permanent forum for collaboration, planning and study of regional issues of mutual interest to the counties and cities in Monterey, San Benito, and Santa Cruz counties. The City is an active participant in the governance of AMBAG.

Regional Analysis of Impediments to Fair Housing Choice (AI) - The City (lead agency) coordinated with the Monterey Urban County (unincorporated areas, Del Rey Oaks, Greenfield, Sand City, and Gonzales), the cities of Monterey and Seaside, as well as with HACM to prepare a Regional AI study. The Regional AI was completed in 2019.

Fair Housing and Tenant-Landlord Services - The City contracts with Eden Council for Hope and Opportunity (ECHO) to provide fair housing and tenant-landlord services. ECHO assisted in the community outreach process for the Regional AI.

Chinatown Revitalization Plan (CRP): The City and its Chinatown neighborhood partners have undertaken a community-led planning process to continue the revitalization of this critical neighborhood located near the Intermodal Transportation Center (ITC) and Salinas Downtown. The process builds on the extensive work from the 2007 and 2010 Plans to develop updated recommendations and implementation strategies to address the housing, access, mobility, and socioeconomic needs of the neighborhood. Economic conditions slowed the implementation of strategies detailed in prior planning efforts. New economic conditions required an updated study to meet the current needs of the neighborhood.

The updated CRP will **support the social, environmental and economic health of Salinas' historic Chinatown district.** The strategies, recommendations, and concepts developed through this planning process will guide both future private, public, and social investment. Short and long-term strategies will help identify priorities that will support City staff and partners in proactively managing neighborhood land and resources.

Alisal Vibrancy Plan (AVP): The Alisal community and the City are working on a planning process. Since 2013, residents and community organizers have advocated for a community-driven plan focused on East Salinas. The purpose of the plan is to communicate the collective vision of those who live and work in the Alisal and implement community-created solutions for strengthening its neighborhoods. The AVP is an opportunity to improve the quality of life for East Salinas families by creating a more vibrant, equitable and healthy community in a way that builds upon the social and cultural wealth of the Alisal. The AVP was adopted in November 2019. Goals, programs, and objectives in the AVP have been incorporated into this CP and ANRSA.

Alisal Neighborhood Revitalization Strategy Area (ANRSA) – Concurrent with the CP preparation, the City is updating the ANRSA. The ANRSA is consistent with and serves as an implementation tool for the Alisal Vibrancy Plan.

Parks, Recreation & Libraries Master Plan (PRLMP) – This Master Plan is a city-wide plan that focuses on updating the vision for Salinas' system of parks, open space, and recreational facilities and programs. CDBG funds may be used to implement the improvements outlined in the Master Plan.

## PR-15 Citizen Participation

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

For FY 2021-2022, the City's Citizen Participation process involved the following:

- **Public Meeting:** The City conducted a NOFA workshop on January 20, 2021 to assist applicants with the funding application process.
- **City Council Housing and Land Use Committee:** The City Council Housing and Land Use Committee held a meeting on April 6, 2021 to review applications for funding and to receive input on housing and community development needs.
- **Publicity:** Bilingual (Spanish-English) information about the workshops was distributed in: flyers at all three libraries, City Hall, Department of Community and Economic Development and by community partners at schools and churches and by sub-recipient partners at their agencies; email blasts; announcements on City website; display advertisements in *The Californian* (English language) newspaper and *El Sol* (Spanish) newspaper; meeting notice posted in City Hall, City Council chambers, and City Permit Center; and posted on **City's Facebook/Twitter** pages.
- **Public Review of Draft Documents:** A minimum 30-day public review was held from April 10, 2021 through May 10, 2021. Copies of the Draft Action Plan were made available for the public at the following locations: City website; Salinas City Hall; Salinas Community Development Department; and all three City libraries.
- **Public Hearing:** The City Council will conduct a public hearing on May 11, 2020 regarding the City's CDBG, HOME, and ESG allocations.

The final CP, amendments, annual Action Plans and performance reports will be available for five years at Salinas Community Development Department.

### 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	Community Meetings	Minorities Non-English Speaking: Spanish  Non-Targeted/ Broad Community	A total of 23 residents, community stakeholders, and staff attended the Application Workshop on January 20, 2021.	Comments are summarized in Appendix A	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)
4	Public Meeting	Non-Targeted/ Broad Community	The City conducted one before the Housing and Land Use Committee on April 6, 2021.	Comments are summarized in Appendix A	N/A	
5	Newspaper Ad	Minorities Non-English Speaking: Spanish Non-Targeted/ Broad Community	30-day public comment period (April 10 – May 10, 2021). Notices were published in two newspapers: El Sol and The Salinas Californian. Notices were published in English and Spanish.		N/A	
6	Public Hearing	Non-Targeted/ Broad Community	On May 11, 2021, a public hearing will be conducted before the City Council to adopt the FY 2021-2022 Action Plan.		N/A	

Table 4 – Citizen Participation Outreach

## Action Plan Expected Resources

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### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City is an entitlement jurisdiction for CDBG, HOME, and ESG funds, and anticipates receiving \$2,024,219 in CDBG funds, \$803,851 in HOME funds, and \$179,001 in ESG funds for FY 2021-2022. In addition, the CDBG program anticipates PI of \$50,000 and the HOME program anticipates PI of \$327,810. Both CDBG PI and HOME PI are incorporated into the City's annual budgeting process.

#### Backup Projects/Potential Additional Funding

Alternate projects may be possible depending on funding levels of PI, carry over funds or additional funding from HUD. The AAP will recommend the following non-public service alternate projects:

- Housing Services Program (HSP) which includes the Housing Accessibility Assistance (HAA) grant, Lead-Based Paint (LBP) grant, emergency repairs and single-family housing rehabilitation loans;
- Energy conservation improvements;
- Predevelopment, site acquisition/improvement, and/or construction of affordable housing;
- Acquisition and rehabilitation of multi-family or single-family housing to be rented to low- and moderate-income renters in the City in conjunction with a non-profit housing developer or non-profit housing organization that provides supportive services and management; and
- Public facilities and infrastructure improvement projects.



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	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,097,811	50,000	0	2,147,811	6,000,000	For planning purposes, the City estimates the availability of approximately \$2 million annually in CDBG funds for the remaining four years of the CP period.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	805,337	327,810	0	1,133,147	2,400,000	For planning purposes, the City estimates the availability of approximately \$800,000 in HOME funds annually for the remaining four years of the CP period.

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: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	172,631	0	0	172,631	540,000	For planning purposes, the City estimates the availability of approximately \$180,000 in ESG funds annually for the remaining four years of the CP period.

Table 5 - 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:

**Affordable Housing:** In Salinas' programs, the most frequent example of leveraging occurs in the development of new affordable housing projects. Due to the high cost of developing housing, it is essential for non-profit housing developers to construct new projects by leveraging and matching financial resources from a variety of sources. No matter the primary source of funding (e.g., federal Low-income Tax Credits, HUD Section 811 financing, USDA housing programs), none will finance the entire cost to develop housing. Salinas uses both CDBG and HOME funds to leverage the participation of other funders.

The flexibility inherent in CDBG rules makes it particularly appropriate for pre-development process as critical support for non-profits that often are pressed for pre-development funds. Similarly, **HOME guidelines emphasize the importance of using HOME to fill in 'financing gaps' that often result when projects face more rigid requirements established either by particular loan regulations, or due to the degree of competition for other financing.**

**Public Services:** For the Public Services subrecipients CDBG funding is often an essential source of funds to access other funds. None of the subrecipients' essential safety net programs are funded exclusively by CDBG.

**Public Facilities and Infrastructure Improvements:** There are other more subtle forms of leverage. Public investment in a particular neighborhood (upgrading water mains or installing traffic signals or street lighting) can be an inducement for additional investment by area property owners affected by the improvements.

**Home Match Requirements:** Pursuant to HUD regulations, all participating jurisdictions (PJs) must contribute or match 25 cents for each dollar of HOME funds

spent on affordable housing. The HOME statute allows for a reduction of the matching contribution requirement under three conditions: 1) fiscal distress, 2) severe fiscal distress, and 3) for Presidentially declared major disasters. When a local jurisdiction meets one of these distress conditions, it is determined to be in fiscal distress and receives a 50 percent reduction of match. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100 percent reduction of match. As of FY 2020, the City is considered fiscally distressed and receives a 50 percent reduction in HOME match requirement, **based on the City's** per capita income (\$19,268) and poverty level (17.17 percent). The City has adequate accrued match from Housing Asset Funds (former redevelopment funds) **to be 'banked' against** its future match requirements.

ESG Match Requirements: The ESG program has a dollar-for-dollar match requirement. Federal (non-ESG), state, local, and private funds may be used as a **match**. **The City's** ESG match requirement is satisfied with a variety of funding sources. Subrecipients are required to provide their planned ESG match on the funding application, with the actual match reported at the end of the program year.

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 is working on establishing several new public/community facilities on City-owned properties:

#### Chinatown Navigation Center (CNC)

The City purchased the property located on 10-12 Soledad Street in the Chinatown neighborhood using SRA funds for a future use to be determined. This was originally intended for the Homeless Services Facility; however, due to other needs in the community, the location of the proposed Homeless Services Facility was moved from 10-12 Soledad St. to a property on 115-125 East Lake Street and the project was renamed as the CNC and is being funded with multiple funding sources. The services are intended for the homeless population and include restrooms, showers and access to CHS and other supportive services staff who can conduct outreach to facilitate the needs of individuals requesting services. The City has already entered into a long-term lease agreement for the property. The CNC building currently has a maximum capacity of up to fifteen (15) beds to serve adult homeless individuals. However, the City was awarded and donated five **trailers through Governor Gavin Newsom's Office and has recently** expanded the CNC site bed capacity by an additional 20 beds. In addition, the City recently purchased a Sprung Structure to further expand bed capacity at the CNC site for up to a 50 additional beds.

#### 1081 Buckhorn Drive

The City purchased 1081 Buckhorn Drive with HUD Economic Development Initiatives (EDI) funds with the specific objective to develop a childcare center. This 0.8-acre property is located immediately outside of the ANRSA; it is expected that this childcare center would primarily serve Alisal residents. The City is working with the Alisal Union **School District (AUSD) to develop the site for the District's Early Childhood** (Preschool) and Day Care programs. The City took the Exclusive Negotiating Rights Agreement (ENRA) to City Council on August 15, 2017. The City and AUSD have entered into an ENRA extension to allow the AUSD to continue its due diligence process on the property until December 3, 2019. The AUSD continues its public engagement process to include various stakeholders to determine future programming and funding for the center. The United Way is leading the public engagement process on behalf of AUSD. The construction began in 2020.

#### 10-12 Soledad Street

The City also owns 10-12 Soledad Street, which is currently being used to provide additional parking capacity for CNC staff. Future uses for this site are still yet to be determined.

## Annual Goals and Objectives

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

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increased Decent and Affordable Housing	2021	2022	Affordable Housing	Alisal Neighborhood Revitalization Strategy Area Chinatown Area	Assistance to Homeowners for Rehabilitation Affordable Rental Housing Opportunities	HOME: \$1,019,833	Rental units constructed: 5 Household Housing Unit
2	Enhanced Homeless Prevention, Services, and Facilities	2021	2022	Homeless	Chinatown Area	Enhanced Homeless Prevention, Services, and Facilities	ESG: \$159,684	Homeless Person Overnight Shelter: 225 Persons Assisted  Homelessness Prevention: 5 Persons Assisted  Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted  TBRA/Rapid Re-Housing: 5 Households Assisted.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Enhanced Neighborhood Conditions	2021	2022	Non-Homeless Special Needs Non-Housing Community Development	Alisal Neighborhood Revitalization Strategy Area Chinatown	Public Services Public Facilities and Infrastructure Improvements Economic Development	CDBG: \$1,718,249	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted  Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 51,200 Persons Assisted
4	Planning and Program Administration	2021	2022	Planning and Administration		Planning and Administration	CDBG: \$429,562 HOME: \$113,314 ESG: \$12,947	

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increased Decent and Affordable Housing
	Goal Description	The City will pursue a range of activities to expand affordable housing opportunities for low- and moderate-income households, including those with special needs (seniors, large households, farmworkers, disabled, homeless, etc.) Emphasis will be on affordable rental housing due to funding limitations and urgency of needs. The City will actively pursue opportunities through new construction, rehabilitation, acquisition/rehabilitation, and preservation. In addition, the City will continue to provide assistance to individual homeowners to make necessary repairs, code corrections, energy conservation features, and accessibility improvements.
2	Goal Name	Enhanced Homeless Prevention, Services, and Facilities
	Goal Description	The City will utilize both ESG and CDBG funds to coordinate services and facilities for the homeless, with focused efforts in the Chinatown area. The City's strategy for addressing homeless needs is three-pronged: 1) homeless prevention; 2) homeless services; and 3) homeless facilities. The intent is to reduce the risk of homelessness, and address the needs of those rendered homeless using a continuum of care approach by supporting services and facilities that complement the existing Continuum of Care system.

3	Goal Name	Enhanced Neighborhood Conditions
	Goal Description	The City will provide a range of community development activities, including community and supportive services, expansion/improvement to community facilities and infrastructure, and economic development activities. The City will coordinate services and improvements in a manner that concentrate investments in specific neighborhoods in order to provide more lasting and impactful improvements.
4	Goal Name	Planning and Program Administration
	Goal Description	The City will continue to implement the CDBG, HOME, and ESG programs in compliance with all applicable regulations and requirements. The caps for program administration costs (20 percent for CDBG, 10 percent for HOME, and 7.5 percent for ESG) do not provide adequate funds to perform all the general planning, program implementation, reporting, and monitoring functions required by these programs. Therefore, as allowed by HUD, the City allocates a portion of the activity funding to delivery costs that are directly associated with implementation of specific activities or programs.

DRAFT

## AP-35 Projects – 91.220(d)

### Introduction

During FY 2021-2022, the City will pursue a range of housing and community development activities using CDBG, HOME, and ESG funds.

#	Project Name
1	Affordable Housing Project - TBD
2	Sherwood Recreation Center – Phase IV
3	Chinatown Improvements
4	Girl Scouts Alisal Program Center
5	HOME Program Planning and Administration
6	ESG SALINAS - Projects and Administration
7	CDBG Program Planning and Administration

Table 7 – Project Information

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

Inadequate funding is the most significant obstacle for serving the underserved needs. The extent of needs in Salinas far exceeds the available funding from the CDBG, HOME, and ESG programs.

Most activities to be pursued by the City with CDBG, HOME, and ESG funds will be leveraged with a variety of funding sources, including: grants from State, Federal, and local governments; private foundations; capital development funds; general funds; private donations of funds or services; and other various funding sources. For the provision of affordable housing, the City partners with non-profit housing developers such as MidPen, CHISPA, and MCHADC (Monterey county Housing Authority Development Corporation), which all utilize a multi-layer approach to funding affordable housing.

The HOME program requires that for every HOME dollar spent, the local jurisdiction must provide a 25 percent match with non-federal dollars. However, given the distressed conditions in Salinas, the City consistently receives a 50 percent reduction in the match requirements. HUD approved the HOME wavier which includes the CHDO set aside requirement.

Given the limited annual allocations in CDBG funds, the City may pursue the use of the Section 108 loan guarantee within the five-year CP period in order to support large-scale projects.

Projects

AP-38 Projects Summary

Project Summary Information

Table 8 – Project Summary

1	Project Name	Affordable Housing Project – To be Determined
	Target Area	Not applicable
	Goals Supported	Increased Decent and Affordable Housing
	Needs Addressed	Affordable Rental Housing Opportunities
	Funding	HOME: \$1,019,833
	Description	The City will pursue other affordable housing project(s) in the upcoming year.
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Estimated to be five units.
	Location Description	The project is not located within a target area but is within City limits.
	Planned Activities	To be determined
2	Project Name	Sherwood Recreation Center
	Target Area	Not applicable
	Goals Supported	Enhanced Neighborhood Conditions
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$1,100,000
	Description	Funds will be used to provide Phase IV improvements and rehabilitation to the Sherwood Recreation Center. Budget for this project includes \$100,000 of program delivery costs. Matrix Code: 03F National Objective: LMA Presumed Benefit: No
	Target Date	06/30/2022
Estimate the number and type of families that will benefit from the proposed activities	This project would benefit the 50,000 low/moderate income persons citywide.	



	Location Description	Sherwood Recreation Center is located at 920 N. Main Street, Salinas The project is not located within a target area but is within City limits.
	Planned Activities	Phase IV involves the completion of the multi-phase community recreation center project.
3	Project Name	Chinatown Improvements
	Target Area	Not applicable
	Goals Supported	Enhanced Neighborhood Conditions
	Needs Addressed	Public Facilities and Infrastructure Improvements
	Funding	CDBG: \$583,249
	Description	Projects related to security, sanitation, <b>and broader improvements in support of the implementation of the City's Chinatown Revitalization Plan.</b> Matrix Code: 03E/03K/03L/03Z National Objective: LMA Presumed Benefit: No
	Target Date	06/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	This project would benefit the 1,200 low/moderate income persons in Chinatown Area
	Location Description	Chinatown Area
	Planned Activities	This would potentially involve the following prioritized projects: installing public safety security cameras; site radiation; public restroom installation; sidewalk improvements; or other general infrastructure improvements.
4	Project Name	Girl Scouts of California - Alisal Program Center
	Target Area	Alisal Neighborhood Revitalization Strategy Area (ANRSA)
	Goals Supported	Enhanced Neighborhood Conditions
	Needs Addressed	Public Services
	Funding	CDBG: \$35,000
	Description	The East Salinas Program Center helps girls develop critical skills and traits such as self-confidence, sound decision-making skills, self-efficacy, and stronger ties to their community, and fostering concepts such as caring, equality, social justice, responsibility and restraint. These critical skills/traits are linked to resiliency in at-risk youth populations, providing children the tools they need to be resilient to gangs, potential youth violence, and crime. Matrix Code: 05D National Objective: LMC Presumed Benefit: No
Target Date	6/30/2022	

	Estimate the number and type of families that will benefit from the proposed activities	This program anticipates assisting 200 girls in the Alisal neighborhood.
	Location Description	The Girl Scouts Alisal Program Center at 345 Towt Street in East Salinas (typically operating M-F 3 pm to 6pm during the school year, and M-F 8am-6pm during the summer).
	Planned Activities	The East Salinas Program Center provides these girls opportunities afforded girls in more advantaged communities—the opportunity to develop long-term relationships (for some girls over five years) with positive adult role models/mentors and peers, access to new learning and extra-curricular opportunities, and a strong focus on asset building, enabling girls to explore their strengths and develop their confidence and skills through a myriad of hands-on, learning-by-doing projects in areas such as science, environmental conservation, arts and crafts, and healthy cooking. Integrating the computer lab into these learning opportunities and experiences enables girls to explore, connect, and supplement learning by virtual means – promoting critical technical literacy skills.
5	Project Name	HOME Program Planning and Administration
	Target Area	Not applicable
	Goals Supported	Planning and Program Administration
	Needs Addressed	Planning and Administration
	Funding	HOME: \$113,314
	Description	The City is allocating 10 percent from the FY 2021-2022 allocation and program income received. This line item will provide for the planning and administration activities to implement the City's HOME program.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The delivery of the City's various HOME-funded programs and activities will benefit the City's low and moderate income persons and those with special needs.
	Location Description	The HOME program is administered by the Housing Division of the Community and Economic Development Department.
	Planned Activities	The City will perform all planning, administration, monitoring, and review functions in compliance with HUD regulations.
6	Project Name	ESG SALINAS - Projects and Administration
	Target Area	Not applicable
	Goals Supported	Planning and Program Administration Enhanced Homeless Prevention, Services, and Facilities
	Needs Addressed	Enhanced Homeless Prevention, Services, and Facilities Planning and Administration
	Funding	ESG: \$172,631

	Description	The ESG Program will involve a range of activities to address homelessness. These include the provision of outreach, shelters, prevention, rapid re-housing, and HMIS services.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The agencies funded anticipate providing assistance to homeless and at-risk homeless persons as follows: <ul style="list-style-type: none"> <li>▪ City – 50 persons with outreach activities (\$76,000); HMIS (\$3,000); and program administration (\$12,947)</li> <li>▪ Bay Area Community Services – SHARE Center Operations (\$27,578); Rapid Re-Housing (\$53,106); 50 homeless persons assisted</li> </ul>
	Location Description	The City's homeless programs are being delivered by multiple agencies to assist the homeless families and individuals citywide.
	Planned Activities	The following activities are planned: <ul style="list-style-type: none"> <li>▪ Bay Area Community Services – Shelter and Rapid Re-Housing</li> <li>▪ City – Homeless outreach and ESG Administration (7.5 percent)</li> </ul>
10	Project Name	CDBG Program Planning and Administration
	Target Area	Not applicable
	Goals Supported	Planning and Program Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$429,562
	Description	This line item is to provide for the general program planning and administration of the CDBG program.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	The delivery of various CDBG-funded programs and activities will benefit low and moderate income persons in the City, along with persons with special needs, such as the youth, homeless, elderly, and disabled.
	Location Description	The CDBG program is administered by the Housing Division of the Community and Economic Development Department located at 65 West Alisal Street, Salinas.
	Planned Activities	The City will perform all program planning, administration, monitoring, and review functions in compliance with HUD regulations.

## AP-50 Geographic Distribution – 91.220(f)

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

The City's strategy is to focus its investment in a most impactful manner by providing significant investments in two target areas, the ANRSA and Chinatown. Specifically, the City has designated the Alisal as a Neighborhood Revitalization Strategy Area (NRSA). In addition, the Chinatown area is identified as a HUD Slum and Blight designated local target area, as it is currently isolated from the rest of the City and is seeing serious issues of homelessness, unreported violence and a high percentage of low- and moderate-income residents. Most public services are available to residents citywide. However, by nature and/or location of some of the activities/programs, youth from the ANRSA and Chinatown would benefit greatly from many of these programs.

Some programs/projects are not located in any target areas nor are they available citywide so the geographic distribution of funds does not add up to 100%. Programs/projects that are not in target areas or available citywide are qualified by LMC so they are not required to be located in a target area.

### Geographic Distribution

Target Area	Percentage of Funds
Alisal Neighborhood Revitalization Strategy Area	2%
Chinatown Area	24%

Table 9 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

These two areas represent the most distressed neighborhoods in the City. These areas have the highest concentration of poverty and substandard living conditions. The Alisal area includes some of the most distressed neighborhoods in Salinas. The area faces challenges such as inadequate public infrastructure, high levels of unemployment, high levels of poverty, and violent criminal activity. Within the ANRSA, 26 percent of all residents lives in poverty, a higher proportion than the City overall (19 percent). The two projects with targeted in the Alisal Neighborhood Revitalization Strategy Area are the Salinas Growth Fund (CDBG) and Girl Scouts-- Alisal Program Center (CDBG).

The 12 blocks that form the Chinatown area are located primarily within Census Tract 18.02 Block Group (BG) 2. This BG has a population of about 1,200, with 81 percent being low and moderate income.

### Discussion

See discussions above.

# Affordable Housing

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## AP-55 Affordable Housing – 91.220(g)

### Introduction

Under the City's Affordable Housing Goal, the City proposes to reserve 90 percent of the available HOME funds for an affordable housing project to be determined in the future. For the purpose of this AAP, an estimated five rental units are assumed to be assisted with HOME funds.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	5
Special-Needs	0
Total	5

Table 10 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	5
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	5

Table 11 - One Year Goals for Affordable Housing by Support Type

### Discussion

This summary includes only the uses of CDBG and HOME funds for the improvement and provision of long-term affordable housing. Temporary assistance through rapid rehousing (ESG funds) is also included under this summary.

## AP-60 Public Housing – 91.220(h)

### Introduction

HACM owns and manages 22 housing developments in Salinas (372 units). These developments were recently converted from Public Housing to Project-Based Rental Assistance. Nineteen of the 22 HACM housing complexes in Salinas are concentrated within the ANRSA.

Actions planned during the next year to address the needs to public housing
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The City is not directly involved in the planning and development of public housing in the City. Based on the current policy direction of HUD, no new public housing will be developed. However, the City works closely with MCHADC, developer arm of HACM to create affordable housing in the community.

Actions to encourage public housing residents to become more involved in management and participate in homeownership
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**HACM's Family Self-Sufficiency (FSS)** program is designed to help families with an HCV establish a savings account and find stable employment. FSS is a Federal Government program that offers the opportunity of homeownership and

other options to clients that successfully complete the five-year program. Programs and services through FSS may include career counseling, job training, credit counseling and homeownership preparation. The program helps prepare **residents for HACM's Homeownership Program, allowing first-time homebuyers** to use their HCV to help with monthly homeownership expenses.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

See discussions above.

## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City proposes to utilize CDBG and ESG funds to provide assistance to the City's homeless and special needs populations:

### Youth Services

- Girl Scouts of California - Alisal Program Center

### Homeless:

- Bay Area Community Services – SHARE shelter operations and Rapid Re-Housing
- City of Salinas – Street Outreach

In addition, the City is using CDBG-CV and ESG-CV funds to support a range of services, such as the Monterey County Food Bank, Echo Fair Housing Services, and Downtown Streets Team (DST).

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City plans to implement outreach services with in-house staff. However as necessary staffing capacity and funding permits, the City may contract the outreach services with an outside agency.

The City provides ESG funding to Bay Area Community Services, which operates the SHARE shelter and Rapid-Re-Housing program.

The DST also conducts outreach to recruit candidates for its program. Through employment training and other supportive services, the program aims to help homeless individuals gain self-sufficiency.

Addressing the emergency shelter and transitional housing needs of homeless persons

For the FY 2021-2022, the ESG program includes funding to support Bay Area Community Services to operate the SHARE shelter. **In addition, the City will serve as the lead agency for the administration of the HCD ESG and HCD CESH funds for the local CoC service area (Monterey and San Benito Counties). These include additional funding for the CNC operated by CHS, Interim Inc. MCHOME, and to CCCIL's rapid-rehousing and homeless prevention program.**

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

The Bay Area Community Services program, funded with ESG funds, will include operation of the SHARE shelter and rapid rehousing services by providing rent subsidies to the recently homeless or those who are at risk of becoming homeless. This program will help prevent homelessness or shorten the period of time that individuals and families experience homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

**Several agencies, such as the Natividad Medical Center and the Monterey County Family and Children's Services** provide discharge planning and placement assistance. The Natividad Medical Center Mental Health Unit and Salinas Valley Memorial Hospital work with community agencies to assist in finding the appropriate level of care and housing. **The Monterey County Family and Children's Services provides discharge planning and placement assistance to youth** leaving foster care through a Transitional Independent Living Plan beginning when the youth turn 16 years old and every year thereafter. Interim, Inc. will provide street outreach services in Salinas. This agency can help connect persons/families in need with services available.

Discussion

See discussions above.

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	NA
Tenant-based rental assistance	NA
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	NA
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	NA
Total	NA

## AP-75 Barriers to affordable housing – 91.220(j)

### Introduction

The most critical barrier to affordable housing in Salinas is that the need for decent and affordable housing far exceeds the City's available resources. The City will continue to aggressively pursue funding available at the local, state, and federal levels to supplement its limited funds.

The City values its partnership with non-profit housing developers such as CHISPA, MidPen, and MCHADC in pursuing innovative strategies to addressing the City affordable housing needs, including providing more permanent housing options for the homeless.

Actions it planned 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

The City's Inclusionary Housing Program can be an effective strategy for providing affordable housing in the community and also to help achieve the goal of de-concentrating affordable housing in the ANRSA, allowing residents other locational choices. The State of California also passed SB 329 in 2019, prohibiting housing discrimination against persons using public assistance (including Housing Choice Vouchers) to pay for housing. This source of income **protection could potentially open up housing options for many of the City's low-** and moderate-income households. The City has updated its Inclusionary Housing Ordinance to enhance the program's effectiveness. This update was completed in June 2017.

### Discussion

See discussions above.

## AP-85 Other Actions – 91.220(k)

### Introduction

The extent of housing and community development needs in Salinas far exceeds the City's funding capacity. To utilize its limited funding in the most cost-effective manner, the City targets its investments in the most distressed neighborhoods in the community.

Actions planned to address obstacles to meeting underserved needs

The homeless are among the most underserved group in Salinas, with ESG funding at a level far below what is needed to address the City's homeless issues. In response, the City is taking the lead to coordinate additional ESG allocation from HCD ESG and HCD CESH programs for the CoC service area (Monterey and San Benito Counties). Additionally, the City is working closely together with the local CoC on a full comprehensive update of a Regional Monterey and San Benito Counties 10 yr. Plan to End Homelessness (Lead Me Home Plan). Through the DST, ESG-CV funds are used



to provide employment training for homeless individuals through neighborhood cleanup activities, and supportive services to help these individuals gain self-sufficiency. **As CARES Act funding is exhausted in the future, CDBG annual allocations may be used to support the DST.**

#### Actions planned to foster and maintain affordable housing

For FY 2021-2022, the City is setting aside all of its HOME allocation and program income (except for 10 percent for administration) for affordable housing development. No specific project has been identified yet. The City will continue to pursue other affordable housing projects with non-profit partners in the County.

#### Actions planned to reduce lead-based paint hazards

As required as a condition of receiving HUD funds, the City complies with HUD's Lead Safe Housing Regulation (Title 24, Part 35). Primary compliance is through City Housing Services Program staff. Potential project sites with housing units constructed prior to 1978 are tested by a certified lead inspection firm (for lead paint and, where applicable, for other possible materials containing lead, such as ceramic tiles). When found, lead remediation is performed by certified LBP contractors before the rehabilitation contractor is permitted to begin work. In addition, regardless of date-of-construction, rehabilitation sites are inspected for failing paint surfaces (chipping, flaking) during the initial rehabilitation evaluation. If such deteriorating paint is found, lead testing is performed and the necessary steps taken if lead is found. All general contractors involved in the Rehabilitation/Housing Accessibility Assistance grants have received their certification as an EPA Renovation, Repair and Painting (RRP) contractor.

Lead-based paint testing, remediation and abatement activities are expensive. While such activities are eligible items for rehab loans, the cost was found to be a deterrent to potential rehab clients. The City therefore established a lead hazard grant program whereby rehabilitation clients are provided a grant sufficient to cover most -if not all- the costs of lead abatement. The lead testing and lead hazard grant policies also apply to participants in the Housing Accessibility Assistance (HAA) program, also administered by Housing Services.

#### Actions planned to reduce the number of poverty-level families

As a California municipality, the City has very limited control over the existence of poverty among its residents. **Nevertheless, the City's actions** – particularly with regard to the use of federal funds covered under this plan – can work to assist those households and individuals currently facing poverty. While the FY 2021-2022 AAP does not propose to allocate funding for business assistance, the City allocated FY 2020-2021 CDBG funds to the GSF, which provides grants to support small businesses by providing low interest loans to help them expand and grow their businesses. This program helps provide employment opportunities for low- and moderate-income residents and increased income for small businesses. The City will continue to expend remaining funds allocated to this program in FY 2021-2022.

#### Actions planned to develop institutional structure

The City collaborates with the County of Monterey and develops a joint funding application process/system to help reduce administrative works associated with funding application and reporting. Use of City Data Services allows for more efficient and accurate management of the funds.

The City has established a Housing and Land Use Committee to provide an additional forum for non-profits, stakeholders and members of the public to communicate directly with the City regarding housing and community development needs and plans for future projects. The Housing and Land Use Committee is tasked with the objective of enhancing coordination and improving the effectiveness and efficiency in the City utilizing its entitlement HUD funds. Specifically, the Housing and Land Use Committee services as the formal recommendation body to the City Council regarding housing related items.

**The City has implemented a two-year funding cycle for CDBG and ESG public services along with a competitive funding application that would yield less administration effort by the City and non-profits and allow for funding to assist in serving more clients. The City will also continue to monitor and evaluate the changing needs within the City and how best to fund various agencies to assist the low-moderate income citizens with CDBG and ESG public services funds.**

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

The City partners with its strong network of public and private housing and social service agencies to provide housing and community development programs in the City. Coordination efforts are ongoing.

Discussion

See discussions above.

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# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

### Introduction

This section addresses the regulatory requirements of the CDBG, HOME, and ESG programs not covered in the previous sections.

### Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

No other forms of HOME investments beyond those previously described.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City suspended its First-Time Homebuyer Program in 2014. Existing loans will be subject to the City's recapture/resale provisions. Pursuant to HUD's HOME recapture regulations the City has chosen to recapture the entire principal loan balance (direct homebuyer subsidy) to the extent there are net proceeds after the sale of the home and repayments of the first mortgage and closing costs. This indebtedness is due and payable upon sale or transfer of the property, prior to the expiration of the period of affordability, to the extent there are sufficient "net proceeds". **Net proceeds are** defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (Other than HOME funds) and customary closing costs. If upon the voluntary or involuntary sale of the above named property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the First-Time Homebuyer Program, the homebuyer is relieved from any further obligation to pay the indebtedness.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City suspended its First-Time Homebuyer Program in 2014. Existing loans will be subject to the City's recapture/resale provisions. Pursuant to HUD's HOME recapture regulations the City has chosen to recapture the entire principal loan balance (direct homebuyer subsidy) to the extent there are net proceeds after the sale of the home and repayments of the first mortgage and closing costs. This indebtedness is due and payable upon sale or transfer of the property, prior to the **expiration of the period of affordability, to the extent there are sufficient "net proceeds"**. **Net proceeds are** defined as the amount of sale proceeds remaining (if any) after payment of any superior loan(s) (Other than HOME funds) and customary closing costs. If upon the voluntary or involuntary sale of the above named property prior to the expiration of the period of affordability there are insufficient net proceeds to pay the balance remaining of the First-Time Homebuyer Program, the homebuyer is relieved from any further obligation to pay the indebtedness.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City has no plan to use HOME funds to refinance existing debt.

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

All subrecipients receiving funding must establish and consistently apply these written standards:

An initial evaluation to determine program eligibility of individuals and/or families will be conducted by the agencies/service providers. It will establish the kind and the amount of assistance needed. Evaluations will be

conducted in accordance with the requirements set forth under §576.400(d) and the written standards established under §576.400(e).

Agencies/service providers will reassess the eligibility of individuals and/or families; the kind and amount of assistance needed for program participants receiving homelessness prevention services will be reassessed monthly and quarterly for program participants receiving rapid re-housing assistance. Each reassessment of eligibility will ascertain that:

- The program participant does not have an annual income that exceeds 30% of the median family income for the area, as determined by HUD;
- The program participant lacks sufficient resources and support network necessary to retain housing without ESG assistance.

In order to be funded with ESG funds, an agency/service provider is required to be a collaborative member of the CoC. This avoids duplication of services and allows a smooth transition and/ or delivery of services rendered. In addition, the collaborative further engage and coordinate resources to improve streamlining of current programs and funding strategies, and provide ongoing training as procedures and bylaws are ratified and refined.

The City will allow ESG-funded agencies that provide rapid re-housing and homelessness prevention services to determine the prioritization of eligible families. In addition, CHSP established basic registration and screening processes (intake, referral, eligibility, documentation verification, case notes, to name a few) that allow all agencies a more consistent determination on the initial risk assessment during the intake process.

ESG-funded agencies that provide rapid re-housing and homelessness prevention services may determine the share of rent and utilities costs that each participant must pay. However, if applicants show income, they must pay 30 percent of their adjusted monthly income towards rent.

ESG-funded agencies shall assist individuals and/or families for no more than 24 months, during any 3-year period – this in accordance with the general conditions under §576.103 and §576.104. Program participants receiving rapid re-housing assistance are required to be re-evaluated at least once every year and those receiving homeless prevention assistance must be re-evaluated at least once every three months. As mandated by HUD, all program participants receiving project-based rental assistance must have a lease that is for a period of one year, regardless of the length of rental assistance.

Rental assistance may be provided for short-term (up to 4 months) or medium-term (from 4 to 24 months). **Rent in arrears is paid to the owner of the housing at the time the security deposit and 1st month's rent are paid. After 4 months, if program participants need additional financial assistance to remain housed, they must be evaluated for eligibility to receive up to 20 additional months of medium-term rental assistance.** Case Managers will provide ongoing case management to transition program participants to independence.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

CHSP is in the process of developing an assessment system. Due to geography and other factors, The CoC has **elected “coordinated” assessment and** referral system as opposed to centralized assessment and referral. The Coordinated Assessment and Referral System (CARS) is intended to offer those seeking services multiple locations from which they can access services; each agency doing intake using the same set of agreed-upon assessment and targeting tools; makes referrals using the same criteria; and has access to the same set of referrals. The CARS is designed to improve service provision and data efficiency and improvement through a standardized access and assessment process for all clients and a coordinated referral process for clients to receive prevention, housing, and/or other related services. Key CARS strategies include: 1) Tailor to local needs and systems; 2) Ensure access for all in geographic area; 3) Implement in parts/pieces; 4) Use HMIS; 5) ID available resources in system; 6) Quality assurance; and 7) Test and adjust.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City is an “Entitlement City” and as such receives a funding allocation relating to population from HUD. The funding, subject to federal budget authorization, is provided on an annual basis and coincides with the City’s July 1 through June 30, fiscal year.

To distribute funds previously mentioned, the City typically conducts an annual Notice of Funding Availability (NOFA). The NOFA process begins with published notices in the local newspapers, both in English and Spanish. Notifications are sent out to the various non-profit agencies that provide public services to the community. A workshop is held by City staff to assist with proposals and to inform applicants of changes and new regulations.

The application is available online by visiting [www.citydataservices.net](http://www.citydataservices.net). All proposals must be submitted electronically. A deadline is provided for the submission of proposals. It is normally a minimum of thirty (30) days from the day the NOFA application notice is published. Applications that are incomplete, lack required attachments, or applications submitted after the published deadline are not to be considered for funding. After the closing date, proposals are first reviewed for completeness and then evaluated against applicable HUD regulations, the City’s CP, City Council goals and objectives, and other related City policy (e.g., General Plan). Funding recommendations are developed by housing staff taking into account total available funds, applicant experience, project readiness and feasibility, leveraging of funds, track record with City (when applicable), and likelihood for timely use of HUD funds.

Staff recommendations are forwarded to the Housing and Land Use Committee for a formal recommendation to City Council. Then recommendations are taken to City Council for final approval. The City Council meets regarding the draft CP and AAP to obtain public and Councilmember comment. Advance notice is published in *The El Sol* (Spanish) and *The Californian* (English) newspapers to allow for a minimum thirty (30) day public review and comment period in adherence to the City’s CPP. The City Council is the final local decision-making body over HUD entitlement funding and approves recommendations and authorizes the submittal of the CP and AAP and other required documents to HUD.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Under § 576.405(a) of the Interim Rule, all subrecipients are required to meet the homeless participation requirement, which calls for not less than one homeless or formerly homeless individual on the board or other equivalent policymaking entity. All agencies currently receiving ESG funding meet the homeless participation requirement by having a formerly homeless person on its board or policymaking entity. In addition, all potential ESG applicants for funding are asked to certify meeting the homeless participation requirement under Part 11, #5 of the NOFA application. This is critical because part of our standard policies dictate that applicants not meeting this requirement will not be considered for funding.

5. Describe performance standards for evaluating ESG.

The following performance standards for evaluating ESG activities were developed in consultation with the CoC using the format detailed in Section 427(b) of the McKinney-Vento Act (as amended by the Hearth Act). These standards will be used to evaluate each ESG subrecipient’s effectiveness in targeting those most in need, lowering the number of homeless persons, reducing the amount of time people are homeless, and mitigating housing barriers for the participants. Staff will work closely with the CoC as well as the subrecipients this first year and over time to determine the reasonableness of these standards.

Barriers faced by individuals and families (participants) on the length of time participants remain homeless:

- extent to which participants experience repetitive homelessness
- effectiveness of subrecipient in reaching the homeless

- overall reduction in the number of homeless
- job and income growth
- success at reducing the number of participants who become homeless

Plan of the subrecipient to:

- reduce the number of participants who become homeless
- reduce the length of time participants remain homeless
- identify participants who become or remain homeless through collaboration with local education agencies
- fulfill other criteria such as: addressing the needs of all relevant subpopulations incorporating comprehensive strategies for reducing homelessness setting quantifiable performance measures setting timelines for completion of specific tasks identification of specific funding sources for planned activities identification of individual/group/agency responsible for overseeing implementation of specific strategies
- exercise authority to use funds under section 422(j)

#### Discussion

See discussions above.

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## Appendix A: Public Outreach

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### Public Meetings and Summary of Comments

#### Funding Application Workshop, January 20, 2021

A total of 23 residents, representatives from interested agencies and organizations, and City staff attended the meeting.

#### Housing and Land Use Committee Meeting, April 6, 2021

No comments were received.

#### Public Hearing, May 11, 2021

#### Written Comments

No written comments were received.

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## Sign-In at Application Workshop

<input type="checkbox"/>	<b>Registrants</b>	<b>Email Address</b>	<b>Registration Date</b>	
<input type="checkbox"/>	<a href="#">Georgina Monterey County-CCCIL</a>	galvarez@cccil.org	Jan 20, 2021 10:54 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Steve Crouse</a>	citydataservices@yahoo.com	Jan 20, 2021 10:33 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Kelly Martin</a>	kmartin@stepuponsecond.org	Jan 20, 2021 10:03 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Eddie Estrada</a>	Eestrada@stepuponsecond.org	Jan 20, 2021 10:02 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Judith Cabrera</a>	jcabrera@cccil.org	Jan 20, 2021 10:02 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Sarah Edwards</a>	sedwards@food4hungry.org	Jan 20, 2021 10:01 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Francisco Brambila</a>	frankb@ci.salinas.ca.us	Jan 20, 2021 10:01 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Efraim Valverde</a>	2061042@gmail.com	Jan 20, 2021 10:00 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Robert Rapp</a>	rrapp@chservices.org	Jan 20, 2021 10:00 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Maria-SAL DST</a>	maria@streetsteam.org	Jan 20, 2021 10:00 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Eric Johnsen</a>	eric@r-three.org	Jan 20, 2021 10:00 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Luis Ochoa</a>	luis.ochoa@ci.salinas.ca.us	Jan 20, 2021 09:59 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Rodrigo Torres</a>	rtorres@communityhomelessolutions.org	Jan 20, 2021 09:58 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Patty Fernandez</a>	pfernandez@girlsinccc.org	Jan 20, 2021 09:58 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Jessica Rivas</a>	Jrivas@hdcmonterey.org	Jan 20, 2021 09:57 AM	<a href="#">Copy</a>

<input type="checkbox"/>	Registrants	Email Address	Registration Date	
<input type="checkbox"/>	<a href="#">Andrew Vie</a>	avie@bgcmc.org	Jan 20, 2021 09:57 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Sophie Yakir</a>	syakir@interiminc.org	Jan 20, 2021 09:57 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Beatriz Trujillo</a>	beatrizt@trustranslations.org	Jan 20, 2021 09:57 AM	<a href="#">Copy</a>

Cancel Registration

<input type="checkbox"/>	Registrants	Email Address	Registration Date	
<input type="checkbox"/>	<a href="#">Beatriz Trujillo</a>	beatrizt@ci.salinas.ca.us	Jan 20, 2021 09:52 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Charlotte Hirahara</a>	charlotte.hirahara@gmail.com	Jan 20, 2021 09:46 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Eric Johnsen</a>	ejohnsen@communityhomelessolutions.org	Jan 20, 2021 09:43 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Marjorie Rocha</a>	margie@echofairhousing.org	Jan 20, 2021 09:12 AM	<a href="#">Copy</a>
<input type="checkbox"/>	<a href="#">Larry Hirahara</a>	seedyguy@aol.com	Jan 20, 2021 08:39 AM	<a href="#">Copy</a>

Cancel Registration

Public Hearing Notice

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## Appendix B: Monitoring

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The City Housing Division maintains accurate records, both program and financial, pertaining to community development activities, including housing and emergency shelter grant activities. Emergency Solutions Grant (ESG) and CDBG-funded public service activities are monitored continuously. Documentation, including activity reports, is required to be submitted with all payment requests. All loan servicing functions (pay-offs, partial payments, subordinations, annual affidavits, etc.) of outstanding loans in the City loan portfolio are also handled in-house using City Data Services interactive computer software system.

**Staff works jointly with the City's Compliance Officer II** who oversees compliance with federal labor standards requirements (e.g., Davis-Bacon) for all Capital Improvement Projects (CIPs) assisted with CDBG funds. Further staff oversees compliance with all federal labor standards requirements on a project-by-project basis for all other CDBG- and HOME-assisted projects, beginning with contract drafting and pre-construction conferences and proceeding through the necessary contractor submittals to project close-out. In limited instances, qualified subrecipients (e.g., HACM and CHISPA) have the resources to oversee federal labor standards with their own staff or enter into a service contract with a Labor Compliance Consulting entity to oversee all federal labor compliance responsibilities. The PW Compliance Officer attends labor compliance training when available through the State or Federal agencies to stay abreast of any regulatory changes.

The City continues to implement its formal process of executing a Memorandum of Record (MOR) with other City Departments upon allocation of CDBG funds for Capital Improvement Projects (CIPs). The MOR continues to serve as an alternate method to a Funding Agreement for ensuring program compliance for federally assisted capital improvement projects. Since implementation of the MOR process, compliance issues have declined and successful compliance has increased.

The City has also implemented various steps to further ensure compliance by all CIPs with applicable CDBG program regulations. The MOR was enhanced to include additional language pertaining to submittal of reports on a timely manner. This will assist with early detection of critical project impediments with potential to impact the annual CDBG Timeliness Ratio criteria and will allow for implementation of effective remediation steps. Further language **was added to the MOR regarding compliance with 24 CFR Part 570.505 applicable to real property within the City's control** which was acquired or improved in whole or in part using CDBG funds in excess of \$25,000 and Change of Use Requirements for all Public Facilities & Improvements eligible under §570.201(c). A key focus during assessments is compliance with the adopted Consolidated Plan and the City's Housing Element, plus support to the **City Council's Goals. Information** gathered is employed to evaluate progress towards established goals; to confirm compliance with statutory and regulatory requirements of governing federal legislation (e.g., National Affordable Housing Act); to determine possible revisions to City policy and procedure, including the Consolidated Plan and Housing Element; and, to prepare performance reports such as this document.

Monitoring Consolidated Plan and HUD Program compliance: The primary action in this regard occurs during the review of proposals received as a result of the annual funding RFP. Proposals are evaluated and compared based **upon the policies and priorities in place and then City staff's allocation recommendations are based upon the results** of this analysis. Any proposed amendments to the Action Plan during the program year are also evaluated on this basis. In each case, the various timeliness rules, with respect to commitment and expenditure of funds, are also considered. All funding agreements contain deadlines governing timely use of funds; Salinas has a long-standing record of meeting CDBG, HOME, and ESG commitment and drawdown standards. Subrecipient funding agreements require compliance with not only the relevant federal regulations and OMB guidance, but are drafted to ensure that

funded activities are carried out as contemplated in the Action Plan. Division staff continues to closely monitor the performance of other City departments whenever they receive allocations of the federal funds in question through the implementation of the Memorandum of Record (MOR) used for program and reporting compliance of CDBG assisted projects.

Compliance with housing standards: Compliance with housing standards is ongoing. Division staff schedules visits to assisted housing sites following completion of construction or rehabilitation. Recipients of deferred payment rehabilitation loans are evaluated every five years to determine feasibility and continued use of a deferred loan or conversion to amortized loans; the process includes a site visit to determine the up-keep of the unit and gathering of financial household information to determine eligibility. Desk monitoring of completed new construction projects is conducted to determine the appropriate intervals for performing site visits; in addition, almost all major projects receive restricted financing from other sources (e.g., federal tax credits, State funds), which typically include rigorous ongoing monitoring requirements.

In addition, transitioning of the multi-family reporting process into the CDS database was completed in FY 2013. The CDS database tracks all funded CDBG and HOME multi-family projects from award phase, construction phase to project completion. Thereafter, the project moves into the annual reporting category where it will remain active, meaning Annual Data Collection Forms will be submitted until the expiration of the affordability period. This provides Grantees with a more efficient data gathering process and offers a more consistent method in collecting annual reports and reviewing data for compliance. City staff continues to work with the CDS database programmers to **ensure accurate compliance with project's income/rent restrictions. Various challenges were encountered as numerous affordable housing projects have multiple rent/income restrictions imposed by other program regulations such as the City's Inclusionary Housing Program and the former Salinas Redevelopment Agency (SRA). Thus,** making it arduous to achieve comprehensive program compliance for each restricted unit. Staff continues to research and implement system changes in order to attain comprehensive program compliance for all existing affordable housing projects.

As stated previously, City staff continues to enforce revised reporting policies for all CDBG and HOME projects. Annual, Quarterly or Monthly Reporting is accomplished through CDS. Grantees continue to submit Quarterly Progress Reports (QPR) with reporting periods as follows: Period 1- July 1 to September 30; Period 2-October 1 to December 31; Period 3-January 1 to March 31; and Period 4-April 1 to June 30. Current reporting requirements during Period four for all CDBG and HOME assisted projects remains the same as prior years as grantees are required to submit an Annual Project Narrative following the end of the fiscal year.

All active FTHB program participants are monitored to determine that homeowners are using subject properties as their principal place of residence, maintaining proper hazard insurance and are current on property taxes. Additional monitoring takes place throughout the year as homeowners contact staff to receive information on refinancing, subordination, loan payoff or just to ask questions about their loans. During these consultations, staff confirms that the information provided matches information in their project file.

**As part of the City's deferred rehabilitation loan program, staff has prepared a plan to begin the monitoring of these loans every five years as stipulated in their agreement; subject properties will be monitored for: deferred loan continued eligibility, using home as their principal place of residence, maintaining proper hazard insurance and are current on property taxes. The City also utilizes CDS as a notification tool to remind staff when a loan is due for a review.**

Public Services: Staff prepares an annual Monitoring Plan. Monitoring of program progress, accomplishments, and compliance with HUD program rules is an ongoing activity conducted by staff by means of thorough review of monthly reimbursement requests, monthly activity reports, and rate of expenditures.

Staff completes a Risk Assessment of every subrecipient every year and in most cases, a Desk Review Monitoring, utilizing two checklists designed for that purpose. The Desk Review Monitoring draws on information in the file, but also documents submitted during the application process (e.g. annual agency audit) since most have submitted applications for the following fiscal year. This year, to determine compliance with accommodations for Persons of Limited English Proficiency, staff requested copies of outreach materials and applications. All agencies had materials in Spanish. Staff also carefully reviewed intake forms and discovered that a few agencies had not correctly **incorporated HUD's nine revised categories for reporting ethnicity and race**. Corrections were made immediately. The intake forms were also useful to review the categories of beneficiary data such as income levels, disabled, single parent, and elderly that HUD requires.

The Monitoring Plan also identifies the agencies to be monitored on-site since current staffing levels do not permit on-site monitoring of each of the 24 subrecipients every year. The results of the Desk Review Monitoring guide staff in the selection of agencies for the on-site review. **Monitoring standards used are HUD's forms under CDBG standards "Checklist for On-site Monitoring of a Subrecipient" in the "Managing CDBG, A Guide Book for Grantees on Subrecipient Oversight". Forms used to complete the monitoring visit are in the "CPD Grantee Monitoring Handbook" under CDBG Entitlement depending upon the type of activity provided.** Staff notifies the agency about potential visit dates to conduct a site visit and requests review of program documents such as but not limited to: agency's payroll ledger, employee time cards, receipts for other claimed expenses, the most recent financial audit, personnel policies, equal opportunity policy, case files, and client files that support the reported data for Salinas clients (as noted on the monthly Activity Data Report). After the monitoring visit, a follow-up letter is sent stating the results of the visit. If there are any issues or signs of non-compliance, it is discussed in detail with the program manager/executive director to assist in bringing the agency in compliance at the exit conference.

CDBG-Public Facilities: Public Facility Improvement Projects (where improvements have been completed) are **required to annually submit an "Annual Data Collection Form" designed to capture service data such as: the total number of direct beneficiaries, race and ethnicity of each beneficiary, and all data required under HUD's Community Planning and Development Performance Measurement System.** The City's Housing staff has currently transitioned all open projects to the CDS website, thus streamlining the reporting process and creating an improved database of all funded projects. As in prior reports, all data continues to be gathered on a monthly and/or quarterly and annual basis. Upon receipt of data, staff continues to review to ensure compliance with appropriate national objectives.

CDBG-Capital Improvement Projects: Staff continues to monitor projects during the design phase, bid opening phase, construction phase and completion phase to ensure compliance with all applicable federal provisions (i.e., Davis-Bacon, Minority Business Enterprise/Women Business Enterprise, Section 3, Executive Order 11246, Executive Order 11063, and Title 24 CFR Part 85). The City continues to revise and improve its existing tools to assist with project monitoring during these phases. Such tools include: Federal Labor Compliance Checklist; Contractor and Subcontractor Compliance Worksheet; Quarterly Progress Report; and monthly or bi-weekly correspondence with the subrecipient or assigned City of Salinas Construction Inspector. Additionally, the City continues to review the previously developed standard CDBG-Bid Specification Package that includes all applicable federal forms and provisions to ensure all forms and data are current. During the reporting period, staff reviewed the draft bids and specification for the Cesar Chavez Park Improvements (#9023) and made updates as needed. The City will continue to assess current process and research better methods for ensuring compliance with all federal

provisions. Currently, the established process continues to significantly reduce the amount of staff time previously required to achieve compliance.

As previously reported, Labor compliance in Capital Improvement Projects continues to be a high priority. The PW Labor Compliance Officer continues to increase her knowledge regarding the Federal labor compliance regulations and continues to attend State and Federal Labor Compliance trainings.

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## Appendix C: SF 424 and Certifications

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**CITY OF SALINAS**  
**ANNUAL ACTION PLAN FUNDING RECOMMENDATIONS FOR CDBG PROGRAM FUNDS**  
**FISCAL YEAR 2021-22**  
**DRAFT**

CDBG Funding		Avilable Funding						
HUD Final Allocation for FY 21-22		\$2,097,811						
Estimated Program Income for FY 21-22		\$50,000						
Total Estimated Funding for FY 21-22		\$2,147,811						
				Available for Funding	Amount Requested	Staff Recommendation	Housing and Land Use Committee Recommendation	City Council Approval
Program Administration	20.0%	\$ 429,562	Program Administration	\$ 429,562	\$ 429,562	\$ 429,562	\$ -	
Housing, Public Facilities (Pub Fac) & Economic Development (Eco Dev)		\$ 1,396,078	Program Delivery Cost (10% Max)	\$ 126,916	\$ 130,000	\$ 130,000	\$ -	\$ -
			Total Housing, Pub Fac & Eco Dev	\$ 1,269,162	\$ 1,553,249	\$ 1,553,249	\$ -	\$ -
Public Services	15.0%	\$ 322,171	Total Public Services	\$ 322,171	\$ 35,000	\$ 35,000	\$ -	\$ -
<b>Totals</b>				<b>\$ 2,147,811</b>	<b>\$ 2,147,811</b>	<b>\$ 2,147,811</b>	<b>\$ -</b>	<b>\$ -</b>

	Agency	Project or Program	Amount Requested	Staff Recommendation	Housing and Land Use Committee Recommendation	City Council Approval
Admin	City of Salinas	Program Administration	\$ 429,562	\$ 429,562		
Activity Delivery	City of Salinas	Program Delivery - Parks and Rec Facilities	\$ 100,000	\$ 100,000		
		Program Delivery - 45 Soledad St	\$ 30,000	\$ 30,000		
Housing, Pub Fac & Eco Dev	City of Salinas	Recreation and Community Services Facilities - Sherwood Recreation Center - Phase 4	\$ 1,000,000	\$ 1,000,000		
	City of Salinas	Chinatown Improvements	\$ 553,249	\$ 553,249		
Public Services	Girl Scouts of California	Girl Scouts Alisal Program Center	\$ 35,000	\$ 35,000		
<b>Totals</b>			<b>\$ 2,147,811</b>	<b>\$ 2,147,811</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF SALINAS**  
**ANNUAL ACTION PLAN FUNDING RECOMMENDATION FOR HOME PROMGRAM FUNDS**  
**FISCAL YEAR 2021-22**  
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<b>HOME Funding</b>		<b>Final Allocations</b>
HUD Final Allocation for FY 21-22		\$ 805,337.00
Estimated Program Income for FY 20-21		\$ 327,810.00
Total Estimated Funding for FY 21-22		\$ 1,133,147.00
<b>HOME Funding Allocations Available</b>		
Program Administration	Up to 10%	\$ 113,314.00
CHDO	15%	\$ 120,801.00
Other Housing		\$ 899,032.00
<b>Total available for funding for HOME:</b>		<b>\$ 1,133,147.00</b>

Agency	Project or Program	Amount Requested	Initial Staff Recommendation	Housing and Land Use Committee Recommendation	City Council Approval
City of Salinas CDD Housing Division	Program Administration	\$ 113,166	\$ 113,314		
Monterey County Housing Authority Development Corporation	Parkside Apartments - Phase 1*	\$ 700,000	\$ -		
To be committed in the future	To be committed in the future	\$ -	\$ 1,019,833		
<b>Total</b>		<b>\$ 813,166</b>	<b>\$ 1,133,147</b>	<b>\$ -</b>	<b>\$ -</b>

*\* Funding for Parkside Apartments - Phase 1 was exchanged with PLHA funding and FY 20-21 unallocated funding.*

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**CITY OF SALINAS  
ANNUAL ACTION PLAN FUNDING RECOMMENDATION FOR ESG PROGRAM FUNDS  
FISCAL YEAR 2021-22  
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ESG Funding		Funding Restrictions	Amount
Final Allocation HUD Entitlement ESG	\$ 172,631	No more than 7.5% to be used for Program Administration	\$ 12,947
<b>Total ESG Funding</b>	<b>\$ 172,631</b>	*No more than 60% to be used for Street Outreach and Emergency Shelter	\$ 103,578

Second Year Funding Automatic Agreement Renewal		Total Funding Recommendation	ESG Components Recommended Funding Allocations					
Agency	Project or Program		Street Outreach*	Emergency Shelter*	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration
City of Salinas CDD Housing Division	Program Administration - Entitlement Funding	13,425						\$ 13,425
City of Salinas CDD Housing Division	Street Outreach Program	79,000	\$ 76,000				\$ 3,000	
Central Coast Center for Independent Living	CCCIL Rapid Re-Housing and Homeless Prevention Program	55,176			\$ 7,000	\$ 47,676	\$ 500	
Community Homeless Solutions	Salinas Warming Shelter (Closing by end of FY 20-21)	31,400		\$ 31,400				
<b>Total Funding Request</b>		<b>\$ 179,001</b>	<b>\$ 76,000</b>	<b>\$ 31,400</b>	<b>\$ 7,000</b>	<b>\$ 47,676</b>	<b>\$ 3,500</b>	<b>\$ 13,425</b>
<b>Recommendation Percentage</b>		<b>103.7%</b>	<b>62.2%</b>		<b>4.1%</b>	<b>27.6%</b>	<b>2.0%</b>	<b>7.8%</b>

Staff Recommendations		Total Funding Recommendation	ESG Components Recommended Funding Allocations					
Agency	Project or Program		Street Outreach*	Emergency Shelter*	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration
City of Salinas CDD Housing Division	Program Administration - Entitlement Funding	12,947						\$ 12,947
City of Salinas CDD Housing Division	Street Outreach Program	79,000	\$ 76,000				\$ 3,000	
Central Coast Center for Independent Living (CCCIL) **	CCCIL Rapid Re-Housing and Homeless Prevention Program	0						
Community Homeless Solutions	Salinas Warming Shelter (Closing by end of FY 20-21)	0						
Bay Area Community Services	SHARE Center Operations and Rapid Re-Housing	80,684		\$ 27,578		\$ 53,106		
<b>Total Funding Request</b>		<b>\$ 172,631</b>	<b>\$ 76,000</b>	<b>\$ 27,578</b>	<b>\$ -</b>	<b>\$ 53,106</b>	<b>\$ 3,000</b>	<b>\$ 12,947</b>
<b>Recommendation Percentage</b>		<b>100.0%</b>	<b>60.0%</b>		<b>0.0%</b>	<b>30.8%</b>	<b>1.7%</b>	<b>7.5%</b>

\*\* CCCIL turndown \$55,176 in funding for Homeless Prevention, Rapid Re-housing and HMIS. Staff is recommending to allocate the funding to Bay Area Community Services for the SHARE Center Rapid Re-Housing component of their services.

Housing and Land Use Committee Recommendation		Total Funding Recommendation	ESG Components Recommended Funding Allocations					
Agency	Project or Program		Street Outreach*	Emergency Shelter*	Homeless Prevention	Rapid Re-Housing	HMIS	Program Administration
City of Salinas CDD Housing Division	Program Administration - Entitlement Funding	0						
City of Salinas CDD Housing Division	Street Outreach Program	0						
Central Coast Center for Independent Living	CCCIL Rapid Re-Housing and Homeless Prevention Program	0						
Community Homeless Solutions	Salinas Warming Shelter (Closing by end of FY 20-21)	0						
Bay Area Community Services	SHARE Center Operations and Rapid Re-Housing	0						
<b>Total Funding Request</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Approval Percentage</b>		<b>0.0%</b>	<b>0.0%</b>		<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>