

April 22, 2020

Memorandum to: Honorable Mayor and City Council

Thru: Charles P. Potucek, City Manager
Victoria Yarbrough, Assistant City Manager

From: Matt McLachlan, Director, Community Development

Subject: PUBLIC HEARING
Consideration of DRAFT PY 2021 Community Development Block Grant (CDBG) Program Annual Action Plan

REQUESTED ACTION:

Provide feedback and direction on Sierra Vista's DRAFT 2021 CDBG Annual Action Plan. Any requested edits will be made prior to placing the Annual Action Plan in the public record for a 30-day review period.

INITIATED BY: City of Sierra Vista

BACKGROUND:

In 2013, the City of Sierra Vista entered the Community Development Block Grant (CDBG) entitlement program as a direct recipient of annual grant funding from the U.S. Department of Housing and Urban Development (HUD). The program was authorized under Title I of the Housing and Community Development Act of 1974 and is one of the longest continuously run programs at HUD. The Community Development Department administers the CDBG program and presents proposals and recommendations to the City Council, advisory boards, and the public.

The primary national objectives of the program are the development of **viable communities**, principally for low and moderate income (LMI) persons, through;

- *Decent Housing*
- *Suitable Living Environment*
- *Expanded Economic Opportunity*

All CDBG activities must result in **one** of the following:

- *Benefit low and moderate income (LMI) persons;*
- *Prevent or eliminate slum and blight; or*
- *Meet an urgent need having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community.*

City of Sierra Vista Annual Action Plan

Each year, the City is required to prepare an Annual Action Plan that is submitted to HUD. The plan outlines the programs and activities the City will undertake in the coming year to implement the strategies of the Consolidated Plan. Specifically, the Plan describes how the funds will be expended to meet stated objectives.

The process begins with a "Notice of Funding Availability" requesting applications for proposed projects or program services. This was done through email correspondence to public service providers; newspaper advertisement; and posting on the City's website. The City of Sierra Vista is expected to receive \$254,678 in Community Development Block Grant (CDBG) funds according to the PY 2021 formula allocations posted on the U.S. Department of Housing and Urban Development website. This amount is \$17,193, or 6.3% less than the City received last year.

PY 21 Funding Requests and Staff Recommendation

- **Public Facility/Infrastructure Improvements (\$174,678):** The City's Engineering Department has completed 25% construction plans for the improvements to Eddie Cyr Park on the former Public Works Yard property. The PY 20 AAP allocated \$271,810 towards completing Phase 1 of the parking lot (53 spaces) and multi-use path extension. The funding proposed for the PY 21 AAP will allow the City to complete the parking lot as a single construction phase which will reduce development costs.

Staff recommends that this project be included with a revised amount of \$170,733. Note the proposed layout of the parking lot has been adjusted to conform to the Eddie Cyr Park Master Plan more closely.

- **Emergency Home Repair and Disabilities Modification Program (\$50,000):** This program assists homeowners in Sierra Vista in making emergency repairs to substandard housing conditions. Substandard conditions include those posing a serious threat to the health, safety or welfare of the household or affecting the immediate livability of the home. Emergency assistance is granted based on priority and eligibility of the emergency. Accessibility modifications needed for the elderly and disabled are also eligible under this program. The program is restricted to income eligible, homeowner-occupied applicants that have lived in their home for the preceding year prior to being qualified for participation in the program.

Staff recommends that this project be approved for the full amount.

- **Neighborhood Stabilization (\$15,000):** This funding would be used to demolish blighted structure(s) upon consent of the property owner or by court order or subsidize the cost of roll-off dumpsters to low-income property owners to abate property maintenance violations.

Staff recommends that this project be removed. This program will be carried out through abatement funds budgeted for Code Enforcement.

- **Southwest Fair Housing Council (\$10,000):** Funding is requested to carry out targeted fair housing outreach and a media campaign.

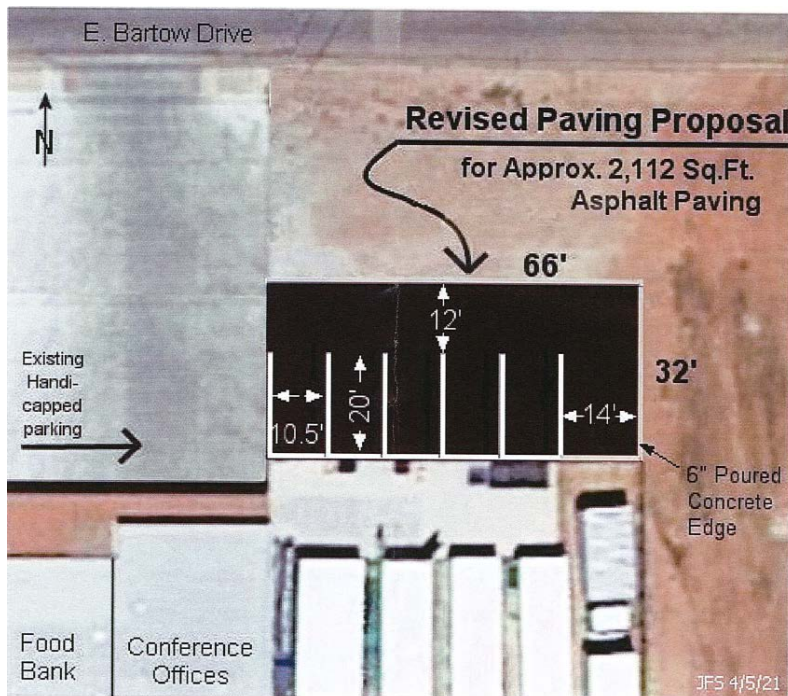
Staff recommends that this funding request not be approved. Staff will work with the City's Public Affairs Office and coordinate with other organizations to increase community awareness regarding fair housing laws.

- **Good Neighbor Alliance Kitchen Remodel (\$18,945):** The scope of this project entails replacing countertops, cabinets, drawers, installing new pantry and dishwasher appliance. The kitchen has not been remodeled since 2005 and is falling apart. GNA currently prepares approximately 750 meals annually for the marginalized homeless population. The total number of unduplicated Sierra Vista residents to be served by this program is estimated at 330 annually.

Staff recommends that this project be approved for the full amount.

- **Society of St. Vincent De Paul, St. Andrew Conference Paved Parking for Barrier-Free Access, and Client Safety (\$32,455):** The scope of this project entails grading and paving parking spaces and drive aisle to provide barrier free access to the food bank and conference offices where clients meet with case workers.

Staff recommends that \$15,000 be approved for carrying out this project. The applicant has revised the original plan to reduce the amount of paved parking area and has the ability to cover any cost difference above the approved grant amount.



CDBG FUNDING APPLICATIONS PY 21 ANNUAL ACTION PLAN			
ORGANIZATION	ACTIVITY	CDBG FUNDING REQUESTED	CDBG FUNDING RECOMMENDED
Good Neighbor Alliance	Kitchen Remodel	\$18,945	\$18,945
Society of St. Vincent de Paul	Paved Parking for Barrier Free Access	\$32,455	\$15,000
Southwest Fair Housing Council	Fair Housing Outreach and Media Campaign	\$10,000	\$0
City of Sierra Vista	Eddie Cyr Park Master Plan Implementation	\$174,678	\$170,733
City of Sierra Vista	Emergency Home Repair and Disabilities Modifications Program	\$50,000	\$50,000
City of Sierra Vista	Neighborhood Stabilization	\$15,000	\$0
TOTAL REQUESTED AMOUNT		\$301,078	\$254,678

Executive Summary

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

1. Introduction

The City of Sierra Vista, Arizona, is an entitlement community under Title 1 of the Housing and Community Development Act of 1974. The City is eligible to receive federal funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. Allocations for each CDBG entitlement grantee are determined annually by HUD following the adoption of the federal budget by Congress. HUD grants these funds to the communities to carry out a wide range of community development activities directed towards revitalizing neighborhoods, increasing economic development, and improving community facilities and services. The City's expected PY 2021 CDBG formula allocation is \$254,678. No program income is expected.

Grantees must give maximum priority to activities that benefit low-and moderate-income persons, aid in the prevention or elimination of slum or blight, or meet an urgent community development need that poses a serious threat to public health or welfare. Grantees have wide flexibility to develop their own programs, activities, and funding priorities provided they meet one of these national objectives. The City of Sierra Vista City Council establishes the allocations for the use of CDBG funding based on the priorities set forth in the Five-Year Consolidated Plan. This 2021 AAP is the third year for the 2019-2023 Consolidated Plan period.

The purpose of the AAP is to provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Five-Year Consolidated Plan. The AAP is developed in a manner specified by HUD, and the City has followed the prescribed format in completing the plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Five-Year Consolidated Plan identifies six goals, along with corresponding objectives, to address the City of Sierra Vista housing and community development needs. These goals are summarized as follows:

Goal 1: Public Infrastructure/Facility Improvements

Provide ADA improvements, public facility improvements, and infrastructure to create a more suitable living environment.

Goal 2. Housing Rehabilitation & Services

Provide housing rehabilitation and accessibility.

Goal 3: Provision of Needed Services

Provide community services for special needs populations (primarily for seniors and youth), mental health services, and homeless services, and COVID-19 response.

Goal 4: Neighborhood Stabilization

Eliminate slum and blight.

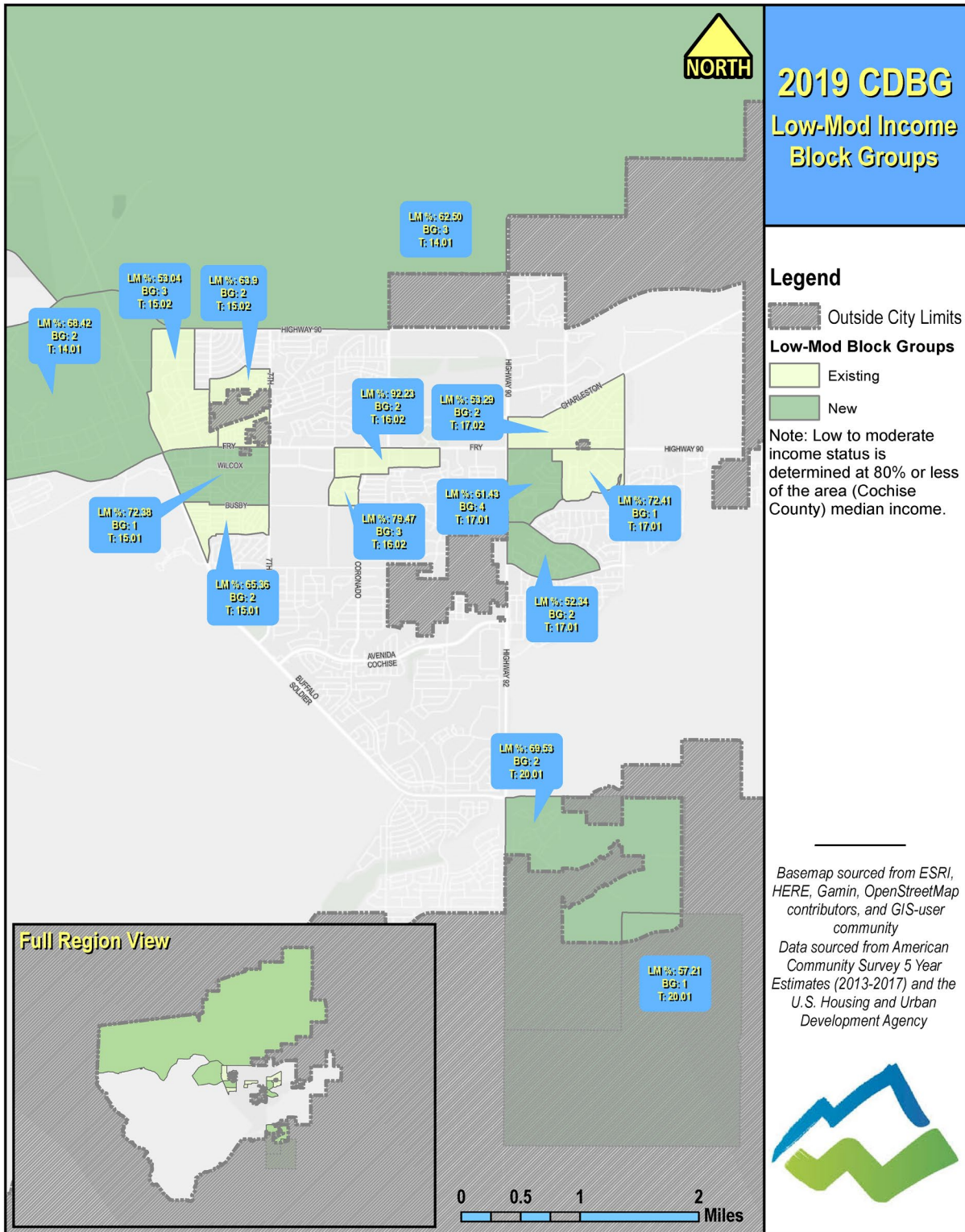
Goal 5: Economic Development

Job creation and retention for low-moderate income workers/business retention (COVID-19 response).

Goal 6: Fair Housing

Eliminate housing discrimination.

The City identified local target areas in the Consolidated Plan, and the bulk of the funds the City receives will be concentrated in these areas. The local target areas include Census Tracts 15.01, 15.02, 16.02, 17.01, and 20.01 all of which have the highest number of low and moderate-income households in the City. The needs in the target areas are numerous and varied. Below is a graphic depiction of the CDBG target areas.



3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City is moving into its eighth year as a direct recipient of Community Development Block Grant funds. In 2019, the City Council approved an update to the Five-Year Consolidated Plan which establishes goals and objectives for the use of CDBG funds. This Annual Action Plan constitutes the third year of the five-year planning cycle.

As previously stated, the City has adopted seven goals to address priority needs within the community. The bulk of prior and anticipated resources is assigned to carrying out public infrastructure and facility improvements in low to moderate income census tracts to create a more suitable living environment. Historically, CDBG investments have been geographically concentrated in the City's West End neighborhoods. Projects are generally oriented around improving ADA accessibility and sidewalk connectivity, street lighting, drainage, and upgrading park facilities.

Housing rehabilitation and accessibility furthers the City's commitment to ensuring safe and decent housing is available for low-income and disabled residents. This is accomplished through the Emergency Home Repair and Disabilities Modification Program administered by the Department of Community Development. This program provides grant funding to income qualified homeowners to repair or replace essential items such as HVAC or water heater replacement, roof repairs, or make accessibility improvements.

Neighborhood stabilization is aimed at eliminating slum and blight conditions. The City made progress on this goal through the demolition of an unsafe structure in the Montebello neighborhood and the clearance of dilapidated buildings on the former Public Works Yard site to expand Eddie Cyr Park. CDBG resources are augmented by the general fund for code enforcement directed abatement projects and neighborhood cleanup events.

The provision of needed community services is capped at 15 percent of the total amount of CDBG funds allocated for the program year and must be used for either a new service or quantifiable increase in the level of an existing service. (This restriction was waived for COVID-19 response programs funded by the CARES Act.) Further, the public service must principally benefit low to moderate income persons or households on a limited clientele or area wide benefit basis. In prior years, CDBG funds have been allocated towards before and after school program scholarships for low-income families and assistance for individuals who are living with mental health or substance abuse issues overcome barriers to employment. In the past year, the City has partnered with the United Way of Sierra Vista and Cochise County Inc. to administer an Emergency Crisis Fund to respond to the COVID-19 pandemic.

In May 2020, the City amended its Consolidated Plan to add Economic Development as a goal to provide emergency small grant business assistance to aid our local COVID-19 response. The program was rapidly deployed to assist eleven businesses in the first two months.

The City has made significant progress in implementing CDBG activities in accordance with the Five-Year Consolidated Plan. The City is in full compliance with HUD regulations and carries out projects in a timely manner to meet required performance objectives.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Annual Action Plan will be made available at City Hall and on the City's website for public viewing. Public comments can be sent in writing to City Hall at:

City of Sierra Vista

Department of Community Development

ATTN: Matt McLachlan, Director

1011 North Coronado Drive

Sierra Vista, AZ 85635

Or by email to: Matt.McLachlan@SierraVistaAZ.gov

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The Annual Action Plan will be made available at City Hall and on the City's website for public viewing. Public comments can be sent in writing to City Hall at:

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1011 North Coronado Drive

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{INSERT PUBLIC COMMENTS HERE}

Minutes from public meetings and hearings are provided in the Appendix of this report.

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

All comments received by the City of Sierra Vista were considered and are, generally or specifically, addressed by the Annual Action Plan.

7. Summary

The 2021 Annual Action Plan will address the identified goals, objectives and strategies and will meet the City's community development needs. These needs were identified through a citizen participation process that involved neighborhood residents, service providers and other community partners. The Consolidated Plan guides the City's use of CDBG resources through specific goals identified in the plan.

DRAFT

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

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
CDBG Administrator	SIERRA VISTA	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Sierra Vista, Department of Community Development has full responsibility for implementing the CDBG program, including administering all grants, preparing the Five-Year Consolidated Plan, the Annual Action Plan, the Consolidated Annual Performance and Evaluation Report, and financial reporting. The Department of Community Development works closely with Public Works and the Finance Departments, as well as any other pertinent City or County Departments.

Consolidated Plan Public Contact Information

Inquiries, comments or complaints concerning the Consolidated Plan, any amendments, or performance reports, can be conveyed by contacting City staff at:

City of Sierra Vista

Community Development Department

1011 North Coronado

Sierra Vista, AZ 85635

Telephone: (520) 417-4413

Fax: (520) 452-7023

Matt.McLachlan@SierraVistaAZ.gov

Business hours: 8:00 a.m. – 5:00 p.m., Monday through Thursday.

Complaints and related comments on the programs may also be offered at the public hearings.

Written responses to all written complaints may also be made to the Arizona Field Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

U.S. Department of Housing and Urban Development

Community Planning and Development Division

One North Central Avenue, Suite 600

Phoenix, Arizona 85004

Phone: 602-379-7100

Fax: 602-379-3985

TTY: 602-379-7181

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

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(I))

Institutional coordination of the Consolidation Plan establishes a unified vision for community development. The City uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level.

The City will execute this Consolidated Plan in harmony with public, private, and nonprofit agencies. Nonprofit agencies may include, but are not limited to, service providers and community housing development organizations. Private sector partners may include, but are not limited to, local financial institutions, developers, and local businesses. The City works closely with its partners to design programs that address identified needs.

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.

The City actively participates in the Cochise County Coalition on Ending Chronic Homelessness (CCCECH) – a Committee of the Arizona Department of Housing (ADOH) Continuum of Care. The COVID-19 pandemic suspended regular meetings in 2020. Moreover, the lead agency, Good Neighbor Alliance, decided not to renew its annual contract with the ADOH. Regular meetings of the CCCECH are anticipated to resume later this year with the SouthEastern Arizona Governments Organization (SEAGO) overseeing its administration. The City maintains a database of non-profit agencies that is used to provide notice of funding availability, application requirements, and meeting information.

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

The City does not receive ESG funds, and no agencies received ESG funds.

Table 2 – Agencies, groups, organizations who participated

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

The City follows HUD rules and regulations for Citizen Participation, and therefore offers a variety of participation and comment venues. Citizens are provided information via Notices published in the local newspaper, City website, and postings. The City has made a concerted effort to contact all known agencies and organizations involved in activities that are relevant to CDBG activities and programs. All Notices are sent by email using the City’s agency contact database for CDBG announcements.

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AP-12 Participation – 91.105, 91.200(c)

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

The City considers the involvement of its low- and moderate-income residents and those agencies that serve the low- and moderate-income residents to be essential to the development and implementation in its Five-Year Consolidated Plan and its Annual Action Plans.

The process began with a “Notice of Funding Availability” seeking applications for proposed projects or program services. This was done through email correspondence to public service providers; newspaper advertisement; and posting on the City’s website and social media. Application requirements for PY 2021 CDBG funding were made available on February 3, 2021 with a closing date of March 5, 2021.

A virtual public meeting was held on February 17, 2021, to allow interested citizens, public agencies, community organizations, and other parties to share their opinions on housing and community development needs in the City and to ask questions regarding the funding application process.

On March 11, 2021, the Mayor and City Council held a public hearing and received presentations on the PY 2021 CDBG funding applications.

On April 9, 2021, a public notice was published in the Sierra Vista Herald advertising a second public hearing and 30-day public comment period on the Draft PY 2021 Annual Action Plan commencing on April 23, 2021 and ending on May 24, 2021.

On April 22, 2021, the City Council held a public hearing on the Draft PY 2021 Annual Action Plan.

On May 24, 2021, the public comment period closed. The following comments were received {Insert here}

Comments and concerns raised during the citizen participation process were taken into consideration when developing the Consolidated Plan’s goals, objectives and strategies. Priority needs were identified based on available housing data, public input, non-profit agency meetings and other forms of outreach. In addition, the City consulted with various City Departments to identify priority needs and develop corresponding strategies.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Virtual meeting held on 2/17/21 attended by representatives of SW Fair Housing Council, St. Vincent De Paul, and Good Neighbor Alliance.	Comments and questions were received about the CDBG eligibility and applications requirements, potential project/program discussion, and schedule.	All comments were accepted.	
2	Public Hearing	Non-targeted/broad community	Public hearing held during regular City Council meeting attended by staff and interested members of the public. Presentations were made by Staff and representatives of the SW Fair Housing Council, St. Vincent De Paul/St. Andrews Catholic Church, Good Neighbor Alliance.	See meeting minutes.	All comments that were provided were accepted.	http://docserve.sierravistaaz.gov/Home/City%20Council/City%20Council%20Meeting%20Minutes/2021%20Meeting%20Minutes/03%2011%2021%20Regular%20Meeting%20M

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Newspaper Ad	Non-targeted/broad community	Public hearing notices were published in the Sierra Vista Herald Tribune for the tentative selection meeting (presentation of funding requests) and on the Draft Annual Action Plan.			

Table 3 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Five-Year Consolidated Plan identifies the federal, state, local and private resources expected to be available to the City of Sierra Vista to address the priority needs and specific objectives identified in the Strategic Plan. These resources are summarized in SP-35.

Sierra Vista anticipates an estimated total allocation of \$254,678 in CDBG funding for PY 21. CDBG funds will be used for public facility improvements, housing rehabilitation, kitchen renovations to GNA emergency shelter, and parking accessibility improvements to St. Vincent De Paul site.

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	254,678	0	271,769	526,447	597,016	Additional resources for leveraging may include State and Federal grants, City Departments, public or social service providers, or other sources.

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: \$		
Other	public - federal	Economic Development Public Services	0	0	0	0	0	
Other	public - federal	Public Services	0	0	0	0	0	

Table 4 - Expected Resources – Priority Table

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

The City will look to leverage funds, if available, from State and Federal grants, City Departments (e.g. Public Works, Parks and Leisure, Code Enforcement, and Building), public or social service providers, or other sources against CDBG dollars. In the future, the City will continue to pursue funding from private, public, and federal sources to accomplish community and economic development objectives. It's important to note that the entire CDBG allocation is being used for eligible projects. CDBG grant administration is handled using existing staff resources using general fund tax dollars. Moreover, this includes preparation of environmental reviews, planning and design services, and Davis-Bacon compliance. Public Works and Parks Staff contribute labor towards small sidewalk and landscape projects in public rights of way and parks.

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

The PY 2021 CDBG funds for public facility improvements are programmed to make a formerly idle city-owned property usable to the public for recreational purpose providing an area benefit to the neighborhood through its physical and aesthetic enhancement.

Discussion

Please see the preceding responses.

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Infrastructure/Facility Improvements	2019	2023	Non-Housing Community Development	Low/Mod Neighborhoods	Public Improvements/Infrastructure	CDBG: \$170,733	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1270 Persons Assisted
2	Housing Rehabilitation and Services	2019	2023	Affordable Housing	Citywide		CDBG: \$50,000	Homeowner Housing Rehabilitated: 7 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Provision of Needed Services	2019	2023	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Homeless Activities Public Facilities Improvements	CDBG: \$33,945	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted Homeless Person Overnight Shelter: 330 Persons Assisted

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Public Infrastructure/Facility Improvements
	Goal Description	<i>Eddie Cyr Park Improvements - Public Parking - \$170,733</i>
2	Goal Name	Housing Rehabilitation and Services
	Goal Description	<i>Emergency Home Repair and Disabilities Modification Program - \$50,000</i>
3	Goal Name	Provision of Needed Services
	Goal Description	<i>GNA Emergency Shelter (Kitchen Remodel) - \$18,945</i> <i>St. Vincent De Paul Society (Parking/Accessibility) - \$15,000</i>

Projects

AP-35 Projects – 91.220(d)

Introduction

The City's planned actions for PY 2021 Annual Action Plan are intended to support housing and community development for the City's low and moderate income populations as well as the City's homeless and special needs groups.

Projects

#	Project Name
1	EDDIE CYR PARK IMPROVEMENTS
2	EMERGENCY HOME REPAIR PROGRAM
3	GOOD NEIGHBOR ALLIANCE KITCHEN REMODEL
4	ST VINCENT DE PAUL SOCIETY PARKING AND ACCESSIBILITY IMPROVEMENTS

Table 6 - Project Information

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

In the Consolidated Plan, the principal needs identified are: 1) Public Infrastructure/Facility Improvements, 2) Housing Rehabilitation and Services, 3) Provision of Needed Services, 4) Neighborhood Stabilization, 5) Economic Development and 6) Fair Housing. The 2019 Public Meetings and Public Hearings were instrumental in identifying these principal needs for our community. However, Public Improvements and Infrastructure continue to receive *high* rankings because they are a means to make significant improvements in the quality of life in the distressed neighborhoods.

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing, housing services, and community improvements. Meetings and discussions were held between the staff of the City's Department of Community Development and other City Departments, as well as conducting meetings with appropriate housing and social service agencies. Public input was also solicited through a public meeting and public hearings. The project selected to receive funding meet objectives and goals set by the City to address the needs of low- and moderate-income persons on an area basis.

The City's primary obstacle to meeting underserved needs is a lack of funding. In recent years, due to the lingering effects of the Great Recession, reduced revenues have plagued all levels of government (federal, state, and local). These reduced revenues have hindered the City's ability to meet the needs of low-income residents. Another obstacle to meeting underserved needs is the generally increasing demand for public services that is placing an additional burden on public service agencies within the

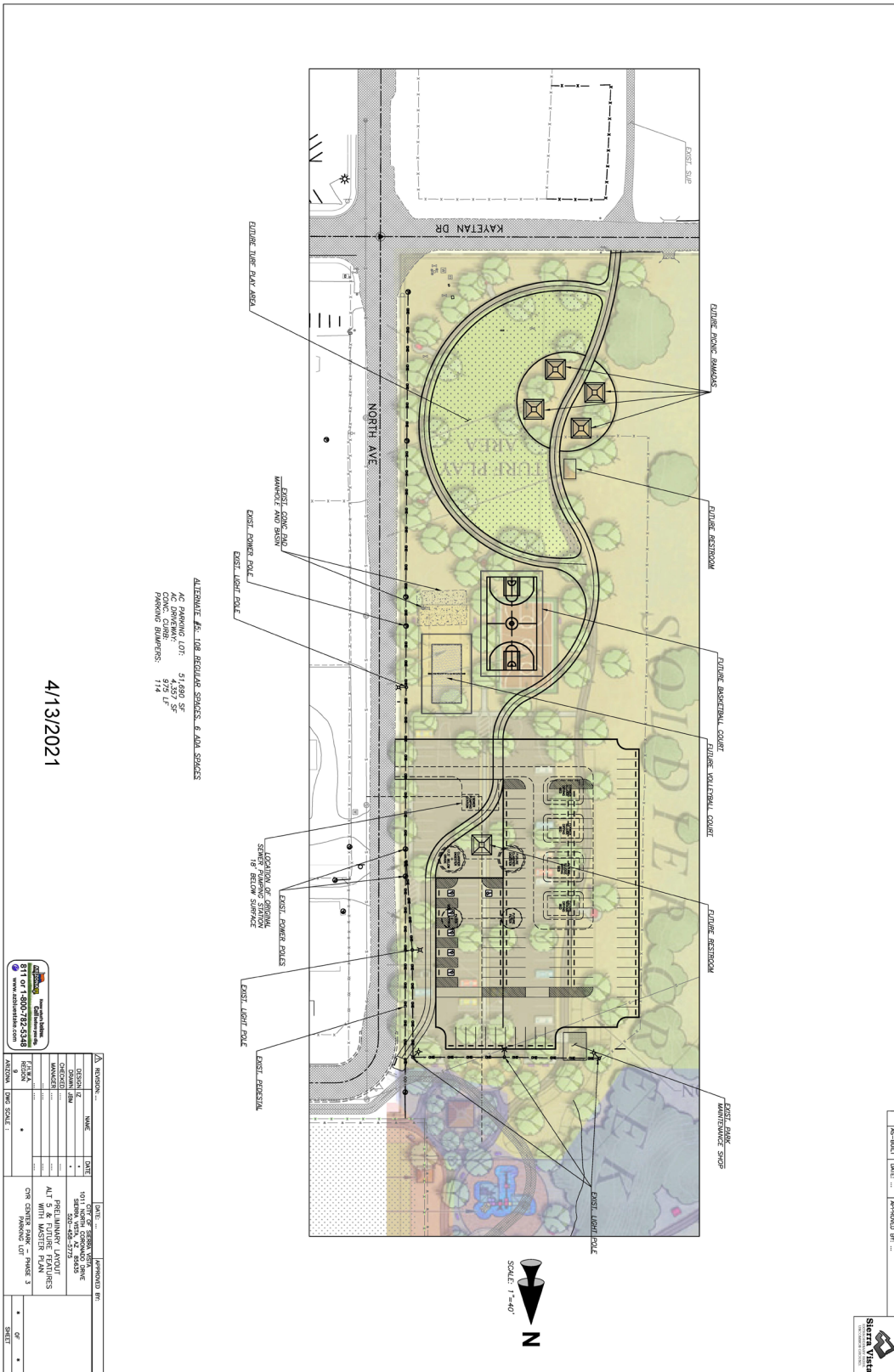
City.

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AP-38 Project Summary
Project Summary Information

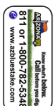
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1	Project Name	EDDIE CYR PARK IMPROVEMENTS
	Target Area	Low/Mod Neighborhoods
	Goals Supported	Public Infrastructure/Facility Improvements
	Needs Addressed	Public Improvements/Infrastructure
	Funding	CDBG: \$442,502
	Description	The PY 20 AAP allocated \$271,810 towards completing Phase 1 of the parking lot (53 spaces). The \$170,733 CDBG funding proposed for the PY 21 AAP will allow the City to complete the 113-space parking lot as a single construction phase which will reduce development costs. The 25% engineering plan is consistent with the Phase II improvement plan for Eddie Cyr Park which was developed with neighborhood input.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	1,270
	Location Description	The project will be undertaken at 1224 North Avenue, Sierra Vista, Arizona.
Planned Activities	<p>During the Fall of 2019, the City demolished several blighted buildings at the former Public Works Yard at 1224 North Avenue using CDBG funds. The demolition is part of a larger project of integrating the property with Eddie Cyr Center Park as part of the final phase of an overall master plan for the park.</p> <p>Eddie Cyr Center Park is a neighborhood park that includes children’s playgrounds (shaded), drinking fountains, lighted multi-purpose sports fields featuring artificial turf, ramadas with electricity and picnic tables, restrooms, and walking path. There are currently 41 paved parking spaces (three meeting ADA requirements) located on Taylor Drive, east of the sports fields.</p> <p>This project will implement major components the final phase the Eddie Cyr Master Plan to improve the form and function of the park. The quantifiable outcomes will be the number of parking spaces added to serve the public; the lineal feet added to the City’s trail system; and trees and/or shrubs installed to enhance the aesthetics of the property and natural environment.</p>	



ALTERNATE #3: FOR REGULAR SERVICES, & ADA SPACES
 AC PARKING LOT: 51,689 SF
 CONC. CURBS: 972 LF
 PARKING BARRIERS: 114

4/13/2021



NO.	REVISION	DATE	APPROVED BY
1	DESIGN	4/13/2021	[Signature]
2	CONSTRUCTION		
3	AS-BUILT		

DATE: 4/13/2021	APPROVED BY: [Signature]
PROJECT: PRELIMINARY LAYOUT	
CLIENT: CITY OF TROY	
CONTRACT NO.: 11707	
CONTRACT DATE: 08/07/2018	
CONTRACT END DATE: 08/07/2024	
CONTRACT VALUE: \$1,000,000	
CONTRACT TYPE: []	
CONTRACT PHASE: PHASE 3	
CONTRACT SHEET: 01	

Scale: 1"=40'

North Arrow

Shaw-Dunham
 ARCHITECTS
 11000 E. 14th Ave., Suite 200
 Troy, MI 48067
 Phone: 313.486.1100
 Fax: 313.486.1101
 www.shaw-dunham.com

2	Project Name	EMERGENCY HOME REPAIR PROGRAM
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation and Services
	Needs Addressed	Provide Affordable Housing Opportunities
	Funding	CDBG: \$50,000
	Description	This program assists homeowners in Sierra Vista in making emergency repairs to substandard housing conditions. Substandard conditions include those posing a serious threat to the health, safety or welfare of the household or affecting the immediate livability of the home. Emergency assistance is granted based on priority and eligibility of the emergency.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the City will assist seven or more low-income households make emergency repairs/accessibility improvements to owner occupied dwellings in the city limits.
	Location Description	
	Planned Activities	
3	Project Name	GOOD NEIGHBOR ALLIANCE KITCHEN REMODEL
	Target Area	Citywide
	Goals Supported	Public Infrastructure/Facility Improvements
	Needs Addressed	Homeless Activities
	Funding	CDBG: \$18,945
	Description	Kitchen Remodel
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	<p>Good Neighbor Alliance provides a cold breakfast and hot dinner meal for the shelter guests 7 days per week for upwards of 30 people (varies according to family participants) as well as Monday, Wednesday and Friday Shower program participants that average at least 10 participants per day. Additionally, we offer meals to those newly housed Rapid Rehousing program participants for the first two weeks, as well as residents that have been identified as being on the edge of homelessness.</p> <p>GNA currently prepares approximately 750 meals annually for the marginalized homeless population. The total number of unduplicated Sierra Vista residents specifically to be served by this program is estimated at 330 per year.</p>
	Location Description	420 N. 7th Street, Sierra Vista, Arizona
	Planned Activities	The scope of this project entails replacing countertops, cabinets, drawers, installing new pantry and dishwasher appliance. The kitchen has not been remodeled since 2005 and is falling apart.
4	Project Name	SOCIETY OF ST. VINCENT DE PAUL PARKING AND ACCESSIBILITY IMPROVEMENTS
	Target Area	Citywide
	Goals Supported	Public Infrastructure/Facility Improvements
	Needs Addressed	Public Improvements/Infrastructure Homeless Activities Public Service Programs
	Funding	CDBG: \$15,000
	Description	Paved parking for barrier-free access and client safety
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Clients of St. Vincent De Paul are low to moderate income families, many of whom are only a paycheck away from eviction and homelessness. Clients include physically disabled, elderly, and single-parent families with small children.
	Location Description	616 Bartow Drive, Sierra Vista, Arizona
	Planned Activities	The proposed project entails grading and paving seven additional parking spaces and drive aisle to provide barrier free access to the food bank and the conference offices where clients meet with case workers.

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

Approximately two-thirds of the City's PY 21 CDBG allocation will be directed to implementing the Eddie Cyr Park Master Plan. The park is in Block Group 3, Census Tract 15.02, Sierra Vista, Cochise County, Arizona. This neighborhood is filled with modest single-family homes and small apartment buildings, several churches, commercial and light industrial uses. More than half (53%) of the 1,270 residents are in low-to-moderate income households. Moreover, the population characteristics of this block group are 41.7% are minority, 15.7% have no vehicle, and 14.3% are 65 years of age or older according to census data.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	33
Low/Mod Neighborhoods	67

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City has worked closely with the public and civic leaders to ascertain the priority needs within the targeted areas. Meetings with agency providers, neighborhood associations, and the West End Commission guided the prioritization of the needs.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

As stated previously, the City places a high priority on providing homeownership opportunity in Sierra Vista. This goal shall be addressed, in part, by local non-profit organizations and developers that construct new, modestly priced, affordable houses, or repair existing houses for resale to lower-income, first-time homebuyers. In addition, the City shall seek creative ways in which we can provide affordable housing opportunities and a means for obtaining such.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	7
Special-Needs	0
Total	7

Table 8 - 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	0
Rehab of Existing Units	7
Acquisition of Existing Units	0
Total	7

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

The Annual Action Plan for PY 21 provides funding for renovations at the GNA Emergency Shelter that will serve approximately 300 unduplicated clients on an annual basis as well as paved parking for barrier free access at the Society of St. Vincent De Paul food bank. This is the same location where rental and utility assistance is provided via the Emergency Crisis Fund.

Additionally, this Annual Action Plan allocates \$50,000 towards reactivating the Emergency Home Repair and Disabilities Modifications Program to ensure safe and decent housing opportunities. This will assist at least seven homeowners in Sierra Vista in making emergency repairs to correct substandard housing conditions. Substandard conditions include those posing a serious threat to the health, safety or welfare of the household or affecting the immediate livability of the home. Emergency assistance is granted based on priority and eligibility of the emergency. Funding will also be made available for accessibility improvements for the disabled.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Sierra Vista does not have a Public Housing Authority nor does the City own or operate any public housing. Additionally, the City of Sierra Vista does not administer any Section 8 certificates. As a result, the needs of public housing are not within the scope of this Consolidated Plan. In the absence of a locally administered program, the City works cooperatively with the Housing Authority of Cochise County which provides City residents any Section 8 and VASH vouchers.

Actions planned during the next year to address the needs to public housing

Not Applicable

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

Not Applicable

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

The Housing Authority of Cochise County is not designated as troubled.

Discussion

Not Applicable

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

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

Reaching out to homeless persons and assessing their individual needs in the community is a collaborative effort comprising numerous individuals, agencies, and organizations. The City of Sierra Vista coordinates with the Cochise County Coalition on Ending Chronic Homelessness - a committee of the State of Arizona Balance of State Continuum of Care. Through the Coalition, the City coordinates with a network of partner agencies. By sharing information and resources, the agencies that comprise the Coalition are able to maximize their efficiency and effectiveness in preventing homelessness, outreach to the homeless and in restoring homeless people to housing. The Coalition is encouraged by a federal funding requirement that community agencies work together to address the full continuum of causes, consequences, and solutions to homelessness. The member agencies collaborate together in planning and carrying out strategies to end homelessness.

During the program year, the City assisted Good Neighbor Alliance (GNA) in providing logistical and mapping support and conducting field interviews for the annual Point-In-Time (PIT) count. GNA has the PATH contract to identify chronically homeless who are seriously mentally ill throughout Cochise County and provide needed assistance. The PATH team oversees the day shower program. GNA has a contract with the Arizona Department of Housing for rapid rehousing and eviction prevention to aid homeless (not chronic) with short-term financial assistance for rent and move in deposits. Within Cochise County, several organizations provide permanent supportive housing or rapid re-housing. These include the American Red Cross, Community Partnership of Southern Arizona, and the Southern Arizona VA Health Care System (VASH Cochise).

Additionally, the City hired a summer intern to complete a Gap Analysis that involved interviewing 27 organizations to better define the scope of the problem and how needs are being met. Areas of investigation included mental health, housing, employment, and outreach. The report compiled a list of recommended best practices and potential areas for improvement. The City will continue to coordinate with the Coalition on implementing these recommendations.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Samaritan Station Shelter serves as the City's emergency shelter with 22 beds for men, women, families with children and veterans. Good Neighbor Alliance, a local non-profit, has operated the shelter since 2003. GNA restricts people with pets or substance abuse issues from staying at the

shelter. Shelter residents are assigned a case manager so they are able to be connected to a behavioral health provider or employment assistance if needed. During the pandemic, the shelter has reduced shelter capacity to provide for adequate separation. According to the Program Supervisor, the biggest challenge is financial sustainability due to the shelter being donation based.

The City allocated CARES Act funding towards an Emergency Crisis Fund administered by the United Way of Sierra Vista and Cochise County, Inc. The Subrecipient Agreement provides a \$3,000 for hotel vouchers for individuals who need to quarantine or in cases when the emergency shelter is operating at capacity.

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 City has partnered with the United Way of Sierra Vista and Cochise County, Inc. to administer an Emergency Crisis Fund using CDBG-CV funds allocated through the CARES Act. Three-quarters of the funding is being spent on rental and utility payment assistance to persons impacted by COVID-19 to help low-income, especially extremely-low income residents avoid becoming homeless.

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.

Since the City does not have a Housing Authority, public housing, owns or runs any social service agencies or housing agencies, or because of federal law, is not allowed to financially support the agencies with general fund monies, it is limited to providing administrative support, acting as a clearinghouse for information, and providing grant funding it receives. In PY 2018, the City entered into a subrecipient agreement with Southeastern Arizona Consumer-Run Services (dba Wellness Connections) to assist low-income individuals residing in Sierra Vista who are living with mental health and/or substance abuse issues overcome barriers to employment, and to obtain gainful work in the community. The City provided \$8,892.69 during PY 2019 to carry out this service.

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

Introduction:

This section of the Annual Action Plan summarizes actions the City of Sierra Vista will undertake during the program year to reduce barriers to affordable housing and influence whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include land use controls, zoning ordinances, building codes, and policies that affect the return on residential investment.

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 of Sierra Vista has adopted goals and strategies in its General Plan, VISTA 2030 to promote and encourage affordable housing in the community. The City waives development fees for bona fide affordable housing units. In recent years, the City has carried out the City Council's strategic plan objective to remove or reduce unnecessary or obsolete code provisions to facilitate building projects particularly within the Infill Incentive Districts. This included enacting an administrative review and approval process for accessory dwelling units. The City has conveyed residentially zoned lots to the Cochise College Foundation for building affordable single-family homes in the Fry Townsite Colonias Area - a partnership we hope will continue. Additionally, in September 2020, the City Council approved a development agreement for the second phase involving the construction of a 80-unit low-income tax credit senior housing apartment community (Casa Del Sol) located at 1020 S. Carmichael Avenue. The Development Agreement provided necessary relief to certain development code provisions and provides for a deferral of required sewer connection fees.

Discussion:

Public policies can have a direct impact on barriers to affordable housing. Sierra Vista has recognized this fact and is currently undergoing its own processes to expose any barriers or obstacles to developing affordable and fair housing. It is anticipated the documents such as the zoning and building codes and the City Master Plan do not create barriers to affordable housing as there are many affordable units within the City of Sierra Vista.

AP-85 Other Actions – 91.220(k)

Introduction:

This section of the Annual Action Plan describes the City of Sierra Vista' planned actions to carry out the following strategies outlined in the Strategic Plan:

- Foster and maintain affordable housing;
- Evaluate and reduce lead-based paint hazards;
- Reduce the number of poverty level families;
- Develop institutional structure; and enhance coordination.

In addition, the City has identified obstacles to meeting underserved needs and proposed actions to overcome those obstacles.

Actions planned to address obstacles to meeting underserved needs

One obstacle to meeting underserved needs is the lack of resources. The City of Sierra Vista plans to review alternative sources of funds to help address the needs of City residents. Efforts will be made to submit grant applications to Federal, state, and local resources. Specific grant applications could include HUD Programs, other Community Development Initiatives, infrastructure improvements, and neighborhood revitalization.

In addition, public service projects and/or programs that can be supported by CDBG funds are limited yet create a large demand for funding. The City will continue to work with public service providers to expand services and become more of a resource for these providers.

Poverty levels have increased between 2000 and 2017 (10.5 percent to 14.2 percent). It can be assumed that between 2000 and 2017 that poverty has increased due to lingering effects of the "Great Recession". Federal program funds being used are not designed to be anti-poverty programs, thus limiting the amount of resources available for such activities. The improvements that occur within Community Development Block Grant eligible areas require that Section 3 area residents are used, when feasible. Sierra Vista, however, is dependent on the availability of funding in order to accomplish infrastructure improvements.

The City, through the Consolidated Plan, shall seek to target federal funds, and other available resources, to residents that have traditionally not been served, or are underserved by previous programs. A strong emphasis will be placed on programmatic restructure that is not only compliant with changing rules and regulations, but make sense for today's economic climate, and ever-changing community structure.

Actions planned to foster and maintain affordable housing

As noted, the City could, in later program years, provide rental assistance and seek to develop affordable housing projects. The latter efforts will be limited because of the amount of funds available and the many competing needs.

Actions planned to reduce lead-based paint hazards

Housing unit built before 1980 is presumed to have a higher risk of lead-based paint. According to the 2013-2017 ACS, there are 435 (4.6%) owner-occupied units and 445 (5.8%) renter-occupied units with children present that were built before 1980 in the city limits. The City of Sierra Vista is participating as a team member with Cochise County on an application for a FY 2019 Brownfields Coalition Grant Assessment Grant. On June 5, 2019, the U.S. EPA announced that Cochise County will receive \$600,000 to target brownfield sites in the cities of Douglas, Bisbee, and Sierra Vista. The funds may be used for property assessments and clean-up plans that can address lead-based paint hazards. HUD rules regarding lead-based paint hazards apply to all housing units assisted with CDBG funds, including single and multi-family units, whether publicly or privately owned. The requirements differ, however, depending on the activity - rehabilitation or acquisition. The City will ensure that all homeowners participating in the emergency home repair program, when reactivated, receive HUD brochures on lead-based paint.

Actions planned to reduce the number of poverty-level families

The local organizations in Sierra Vista addressing economic development include the City's office of Economic Development; Arizona Regional Economic Development Foundation, Sierra Vista Industrial Development Authority, Sierra Vista Chamber of Commerce, Cochise College Center for Economic Research, Cochise College Small Business Development Center, Southeastern Arizona Governments Organization, and Arizona@Work. The City continues to subsidize the transit system with general funding to provide an affordable public transportation option to low-income commuters. CDBG funds were also used to fund program scholarships for before/after school programming for low-income youth.

Actions planned to develop institutional structure

The City has in place a strong institutional structure necessary to carry out its housing, community and economic development strategies. The City's Community Development Department will administer the CDBG Program.

In conjunction with other City operating departments, the Community Development Department will also implement any public works project proposed by the 2015-2019 Consolidated Plan or any of the Annual Action Plans.

Accordingly, the Community Development Department and the City's non-profit agencies have longstanding ties and an effective delivery system for social services to the youth, persons with special needs and low- and moderate-income residents. The Community Development Department will integrate the public service activities and affordable housing proposed in the Action Plan with these on-going operations.

The City will continue to coordinate with various community groups to determine objectives and goals through the public participation process. These groups play a vital role in implementing the Five-Year Consolidated Plan and the Annual Action Plans, annual Performance Reviews, and any proposed Substantial Amendments. All stakeholders are welcomed and encouraged to participate in the implementation of this Consolidated Plan and Action Plan.

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

The City maintains a close relationship with state, regional, and county organizations that assist low- and moderate-income persons as well as those persons experiencing homelessness. The City works closely with local non-profit organizations and actively encourages housing programs for low- and moderate-income persons. The Department of Community Development continues to maintain a positive relationship with the builders, developers, and financial institutions in the region. This collaborative approach will assist in the creation and delivery of effective service delivery programs and affordable housing projects.

Discussion:

The City's actions planned to address obstacles to meeting underserved needs include activities in support of special needs assistance. Additionally, the City's actions to foster and maintain affordable housing include continued funding of programs and agencies that further the affordable housing goals of the City.

Program Specific Requirements

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

Introduction:

The City has no income producing projects.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

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

The City estimates 100 percent of CDBG funding will be spent on low- and moderate-income activities.