

June 23, 2022

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 2022 Community Development Block Grant (CDBG) Program Annual Action Plan

REQUESTED ACTION:

Provide feedback and direction on Sierra Vista's DRAFT 2022 CDBG Annual Action Plan.

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 general 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. Application requirements for PY 2022 CDBG funding were made available on February 4, 2022 with a closing date of March 4, 2022.

A virtual public meeting was held on February 16, 2022, 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 ask questions regarding the funding application. On March 10, 2022, the Mayor and City Council held a public hearing and received presentations on the PY 2022 CDBG funding applications.

On June 8, 2022, 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 2022 Annual Action Plan commencing on June 8, 2022, and ending on July 8, 2022.

On May 13, 2022, the Community Planning and Development Formula Program Allocations for PY 2022 were posted on HUD’s website. The funding level approved for the City’s CDBG program for PY 22 is \$252,172 which is \$2,506 (or one percent) less than last year’s amount.

A second public hearing on the PY 22 CDBG Annual Action Plan is tentatively scheduled for July 14, 2022. Any feedback and direction received provided by the Mayor and City Council and comments from the public provided at the meeting and during the public comment period will be factored into the final draft.

PY 22 FUNDING REQUESTS AND STAFF RECOMMENDATION

- **Public Facility/Infrastructure Improvements (\$227,172):** The proposed scope of work will build upon the PY 2019 CDBG project that provided an ADA accessible shared use pathway that connects the sidewalk along Taylor Drive to the recreational facilities inside the park. The proposed improvements are scheduled to be constructed concurrent with the renovation of North Garden Avenue to create a more pedestrian friendly, aesthetically pleasing streetscape environment more conducive to holding special events. The park is located within a Low-Income Housing Tax Credit Qualified Census Tract (BG 3, CT 15.02) targeted for CDBG funding. The proposed project involves adding landscaping, irrigation, lighting and recreational features to enhance the upper portion of Solider Creek Park that was previously unusable. The scope of the project will be developed with input from the West End and Parks and Recreation Commissions. If the budget allows, the City will include extending landscape improvements at Landwehr Plaza.

Staff recommends that this project be funded for the requested amount.

- **Emergency Home Repair and Disabilities Modification Program (\$25,000):** 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 funded for the requested amount.

- **United Way of Sierra Vista and Cochise County, Inc. (\$39,000):** The United Way submitted a funding application for food assistance (\$9,650); education assistance (\$9,650); homeless assistance (\$7,900); employment services (\$7,900) and administration costs (\$3,900).

Staff recommends using the 3rd Round Allocation of CDBG-CV CARES Act funding for public services (please refer to proposed Substantial Amendments to Five-Year CDBG Consolidated Plan and PY 2019 Annual Action Plan)

- **Sierra Vista Dream Center (\$30,000):** The Sierra Vista Dream Center requested funding for three solar lights to be installed at the Dream Center.

This request has been withdrawn following a site visit with the Applicant. The City will be submitting an application for the upcoming round of FTA grant funding for the installation of sidewalk and streetlights along the east side of Taylor Drive between W. Cyr Center and W. Nelson Drive to improve safety.

ATTACHMENTS:

DRAFT PY 22 Annual Action Plan



City of Sierra Vista

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PY 2022 ANNUAL ACTION PLAN

**Community Development
Block Grant Program**

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 2022 CDBG formula allocation is \$252,172. 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 2022 AAP is the fourth 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 seven 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.

Goal 7: Administration/Planning

CDBG Program Administration

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 ninth 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 fourth 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. 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. During the COVID-19 public health emergency, the City partnered with the United Way of Sierra Vista and Cochise County Inc. to administer an Emergency Crisis Fund to mitigate the impacts of the 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.

{to be added}

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 2022 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.

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 City coordinated with the CCCEH to stand up a monthly One Stop Resource and Referral Center (Community Connect) during a six-month pilot program to test its effectiveness. Community Connect seeks to reduce the number of homeless individuals and families in Sierra Vista by making services more accessible. This is accomplished by providing a central point of contact for navigating and accessing regionally available housing and support services to assist families and individuals progress from homelessness to permanent housing. The Community Connect event is held on the second Tuesday of every month at the Ethel Berger Center at 2950 E. Tacoma Street, Sierra Vista, Arizona. The first three events (March – May 2022) have grown to include over 30 service providers. They have been well attended drawing hundreds of community members seeking assistance. Statistics are being collected that will be reviewed at the end of the pilot program to assess it’s reach and effectiveness.

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.

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

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Good Neighbor Alliance
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency is consulted on an ongoing basis through our coordinated outreach efforts and work on the Cochise Coalition on Ending Chronic Homelessness.

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

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	Arizona Department of Housing	

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City 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 2022 CDBG funding were made available on February 4, 2022 with a closing date of March 4, 2022.

A virtual public meeting was held on February 16, 2022, 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 10, 2022, the Mayor and City Council held a public hearing and received presentations on the PY 2022 CDBG funding applications.

On June 8, 2022, 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 2022 Annual Action Plan commencing on June 8, 2022 and ending on July 8, 2022.

On June 23, 2022, the City Council held a public hearing on the Draft PY 2021 Annual Action Plan.

On July 8, 2022, 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 2/16/22 attended by representatives of Salvation Army, Southern Legal Aid, and Arizona at Work.	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 on 3/10/22 during regular City Council meeting attended by staff and interested members of the public. Presentations were made by Staff and representatives of the Dream Center and United Way of Sierra Vista and Cochise County, Inc.	See meeting minutes.	All comments that were provided were accepted.	http://docserve.sierravistaaz.gov/Home/City%20Council/City%20Council%20Meeting%20Minutes/2022%20Meeting%20Minutes/Regular%20Meeting%20Minutes%20031022

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	Public hearing held on 06/23/22 during regular City Council meeting attended by staff and interested members of the public regarding Draft PY 22 Annual Action Plan.	See meeting minutes	All comments that were provided were accepted.	
4	Newspaper Ad	Non-targeted/broad community	Public hearing notices were published in the Sierra Vista Herald/ Review for the tentative selection meeting (presentation of funding requests) and on the Draft Annual Action Plan.			

Table 4 – 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 \$252,172 in CDBG funding for PY 22. CDBG funds will be used for public facility improvements and housing rehabilitation.

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	252,172	0	258,431	510,603	86,464	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 5 - 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 publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The PY 2022 CDBG allocates funds for public facility improvements at Solider Creek Park.

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: \$227,172	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2514 Persons Assisted
2	Housing Rehabilitation and Services	2019	2023	Affordable Housing	Citywide	Safe/Decent Housing	CDBG: \$25,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Infrastructure/Facility Improvements
	Goal Description	Funding will be used for landscape, lighting and recreational features at Soldier Creek Park (first priority) and James Landwehr Plaza (if funding allows).
2	Goal Name	Housing Rehabilitation and Services
	Goal Description	Emergency Home Repair and Disabilities Modification Program

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Projects

AP-35 Projects – 91.220(d)

Introduction

The City's planned actions for PY 2022 Annual Action Plan are intended to support community development for the City's low- and moderate-income populations as well as carrying out emergency home repairs benefitting owner-occupied, low-income households.

Projects

#	Project Name
1	N GARDEN AVE PARK IMPROVEMENTS
2	EMERGENCY HOME REPAIR

Table 7 - 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.

AP-38 Project Summary

Project Summary Information

Project Name	N GARDEN AVE PARK IMPROVEMENTS
Target Area	Yes
Goals Supported	Public Infrastructure/Facility Improvements
Needs Addressed	Public Improvements/Infrastructure
Funding	\$227,172
Description	Add landscaping, lighting, and recreational features to Soldier Creek Park and Landwher Plaza (based on available funding).
Target Date	6/30/2025
Estimate the number and type of families that will benefit from the proposed activities	Total Population – 1,270 Age 65 + - 14.3% Minority – 41.7% Limited – 6.1% No Vehicle – 15.7% Low-Mod Income – 53.0%
Location Description	West End, Garden Canyon, Block Group 3, Census Tract 15.02
Planned Activities	<p>This project will build upon the PY 2019 CDBG project that provided an ADA accessible shared use pathway that connects the sidewalk along Taylor Drive to the recreational facilities inside the park. The proposed improvements will be constructed concurrent with the renovation of North Garden Avenue to create a more pedestrian friendly, aesthetically pleasing streetscape environment more conducive to holding special events. The park is located within a Low-Income Housing Tax Credit Qualified Census Tract (BG 3, CT 15.02) that contains 1,270 residents.</p> <p>The proposed project involves adding landscaping, irrigation, lighting, and recreational features to enhance the upper portion of Soldier Creek Park that was previously unusable. The scope of the project will be developed with input from the West End and Parks and Recreation Commissions. If the budget allows, the City will include extending improvements to Landwher Plaza to the north of Soldier Creek to enhance the public realm.</p>

2	Project Name	EMERGENCY HOME REPAIR
	Target Area	Citywide
	Goals Supported	Housing Rehabilitation and Services
	Needs Addressed	Provide Affordable Housing Opportunities
	Funding	\$25,000
	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	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Three owner-occupied, low-moderate income households
	Location Description	Citywide
	Planned Activities	Depends upon emergency. Examples include, but are not limited to: plumbing, electrical, heating/cooling, roof repair, ramp installation generally not exceeding \$7,500.

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

Low and moderate income areas in the City are those areas and locations which have the greatest need for public investment.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	10
Low/Mod Neighborhoods	90

Table 8 - 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 needs. These priority needs include infrastructure improvements such as proper drainage and sidewalks, removing slum/blight, and increasing code enforcement, public facility improvements to neighborhood parks, and public services. The North Garden Avenue Park Improvements are site specific and will provide a low to moderate income area benefit upon completion. The emergency home repair and disabilities modification program will be offered to income qualified, owner-occupied households on a citywide basis.

Discussion

The City of Sierra Vista has identified the above projects to implement the five-year goals of the Strategic Plan. These activities benefit low- and moderate-income persons on a Citywide and within the City's low to moderate income areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

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	3
Special-Needs	0
Total	3

Table 9 - 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	3
Acquisition of Existing Units	0
Total	3

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

Discussion

This Annual Action Plan allocates \$25,000 towards the Emergency Home Repair and Disabilities Modification program to ensure safe and decent housing opportunities. This will assist at least three 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 may also be used 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)

Introduction

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. A key recommendation was to make services more accessible and increasing collaboration among service providers. The City entered into an Agreement with Cochise Housing Connection, Inc. to administer a monthly one stop resource and referral center as a solution. Working in collaboration with local community partners to provide a central point of contact for navigating and accessing regionally available housing and support services, this event assists families and individuals move from homelessness to permanent housing. This six month pilot program, which started in March 2022, has been well attended and is achieving the

intended outcomes.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Good Neighbor Alliance Samaritan Station 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, as amended, provided funding for hotel vouchers for 126 unsheltered individuals when the emergency shelter was at capacity. Funds were also provided for heavy duty washers and dryers at the shelter and covered the cost of personnel overtime hours to extend the hours of the shower program and perform necessary outreach.

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

Approximately two-thirds of the CARES Act CDBG-CV funding was distributed via St Vincent DePaul to provide rental and utility assistance to persons impacted by the pandemic to help low and extremely low-income residents remain in their homes with working utilities. The program assisted 345 families (600 persons - including 261 children) with rental assistance and 214 families (582 persons - including 301 children) with utility payment assistance.

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.

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 and has waived associated sewer connection fees. 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. The scope of the second phase was downsized due to construction costs to a 64-unit project. The Developer has been issued low-income tax credits to make the project financially feasible.

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. There are currently 529 Low Income Housing Tax Credit (LIHTC) units within Sierra Vista – 95% of which are designated for low-income residents. To qualify for tax credits, property owners must elect to maintain maximum income-qualifying limits of either 50 or 60% of Area Median Gross Income (AMGI) and property managers must submit detailed housing income information to the state at tenant move-in and annually thereafter.

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.

According to the U.S. Census, the estimated July 1, 2021, poverty rate in Sierra Vista was 12.3%. 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

The City will incorporate all HUD requirements concerning lead-based paint abatement into its housing rehabilitation programs, will see that program participants are informed about lead-based paint hazards and will see that all abatement work is undertaken by qualified contractors who have completed U.S. HUD and EPA training courses.

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 receive HUD brochures on lead-based paint.

Several years ago, the Housing Authority of Cochise County implemented a lead-based paint rehabilitation program, they were able to abate all the paint in qualified homes when requested. More recently, Cochise County has applied for and received an EPA Brownfield Grant funding award that may be used for site assessments and clean-up plans that can address lead-based paint hazards.

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 have been used in the past 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.