

CR-05 - Goals and Outcomes

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

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

In 2024, the City made significant progress in executing its action plan by advancing key initiatives designed to improve services and infrastructure for low-to-moderate-income populations. The following highlights summarize the major accomplishments achieved in the program year:

- The City successfully collaborated with several nonprofit organizations to implement essential programs and services. Notable initiatives included meal delivery services to seniors in Citrus Heights, the emergency food closet, and the afterschool program designed to support youth and families. These efforts were aimed at addressing food insecurity and enhancing community engagement and support.
- The City provided housing assistance through its telephone and internet-based "Renters Helpline." This service helped residents navigate housing crises, resolve disputes, and access counseling and fair housing services. These efforts were targeted at reducing housing discrimination, raising awareness of fair housing laws, and offering support to individuals with disabilities facing housing challenges.
- In August 2024, the City began the Dewey-Van Maren Lane Enhancement Project, a major infrastructure initiative improving pedestrian safety and walkability. This project will add accessible curb ramps and sidewalks to neighborhoods and high-traffic intersections, ensuring compliance with the Americans with Disabilities Act (ADA). The enhancement will significantly benefit the mobility and safety of residents, particularly those with disabilities.
- On October 23, 2024, the City Council adopted the 2025-2029 Consolidated Plan. This plan provides a comprehensive assessment of the needs of low- and moderate-income populations and outlines a spending plan for Community Development Block Grant (CDBG) funds and other federal resources. The Consolidated Plan will guide the allocation of funds for housing, public services, and infrastructure projects in the coming years.
- In response to the COVID-19 pandemic, the City received \$920,226 in CDBG Coronavirus (CDBG-CV) funds in 2020. Throughout 2024, the City continued to utilize these funds to mitigate the impact of COVID-19 by supporting youth in our community working with PRIDE Industries. Key initiatives funded by CDBG-CV included expanding food closets and household distribution programs, youth workforce development, and providing essential services for unhoused individuals to assist with securing permanent housing. To date, the City has expended \$918,640.19 of its CDBG-CV funds and is on track to meet all required expenditure deadlines.

These ongoing efforts reflect the City's commitment to addressing the needs of vulnerable populations and improving the quality of life for residents in the community.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g) Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan 2020-2024	Actual – Strategic Plan 2020-2024	Percent Complete	Expected – Program Year 2024	Actual – Program Year 2024	Percent Complete
Affirmatively further fair housing	Affordable Housing	CDBG \$23,483	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2130	1620	76%	425	575	135%
Construct/upgrade public facilities	Non-Housing Community Development	CDBG \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1000	3515	351%	0	0	0%
Foster affordable housing	Affordable Housing	CDBG \$0	Rental units constructed	Household Housing Unit	0	0	0	0	0	0%
Foster affordable housing	Affordable Housing	CDBG \$0	Homeowner Housing Rehabilitated	Household Housing Unit	47	36	76%	0	0	0%

Foster affordable housing	Affordable Housing	CDBG \$0	Direct Financial Assistance to Homebuyers	Households Assisted	0	0	0	0	0	0%
Improve accessibility	Non-Housing Community Development	CDBG \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	29930	37600	125%	0	0	0%
Provide public services responsive to current need	Non-Homeless Special Needs	CDBG \$29,855.05 CDBG-CV \$61,611.00	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	35921	24722	97%	2537	2609	138%
Services for people experiencing homelessness	Homeless	CDBG \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0	0%	0	0	0%
Services for seniors and youth	Non-Homeless Special Needs	CDBG \$34,676.10 General Fund \$102,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2341	2182	93%	290	332	83%

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

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

As part of the Consolidated Plan effort, the City selected two key priorities:

- Build healthy communities.
- Expand economic opportunities.

The goals align closely with the City Council's current adopted Three-Year Goals (2021-2024) associated with the Strategic Plan as follows: maintain and enhance fiscal stability, maintain public infrastructure and enhance all modes of transportation, diversify for a resilient economy, preserve and enhance public safety, and enhance community vibrancy and engagement.

- Foster affordable housing.
- Services for people experiencing homelessness.
- Services for seniors and youth.
- Provide public services responsive to current needs.
- Construct/upgrade public facilities.
- Improve accessibility.
- Affirmatively further fair housing.
- Effectively administer the CDBG program.

The 2020-2024 Consolidated Plan identifies the following housing goals:

- Enhance the safety of the existing housing stock.
- Provide programs that assist first-time homebuyers to stabilize homeownership rates and increase investment in neighborhoods.

Projects funded in 2024 addressed priorities included in the Consolidated Plan. The City uses CDBG funds primarily to assist households, especially seniors, youth, people experiencing homelessness, and those with disabilities. Overall, the City used its CDBG funds to make substantial investments in the community and maintained a commitment to the unhoused and low-income population.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	2806
Black or African American	258
Asian	61
American Indian or American Native	38
Native Hawaiian or Other Pacific Islander	31
Total	3194
Hispanic	523
Not Hispanic	2951

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

Narrative

Table Note: This table does not provide all "race" categories available in the Integrated Disbursement and Information System (IDIS). Therefore, the number shown in the table is lower than the actual number reported in IDIS. Also, the total includes populations served by CDBG and CDBG-CV funds during the program year.

The race and ethnicity of persons assisted through CDBG and CDBG-CV funds generally reflect the diversity of Citrus Heights residents. Each Subrecipient is required to gather demographics for each client and/or household. The City strives to make all CDBG-funded programs available to eligible low- and moderate-income persons or households.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,185,285.44	189,278.07
General Fund	public - local	102,000	102,000

Table 3 - Resources Made Available

Narrative

The following resources are available for the 2024 Community Development Block Grant (CDBG) program:

- **Unexpended Funds:** \$592,674.44 from prior program years.
- **CDBG 2024 Entitlement Funds:** \$586,761.
- **Program Income:** \$5,850.00 generated as loan payments during the 2024 program year.
- **Expended Funds:** \$189,278.07 during 2024 program year. This amount will increase as additional drawdowns are made.

These resources will be used to support eligible projects and activities under the CDBG program.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Target Area	0	0	The City did not designate target areas, funds are available to qualifying projects citywide.
City-wide	100	100	Funds are available to qualifying projects citywide.

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City's CDBG-funded projects took place at various locations throughout the City. Programs offered were made available citywide.

Leveraging

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

Many federal programs include matching fund requirements. There is no federal matching fund requirement for the City to match CDBG funds with other non-federal program resources.

However, in FY 24/25 the City allocated \$150,000 in General Fund monies to nonprofits providing community service in the City. The nonprofits receiving CDBG and General fund monies include Meals on Wheels by ACC and Campus Life Connection.

Nonprofits applying for CDBG funds are required to identify other resources that will be leveraged during the program year to operate and implement CDBG-supportive activities. The City intends to ensure adequate non-federal and private funds are available, thus minimizing the dependence on federal funds.

Publicly owned land or property can be valuable in addressing the needs identified in a project or plan. However, when federal funds are used, these public assets can be leveraged to reduce overall project costs or provide a base for new development services. The City did not use any publicly owned property in 2024 to address the needs identified in the Consolidated Plan.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 12 – Number of Households Supported

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

The distinction between goals and outcomes is essential when considering the challenges that a city faces in achieving its development and housing objectives. Goals are the broader, long-term aspirations that guide city planning and policies, while outcomes are the measurable results or achievements that arise from efforts toward those goals. Understanding these distinctions is crucial in evaluating how a city can progress, especially when faced with constraints like limited land availability, insufficient development fees, and revenue limitations.

Some problems encountered in meeting housing goals include:

- Land availability. With the City being 98% built out, there is limited vacant land available for new development.

- **Lack of Development Fees.** Development fees help fund infrastructure improvements and housing projects, which are not substantial in the City. This makes it difficult to finance housing development, particularly affordable housing, as developers may struggle to cover the costs of building and maintaining these projects without additional financial incentives.
- **Revenue Neutrality.** The City's agreement with Sacramento County prevented the City from receiving property tax revenue for 25 years, severely limiting the City's financial resources. While property taxes are a significant source of local government revenue for funding housing and infrastructure projects, the city was only able to begin receiving property tax revenue in January 2023. This delayed revenue inflow creates a funding gap for necessary housing initiatives.
- **Elimination of Redevelopment Funding.** The loss of state-level redevelopment funding has further compounded the city's challenges in financing affordable housing development. Historically, redevelopment funds were used to support the construction of affordable housing in underdeveloped areas. With these funds no longer available, the city faces increased difficulty in stimulating private investment or securing public funds to meet housing needs.

Discuss how these outcomes will impact future annual action plans.

These factors will shape future annual action plans, as the City develops its plans, it will need to ensure housing initiatives are equitable and inclusive, addressing the needs of low-income households, underserved populations, and those impacted by housing shortages.

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

Number of Households Served	CDBG Funds
Extremely Low-income	0
Low-income	0
Moderate-income	0
Total	0

Table 13 – Number of Households Served

Narrative

In 2024 the City did not allocate funding to the City's Home Repair Program due to funding availability. However, on October 17, 2024, the City submitted a grant opportunity to the U.S. Department of Housing and Urban Development (HUD) requesting \$1,000,000 for the Older Adults Home Modification Program funds to implement an Older Adults Home Safety Project. This program will assist about 100 senior households and provide a grant for home modifications up to \$5,000. The City expects to receive notice from HUD in mid-March of 2025 if the City is awarded funding.

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

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

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

In October 2023, the City of Citrus Heights entered into a Memorandum of Understanding (MOU) that enabled a partnership with the Sacramento County Department of Homeless Services and Housing (DHS) to deliver a Street Outreach Program for unhoused individuals in Citrus Heights. The Street Outreach Program is operated by Community HealthWorks, formerly known as Sacramento Covered, “a nonprofit addressing some of the most complicated issues to remove barriers for people to have an opportunity to be healthy and lead a life of dignity and humanity”.

Community HealthWorks provides the City with the equivalent of one full-time Community Health Worker (CHW) who connects unhoused individuals to supportive services, emergency shelter, interim and permanent housing, supplies, and other services to help the individual achieve the next steps to becoming housed.

Through this collaboration, ARPA funding has been directed to DHS to fund a 1.0 FTE Community Health Worker, client assistance support, and associated administrative costs for the benefit of the City of Citrus Heights. DHS will utilize these funds to expand the existing outreach and navigation services to the City's jurisdiction through June 30, 2026.

The supportive services CHW provides may include but are not limited to:

- Cal AIM – This program is intended to help Medi-Cal enrollees who are experiencing homelessness, especially those who have complex physical or behavioral health needs. This program provides the individual with an Enhanced Care Manager who will coordinate and connect them to treatment for physical, and mental health conditions, substance abuse disorder, and/or other needed services.
- CalFresh- This program provides monthly food benefits to eligible individuals.
- CalWORKs – This program provides aid and services to eligible individuals.
- General assistance is provided to support the individual in taking them to the next steps to becoming housed.

Addressing the emergency shelter and transitional housing needs of homeless persons.

City staff participate in the Homeless Assistance Resource Team (HART), a group of agencies, nonprofits, faith-based organizations, members of the business community, and interested individuals dedicated to addressing the City's homeless issue. HART aims to provide homeless individuals with resources so they may have better access to housing options. In addition, HART operates an annual Winter Sanctuary Program that provides a dry, safe place to sleep, hot meals, to-go breakfast, and services to help pave a path out of homelessness. The Winter Sanctuary operates during the coldest months, typically from December through February.

As mentioned, the City contracts with the County of Sacramento Department of Homeless Services and Housing (DHS) to deliver the Street Outreach Program. The program provides homeless and outreach services to unsheltered individuals in the City. DHS expanded services with Community HealthWorks, a nonprofit addressing some of the most complicated issues that impact one's health including access to health and behavioral health care, food and nutrition services, and street outreach and case management services. Through the collaboration, Community HealthWorks provides the City with one full-time Community Health Worker to provide street outreach and case management services to individuals experiencing homelessness.

Also, the City participates in regional efforts to address the needs of people experiencing homelessness. The City continues to work with the Sacramento Continuum of Care (CoC), a 30+ member Board that includes representatives from organizations serving individuals experiencing homelessness or formerly homeless and other interested, relevant organizations within Sacramento County.

The Sacramento CoC addresses critical issues related to homelessness through a coordinated community-based process promoting communitywide commitment to ending homelessness. The Sacramento CoC covers all the cities, towns, and unincorporated areas of Sacramento County. The City's Housing and Human Services Program Coordinator is a Sacramento County CoC Board Member attending regular monthly meetings.

The Sacramento CoC Board is responsible for managing community planning, coordination, and evaluation to ensure homeless assistance resources are used effectively and efficiently to rapidly and permanently end people's homelessness.

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

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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

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Public housing refers to residential buildings or complexes owned and managed by government agencies and is available to low-income individuals or families at affordable rents. Public housing programs vary by County, but the goal is to provide secure, affordable housing for those in need, such as elderly people, people with disabilities, or those facing economic hardships.

The [Sacramento Housing and Redevelopment Agency](#) (SHRA) is a regional housing authority serving Sacramento County including, the City of Citrus Heights. SHRA is independent of the City of Citrus Heights, and the City retains no control over the funding or implementation of programs. However, the City coordinates with SHRA when possible.

Sacramento Housing Redevelopment Agency is committed to providing a broad range of services and programs for residents living in Sacramento County. To learn more about how SHRA addresses public housing needs and its Annual Action Plan: <https://www.shra.org/financial-performance-and-strategic-planning-documents/>.

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

SHRA offers a variety of programs and resources to help eligible low-income buyers realize the dream of homeownership. In addition, SHRA encourages public housing residents to participate in policy, procedure, and program implementation of development through its [Sacramento Resident Advisory Board](#).

Sacramento Resident Advisory Board (SRAB) is a federally mandated not-for-profit organization formed to work with SHRA. The SRAB represents and is a liaison between the public housing residents and SHRA. The Board distributes a bi-monthly newsletter titled 'Tenant Focus' to all SHRA-managed tenants containing relevant news, information on training and employment opportunities, and other community resources available to public housing residents.

Actions taken to assist troubled PHAs

No action is necessary.

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

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

A continued supply of housing to all household income levels is essential to meet the needs of the residents of the City. The City is largely "built out" and the supply is dependent on production, but on the preservation of existing affordable housing. Some common constraints to affordable housing are governmental and non-governmental including land use controls, entitlement processing, fees, and building codes.

To address the negative effects of public policies that serve as barriers to affordable housing, below are strategies to reduce those barriers.

- The City may review zoning ordinances to ensure they are not overly restrictive and limit the development of affordable housing.
- Zoning ordinances and related processes may be reviewed to ensure that permitting affordable housing is fast-tracked to reduce unnecessary delays and costs associated with zoning approvals.
- While building codes are essential for ensuring the safety and quality of housing, the City can examine opportunities to adjust building codes to reduce unnecessary costs in affordable housing development, without compromising safety. In addition, the City may explore the possibility of waiving or reducing certain development fees for affordable housing projects, such as building permit fees, inspections, or impact fees typically imposed to cover infrastructure costs.
- The City may provide fee reductions or waivers to developers that build affordable housing. The financial incentives can make the development of affordable units more feasible and attractive to developers, encouraging more projects.

By addressing governmental constraints, such as land use controls, zoning ordinances, building codes, and development fees, the City aims to make affordable housing more accessible to all income levels, ensuring that its residents can live in safe, stable, affordable homes.

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

While there are constraints to meeting the needs of low-income households, there are two primary obstacles to meeting underserved needs:

- Available funding is not sufficient to address community needs. CDBG funding was available to public service agencies and the City provided \$150,000 in local funding for FY 24/25. The City encourages nonprofits to identify other public or private funding sources.
- Most of the region's service providers are in Sacramento, Citrus Heights is home to services such as food banks, youth programs, and senior meal service providers. Citrus Heights offers public transportation to the Sacramento area, but residents are sometimes reluctant or unable to travel outside of their community to receive services.

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

The City will provide lead-abatement assistance for residential units through the Housing Rehabilitation Program. The City's Housing Rehabilitation Program guidelines include specific policies related to testing and abatement. The City contracts with a third-party firm to administer its housing repair program. This firm contracts with qualified lead abatement contractors to conduct lead-based paint identification, assessment, and clearance services to reduce lead hazards.

When lead-based paint is present or presumed to be present, lead-safe work practices are required. The procedures regarding lead-based paint include notification procedures for owners, evaluation, and identification of lead hazards; requirements of repair, reduction, or abatement of lead hazards; and clearance examinations. In addition, the program will comply with the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999.

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

The City's anti-poverty strategy focuses on providing a range of employment opportunities and supportive services enabling those in poverty to move into the workforce, as well as supporting activities that preserve and expand the supply of housing affordable to target-income households.

- Meals on Wheels by ACC offered homebound seniors who meet eligibility requirements a home-delivered meal, including five frozen meals once per week, or a hot meal delivered five times per week, Monday-Friday.
- Meals on Wheels by ACC offered All Seasons Café, a community meeting point for mobile seniors who want to connect with other individuals over a hot and nutritious meal. Seniors dine at Crosswoods Community Center on Tuesdays, Thursdays, and Fridays between the hours of 9:00 AM and 1:30 PM.

- Sacramento County DSHS, provides a Street Outreach Program offering unhoused individuals resources and services to help them to get to their next steps. This is not a CDBG-funded activity.
- Sunrise Christian Food Ministry operates an emergency food closet that is available to low-income households.
- Campus Life Connection offered after-school services to youth living on or near Sayonara Drive, a low-income neighborhood.
- The City also provides code enforcement services and a rental housing inspection program to ensure lower-income households have a safe and decent place to live. This is not a CDBG-funded activity.
- CDBG-CV funding, PRIDE Industries is a sub-recipient of CDBG-CV funds to provide a workforce readiness program that includes case management, care planning and exploration, employment preparation, job placement assistance, and on-the-job support.

Citrus Heights residents have access to anti-poverty services from the Sacramento County Department of Human Assistance (DHA). DHA offers programs designed to foster self-sufficiency among those it serves from employment, housing, and health care to transportation, education, and child care.

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

To eliminate gaps in institutional structures, the City remains actively involved with neighboring jurisdictions and regional governmental entities. The City coordinates with the Sacramento Housing and Redevelopment Agency (SHRA) to address affordable housing needs related to public housing activities. Recently, the City collaborated with SHRA to allocate the City's HOME funds to the Sunrise Pointe Affordable Apartment project completed in December of 2023.

In addition, the City continues to collaborate with the City of Sacramento, the City of Elk Grove, and the City of Rancho Cordova, the two other small entitlement jurisdictions in Sacramento County to look for opportunities to increase and enhance services citywide to residents.

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

The City continues to work with neighboring jurisdictions, including the City of Rancho Cordova, the City of Elk Grove, the City of Folsom, the County and the City of Sacramento, and the Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of low-income persons as well as special need programs, shared subrecipient monitoring and research issues of interest such as the Affirmatively Furthering Fair Housing final rule. The City also continues to work with many of the local nonprofits that provide a range of services to low-income residents.

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

HUD provides specific requirements that entitlement grantees certify that they will affirmatively further fair housing in each jurisdiction. Fair Housing objectives are broad and include requirements to promote fair housing choices for all persons and to foster compliance with nondiscrimination provisions of the Fair Housing Act. These requirements are satisfied, in part, by analyzing impediments to fair housing choice within the jurisdiction and taking appropriate action to overcome the effects of identified impediments.

The City coordinated with SHRA, Sacramento County, Elk Grove, Rancho Cordova, and several other local agencies on a regional Analysis of Impediments to Fair Housing Choice. In 2020, the [Sacramento Valley Fair Housing Collaborative Analysis of Impediments to Fair Housing Choice \(AI\)](#) was completed, and adopted by the Citrus Heights City Council.

Below, are the goals identified in the AI that address housing barriers:

- Goal 1 – Incentivize and increase opportunities for development and continued availability of affordable homeownership products.
- Goal 2 – Expand and preserve affordable rental opportunities.
- Goal 3 – Expand equity in access to economic opportunity.

The City's approach to meeting these goals through CDBG funding in PY 2024 was focused on the following.

- City staff participate in meetings with other regional jurisdictions to discuss strategies to address fair housing issues.
- In 2024, the City continues to partner with the local jurisdictions to provide the Renters Helpline Program. Through a Regional Cost Sharing Agreement (each jurisdiction contributes its share based on the percentage of rental units in each jurisdiction), the City partnered with Project Sentinel and Community Link Capital Region (also known as 211 Sacramento) to provide a telephone and internet-based Renters Helpline, counseling, dispute resolution, and fair housing services for residents in a housing crisis or dispute to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities.
- The city contracts with the County of Sacramento Department of Homeless Services and Housing (DHS) to deliver the Street Outreach Program. The program provides homeless and outreach services to unsheltered individuals in the City. DHS expanded services with Community HealthWorks, a nonprofit addressing some of the most complicated issues that impact one's health including access to health and behavioral health care, food and nutrition services, and street outreach and case management services. Through the collaboration, Community HealthWorks provides the City with one full-time Community Health Worker to provide street outreach and case management services to individuals experiencing homelessness.

CR-40 - Monitoring 91.220 and 91.230

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

The City has established a comprehensive monitoring system to ensure that all activities funded through the Community Development Block Grant (CDBG) program comply with applicable laws, regulations, policies, and sound management practices. This system aims to promote transparency, accountability, and long-term program success, with a particular focus on ensuring that minority business outreach and comprehensive planning requirements are met.

City's monitoring efforts:

- The City ensures that CDBG subrecipients can fulfill their responsibilities on time and following the subrecipient agreement.
- City staff work to ensure that subrecipients carry out the activity as described in their agreements, abiding by all federal, state, and local laws and regulations. This includes compliance with CDBG-specific requirements, such as those related to minority business outreach, anti-discrimination policies, and the collection of demographic data.
- The City's monitoring strategy is to minimize the risk of fraud, waste, and mismanagement. This is achieved through regular monitoring, reviews of financial records, and ongoing communication with subrecipients to ensure sound fiscal management practices.

City's procedure for monitoring and compliance:

- **Subrecipient Agreement and Orientation:** In January 2025, the City provided the CDBG subrecipient with a fully executed subrecipient agreement, which outlines the scope, budget, and performance expectations for the funded activity. To support subrecipients in understanding their responsibilities, City staff offered a workshop in July 2024 via Teams, where staff reviewed the federal requirements unique to CDBG, explained the terms of the subrecipient agreement, introduced CDBG reporting forms, and answered questions.
- **Ongoing Training and Technical Assistance:** The City emphasizes the importance of ongoing education and provides each subrecipient with information on the key requirements, including the collection of data on income, household composition, race, and ethnicity. City staff also recommend that subrecipients familiarize themselves with the "Playing by the Rules" guide produced by the U.S. Department of Housing and Urban Development (HUD) to further support their understanding of CDBG program requirements.
- **Monthly Performance Reviews:** City staff conduct monthly reviews of subrecipients' progress toward meeting their performance goals. This includes assessing the accuracy and completeness of reports on the individuals and households served and ensuring that subrecipients provide up-to-

date and accurate data with each invoice submission.

- **Non-Compliance:** Each subrecipient agreement contains provisions for corrective action, including the potential reduction or termination of funding, if subrecipients fail to meet performance goals or address past performance issues. These provisions are designed to ensure accountability and promote continuous improvement.
- **Annual Desk Assessments and Onsite Monitoring:** The City conducts annual desk assessments to evaluate subrecipients' progress and performance. Based on these assessments, staff schedule onsite monitoring visits as needed to ensure compliance with program requirements, confirm data integrity, and assess the overall success of the funded activities.

DRAFT

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

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

The City of Citrus Heights Housing Division within the Community Development Department serves as the leading agency for the administration of CDBG funds. Questions regarding this report should be directed to:

City of Citrus Heights

6360 Fountain Square Drive

Citrus Heights, CA 95621

Attn: Housing and Human Services Program Coordinator

(916) 727-4752 | npiva@citrusheights.net

The draft Consolidated Annual Performance Evaluation Report (CAPER) will be made available for public review during a 15-day public comment period beginning on March 2, 2025, and ending on March 17, 2025, at 8:00 AM.

A public notice announcing the availability to review the draft CAPER was published in the Citrus Heights Messenger on February 10, 2025, and made available for public review at the following locations:

- Citrus Heights, City Hall, 6360 Fountain Square Drive
- Sylvan Oaks Library, 6700 Auburn Boulevard, Citrus Heights
- Citrus Heights webpage, <https://www.citrusheights.net/380/Community-Development-Block-Grant>.

The draft 2024 CAPER will go before Citrus Heights City Council for adoption on March 12, 2025.

If you need the document in an alternate format or need special assistance to participate in this meeting, please contact the ADA Coordinator at 916-725-2448. Notification 48 hours before the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting. TTY/TDD users with questions or comments can call the California Relay Service by dialing 7-1-1. Translators will also be provided for people with limited English-speaking proficiency when requests are made at least five working days before a hearing.

CR-45 - CDBG 91.520(c)

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

At this point, the City does not anticipate any changes to the program.

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

No, the City does not have any open Brownfields Economic Development grants.

DRAFT

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPW A	HTF
Total Number of Activities	5	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 15 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPW A	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 16 – Qualitative Efforts - Number of Activities by Program

Narrative

Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992 (Section 3) was enacted “to ensure that the employment and other economic opportunities generated by Federal financial assistance for housing and community development program shall, to the greatest extent feasible, be directed towards low- and very low-income persons, particularly those who are recipients of government assistance for housing.

Section 3 applies to housing rehabilitation, housing construction, and other public construction projects that are fully or partially funded with HUD financial assistance. Projects that are financed with state, local, or private matching or leveraged funds used in conjunction with HUD funds are covered by Section 3 if the amount of HUD funding for the project exceeds the regulatory threshold of \$200,000.

Effective on November 30, 2020, the new Section 3 final rule (24 CFR Part 75) was designed to improve a focus on economic opportunity outcomes while simultaneously reducing the regulatory burden on those entities that receive those funds. Key changes in the rule and in HUD’s implementation include:

- Focusing on key outcome metrics, such as the sustained employment of individuals in targeted populations.
- Crediting retention of low- and very low-income employees and successful sustained employment in the reporting metrics.
- Aligning Section 3 reporting with standards business practices and payroll tracking methods.
- Allowing tailored outcome benchmarks for different geographies and/or different projects.
- Integrating Section 3 into the work of the program, offices are in regular contact with the grantee.
- Promoting the newly created portal to connect low- and very low-income people, who need jobs most, with businesses who have Section 3 job opportunities in their area.