

**CITY OF ANTIOCH
CDBG Committee
REGULAR MEETING**

Regular Meeting April 2, 2021 11:00 a.m. Meeting Conducted Remotely

The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), conducted the CDBG Committee meeting utilizing Zoom Audio/Video Technology.

1. Roll Call

Present: Councilmember Walker and Barbanica
Staff: Teri House, CDBG/Housing Consultant

2. Public Comments - None

3. Approval of Minutes: None – first meeting

4. Introductions:

Councilmembers and staff introduced themselves.

5. Overview of key regulations and documents required by HUD

See Power Point slides 4-9 – 24 CFR 570, 2 CFR 200, 2 CFR 58, 40 CFR 1500, a number of Fair Housing, Accessibility & Equal Employment regs, Davis/Bacon and other construction regs, Relocation, etc. Discussion of monitoring and enforcement for CDBG Construction, Fair Housing and Equal Opportunity (FHEO), and National Environmental Policy Act (NEPA), as well as audit requirements.

6. Overview of the community members and areas to be assisted

See slides 10-15 – CDBG limited to lower income residents and HUD- identified lower income census tracts and block groups. Lower income defined by income limits, presumed benefit populations identified.

7. Overview of funding for community grants

See slides 2 & 3, 16-22 – primary funding from CDBG and CDBG-related specialty grants, Housing Successor funds, and Permanent Local Housing Allocation (PLHA) starting 2021-22

8. Presentation of 2021-22 Annual Action Plan Funding

See slides 23-37 – 21-22 is renewal year, same funding as 2020-21 with adjustment for lower funding from HUD. Total funds available \$1,693,905 (\$853,905 CDBG grant, \$30,000 CDBG Housing Revolving Loan funds, \$810,000 Housing Successor funds). Maximum 15% can go to Public Services, maximum 20% can go to Administration, rest go to Housing, Economic Development and Infrastructure.

See slides 26-37 outline funding by Consolidated Plan goals and strategies.

On motion by Councilmember Barbanica, seconded by Councilmember Walker, the CDBG Committee unanimously approved recommendation for funding the 2021-22 Action Plan. The motion carried the following vote:

AYES: Walker and Barbanica

NOES: None

ABSTAIN: None

ABSENT: None

9. Discuss setting a standing date and time for future meetings

The first Friday of each month, from 11-12:00 p.m., generally a good timeslot.

Some months will not require a meeting.

10. Discuss Agenda Items for Next Meeting

This will be further developed by staff and shared at the next meeting.

12. Oral Communications – None

13. Written Communications – None

14. Adjournment

The CDBG Committee adjourned the meeting at 12:14 P.M.

Respectfully submitted:

Teri House

Teri House, CDBG Consultant



**4-2-2021 CDBG Committee
Meeting Presentation**

Funding Sources



- **Community Development Block Grant (CDBG)** - Federal funding allocated by Congress through the U.S. Department of Housing and Urban Development (HUD) \$800-875k annually, to cities with populations of 50k or more, amount based on # of lower income people, age of housing stock, poverty levels, deteriorated housing conditions and more
- **Specialty** CDBG-related grants such as the Neighborhood Stabilization Program (NSP) or CARES Act funding (CDBG-CV1 and CV3)
- All federal grants are governed by numerous federal regulations with HUD oversight.

Funding Sources



- **Housing Successor** (former Redevelopment Housing Set-aside funds) - State funds, includes payoffs of multifamily and individual housing loans such as housing rehab & FTHB. \$850-\$1 mil annually
- **Permanent Local Housing Allocation (PLHA)** - NEW State funding to replace redevelopment \$, from \$75 document recording fee. Guarantee \$350k annually, could be more depending on fees collected
- All State grants subject to combo of State & Federal regulations

Federal Statutes & Regulations



Primary Statutes & Regulations for CDBG

- 24 CFR 570 – principal HUD regulations, sets up all major rules for CDBG program
- 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards covers financial standards for the City and nonprofits receiving federal awards
- 24 CFR 58 and 40 CFR 1500-1508 - NEPA Environmental Reviews, required for all projects.

Federal Statutes & Regulations



Fair Housing, Accessibility & Equal Employment

- **Title VI of the Civil Rights Act of 1964**
- **Title VIII of the Civil Rights Act of 1968 (Fair Housing Act)**
- **Restoration Act of 1987**
- **Section 109 of Title 1 of the Housing and Community Development Act of 1974**
- **Fair Housing Amendment Act of 1968**
- **Housing for Older Persons Act of 1995**
- **Age Discrimination Act of 1975**

Federal Statutes & Regulations



Fair Housing, Accessibility & Equal Employment

- **The Americans with Disabilities Act of 1990 (ADA)**
- **Executive Orders 11063, 11259, 11246**
- **Section 109 of Title 1 of the H&CD Act of 1974**
- **The Equal Employment Opportunity Act**
- **The Immigration Reform and Control Act of 1986**
- **Section 3 of the Housing & Urban Development Act of 1968**
- **24 CFR 85** to encourage MBE/WBE contracting
- **and more...**

Federal Statutes & Regulations



For Construction Projects

- **Davis-Bacon Act** for federal construction activities over \$2k
- **Copeland Anti-Kickback Act** (weekly certified payroll)
- **Contract Work Hours and Safety Standards Act** (overtime)
- **Section 3** of the Housing & Urban Development Act of 1968 (hiring local lower income residents of the project area)
- **Lead Safe Housing Rule** (lead-based paint regulations)
- **Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970** (displacement protections)

Enforcement of Federal rules/regs



HUD San Francisco Office assigns each city four different compliance monitors:

- **CDBG** – Monitors and enforces compliance with CDBG regulations, reads and approves required HUD documents
- **Construction** – Monitors compliance with all construction and housing related activities such as Davis-Bacon and Section 3
- **FHEO** – Monitors compliance with all fair housing and equal opportunity regulations, including facility & program ADA
- **NEPA** – Monitors all environmental reg compliance

Enforcement of Federal rules/regs



Audit

- **CDBG** regulations also require an independent “**Single Audit**” of the CDBG program, which is conducted by the City’s outside auditor, usually annually in conjunction with citywide audit
- **Audit requirements** are outlined in 2 CFR 200, and are quite rigorous
- **City ensures compliance of ALL subrecipients** through their contract, items allowed in their budget, quarterly reporting, agency audit review, and monitoring.

Key CDBG Concepts



The **primary objective** of the **Community Development Block Grant (CDBG)** program is **the development of viable urban communities** by:

1. providing decent housing and a suitable living environment, and
2. expanding economic opportunities.

The **goals** and funding are principally to benefit low-moderate income persons.

- To meet the primary objective, the CDBG regulations require that grantees expend not less than 70 percent of CDBG funds for activities that benefit LMI persons.

Key CDBG Concepts



Three National Objectives - each activity funded except for program administration and planning activities must meet one:

- **Benefit to low- and moderate- income (LMI) persons**
 - **Area Benefit**
 - **Limited Clientele**
 - **Housing**
 - **Jobs**
- Aid in the prevention or elimination of slums or blight; and
- Meet a need having a particular urgency (referred to as urgent need). Reserved for disaster.

Key CDBG Concepts



Benefit to low- and moderate- income (LMI) persons

- **Area Benefit** – Can benefit census tract block groups where 51% or more of residents are lower income (80% or < of AMI)
 - **Census Tracts and block groups may change annually**, and are based on American Community Survey (census) estimates
 - Projects must create map of the project area and detail how the project will benefit the area
 - City CDBG office maintains list and map of all lower income areas
 - There is a lot of information at the census tract level to help us understand our residents and their needs, living conditions, etc.

Key CDBG Concepts



Housing Activities

- Provide or improve residential structures occupied by low/mod persons
- NOT for residential construction activities (use HOME funds) but can bring infrastructure to property line to support low-income housing

Job Creation or Retention Activities

- Create or retain permanent jobs, at least 51% made available to lower income persons.
- Assist microenterprises
- Provide job training if by Community Based Development Organization (like Opportunity Junction)

Key CDBG Concepts



What is Lower Income?

- **Extremely Low-Income**
 - 0-30% Area Median Income
- **Very Low-Income**
 - 31-50% AMI
- **Low-Income**
 - 51-80% AMI

Median income households earn 100% of AMI

Established by HUD annually

Contra Costa County CDBG Program			
Income Limits by Household Size, Effective July 1, 2020			
Persons per Household	Maximum Income of households:		
	Extremely Low-Income 0-30% AMI	Very Low-Income 31-50% AMI	Low-Income 51-80% AMI
1	\$27,450	\$45,700	\$73,100
2	\$31,350	\$52,200	\$83,550
3	\$35,250	\$58,750	\$94,000
4	\$39,150	\$65,250	\$104,400
5	\$42,300	\$70,500	\$112,800
6	\$45,450	\$75,700	\$121,150
7	\$48,550	\$80,950	\$129,500
8	\$51,700	\$86,150	\$137,850

Key CDBG Concepts



Benefit to low- and moderate- income (LMI) persons

- **Limited Clientele**
 - **Presumed Benefit Populations include:**
 - **Seniors age 62+**
 - **Severely disabled adults**
 - **Homeless persons**
 - **Battered Spouses**
 - **Abused Children**
 - **Persons living with AIDS**
 - **Illiterate Adults**
 - **Migrant Farm Workers**

CORE Required HUD Documents



- Language Assistance Plan
- Residential Anti-Displacement & Relocation Plan
- Citizen Participation Plan
- 2020-25 Analysis of Impediments to Fair Housing Choice
- 2020-25 Five Year Consolidated Plan
- Annual Action Plan
- Consolidated Annual Performance Evaluation Report (CAPER)

Consolidated Plan



- Required by HUD to access and expend federal funds for housing and community development activities, primarily to benefit lower income areas and people.
- City of Antioch has joined with cities of Concord, Pittsburg, Walnut Creek and the County on behalf of the rest of the cities to create the Contra Costa HOME/CDBG **Consortium** to plan for entire county, and prepare joint Consolidated Plan.

What is the Consolidated Plan?



- 5 year Strategic Plan
- Identifies and analyzes local needs for affordable housing, facilities and infrastructure, and public services
- Addresses disparities in access to opportunity identified in Contra Costa “Analysis of Impediments to Fair Housing Choice”
- Outlines a strategy for addressing identified local needs and disparities

Preparation of the Consolidated Plan



Identify Community Needs

- Community Meetings
- Focus Groups by population – 7 (seniors, youth, etc)
- Community Surveys (>1,400, 347 or 25% Antioch)
- Gather census and local data, data from AI
- 2 Public Hearings

Preparation of the Consolidated Plan



Identify Highest Priority Needs

- Analyze information from needs assessment
- Identify greatest needs
- Additional public comment opportunity at Council Meeting
- Council adopts High Priority needs

Preparation of the Consolidated Plan



Strategy Development

- Plan for addressing Antioch's needs
 - Starts with High Priority Needs that are able to be addressed through use of CDBG funds
- Calculate Anticipated Resources
- Develop 5-Year Goals

What is an Action Plan?



1-Year Plan to achieve goals identified in Consolidated Plan with CDBG and local funding

- Must meet only highest priority needs.
- Focus on activities that provide measurable direct benefits to lower income residents
- Consistent with the 2020-25 Consolidated Plan
- Compliant with HUD and other federal regulations

FY 2021-22 Action Plan



2020-22 2 year funding cycle for ConPlan
2023-25 3 year funding cycle for ConPlan

- 2020-21 started with Request for Proposals from nonprofit community to address identified needs
- Antioch CDBG Sub Committee & Consultant evaluated applications
- Created comprehensive plan of funding to address needs

2021-22 is a renewal year

- Existing funding renewed until not in compliance or failure to achieve goals

21-22 Action Plan – Funding



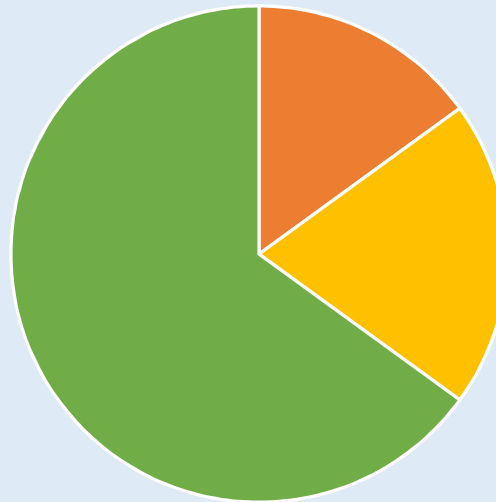
Grant was \$11,784 less than 20-21	21-22 Grant CDBG-EN	CDBG-RLF*	Housing Successor	Total All Funds
Funds Available	\$853,905	\$30,000	\$810,000	\$1,693,905
Funds to be Recommended	\$853,905	\$30,000	\$810,000	\$1,693,905
Balance	\$0	\$0	\$0	\$0

*RLF is Housing Revolving Loan Fund

21-22 Action Plan – Funding



Maximum Public Services based on 15% of grant is \$128,800. To meet cap, had to reduce all PS grants that were \$10k in 20-21 to \$9k in 21-22



- CDBG Public Services - 15%
- CDBG Administration - 20%
- Housing, Economic Development, Infrastructure - 65%

2021-22 Action Plan - Goals & Strategies



H-1: Permanent Housing for Homeless.

Further “Housing First” approach to ending homelessness by supporting homeless outreach efforts, emergency shelter, transitional housing, and permanent housing with supportive services to help homeless persons achieve housing stability.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
H-1.1	CCC Health, Housing, Homeless Svcs	CORE Homeless Outreach			30,000	30,000
H-1.2	Interfaith Council of CCC	Winter Nights Emergency Family Shelter			15,000	15,000
H-1.3	STAND!	Emergency Domestic Violence Shelter			10,000	10,000
Subtotal Homeless Shelter Strategies:			0	0	55,000	55,000

2021-22 Action Plan - Goals & Strategies



H-2: Prevention of Homelessness.

Expand existing prevention services including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
H-2.1	Bay Area Legal Aid	Housing & Homeless Prevention			25,000	25,000
H-2.2	Contra Costa Crisis Ctr.	Crisis/211 Homeless Services			10,000	10,000
H-2.3	Loaves & Fishes of CC	Nourishing Lives			10,000	20,000
H-2.4	SHELTER, Inc.	Homeless Prevention/Rapid Rehousing			50,000	50,000
H-2.6	ECHO Housing	Homeless Prevention-Legal Assistance and defense for eviction & foreclosure			100,000	100,000
Subtotal Homeless Prevention Strategies:			0	0	195,000	195,000
Subtotal Homeless Strategies:			0	0	250,000	250,000

2021-22 Action Plan - Goals & Strategies



CD-1: General Public Services.

Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-1.1	Cancer Support Community	Antioch CSC Center	9,000			9,000
CD-1.2	Opportunity Junction	Technology Center Training	9,000			9,000
	Subtotal General Public Services:		18,000	0	0	18,000

2021-22 Action Plan - Goals & Strategies



CD-2: Non-Homeless Special Needs.

Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly and frail elderly, victims of domestic violence, persons with HIV/AIDS, persons with mental, physical and developmental disabilities, abused children, illiterate adults and migrant farm workers.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-2.1	Choice in Aging	Bedford Ctr Adult Day Health Care	9,000			9,000
CD-2.2	CC Family Justice Alliance	Navigation for Victims	9,000			9,000
CD-2.3	CC Senior Legal Services	Legal Services for older Americans	9,000			9,000
CD-2.4	Lions Center	Independent Living Skills	9,000			9,000
CD-2.5	Meals on Wheels DR	Care Management	9,000			9,000
CD-2.6	Meals on Wheels DR	Meals on Wheels (MOW)	9,000			9,000
CD-2.7	Ombudsman Services CC	Advocacy in Care Facilities	9,000			9,000
Subtotal Non-Homeless Special Needs Strategies:			63,000	0	0	63,000

2021-22 Action Plan - Goals & Strategies



CD-3: Youth.

Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-3.1	Bay Area Crisis Nursery	Emergency child shelter services	9,000			9,000
CD-3.2	Court Appointed Special Advocates	Children At Risk	9,000			9,000
Subtotal Youth Strategies:			18,000	0	0	18,000

2021-22 Action Plan - Goals & Strategies



CD-4: Fair Housing.

Continue to promote fair housing activities and affirmatively further fair housing to eliminate discrimination in housing choice.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-4.1	ECHO Housing	Fair Housing Services	25,000			25,000

CD-5: Tenant/Landlord Counseling.

Support the investigation and resolution of disagreements between tenants and landlords and to educate both as to their rights and responsibilities, so as to help prevent people from becoming homeless and to ensure fair housing opportunity.

CD-5.1	ECHO Housing	Tenant/Landlord Services	29,800			29,800
Total Public Services Funding			128,800	0	250,000	378,800

2021-22 Action Plan - Goals & Strategies



CD-6: Economic Development.

Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-6.1	COCO Kids	Road to Success-Childcare Microenterprise Development	20,000			20,000
CD-6.2	Opportunity Junction	Administrative Careers Training	60,000			60,000
	Subtotal Economic Development:		80,000	0	0	80,000

2021-22 Action Plan - Goals & Strategies



CD-7: Infrastructure & Accessibility.

Maintain adequate infrastructure in lower income areas, and ensure access for the mobility-impaired by addressing physical access barriers to goods, services, and public facilities in such areas.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
CD-7.1	City of Antioch	Downtown Street Rehabilitation and ADA Sidewalk Accessibility	475,105			475,105

2021-22 Action Plan - Goals & Strategies



CD-9: Administration.

Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

CD-9.1	City of Antioch	Community Development Dept.	CDBG- EN 145,000	CDBG- RLF 0		Housing Successor 0	Total All Funding 145,000
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(Limited by HUD to 20% of grant. Includes Fair Housing grant of \$25k, all costs for administration including staff, mailing expenses, public outreach and engagement, newspaper notices, planning and consultant costs to produce documents, etc.)

2021-22 Action Plan - Goals & Strategies



AH-3: Maintain and Preserve Affordable Housing.

Maintain and preserve the existing affordable housing stock, including single family residences owned and occupied by lower-income households, multi-family units at risk of loss to the market, and housing in deteriorating or deteriorated lower income neighborhoods.

			CDBG- EN	CDBG- RLF	CDBG- CV	Housing Successor	ALL SOURCES
AH-3.1	Bay Area Affordable Homeownership Alliance	Antioch Homeownership Program				50,000	50,000
AH-3.3	Habitat for Humanity East Bay	Homeowner Rehabilitation Program				510,000	510,000

2021-22 Action Plan - Goals & Strategies



AH-4: Reduce household energy costs.

Increase housing and energy security to make housing more affordable to lower income households by reducing the consumption of energy.

			CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
AH-4	Rising Sun Center	Home Energy & Water Assessment & Remediation		30,000		30,000

2021-22 Action Plan – Total Funding



	CDBG- EN	CDBG- RLF	Housing Successor	ALL SOURCES
Total Each Funding Source:	853,905	30,000	810,000	1,693,905
Balance All Funding Sources:	0	0	0	