

# Executive Summary

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

### 1. Introduction

The City receives Community Development Block Grants (CDBG), a formula grants program, from the US Department of Housing and Urban Development (HUD). HUD requires the City prepare and submit an Annual Action Plan (AAP) prior to receiving CDBG funding.

- a) The AAP acts as the application for federal funding. The AAP requires details and provides the basis for assessing community performance.
- b) Following HUD guidelines for the consolidated planning process, the City of Sierra Vista has prepared this 2016 AAP.
- c) This following information constitutes the 2016 AAP. The City is in its third of the Five-Year Consolidated Plan (ConPlan). The ConPlan sets forth a description of activities for the funding that is expected to become available during the coming Federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan and geographic location of the activities to be undertaken. The ConPlan is found online at [www.SierraVistaAZ.gov](http://www.SierraVistaAZ.gov) or by visiting the Department of Community Development at City Hall, 1011 N. Coronado Dr., Sierra Vista, AZ 85635. An electronic copy is available upon request to [Jenifer.Thornton@SierraVistaAZ.gov](mailto:Jenifer.Thornton@SierraVistaAZ.gov).
- d) The formula funding allocation for the FY 2016 CDBG program is \$218,415.

### 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.

- a) The needs in the target areas are numerous and varied. The principal needs are: 1) public improvements to improve/revitalize neighborhoods, 2) housing rehabilitation for both low- to moderate-income owner-occupied and renter-occupied units, 3) assisting the homeless, 4) rental assistance for extremely low-income households threatened with homelessness, and 5) programs for youth and the elderly.
  - 1) In 2016 public meetings, attendees identified that public improvements in neighborhoods, housing rehabilitation, assisting those experiencing homelessness, and programs for the community's youth remain a priority.
  - 2) Public Improvements and Infrastructure receive a *High* ranking in Sierra Vista because they are a means to make significant improvements in the quality of life in the distressed neighborhoods.
- b) The FY16 CDBG program will focus on infrastructure (lighting) installation in two low- to moderate areas (as identified by the American Community Survey), emergency housing rehabilitation for owner-occupied low- to moderate-income individuals, and replacing a roof at the local homeless shelter.
  - 1) The lighting installation is a priority for the City's low/mod neighborhoods. The owner-occupied emergency rehabilitation will benefit low- to moderate-income homeowners, and the roof at the homeless shelter benefits limited clientele.
- c) With availability of other funding, the City could leverage CDBG funds for these projects.

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

\*For the 2014 program year, the City received \$206,330 in Community Development Block Grant (CDBG) funding and spent the funds for ADA improvements at Veterans Memorial Park, the City's main and largest park.

\*For 2015, the City received \$216,244 in CDBG funding. The funding is for installing five streetlights; constructing curb, gutter, and sidewalk on a main street to the local Title I Elementary School (Carmichael); and, redesigning and constructing an 8-foot asphalt pathway into a neighborhood park, same area as the Taylor Dr. and will tie into the curb, gutter, and sidewalks improvements.

\*The City is currently working from its most recent (and only) five-year strategic planning document which outlines needs and projects for primarily the low- and moderate-income persons in the City. The activities/projects address public facilities activities for low and moderate-income households.

\*According to the City, the focus remains on the public facility and infrastructure aspects of the plan—which the City did in 2014 with the ADA improvements at the City's main, regional park. The City is continuing its focus with the 2015 funding constructing

(1) curbs, gutters, and sidewalks in the oldest portion of the City, (2) the redesigning and constructing an 8-foot asphalt ramp to make Soldier's Creek Park ADA accessible, and (3) five streetlights in low- to moderate-income neighborhoods.

\*The City continues to believe that meeting these basic needs will help build a strong, safe, and healthy community that will, hopefully, encourage a variety of economic opportunities and contribute to an enhanced quality of life for the residents, particularly the low and moderate-income residents.

#### **4. Summary of Citizen Participation Process and consultation process. Summary from citizen participation section of plan.**

\*The City went beyond the steps and procedures outlined in its Citizen Participation Plan by conducting two public meetings (Feb 9 and 16, 2016), a televised work session (March 15, 2016) with City Council allowing applicants to discuss the needs of the projects, and two televised Public Hearings for the AAP. The 1st Public Hearing Council (March 24, 2016) heard public opinion regarding the 7 applications received and prioritize projects/programs to be included in the Draft AAP and opened the 30-day public review/comment period. **The 2<sup>nd</sup> Public Hearing (April 28, 2016) Council again opened the floor for public comment, received copies of all written comments received during the 30-day public review period, and approved the AAP (with amendments as necessary).**

#### **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.**

\*From the two public meetings and publication of the availability of funding, the City received seven applications from outside agencies.

##### **Project No. 1(A)**

##### **Streetlights in Target Area 1, Fry Townsite**

Requested by: City of Sierra Vista

The Fry Townsite is an American Community Survey (Census) identified low- to moderate-income area. The City identified locations for 19 streetlights in the City sections of Fry Townsite. Installing all 19 streetlights would bring all City areas into compliance with the City's Development Code. Please see Attachment A for maps.

##### **Project No. 1(B)**

##### **Streetlights in Target Area 2, Sulger Subdivision**

Requested by: City of Sierra Vista

The Sulger Neighborhood is an American Community Survey (Census) identified low- to moderate-income area. The City identified locations for 26 streetlights in the Sulger Neighborhood, including the newly annexed portions. Installing all 26 streetlights would bring the neighborhood into compliance with the City's Development Code. Please see Attachment A for maps.

##### **Project No. 2**

##### **New roof for Good Neighbor Alliance's Samaritan Station (shelter)**

Requested by: Good Neighbor Alliance

This project qualifies under Limited Clientele. The Good Neighbor Alliance is shelter provider for those experiencing homelessness. The Good Neighbor Alliance provides shelter to men, women, and families, a shower program, hot meals, and case management-type services to assist the local population experiencing homelessness.

It is the actual shelter building, Samaritan Station, needing the new roof. Good Neighbor Alliance has received bids of \$19,000 to \$20,000. The building's current flat -roof has outlived its life expectancy and has received numerous patches. The roofing companies have suggested that the new roof be *slightly pitched* to prevent the problems experienced with a flat roof.

##### **Project No. 3**

##### **Critical (emergency) home repairs.**

Requested by: Habitat for Humanity's A Brush with Kindness program

This is a low- to moderate-income project. Each individual household must qualify for services. *A Brush with Kindness* assists homeowners with critical home repairs (roof, structural, mold, siding, landscaping, etc.) There are no other programs in Sierra Vista to assist low- to moderate-income individuals with emergency repairs.

##### **Project No. 4**

##### **Curb, gutter, sidewalks, and lights on Theater Dr. in Fry Townsite**

Requested by: Dr. Rodney Egan, Principal, Carmichael Elementary School

This is in an American Community Survey (Census) identified low- to moderate-income area and is a qualified project. Unfortunately, the majority of Theater Dr. is located in the County. There are also concerns with stormwater flows and rights-of-way. The City requested Project No. 1(A) will satisfy only some of the lighting concerns along Theater Dr.

#### **Project No. 5**

Subsidizes or Scholarships for City's afterschool program at Carmichael Elementary School.

Requested by: Dr. Rodney Egan, Principal, Carmichael Elementary School

This is a low- to moderate-income project, based on individual incomes. This is a "gray area" qualified program. Yes, CDBG allows assisting low- to moderate-income persons with daycare type services. However, the gray area falls in that it is a City-provided program. Currently the City no longer offers the before- and after-school program at Carmichael Elementary due to a lack of participation. The lack of use could be due to the cost.

#### **Project No. 6**

Curb, gutter, sidewalks, and lights on Theater Dr. and Canyon Dr. in Fry Townsite

Requested by: Fr. Greg Adolf on behalf of the Carmichael Neighborhood Association

This is in an American Community Survey (Census) identified low- to moderate-income area and is a qualified project. Unfortunately, the majority of Theater and Canyon Drives are located in the County. There are also concerns with stormwater flows and rights-of-way. The City requested Project No. 1(A) will satisfy only some of the lighting concerns along Theater Dr. and Canyon Dr.

#### **Project No. 7**

Case Manager to assist at the Forgach House, the local domestic crisis center

Requested by: Lisa Silva, Program Director, Catholic Community Services

This is a qualified project under limited clientele, but is also limited to \$32,762 in funding due to it being a public service-type project. The Forgach House is the only local domestic crisis center. Needs have increased and funding has decreased. The Forgach House requested funding for a case manager to assist in crisis intervention, case planning, advocacy in the courts, orders of protection, and other services that are offered. The case manager will continue to run the Domestic Violence Task Force alongside the Sierra Vista Police Department. The position will also cover all on-call needs for assistance within the community as necessary.

The City received only 1 comment from the public at the 1<sup>st</sup> Public Hearing held on March 24, 2016. That comment was "Habitat for Humanity is, like the conservancy, a tax shelter."

The City received \_\_\_ comments at 2<sup>nd</sup> Public Hearing held on April 28, 2016, following the the public review period.

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

The City accepted all comments and views.

#### **7. Summary**

Please see the preceding responses.

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	CITY OF SIERRA VISTA	Department of Community Development

Table 1 – Responsible Agencies

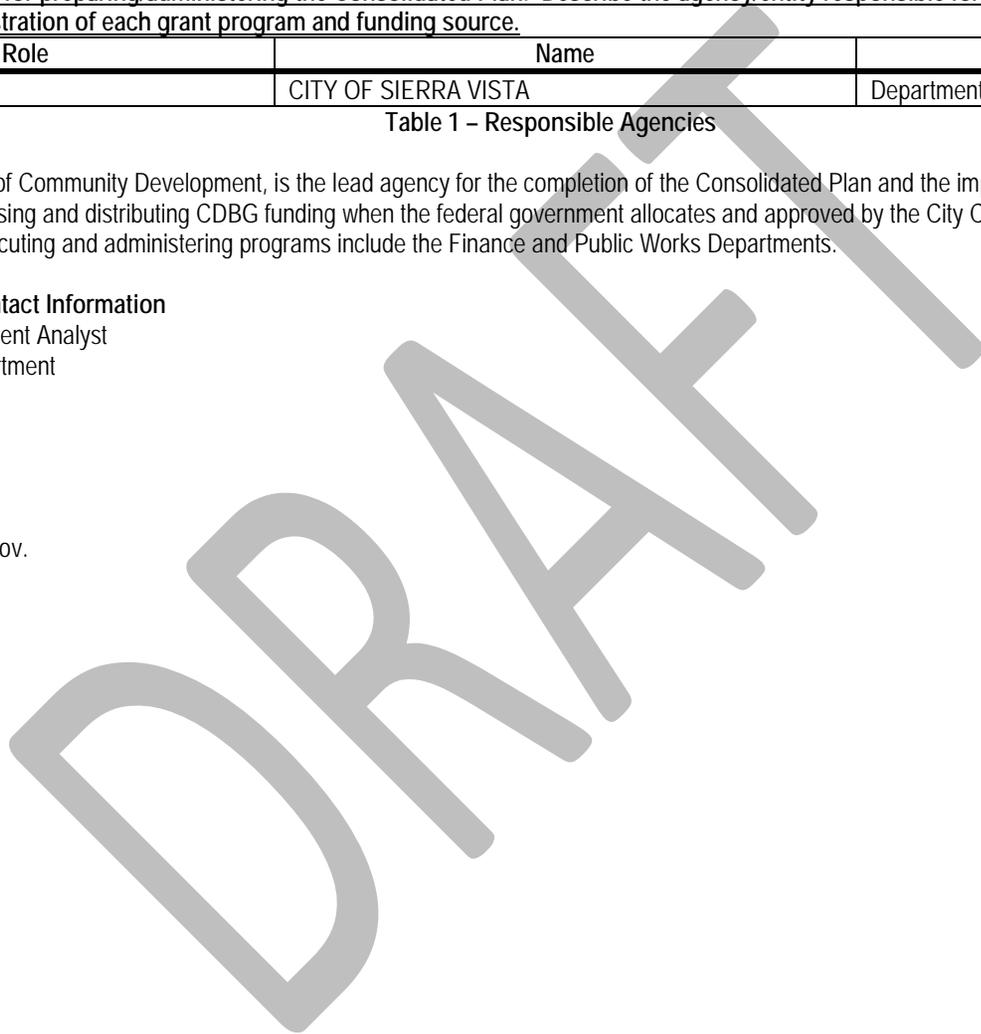
**Narrative (optional)**

\*The City of Sierra Vista, Dept. of Community Development, is the lead agency for the completion of the Consolidated Plan and the implementation of the AAP, as well as the responsible party for the processing and distributing CDBG funding when the federal government allocates and approved by the City Council.

\*Other City departments for executing and administering programs include the Finance and Public Works Departments.

**Consolidated Plan Public Contact Information**

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

### 1. Introduction

\*In 2014, for the 5-Year Consolidated Plan, the City held focus group meetings for a wide range of stakeholders in the housing and social service arenas—public agencies and private nonprofit organizations whose missions included the provision of affordable housing and human services to low- and moderate-income households and persons.

\*The City hosted a meeting on February 23, 2015, at which the City's CDBG Representative, Ms. Noemi Gherghi, met with local service providers to educate them on capacity needs for a CDBG *subrecipient*. The meeting not only assisted in informing the providers about capacity building, but agencies made connections with other agencies. Twenty-three service providers were directly notified by the City via e-mail and Cenpatico distributed the information through their vast e-mail system which reaches 200+ Cochise County agencies.

\*For the 2016 CDBG funding, the City held two public meetings (2/9/16 & 2/16/16), 1 televised Council work session (3/15/16), and 2 televised Public Hearings (3/24/16 & 4/28/16) before Council regarding possible projects. The City placed 2 public notices in the newspaper 1/4/16 & 1/27/16, and, due to the cancellation of the 3/10/16 Public Hearing, the Notice of Change published on 2/7/16 and 2/10/16. In addition to the published ads, the City posts all Notices on the webpage and City posting locations. It also sends e-mail blasts to Cenpatico's (local RBHA) 200+ Cochise County Service Provider list and the Cochise County Continuum of Care List that includes 45+ local providers.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

\*The City employs diverse methods to encourage on-going participation from residents, community service providers, and existing and potential community development partners. The participation process for the AAP included public notices; a 30-day public review/comment period; 2 public meetings and 2 public hearings; and, consultation with City staff and elected officials. In the end, the planning process yielded the active involvement and input of both governmental departments and citizens.

\*During this 5-yr ConPlan period, the City is encouraging greater coordination between all active agencies in Sierra Vista in an effort to minimize any duplication of efforts. In February 2015, the City held a meeting with the City's HUD representative and local service providers in an effort to inform those providers about the requirements for subrecipient funding. The City is active in both the Balance of State and Cochise County Continuum of Care and uses this forum to encourage local agencies to coordinate efforts of social services and public/private providers in order to maximize funding and services. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

\*As needed, the Dept. of Community Development provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Sierra Vista.

\*The City has identified potential gaps in institutional structure for implementing the Consolidated Plan including a lack of sufficient resources, limited coordination between service providers, and difficulty of social services agencies having the capacity to absorb the administration of the grants.

### **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 participates in the Balance of State Continuum of Care Meetings hosted quarterly by the Arizona Department of Housing. Additionally, the City has also taken the lead in reestablishment the Cochise County Continuum of Care Meetings. \*The City staff member represented rural Arizona and needs for the people experiencing homelessness that are unique to rural areas as a Commissioner on the Governor's Commission on Homelessness and Housing, (no longer meeting).

\*Efforts continue to build contacts and relationships with local, county, and regional entities to support and implement CDBG programs.

\*The City e-mails all notices to the participants (interested parties requesting to be on the e-mail list) of the Cochise County Continuum of Care.

### **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**

\*Not Applicable–City does not receive ESG funding.

**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**

\*The following agencies participated in developing the goals and objectives for the Five-Year Consolidated Plan

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	<b>SIERRA VISTA DEPT. OF COMMUNITY DEVELOPMENT</b>
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Infrastructure/Neighborhood Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
2	Agency/Group/Organization	<b>SIERRA VISTA DEPT. OF PUBLIC WORKS</b>
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Infrastructure
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
3	Agency/Group/Organization	<b>SIERRA VISTA LEISURE AND LIBRARY SERVICES</b>
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
4	Agency/Group/Organization	<b>WELLS FARGO HOME MORTGAGE</b>
	Agency/Group/Organization Type	Business Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence

5	Agency/Group/Organization	<b>AMERICAN SOUTHWEST CREDIT UNION</b>
	Agency/Group/Organization Type	Business Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
6	Agency/Group/Organization	<b>CASTLE AND COOKE</b>
	Agency/Group/Organization Type	Business Leaders Home Construction and Development
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
7	Agency/Group/Organization	<b>SOUTHEASTERN ARIZONA CONTRACTORS ASSOCIATION</b>
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
8	Agency/Group/Organization	<b>SIERRA VISTA POLICE DEPARTMENT</b>
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
9	Agency/Group/Organization	<b>GOOD NEIGHBOR ALLIANCE</b>
	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?	Meetings, e-mail, correspondence

10	Agency/Group/Organization	<b>AZ ADULT PROTECTIVE SERVICES</b>
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence
11	Agency/Group/Organization	<b>SIERRA VISTA COMMISSION ON DISABILITIES</b>
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings, e-mail, correspondence

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

\*To the best of its ability, the City contacts all known agencies and organizations involved in activities that are relevant to CDBG activities and programs.

\*The City, in an effort to be as comprehensive and inclusive as possible, provides information to service providers and also solicits comments and applications from them.

\*The City reaches the local service provider agencies and organizations through Cenpatico's (local RBHA) e-mail list that includes over 200+ Cochise County agencies and organizations and through the Cochise County Continuum of Care list of 45+ services providers.

\*The City informs attendees of the Balance of State Continuum of Care Meetings of grant opportunities.

**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	Good Neighbor Alliance and City of Sierra Vista	*The goal is to prevent additional homelessness in the City as well as assist those individuals already experiencing homelessness. *The City is not a direct provider, but works closely with the Good Neighbor Alliance to ensure these services are provided and remain part of the community.

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.

#### FOR 2016

\*Published Notices in the local daily newspaper Jan 4, Jan 27, Feb 7, and Feb 10, 2016.

\*Email blasted Notices to Cenpatico's (local RBHA) 200+ Cochise County Service Provider list and the Cochise County Continuum of Care List (45+ agencies and individuals) on Jan 29, Feb 8, Feb 26, Mar 3, and Mar 7, 2016.

\*The City posted Notices on the City's webpage and on City Notice Boards located in various locations.

\*The City ensured that the local leaders of the Southwest Sierra Vista Residents Association and the Carmichael Neighborhood Association (both located in West Sierra Vista and have sections of their organizations in Target areas as defined by the American Community Survey.

\*City hosted two public meetings for the public. The Feb 9, 2016, 6:00 p.m. met at the American Legion Hall located in Fry Townsite (an American Community Survey designed low- to moderate-income neighborhood). The Feb 16, 2016, 2:00 p.m. met in City Council Chambers.

\*The City Council held a televised work session for applicants to make presentations regarding requests for funding.

\*City Council held a Public Hearing on March 24, 2016, to for identifying the project(s) and opening the 30-day public review period for the Draft AAP.

\*The City Council held a second public hearing on April 28, 2016, to approve submission of the AAP.

\*These sessions were part of a concerted effort to obtain as much public input as possible in the preparation of the Plan. The draft plan was available for public review and comment on the City website and made available in hard copy at the City offices and in the City library between March 28 and April 27, 2016.

\*The City of Sierra Vista does not have any specific low/mod Census Tracts, but has 4 American Community Survey designed low- to moderate-income block groups. In 2015, these areas are Fry Townsite, Sulger Neighborhood, an area between Fry Blvd., to Wilcox Blvd and Lenzer Ave., to Moorman Dr., and the area of Cloud 9 Mobile Home Park. Both Fry Townsite and the Sulger Neighborhood are in the Census Tract 15, the oldest areas in Sierra Vista.

\*The City ensures that all Public Hearings are held at times and locations convenient to potential and actual beneficiaries and with accommodations for persons with disabilities. With an advanced request, the City will make accommodations for those individuals in need of special assistance.

\*The City also offers technical assistance workshops for all interested in the programs.

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	Published notices, e-mail blasts (approx 250), postings, websites	*Non-targeted/ broad community *Service Providers and Agencies	Location to find on website and e-mail attachments of the <i>Needs Identification Form</i> (application form)	City received one application from an agency that did not attend a public meeting.	N/A	
2	Public Meetings	Non-targeted/broad community	2/9/16 Mtg - 4 members of the public, 2 staff members, 1 councilmember  2/16/16 Mtg - 7 members of the public (including representatives for 4 service providers), 1 staff member	Need for grocery store in area, need for affordable day care, lack of safe walking routes to school (sidewalks and streetlights), home repairs, assist agencies assisting former incarcerated individuals, assist homeless shelter.  City received 2 applications at this meeting.	N/A	
3	Public Hearing	Non-targeted/broad community	3/24/16. Before City Council for input and identifying project(s). Also approval to open the 30-day review period	1 Comment was received, "Habitat for Humanity is, like the Conservancy, a tax shelter."		
4	Public Review and Comment Period	Non-targeted/broad community	N/A	COMMENTS RECEIVED	N/A	
5	Public Hearing	Non-targeted/broad community	4/28/16. Before City Council prior to approval (or approval with changes) to submit AAP to HUD.	COMMENTS RECEIVED	N/A	

Table 4 – Citizen Participation Outreach

## Expected Resources

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

#### Introduction

The City of Sierra Vista, like many communities, is facing the challenging task of meeting increasing needs with fluctuating and/or decreasing federal and state resources.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder 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	\$218,415	\$0	\$0	\$218,415	\$400,000	

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 continue to cultivate funding partners who can match the City's investment of CDBG funds. The City administration recognizes that the City's annual entitlement and formula allocations are not sufficient to meet all of its needs. To insure that more infrastructure improvements, affordable housing, and community services are available for those in need, the City will continue to seeking additional, outside funding.

\*Matching requirements will be satisfied with other eligible financial resources and/or in-kind services, and the City continues to seek this type of matching as well as financial matches.

\*The City has encouraged the use of low-income housing tax credit (LIHTC) projects in developing affordable housing in Sierra Vista. These LIHTC projects include Santa Fe Springs (48 3- and 4-bedroom units), Crystal Creek Townhomes (77 3- and 4-bedroom units), Las Palomas Village (88 3- and 4-bedroom units), San Pedro Apartments (63 2- and 3-bedroom units), Sun Crest Apartments (79 2- and 3-bedroom units), Casa del Sol (seniors project 881- and 2-bedroom units), and Crossing Point. There are two Section 8 Place based developments, Bonita Vista (90 1-bedroom units) and Mountain View Apartments (80 2-, 3-, and 4-bedroom units), as well as Ocotilla Village, a REBA/SMI development.

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

The City does not own any property or land useable for the needs identified in this plan.

#### Discussion

Please see the preceding responses.

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure Improvements	2014	2019	Non-Housing Community Development	Low/Mod Neighborhoods	Public Improvements/Infrastructure	CDBG: \$172,995	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
2	Fair Housing	2015	2019	Non-Housing Community Development	Citywide	Fair Housing	CDBG: \$43,239	Other: 0 Other
3	Provision of Needed Services	2018	2019	Non-Homeless Special Needs	Citywide	Fair Housing	CDBG: \$43,239	Other: 0 Other

Table 6 – Goals Summary

#### Goal Descriptions

1	Goal Name	INFRASTRUCTURE IMPROVEMENTS
	Goal Description	Improvements for municipal infrastructure, including streets, sidewalks, water, sewer, and lighting
2	Goal Name	FAIR HOUSING
	Goal Description	The City is supportive of and committed to fair housing, but has not allocated CDBG grant funds for a project. The City uses General Fund money to provide training using the HUD funded Southwest Fair Housing Council to bring their expertise to Sierra Vista.
3	Goal Name	PROVISION OF NEEDED SERVICES
	Goal Description	The City desires to provide services to its low/mod residents through granting part of its grant funding, if available.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):  
Not Applicable

## AP-35 Projects – 91.220(d)

### Introduction

\*This section of the 2016 Annual Action Plan sets forth a description of activities for the use of funds that become available during the coming Federal fiscal year, determines goals for individuals and households to be served, and describes the implementation plan of the activities to be undertaken.

#	Project Name
1	Infrastructure Improvements- Lighting
2	Infrastructure Improvements – Roof on shelter
3	Emergency Home Repairs
4	Project Administration

Table 8 – Project Information

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

\*The development of the Annual Action Plan involved consultation with those agencies involved in public facilities, community improvements, infrastructure, and social service.

\*The City discussed their projects and recommendations with City departments and conducted two public meetings for the public at large, and ensured that the local housing and social service agencies received the notice information.

\*The City held two public hearings—one with the initial project identification and one following the 30-day review/comment period.

\*All projects selected to receive funding meet objectives and goals set by the City to address infrastructure, ADA, public facility, housing, and social needs.

## Projects

### AP-38 Projects Summary

Project Summary Information  
Table 9 – Project Summary

1(A)	<b>PROJECT NAME</b>	<b>STREETLIGHTS (8) IN FRY TOWNSITE</b>
	<i>Target Area</i>	Target area 1 (Fry Townsite) is, according to the ACS, an identified low- to moderate-income neighborhoods.
	<i>Goals Supported</i>	Infrastructure Improvements
	<i>Needs Addressed</i>	Public Improvements/Infrastructure
	<i>Funding</i>	CDBG: \$40,000
	<i>Description</i>	8 Streetlights in City incorporated areas
	<i>Target Date</i>	6/30/2017
	<i>Estimate the number and type of families that will benefit from proposed activities</i>	Census Tract 15.02, Block Group 2 has 1,243 persons and the low/mod percentage is 77.5
	<i>Location Description</i>	*A majority of the property in Target Area 1 is part of the original Fry Townsite. The majority of Fry Townsite area is not within the City's incorporated borders and, therefore, continues to be under the jurisdiction of Cochise County. *The Area is approximately 200 acres in size with N. Carmichael Ave. bordering the area to the west, 7 <sup>th</sup> Street to the east, Tacoma Ave. to the north, and Fry Blvd. to the south. *The area is the location for the Good Neighbor Alliance Homeless Shelter, Santa Fe Springs LIHTC Apts., Crossing Point LIHTC Home Program, Carmichael Elementary School (a Title I school), Lori's Place a victim advocate office, and numerous religious organizations.
	<i>Planned Activities</i>	Streetlights installation
1(B)	<b>PROJECT NAME</b>	<b>STREETLIGHTS(11) IN THE SULGER SUBDIVISION</b>
	<i>Target Area</i>	Target area 2 (Sulger Subdivision) is, according to the ACS, an identified low- to moderate-income neighborhood.
	<i>Goals Supported</i>	Infrastructure Improvements
	<i>Needs Addressed</i>	Public Improvements/Infrastructure
	<i>Funding</i>	CDBG: \$55,000
	<i>Description</i>	11 Streetlights in the Sulger Neighborhood.
	<i>Target Date</i>	6/30/2017
	<i>Estimate the number and type of families that will benefit from proposed activities</i>	Census Tract 15.01, Block Group 2 has 2,997 persons and the low/mod percentage is 66.5
	<i>Location Description</i>	40 acres of primarily modular homes
<i>Planned Activities</i>	11 streetlights	

2	<b>PROJECT NAME</b>	<b>ROOF OF THE SAMARITAN STATION OF GOOD NEIGHBOR ALLIANCE (ACTUAL SHELTER BUILDING)</b>
	<i>Target Area</i>	People experiencing homelessness
	<i>Goals Supported</i>	Low- to moderate-income persons (limited clientele)
	<i>Needs Addressed</i>	Public Improvements/Infrastructure Homelessness Activities
	<i>Funding</i>	CDBG: \$20,000
	<i>Description</i>	New roof with a slight pitch to replace old flat roof. The pitch will give a longer life to the roof.
	<i>Target Date</i>	6/30/2017
	<i>Estimate the number and type of families that will benefit from proposed activities</i>	In the past year, according to the HMIS system, GNA housed at the Samaritan Station 126 singles (men and women) and 9 families (14 adults and 13 children). The bed capacity of the shelter is approximately 20. The initial stay limit is 4 nights and if the case manager decides that the Shelter can continue to assist the person, and with a case plan, the stay can be up to 120 days.
	<i>Location Description</i>	Since 2003, the Good Neighbor Alliance has offered shelter for men, woman, and families with children experiencing homelessness.
	<i>Planned Activities</i>	Roof
3	<b>PROJECT NAME</b>	<b>HABITAT FOR HUMANITY'S A BRUSH WITH KINDNESS CRITICAL (EMERGENCY) HOME REPAIRS</b>
	<i>Target Area</i>	Citywide - Emergency Rehabilitation for owner-occupied homes
	<i>Goals Supported</i>	Provision of Needed Services - Low- to Moderate-Income persons
	<i>Needs Addressed</i>	Provision Of Needed Services – Home Rehabilitation
	<i>Funding</i>	CDBG: \$60,000
	<i>Description</i>	<i>A Brush with Kindness</i> is a program of Habitat for Humanity designed to assist homeowners with critical (emergency) home repairs. This is a low- to moderate-income program. Each homeowner (household) must qualify under HUD guidelines to receive assistance. The average repair is \$10,000. <i>A Brush with Kindness</i> current rehabilitates approximately 6 homes per year (due to funding limitations), but they have weekly requests for assistance. The \$60,000 doubles their ability to assist homeowners.
	<i>Target Date</i>	6/30/17
	<i>Estimate the number and type of families that will benefit from proposed activities</i>	6 homes
	<i>Location Description</i>	Homes throughout the City from Income qualified persons (homeowners).
<i>Planned Activities</i>	Emergency and critical rehabilitation on structure, plumbing, electrical, and equipment.	

4	<b>PROJECT NAME</b>	<b>PROJECT ADMINISTRATION</b>
	<i>Target Area</i>	Citywide
	<i>Goals Supported</i>	Infrastructure Improvements, Provision of Needed Services, and Fair Housing
	<i>Needs Addressed</i>	Public Improvements/Infrastructure Provide Affordable Housing Opportunities, Rental Acquisition, and Rehabilitation Homeless Activities Public Service Programs Economic Development Public Facilities Fair Housing
	<i>Funding</i>	CDBG: \$43,415
	<i>Description</i>	Project Administration
	<i>Target Date</i>	6/30/17
	<i>Estimate the number and type of families that will benefit from proposed activities</i>	N/A
	<i>Location Description</i>	N/A
	<i>Planned Activities</i>	Project Administration

DRAFT

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

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

\*The target areas in the City will be those areas and locations that have the greatest need for infrastructure and public facility improvements. Because there are pockets of poverty throughout the City, households with multiple-housing problems are not concentrated in any particular area. However, the West End of Sierra Vista has a higher percentage of housing problems because of the age of the housing in this area.

\*Therefore, City programs focus on the low- and moderate-incomes areas of the City, but there are no geographic priorities within those areas.

Geographic Distribution	
Target Area	Percentage of Funds
Citywide	47.5
Low/Mod Neighborhoods	52.5

Table 10 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Please see the preceding response

### Discussion

Please see the preceding response

## Affordable Housing

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

#### Introduction

For the 2016 program year, the City plans to support affordable housing efforts through Habitat for Humanity as a subrecipient. Affordable housing programs will likely be initiated in program year three.

One Year Goals for the Number of Households to be Supported	
Homeless	150 persons
Non-Homeless	0
Special-Needs	0
Total	150 persons

Table 11 - 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	6 homes
Acquisition of Existing Units	0
Total	6 homes

Table 12 - One Year Goals for Affordable Housing by Support Type

### Discussion

Please see the preceding responses.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

\*The City of Sierra Vista does not have a public housing authority nor any low-rent public authority units. However, the City is provided services through the Housing Authority of Cochise County; they provide Section 8 vouchers and VASH vouchers for Sierra Vista residents. \*Additionally, there are 2 place-based Section 8 apartments in Sierra Vista.

### **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**

Not Applicable

### **Discussion**

Please see the preceding responses.

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

### **Introduction**

\*Within the City, Good Neighbor Alliance provides services to those experiencing homelessness. However, the City also supports the Good Neighbor Alliance through CDBG funding for bricks and mortar-type projects. The City remains committed to assisting the people experiencing homelessness, regardless of the reason. The City is a member of the both the Balance of State and Cochise County Continuum of Cares. Further, a City staff member is on the Governor's Commission on Homelessness and Housing (no longer meeting), a Board member of the local United Way, and a Board member of the Southwest Arizona Fair Housing Council, participates in PIT counts, etc. Additionally, the City has a Commission of Disabilities Issues.

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

\*The City possesses limited services for the homeless and persons with special needs. However, the Cochise County Resources Guide lists a number of organizations and agencies that provide food, clothing, financial assistance, healthcare, and transportation assistance. These include State and county agencies, and organizations such as the St. Vincent DePaul Society, the Salvation Army, Family to Family Sierra Vista, Catholic Community Services Meals Programs, and St. Andrew the Apostle Church.

\*There are two homeless shelters in the City. The Good Neighbor Alliance facility is for men, women, and families and THE Forgach House is a Domestic Crisis Shelter serving women. The Five-Year Consolidated Plan listed the Cochise County Children's Crisis Center in Huachuca City but it has closed its doors. The Forgach House has 40 beds and an estimated occupancy rate of 75 percent. The Good Neighbor Alliance facility has a total capacity of 20 persons, combination of single men, single women, and families.

\*The City has used Arizona Department of Housing CDBG funds for the Good Neighborhood Alliance (local homeless shelter) prior to becoming an entitlement community–2005 CDBG funded a volunteer coordinator, 2009 CDBG funded a modular building for use as a services center, and 2013 CDBG funded site and safety improvements, landscaping, and detention pond.

\*Going forward the City will work to assess the community's needs and develop the policies, procedures, and capacity to better assist persons experiencing homelessness and other special needs activities. Several avenues already exist and the City will attempt to expand its assistance to achieve these goals.

\*The City is a member of both the Balance of State and the local Cochise County Continuum of Care. Further, a City staff member is on the Governor's Commission on Homelessness and Housing (no longer meeting), a Board member of the local United Way, and Board member of the Southwest Arizona Fair Housing Council. City also consults the Commission on Disability Issues and the West End Commission.

\*City staff members have been active in participating in the Point-In-Time counts as well as the State's Summer Count, and City staff is deeply involved in local and state programs to eliminate homelessness among veterans.

\*The City has a staff member trained as a Military/Veteran Resource Navigation Trainer and is pursuing membership with the Arizona Coalition for Military Families. On March 5, 2015, the City sponsored a one-day Military/Veteran Community Summit, through the Arizona Coalition for Military Families, for service providers, emergency responders, and interested individuals.

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

Please see the preceding response.

**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**

Please see the preceding response.

**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.**

Please see the preceding response.

**Discussion**

Please see the preceding response.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
<b>N/A - HOPWA FUNDS ARE ADMINISTERED THROUGH THE HOUSING AUTHORITY OF COCHISE COUNTY</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	N/A
Tenant-based rental assistance	N/A
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	N/A
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	N/A

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

**Introduction**

\*The primary means to address this issue in Sierra Vista will be a housing rehabilitation program (and an emergency repair program) for both owner and rental properties in order to keep persons in their homes. The City can 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. The City supports Low-Income Housing Tax Credit (LIHTC) projects that seek to build in the City through reduced building permit fees and development (impact) fees.

**Actions 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 has addressed its zoning and land use regulations to make them as equitable and open as possible. Development standards, though they sometimes add costs to construction or rehabilitation, are necessary for the safety and health of residents. The City continues efforts to streamline and facilitate the permitting process locally. The City reviews building codes to ensure that non-life safety codes are not adding cost.

**Discussion**

Please see the preceding responses.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Please see the preceding responses.

### **Actions planned to address obstacles to meeting underserved needs**

\*The greatest challenge to meeting underserved needs in the coming year will be meeting the increased need for program activities with a limited amount of funding.

\*To overcome this significant challenge, the City will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds.

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

\*As noted above, 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 incorporates 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 US HUD and EPA lead training courses.

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

\*Because the nature of poverty is complex and multi-faceted, the City will attempt to allocate CDBG funding for services to very low-income households. CDBG can provide funding for meeting these critical basic needs, but these efforts will be constrained by the amount of funds available and competing priority needs.

### **Actions planned to develop institutional structure**

\*The City seeks partners in the development of a service delivery system and will seek to enhance the relationship with existing partners in City departments and social service agencies to coordinate the delivery of programs and services.

\*The city will also continue to seek opportunities to leverage the limited available resources.

### **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 provide assistance to low- and moderate-income persons as well as the homeless.

\*The City will work closely with local non-profit organizations and actively encourage 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**

Please see the preceding responses.

# Program Specific Requirements

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

### Introduction

#### Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

The following Projects Table identify all FY16 CDBG funded Projects.

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
<b>Total Program Income:</b>	<b>\$0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0
2. The City estimates over 100 percent of CDBG funding activities (excluding Administration costs) will 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%

### Discussion