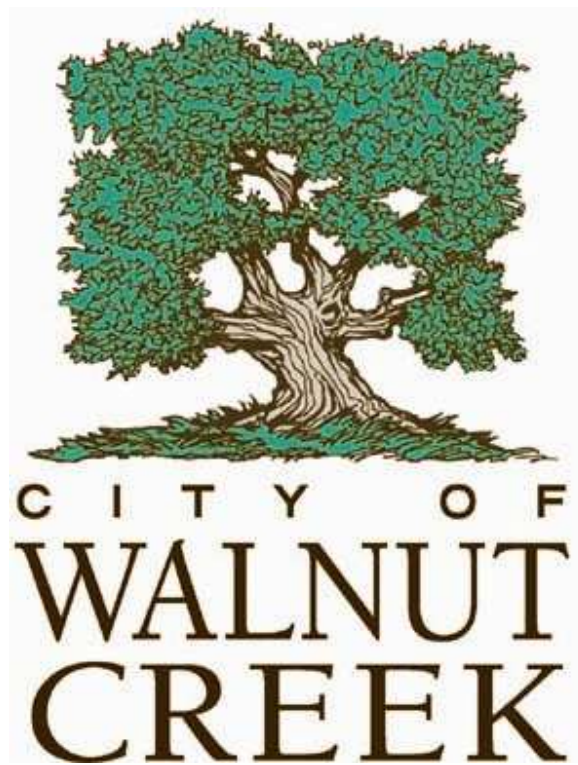


2010-2011
Annual Action Plan
DRAFT



*The first of five Annual Action Plans under the Contra
Costa Consortium Consolidated Plan for 2010-2015*

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EXECUTIVE SUMMARY

Introduction

Through the Department of Housing and Urban Development, the City of Walnut Creek receives Community Development Block Grant funds to carry out a wide range of community development activities directed toward revitalizing neighborhoods and developing viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities for low- and moderate-income households. The priority needs for the City of Walnut Creek, and the strategy and objectives to address those needs are detailed in the Contra Costa Consortium's Five-Year Consolidated Plan. This 2010-2011 Annual Action Plan covers the first of the five program years discussed in the Consolidated Plan.

Priority Needs

The priority needs, objectives and strategies detailed in the Consolidated Plan, and developed through a process of conducting focus group meetings, soliciting public input, researching census data, and reviewing housing and community development analyses include priorities related to affordable housing, including special needs housing and housing for the homeless; and community development needs, including public services, economic development, and infrastructure and public facility improvements. Objectives for meeting the priority affordable housing needs can be found in Attachment D.

Resources Available

For the fiscal year 2010-2011, the City anticipates that approximately \$1.95 million will be available for local affordable housing programs, including \$220,391 of federal resources. The City estimates that \$980,000 new redevelopment agency revenue will be received during 2010-2011 (both 20% and 80%); and \$326,400 will be carried forward to 2010-2011. The City will have an estimated \$202,000 of affordable housing in lieu and commercial linkage fees, and \$9,193 from Bond Revenue.

In the fiscal year 2010-2011 the City anticipates using \$217,508 CDBG funds to fund non-housing community development activities. This includes \$49,500 for public service activities, \$30,000 for economic development activities, and \$68,008 for fair housing activities and program administration. In addition, the City will commit \$70,000 of City general funds to support additional public service activities benefiting Walnut Creek's lower income residents.

Funded Activities

The following tables show the housing and community development activities that the City plans to fund with federal and local resources during the program year.

HOUSING ACTIVITIES – ANTICIPATED USES 2010-2011				
Project	Priority Need	Beneficiary	Amount	Source
Homeowner Rehab Loan Program	H-2	Low-Mod Income	\$ 260,000	RDA – Local
First Time Homebuyer Assistance Program	H-2	Low-Mod Income	\$ 370,000	RDA – Local
Site Acquisition/ Affordable Housing Development Fund	H- 1,2,3,6,7,8	Low-Mod Income	\$ 400,000	RDA – Local
			\$ 220,391	CDBG – Federal
			\$ 50,000	In Lieu Fees – Local
			\$ 150,000	Com Link Fee – Local
Housing Program Admin			\$ 276,400	RDA – Local
			\$ 9,193	Bond Revenue
			\$ 2,000	In Lieu Fees
		Total	\$ 1,737,984	

* Funding proposed, but not yet approved.

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS –2010-2011		
Funded Activity	Priority Need	Amount
Economic Development		
Contra Costa Child Care Council, Road to Success	CD-6	\$ 15,000
Workforce Development Board, Small Business Management	CD-6	\$ 10,000
Women’s Initiative, Microenterprise Opportunities for Low Income Women	CD-6	\$ 5,000
Economic Development Subtotal		\$ 30,000
Public Services		
Contra Costa Crisis Center, 211 / Homeless Hotline	CD-1	\$ 5,000
Senior Legal Service, Legal Services for the Elderly	CD-2	\$ 6,500
Ombudsman Services of Contra Costa, Ombudsman Services	CD-2	\$ 7,000
Anka Behavioral Health, Inc., HOPE Plus	H-1	\$ 5,000
Contra Costa Health Services, Adult Interim Housing Program	H-1	\$ 7,000
New Connections, HIV/AIDS Services	CD-4	\$ 6,000
CHDC, Housing Equity Preservation Alliance	AH-4	\$ 7,000
Housing Rights, Tenant/Landlord Services	CD-1	\$ 6,000
Public Services Subtotal		\$ 49,500
Administration and Fair Housing		
Housing Rights, Inc., Fair Housing Services	AH-5	\$ 5,500

City of Walnut Creek, Program Administration	CD-8	\$ 62,508
Administration Subtotal		\$ 68,008
Affordable Housing (Note- AH Category is described in previous section, but listed here b/c it is funded through CDBG)		
Habitat for Humanity – Site Design, Predevelopment	AH-2	\$220,391
Affordable Housing Subtotal		\$ 220,391
CDBG Total – All Categories		\$ 367,899

COMMUNITY SERVICES GRANT PROGRAM – 2010-2011		
Funded Activity	Priority Need	Amount
Public Services		
Contra Costa Crisis Center, 24-hour Crisis Lines	CD-1	\$ 5,000
Community Violence Solutions, Sexual Assault Victim Empowerment	CD-1	\$ 5,000
STAND! Against Domestic Violence	CD-4	\$ 6,000
John Muir Health Foundation, Caring Hands Volunteer Caregivers	CD-2	\$ 5,000
Senior Outreach Services, Meals on Wheels	CD-2	\$ 18,000
Shelter Inc., Homeless Prevention	H-2	\$ 4,000
Lions Center for the Visually Impaired, Independent Living Skills	CD-2,4	\$ 5,000
New Connections, Recovery from Addiction	CD-1,3	\$ 5,000
Court Appointed Special Advocates, Children At Risk	CD-3,4	\$ 4,000
Monument Crisis Center, Nutritional Resources for Low Income Persons	CD-1	\$ 8,000
The Wellness Community, Cancer Support Workshops	CD-1	\$ 5,000
CSG Total		\$ 70,000

Homeless and Other Special Needs

In response to the urgent need for not only affordable housing, but also for services to help homeless individuals and families, and to prevent further incidents of homelessness, the City of Walnut Creek is committing CDBG and CSG funds to activities addressing these issues including funding homeless shelters for single adults, prevention services, financial assistance programs, housing counseling, and mental health outreach services. The needs of seniors and persons with disabilities are being met with both federal and local resources through new construction of housing for low-income seniors and a wide array of services targeted to seniors and persons with disabilities (see above chart).

Reducing Barriers to Affordable Housing

The City is committed to reducing barriers to affordable housing development, including reducing parking requirements for affordable housing units, waving traffic mitigation fees

and property development tax for senior housing, and identifying areas that can be rezoned from commercial to mixed use.

Reducing the Number of Families Below Poverty

In 2010-2011, the City of Walnut Creek will continue its efforts to reduce the number of families and individuals living in poverty. The City will focus primarily on supporting programs that raise household incomes through economic development activities, job training and job readiness skills, and increased access to employment opportunities for persons living below the poverty line. To meet this goal, the City plans to use CDBG funds to support a variety of economic development activities, including programs to assist low-income individuals in establishing new businesses.

Fair Housing

In order to address impediments to fair housing, the Contra Costa Consortium developed and updated the Analysis of Impediments to Fair Housing Choice that covers all participating jurisdictions, including Walnut Creek. In response to the recommendations provided in the Analysis, the City of Walnut Creeks plans to: allocate federal and local funds for development of new affordable housing for very low income residents; maintain the City's website that includes links to fair housing services providers, information regarding current and future housing developments, information regarding the City's housing programs and a current City rental listing; commit funds to programs that provide fair housing counseling services in multiple languages; enforce the City's Inclusionary and Commercial Linkages Fee ordinances; fund the City's First-Time Homebuyer Assistance and Home Rehabilitation Loan programs; and by participating and hosting homebuyer workshops and seminars, and foreclosure prevention activities.

Evaluation of Past Performance

This is the first year of the 2010-2015 consolidated planning period. However, in the previous planning period (2005-2010), the City utilized CDBG funds and program income to carry out its public service, housing and community development activities. Those funds, combined with Redevelopment Agency, State and Local Funds, assisted over 7,800 low and moderate-income residents.

The City has made a significant impact on the provision of affordable housing for lower income residents. In 2006, Acalanes Court, 17 units of very low-income family housing was completed and fully leased up; and in 2008, Villa Vasconcellos, 70 units of very low-income senior housing, was completed and fully leased up. Casa Montego II, a 33-unit expansion of Casa Montego I, was completed and leased up in 2009. In early 2009, the City committed \$3.6 million of CDBG, Redevelopment Agency, and local funds towards the acquisition of 4 properties located on the corner of Third Avenue and Baldwin Lane in Walnut Creek for the development of 48 units of very-low income multi-family apartments, and in late 2009. The

City purchased a Caltrans site near the Walnut Creek BART station for the development of 10 affordable homeownership units.

Each year the City provided an average of six first time homebuyer loans, and six to eight rehabilitation loans for low- and moderate-income residents. Funding for these loans came from CDBG and Redevelopment Agency funds. With CDBG funds, the City supported the Housing Equity Preservation Alliance, a coalition of housing counseling and legal service agencies committed to assisting families facing foreclosure, and those at risk of foreclosure in Contra Costa County.

Between 2005 and 2010, the City allocated CDBG and local funds for a variety of supportive services, including assistance to victims of abuse, case management for families living in emergency shelters, emergency rent vouchers, and the Contra Costa County Crisis Center 24-hour hotline. CDBG and CSG funds were used to provide legal counseling, meals, conflict resolution, children's advocacy, disability training, and advocacy to disabled persons, the elderly, persons with HIV/AIDS, abused children, and at-risk youth.

Assistance was also given to support micro-enterprises that result in new job creation, such as the establishment of childcare businesses. The City also funded public facility improvement projects, including a new roof for senior outreach services, and a new HVAC system for Rehabilitation Services of Northern California.

INTRODUCTION

What is the Annual Action Plan?

Background

The City of Walnut Creek receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). HUD awards grants to entitlement communities¹ to carry out a wide range of community development activities directed toward revitalizing neighborhoods and developing viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities for low income households. The priority needs for the City of Walnut Creek, and the strategy and objectives to address those needs, are detailed in the Contra Costa Consortium's Five-Year Consolidated Plan. This 2010-2011 Annual Action Plan covers the first of the five program years discussed in the Consolidated Plan.

The Contra Costa Consortium and the Consolidated Plan

To receive its annual CDBG entitlement grant, a grantee must develop its Consolidated Plan, a comprehensive planning document identifying its priority needs and goals for the federally funded community development and housing programs². The entitlement jurisdictions of Antioch, Concord, Pittsburg, Richmond, Walnut Creek and the Urban County (all other cities and the unincorporated areas) formed the Contra Costa Consortium (Consortium) to prepare the Consortium's Consolidated Plans. The Consolidated Plan is guided by three overarching goals:

- **To provide a suitable living environment** through safe, more livable neighborhoods, greater integration of low- and moderate-income residents throughout Contra Costa County communities, increased housing opportunities, and reinvestment in deteriorating neighborhoods.
- **To expand economic opportunities** through more jobs paying self-sufficiency wages, opportunities for homeownership, development activities that promote long-term community viability, and empowerment of low- and moderate-income persons to achieve self-sufficiency.
- **To provide decent housing** by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers,

¹ Entitlement communities are central cities of Metropolitan Statistical Areas (MSAs); other metropolitan cities with populations of at least 50,000; and qualified urban counties with populations of at least 200,000 (excluding the population of entitled cities). States distribute the funds to localities that do not qualify as entitlement communities.

² The Consolidated Plan is available for review at Walnut Creek's Community Development Department, or on the City's website, www.walnut-creek.org

increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing.

Components of the 2010-2011 Action Plan

Under the guidance of the Consolidated Plan, each jurisdiction has prepared the first of their One-Year Action Plans (2010-2011) for the 2010-2015 planning period. The 2010-2011 Action Plan describes the activities planned for the upcoming program year in relation to the Consolidated Plan's strategies, objectives, and goals. The program year described in the Action Plan begins on July 1, 2010 and ends on June 30, 2011. In accordance with HUD requirements, the 2010-2011 Action Plan includes the following components:

- Citizen participation: A summary of efforts made to broaden public participation in the development of the Consolidated Plan and Annual Action Plan, including outreach to minorities and non-English speaking persons, and persons with disabilities.
- Geographical distribution: A description of the geographic areas of the jurisdiction, including areas of low- and moderate-income concentration, and minority concentration, to which the City will direct assistance during the program year; giving the rationale for the priorities for allocating investment geographically.
- Available funds: A description of the Federal and non-Federal resources expected to be available to address the priority needs and specific objectives identified in the Consolidated Plan.
- Activities to be undertaken: A description of the activities the jurisdiction will undertake during the program year to address priority needs in terms of local objectives identified in the Consolidated Plan.
- Homeless and other special needs activities: Activities the City plans to undertake during the program year to address housing needs of homeless individuals and families, to prevent homelessness, to help homeless persons make the transition to permanent housing and independent living, and to address the special needs of persons who are not homeless.
- Other Actions: Actions planned to take place during the next year to address obstacles to meeting underserved needs, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.
- Monitoring: Actions that will take place during the next year to monitor housing and community development projects and ensure long-term compliance with program requirements.

- **Required Certifications:** Affirmatively Further Fair Housing; Anti-displacement Relocation Act; Drug Free Workplace; Anti-Lobbying; Authority of Jurisdiction Consistency with Plan; Section 3; Citizen Participation; Community Development Plan; Follow-up Plan; Use of Funds; Excessive Force; Compliance with Anti-discrimination Law; Compliance with Lead-Based Paint Procedures; Compliance with Laws. (**Attachment H**)

CITIZEN PARTICIPATION

Outreach and Community Meetings

As part of the process for setting priority needs and establishing goals for the Consolidated Plan, the Contra Costa Consortium actively sought input from members of the community, service providers and service consumers. Outreach efforts included focus group and community meetings, service provider consultations, and an online survey. The City of Walnut Creek hosted one of the five focus group meetings conducted to discuss the county's housing and community development needs. All public meetings made use of a live polling technology (Turning Point) to document the audience response to priority of identified housing and community needs. The focus group meetings and online survey were advertised in the Contra Costa Times, and the City of Walnut Creek posted invitations to the focus group on its website. All current grantees were emailed invitations to the focus groups and encouraged to outreach to their consumers. Invitations were mailed to the Consortium's CDBG mailing list. A week prior to the meetings, service providers were contacted by City staff and reminded of the upcoming focus groups.

Outreach to minorities and non-English speaking persons

Many of the service providers and organizations funded through the City of Walnut Creek provide services that are targeted to the city's minority and non-English speaking population. These organizations have bilingual capabilities and offer services in multiple languages. The online survey developed for the Consolidated Plan process was available to the public in both English and Spanish; and through the service providers, non-English speaking persons were encouraged to provide feedback.

The City of Walnut Creek and other Consortium members continue to research minority publications and outlets in order to reach all Contra Costa County communities. The Consortium's mailing list for the distribution of information concerning CDBG programs and potential contracting opportunities includes representatives of minority and other disadvantaged groups in Contra Costa County as well as representatives of minority and women-owned businesses. These organizations include, but are not limited to the following: the NAACP; Familias Unidas; Pacific Community Services, Bay Area Legal Aid; Chinese American Political Association; Filipino Chamber of Commerce of Contra Costa County; Hispanic Chamber of Commerce of Contra Costa County; National Association of Minority Contractors – Northern California; San Francisco/Oakland Minority Business Development

Center; Chinese American Chamber of Commerce; and the Coalition of Bay Area Women Owned Businesses.

Public Hearings

Each jurisdiction in the Contra Costa Consortium administers their CDBG funds on a two-year cycle. Citizens were invited to comment on the activities being considered for funding for the 2010-2011 and 2011-2012 program years at a public hearing held on March 8, 2010. On February 24, a hearing notice was published in the Contra Costa Times, in City Hall, and on the City's website. All Community Development Block Grant (CDBG) and Community Service Grant (CSG) applicants were invited to speak at the public hearing and were provided with the hearing agenda, schedule and speaking instructions via mail and email.

The City of Walnut Creek began the 30-day public comment period for the Annual Action Plan (this document) on April 4, 2010. Drafts of the Action Plan were available through the City's Website and at the Community Development counter of City Hall. The City held a public hearing on May 4, 2010. Notices for the public comment period and public hearing were posted in the Contra Costa Times, in City Hall, and on the City's website.

GEOGRAPHICAL DISTRIBUTION

The City of Walnut Creek consists of ten primary neighborhood areas.³ The Downtown area of Walnut Creek has the highest concentration of non-English speaking households. The Northwest and Downtown neighborhoods share the highest concentrations of minority households. North Ygnacio Valley, Downtown, Rossmoor and parts of South Ygnacio Valley have the highest concentrations of low- to moderate-income households. Rossmoor houses the highest percent of persons over age 65 and persons with disabilities. Refer to **Attachment A** for neighborhood and demographic maps of Walnut Creek.

The CDBG and CSG funds are awarded to projects and programs on a competitive allocation basis. The Contra Costa Consortium operates on a two-year funding cycle, and A Notice of Funding Availability was sent to over 700 public agencies, affordable housing developers, community-based organizations and interest groups active in the Consortium area and that serve primarily lower income or special needs persons. Applicants were required to describe the community need(s) met by their activities and to specify their target population(s). Applications are reviewed and projects are funded based on several criteria including the project's ability to reach and serve its target population. All CDBG and CSG funded activities are available and easily accessible to lower income Walnut Creek residents throughout the City. Projects that target their resources to the underserved and high-need areas of the City are prioritized for funding.

³ Rossmoor, Sarnap, Northwest Walnut Creek, Downtown, Southwest Walnut Creek, South East Walnut Creek, Las Lomas, North Ygnacio Valley, South Ygnacio Valley, Valley Vista and Woodlands.

Affordable housing projects in the City of Walnut Creek are targeted to areas suitable for multi-family developments and transportation-accessible living.

PRIORITY NEEDS

National Objectives

The national objectives for the Community Development Block Grant are to develop viable urban communities by 1) providing decent housing; 2) providing a suitable living environment; and 3) expanding economic opportunities, principally for low- and moderate-income persons. As mentioned earlier, these are the overarching goals that guide the Five-Year Consolidated Plan.

Consortium Priority Needs

Through the Consolidated Plan Process, the Contra Costa Consortium developed a comprehensive list of priority housing and community development needs for the entire consortium area⁴. The focus groups and communities meetings provided critical input for prioritizing the housing and community needs. In addition, each consortium jurisdiction completed the HUD mandated Priority Needs Table that addresses the housing and community development needs for its low- and moderate-income residents (**see Attachment B**). The Priority Needs table ranks and quantifies each jurisdiction's particular priority need as a high, medium, or low priority. A high priority means that a jurisdiction anticipates expending some federal funding to address the need within the five-year planning period. A medium priority means the jurisdiction may expend federal funds, if available, to address the need, but will support the activity's search for other funding. Low priority means that the jurisdiction does not anticipate expending any federal funds, but will support the activity. Combined, the Priority Needs Tables from all the jurisdictions (**see Attachment B**) were used to develop the Consortium's Five Year Strategy, summarizing the Consortium's high priority needs (**see Attachment D**) for the Plan period.

The Consortium's Consolidated Plan included eight objectives for meeting priority needs relating to affordable housing programs and projects, two objectives for meeting priority needs related to homelessness, and eight objectives for meeting priority needs relating to non-housing community development activities and projects. All activities within the Consortium area that will receive federal funding during the Plan period should address one or more of these seventeen priority needs. Listed below are the objectives for meeting priority housing and community development priority needs identified in the Consolidated Plan:

⁴ Consortium area includes the cities of Antioch, Concord, Pittsburg, Richmond, Walnut Creek and the Urban County.

HOUSING

Affordable Housing

AH-1: Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable rental housing and rental assistance.

AH-2: Increase homeownership opportunities for lower-income households.

AH-3: Maintain and preserve the existing affordable housing stock.

AH-4: Reduce the number and impact of home foreclosures.

Special Needs Housing

AH-5: Increase the supply of appropriate and supportive housing for special needs populations.

AH-6: Preserve existing special needs housing.

AH-7: Adapt or modify existing housing to meet the needs of special needs populations.

AH-8: Improve access to services for those in special needs housing.

Assisting the Homeless

H-1: Assist the homeless and those at risk of becoming homeless by providing emergency, transitional, and permanent affordable housing with appropriate supportive services.

H-2: Reduce the incidence of homelessness and assist in alleviating the needs of the homeless.

COMMUNITY DEVELOPMENT

Public Services

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 such as substance abuse, hunger and other issues.

CD-2 Seniors: Enhance the quality of life of senior citizens and frail elderly, and enable them to maintain independence.

CD-3 Youth: Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

CD-4 Non-Homeless Special Needs: Ensure that opportunities and services are provided to improve the quality of life and independence for person with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults, and migrant farm workers.

CD-5 Fair Housing: Continue to promote fair housing activities and affirmatively further fair housing.

Economic Development

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.

Infrastructure/Public Facilities

CD-7 Infrastructure and Accessibility: Maintain quality public facilities and adequate infrastructure, and ensure access for the mobility-impaired by addressing physical access barriers to public facilities.

Administration

CD-8 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.

AVAILABLE RESOURCES

To Meet Affordable Housing Needs

For the fiscal year 2010-2011, the City anticipates that approximately \$1.95 million will be available for local affordable housing programs, including \$220,391 of federal resources. The City estimates that \$980,000 new redevelopment agency revenue will be received during 2010-2011 (both 20% and 80%); and \$326,400 will be carried forward to 2010-2011. The City will have an estimated \$202,000 of affordable housing in lieu and commercial linkage fees, and 9,193 from Bond Revenue.

AFFORDABLE HOUSING PROGRAM – ANTICIPATED FUNDS 2010-2011		
Source	Type	Amount Available
Redevelopment	Local	\$ 1,306,400*
CDBG	Federal	\$ 220,391**
In Lieu Fees (IZ and CLF)	Local	\$ 202,000
Other	Local	\$ 9,193
	Total	\$ 1,737,984

* 220,391 (entitlement and PI) for Habitat.

** Includes \$705,000 of new RDA 20% set-aside, \$150,000 from RDA 80% for housing programs, and \$ 125,000 from 80% for program admin.

To Meet Homeless and Non-Housing Community Development Needs

In the fiscal year 2010-2011 the City anticipates using \$217,508 CDBG funds to fund non-housing community development activities. This includes \$49,500 for public service

activities, \$30,000 for economic development activities, and \$68,008 for fair housing activities and program administration. In addition, the City will commit \$70,000 of City general funds to support additional public service activities benefiting Walnut Creek’s lower income residents.

COMMUNITY DEVELOPMENT – ANTICIPATED FUNDS 2010-2011		
Source	Type	Amount Available
CSG – Public Services	Local	\$ 70,000
CDBG – Public Services	Federal	\$ 49,500
CDBG – Economic Dev.	Federal	\$ 30,000
CDBG – Infrastructure/ PF	Federal	\$ 00
CDBG – Fair Housing/Admin	Federal	\$ 68,008
	Total	\$ 217,508

FUNDED ACTIVITIES – HOUSING

Housing Activities

The City is committed to increasing opportunities for affordable housing within the city. In recent years the City has made significant progress toward ensuring the continued development of affordable housing. The City has had Inclusionary Zoning since 2004. All new residential projects in the City creating more than 26 units must provide affordable units on site. Projects with 26 or fewer units can pay a fee in lieu of providing units, which is set aside in the City’s affordable housing fund. To date, 45 inclusionary below market rate units have been sold. In Lieu fees are now a regular source of revenue for the City’s affordable housing program.

Further progress was made in 2005 when the City Council adopted a Commercial Linkage Fee⁵ requiring all commercial developments to pay a \$5 per square foot fee on net new development.

In 2008, 2009, and early 2010, the City committed significant local, Redevelopment Agency, and CDBG funds towards the acquisition of four properties located at Third Avenue and Baldwin Lane in Walnut Creek for the development of 48 units of very-low income multi-family apartments. The project, which will be developed by Satellite Housing, is expected to begin construction in 2011.

In 2009, the City purchased a vacant Caltrans site on Barkley Avenue in Walnut Creek to partner with Habitat for Humanity for a 10-unit affordable homeownership project. The Barkley Avenue site, which includes the City purchased Caltrans site as well as neighboring land donated to Habitat totals approximately .65 acres. The site has been vacant for many

⁵ For more information on the City’s Inclusionary Ordinance and Commercial Linkage Fee, refer to the City’s website at www.walnut-creek.org.

years and may not be attractive to market rate developers; it is long and irregularly shaped, and requires a street vacation and other entitlements. Habitat would construct ten homes laid out with either a cul-de-sac or T-type vehicle turn around. Habitat is interested in working with the City of Walnut Creek to provide pedestrian access to Hillside/Ygnacio Valley Road to facilitate a neighborhood pedestrian connection to the Walnut Creek BART station. The final site configuration is expected to have common amenities including garden and play areas with landscaping. A homeownership association will manage the development.

Each home would have a front porch or entryway leading into the home from a street, pathway, or the parking areas and will have a fenced, private back yard. The homes will be simple and modestly sized, but will be designed to fit into the surrounding neighborhood. The units will incorporate many green building features to reflect our community’s growing interest in sustainable design. Habitat intends to design one physically accessible home, and design all homes to be “visitable” by those in wheelchairs.

In the Program Year 2010-2011, the City plans to use available funds to support affordable housing construction, first-time homebuyer assistance and homeowner rehabilitation. The following table shows expected uses of funds for affordable housing:

HOUSING ACTIVITIES – ANTICIPATED USES 2010-2011				
Project	Priority Need	Beneficiary	Amount	Source
Homeowner Rehab Loan Program	H-2	Low-Mod Income	\$ 260,000	RDA – Local
First Time Homebuyer Assistance Program	H-2	Low-Mod Income	\$ 370,000	RDA – Local
Site Acquisition/ Affordable Housing Development Fund	H- 1,2,3,6,7,8	Low-Mod Income	\$ 400,000	RDA – Local
			\$ 220,391	CDBG – Federal
			\$ 50,000	In Lieu Fees – Local
			\$ 150,000	Com Link Fee – Local
Housing Program Admin			\$ 276,400	RDA – Local
			\$ 9,193	Bond Revenue
			\$ 2,000	In Lieu Fees
		Total	\$ 1,737,984	

* Funding proposed, but not yet approved.

The City’s First-Time Homebuyer Assistance Program⁶ is expected to provide six loans to low- and moderate-income households for assistance in purchasing a new home. The City anticipates providing five-seven loans and emergency grants through the Home Rehabilitation Loan Program⁶ to low- and moderate-income households.

⁶ For eligibility and program information on the City’s housing programs, please visit the website at www.walnut-creek.org, or call the Community Development Department at 925-943-5899 x2208.

The City will contribute RDA and CDBG funds towards the Habitat for Humanity project at Barkley Avenue (described above). The funds will be used toward site design and development, including infrastructure improvements.

FUNDED ACTIVITIES – COMMUNITY DEVELOPMENT

Decision Making Process

The City Council appointed a Council Community Development Committee to review all applications for CDBG and CSG funds and make recommendations to the full Council. In March, 2010 the Committee reviewed all 2010-2012 applications and evaluated each of them for consistency with both National Objectives and local priorities and objectives. The Committee held a public hearing on March 8, 2010 at which time applicants made brief presentations about the need for their services and the merits of their programs. The Committee met after the Public Hearing and prepared its draft funding recommendations for the full Council. The Committee's recommendations for the first year of funding (10-11) were adopted by council at a Public Hearing on May 4, 2010. The second year of funding will be presented to the City Council for adoption in May of 2011.

Funded Projects

With CDBG⁷ and CSG funds, the City plans to fund public service, economic development, and fair housing activities that serve low- to moderate-income persons as well as services for persons with special needs, such as seniors, persons with disabilities, homeless persons, youth, abused children, victims of domestic violence, victims of sexual violence, people with cancer and those infected with HIV/AIDS. The following table summarizes the programs and projects that will receive funding from the CDBG and CSG grants for the 2010-2011 Program Year. Further information regarding these activities will be provided in the next section of the Action Plan. Each grant is summarized separately, with all CDBG categories summarized first, followed by the public services funded through CSG. For a complete description of funded programs, including the National Objectives, eligible activities and program beneficiaries, please refer to **Attachments E** and **F**.

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS –2010-2011		
Funded Activity	Priority Need	Amount
Economic Development		
Contra Costa Child Care Council, Road to Success	CD-6	\$ 15,000
Workforce Development Board, Small Business Management	CD-6	\$ 10,000
Women's Initiative, Microenterprise Opportunities for Low Income Women	CD-6	\$ 5,000

⁷ Referring only to the non-housing portion of CDBG funds, which includes public services, economic development, public facilities and program planning.

Economic Development Subtotal		\$ 30,000
Public Services		
Contra Costa Crisis Center, 211 / Homeless Hotline	CD-1	\$ 5,000
Senior Legal Service, Legal Services for the Elderly	CD-2	\$ 6,500
Ombudsman Services of Contra Costa, Ombudsman Services	CD-2	\$ 7,000
Anka Behavioral Health, Inc., HOPE Plus	H-1	\$ 5,000
Contra Costa Health Services, Adult Interim Housing Program	H-1	\$ 7,000
New Connections, HIV/AIDS Services	CD-4	\$ 6,000
CHDC, Housing Equity Preservation Alliance	AH-4	\$ 7,000
Housing Rights, Tenant/Landlord Services	CD-1	\$ 6,000
Public Services Subtotal		\$ 49,500
Administration and Fair Housing		
Housing Rights, Inc., Fair Housing Services	AH-5	\$ 5,500
City of Walnut Creek, Program Administration	CD-8	\$ 62,508
Administration Subtotal		\$ 68,008
Affordable Housing		
(Note- AH Category is described in previous section, but listed here b/c it is funded through CDBG)		
Habitat for Humanity – Site Design, Predevelopment	AH-2	\$220,391
Affordable Housing Subtotal		\$ 220,391
CDBG Total – All Categories		\$ 367,899

COMMUNITY SERVICES GRANT PROGRAM – 2010-2011		
Funded Activity	Priority Need	Amount
Public Services		
Contra Costa Crisis Center, 24-hour Crisis Lines	CD-1	\$ 5,000
Community Violence Solutions, Sexual Assault Victim Empowerment	CD-1	\$ 5,000
STAND! Against Domestic Violence	CD-4	\$ 6,000
John Muir Health Foundation, Caring Hands Volunteer Caregivers	CD-2	\$ 5,000
Senior Outreach Services, Meals on Wheels	CD-2	\$ 18,000
Shelter Inc., Homeless Prevention	H-2	\$ 4,000
Lions Center for the Visually Impaired, Independent Living Skills	CD-2,4	\$ 5,000
New Connections, Recovery from Addiction	CD-1,3	\$ 5,000
Court Appointed Special Advocates, Children At Risk	CD-3,4	\$ 4,000
Monument Crisis Center, Nutritional Resources for Low Income Persons	CD-1	\$ 8,000
The Wellness Community, Cancer Support Workshops	CD-1	\$ 5,000
CSG Total		\$ 70,000

All activities will be accomplished during the program year, with the exception of Habitat for Humanity which will be ongoing for at least two years. All activities funded with CDBG and

CSG funds will benefit primarily lower income persons consistent with the primary CDBG program objective.

HOMELESS AND OTHER SPECIAL NEEDS

Homeless

Homelessness is a countywide problem, and the transient nature of the homeless community makes it difficult to account for an individual jurisdiction's homeless population. Over 15,000 people experience homelessness each year in Contra Costa. An additional 17,000 households are estimated to have extremely low-incomes and are at risk of homelessness. The Consortium recognizes the critical nature of homelessness throughout the county, and has ranked ending and preventing homelessness as one of its highest priorities.

In January, 2009 the Contra Costa Continuum of Care Council organized a point-in-time homeless count in Contra Costa County. The count found 1,872 people living outdoors in Contra Costa and 1,958 people were counted by shelters. Some changes since the 2007 homeless count include: 1) the number of homeless adults and unaccompanied youth increased by more than 50%; 2) the number of single adults accessing services increased by approximately 20%; 3) the number of homeless individuals in alcohol and drug treatment programs has doubled (primarily a result of Transitions Home Project, which is funded through a SAMSHA grant that provides treatment on demand, and 3) there was an increase in the number of homeless individuals making use of food program.

In Walnut Creek, the point in time homeless count found 78 unsheltered persons living on the streets, 71% of which were living in encampments (countywide 57% of the unsheltered homeless are living in encampments).

Homeless service providers have reported an increase in calls and from persons at risk of homelessness as a result of the recent economic downturn. Shelter, Inc. has reported over a 35% increase in calls from Walnut Creek residents who are unable to pay their current rent and are in danger of losing their housing. Many of the callers are new service users – households who have not needed services previously.

In prioritizing ending and preventing homelessness, the Consortium is aware that homelessness results from more than just the lack of affordable housing. Though housing is a critical part of the solution, additional aspects of homelessness need to be addressed simultaneously. Systemic breakdowns such as the lack of affordable housing; cutbacks in health, mental health and substance abuse services; the lack of living wage employment opportunities; and the lack of other key services such as affordable child care, transportation and education combined with personal hardships such as: generational poverty; lack of family and social networks; lack of education and job skills; domestic violence or divorce; serious illness; and substance abuse or mental health conditions render individuals and families extremely vulnerable to episodes of homelessness.

In response to the urgent need for not only affordable housing, but also for services to help homeless individuals and families, and to prevent further incidents of homelessness, the City of Walnut Creek is committing CDBG and CSG funds to activities addressing these issues. The City is committing funds to the **Emergency Shelter for Single Adults** in Contra Costa County, which expects to shelter 20 Walnut Creek residents during the program year; to **HOPE Plus**, an outreach project that will provide integrated health, mental health and substance abuse services to 14 homeless people suffering from mental health and substance abuse disorders in Walnut Creek; and to **Shelter Inc.'s Emergency Housing and Homeless Services** program that will provide critical one-time financial assistance to 30 Walnut Creek residents for move-in costs, past due rent and mortgage payments.

The City will continue to provide CDBG and CSG grants to public service agencies focusing on the intervention/prevention of homelessness and institutionalization. **STAND! Against Domestic Violence** will receive CSG funds to assist 80 Walnut Creek residents who are victims of domestic violence. The **Monument Crisis Center** will receive CSG funding to distribute food to 300 low-income Walnut Creek households. The City is continuing to fund the **Contra Costa Crisis Center** that operates the homeless hotline and serves as the access point for all County emergency shelters. Many of the CDBG/CSG funded activities targeted toward seniors also assist in the prevention of homelessness and institutionalization by making it possible for seniors and frail elderly Walnut Creek residents to remain in their homes longer.

City staff collaborates with the local FreshStart Homeless Program to provide better services to the homeless. Staff has also developed a close referral relationship with Housing Rights Inc., to meet the needs and listen to the grievances of low-income Walnut Creek renters with issues such as tenant/landlord conflicts, health and safety issues, and to expedite responses to building maintenance needs.

The Walnut Creek Police Department has recently initiated more outreach efforts to the homeless, such as providing cell phones for emergency use only. The Police Department and Housing staff communicate with Fresh Start, and other homeless service providers, residents, and the homeless, to resolve any issues in a peaceful, non-threatening manner. The Housing Division will continue to collaborate with service providers to improve service provision in Walnut Creek.

The City's Housing Program staff strives to maintain contact with the County service providers to learn the needs of the homeless and has facilitated meetings between homeless representatives and City management. In Spring of 2004, Consortium members, other public agencies, and private service providers adopted a countywide plan to end homelessness in

ten years.⁸ Since then, City staff has participated in the process of implementing the ten-year plan by attending monthly Homeless Inter-Jurisdictional Inter-Departmental Workgroup (HIJIDWG) meetings.

In 2007, HIJIDWG and the Homeless Continuum of Care Board (CoCB) merged into one group: the Contra Costa Interagency Council on Homelessness (CCICH). CCICH is charged with providing a forum for communication and coordination about the overall implementation of the county's Ten Year Plan to End Homelessness and providing advice and input on the operations of homeless services, program operations, and program development efforts. CCICH provides a forum for orchestrating a vision on ending homelessness in Contra Costa County, educating the community on homeless issues, and advocating on federal, state, county and city policy issues affecting people who are homeless or at-risk of homelessness. City staff regularly attends the quarterly CCICH meetings.

Foreclosure

The City is working closely with neighboring jurisdictions to mitigate the impact of predatory lending and the current foreclosure crisis. In the fall of 2007, housing staff from the City of Walnut Creek, Contra Costa County, and the City of Richmond convened a series of meetings regarding the region's increasing difficulties with the sub-prime mortgage crisis and the rapidly increasing number of home foreclosures. The jurisdictions met with all of the non-profit agencies countywide that are providing home loan counseling and low cost legal services. The agencies reported tremendous increases in calls for assistance due largely to calls for mortgage counseling, and difficulty in staffing their homeowner counseling functions due to the increase in demand.

As a result of these discussions, the non-profit organizations have come together into a collaborative called HEPA (Home Equity Preservation Alliance) to provide coordinated services more effectively and efficiently than if the agencies worked independently. The HEPA Collaborative received CDBG funding from the Cities of Walnut Creek, Antioch, Richmond and Contra Costa County for the previous funding cycle, as well as the current 2010-2011 program year. Activities for the 2010-2011 year will include homeowner information seminars, financial and asset preservation counseling, renter information seminars, one-on-one counseling, and legal services.

Seniors

According to the 2000 U.S. Census, seniors account for 25 percent of Walnut Creek's population (over 16,000 persons), and seniors head approximately 33 percent of the households. Between 1990 and 2000, senior adults 65 years and older were the fastest growing age group in Walnut Creek. Seniors are faced with a unique cross-section of needs that include healthcare needs, transportation, food provision, mental health services, legal

⁸ To view the Countywide plan to end homelessness in ten years, visit the city of Walnut Creek website at www.walnut-creek.org.

services, financial assistance, companionship, and mobility assistance. Many seniors are vulnerable because they have limited incomes, disabilities, and rising health care expenses. Thirty-five percent of senior households in Walnut Creek earn low-incomes.

During the past four years, the City has committed significant federal and local dollars to new construction for low-income senior housing. In 2007, Villa Vasconcellos, 70 units of very-low income senior housing was completed. With over 500 applications received, Villa was fully leased up by May of 2008. The City also committed significantly to Casa Montego II, 33 units of very low-income senior housing, which was fully leased up in 2009. Additional CDBG and CSG funds are committed to public service agencies providing services to Walnut Creek's low-income seniors.

In 2010-2011 CDBG and CSG funds will support Senior Outreach Services **Meals On Wheels** program that provides nutritious meals and health assessments to over 200 of Walnut Creek's homebound elderly. The City will continue to support the John Muir Foundation's **Caring Hands Volunteer Caregivers** program that enables frail, isolated and disabled seniors to stay in their home and remain independent by providing free non-medical in-home assistance, including; transportation to medical appointments and errands, recreational/social opportunities, minor home repairs, yard work, light meal preparation and respite care. Grant funds will also support the **Ombudsman Services of Contra Costa County** and **Contra Costa Senior Legal Services**.

Other Needs

The City plans to fund several agencies providing services to persons with disabilities, youth, substance abusers and persons with HIV/AIDS. With the assistance of CDBG and CSG funds, **Court Appointed Special Advocates** will provide advocacy to 2 Walnut Creek's abused or neglected children. New Connections will receive funding for their **HIV/AIDS Services** program, providing services to 20 Walnut Creek residents, and their **Substance Abuse Program**, which will serve 45 residents, including youth services such as school-based counseling and substance abuse education and in-service trainings for school personnel.

REDUCING BARRIERS TO AFFORDABLE HOUSING

The City of Walnut Creek is implementing policies to reduce barriers to affordable housing. In 2005, the City established a reduction in parking requirements for affordable housing units and units that are near public transportation. The City already waives traffic mitigation fees for affordable housing and property development tax for senior housing. The City is faced with a voter initiative entitled Measure A, enacted in 1985, which limits building heights throughout the City. However, a recently adopted density bonus ordinance will allow developers to request concessions when building affordable units, including concessions related to height limits. Through the General Plan update, the City identified sites where housing could be provided to place on a future ballot measure for a height

increase. The General Plan also identifies areas of the city that may be rezoned from commercial to mixed-use, to encourage residential over commercial development.

By adopting the Inclusionary Zoning Ordinance, the City ensures that new affordable units are built along side market rate units. In lieu fees collected through the Inclusionary and Commercial Linkage Fee ordinances allow the City to encourage and support the development of housing affordable to very low-income residents.

Housing Element

The City's 2009-2014 Housing Element was certified by the State of California in early 2010. The current Housing Element incorporates the new regional housing goals for that period, and includes a number of new policies and programs including: developing new zoning designations consistent with newly established Mixed Use Land Use categories; revising the inclusionary ordinance to include fines or penalties, and consider increasing the affordability requirement; encourage sweat equity projects such as Habitat for Humanity; allocating additional RDA resources to affordable housing; encouraging a Shared Housing Program that would match property owners with vacant rooms to tenants; considering a policy to waive fees for transitional and emergency shelter; working to develop a winter nights shelter; developing a policy to provide reasonable accommodations to persons with disabilities seeking fair access to housing; developing policies to reduce green house gas emissions; developing a program to ensure long-term preservation of Section 8 contract units; assisting homeowners who may be at risk of foreclosure; and considering developing a rental inspection program for multifamily rental units.

REDUCING THE NUMBER OF PERSONS BELOW POVERTY LINE

In 2010-2011, the City of Walnut Creek will continue its efforts to reduce the number of families and individuals living in poverty. The City will focus primarily on supporting programs that raise household incomes through economic development activities, job training and job readiness skills, and increased access to employment opportunities for persons living below the poverty line.

To meet this goal, the City plans to use CDBG funds to support a variety of economic development activities. Funded activities include programs to assist low-income individuals in establishing new businesses, and programs designed to teach job skills to under-employed low-income residents.

The City will provide continued funding for the Contra Costa Childcare Council's **Road to Success Program** that offers technical assistance, training and general support leading to the State licensing of Walnut Creek family child care providers. The City will also continue to support the Contra Costa Small Business Development Center's **Small Business Management Assistance** program whose goal is to create and retain jobs for low- to

moderate-income people through self-employment and micro-enterprise business expansion. The City is funding a new economic development project through the Women's Initiative. The Women's Initiative, Microenterprise Opportunities for Low-Income Women proposes to serve 3 Walnut Creek women interested in starting their own business.

As mentioned in previous sections of this report, the City funds a variety of public service activities that help improve household income by alleviating various obligatory expenses. Such activities include collaborative food distribution, meals on wheels, legal services for the elderly; homeless prevention activities and one-time financial assistance services. Additionally, the City uses CDBG funds to support services to prevent and alleviate domestic violence, which often renders women and children impoverished or homeless.

FAIR HOUSING

In 2010, alongside the 2010-2015 Consolidated Plan, the Contra Costa Consortium developed and updated the Analysis of Impediments to Fair Housing Choice that covers all participating jurisdictions. The County Board of Supervisors adopted the updated Analysis of Impediments⁹ (AI) on XXX. Some of the recommendations relevant to the City of Walnut Creek are as follows:

- Provide assistance to preserve existing affordable housing and to create new affordable housing.
- Offer regulatory relief and incentives for the development of affordable housing.
- Assure the availability of adequate sites for the development of affordable housing.
- Monitor Home Mortgage Disclosure Act (HMDA) data and report significant trends in mortgage lending by race, ethnicity and location.
- When selecting lending institutions for contracts and participation in local programs, member jurisdictions may prefer those with a Community Reinvestment Act (CRA) rating of "Outstanding." Member jurisdictions may exclude those with a rating of "Needs to Improve," or "Substantial Noncompliance" according to the most recent examination period published by the Federal Financial Institutions Examination Council (FFIEC).
- Support pre-purchase counseling and homebuyer education programs.
- Support home purchase programs targeted to lower income, immigrant, and minority households.
- Encourage mortgage lenders to responsibly market their loan product to lower income, immigrant, and minority households.

⁹ To view the Analysis of Impediments to Fair Housing Choice, please visit the City's website at www.walnut-creek.org.

- Support home purchase programs targeted to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.
- Encourage mortgage lenders to responsibly market their loan products to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.
- Support efforts to educate tenants, and owners and agents of rental properties regarding their fair housing rights and responsibilities.
- Support efforts to enforce fair housing rights and to provide redress to persons who have been discriminated against.
- Support efforts to increase the awareness of discrimination against persons based on sexual orientation.
- Support efforts to educate tenants, and owners and agents of rental properties regarding the right of person with disabilities to reasonable accommodation.
- Support efforts to enforce the right of person with disabilities to reasonable accommodation and to provide redress to person with disabilities who have been refused reasonable accommodation.
- Monitor the incidence of housing discrimination complaints and report trends annually in the CAPER.
- Improve the consistency in reporting of housing discrimination complaints. All agencies who provide this information should do so in the same format with the same level of detail.
- Improve the collection and reporting information on discrimination based on sexual orientation and failure to provide reasonable accommodation to persons with disabilities.
- Adopt formal policies and procedures for persons with disabilities to request reasonable accommodations to local planning and development standards.

During the 2010-2011 program year, the City of Walnut Creek will work towards addressing impediments to fair housing by the following actions:

- By implementing programs and policies in the newly certified 2007-2014 Housing Element.
- By allocating federal and local funds for the development of new affordable housing for very-low and low-income residents.
- By funding affordable housing projects located near public transportation. The City is currently partnering with Habitat for Humanity to develop 10 townhomes near Walnut Creek BART.

- By maintaining the City’s website, which includes links to the websites of fair housing service providers, information regarding current and future housing developments, information regarding the City’s housing programs, a current City of Walnut Creek rental listing, and information on foreclosure prevention and assistance.
- By committing CDBG funds to Housing Rights, Inc. for the purpose of providing fair housing counseling and tenant/landlord counseling services to Walnut Creek residents.
- By committing CDBG funds to the Home Equity Preservation Alliance for the purpose of assisting low-income residents who are at risk of, or in the process of foreclosure.
- By enforcing the City’s Inclusionary Zoning and Density Bonus laws, and the Commercial Linkage Fee, which contribute to the development of affordable housing in the City of Walnut Creek.
- By continuing to fund the City’s First-Time Homebuyer Assistance Program, and Home Rehabilitation Loan Program.
- By participating in and sponsoring Homebuyer and foreclosure prevention workshops.
- By updating current housing counseling and legal resource and referral lists for connecting residents to the appropriate HUD approved agencies.

PROGRAM MONITORING

The City of Walnut Creek monitors CDBG and CSG grant recipients (subrecipients) and projects to ensure their compliance with program and planning requirements. Monitoring involves review of quarterly invoices and reports as well as agency audit reports. City staff will also perform on-site monitoring of 3-6 subrecipients per year. In addition, monitoring may be conducted in cooperation with or by CDBG staff from other entitlement communities who provide copies of their monitoring reports to the City. The City ensures that the limited clientele National Objective requirements are met for those activities that are not targeted to one of the presumed benefit populations. The Contra Costa Consortium works together to develop a monitoring plan and schedule for the upcoming year.

For all City loan/grant programs, each borrower is required to provide information in their application regarding their income. This is also true for all tenants in CDBG regulated rental projects. Property managers are required to annually re-certify each tenant in an affordable unit. Third party verifications of income are required for all these housing programs.

The Contra Costa Consortium meets regularly to assess the Consortium’s progress toward meeting the goals set forth in the Consolidated Plan, and to ensure program compliance

throughout the program year. Regular correspondence among consortium members, and collaborative planning efforts, encourage program compliance and streamlining of subrecipient program monitoring.

LEAD BASED PAINT HAZARDS

The City of Walnut Creek developed a Lead Based Paint Implementation Plan (LBP Plan) that describes the actions to be taken, and the responsibility for compliance with lead based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992) under each of its existing affordable housing programs. In particular, any homes constructed prior to 1978 that are assisted through the City's Home Owner Rehabilitation Grant Program or the City's New Construction/Substantial Rehabilitation Program must be in compliance with lead-based paint abatement requirements.

DEVELOPING INSTITUTIONAL STRUCTURES

City Structure

Federally funded housing and community development activities are administered through the Community Development Department under the supervision of the Housing Program Manager. The Housing Program Manager has overall responsibility for the development of the City's housing plans and policies and plays a lead role in pursuing resources and strategies to implement housing programs including CDBG and redevelopment programs.

The Housing Program staff administers the City's First-Time Homebuyer Assistance Program, the Homeowner Rehabilitation Loan and Grant Program, and the New Construction and Rehabilitation Programs for affordable housing. Staff also implements the Inclusionary Housing and Commercial Linkage Fee Ordinances for the development of new workforce housing. The CDBG/Housing Analyst administers the CDBG program and performs a variety of tasks in support of affordable housing including the development of housing policies and securing and administering federal and state housing grants.

As part of the Planning Division of the Community Development Department, the Housing Program Manager and CDBG/Housing Analyst work closely with the City Planners. With the implementation of the Inclusionary and Linkage Fee Ordinances, collaboration between Housing Programs and City Planning has increased significantly, and interdepartmental structures to enhance this collaboration are currently being developed.

Developers and Lenders

Nonprofit developers, such as Satellite Housing and Resources for Community Development, have received City subsidies to construct new rental housing affordable to very-low-income households. These projects leverage other lending institutions and banks at

a ratio of up to 7 dollars for every city dollar. Private for-profit developers provide 10% of new units for either moderate or low-income households.

The City of Walnut Creek collaborates and trains local lenders to administer the City's First-Time Homebuyer Assistance Program. City staff review and approve buyers who have been pre-approved by the program lenders.

Public Service Providers

The CDBG/Housing Analyst monitors the progress and performance of CDBG funded programs, and provides technical assistance when needed. In 2005 the City Council implemented a 2-year funding cycle for the CDBG program with the primary benefit of being able to enhance staff availability for technical assistance and to strengthen inter-agency relationships. Starting with the 2006-2007 year, all of the Contra Costa Consortium member jurisdictions are operating on a two-year funding cycle. During the first two-year cycle the benefits of administrative streamlining were apparent.

The Contra Costa Consortium is working closely with service providers to encourage and facilitate collaboration and coordination in service delivery, thereby increasing efficiency and decreasing duplication in services.

New Database

In 2008, the Contra Costa Consortium contracted with City Data Services (www.citydataservices.net) to set up an online data reporting and application process for the consortium's CDBG program. The program was launched to coincide with our renewal application for 2009-2010. Two training sessions for subrecipients were offered, in east and central county, both of which were well attended. Subrecipients expressed gratitude for the new program and felt that it saved both time and money. All applications for the 2010-2012 grant cycle were submitted through the database.

Responding to the Public

City staff is also available to respond to a variety of public concerns. The City collaborates with Housing Rights, Inc. to respond to tenant concerns throughout the City. City building inspectors and code enforcement officers are available to respond to housing issues that stem from code violations or structural integrity concerns within the City of Walnut Creek.

PUBLIC COMMENTS