

AGENDA



HOUSING AND COMMUNITY DEVELOPMENT COMMISSION REGULAR MEETING

**THURSDAY, FEBRUARY 3, 2022
7:00 P.M
VIA TELECONFERENCE**

Tara Beasley-Stansberry, Chair
S. Bre Jackson, Vice-Chair
Jared Bunde
Ylonda Calloway
Cassandra James
Christina Long
Antoinisha Waddell

IMPORTANT NOTICE

Until further notice, meetings of the Housing and Community Development Commission are being conducted using teleconference and electronic means, consistent with Vallejo City Council Resolution No. 22-006 N. C., adopted on January 11, 2022, regarding the COVID-19 pandemic. The public may only view the meetings on television and/or online and not in the Council Chamber. Details may be found at www.cityofvallejo.net.

PUBLIC COMMENT: Members of the Public may provide public comments during the Housing and Community Development Commission Meeting via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting ID: 914 0075 0676#. For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

VIEW THE MEETING: There are two different ways you can view this public meeting:

- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://zoomregular.cityofvallejo.net>

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at dawn.abrahamson@cityofvallejo.net Notification at least 48 hours prior to a meeting will enable the City to make reasonable arrangements to ensure accessibility to that meeting. [28 CFR.35.102.35.104 ADA Title II]. The Vallejo Housing and Community Development Division may be contacted as follows: Tel: (707) 648-4507, Fax: (707) 648-5249, or e-mail: chari.barrera@cityofvallejo.net. The hearing impaired may call the California Relay Service at (800) 735-2922 without a TTY/TDD, or (800) 735-2929 with a TTY/TDD.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PRESENTATIONS**
5. **APPROVAL OF MINUTES**

A. Regular Meeting of December 2, 2021

6. WRITTEN COMMUNICATIONS

- A. City Council Resolution No. 22-006 N. C.

7. REPORT OF THE SECRETARY**8. REPORT OF THE CHAIR AND MEMBERS OF THE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION, AND LIAISON REPORT**

- A. Report of the Chair and Members of the Housing and Community Development Commission
- B. Report of City Council Liaison to the Housing and Community Development Commission

9. COMMUNITY FORUM

This is an opportunity for residents to discuss items not on the agenda that are within the purview of the Commission. The Commission may not discuss or take action on these items but may require they be placed on a future agenda. If an item is not within the purview of the Commission, the person may be referred to the appropriate party. Each speaker participating under the Community Forum shall be limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.

In conformance with Resolution No. 22-006 N. C., the City of Vallejo has opted to hold Housing and Community Development Commission meetings via teleconference. There will be no public access to City Hall for any Commission meetings until further notice.

Any interested members of the public desiring to communicate with the Commission as part of the Community Forum may do so via:

- ZOOM: (<https://ZoomRegular.Cityofvallejo.net>),
- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment.

10. PUBLIC COMMENT REGARDING CONSENT CALENDAR ITEMS

Members of the public wishing to address the Commission on Consent Calendar items may do so only via teleconference. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Request for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and the Agenda.

In conformance with Resolution No. 22-006 N. C., the City of Vallejo has opted to hold this meeting via teleconference. There will be no public access to City Hall for any Commission meetings until further notice.

Any interested members of the public desiring to communicate with the Commission as part of this item may do so via:

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- ZOOM: (<https://ZoomRegular.Cityofvallejo.net>),
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11. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

A. Fiscal Year (FY) 2021-22 HOME Investment Partnerships (HOME) Program Budget Amendments

On May 11, 2021, the City Council approved HOME Program activities for FY 2021-22, for the period beginning July 1, 2021 and ending June 30, 2022. Some of the activities completed in the prior fiscal year (2020-21) are completed and may be closed out. Other activities may be in progress or are not yet underway, and may be carried over. Funds for some activities may be reallocated if an activity does not proceed for any reason. The revised FY 2021-22 HOME Program Budget as proposed by staff is shown as an attachment to the enclosed Staff Report.

Recommendation: Adopt the enclosed Resolution recommending approval by the City Council of amendments to the FY 2021-22 HOME Program Budget.

12. ACTION CALENDAR

Members of the public wishing to address the Commission on Action Calendar items may do so only via teleconference. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.

In conformance with Resolution No. 22-006 N. C., the City of Vallejo has opted to hold this meeting via teleconference. There will be no public access to City Hall for any Commission meetings until further notice.

Any interested members of the public desiring to communicate with the Commission as part of this item may do so via:

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- Phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press *9 to raise your hand digitally from the phone.

For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment.

A. Public Hearing: Housing and Community Development Needs

In accordance with its Citizen Participation Plan, the City holds at least one public hearing each year on housing and community development needs in Vallejo. The purpose of this public hearing is to determine whether and how these needs may have changed significantly from those documented in the Consolidated Plan and if so what, if any, revisions to proposed activities may be appropriate. This hearing is also intended to provide an opportunity for residents and other interested parties to comment on how the City's federal Community Development Block Grant (CDBG) Program and federal HOME Investment Partnerships

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Program funds may be used in FY 2022-23, (beginning July 1, 2022).

For more information, a staff report is enclosed with the agenda.

Recommendation: Conduct a public hearing to receive comments on housing and community development needs.

1#. ADJOURNMENT

AFFIDAVIT OF POSTING

I, Chari Barrera, Housing and Community Development Commission Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Housing and Community Development Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 7:00 p. m. on January 31, 2022.

Dated

January 31, 2022

Chari Barrera, Secretary

Chari Barrera

ACTION MINUTES

1. Call to Order

The Housing and Community Development Commission of the City of Vallejo met in a regular meeting on Thursday, December 2, 2021, at 7:00 p.m. in the Council Chambers of the Vallejo City Hall, at 555 Santa Clara Street, in Vallejo, California.

2. Pledge of Allegiance

3. Roll Call

Present: Bunde, Calloway, Jackson, James, Long

Absent/Excused: Beasley-Stansberry, Waddell

Absent/Unexcused: None

Liaison: Councilmember Loera-Diaz, Absent

Staff: Gillian Hayes, Interim Assistant City Manager
Chari Barrera, Administrative Analyst II
Guy Ricca, Temporary Senior Community Development Analyst

4. Presentations - None

5. Approval of Minutes

Long made a motion to approve the minutes of the regular meeting of November 4, 2021. The motion was seconded by Bunde.

ROLL CALL:

Ayes: Commissioners: Bunde, Calloway, Jackson, James, Long

Noes: Commissioners: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Beasley-Stansberry, Waddell

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 5-0-0.

6. Written Communications

Barrera reported that the PowerPoint presentation/handouts for Item 12.A have been provided to the Commissioners.

7. Report of the Secretary

There was no report.

8. Report of the Chair and Members of the Housing and Community Development Commission, and Liaison Report

There were no reports.

9. Community Forum

There were no speakers.

10. Public Comment Regarding Consent Calendar Items

There were no speakers.

11. Consent Calendar and Approval of the Agenda

Bunde made a motion to approve the Consent Calendar and the Agenda. The motion was seconded by Long.

ROLL CALL:

Ayes: Commissioners: Bunde, Calloway, Jackson, James, Long

Noes: Commissioners: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Beasley-Stansberry, Waddell

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 5-0-0.

12. Action Calendar

A. FY 2021-22 Community Development Block Grant (CDBG) Program Budget Amendments

Staff reviewed the item. Commissioners had questions and staff explained the item. After discussion, Long made a motion to adopt the enclosed Resolution recommending approval by the City Council of amendments to the FY 2021-22 CDBG Program Budget. The motion was seconded by James.

ROLL CALL:

Ayes: Commissioners: Bunde, Calloway, Jackson, James, Long

Noes: Commissioners: None

Abstentions: Commissioners: None

Absent/Excused: Commissioners: Beasley-Stansberry, Waddell

Absent/Unexcused: Commissioners: None

The motion passed unanimously, 5-0-0.

- B. Establishment of a Commission Ad Hoc Committee on FY 2022-23 CDBG Program and HOME Investment Partnerships Program Funding Allocations

Staff reviewed the item. Commissioners Beasley-Stansberry, James, Bunde, and Long volunteered to serve on an Ad Hoc Committee.

13. Adjournment

There being no further business, at 7:33 p. m. the meeting was adjourned.


TARA BEASLEY-STANSBERRY, Chair

ATTEST:


CHARI BARRERA, Secretary



DATE: February 3, 2022

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Guy L. Ricca, Temporary Senior Community Development Analyst

SUBJECT: FISCAL YEAR (FY) 2021-22 HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAM
BUDGET AMENDMENTS

RECOMMENDATION

Adopt the enclosed Resolution recommending approval by the City Council of amendments to the Fiscal Year (FY) 2021-22 HOME Program Budget.

REASONS FOR RECOMMENDATION

The City benefits from its use of HOME Program funds. By reauthorizing the funding for activities in progress or not yet underway, the City is assisted in accomplishing its affordable housing and community development objectives. City Charter Section 703 requires that available funds not included in the Budget may be appropriated by the City Council after giving one week's notice of intention to do so. The federal government also requires the City to commit and expend its HOME Program funds in a timely manner. If the City fails to do so, these funds are recaptured.

BACKGROUND AND DISCUSSION

On May 11, 2021 the City Council approved HOME Program activities for FY 2021-22 for the period beginning July 1, 2021 and ending June 30, 2022. Some of the activities completed in the prior fiscal year (2020-21) are completed and may be closed out. Other activities may be in progress or are not yet underway, and may be carried over. Funds for some activities may be reallocated if an activity does not proceed for any reason. The revised FY 2021-22 HOME Program Budget proposed by staff is shown at Figure 1, which is attached to the Resolution.

FISCAL IMPACT

As these are federal funds, there would be no fiscal impact to the City of Vallejo's General Fund. The net effect of the recommendation is to decrease the FY 2021-22 HOME Program expenditure budget by \$1,418,408.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1. Resolution

CONTACT

Guy L. Ricca, Temporary Senior Community Development Analyst, (707) 648-4359, Guy.Ricca@cityofvallejo.net

RESOLUTION

WHEREAS, on May 11, 2021 the City Council adopted a Budget for the Fiscal Year (FY) 2021-22 federal HOME Investment Partnerships (HOME) Program; and

WHEREAS, City Charter Section 703 requires that available funds not included in the Budget may be appropriated by the City Council after giving one week's notice of intention to do so; and

WHEREAS, staff is proposing that the revised FY 2021-22 HOME Program expenditure budget be reduced by \$1,418,408, as set forth in Figure 1 of this Resolution; and

WHEREAS, the Housing and Community Development Commission has considered the report and recommendations of staff on the proposed HOME Program Budget amendment, and has determined that the proposed Budget amendment is both fair and appropriate.

NOW, THEREFORE, THE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF VALLEJO DOES HEREBY RECOMMEND AS FOLLOWS:

Section 1. Approval by the Council of the City of Vallejo, pursuant to Charter Section 703, of amendments to the City's HOME Program (Fund 102) Budget for FY 2021-22, by changing certain expenditure appropriations, as set forth in Figure 1 of this Resolution, which is by this reference incorporated herein.

Section 2. Authorization of the Interim City Manager, or his designee, the Interim Assistant City Manager, by the Council of the City of Vallejo, to prepare and execute written Agreements and Amendments, as may be necessary, with subrecipient agencies, contractors, and developers receiving FY 2021-22 HOME Program funds.

CITY OF VALLEJO
HOME PROGRAM BUDGET AMENDMENT, FISCAL YEAR (FY) 2021-22, FIGURE 1

	FY 2020-21							FY 2021-22							
									Proposed Adjustment						
									Carryover from FY 2020-21						
	FYI Only Original	Final Approved	Unspent Entitlement	Unspent Program Income	Unspent HP	Unused Non-Federal	Total	Adopted	Automatic Carryover-	Carryover	Additional	Proposed	Total	Total	
	FY 2020-21	FY 2020-21	Balance (IDIS)	Balance (IDIS)	Balance (IDIS)	Match	FY 2020-21	FY 2021-22	Existing P.O.	Proposed in	FY 2021-22	Reallocation [8]	Proposed	Total	
	Budget	Budget [1], [2]	6/30/2021	6/30/2021	6/30/2021		Carryover	Budget [3]	or Agreement	Current Action	HUD Funding	L	Adjustment	Proposed Budget	
	A	B	C	D	E	F	G	H	I	J	K		M	N	
HOME Program Activities							(C+D+E+F)			(G-I)			(J+K+L)	(H+I+M)	
A															
Program Administration (102-2101-463.xx-xx)	\$ 71,028	\$ 71,038	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,086	\$ -	\$ -	\$ 177,983	\$ -	\$ 177,983	\$ 254,069	
Closing Cost Grants (102-2101-463.40-60)	75,000	98,000	75,000	23,000	-	-	98,000	50,000	98,000	-	-	-	-	148,000	
CHDO Project (102-2101-463.40-61)	645,518	645,518	645,518	-	-	-	645,518	91,629	-	645,518	-	-	645,518	737,147	
Homebuyer Loans (102-2101-463.40-63)	307,000	307,000	225,000	82,000	-	-	307,000	200,928	307,000	-	-	-	-	507,928	
Tenant-Based Rental Assistance (TBRA) (102-2101-463.40-65)	261,847	261,847	251,821	10,026	-	-	261,847	118,623	-	261,847	-	-	261,847	380,470	
CHDO Admin. (102-2101-463.40-67)	59,333	59,333	59,328	-	-	-	59,328	-	-	59,328	-	-	59,328	59,328	
Staff Project Delivery (102-2101-463.40-68)	3,600	3,600	-	-	-	-	-	43,600	-	-	-	-	-	43,600	
Permanent Supportive Housing (102-2101-463.40-95)	2,752,910	2,752,910	-	150,268	274,356	225,672	650,296	-	-	650,296	-	-	650,296	650,296	
Workforce Housing Property Acquisition (102-2101-463.46-05)	165,765	165,765	165,765	-	-	-	165,765	-	-	165,765	-	-	165,765	165,765	
Sonoma Estates Housing Project Loan - CHDC (102-2101-463.46-xx)	-	-	-	-	-	-	-	180,000	-	-	-	-	-	180,000	
TOTAL	\$ 4,342,001	\$ 4,365,011	\$ 1,422,432	\$ 265,294	\$ 274,356	\$ 225,672	\$ 2,187,754	\$ 760,866	\$ 405,000	\$ 1,782,754	\$ 177,983	\$ -	\$ 1,960,737	\$ 2,946,603	

Notes:

[1] Of this amount, \$100,000 was projected program income;
\$186,824 in FY 2020-21 program income was received.

[2] Adopted FY 2020-21 Budget included \$225,672 in non-federal
matching funds.

[3] Of this amount, \$150,000 is projected program income.

Unspent PI Balance = Loan Payments

Unspent HP Balance = Recaptured Homebuyer Funds - when the City receives a payoff of a HOME-funded direct homebuyer assistance loan, because of the recapture provision, it cannot be used for Program Admin costs.



DATE: February 3, 2022

TO: Chair and Commissioners
Housing and Community Development Commission

FROM: Guy L. Ricca, Temporary Senior Community Development Analyst

SUBJECT: Public Hearing: Housing and Community Development Needs

RECOMMENDATION

Conduct a public hearing to receive comments on housing and community development needs.

REASONS FOR RECOMMENDATION

This public hearing is a requirement of the City's Citizen Participation Plan.

BACKGROUND AND DISCUSSION

The City has adopted a five-year "Consolidated Plan". The Consolidated Plan addresses housing and community development needs. The current Plan includes the period beginning July 1, 2020 and ending June 30, 2025. The Consolidated Plan includes a needs assessment and analysis of affordable housing and community development needs in the City of Vallejo. The 2020-24 (Fiscal Years 2020-21 through 2024-2025) Consolidated Plan is available on the City's Web Page under City Hall, Departments & Divisions, Housing & Community Development, Housing and Community Development Document Library, Plans & Reports, FY 2020-24 Five Year Consolidated Plan.

In accordance with its Citizen Participation Plan, the City holds at least one public hearing each year on housing and community development needs in Vallejo. The specific purpose of this public hearing is to determine whether and how these needs may have changed significantly from those documented in the Consolidated Plan and if so what, if any, revisions to proposed activities may be appropriate. This hearing will also provide an opportunity for residents and other interested parties to comment on how the City's CDBG Program and HOME Program funds may be used in Fiscal Year (FY) 2022-23.

The Consolidated Plan has established the following groups as the most in need of assistance, in this order of priority: (1) very low- and low-income renters; (2) homeless persons; (3) first time homebuyers; and (4) non-homeless persons with special needs. The Plan has also established community development needs and priorities. They are: (1) public infrastructure and facility improvements in target area neighborhoods; (2) social services to meet basic human needs, (3) the installation of curb ramps, City-wide; and (4) economic development. In the Consolidated Plan, quantifiable five-year and annual goals are established to address identified needs.

A copy of the public notice for this hearing is provided at Attachment 1. Written comments on this subject have also been invited through February 3, 2022.

FISCAL IMPACT

None.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1. Public Notice Dated January 20, 2022

CONTACT

Guy L. Ricca, Temporary Senior Community Development Analyst, (707) 648-4359, Guy.Ricca@cityofvallejo.net