

**Final – with changes
requested by HUD
5/23/03**



**City of Antioch
2003-2004
Community Development Block Grant
Action Plan
&
Executive Summary**

Addendum to 2000-2005 Contra Costa Consortium Consolidated Plan

Report Organization

This report is divided into two parts. Part One is the Executive Summary which explains the Consolidated Plan/Annual Action Plan process, outlines the City's plans for using CDBG monies in PY 2003-2004, delineates the City's objectives for 2003-2004, describes the City's efforts to affirmatively further fair housing during 2003-2004, summarizes the City's housing programs, describes the City's monitoring procedures and lists citizen comments on the plan. Part Two contains several documents that HUD requires to accompany this report including: 1) spreadsheets developed using HUD's 20/20 software that detail each CDBG funded activity in PY 2003-2004; 2) funding sources spreadsheet; 3) certifications; 3) SF-424 form.

**PART ONE:
Executive Summary**

Section One: Summary of Consolidated Plan/ Annual Action Plan Process

This plan has been prepared by the City of Antioch in accordance with 24 CFR '91.220, '91.225 and '91.230 Consolidated Submission for Community Planning and Development Programs Final Rule as published January 5, 1995 in the Federal Register. The plan has been approved by the City of Antioch and will be submitted to the U.S. Department of Housing and Urban Development for approval. Once approved, the City to be eligible to receive Community Development Block Grant Funds for the 2003 Program Year (July 1, 2003- June 30, 2004).

As an Entitlement Community (cities with 50,000 inhabitants are usually entitlement communities), the City of Antioch administers Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD). Antioch is part of the Contra Costa County HOME Consortium, which consists of Antioch, Pittsburg, Walnut Creek, Concord, and Contra Costa County. The Consortium has completed, per Title 24 of the Federal Code of Regulations, a Consolidated Plan, which resulted in HOME and HOPWA funds being made available. The Consolidated Plan is a five-year document covering Program Year 2000 (July 1, 2000-June 30, 2001) to Program Year 2004 (July 1, 2004-June 30, 2005)) outlining the community development needs of all the member jurisdictions. HUD approved the Consolidated Plan in June 2000. The Consolidated Plan addresses housing needs as they relate to HOME funding. HOME funding provides assistance for the construction and renovation of affordable housing.

As part of the Consolidated Planning process, each jurisdiction in the Consortium must produce an Action Plan for each fiscal year following the approval of the Consolidated Plan. The Action Plan establishes the community's objectives for meeting the housing and social service goals contained in the Consolidated Plan, identifies resources available within the community to meet Consolidated Plan goals, and describes a one-year plan for the intended use of these federal resources. The City of Antioch's Action Plan addresses the Community Development Block Grant Program and other supportive community development activities. The Action Plan must be submitted to HUD no fewer than forty-five days before the beginning of a fiscal year (July 1).

SECTION TWO: MEETING A NATIONAL OBJECTIVE

All activities that the City will undertake in PY 2003-2004 comply with at least one of the HUD National Objectives as detailed in the Community Development Block Grant Final Rule, 24 CFR Part 570. To meet a national objective a project must either:

1. Benefit low-income persons;
2. Aid in the prevention or elimination of slums and blight; or
3. Meet other community development needs having a particular urgency because existing conditions pose a serious threat to the health or welfare of the community and other financial resources are not available to meet such needs.

SECTION THREE: 2003-2004 PROGRAM OBJECTIVES

The following objectives were developed by the City of Antioch to fulfill the local needs as identified in the Consolidated Plan (short- & long-term objectives, short- & long-term needs, & the Priority Needs Table) for the 2003-2004 Program Year. These objectives will be to provide assistance for:

Priority Need #CD-1: **ECONOMIC DEVELOPMENT**

- Objective:
- 1) Provide support to develop and assist in maintaining 15 new licensed family child-care business for low-income Antioch residents (Contra Costa Child Care Council)
 - 2) Assist in the retention or creation of 8 jobs for low- and moderate income Antioch residents (Small Business Development Center/Workforce Investment Board).
 - 3) Provide comprehensive information technology and life-skills training and follow-up services for 30 Antioch residents (Opportunities for Technology Information Careers).

- 4) Assist in the creation and retention of 20 jobs for low- and moderate-income Antioch residents (Job Creation Loan Program).

Priority Need #CD-2: **INFRASTRUCTURE/PUBLIC FACILITIES**

- 1) Provide assistance to 7 low income households to help defray the cost of sidewalk repairs (Sidewalk Repairs).
- 2) Provide funding for 10-15 curb cuts.
- 3) Remove existing asphalt concrete section, repair deteriorated concrete sections, seal cracks, and overlay with Rubberized Asphalt Concrete on G Street between 10th and 18th Street and 6th Street between A and G. (City of Antioch Road Improvement Program).
- 4) Overlay streets in downtown area in order prescribed by the City's pavement condition index rating (City of Antioch Road Improvement Program).

Priority Need # CD-4: **HOMELESS SERVICES** *(NOTE: THESE SERVICES WILL NO LONGER BE FUNDED USING CDBG FUNDS. ALL THE CITY'S HOUSING PROGRAMS WILL BE FUNDED WITH ANTIOCH DEVELOPMENT AGENCY HOUSING SET-ASIDE FUNDS)*

- Objectives:
- 1) Provide landlord-tenant counseling and mediation services; and community seminars for 390 low-income Antioch residents (SHELTER, Inc.)
 - 2) Provide rental assistance and case management services for 313 low-income Antioch residents (SHELTER, Inc.)
 - 2) Provide information and referral service for homeless services for 750 people (Contra Costa Crisis Center).

Priority Need # CD -5,6: **SPECIAL NEEDS PROGRAMS**

- 1) Provide assistance with case management and counseling services for 400 households of victims of domestic violence (STAND Against Domestic Violence).
- 2) Provide self-help training for 22 low-income blind Antioch residents (Lions Blind Center).
- 3) Provide 65 handicapped households with self-support assistance to promote independence (Independent Living Resources).

- 4) Provide support services to 25 low-income residents suffering from HIV/AIDS (New Connections).

Priority Need # CD- 8: **FAMILY SERVICES**

- 1) Provide counseling services for 124 low-income Antioch residents (Family Stress Center).
- 2) Provide mammograms for 110 low-income Antioch residents (Delta Memorial Foundation).

Priority Need #CD-9: **SENIOR CITIZEN SERVICES**

- 1) Provide daily activities for 2000 elderly low-income Antioch residents (Antioch Senior Citizen Center).
- 2) Provide day care services for 40 low-income frail elderly Antioch residents (Bedford Center).
- 3) Provide legal services to 135 low-income Antioch seniors (Contra Costa Senior Legal Services).
- 4) Provide one, hot meal to 100 low-income seniors (Antioch Senior Nutrition Program).
- 5) Investigate and resolve nursing home complaints and/or provide representative payee services for 633 elderly low-income Antioch residents (Ombudsman Services).
- 6) Provide hot home-delivered meals to 120 low-income frail Antioch residents (Senior Outreach Services).
- 7) Recruit and place 60 low-income senior volunteers from Antioch in schools, child care programs, and to assist in crime prevention activities (Senior Outreach Services)
- 8) Assist 135 low-income, homebound Antioch seniors to assess direct in-home service that enable them to remain safely at-home (Senior Outreach Services).

Priority Need #CD-10. **YOUTH SERVICES**

- 1) Provide an opportunity to participate in youth recreational programs for 130 low-income Antioch youth (Youth Recreation Scholarship Program).
- 2) Provide child advocate supportive service for 15 households (Court Appointed Special Advocates).

Priority Need #CD-12: **FAIR HOUSING**

- 1) Provide assistance with information and legal advice for 60 low-income Antioch residents with fair housing discrimination complaints (Housing Rights).

Priority Need #H-1: **INCREASE SUPPLY OF HOUSING**

- 1) Work with the Housing Authority of Contra Costa County toward the development of 88 affordable housing units on 7th and I Street (will be funded by Antioch Development Agency).

Priority Need #H-2: **INCREASE HOMEOWNERSHIP OPPORTUNITIES**

- 1) Work with Habitat for Humanity to build 4-7 homes for low- income residents to purchase on the remaining section of the West Rivertown project (funding: Antioch Development Agency).

Priority Need #H-3: **MAINTAIN AND PRESERVE AFFORDABLE HOUSING STOCK**

(NOTE: THESE SERVICES WILL NO LONGER BE FUNDED USING CDBG FUNDS. ALL THE CITY'S HOUSING PROGRAMS WILL BE FUNDED WITH ANTIOCH DEVELOPMENT AGENCY HOUSING SET-ASIDE FUNDS. THE CITY WILL CONTINUE TO USE CDBG RELATED REVOLVING LOAN FUND REVENUES TO ASSIST IN FUNDING THESE PROGRAMS)

- 1) Assist 10 homeowners to rehabilitate their housing units (Neighborhood Preservation Program).
- 2) Assist in the rehabilitation of 15 rental units (Rental Rehabilitation Program)

Priority Need #H-6. **PROVIDE PROJECT-BASED, SUPPORTIVE SERVICES TO ASSIST THE HOMELESS**

- 1) Provide life-management, job training, and case management services to 8 extremely-low income Antioch families

SECTION 4: 2003-2004 PLAN FOR USE OF CDBG FUNDS

For 2003-2004 Program Year activities (July 1, 2003 -June 30, 2004), the City of Antioch anticipates utilizing the following CDBG funds: \$887,000 in new allocations from HUD and \$125,000 in previously unexpended housing, economic development, administration, and public service funds. These funds total \$1,012,000.

The City received \$125,000 in program income from the Owner Occupied Rehabilitation Program during PY 2002-2003 up to April 2003. At the City Council meeting on April 23, 2002, the City implemented, in accordance with HUD staff guidance, a revolving loan fund (RLF) to track all future income received by the Owner Occupied Rehabilitation Program. As allowed by HUD guidelines, all RLF income will be used to determine the public service cap if the City has excess funds available for the Owner Occupied Rehabilitation Program during PY 2003/4.

A summary list (Attachment A) of all the projects that will receive funding in PY 2003-2004 is attached. The City is happy to report that no inactive programs from previous years will have their allocations extended in PY 2003-4. The City will discontinue the Business Incubator (\$50,000), the Phoenix Program tenant improvement project (\$10,000), and the public infrastructure program (\$15,000) during PY 2003/4. In addition, the City anticipates transferring \$50,000 in unexpended administration funds for PY 2002/3 into PY 2003/4 activities. However, the City does anticipate that one public service program Delta Memorial Hospital Foundation will have funds left at the end of PY 2002-3. Staff will transfer these funds over to the PY 2003-4. If there are funds remaining at the end of PY 2003-4, the City will not reduce the PY 2004-5's allocation to the program.

In addition, three multi-year projects will be continued in PY 2003-2004, these activities are: Housing Rehabilitation Loan, the Rental Rehabilitation Loan Program, and the Job Development Activity. A summary of these programs follows:

The Owner-Occupied Housing Rehabilitation Program: As per March 2003, \$337,000 remains in this fund (including Revolving Loan Fund income of \$80,000). However, eight loans are underway that should be completed before the end of PY 2003-4 and the anticipated carryover balance to PY 2003-4 will be between \$80 and \$100,000 in CDBG funds at the end of the year. These funds will be coupled with revolving loan fund income realized by the program. Based on past experience, staff estimates there will be approximately \$50-100,000 in program income. Total CDBG funds available will range between \$130-200,000. The CDBG funds will be matched by with \$200,000 in 2003-2004 Antioch Development Agency Housing Set Aside Funds. Between \$330,000 and \$400,000 should be available for new owner-occupied housing rehabilitation activities in PY 2003-2004. This should be sufficient to fund 10-12 new loans.

The Rental Rehabilitation Program has \$110,000 in funds remaining as per March 2003. However, one loan for two units are underway and the anticipated carryover balance for PY 2003/2004 will be between \$50,000 and \$65,000. This will be coupled with

approximately \$5,000 in Revolving Loan Fund income for a total of \$55-70,000 in CDBG funds. The program will receive an additional \$180,000 in Antioch Development Agency funds in PY 2003-2004 (and/or funds reallocated from other previous PY activities). The program will have approximately \$235-\$250,000 for PY 2003-4 activities. This will sufficient to fund the rehabilitation of 10-15 units.

The Job Development Activity began in PY 1997. The project has \$140,024 available to loan to small businesses to create/retain jobs as of April 2003. The City will add \$58,000 from the PY 2003-2004 allocation. Total funds available will be \$198,024.

Most programs are available to any qualified low-income person living in the City of Antioch. Programs that have target areas are the Rental and Owner-Occupied Rehabilitation loan programs target neighborhoods most affected by blighted conditions or aging housing stock.

SECTION FIVE: ACTIONS TO AFFIRMATIVELY FURTHER FAIR HOUSING

The City of Antioch will take several actions to affirmatively further fair housing within the City during PY 2003-2004. The City will provide \$10,000 in CDBG funds for Fair Housing related programs. This money will help over 60 low-income households with housing discrimination complaints in the City of Antioch. In addition the City will provide \$15,700 in Antioch Development Agency funds to SHELTER Inc. for housing counseling, advocacy, landlord-tenant complaints, and emergency housing assistance in Antioch.

In December 2001, the CDBG-HOME consortium completed an Analysis of Fair Housing Impediments. This report contained 10 recommendations for ensuring fair housing in the community. The following list outlines the City's projected progress in PY 2003-2004 toward meeting the objectives outlined in the 2001 Analysis of Fair Housing Impediments report:

Action 1: Housing Element Compliance: The City of Antioch has prepared a draft Housing Element that is currently under review by the State Department of Housing and Community Development. The city has worked hard to ensure that growth management measures and development fees and standards comply with state guidelines and that vacant land is available to facilitate the development of housing for a wide range of income groups.

Action 2: Consolidated Plan: The City of Antioch will continue to work to ensure that the City maintains an active housing related program. The City has moved all of the financing for its Housing related projects from CDBG to the Antioch Development Agency (ADA) housing set-aside funds. In the past, the City has always had a significant surplus in unused ADA funds. This will allow the City to use these funds for housing related projects. In addition, the demand for CDBG funds for other programs has increased markedly, particularly public infrastructure. Even though, the City has made this funding shift, the Antioch Development Agency Housing Set-Aside fund will have sufficient funding to continue (over \$1.3 million between 2003-2006) to assist in new affordable housing development.

Action 3: Public Housing and Section 8 Assistance: The Housing Authority of Contra Costa County administers the public housing and section 8 assistance programs. Antioch will work with the members of the CDBG-HOME consortium to ensure that the Housing Authority continues to conduct outreach efforts to promote acceptance of these programs.

Action 4: Deconcentration of Affordable Housing: In order to promote neighborhood revitalization efforts and ensure that affordable housing residents have adequate access to public transportation and social services, most of the City's future affordable housing efforts will probably be concentrated in the corridor between Hwy. 4, the river, city boundaries, and Cavallo Road. However, the City will make an active effort to ensure that affordable housing is available wherever feasible.

Action 5: Affordable Housing Development Incentives: The City will continue to provide housing density bonuses, relaxed parking standards, and other incentives to affordable housing developers.

Action 6: Coordination with Public Transit: The City will continue to coordinate future affordable housing developments and other services for low- and moderate-income residents with available and expanded public transportation opportunities. In recognition of this goal, the City along with Eden Housing applied for and received a Transportation for Livable Communities grant to tie the West Rivertown Apartment into the Intermodal Transportation Center at the Amtrak Station on 1st and I Street.

Action 7: Outreach and Education: The City will work with Housing Rights, our fair housing service provider, to expand outreach programs to our residents.

Action 8: Information on Fair Housing Services: The City, in cooperation with the CDBG/HOME consortium, will encourage fair housing providers to describe fair housing services. The City will ensure that Housing Rights is linked to the City's website to expand the public's accessibility to Housing Rights services.

Action 9: Fair Housing Records: The City, in cooperation with the CDBG/HOME consortium, will work to ensure that the fair housing providers work collaboratively to compile accurate reports.

Action 10: Consulting Workshops with Lenders: The City, in cooperation with the CDBG/HOME consortium, will explore ways to improve financing with housing lenders.

Action 11: Lender Performance: The City will explore ways to ensure that CRA and HMDA criteria are used in the selection of lenders for local programs.

Action 12: Zoning Ordinance Amendments: The City will review its family definition when developing its revised zoning ordinance in PY 2003/3. The City will continue to use the

community residential care facility and second unit regulations developed by the state in its revised zoning ordinance.

Action 13: Housing Task Forces/Committees: The City does not have a housing task force or committee at this time. However, should the City adopt such a committee/task force, it will ensure that the committees/task forces have representatives of low-income groups.

Disabled Access

The City will provide \$20,000 in funding for the development of ADA street cuts at four major intersections in the Downtown Antioch area.

SECTION SIX: HOUSING PLANS AND RESOURCES

The primary sources of funding to address priority housing related community development needs in PY 2003-4 will be the Antioch Development Agency's Housing Set-aside (HSA) funds. The City will provide supplemental CDBG funds to finance any ready-to-go housing programs that cannot be funded through H.S.A funds. These funds will provide the required match for HOME Program projects. Projected HSA revenue for the Program Year 2003-4 is \$1,123,000.

SECTION SEVEN: MONITORING

The City of Antioch is responsible for the administration of CDBG funds. All projects funded through the CDBG program are monitored by the Department to ensure that the projects achieve their approved objectives in a manner consistent with federal regulations, the Consolidated Plan, and other local planning requirements. The City's monitoring procedures consist of the following:

Prior to funding, all projects are reviewed to ensure consistency with federal regulations and the Consolidated Plan.

During project implementation, project sponsors are required to submit quarterly reports detailing progress, significant obstacles, funding and expenditures, and affirmative marketing activities. In addition, projects are monitored for compliance with federal financial and labor standards, affirmative marketing, equal opportunity, fair housing, and other federal requirements. Projects are also monitored onsite on a regular basis once every two to three years and may be monitored more often on a selective basis as issues arise.

Following project completion, project sponsors are required to submit project completion reports identifying: accomplishments, population served, demographics, and housing affordability standards. Whenever possible, the City of Antioch coordinates with other members of the Contra Costa County consortium to eliminate duplication and to serve the project sponsors fairly and expeditiously.

SUMMARY OF PUBLIC PARTICIPATION PROCESS

In preparing the FY 2003/04 Action Plan, the City held a public hearing in December 4, 2003 in conjunction with Contra Costa County to determine needs. Notices were sent to the County's interested party mailing list. No members of the public participated in the hearing. The Consortium is working on a plan to develop one meeting that will solicit public input on CDBG unmet needs and provide guidance to existing and potential applicants regarding procedures for applying for CDBG and RDA (redevelopment agency) housing set-aside funds. Last year, the City of Concord hosted a meeting to inform existing and potential applicants regarding the consortium's efforts to develop a joint application form in November. Nearly 60 people attended the meeting and all the members of the consortium were pleased by the quality of public input.

On April 22, 2003, a final public hearing regarding the PY 2003/04 Action Plan was held by the City Council. As required, a display ad summarizing the subcommittee's recommendations was published on March 19, 2003.

CITIZEN COMMENTS:

The following is a summary of the comments received at that meeting and the City Council's actions in response to these comments:

Sidney Baird, Family Stress Center, thanked the council for their support of the Family Stress Center.

Patricia Bell, Victims of Violent Crime, requested that the City Council reconsider the subcommittee's recommendation not to fund their agency.

Action Taken: The City Council reconsidered Victims of Violent Crime's application and decided to award the agency \$5,000 for PY 2003-4.