



Fifth Program Year CAPER

The CPMP Fourth Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 5 CAPER response:

This 2014-15 Consolidated Annual Performance and Evaluation Report (CAPER) is being prepared in accordance with Federal Department of Housing and Urban Development (HUD) instructions. The CAPER covers the period of July 1, 2014 to June 30, 2015. A Public Comment Period was opened from August 28, 2015 through September 15, 2015 to receive comments. The City Council held a public hearing on the CAPER on September 15, 2015.

The Consolidated Plan is a five-year planning document which identifies housing needs and problems, analyzes market conditions and resources, sets priorities and adopts strategies, allocates resources, and contains an Annual Action Plan that identifies the activities on which the funds will be spent and sets goals for the number and type of households to be assisted.

The CAPER reports the City's success in meeting the housing and social service goals contained in the Consolidated Plan. The CAPER also assesses the City's progress in carrying out priorities of assistance identified in the Five-Year Strategic Plan and the Annual Action Plan. The 2014-15 CAPER identifies the actions the City has taken and accomplishments made during the fifth and final year of the Five year Strategy.

The 2014-15 Action Plan described actions to take place during the year to meet under-served needs, foster and maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop an institutional structure, enhance fair housing choice within the community and enhance coordination between public and private housing and social service agencies.

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As a CDBG entitlement community, the City of Napa is required to submit an annual CAPER. The City, while not a direct recipient of HOME funds, received a HUD HOME grant in the amount of \$700,000 through the State of California 2012 NOFA. During this reporting period, the grant provided mortgage assistance to eight first time homebuyers. The City did not receive HOPWA or ESG funding.

In 2014-15, the City was allocated \$637,647 in CDBG entitlement funds. The City anticipated receipt of \$35,000 in program income from CDBG revolving loan funds and received \$175,609 in program income.

During the 2014-15 program year, the City allocated \$385,921 to Community Development activities. The installation of new sidewalks along Central Avenue, funded by CDBG in 2011-12, was completed in the 2014-15 program year. The Infill and ADA Accessibility program spent a total of \$370,787 to install ADA compliant ramps and to remove barriers in a Low/Moderate census tract referred to as the ABC Streets Neighborhood and in additional eligible census tract areas.

Additional Community Development activities included residential rehabilitation projects completed through the Housing Rehabilitation Loan Program. This year six owner-occupied single family residences were rehabilitated. None of the housing rehabilitation projects in this program year involved permanent displacement.

The City continued to operate an Emergency Home Repair Program that provides grants up to \$5,000 for low-income homeowners. Due to damage caused by the August 24, 2014 South Napa Earthquake, there was an unprecedented demand for emergency repair grant funds. In 2014-2015, a total of 98 single-home repair grants were completed. The program expended \$350,456. While the Program is available to all low-income homeowners, the majority of assistance made in 2014-2015 was to owners of mobile homes whose homes sustained earthquake damage.

CDBG regulations allow up to 15% of the entitlement grant amount plus program income from the previous year to be directed to Public Service Activities. In 2014-15, four Public Service activities were funded: the CANV Homeless Family Shelter, the Napa Emergency Women's Shelter Bilingual Counselor, Legal Aid of Napa Valley, and Fair Housing Napa Valley. These expenditures were within the program regulation limitations.

CDBG regulations allow up to 20% of the entitlement grant amount plus program income from the current year to be spent on Planning and Administration activities. In 2014-15, two activities were funded: CDBG Administration and Fair Housing Napa Valley. These expenditures were within the program regulation limitations.

General Questions

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1. *Assessment of the one-year goals and objectives:*
 - a. *Describe the accomplishments in attaining the goals and objectives for the reporting period.*
 - b. *Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.*
 - c. *If applicable, explain why progress was not made towards meeting the goals and objectives.*
2. *Describe the manner in which the recipient would change its program as a result of its experiences.*
3. *Affirmatively Furthering Fair Housing:*
 - a. *Provide a summary of impediments to fair housing choice.*
 - b. *Identify actions taken to overcome effects of impediments identified.*
4. *Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.*
5. *Leveraging Resources*
 - a. *Identify progress in obtaining "other" public and private resources to address needs.*
 - b. *How Federal resources from HUD leveraged other public and private resources.*
 - c. *How matching requirements were satisfied.*

Program Year 5 CAPER General Questions response:

Assessment One-Year Goals and Objectives

Table A on the following pages provides a summary of how grant funds were spent and the actual accomplishments compared to the goals established in the City's 2014-2015 Annual Plan.

In 2014-2015 the City was allocated \$637,647 in CDBG entitlement funds. The City anticipated a receipt of \$35,000 in program income from CDBG revolving loan funds and received \$175,609 in program income.

The CANV Family Homeless Shelter received priority funding from the CDBG Program. A total of \$76,936 in CDBG funds was expended towards operation of the CANV homeless shelter. The City provided additional funding for the homeless shelter from other funds. This is covered in another section of the report.

A total of \$24,506 in CDBG funds was expended for the Napa Emergency Women's Shelter (NEWS). Funds were used for bilingual counseling services for battered women and their children.

The City also expended \$19,479 to replace damaged fencing at NEWS' domestic violence safe house.

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The City allocated \$137,181 for sidewalk and ADA ramp installations in the ABC Streets neighborhood and other eligible neighborhoods. A total of \$370,787 was spent in the program year which installed 2,282 lineal feet of new sidewalks and 35 ADA ramps. This included the completion of Central Avenue which was awarded CDBG funding in 2011-2012.

The Plan allocated \$228,574 in funding for delivering a housing rehabilitation loan program administered by the City's Housing Division. The rehabilitation of single and multifamily homes is funded through a revolving loan program that was originally capitalized with CDBG funds. Six loans, the majority of which began construction in the previous fiscal year, were completed during 2014-2015. The program spent a total of \$36,983.

All activities as reported in the Annual Action Plan for fiscal year 2014-15 have now been completed with the exception of the Sidewalk Infill and ADA Accessibility projects. It is anticipated that the Infill project will be completed in 2015-2016. The City has met all HUD timing requirements in its CDBG expenditures and IDIS reporting.

Table A: Summary of Activities

CDBG ENTITLEMENT FUNDED ACTIVITY NAME	PROJECT LOCATION	Total CDBG Funds Allocated	Total CDBG Expended	GOALS	OUTCOMES
Public Services					
CANV/Homeless Family Shelter	2521 Old Sonoma Rd	\$76,936	\$76,936	Assist 35 homeless families	Assisted 27 homeless families
NEWS/Bilingual Counselor	Confidential	\$24,506	\$24,506	Counsel 175 victims of domestic violence	Counseled 92 victims of domestic violence
Fair Housing Napa Valley	Citywide	\$11,124	\$11,124	Conduct 20 workshops in Spanish & assist 600 households with housing problems	Held 12 training including 5 in Spanish & assisted 395 households with housing problems
Legal Aid of Napa Valley	Citywide	\$4,631	\$4,631	Educate 30 counselors & nonprofit staff to identify legal issues & assist 125 households with legal issues	Educated 82 counselors & nonprofit staff to identify legal issues & assist 329 households with legal issues
Total Public Services		\$117,197	\$117,197		
Planning & Administration					

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Fair Housing	Citywide	\$24,521	\$24,521	See above	See above
CDBG Administration	N/A	\$110,008	\$108,730	N/A	N/A
Total Planning & Administration		\$134,529	\$133,251		
Community Development					
Housing Rehabilitation Loans	Citywide	\$160,239	*\$36,983	Assist 10-15 households with housing rehab	Completed 6 single-family rehab projects
Emergency Home Repair Program	Citywide	\$0	*\$350,456	See Housing Rehab Loans above	98 households assisted with emergency repairs
Sidewalk Infill & ADA Ramps	**Census Tr. 200501 and 200203	\$137,181	\$370,787	Install infill sidewalks & ADA ramps in eligible census tracts	Installed 2,282 lineal feet of new sidewalks & constructed 35 ADA ramps
NEWS Capital Project	Confidential	\$20,166	\$19,479	Pay for bilingual counseling services for battered women and children..	92 persons assisted.
Rehab. Admin/Lead Based Paint Remed.	N/A	\$ 68,335	\$50,868	See Housing Rehab Loans above	See Housing Rehab Loans above
TOTAL ENTITLEMENT FUNDS					
2014-2015 Grant		\$637,647	\$1,079,021		
***Reprogrammed Funds		\$0	\$0		
Total Available		\$637,647	\$1,079,021		

* Balance from Revolving Loan Fund

** CDBG Eligible Census Tract containing populations of which 51% or more are low/mod income households

*** Funds carried over from 2013-14

Table B on the following page shows the number of persons assisted in each CDBG activity that was funded in 2014-15. As illustrated on the chart, the activities primarily assisted very low-income (0% to 30% of median family income) and low-income (31% to 50% of median family income) households, with the majority being very low-income. The Central Avenue Sidewalk Installation and Sidewalk Infill and ADA Accessibility Program projects are both located in census tracts in which 51% or more of the population is low-income.

Table B also shows the total number of disabled persons assisted and the total number of female heads of household assisted. The CANV Homeless Family Shelter served the largest percentage of female heads of household. All of the completed activities served disabled persons, with CANV Homeless Family Shelter, Fair Housing, and Housing Rehabilitation activities serving the largest percentage of disabled persons.

Table B: Activities by Income Levels and Special Needs of Beneficiaries

ACTIVITY NAME	PROJECT LOCATION	Total Persons Assisted	0-30% Median Family Income	31-50% Median Family Income	51-80% Median Family Income	Total Disabled Assisted	Total Female Head of Household
ENTITLEMENT FUNDED ACTIVITIES							
Public Services							
CANV/Homeless Family Shelter	2521 Old Sonoma Road	87	82	5	0	10	22
NEWS/Bilingual Counselor	Confidential	71	71	0	0	4	40
LANV/Napa Legal Partnership	Citywide	329	264	55	10	23	27
Planning & Administration							
Fair Housing	Citywide	549	172	123	50	78	178
CDBG Administration	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Community Development							
Infill Sidewalk & ADA ramps	*Census Tr. 200501 and 200203	7,510	N/A	N/A	N/A	N/A	N/A
REVOLVING LOAN FUND							
Housing Rehab. Loans	Citywide	16	6	5	2	8	10
Emergency Home Repair Program	Citywide	147	29	29	40	33	69
*CDBG Eligible Census Tract containing population of which 51% or more are low/mod income households.							

Table C on the following page provides a breakdown of the race and ethnicity of the beneficiaries for each activity. Reflecting the fact that Hispanics form the largest minority in Napa’s population, some of the activities served a large number of Hispanics. A total of 37% of the Napa population is Hispanic (U.S. Census 2010). The NEWS Bilingual Counselor, CANV Homeless Family Shelter, Legal Aid Napa Valley, and Fair Housing served a greater percentage of Hispanics than is represented in the total Napa population. Additionally, the Public Works Infill Sidewalk and ADA Project completed work in a low/mod census tract that is 54% Hispanic.

Table C: Activities by Race/Ethnicity of Beneficiaries

ACTIVITY NAME	Total Persons Assisted*	Amer. Indian or Alaskan Native	Asian	Black or African American	Native Hawaiian or other Pacific Islander	White	American Indian or Alaskan Native & White	Asian & White	Black or African American & White	Amer. Indian or Alaskan Native and Black or African American	Other Multi-Racial	Percent of Total Hispanic
ENTITLEMENT FUNDED ACTIVITIES												
Public Services												
CANV/Homeless Family Shelter	87	1	0	5	0	77	2	1	0	1	0	64%
NEWS/Bilingual Counselor	71	52	0	0	0	18	0	0	0	0	1	73%
LANV/Napa Legal Partnership	329	0	2	0	0	308	0	0	0	0	19	78%
Planning & Administration												
Fair Housing	549	1	2	14	1	508	3	0	2	0	18	41%
CDBG Administration	N/A											N/A
Community Development												
Infill Sidewalk & ADA Ramps	5,013	64	63	24	10	3399	36	45	13	6	237	54%
REVOLVING LOAN FUND												
Housing Rehab. Loans	16	0	0	0	0	16	0	0	0	0	0	0%
Emergency Home Repair Program	147	0	1	1	1	92	0	1	0	0	0	10%

Program Changes Based on 2014-15 Changes

Based on previous experience, the City will continue to monitor sub-recipient agencies closely to ensure proper data collection and reporting of race, ethnicity and income, as well as compliance with Section 504 and the Americans with Disabilities Act.

The Housing Rehabilitation Loan Program has continued its outreach to the Hispanic community and was able to assist 15 Hispanic households through the Emergency Home Repair Program component of the program. Marketing and outreach included presentations with materials distributed in both English and Spanish at the Napa Senior Activity Center, the Mobile Home Park Owner and Managers Bi-Annual MOU Meeting, the Senior Health and Wellness Fair at the City of Napa's Senior Activity Center, the Bi-National Health Alliance Fair, the Napa Valley Mobile Estates monthly Homeowners Association Meeting, the Community Resources Training at Queen of the Valley Hospital, and live interviews were conducted on the local Television and Radio stations. Additionally, immediately after the earthquake, bilingual staff from Fair Housing

Napa Valley canvassed mobile home parks to let impacted residents know about the Emergency Home Repair Program.

Affirmatively Furthering Fair Housing

The City of Napa adopted its Analysis of Impediments to Fair Housing Report (AI) in 2015. The AI identifies housing affordability, special needs housing, land use, zoning, lack of knowledge of fair housing rights, and cultural and language barriers as impediments to fair housing choice.

Housing Affordability

Napa has historically been one of the least affordable housing markets in the state and country. Although home prices dropped during the recent recession, prices are now rebounding. The median sales price increased from \$487,750 in June 2014 to \$ 504,000 in June 2015. This continues to be well above the price a low-income household can afford. Additionally, stricter lender requirements for a minimum down payment, credit score, and the increased monthly cost of mortgage insurance all present obstacles for buyers today.

Napa has historically had a low vacancy rate, an indicator of the strong demand and need for affordable rental housing. According to a vacancy rate survey conducted by the City's Planning Division in July 2015, vacancy rates have continued to remain extremely low. The vacancy rate for complexes with 50 or more units increased slightly from 1.7% in July 2014 to 1.9% in July, 2015. According to RealFacts, monthly rents in Napa rose over 13.5% in the past year.

Average rents are higher than low income households can afford. Extremely low- and very low-income households are very likely to pay more than 30% of gross income to afford market rents in Napa. Managers of affordable rental complexes report 0% vacancy rates and long waiting lists. The Housing Authority reports a six year wait list for Section 8 rental assistance.

Special Needs Housing

The cost and quality of renting can be a difficult burden for disabled and elderly residents on fixed incomes. The City of Napa's 2010-2015 Consolidated Plan identifies 78% of extremely low-income and 54% of low-income residents as renters with housing problems. Households with a disabled person often have reduced income, problems with the condition of the housing that they can afford, as well as problems locating housing that can accommodate their disability.

Land Use and Zoning

Land use and zoning can limit development of affordable housing as well as its distribution throughout the community. Height limits can reduce the economic

feasibility of affordable housing projects. Barriers could exist that preclude group homes in certain neighborhoods.

Cultural and Language Barriers

Latinos are the predominant minority group in the City, comprising 37%. Recent census data has shown that 37% of all Hispanic households are linguistically isolated (having no person over the age of 14 within a household that speaks English well), while 37% of all residents spoke a language other than English at home. Of those speaking a language other than English at home, 85% spoke Spanish and 15% spoke some other language.

Actions to Remove Barriers

Fair Housing Education, Testing and Enforcement

The City of Napa provided \$35,645 in CDBG to Fair Housing Napa Valley (FHNV) for Fair Housing Education and Outreach in FY 2014–2015. In addition, the Housing Authority provided \$47,000 and the City's General Fund provided \$10,000 for landlord tenant counseling and to assist in the preservation of affordable mobile home space rent.

For fiscal year 2014-2015, FHNV worked 394 cases, including 325 new cases involving City of Napa clients. Forty percent of the City of Napa cases were Hispanic households. FHNV also assisted 246 mobile home owners in the cities of Napa and American Canyon through its administration of a grant from the Napa Valley Community Foundation. The grant was provided exclusively for earthquake repairs to mobile homes.

FHNV's work involved 124 allegations and investigations of discrimination in the City of Napa during this reporting period. Of the total 124 cases, 72 involved a complaint of discrimination, while the remaining 52 cases involved FHNV initiated investigations. During this reporting period, most of the allegations involved Familial Status and Disability. National Origin is also emerging as an additional class that complaints are being filed on. FHNV continues to provide education and outreach to people in the community who may be subject to violations of the Fair Housing Act. The purpose is twofold – to provide remedies to victims of housing discrimination and to send a message that illegal housing discrimination will not be tolerated in our community. FHNV provides information and assistance to civil rights groups, housing counseling agencies, social services agencies, disability rights agencies, neighborhood organizations, the local college, clergy, non-profits, parent/teacher associations, city/county agencies and other organizations that represent the minority community. FHNV conducted 12 workshops in Napa during FY 2014 – 2015. This included participation with other partners within the Coalition of Non-profits. One formal presentation was given to members of the City Council and the Napa County Board of Supervisors

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outlining needs identified within the community following the South Napa Earthquake. The trainings were broken down as follows:

PUBLIC TRAININGS CONDUCTED	12
Total Persons Trained	511
Disabled Persons Trained	65
Government Trainings Conducted	3
Spanish Only Trainings	6
English/Spanish Trainings	4

FHNV attended two mobile home park Memorandum of Understanding (MOU) meetings this year, which took place in November 2014 and May 2015. These meetings allow all involved parties to discuss the effectiveness of the policies found in the MOU, as well as obstacles to their implementation and compliance. They also provide an opportunity to discuss issues in Napa mobile home parks with many of the parks owners. These meetings have seen a steady increase in attendance by park owners in recent years and have also received increased attention from the general public, city officials, and community stakeholders.

FHNV maintains an informative website for residents in the City to seek out preliminary answers to basic fair housing and landlord/tenant questions. This data is tracked to assist the agency in evaluating the effectiveness of the website. The website received 3,111 hits to the site.

During 2014-2015 FHNV distributed 3,193 English brochures, 2,920 Spanish brochures and 500 newly translated brochures in Tagalog. Additionally, 88 new housing providers (landlords and property managers) were educated and assisted.

FHNV's outreach activities are designed to serve immigrant and other underserved populations in Napa. The Spanish speaking population is provided full services in Spanish.

Housing Affordability

On September 8, 2009, the Napa City Council adopted a Housing Strategy for 2009-2014 that approved plans to initiate funding for the construction of one or

more affordable housing projects. The focus for the majority of this funding was on larger families and farm worker housing with the remainder of funding focused on a facility for special needs housing.

In 2010 the City of Napa and County of Napa jointly issued a Notice of Funding Availability (NOFA) for funding for construction of affordable housing developments, three projects were awarded funding. One project, which includes 27 units for very-low income households, was completed in late 2013 and is now fully occupied. A second is delayed due to litigation filed by neighbors. The third project, which will provide 40 rental units for low-income households, began construction in the fall of 2014. It is anticipated it will be ready for occupancy in January 2015.

Land Use and Zoning

The Zoning Ordinance was comprehensively updated and adopted in 2003 to provide zoning districts consistent with the General Plan, to simplify and streamline the ordinance, to incorporate changes from the 2001 Housing Element, and to address State law requirements. The City of Napa continues to work on its zoning policy to remove potential governmental constraints on meeting housing needs.

In March 2015 the City of Napa adopted the updated Housing Element for the 2015 2023 planning period. Several programs are identified in the Housing Element as accomplishing the objective of increasing the “fair share” mix. The 2015 Housing Element’s Policy H3.4 states that “The City shall continue to promote a ‘fair share’ of well-designed affordable and varied housing in all neighborhoods throughout the city,” and identifies six different programs to accomplish this goal. The City continues to work with local and regional entities to do future planning beyond the term of the next Housing Element.

Special Needs Housing

The City maintains a Reasonable Accommodation Ordinance. This ordinance provides for flexibility in the application of zoning requirements in order to provide persons with disabilities equal access to housing and to facilitate the development of housing for such persons.

Actions Taken to Address Obstacles to Meeting Underserved Needs

During the 2014-15 reporting period, the City’s Housing Division continued to administer the First Time Homebuyer Down Payment Assistance Program using grant awards from the State of California HOME program and CalHome Program. The Housing Division assisted eight low and moderate-income households purchase their first homes with deferred loans totaling \$760,500.

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The City continued its work with local nonprofits and other agencies to facilitate activities and projects benefiting special-need populations, including the homeless, seniors and the disabled. Listed below is a description of some of the actions taken during this period:

- In the area of homelessness, the City continued to participate with the Housing Authority in the Continuum of Care and supported the community efforts to end chronic homelessness. In 2014-15 the City contributed both CDBG funds and City General Funds to CANV for the operation of its homeless shelter system and operation of the HOPE Day Resource Center which ensures that homeless are receiving necessary social services.
- The City works with various County agencies and community organizations to coordinate the provision of housing assistance and supportive services to assist in reducing the number of households below the poverty line through self-sufficiency programs, job training programs, and counseling programs.
- Of the six homes rehabilitated through the CDBG Owner-rehab Loan Program, two are occupied by elderly residents, five heads-of-household are female, five are extremely low-income, one is low-income, and four are disabled.

Leveraging Resources

Table D on the following page shows non-entitlement resources made available for affordable housing and other public service and community development activities. No matching funds were required.

Table D: Non-Entitlement Resources

Funding Source	Administering Agency	Total Funding	Availability
1) Napa County	County/Various Social Service Agencies	\$760,595	Social Services, Housing
2) Fundraising, Individual Corporate Contributions, and Foundations	Various Social Service Agencies	\$867,334	Social Services, Housing
3) Miscellaneous Federal Funds/Grants	City/County/Various Social Service Agencies	\$1,659,581	Social Services, Housing,
4) State	City/County/Various Social Service Agencies	\$642,308	Social Services, Housing
5) City Local Funds	City	\$240,572	Social Services

Managing the Process

1. *Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.*

Program Year 5 CAPER Managing the Process response:

The City of Napa's Housing Division was the lead agency in the planning, development, and implementation of the Community Development Block Grant (CDBG) program for fiscal year 2014-15.

Funds were used for the community development program including housing rehabilitation and lead remediation and City infrastructure improvements.

During the past year, the City took the following actions to comply with program and planning requirements:

- Fulfilled Citizen Participation through its Advisory Committee meetings, City Council public hearings and public noticing in the development and reporting on its Annual Plan, the update of its Analysis of Impediments to Fair Housing, and its Annual Performance Report;
- Created an Action Plan to set priorities for funding during the fiscal year 2014-2015;
- Entered into contractual arrangements that spell out federal and program compliance requirements with its sub-recipients;
- Monitored sub-recipients of CDBG funds as part of the program year;
- Maintained its collaborations with local housing and supportive service providers;
- Monitored compliance with the Reasonable Accommodation Ordinance
- Monitored activities outlined in the Analysis of Impediments to Fair Housing Choice;
- Updated its Analysis of Impediments to Fair Housing;
- Drafted a Consolidated Plan for the upcoming five year period.

Citizen Participation

1. *Provide a summary of citizen comments.*
2. *In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.*

**Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.*

Program Year 5 CAPER Citizen Participation response:

Citizen Participation

There was a 15 day comment period from August 28, 2015 through September 12, 2015. A copy of the CAPER was placed on the City's website and copies were available at the Napa City County Library and the Housing Division office of the City of Napa. The CDBG Advisory Committee reviewed the CAPER on August 24, 2015 in a noticed public meeting. The City Council held a noticed public hearing on September 15, 2015 to allow for public comments and approve the CAPER report for submission to HUD.

An ad was published in the *Napa Valley Register* announcing the availability of the CAPER for public review and comment on August 28, 2015. Copies of the ads were sent to the Napa City County Library for posting. Announcements were also placed on the City of Napa's website.

In addition, notices in Spanish were placed at the local Spanish Markets (La Tapatia and La Morenita), and at Puertas Abiertas Community Resource Center.

At the public hearing on September 15, 2015 the City Council received the following comments: No comments from the public presented at the September 15, 2015 City Council Meeting.

Furthering the Objectives of the Consolidated Plan

Refer to Assessment of Goals and Objectives on pages 3-7.

Institutional Structure

1. *Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.*

Program Year 5 CAPER Institutional Structure response:

In FY 2014-2015, the City participated with the Housing Authority and Napa County to eliminate gaps in institutional structures and to enhance coordination, especially in the areas of housing and migrant housing (see "Regional Initiatives" under Affordable Housing).

In the area of economic development, the City works with its Economic Development Division in several areas to improve economic opportunity. These actions are discussed in more detail in the "Other Narrative" section.

The City continues to participate with the Housing Authority in the Continuum of Care and supports the County's efforts to end chronic homelessness. The City provided \$196,587 in funds to the Homeless Shelters and HOPE Center in

addition to its CDBG funding commitment to the homeless shelter system. The HOPE Center, a critical part of Napa's assistance to the homeless population, ensures that the homeless are receiving necessary services.

Monitoring

1. *Describe how and the frequency with which you monitored your activities.*
2. *Describe the results of your monitoring including any improvements.*
3. *Self-Evaluation*
 - a. *Describe the effect programs have in solving neighborhood and community problems.*
 - b. *Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.*
 - c. *Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.*
 - d. *Indicate any activities falling behind schedule.*
 - e. *Describe how activities and strategies made an impact on identified needs.*
 - f. *Identify indicators that would best describe the results.*
 - g. *Identify barriers that had a negative impact on fulfilling the strategies and overall vision.*
 - h. *Identify whether major goals are on target and discuss reasons for those that are not on target.*
 - i. *Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.*

Program Year 5 CAPER Monitoring response:

Monitoring

The City of Napa ensures compliance with programming and planning requirements in a number of ways, including performance monitoring, financial monitoring, Davis-Bacon compliance and Environmental Review Compliance.

The City has a CDBG agreement with each sub-recipient that details requirements for program participation and compliance with federal requirements. Monitoring includes on-site visits, interviews, telephone contacts and reports. The City of Napa conducted on-site monitoring visits with its sub-recipients in FY 2014-2015 and continues to monitor race/ethnicity reporting to ensure accurate quarterly performance reports.

Monitoring results showed sub-recipients performed well in the area of general compliance and no physical changes were required to comply with Section 504 accessibility requirements.

Self-Evaluation

The City has worked with nonprofits, other governmental agencies, businesses and the general public in addressing the challenges of stabilizing the homeowner base within the community, improving the existing housing stock and improving the overall quality of life in neighborhoods in the City of Napa.

New Construction

On September 8, 2009, the Napa City Council adopted a Housing Strategy for 2009-2014 that approved plans to initiate funding for the construction of one or more affordable housing projects. The focus for the majority of this funding was on larger families and farm worker housing with the remainder of funding focused on a facility for special needs housing.

In 2010 the City of Napa and County of Napa jointly issued a Notice of Funding Availability (NOFA) for funding for construction of affordable housing developments. Three projects were awarded funding. One project, which includes 27 units for very-low income households, was completed in late 2013 and is now fully occupied. A second is delayed due to litigation filed by neighbors. The third project, which will provide 40 rental units for low-income households, began construction in the fall of 2014. It is anticipated it will be ready for occupancy in January 2016.

Housing Rehabilitation

The Housing Rehabilitation and Lead-Based Paint Remediation program helps households create healthy living environments for families that are low to moderate-income households. Six single-family residences were rehabilitated. The City's goal of rehabilitating 10 single-family units and two multi-family units in the program year was drastically affected by a major earthquake on August 24, 2014. While six single-family homes were rehabilitated with CDBG loans, a majority of the funds were transferred to the Emergency Home Repair Program which assisted 98 households. Fifteen Hispanic households received emergency repairs during the reporting period.

Low Mod Job Activities

The City of Napa did not use any CDBG funds for low-mod job activities or any other economic development activities. Refer to pages 39 and 40 for a summary of economic development activities carried out by the City of Napa Economic Development Division.

Homeless Shelters

The City is assisting the homeless through the provision of both CDBG and General Fund resources by providing funding to CANV for the homeless shelters and the HOPE Center, a day program for the homeless. A total of 573 persons benefited from these services. The City is also addressing the issue of a homeless shelter for battered women through administrative support of a bilingual counselor in the temporary shelter. Through this program, 71 persons received services.

Performance Measurements and Outcomes

Beginning with the 2010-15 Consolidated Plan cycle, the City has created quantifiable performance outcome measures for its projects. This will help determine the success of projects in creating change within the community over time. See individual project discussions regarding specific performance outcome measures as required by HUD.

Barriers to Fulfilling Strategies

The state of the economy has had a negative impact on the City's ability to fulfill strategies, especially in the housing area. The prolonged economic downturn and the elimination of Redevelopment have resulted in budget cuts at the local and state levels, negatively impacting City financing and funding sources for community non-profits.

Status of Grant Program

All activities as reported in the Annual Action Plan for fiscal year 2014-15 have been completed except for the Sidewalk Infill & ADA Accessibility Projects. The sidewalks projects are scheduled to be completed in 2015-2016. The City has met all HUD timing requirements in its CDBG expenditures and IDIS reporting.

Lead-based Paint

1. *Describe actions taken during the last year to evaluate and reduce lead-based paint hazards*

Program Year 5 CAPER Lead-based Paint response:

The Housing Rehabilitation Program Supervisor in charge of the rehabilitation loan program is a certified lead based paint inspector/risk assessor with the California Department of Public Health. Under the rehabilitation loan programs, all homes built before 1978 are tested. In addition, contractors participating in the City housing programs must be trained and certified in the use of safe work practices involving lead-based paint.

During the 2014-15 program year, no pre-1978 housing units were rehabilitated.

HOUSING

Housing Needs

**Please also refer to the Housing Needs Table in the Needs.xls workbook.*

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 5 CAPER Housing Needs response:

New Construction of Affordable Rental Units

In 2010 the City of Napa and County of Napa jointly issued a Notice of Funding Availability (NOFA) for funding for construction of affordable housing developments. Three projects were awarded funding. One project, which includes 27 units for very-low income households, was completed in late 2013 and is now fully occupied. A second is delayed due to litigation filed by neighbors. The third project, which will provide 40 rental units for low-income households, began construction in the fall of 2014. It is anticipated it will be ready for occupancy in January 2016.

Housing Rehabilitation

During this reporting period, six single family residences were rehabilitated. One residence was occupied by a low-income household (below 50% of area median household income). Five units were occupied by extremely low income households (below 30% of median). The overall rehabilitation commitment for these units was \$119,751 in CDBG funding, of which \$36,983 was disbursed in the fiscal year 2014-2015. Four other single-family homes were rehabilitated using CalHome funds.

Due to the August 24, 2014 South Napa Earthquake, there was an unprecedented demand for emergency home repair grants. The Emergency Home Repair Program assisted 98 households including 29 extremely low-income, 29 low-income, and 40 moderate income homeowners. Sixty nine of the owners are disabled and 33 are female. Total cost for the repairs was \$350,456.

Homebuyer Assistance for Low Income First-Time Homebuyers

During the 2014-15 reporting period, the Housing Division continued to administer the First Time Homebuyer Down Payment Assistance Program using grant awards through the State of California HUD-funded HOME program and State-funded CalHome Program. Eight households were assisted with the purchase of their first homes with City loans totaling \$760,500.

Low-income Homeless Persons and Non-Homeless Persons with Special Needs

Through the Continuum of Care Application, the Housing Authority secured two one-year renewals of Shelter Plus Care grants and a one-year renewal of a Supportive Housing grant that will provide rental assistance for at least eight households.

The Veterans Home of Yountville continues to provide two beds on an expedited entry for homeless veterans. In exchange, Health and Human Services and the Veterans Home provide case management to the veterans and assist them with finding permanent housing.

Regional Initiatives

The City of Napa works very closely with various Napa County agencies and community organizations to coordinate the provision of housing assistance and supportive services to assist in reducing the number of households below the poverty line through self-sufficiency programs, job training programs, and counseling programs.

Specific Housing Objectives

- 1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.*
- 2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.*
- 3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.*

Program Year 5 CAPER Specific Housing Objectives response:

Progress in Meeting Objectives

Table E below provides a summary of the proposed goals for the 2010-15 Consolidated Plan and indicates accomplishments made during the 2014-15 program year. The narrative following describes in detail the actual accomplishments that were attained in the 2014-15 program year.

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Table E: 2010-15 CONSOLIDATED PLAN GOALS SUMMARY

Priorities and Activities	2010-15 Goals	2010-11	2011-12	2012-13	2014-15	2014-15	Total Units
Highest Priority: Extremely-Low, Very-Low and Low-Income Renter Families							
Activity 1 Develop New Units	208	0	0	0	27	0	27
Activity 2 Rehab Multi Family Rental Units	65	2	2	53	0	0	57
Activity 3 Acquire /Conserve Units in Danger of Conversion	40	0	0	0	0	0	0
Activity 4 Rental Assistance	200	100	50	0	0	0	150
High Priority: Low-Income Homeowners & Home Buyers							
Activity 1 Rehabilitate Owner-occupied units	55	3	7	3	9	6	28
Activity 2 Assist Families with Purchase	40	9	10	10	11	8	48
Activity 3 Develop New Units	27	0	0	0	0	0	0
High Priority: Elderly Homeowners							
Activity 1 Assist with Maintenance, Rehabilitation, and Reasonable Modification	40	1	5	40	39	72	157
High Priority: Low-Income Homeless and Non-Homeless Persons with Special Needs							
Activity 1 Develop New Supportive Housing Units	48	0	0	24	0	0	24
Activity 2 Provide Rental Assistance	40	30	30	30	0	0	90
Total Projected Units	763	145	104	160	86	86	581

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Highest Priority: Extremely-Low, and Very-Low, and Low-income Renter Families

On September 8, 2009, the Napa City Council adopted a Housing Strategy for 2009-2014 that approved plans to initiate funding for the construction of one or more affordable housing projects. The focus for the majority of this funding was on larger families and farm worker housing with the remainder of funding focused on a facility for special needs housing.

In 2010 the City of Napa and County of Napa jointly issued a Notice of Funding Availability (NOFA) for funding for construction of affordable housing developments three projects were awarded funding. One project, which includes 27 units for very-low income households, was completed in late 2013 and is now fully occupied. A second is delayed due to litigation filed by neighbors. The third project, which will provide 40 rental units for low-income households, began construction in the fall of 2014. It is anticipated it will be ready for occupancy in January 2016.

The dissolution of redevelopment agencies has led to a reduction in funds available to build affordable housing.

To serve the needs of the extremely-low, and very-low, and low-income renter families, in previous years, the City of Napa has provided financial assistance or entered into a contractual relationship with housing developers to create affordable rental housing units throughout the City of Napa. Information was provided for 586 occupied affordable rental units located in 24 complexes. Below is a table showing demographics in the affordable rental housing units:

Total No. of Residents	Hispanic	White	Black/African American	Asian	American Indian/Alaskan Native	Native Hawaiian Other Pacific Islander	Other Multi-Racial	Female Head of Household	Disabled
1839	1181	401	19	5	87	30	119	34	54

High Priority: Low-Income Home Owners and Homebuyers

During the 2014-15 reporting period, the City's Housing Division continued to administer the First Time Homebuyer Down Payment Assistance Program using grant awards from the HOME program and HOME Program Income funds. The Housing Division assisted eight low and moderate-income households with the purchase of their first home, with loans totaling \$760,500. Of these, three were Hispanic. Five of the purchasers were female head of household. Two of the five had one or more children in the household. Two of the purchasers were male Hispanic headed households with two or more children.

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The City completed the rehabilitation of six low-income single family owner occupied units through the CDBG Owner Occupied Rehabilitation Program during this reporting period. The program provided \$119,751 in loans for these projects.

High Priority: Elderly Homeowners

Six single family residences were rehabilitated. Five of the residences were occupied by female heads-of-household. Two were elderly residents, with four disabled. Four were extremely low-income, two low-income, and four moderate-income.

High Priority: Low-Income Homeless Persons and Non-Homeless Persons with Specific Needs

The Housing Authority of the City of Napa works in conjunction with the Napa County Department of Health and Human Services to administer the Shelter Plus Care Grant Program. The Housing Authority provides the rental assistance subsidies and the Department of Health and Human Services provides the case management and support services necessary to ensure successful, long term stability of the tenants. During the 2014-15 program year, a total of eight subsidies were administered through this program.

Progress in Providing Section 215 Affordable Housing

During the 2014-15 reporting period, the Housing Division continued to administer the First Time Homebuyer Down Payment Assistance Program using grant awards through the State of California HUD-funded HOME program and State-funded CalHome Program. Eight households were assisted with the purchase of their first home, with City loans totaling \$760,500. This housing program meets the Section 215 definition of affordable housing for owner households.

Addressing “Worst-Case” Housing Needs and Housing Needs of Persons with Disabilities

The Housing Authority also works in conjunction with the Napa County Department of Health and Human Services on the implementation of the Shelter Plus Care Grant Program. The Housing Authority provides the rental assistance subsidies and the Department of Health and Human Services provides the case management and support services necessary to insure successful, long term stability of the tenants. During the 2014-15 program year, a total of eight subsidies were administered through this program.

The City of Napa has adopted a Reasonable Accommodation Ordinance which allows for flexibility in the application of zoning requirements in order to provide

persons with disabilities equal access to housing and to facilitate the development of housing for such persons. These changes were based on requirements of the federal and State fair housing laws, and implements a goal identified in the Housing Element of the City's General Plan.

Public Housing Strategy

1. *Describe actions taken during the last year to improve public housing and resident initiatives.*

Program Year 5 CAPER Public Housing Strategy response:

This section does not apply. Neither the City nor the Housing Authority owns any public housing as identified by HUD.

However, the Housing Authority of the City of Napa has owned and operated the Laurel Manor Apartment complex for 33 years. Laurel Manor provides 49 units of housing for low-income seniors. Property management is contracted to an independent property management company; the rest of Laurel Manor's operations are managed by the Housing Authority.

Barriers to Affordable Housing

1. *Describe actions taken during the last year to eliminate barriers to affordable housing.*

Program Year 5 CAPER Barriers to Affordable Housing response:

The following policies were proposed to "remove and ameliorate" the negative effects of public policies, rules and regulations impacting the availability of affordable housing. Many of these policies are continuation of actions begun in previous Plan Years.

Housing Impact Fees (Inclusionary Housing)

In July of 1999, the Napa City Council adopted an Inclusionary Housing Ordinance. The Housing Division of the Community Development Department has been implementing the ordinance, which includes housing requirements and impact assessments on new residential, commercial, and industrial developments. These assessments have funded a Trust Fund that was created under the ordinance.

In September 2012, the Napa City Council converted its Inclusionary Housing Ordinance to a Housing Impact Fee Ordinance. This was done primarily in order to comply with recent statewide legal changes. The revision eliminated the inclusionary requirement and replaced it with a Housing Impact Fee that requires both residential and commercial developers to either pay a fee on new development or provide an alternative equivalent, such as providing units on site.

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Fees collected go into the Housing Trust Fund to continue to fund development of affordable housing.

During the 2014-2015 program year, the Housing Trust Fund disbursed \$1.29 million on affordable housing activities.

Land Banking Program

The City of Napa's Housing Element was adopted in June 2009 and potential land banking sites are identified that have the potential to be used for the development of new affordable housing projects.

In 2013 the City purchased 5.10 acres of property on Shoreline Drive. This property will not be developable until future flood work is complete. However, once this future flood work is complete, it is estimated that 75% of the site will be available for development of affordable housing.

In addition, the Housing Authority currently owns a 5.37 acre parcel located on Lincoln Avenue that was purchased in December, 2001. This parcel adjoins another 5.08 acre parcel that is owned by Napa Valley Community Housing (NVCH), a local nonprofit housing developer. The Housing Authority has entered into a Development Agreement with NVCH that will enable them to join the two parcels and develop an affordable housing project. This will not occur until flood control improvements are completed that will remove this area from the 100-year flood plain. This was originally scheduled to occur in 2015. However, due to federal budget reductions, the flood improvements will be delayed well beyond this timeframe. When the flood improvements are completed, allowing development of the site, it is planned that the housing project will consist of a mix of single family for sale housing and multi-family rental housing. The total project has a potential of adding 264 to 313 units to the affordable housing inventory. To date, approximately \$4.5 million in a combination of public funding is connected to this project.

Future land banking plans include a parcel of land currently held by the City of Napa Department of Public Works. This parcel was originally purchased by the Streets Division for the extension of Soscol Avenue. The remaining land is approximately two acres in size and is designated as a potential location for an affordable housing development. The City anticipates making this property available for development as affordable housing in 2015.

Housing Element, Vacant Sites, Zoning and Planning

The City adopted an updated Housing Element update in March 2015. The Housing Element carries forward and updates many programs from the prior Housing Element and includes added actions. One of the most notable changes that occurred just prior to adoption of the 2009 Housing Element was an

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increase in densities on several Multi Family zoned sites to 20+ units per acre, and an increase in *minimum* densities in most mixed use areas throughout the City from 10 to 20 units/acre.

The City adopted changes to its second unit ordinance to facilitate the development of second units by allowing ministerial approval if certain standards were met. The Housing Element update recommended further changes to encourage second unit development, in particular recommending the elimination of owner occupancy requirements and/or easing of parking requirements.

The City's Community Development Department (CDD) continues to track and identify all vacant land in the City by zoning districts and dwelling units per acre. CDD staff also assists developers in identifying sites or areas of the City zoned for high density housing suitable for rental and homeownership housing development.

The City's Zoning Ordinance has zoned all multi-family sites to a Multi Family District that does not require Use Permits; provides an Affordable Housing Overlay Zone on several sites throughout the city where higher densities and greater affordability is required; includes height bonus provisions for Downtown residential mixed use projects; has Single Room Occupancy (SRO) standards that make it easier than in the past to construct SRO projects; provides for accessory second units throughout the City consistent with State law; requires a Use Permit to convert rental housing to condominiums or non-residential uses; and provides flexibility in residential parking standards. The zoning ordinance was revised to provide more flexibility in finding locations for emergency shelters, transitional and supportive housing.

In 2004, the City developed a Downtown Mixed Use and Residential Infill Strategy to encourage multi-family residential and residential mixed uses in the Downtown. This Study resulted in increased maximum densities from 40 to 45 units per acre and reduced parking standards to improve the feasibility of Downtown housing. Since then, the one large mixed use development that includes 50 new units has been constructed and there is interest for additional such development. In May 2013 the City adopted the Downtown Specific Plan, which includes policies to promote the downtown as an opportunity area for mixed use development, including a range of housing options and densities.

The City adopted a Reasonable Accommodation Ordinance which allows for flexibility in the application of zoning requirements in order to provide persons with disabilities equal access to housing and to facilitate the development of housing for such persons. These changes are based on requirements of the federal and State fair housing laws, and implements the Housing Element of the City's General Plan.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives
 - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 5 CAPER HOME/ADDI response:

This section does not apply as the City of Napa does not receive ADDI funds and is not a HOME Participating Jurisdiction

HOMELESS

Homeless Needs

**Please also refer to the Homeless Needs Table in the Needs.xls workbook.*

1. *Identify actions taken to address needs of homeless persons.*
2. *Identify actions to help homeless persons make the transition to permanent housing and independent living.*
3. *Identify new Federal resources obtained from Homeless SuperNOFA.*

Program Year 5 CAPER Homeless Needs response:

Actions Taken to Address Needs of Homeless Persons

Through the Continuum of Care Application, the Housing Authority secured two one-year renewals of Shelter Plus Care grants and a one-year renewal of the Supportive Housing grant that will provide rental assistance for at least eight households.

The Veterans Home of Yountville continues to provide two beds on an expedited entry for homeless veterans. In exchange, Health and Human Services and the

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Veterans Home will provide case management to the veterans and assist them with finding permanent housing.

During FY 2014-15, the City used \$76,936 in CDBG funds toward operation of the Samaritan Family Shelter. The City also provided \$24,506 the Napa Emergency Women's Shelter. This funding provides temporary shelter for individuals and families, and a bilingual counselor for battered women and their children. This funding supported a total of 87 individuals who received emergency shelter at the homeless family shelter and 71 battered women and their children who received shelter and bilingual counseling. The City also provided \$196,587 in general fund monies to support operation of the homeless shelter system.

Actions Taken to Help Homeless Persons Make the Transition to Permanent Housing and Independent Living

As in past years, additional incremental vouchers issued by HUD have been difficult to receive. The Housing Authority continues to administer 30 vouchers from HUD under the Mainstream Program. The Housing Authority also administers 100 vouchers for Rental Assistance for Non-Elderly Persons with Disabilities. Community Action Napa Valley, which operates the homeless shelter system and the Hope Center, received approximately \$336,690 from a State Emergency Shelter (ESG) grant and \$14,000 from the Federal Emergency Management Agency (FEMA) along with some private grants to operate a rapid re-housing (homeless prevention/rental assistance) program. This program secured stable housing for approximately 24 homeless families and families in the process of losing their housing in fiscal year 2014-2015.

Catholic Charities of the Diocese of Santa Rosa received an Emergency Shelter Grant (ESG) in the amount of \$168,385 to continue operations at Rainbow House in Napa which provides temporary housing for single mothers and women transitioning into permanent housing.

Progress Foundation continues to operate Hartle Court, which was completed in June 2012. Hartle Court is a 24-unit supportive housing project which was constructed through a number of funding sources including the Housing Authority, Napa County, the State Department of Housing and Community Development, and the California Housing Finance Agency. All of the units are restricted to very-low income persons. Six of the units are transitional housing for foster youth (18-24) who are aging out of the foster care system. The remaining 18 units are permanent housing for people with mental illness.

The Housing Authority of the City of Napa partnered with Napa Emergency Women's Shelter (NEWS) in providing rental assistance for one household of a victim or victims of domestic violence. NEWS provided the necessary case management and support services that were an essential component for these

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individuals in being successful in overcoming chronic homelessness. This was funded through a Supportive Housing Continuum of Care grant.

New Federal Resources Obtained from Homeless Super NOFA

The Napa City and County Continuum of Care received \$609,318 from the 2014 Continuum of Care Notice of Funding Availability (CoC) Competition, which is directed toward permanent supportive housing and transitional housing to address and prevent homelessness as part of the Super NOFA.

The Housing Authority received three renewal awards from the CoC Competition, all of which provided permanent supportive housing in the form of rental assistance and supportive services to homeless or potentially homeless individuals and families. The Supportive Housing Program – Good News project received \$17,375 for rental assistance for one chronically homeless participant, and is case managed by County Health and Health Services Agency (HHS) as the sub-recipient. The 2014 Shelter Plus Care project received \$ 71,834 for rental assistance and supportive services for five individuals or families, with the County Health and Health Services Agency (HHS) and Community Action of Napa Valley (CANV) as the sub-recipient. Similarly, the 2006 Shelter Plus Care renewal project received \$28,734 for rental assistance and supportive services for two homeless individuals or families, with HHS as the sub-recipient.

In addition, the City Police Department received CoC funding through the Transitional Residential Alliance and Integrated Network (TRAIN) project administered by HHS. This project received \$157,003 from the CoC program to provide transitional housing rental assistance and crucial supportive services to individuals and families who are homeless and chronically homeless in Napa County. TRAIN focuses on moving people from homelessness into transitional housing and assisting them in obtaining employment, health and recovery services, and permanent housing. While the rental assistance is time-limited, people generally move into mainstream housing within one year or less. The Police Department, along with Napa Emergency Women's Services and CANV, provides the necessary supportive services for TRAIN participants, including helping them to develop and meet their goals and budgets; providing transportation to medical, mental health, housing, and employment appointments; assisting them in accessing to mainstream benefits.

Aside from City projects, Buckelew Programs, an organization which focuses on assisting individuals with mental illness, addiction, and co-occurring disorders, received \$62,673 for its Napa Good News Too! Exhibit 2 project and \$180,826 for its Napa HUD I Exhibit 2 project. Together, these projects provide permanent housing and supportive services in Napa County for 11 formerly homeless adults who experience a mental illness. The supportive services are aimed at assisting individuals to learn life skills and successfully transition from homelessness. Skill building and support enable clients to increase self- sufficiency and ensure their

ability to maintain housing in the community. Other supportive services help to address mental health issues through education on medication and symptom management, help eligible individuals to connect with mainstream benefits and other community support such as local foodbanks. Catholic Charities received \$168,385 for its Rainbow House which provides transitional housing to single mothers with children. Catholic Charities, in partnership with CANV, received \$28,735 for the permanent supportive housing project, Home for Good.

Finally, the County received \$35,887 to continue developing its Homeless Management Information System to track and measure program outcomes and \$7,197 in planning funds to improve CoC coordination and effectiveness.

Specific Homeless Prevention Elements

1. *Identify actions taken to prevent homelessness.*

Program Year 5 CAPER Specific Housing Prevention Elements response:

As discussed in the preceding section, the City of Napa Housing Authority worked with Napa County Health and Human Services and several non-profit agencies in acquiring a grant under the Homeless Prevention and Rapid Re-housing Program.

Emergency Shelter Grants (ESG)

1. *Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).*
2. *Assessment of Relationship of ESG Funds to Goals and Objectives*
 - a. *Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.*
 - b. *Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.*
3. *Matching Resources*
 - a. *Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.*
4. *State Method of Distribution*
 - a. *States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as sub-recipients.*
5. *Activity and Beneficiary Data*

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- a. *Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.*
- b. *Homeless Discharge Coordination*
 - i. *As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.*
- c. *Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.*

Program Year 5 CAPER ESG response:

The City of Napa does not receive ESG funds. However, the City provided Community Action Napa Valley (CANV) with both CDBG funds and City general funds to support its programs serving the homeless.

During this reporting period, the local non-profit CANV received a total of \$336,690 in Emergency Shelter Grants, including funding for the South Napa Shelter (\$168,345) and the Hope Resource Center (\$168,345). CANV also received \$14,000 from the Federal Emergency Management Agency (FEMA) for use at the Samaritan Family Shelter. Another non-profit, Catholic Charities, received a total of \$91,720 in State ESG funds for operational support for the Rainbow House, a transitional housing facility for homeless and at-risk young adults and their children and Home Base, a transitional housing facility for homeless and at-risk young adults.

COMMUNITY DEVELOPMENT

Community Development

**Please also refer to the Community Development Table in the Needs.xls workbook.*

1. *Assessment of Relationship of CDBG Funds to Goals and Objectives*
 - a. *Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.*
 - b. *Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.*
 - c. *Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.*
2. *Changes in Program Objectives*

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- a. *Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.*
3. *Assessment of Efforts in Carrying Out Planned Actions*
 - a. *Indicate how grantee pursued all resources indicated in the Consolidated Plan.*
 - b. *Indicate how grantee provided certifications of consistency in a fair and impartial manner.*
 - c. *Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.*
4. *For Funds Not Used for National Objectives*
 - a. *Indicate how use of CDBG funds did not meet national objectives.*
 - b. *Indicate how did not comply with overall benefit certification.*
5. *Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property*
 - a. *Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.*
 - b. *Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.*
 - c. *Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.*
6. *Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons*
 - a. *Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.*
 - b. *List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.*
 - c. *If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.*
7. *Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit*
 - a. *Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.*
8. *Program income received*
 - a. *Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.*
 - b. *Detail the amount repaid on each float-funded activity.*
 - c. *Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.*
 - d. *Detail the amount of income received from the sale of property by parcel.*

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9. *Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:*
 - a. *The activity name and number as shown in IDIS;*
 - b. *The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;*
 - c. *The amount returned to line-of-credit or program account; and*
 - d. *Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.*

10. *Loans and other receivables*
 - a. *List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.*
 - b. *List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.*
 - c. *List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.*
 - d. *Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.*
 - e. *Provide a List of the parcels of property owned by the grantee or its sub-recipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.*

11. *Lump sum agreements*
 - a. *Provide the name of the financial institution.*
 - b. *Provide the date the funds were deposited.*
 - c. *Provide the date the use of funds commenced.*
 - d. *Provide the percentage of funds disbursed within 180 days of deposit in the institution.*

12. *Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year*
 - a. *Identify the type of program and number of projects/units completed for each program.*
 - b. *Provide the total CDBG funds involved in the program.*
 - c. *Detail other public and private funds involved in the project.*

13. *Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies*
 - a. *Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.*

Program Year 5 CAPER Community Development response:

Assessment of Relationship of CDBG Funds to Goals and Objectives

All CDBG funds were disbursed for projects meeting the identified goals and objectives of the first year of the Consolidated Plan. Table A on pages 4-5 provides a summary of the CDBG funds expended on Community Development projects, the location of the projects, the accomplishments and how this compares to the goals established in the 2013-2104 Annual Plan.

Changes in Program Objectives

There were no changes in the Program Objectives for 2014-2015.

Assessment of Efforts in Carrying Out Planned Actions

This section was addressed in the Housing section, pages 18-26; Leveraging Resources, pages 12-13; Status of Grant Program, page 18; Self Evaluation, page 16. This includes funds committed for different categories of housing needs, non-housing public facility projects and services, including total CDBG funds involved in the program and other public and private funds involved in the project.

For Funds Not Used for National Objectives

All funds used met one of the three national objectives for the CDBG program in fiscal year 2014-2015.

Anti-displacement and Relocation

No displacement occurred as a result of CDBG activities during this reporting period.

Low/Mod Job Activities for Economic Development Activities

The City of Napa did not use any CDBG funds for low-mod job activities. This section does not apply.

Low/Mod Limited Clientele Activities

All Low/Mod limited clientele activities fell within one of the categories of presumed limited clientele benefit.

Program Income Received

The City received \$175,609 in program income from loan repayments of principal and interest on loans issued through the Rehabilitation Loan Program. Program

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income received through the Rehabilitation Loan Program remains in the Rehabilitation Revolving Loan Fund to provide funding for future rehabilitation loans.

Prior period adjustments

There were no prior period adjustments for disallowed activities.

Loans and other receivables

As of June 30, 2015, the City held a loan portfolio that included 17 amortized loans totaling \$370,693.51 and 47 deferred loans totaling \$1,421,756.49. All loans have a 20 year term at time of issuance. Owner-occupied loans have a range from 0% to 3% interest rate while owner/investor rental rehab loans have a range from 2.04% to 4% interest rate. No loans have gone into default or been written off during this period. No properties owned by the City or its sub-recipients that were improved with CDBG funds are available for sale. The City also issued four deferred, no-interest, 20-year loans totaling \$68,183 using funds from the CalHome program.

Lump sum agreements

There were no lump sum agreements. This section does not apply.

Housing Rehabilitation Loans

The City completed six rehabilitation loans during the reporting year to rehabilitate six owner-occupied single family residences. The total amount of the loans was \$119,751 and is broken down as follows:

Residential Owner Rehabilitation, 0% Deferred Loan	\$18,273
Residential Owner Rehabilitation, 0% Deferred Loan	\$27,700
Residential Owner Rehabilitation, 0% Deferred Loan	\$25,075
Residential Owner Rehabilitation, 0% Deferred Loan	\$20,539
Residential Owner Rehabilitation, 0% Deferred Loan	\$16,560
Residential Owner Rehabilitation, 0% Deferred Loan	\$11,500

Neighborhood Revitalization Strategies (NRS)

There is no HUD-approved NRS area within the City. This section does not apply.

Antipoverty Strategy

1. *Describe actions taken during the last year to reduce the number of persons living below the poverty level.*

Program Year 5 CAPER Antipoverty Strategy response:

The Housing Authority continues to support the Family Self-Sufficiency (FSS) Program, having repeatedly received grants from HUD for two FSS coordinator positions.

During the FY 2015 the FSS Program assisted 83 active participants, many of whom are attending school or are already employed. During the noted period, \$277,072 was held in escrow for 58 families, a 30% increase in the number of families with positive escrow balances since last year and a 47% increase in the total amount of escrow held for FSS participants. During the reporting period, there were 13 graduating participants and \$126,146 in escrow funds were distributed. Five participants are expected to graduate in the next fiscal year.

FSS participants are assessed individually and, with their case manager, jointly create service plans to meet their self-sufficiency goals. Case managers and participants keep in regular contact to motivate progress toward those goals and to connect participants with existing community services and education that will help them meet their educational, financial, health and employment needs. Many of these partner service agencies are members of the Program Coordinating Committee, which helps coordinate and facilitate access for FSS participants to these services.

Workforce Napa, the local one-stop, provides employment services for FSS participants. The one-stop helps job and job advancement seekers identify career interests and skills, create resumes and improve job interview skills, get technical training for higher paying jobs, enter an apprenticeship program, internship or on the job training, improve English language skills, and develop a career plan. FSS partners with other existing service agencies to offer participants additional workshops on topics ranging from credit repair to home ownership to affordable nutrition.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. *Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).*

Program Year 5 CAPER Non-homeless Special Needs response:

Family Unification Program

During this reporting period the Housing Authority continued to provide Section 8 rental assistance to 136 families in the Family Unification Program (families at risk of having children placed outside of the home due to inadequate housing, families unable to have children returned to the home due to inadequate housing, or youths 18-21 years old who left foster care at age 16 or older and lack adequate housing). These families were provided with case management and support services by the Napa County Health and Human Services Agency and other local service provider agencies.

Specific HOPWA Objectives

**Please also refer to the HOPWA Table in the Needs.xls workbook.*

1. *Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives*
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. *That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;*
 - b. *That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;*
 - c. *That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;*
 - d. *That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;*
 - e. *That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,*
 - f. *That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.*

2. *This should be accomplished by providing an executive summary (1-5 pages) that includes:*
 - a. *Grantee Narrative*
 - i. *Grantee and Community Overview*
 - (1) *A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services*
 - (2) *How grant management oversight of project sponsor activities is conducted and how project sponsors are selected*
 - (3) *A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS*

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- (4) *A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body*
 - (5) *What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations*
 - (6) *Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.*
- ii. *Project Accomplishment Overview*
- (1) *A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences*
 - (2) *The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds*
 - (3) *A brief description of any unique supportive service or other service delivery models or efforts*
 - (4) *Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.*
- iii. *Barriers or Trends Overview*
- (1) *Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement*
 - (2) *Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and*
 - (3) *Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years*
- b. *Accomplishment Data*
- i. *Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).*
 - ii. *Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).*

Program Year 5 CAPER Specific HOPWA Objectives response:

The City of Napa is not an eligible recipient of Housing Opportunities for Persons with AIDS (HOPWA) funds. This section does not apply.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 5 CAPER Other Narrative response:

Infrastructure Improvements

Effective January 31, 2012, the Napa Community Redevelopment Agency (NCRA) was dissolved by the State of California in conjunction with approximately 200 redevelopment agencies statewide. This resulted in a number of planned projects being stalled or discontinued. The City of Napa as the successor agency to NCRA is in the process of winding down the activities of NCRA and paying enforceable obligations, including debt service on bonds.

The Successor Agency received a Finding of Completion from the State in June 2013, and, as a result, is allowed to expend its remaining bond proceeds (\$3.397 million) on infrastructure improvements. Seven projects have been approved and are anticipated to be completed over the 2014-16 fiscal years. As of the date of this report, August 2015, the status of these projects is as follows;

- China Point Overlook Park: Design is complete and bids to be released this Fall
- Pedestrian bridge replacement over Napa Creek: Design underway; completion expected by end of 2015
- Demolition of the former transit center and expansion of Parking Lot G: Slated for 2017 pending completion of Archer Hotel
- First Street and Main Street streetscape improvements: Completed in 2014
- Dwight Murray Plaza design: Design team consultants selected; final design expected April, 2016
- Coombs Plaza conversion to a one-way street: 2016-2017 timeframe
- Vehicular way finding sign program update: 2015-2016 to coincide with conversion of 3rd and 4th Streets from one-way to two-way

These improvements are intended to strengthen Downtown Napa as the primary shopping, dining, entertainment and lodging destination in Napa Valley

Historic Preservation

No activities were funded with CDBG funds during this reporting period.

Borreo Building: The Economic Development (ED) Division prepared a request for proposals and conducted a developer selection process in late 2013 for the restoration and sale of a long-vacant City-owned building. The Borreo Building, a

125-year-old local landmark, was retrofitted with a federal grant and a local match from the former redevelopment agency in the early 2000s. In January 2014, the City entered into an exclusive negotiating contract with West Pueblo Partners, a local investment and development group, to acquire, renovate and restore the building with an active use. The City Council approved a Disposition and Development Agreement in July 2014, with the expectation of transferring the property to the new owners in fall of 2015 after entitlements. However, the August 24, 2014 earthquake resulted in damage to the building, requiring assessment of the cost of repairs and adjustment of the proposed purchase price to off-set those costs. The City expects to transfer the property in 2016. The buyers plan to lease the property to a quality end user who will create a vibrant urban use in the building.

Economic Development

No activities were funded with CDBG funds during this reporting period.

Downtown Napa: The City of Napa continues to experience growth and investment in the Downtown area, including major renovations to the Napa Center retail shops, which have been underway since 2014 and continue. The City entered into a revenue sharing agreement with the retail center developer that ensured the developer's ability to move forward with the project, which is of paramount importance to the economic success of Downtown. Anchoring the center will be a five-story, 183-room boutique hotel, "The Archer", which is now under construction with an opening date of early 2017. The hotel recently announced that their restaurant and food and beverage service will be created and managed by renowned chef Charlie Palmer. The City issued a parking license agreement to allow the hotel to utilize the top level of a downtown parking garage on an exclusive basis which will maximize efficiency of the facility by allowing valet parking and stacking of cars. As noted earlier, the August, 2014 earthquake, a 6.0 magnitude event, caused widespread damage to older buildings in Downtown Napa, and several buildings are still under repair.

Citywide: Other developments of note in Napa include the "Napa Crossings South" shopping center on Soscol Avenue, now 50% occupied and scheduled for full build-out by year's end; the purchase and pending renovation of the "River Park" shopping center on Imola Avenue and continuing development at the Century Center Theatre Complex at Soscol and Imola. At River Park, a new Rite Aid with a drive-through pharmacy is being constructed on the property, and a new 150-room Hampton Inn and an In Shape Fitness center are now under construction at Century Center. A new 150-room hotel and resort, the "Auberge VieVage" brand, will be built south of Downtown Napa at Stanly Ranch, which had been formerly approved as a St. Regis. The resort is in the final design and permit stage and could start construction in early 2016. Napa Valley Commons, formerly known as the Napa Valley Corporate Park, has continued to grow with the establishment of varying business sectors including wine-industry related

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manufacturing and innovation firms, hospitality, health care, government and institutional, construction and contractor users.

During the reporting year, the Economic Development Division completed other economic development activities including a comprehensive downtown parking management study, data gathering and analysis, outreach to the local business community and liaison assistance to business owners, retail and tourism marketing, private developer interface, and planning activities.

Tourism Improvement District Local Committee: The Economic Development Division provides staff support to the local committee of the Tourism Improvement District (the Committee), which receives funding from a 2% assessment on hotel rooms in the city. The Committee's focus over the reporting period has been to attract tourists to the City of Napa by putting "heads in beds," particularly in non-peak times. The Committee's efforts include a sophisticated marketing program that incorporates social media, funding special events, and promoting activities available in Downtown Napa through its "Do Napa" campaign. The results have paid off, with increased hotel occupancy and revenue at a rate of approximately 12% per year since the effort began in 2010.