



CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

AGENDA
MONDAY, APRIL 8, 2013 – 7:00 P.M.

- CALL TO ORDER:** Mayor Matt Beekman
- ROLL CALL:** Mayor Matt Beekman
Mayor Pro Tem Jeramy Young
Councilmember Jill Silva
Councilmember George Carr
Councilmember Harold Hill
- FLAG SALUTE:** Mayor Matt Beekman
- INVOCATION:** Hughson Ministerial Association
-

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the audience may address the City Council on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. PRESENTATIONS:

- 2.1:** A Proclamation of the City Council of the City of Hughson declaring April 14-20 as National Library Week.

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1:** Approval of the March 25, 2013 Regular City Council Meeting Minutes.

- 3.2: Approval of the Warrants.
- 3.3: Approval of a Side Letter Agreement with Operating Engineers Local No 3, extending the expiration of the current MOU to June 30, 2014.
- 3.4: Approval of Task Order No. 3 with Condor Earth Technologies for Hughson's Small MS4 Storm Water Permit Program.
- 3.5: Consider the Adoption of Resolution No. 2013-12 awarding the Bid for 4th Street Sidewalk Improvements in the amount of \$195,570 and authorize the City Manager to sign contract.

4. UNFINISHED BUSINESS: None.

5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:

- 5.1: Public Hearing to consider the adoption of Resolution No. 2013-13, opening a public comment period and approving the DRAFT FY 2013-14 Annual Action Plan (AAP).

6. NEW BUSINESS:

- 6.1: Provide Direction to Staff Regarding the Law Enforcement Services Contract with Stanislaus County Sheriff's Department.
- 6.2: Consider a Professional Services Agreement with Terra Verde Renewable Partners for Services Related to Energy Management Programs.

7. CORRESPONDENCE: None.

8. COMMENTS:

- 8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager:

City Clerk:

Community Development Director:

Director of Finance:

Police Services: 1st Quarter Police Services Report

City Attorney:

- 8.2: Council Comments: (Information Only – No Action)

8.3: Mayor’s Comments: (Information Only – No Action)

9. CLOSED SESSION TO DISCUSS THE FOLLOWING:

9.1: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
 Initiation of litigation pursuant to subdivision (c) of Section 54956.9:

Two (2) potential cases

10. REPORT FROM CLOSED SESSION:

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

UPCOMING EVENTS:

April 13	▪ Hughson Arboretum & Gardens, Open Garden Event 1:00pm-4:00pm
April 16	▪ Planning Commission Meeting, Council Chambers, 6:00pm
April 22	▪ City Council Meeting, Council Chambers, 7:00pm
April 27	▪ City-wide Yard Sale Event – ALL DAY
April 27	▪ LOVE Hughson Event, visit www.lovehughson.com
May 4	▪ Annual City-wide “Clean-Up Day”, 7:30am-3:00pm
May 13	▪ City Council Meeting, Council Chambers, 7:00pm
May 21	▪ Planning Commission Meeting, Council Chambers, 6:00pm
May 27	▪ Memorial Day-Holiday- City Hall will be closed.
May 28	▪ City Council Meeting, Council Chambers, 7:00pm (Tuesday)

RULES FOR ADDRESSING CITY COUNCIL

Members of the audience who wish to address the City Council are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
NOTIFICATION FOR THE CITY OF HUGHSON

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

AFFIDAVIT OF POSTING

DATE: April 4, 2013 **TIME:** 12:00pm
NAME: Sandy Cortes **TITLE:** Office Assistant II

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information: The Hughson City Council meets in the Council Chambers on the second and fourth Mondays of each month at 7:00 p.m., unless otherwise noticed.

Council Agendas: The City Council agenda is now available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054



CITY OF HUGHSON AGENDA ITEM NO. 2.1

SECTION 2: PRESENTATIONS

Meeting Date: April 8, 2013
Presented By: Dominique Spinale, Management Analyst/City Clerk
Subject: National Library Week Proclamation

Approved By: _____

The mission of the Stanislaus County Library is to foster the love of reading and open the door to knowledge.

In an effort to spread the word on the importance of libraries, every April the Stanislaus County Library requests a Proclamation from the City of Hughson declaring a National Library Week. This year it will take place April 14 -20.

Ms. Heather Bailey, Hughson Library Branch Manager, will be present to accept the Proclamation from the City Council.



*PROCLAMATION
NATIONAL LIBRARY WEEK - APRIL 14-20, 2013*

WHEREAS, library use is up nationwide among all types of library users, continuing a decade-long trend; and,

WHEREAS, a literate workforce is essential to the economic health of our community; and,

WHEREAS, reading is a basic key to achieving personal success in school, in business and in life; and,

WHEREAS, librarians are actively building partnerships in the community and making special efforts to reach out to parents, children and low-literate adults; and,

WHEREAS, libraries ensure equal access to knowledge and information and offer valuable reading resources and services; and,

WHEREAS, librarians and libraries are actively involved in providing equitable access to the Internet and other computer technologies; and,

WHEREAS, libraries provide free resources such as employment searches, online interview preparation, resume assistance and tutoring support, that are particularly important during difficult economic times; and

WHEREAS, libraries offer pre-school StoryTimes and summer reading programs to encourage children to begin a habit of reading that will serve to benefit their personal and professional lives,

NOW, THEREFORE BE IT RESOLVED that the Hughson City Council does hereby unanimously proclaim April 14-20, 2013, National Library Week in Stanislaus County and urges everyone to visit their library to take advantage of the wonderful resources available, provided through the voter-approved 1/8-cent sales tax dedicated to the support of libraries.

Presented on this 8th day of April, 2013

MATT BEEKMAN, Mayor



CITY OF HUGHSON AGENDA ITEM NO. 3.1

SECTION 3: CONSENT CALENDAR

Meeting Date: April 8, 2013
Presented By: Dominique Spinale, Deputy City Clerk
Subject: Approval of March 25, 2013, City Council Minutes
Enclosures: Minutes

Approved By: _____

SUMMARY:

The Draft Minutes of the March 25, 2013, City Council meeting have been prepared for the City Council's review and approval.

FISCAL IMPACT:

There is no financial impact.

RECOMMENDATION:

It is recommended that the City Council approve the City Council Meeting Minutes as presented.



CITY OF HUGHSON
CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
7018 Pine Street, Hughson, CA

MINUTES
MONDAY, MARCH 25, 2013 – 7:00 P.M.

CALL TO ORDER: Mayor Matt Beekman

ROLL CALL:

Present: Mayor Pro Tem Jeramy Young
Councilmember Jill Silva
Councilmember George Carr
Councilmember Harold Hill

Absent: Mayor Matt Beekman (excused)

Staff Present: Mike Harden, Interim City Manager
Thom Clark, Community Development Director
Daniel J. Schroeder, City Attorney
Darin Gharat, Chief of Police
Dominique Spinale, Management Analyst/Deputy City Clerk
Lisa Whiteside, Finance Manager
Sam Rush, Public Works Superintendent

FLAG SALUTE: Mayor Pro Tem Jeramy Young

INVOCATION: Hughson Ministerial Association

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Heather Bailey, Library Manager, updated the City Council on the events that will be taking place at the Hughson Library this month.

2. PRESENTATIONS: None.

3. CONSENT CALENDAR:

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Councilmember for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

- 3.1: Approval of the March 11, 2013 Regular City Council Meeting Minutes.
- 3.2: Approval of the Warrants.
- 3.3: Approval of the Treasurer's Report for January 2013.
- 3.4: Approval and adoption of Resolution No. 2013-10, A Resolution of the City Council of the City of Hughson Waiving Fees for the City-Wide Yard Sale scheduled for Saturday, April 27, 2013.

Carr/Hill 4-0-0-1 (Beekman-Absent) motion passes to approve the Consent Calendar as presented.

4. UNFINISHED BUSINESS: None.**5. PUBLIC HEARING TO CONSIDER THE FOLLOWING:**

- 5.1: Approve the second reading and adoption of Ordinance No. 2013-01, an Ordinance of the City Council of the City of Hughson Amending Hughson Municipal Code Chapter 12 Streets, Sidewalks and Public Places, Section 12.08, Excavations and Installations.

Director Clark provided the Staff Report and a PowerPoint presentation on this item.

Mayor Pro Tem Young opened the Public Hearing, and with no public provided he closed it at 7:06p.m.

Silva/Carr 4-0-0-1 (Beekman-Absent) motion passes to approve the second reading and adopt Ordinance No. 2013-01, an Ordinance of the City Council of the City of Hughson Amending Hughson Municipal Code Chapter 12 Streets, Sidewalks and Public Places, Section 12.08, Excavations and Installations.

6. NEW BUSINESS:

- 6.1: Consideration of Resolution No. 2013-11, Adopting a Utility Trench Cut Fee.

Hill 4-0-0-1 (Beekman-Absent) motion passes to approving Resolution No. 2013-11, adopting a Utility Trench Cut Fee for the City of Hughson.

6.2: Accept the 2012 Annual General Plan Progress Report, as well as the Annual Progress Report on Implementation of the Housing Element.

Director Clark presented this Item and provided a PowerPoint presentation.

Hill/Carr 4-0-0-1 (Beekman-Absent) motion passes to accept the 2012 Annual General Plan Progress Report and Annual Progress Report on the Implementation of the Housing Element.

6.3: Provide Direction to Staff regarding a new vacancy on the Planning Commission.

City Clerk Spinale presented this Item to Council. Council appointed two applicants to two vacant seats on the Planning Commission at the last meeting on March 11. Since then, Staff received a resignation from a Commissioner and has a vacant seat.

Carr/Hill 4-0-0-1 (Beekman-Absent) motion passes to direct Staff to advertise and receive applications for the vacant seat on the Planning Commission for 30 days. Staff will advertise the vacancy and close applications on April 30 and schedule interviews with the City Council for a meeting in May.

7. CORRESPONDENCE: None.

8. COMMENTS:

8.1: Staff Reports and Comments: (Information Only – No Action)

City Manager: City Manager Harden updated the Council on the City Manager recruitment.

City Clerk: City Clerk Spinale reminded the Council about the April 2 deadline for Form 700 submittals.

Community Development Director: Director Clark updated the Council on the 4th Street Sidewalk Project, the Conditional Use Permit approval of tattoo and piercing services at 6724 Whitmore Avenue, and the Design Review approval of the building expansion of 6748 Whitmore Avenue.

**Director of Finance:
Police Services:**

City Attorney:

8.2: Council Comments: (Information Only – No Action)

Councilmember Carr updated the Council on his attendance at the Turlock Mosquito Abatement District Meeting.

Councilmember Silva thanked Staff for their work on the City Manager recruitment and updated the Council on her attendance at the Lorraine’s Luncheon event at Samaritan Village.

Councilmember Hill updated the Council on his attendance at the League of California Cities Quarterly Dinner event.

8.3: Mayor’s Comments: (Information Only – No Action)

Mayor Pro Tem Young updated the Council on his attendance at the Hughson Chamber of Commerce Open House event, and provided a status update on the Hughson Harvest Festival.

9. CLOSED SESSION TO DISCUSS THE FOLLOWING: None.

10. REPORT FROM CLOSED SESSION: None.

ADJOURNMENT:

Mayor Pro Tem Young motioned to adjourn and Councilmember Silva followed with a second motion.

The meeting adjourned at 7:55 P.M.

JERAMY YOUNG, Mayor Pro Tem

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 3.2 SECTION 3: CONSENT CALENDAR

Meeting Date: April 8, 2013
Presented By: Lisa Whiteside, Finance Manager
Subject: Approval of Warrant Register for April 3, 2013
Enclosures: Warrant Register

Approved By: _____

SUMMARY:

The warrant register presented to the City Council is a listing of all expenditures paid from March 26, 2013 – April 3, 2013.

FISCAL IMPACT:

There are reductions in various funds for payment of expenses.

RECOMMENDATION:

It is recommended that the City Council approve the Warrant Register as presented.

REPORT.: Apr 01 13 Monday
 RUN....: Apr 01 13 Time: 11:25
 Run By.: KATHY DAHLIN

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 03-13 Bank Account.: 0100

PAGE: 001
 ID #: PY-DP
 CTL.: HUG

fw

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
43647	3/28/2013	ALC01	ALCAZAR, ANNABETH	\$ 120.00	B30328	REFUND DAMAGE & KEY DEPOSIT 3/2/13
43648	3/28/2013	AVA00	AVAYA, INC	\$ 149.81	273245517	PHONE
43649	3/28/2013	BRE01	W.H. BRESHEARS	\$ 1,814.22	233463	FUEL
43650	3/28/2013	DON08	DONLEE PUMP CO,	\$ 50.05	64837	FUEL GAUGE
43651	3/28/2013	EMP01	STATE OF CALIFORNIA	\$ 1,382.62	B30328	PAYROLL TAXES
43652	3/28/2013	GRA03	W.W. GRAINGER, INC.	\$ 67.21	908224941	BLANK TAGS
43653	3/28/2013	HAR02	THE HARTFORD	\$ 532.50	B30328	DEFERRED COMPENSATION
43654	3/28/2013	HOM01	THE HOME DEPOT CRC	\$ 43.38	53047	CLEANING SUPPLIES
43655	3/28/2013	HUG34	VALLEY PARTS WAREHOUSE, I	\$ 25.81	83941	BELT
				\$ 308.30	84404	KUBOTA ALT
				\$ 231.45	85184	BATTERY & FILTERS
				\$ 7.32	85204	FILTER
			Check Total:	\$ 572.88		
43656	3/28/2013	MAI00	MAIN STREET DELI	\$ 30.04	B30328	INTERVIEW PANEL EXPENSE
43657	3/28/2013	PER01	P.E.R.S.	\$ 6,445.19	B30328	RETIREMENT
43658	3/28/2013	QUI03	QUICK N SAVE	\$ 118.05	1-0460	DIESEL
43659	3/28/2013	SHO02	SHORE CHEMICAL COMPANY	\$ 853.08	36322	FERRIC CHLORIDE
43660	3/28/2013	SPI00	SPINALE, DOMINIQUE	\$ 169.63	B30328	FILING FEES GRANT DEED FONTANA NORTH
43661	3/28/2013	STA23	CalPERS SUPPLEMENTAL INCO	\$ 20.00	B30328	DEFERRED COMPENSATION
43662	3/28/2013	SYN02	SYNAGRO WEST, LLC	\$ 7,721.90	30-101909	SLUDGE REMOVAL
43663	3/28/2013	TID01	TURLOCK IRRIGATION DIST.	\$ 25,221.48	B30328	ELECTRIC
43664	3/28/2013	TUR12	TURLOCK, CITY OF	\$ 286.80	2013-23	CNG FUEL
43665	3/28/2013	UNI07	UNITED WAY OF STANISLAUS	\$ 2.00	B30328	UNITED WAY
43666	3/28/2013	UNI11	UNIVAR USA, INC	\$ 502.32	SJ538766	HYPOCHLORITE
43667	3/28/2013	VSP01	VISION SERVICE PLAN	\$ 349.90	B30325	VISION INSURANCE APRIL 2013
43668	3/28/2013	WHI03	LISA WHITESIDE	\$ 84.07	B30325	REIMBURSEMENT FOR COSTCO SUPPLIES
43669	3/28/2013	WIL01	CORBIN WILLITS SYSTEM	\$ 571.40	B303151	ENHANCEMENT & SERVICE FEE
			Cash Account Total:	\$ 47,108.53		
			Total Disbursements:	\$ 47,108.53		

REPORT.: Apr 03 13 Wednesday
 RUN.....: Apr 03 13 Time: 14:48
 Run By.: KATHY DAHLIN

City of Hughson
 Cash Disbursement Detail Report
 Check Listing for 04-13 Bank Account.: 0100

PAGE: 001
 ID #: PY-DP
 CTL.: HUG

Check Number	Check Date	Vendor Number	Name	Net Amount	-----Payment Information-----	
					Invoice #	Description
43670	4/3/2013	ALL05	ALLIED ADMINISTRATORS	\$ 1,858.38	B30403	DELTA DENTAL 5/13
43671	4/3/2013	AME16	AMERICAN SEALS WEST, INC	\$ 778.35	743208	MECHANICAL SEAL REBUILD
43672	4/3/2013	ATT02	AT&T MOBILITY	\$ 160.66	B30402	WIRELESS SERVICES
43673	4/3/2013	CAL08	CALAVERAS MATERIALS, INC.	\$ 181.39	1343661	CUT BACK TO REPAIR POT HOLES
43674	4/3/2013	CDP00	CALIFORNIA DEPARTMENT OF	\$ 1,411.20	1350663	WATER SYSTEM FEES 7/1/12-12/31/12
43675	4/3/2013	CHA01	CHARTER COMMUNICATION	\$ 84.99	B30402	IP ADDRESS
43676	4/3/2013	EWI00	EWING IRRIGATION PRODUCTS	\$ 1,423.65	6035777	SPRINKLER PARTS & FERTILIZER
43677	4/3/2013	EXP00	EXPRESS PERSONNEL SERVICE	\$ 1,421.52	122762594	EXTRA HELP WEEK ENDING 3/17/13
43678	4/3/2013	FAR03	FARMERS BROTHERS COFFEE	\$ 54.57	57734341	COFFEE
43679	4/3/2013	GEO00	GEORGE REED, INC	\$ 18,092.55	B30402	RETENTION
43680	4/3/2013	GEO01	GEOANALYTICAL LABORATORIE	\$ 850.78	Z3C1207	LAB TESTING WATER
				\$ 30.00	Z3C2001	LAB TESTING WATER
				\$ 30.00	Z3C2601	LAB TESTING WATER
			Check Total:	\$ 910.78		
43681	4/3/2013	GRO01	FERGUSON ENTERISES, INC 1	\$ 176.96	882607	COUPLER
43682	4/3/2013	HOL03	HOLT OF CALIFORNIA	\$ 149.60	K3717901	CONCRETE
43683	4/3/2013	HUG11	HUGHSON FARM SUPPLY	\$ 2.88	0444264IN	PVC PARTS
				\$ 129.07	0446259IN	BACKPACK SPRAYER & PVC FITTINGS
				\$ 8.57	0446469IN	KEYS
			Check Total:	\$ 140.52		
43684	4/3/2013	May-00	MAY, MARY	\$ 50.00	B30402	REFUND STARN PARK
43685	4/3/2013	MOD04	CITY OF MODESTO	\$ 160.59	R12603-13	PLANNING SVCS FEB. 8, 11,13
43686	4/3/2013	NBS00	NBS LOCAL GOVERNMENT SOLU	\$ 4,606.50	3130034	ADMIN FEES 4/1-6/30/2013
43687	4/3/2013	PAC05	PACIFIC PLAN REVIEW	\$ 6,542.06	B30403	BLD INSPECTIONS & PLAN CHECKS 3/13
43688	4/3/2013	PGE01	PG & E	\$ 335.08	B30402	UTILITIES
43689	4/3/2013	QUI03	QUICK N SAVE	\$ 33.93	1-1675	DIESEL
				\$ 140.12	1-3983	DIESEL
			Check Total:	\$ 174.05		
43690	4/3/2013	REG00	REGIONAL GOVERNMENT SERVI	\$ 4,744.17	3234	CONTRACT SERVICES 2/2013
43691	4/3/2013	SAF01	SAFETLITE	\$ 53.81	294003	REPLACEMENT SIGN
43692	4/3/2013	STA47	STANISLAUS COUNTY SHERIFF	\$ 2,127.55	1213-233	VEHICLE CHARGES 2/13
				\$ 9,216.72	1213-238	SLESF - DEPUTY 2/13
			Check Total:	\$ 11,344.27		
43693	4/3/2013	UNI11	UNIVAR USA, INC	\$ 538.73	SJ540870	SODIUM HPYOCHLORITE

43694	4/3/2013	WIL03	C.H. WILLIAMS & SONS	\$	110.00	127471	RENTAL OF 2 TORCH BOTTLES 1 YR
43695	4/3/2013	\G003	GAONA, MARY	\$	11.03	000B30401	MQ CUSTOMER REFUND FOR GAO0002
43696	4/3/2013	\G005	GONZALES, BRANDI	\$	87.42	000B30401	MQ CUSTOMER REFUND FOR GON0013
43697	4/3/2013	\H006	HOUX, GARY	\$	1.05	000B30401	MQ CUSTOMER REFUND FOR HOU0011
43698	4/3/2013	\S008	STEELMAN, RICHARD	\$	74.14	000B30401	MQ CUSTOMER REFUND FOR STE0021
			Cash Account Total:	\$	55,678.02		
			Total Disbursements:	\$	55,678.02		



CITY OF HUGHSON AGENDA ITEM NO. 3.3

SECTION 3: CONSENT CALENDAR

Meeting Date: April 8, 2013
Presented By: Dominique Spinale, Management Analyst/City Clerk
Subject: Side Letter Agreement with OE3
Enclosures: Letter from OE3 and Side Letter Agreement
Desired Action: Authorize the City Manager to execute the Agreement.

Approved: _____

Background:

As Council is aware, the City and its employees have developed a great working relationship over the last few years. To that end, the Operating Engineers Local No. 3 on behalf of the City of Hughson Employees Association has extended an offer to extend the current Memorandum of Understanding between the City of Hughson and the City of Hughson Employees Association for a one-year (1) period, hereby extending its expiration to June 30, 2014.

Recommendation:

Staff recommends reviewing the Side Letter Agreement and Authorizing the City Manager to execute the agreement.

CITY OF HUGHSON

By: _____ Date
Mike Harden
Interim City Manager

By: _____ Date
Matt Beekman
Mayor-City of Hughson



CITY OF HUGHSON AGENDA ITEM NO. 3.4

SECTION 3: CONSENT CALENDAR

Meeting Date: April 8, 2013
Presented By: Thom Clark, Community Development Director
Subject: Consideration of Approval of Task Order No. 3 with
Condor Earth Technologies for Hughson's Small MS4
Storm Water Permit Program
Enclosures: Task Order No. 3

Approved By: _____

BACKGROUND AND OVERVIEW:

The State Water Board is initiating new permit requirements for their Small MS4 Permit holders. That includes the City of Hughson. We will be required to test our storm water discharge under the new permit. The permit also requires us to develop a plan for how we will implement the new requirements. This plan is due to the State prior to July 1, 2013.

This is another unfunded State mandate.

We currently have a Master Services with Condor Earth Technologies for various water related functions. This request is for approval of Task Order No. 3 with Condor to develop the required plan prior to the submittal deadline. The plan will set forth storm water testing protocols as well as a storm water program guidance for each for each of the new requirements under the permit.

We have a Master Services Agreement in place with Condor. This new task order will authorize them to perform work specific to the Small MS4 Permit.

FISCAL IMPACT

Staff anticipated the additional work required by the new permit and have included monies in the mid-year budget for this work. Condor has given us a not-to-exceed cost of \$8,000 to do this work.

RECOMMENDATION:

Approve Task Order No. 3 under the Master Services Agreement with Condor Earth Technologies.

**TASK ORDER NO. 3
and
SCOPE OF WORK
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)
GENERAL PERMIT SUPPORT (2013/2014)
FOR THE
CITY OF HUGHSON
STANISLAUS COUNTY, CALIFORNIA**

INTRODUCTION

Condor Earth Technologies (Condor) has prepared this Task Order and Scope of Work (Scope) to describe support activities to the City of Hughson (City) for management of storm water discharges in compliance with a recent National Pollutant Discharge Elimination System (NPDES) Permit¹. The final draft Phase II MS4 General Permit (Permit) was adopted by the State Water Resources Control Board (State Water Board) on February 5, 2013 and will become effective on July 1, 2013. As a small municipality regulated by the Permit, the City is required to comply with requirements which will take effect over the coming years. Section A (Application Requirements for all Small MS4 Permittees) requires completion of the following activities by July 1, 2013:

- Electronic submittal of Permit Registration Documents (PRDs) via the Storm Water Multiple Application and Report Tracking System (SMARTS);
- Submittal by mail of the appropriate application fee to the State Water Board;

SCOPE OF WORK

Task Order No. 3: Program Management and Preparation of PRDs

This task consists of project management, including client meetings, review and evaluation of the City's existing storm water program documents, and preparation of PRDs in compliance with the July 1, 2013 deadline. Condor will assist the City in preparation of a storm water program guidance document and Permit Boundary Map for submittal during the application process. The document will be prepared in compliance with Sections A.1.b(a)-(d) of the Permit and will provide planning and guidance for each program area. The guidance document will identify all permit requirements and responsible implementing parties. Condor will review the City's existing Storm Water Management Plan and incorporate the State Water Boards guidance document template for traditional Permittees. If required, Condor will request the appropriate Geographic Information System (GIS) data for development of the Permit Boundary Map. Our estimated costs do not include data purchases, which are unknown at this time.

SCHEDULE AND ESTIMATED PROGRAM COST

The total for the services listed above is **\$8,000 (not to exceed)** to be billed on a time-and-materials basis as work is performed according to Condor's current Schedule of Fees for Professional Consulting. Condor will perform all services in compliance with the Master Services Agreement dated April 26, 2012, between the City and Condor. By issuing a Task Order No. 3 for the above program, the City authorizes Condor to proceed with this SCOPE.

X:\Project\New Projects Awaiting Number\Hughson Small MS4 Support\Contracts_Proposals_CESOW 20130308 Hughson Small MS4.docx

¹ Waste Discharge Requirements (WDRs) for Storm Water Discharges from Small MS4s.





CONDOR EARTH TECHNOLOGIES, INC.
21663 Brian Lane, P.O. Box 3905
Sonora, CA 95370
Phone 209.532.0361
Fax 209.532.0773
www.condorearth.com

TASK ORDER NO. 3 AGREEMENT FOR MASTER SERVICES

We are pleased to acknowledge the following work assignment. CONDOR EARTH TECHNOLOGIES, INC., hereinafter referred to as CONDOR, agrees to perform, and CLIENT agrees to pay for services performed in accordance with the scope of work set forth in this WORK ORDER AGREEMENT (AGREEMENT) * This AGREEMENT supersedes any and all negotiations, correspondence, or agreements either written or oral.

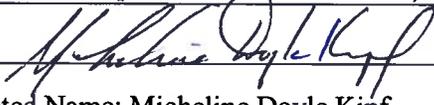
Order Received by:	Micheline Doyle Kipf	Date: March 7, 2013
Authorized by:	Thomas Clark	Project No: 6589
	Community Development Director	
Invoice to:	City of Hughson	
	PO Box 9/7018 Pine Street	
	Hughson, CA 95326	
Name of Job:	Small MS4 General Storm Water Permit Support	
Location of Job:	City of Hughson	
Scope of Work:	Task Order No. 3 as described in the attached Scope of Work, dated March 8, 2013	
Fees to be Charged**:	Not-to-exceed \$8,000	

The terms and conditions of "MASTER SERVICES AGREEMENT FOR CONSULTING SERVICES", dated April 26, 2012 is part of this AGREEMENT.

Client agrees to provide access to the job location identified above in accordance with paragraph 5 of the "MASTER SERVICES AGREEMENT FOR CONSULTING SERVICES".

* Fee schedule, if attached, is considered part of this AGREEMENT.

The parties have read the foregoing, understand completely the terms, and willingly enter into this AGREEMENT effective on the date signed below by CLIENT.

CLIENT	CONDOR EARTH TECHNOLOGIES, INC.
By:	By: 
Printed Name:	Printed Name: Micheline Doyle Kipf
Position:	Position: Senior Geologist
Date:	Date: March 8, 2013



CITY OF HUGHSON CONSENT ITEM NO. 3.5

SECTION 3: UNFINISHED BUSINESS

Meeting Date: April 8, 2013
Subject: Consideration of Resolution No. 2013-12, A Resolution of the City Council of the City of Hughson Awarding the 4th Street Sidewalk Infill Project to Low Bidder George Reed Inc. in the Amount of \$195,570.00 and Authorizing a 10% Construction Contingency as well as a 10% Set-aside for Construction Testing and Inspection.

Enclosures: None
Presented By: Thom Clark, Community Development Director

Approved By: _____

BACKGROUND AND OVERVIEW:

Five bids were received for the 4th Street Sidewalk Infill Project. The project will add sidewalks and necessary paving and other appurtenances to 4th Street between Whitmore Avenue and 5th Street. They are:

- | | |
|--|--------------|
| 1. George Reed, Inc. - | \$195,570.00 |
| 2. Hensley's Paving and General Engineering - | \$219,934.00 |
| 3. MCI Engineering - | \$235,235.00 |
| 4. Sinclair General Engineering Construction - | \$242,634.65 |
| 5. Taylor Backhoe Service, Inc - | \$265,225.00 |

The low bidder is George Reed, Inc. The low bid has been analyzed and found to be responsive and complete.

Contract documents specify that the contractor is to commence work within 10 days after the Notice to Proceed and will complete the work within 60 days.

FISCAL IMPACT

Monies for this project are available from the CMAQ and Community Development Block Grant (CDBG) funds.

Staff is requesting a 10% construction contingency on this project, as well as a 10% set-aside for construction testing and inspection. Total budget for the project is therefore \$234,684.

RECOMMENDATION:

Adopt Resolution No. 2013-12, A Resolution of the City Council of the City of Hughson Awarding the 4th Street Sidewalk Infill Project to Low Bidder George Reed, Inc in the Amount of \$195,570 and Authorizing a 10% Construction Contingency as well as a 10% Set-aside for Construction Testing and Inspection.

CITY COUNCIL
CITY OF HUGHSON
RESOLUTION NO. 2013-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
AWARDING THE 4TH STREET SIDEWALK INFILL PROJECT TO LOW
BIDDER GEORGE REED, INC IN THE AMOUNT OF \$195,570 AND
AUTHORIZING A 10% CONSTRUCTION CONTINGENCY AS WELL AS
A 10% SET-ASIDE FOR CONSTRUCTION TESTING AND INSPECTION**

WHEREAS, the 4th Street Sidewalk Infill Project was competitively bid pursuant to Public Contract Code § 22032(b); and

WHEREAS, bids were opened on April 2, 2013 and the low bidder was George Reed, Inc with a low bid of \$195,570; and

WHEREAS, funding for the project is available through the CMAQ and CDBG programs and has been included in the fiscal year 2012/2013 budget; and

WHEREAS, a 10% construction contingency as well as a 10% construction testing and inspection set-aside is needed for the project budget; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby award the 4th Street Sidewalk Infill Project to low bidder George Reed, Inc in the amount of \$195,570 and authorizes a 10% construction contingency as well as a 10% set-aside for construction testing and inspection.

PASSED AND ADOPTED by the Hughson City Council at a regular meeting thereof held on April 8, 2013, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk



CITY OF HUGHSON AGENDA ITEM NO. 5.1

SECTION 5: PUBLIC HEARING

Meeting Date: April 8, 2013
Presented By: Dominique Spinale, Management Analyst
Subject: Public Hearing to adopt Resolution No. 2013-13, opening a public comment period and approving the DRAFT FY 2013-14 Annual Action Plan (AAP)

Approved By: _____

Discussion:

Stanislaus County along with the cities of Ceres, Newman, Oakdale, Patterson and Waterford, form what is known as the Stanislaus County Community Development Block Grant (CDBG) Consortium.

Federal regulations require that the City Councils advertise a public hearing at least 14 days in advance to receive any public comments. This notice was published in the Hughson Chronicle on March 19, and a copy of the DRAFT 2013-2014 AAP was made available at City Hall to any interested parties.

Stanislaus County has scheduled their public hearing on the AAP for April 16.

Recommendation:

Staff recommends opening the public hearing to receive public comments and adopting Resolution No. 2013-13, approving the DRAFT Annual Action Plan for Fiscal Year 2013-2014.

**CITY OF HUGHSON
CITY COUNCIL
RESOLUTION 2013-13**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON
RECEIVING PUBLIC COMMENTS AND APPROVING THE DRAFT FISCAL
YEAR 2013-2014 ANNUAL ACTION PLAN**

WHEREAS, Stanislaus County, City of Ceres, City of Newman, City of Oakdale, City of Patterson, City of Waterford and the City of Hughson have worked together to prepare the Annual Action Plan for Fiscal Year 2013-2014; and

WHEREAS, the Urban County includes the County of Stanislaus, Cities of Ceres, Newman, Oakdale, Patterson, Waterford and Hughson and each have unanimously chosen to participate in the entitlement process thereby receiving a portion of the CDBG and HOME Fund allocated to Stanislaus County; and

WHEREAS, the DRAFT 2013-2014 Annual Action Plan was made available to the public as an opportunity to review and provide comments prior to the public hearing to be held by the Stanislaus County Board of Supervisors on April 16, 2013 to consider adoption of the Final Annual Action Plan for Fiscal Year 2013-2014;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hughson hereby approves the DRAFT Annual Action Plan for Fiscal Year 2013-2014.

PASSED AND ADOPTED by the Hughson City Council at a regular meeting thereof held on April 8, 2013, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

MATT BEEKMAN, Mayor

ATTEST:

DOMINIQUE SPINALE, Deputy City Clerk



COMMUNITY DEVELOPMENT BLOCK GRANT



STANISLAUS URBAN COUNTY

*Prepared by the Stanislaus County
Planning and Community Development Department
1010 10th Street, Suite 3400
Modesto, CA 95354
209.525.6330*

ANNUAL ACTION PLAN **Fiscal Year 2013 - 2014** **DRAFT**

April 2013

**STANISLAUS COUNTY
BOARD OF SUPERVISORS**

District 2 Vito Chiesa, Chairman
District 5 Jim DeMartini, Vice Chairman
District 1 William O'Brien
District 3 Terry Withrow
District 4 Dick Monteith



CITY OF CERES

Mayor Chris Vierra
Vice Mayor Ken Lane
Councilmember Mike Kline
Councilmember Bret Durossette
Councilmember Eric Ingwersen



CITY OF HUGHSON

Mayor Matthew Beekman
Mayor Pro Tem Jeremy Young
Councilmember George Carr
Councilmember Jill Silva



CITY OF NEWMAN

Mayor Ed Katen
Mayor Pro Tem Robert Martina
Councilmember Roberta Davis
Councilmember Nick Candea
Councilmember Donald Hutchins



CITY OF OAKDALE

Mayor Pat Paul
Mayor Pro Tem Tom Dunlop
Councilmember Michael Brennan
Councilmember Farrell Jackson
Councilmember Donald Peterson



CITY OF PATTERSON

Mayor Luis Molina
Councilmember Dominic Farinha
Councilmember Sheree D. Lustgarten
Councilmember Deborah Novelli
Councilmember Larry Buehner



CITY OF WATERFORD

Mayor Charlie Goeken
Vice Mayor Jose Aldaco
Councilmember Murray Day
Councilmember Michael Van Winkle
Councilmember Ken Krause



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Second Program Year 2013-2014 Action Plan **GENERAL OVERVIEW**



This Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations.

Executive Summary

As required by the U.S. Department of Housing and Urban Development (HUD) this document is part of Stanislaus Urban County's Fiscal Year 2012-2015 Consolidated Plan (CP) which describes the needs and strategy for using HUD funds for housing and community development programs/projects for Fiscal Years 2012 – 2015 (beginning July 1, 2012 and ending June 30, 2015). This Annual Action Plan (AAP) describes the specific programs/projects that will be undertaken during Fiscal Year 2013-2014, from July 1, 2013 to June 30, 2014.

Stanislaus County, along with the cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford, form what is known as the CDBG Consortium (federally defined and hereafter referred to as the "Stanislaus Urban County"). The Stanislaus Urban County is an Entitlement Jurisdiction and receives Community Development Block Grant (CDBG) and Emergency Solutions Grant (previously known as Emergency Shelter Grant) (ESG) entitlement funds from HUD on an annual basis based on a formula allocation. Stanislaus County is recognized as the "lead entity" under these entitlement programs. The Stanislaus Urban County will be entering its twelfth year as an Entitlement Jurisdiction for CDBG and the tenth year as a recipient of ESG funds.

Every three years, participating cities have an opportunity to remain or withdraw from the Stanislaus Urban County, and non-participating cities, not independently receiving entitlement funds, have an opportunity to enter into an agreement to become part of the Stanislaus Urban County.

Since 1992, the Stanislaus Urban County has also been a member of the City of Turlock and Stanislaus County HOME Consortium (hereafter referred to as the "HOME Consortium"). The City of Turlock is the "lead entity" with responsibility for implementing and administering the HUD funded HOME Investment Partnerships Program (HOME) funds for the HOME Consortium. During Fiscal Year 2013-2014 the City of Turlock, will remain the "lead entity" for the Stanislaus Urban County, and will take the lead in monitoring participating Stanislaus Urban County members' use of HOME funds. Ultimately, the City of Turlock is responsible for ensuring that all HOME Consortium funded activities meet the program requirements.

The Fiscal Year 2013-2014 grant allocation amounts under each respective program are approximately*:

CDBG	\$ 1,696,554
ESG	\$ 198,932
HOME	\$ 482,839 (allocation amount for CDBG Stanislaus Urban County members)
TOTAL	\$2,378,325

* The above allocation amounts are estimates. Final allocation amounts are subject to HUD final allocations released in April 2013.

OBJECTIVES:

There are three specific goals of the Federal CDBG/ESG and HOME programs. They are:

1. Provide decent housing;
2. Provide a suitable living environment; and,
3. Expand economic opportunities

The AAP has been developed to assist the participating jurisdictions achieve these three goals. The overriding consideration that is required of the CDBG program is to benefit those members of the population that meet the definition of Targeted Income. A Targeted Income person is one who earns 80% or less of the Area Median Income (AMI) for CDBG funds, and 30% or less than the AMI for ESG grant funds. Additionally, if a project benefits a specific neighborhood or community, at least 51% of the population within that geographic boundary must be within the Targeted Income Group (TIG). The following table identifies Stanislaus Urban County's Fiscal Year 2013-2014 income limits established by HUD:

Median Income	Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$54,900	Extremely Low (30%)	\$12,400	\$14,150	\$15,900	\$17,650	\$19,100	\$20,500	\$21,900	\$23,300
	Very Low (50%)	\$20,650	\$23,600	\$26,550	\$29,450	\$31,850	\$34,200	\$36,550	\$38,900
	Low (80%)	\$33,050	\$37,750	\$42,450	\$47,150	\$50,950	\$54,700	\$58,500	\$62,250

COMMUNITY NEEDS:

As identified by the CP for Fiscal Years 2012-2015, priority will be given to projects in the following areas: Infrastructure, Economic Development, Housing Assistance, Housing Programs, and Public Services.

There is a need in the Stanislaus Urban County for new or rehabilitated community infrastructure. Infrastructure in many of the older residential communities has either deteriorated or is non-existent. From sewer infrastructure and storm drainage to sidewalks, the lack of these improvements does not promote safe and healthy communities, which in turn negatively impacts quality of life.

The CP feedback indicated a strong desire for an economic development program with a high emphasis on job creation (tied to housing). The Economic Development component identified in the Fiscal Year 2012-2013 AAP will continue into Fiscal Year 2013-2014, using previous year funding, to assist in addressing economic development needs by partnering with The Alliance to create an economic development program that will focus on job creation.

Housing assistance and programs were also identified as a community need via the CP process. In Fiscal Year 2013-2014, Stanislaus Urban County members will continue to use any funds available to them including State Cal Home housing funds (not all members are recipients of these funds) and their HOME funds to address the variety of housing needs within the jurisdiction. It is important to note that although the community has identified housing assistance and housing programs as one of the top three priorities, the Stanislaus

Urban County members' ability to considerably contribute toward the provision of affordable housing programs/projects has been drastically limited both by the State of California's elimination of Redevelopment Agencies (which was the most significant tool for the provision of affordable housing, economic development, job creation and elimination of blight), as well as by the continued reduction of HOME funds.

Further, CDBG and ESG funds allow an opportunity for Stanislaus Urban County to fund non-profit agencies that provide public services to the community. Stanislaus Urban County received and reviewed twenty-seven (27) CDBG and eight (8) ESG competitive applications (some from the same organizations serving new community needs), to obtain funds for the public service and emergency shelter components of the programs, respectively. The Board of Supervisors is presented the eligible applicants for partial or full funding based on scoring recommendations made by a review panel that consisted of seven representatives from the Stanislaus Urban County members, a representative from the Stanislaus County Continuum of Care, and a representative from the Stanislaus County Chief Executive Office. Although Federal guidelines permit a grantee to budget up to 15% of its allocation to public service programs, the Stanislaus Urban County has agreed to utilize approximately 10%, for this purpose. Stanislaus County will utilize Neighborhood Revitalization Strategy Area (NRSA) funds from previous fiscal years (2008 and 2009) to fund additional public services in FY 2013-2014 in the Airport and Parklawn Neighborhoods.

The following are non-profit organizations that are recommended for Fiscal Year 2013-2014 funding under the CDBG/ESG Public Service Programs. Final recommendations will be presented to the Board of Supervisors during the April 16, 2013 public hearing:

Emergency Solutions Grant (ESG):

Children's Crisis Center
Community Housing and Shelter Services
Family Promise of Greater Modesto
We Care Program, Turlock*
The Salvation Army

* Organization recommended for more than one ESG award (Specific overview of programs listed is provided in the ESG Program section of this document).

Community Development Block Grant (CDBG):

American Red Cross
Court Appointed Special Advocates (CASA)
Center for Human Services
Children's Crisis Center *
Healthy Aging
Howard Training Center
National Alliance for the Mentally III (NAMI)
The Salvation Army Red Shield
Second Harvest Food Bank
United Samaritans Foundation
We Care
Westside Food Pantry

- * Organization recommended for more than one CDBG award (Specific overview of programs listed is provided in the CDBG Public Services Grant Program section of this document).

Evaluation of Past Performance

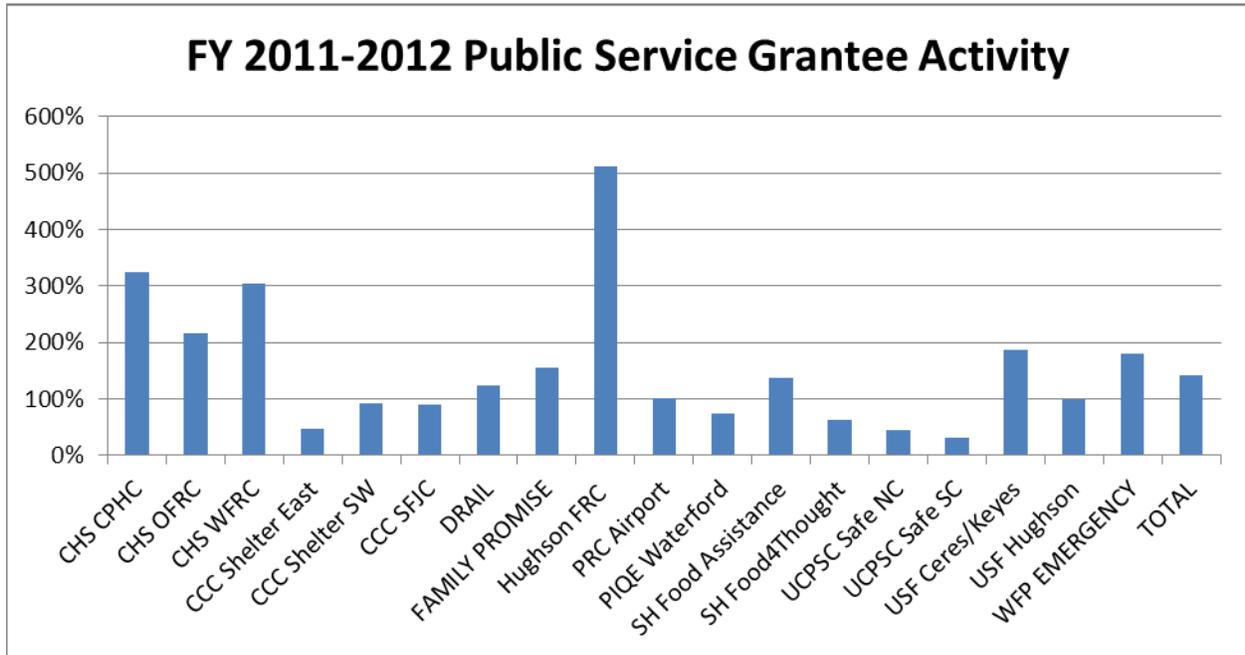
As lead entity of the Stanislaus Urban County, Stanislaus County staff assumes overall responsibility for administration of CDBG and ESG funds.

One of HUD's requirements is that entitlement communities must not have more than 1.5 times their annual allocation amount on account by April of every Fiscal Year. The Stanislaus Urban County has successfully incorporated the 1.5 annual allocation timeliness guidelines to apply to all participating Stanislaus Urban County members individually. This reduces burden being placed upon any one participating member in the Stanislaus Urban County, and evenly distributes the responsibility of expending CDBG funds in a timely manner to all membership and their respective projects in a more uniform manner.

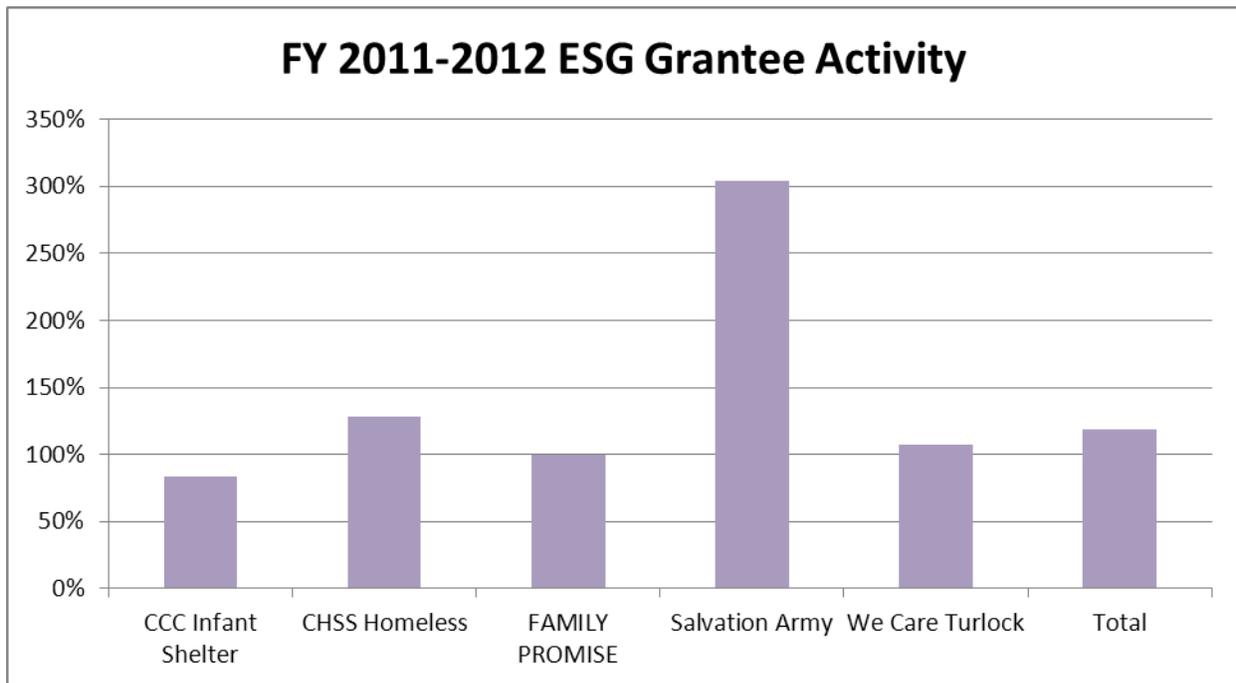
Performance of all Stanislaus Urban County members and public service grantees are tracked in various categories from appropriate use of administrative funds to verifying that outputs (numbers served) and outcomes (how those served are better off after receiving the service) are being met for all awarded public service related activities and County and City projects.

Public Service/ESG Grantees that are not meeting the thresholds they pledged to meet during key points throughout the year are in jeopardy of only receiving partial or no funding in future fiscal years if they reapply for funding. Stanislaus County staff also monitors non-profit organization processes used to better track and follow up with participants to ascertain participant outcomes (how the participant is better off after receiving a given service). This process helps to better justify the need for the service they provide within the community.

The following is a graph which measures how each activity performed in terms of meeting their targets for the number of individuals to be served with their FY 2011-2012 grant funds. This graph demonstrates one aspect of our public service tracking methodology:



The following graph shows similar information from the perspective of the ESG Program:



County and City Infrastructure projects are tracked by timeline criteria. Stanislaus Urban County members are encouraged to begin their environmental work on projects in early March of each year so that the construction phase of the project can begin in July at the beginning of the fiscal year. Request for funds are made on a quarterly basis and timeline compliance is confirmed at that time to assure that the Stanislaus Urban County's collective projects are on task.

Stanislaus County staff continues to collaboratively work with its Stanislaus Urban County members to ensure that timeliness deadlines continue to be met within a timely manner.

Action Plan

The Stanislaus Urban County Area is comprised of the unincorporated portions of Stanislaus County and the cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford. Stanislaus County is located just south and east of the San Francisco/Oakland metropolitan region and the San Jose/Silicon Valley area. It is bordered to the north by San Joaquin County, the east by Tuolumne and Calaveras Counties, and the south by Merced County.

State Route 99 and Interstate 5, two of the State's major north/south roadways, pass through Stanislaus County, offering excellent access in both these directions. Due to the presence of the Union Pacific and the Burlington Northern and Santa Fe railroads, available Amtrak Service, an intercity bus line and a metropolitan airport, Stanislaus County is strategically located to continue its major role in intra-and interstate trade. This regional transportation network in conjunction with relatively low land and power costs has attracted nonagricultural-related industrial development.

Historically, food processing has been one of the area's largest manufacturing industries.

The increasingly close ties to the San Francisco Bay Area, the Sacramento metropolitan area, and the larger Central Valley have resulted in more interregional travel and have strained Stanislaus County's roadways.

Stanislaus County is a combination of both urban and rural development. There are thirteen unincorporated communities that are home to 110,236 citizens that reside in the unincorporated limits of the Stanislaus County. There are residential subdivisions, businesses, industrial parks, highway commercial corners, public open space and facilities and farms, both large and small. For the most part, residential urban development has occurred in the community of Salida and to a lesser degree the town of Keyes, but older and larger residential neighborhoods are adjacent to the City of Modesto, the seat of Stanislaus County.

Stanislaus Urban County's traditional approach in the use of CDBG funds for capital improvement projects was to synchronize with their former Redevelopment Agencies to address and alleviate blighting conditions within eligible areas; however in 2012, the State of California eliminated this valuable tool. This has greatly impacted the Stanislaus Urban County's ability to carry out meaningful housing and community development projects. Most Urban County members leveraged CDBG and HOME funds with Redevelopment dollars, but have been forced to scale back on planned projects, or stretch the projects over several phases as funds allow. The Stanislaus Urban County members have been forced to re-strategize to meet affordable housing and community development objectives as they continue to seek-out other resources to leverage with CDBG and HOME funds in order to allow these essential projects to take place.

The following is a map of Stanislaus County including the geographical locations of all Stanislaus Urban County members:

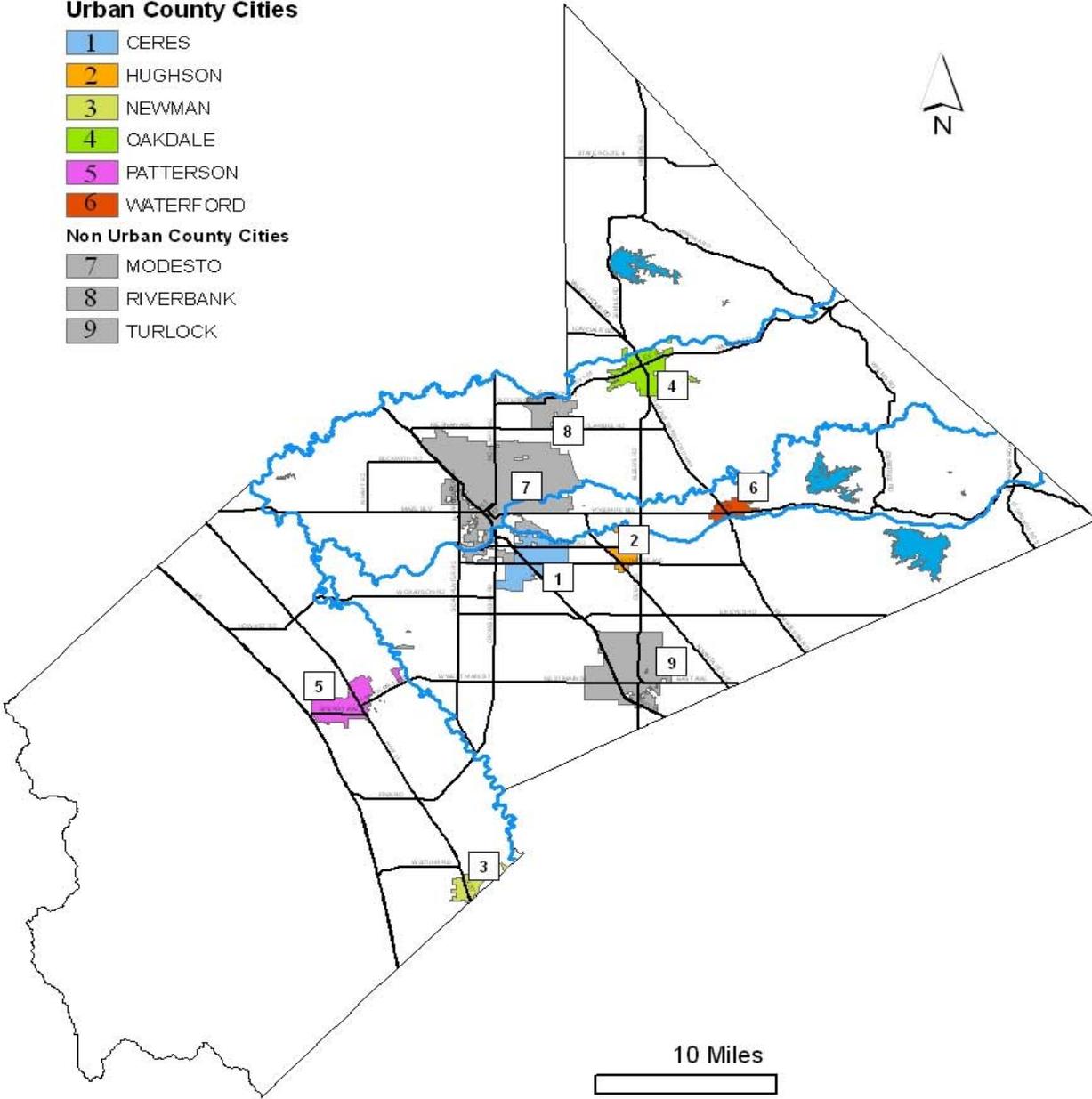
STANISLAUS COUNTY

Urban County Cities

- 1 CERES
- 2 HUGHSON
- 3 NEWMAN
- 4 OAKDALE
- 5 PATTERSON
- 6 WATERFORD

Non Urban County Cities

- 7 MODESTO
- 8 RIVERBANK
- 9 TURLOCK



March 25, 2010

General Questions

- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.**

The Stanislaus Urban County identified their target areas through several combined methods. For the development of the AAP, the participating jurisdictions used population information derived from the U.S. Census regarding median household income, housing tenure, housing occupancy, disability status, employment status, and poverty status. Information was also compiled from the Stanislaus County's Continuum of Care (CoC) annual report, adopted Housing Elements of the respective Stanislaus Urban County members, and California State Department of Finance reports. The target areas of the Stanislaus Urban County members are the very low and low-income areas of the jurisdictions. Although funds are used for all residents of the Stanislaus Urban County's members, priority is given to programs and projects in the target areas.

CDBG funds allocated to the Stanislaus Urban County will be utilized for various programs including infrastructure improvement, economic development, public services, and fair housing. Some programs are funded collectively for the benefit of the entire Stanislaus Urban County, such as public services. Other programs are specific to individual members of the Stanislaus Urban County. Each member of the Stanislaus Urban County identifies the specific needs within its respective communities as a means to determine use of its specific allocations. The following represents each participating jurisdiction's focus in relation to the use of its respective CDBG allocations:

Stanislaus County

Stanislaus County has a continued focus towards needed infrastructure improvements to address blighting conditions that include, but are not limited to, the lack of public infrastructure, deteriorating buildings, declination of economic development activity, and the deterioration of, or the lack of affordable housing.

The AAP is the guide by which Stanislaus County staff performs programs and projects that facilitate infrastructure improvements. Needs within the eligible areas are then categorized as programs and projects within this document. In order to consider these projects for funding, a number of factors need to be taken into consideration. In the case of public infrastructure, these considerations can include, but may not be limited to the following:

- a. Health and safety needs of the program/project and how those needs compare with the needs of other programs/projects (i.e. high per-capita septic system failures).
- b. The willingness and ability of the local community to assess themselves for purposes of contributing towards project costs and costs of ongoing maintenance and operation of improvements inclusive of support of the program/project by the area's Municipal Advisory Council (MAC) or an organized community group (if no MAC exists to represent the area).
- c. Identified and available funding sources for the specific program/project (the ability to leverage local agency dollars with outside funding sources are critical to ensuring a successful program/project).
- d. For public infrastructure improvement projects: 1) A working partnership between the service provider(s), the local community, and Stanislaus County, 2) The availability of engineered designs and a cost analysis for the project, 3) The willingness/ability of the service provider(s) to consider annexation of the improvements to be made.

In Fiscal Year 2013-2014 Stanislaus County will continue construction of the Parklawn Sewer Infrastructure Project. Construction of the first phase of the project began in February 2013 and is expected to be completed by June 2013.

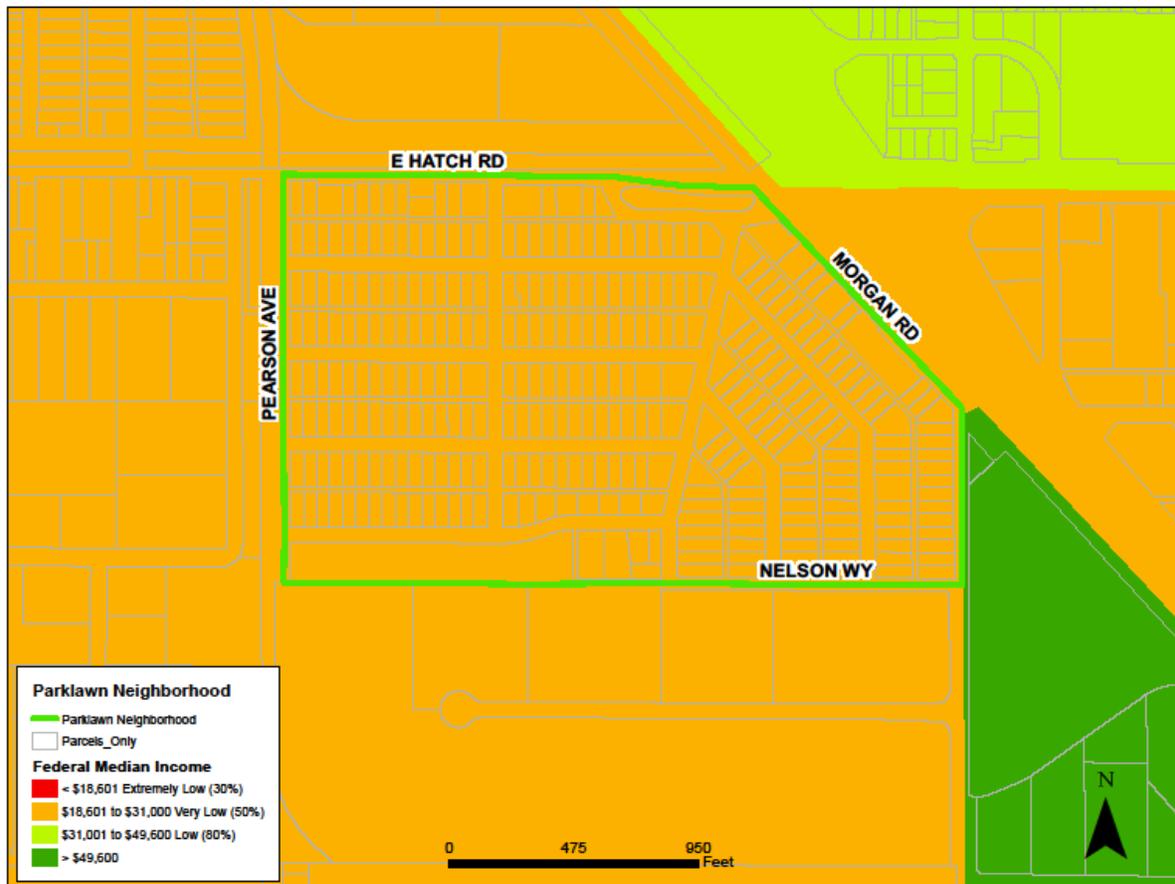
Stanislaus County will also continue to work with the City of Modesto to conduct the Measure M advisory vote as required for extension of sewer services into the Airport neighborhood. The City of Modesto requires this vote to take place in order to extend sewer services into any unincorporated area of the County.

Construction of each sewer system will occur in phases as construction funds become available. Stanislaus County staff is exploring other possible funding sources such as California State Water Board Clean Water State Revolving Fund (CWSRF) Program, to be leveraged with CDBG funds to the greatest extent possible.

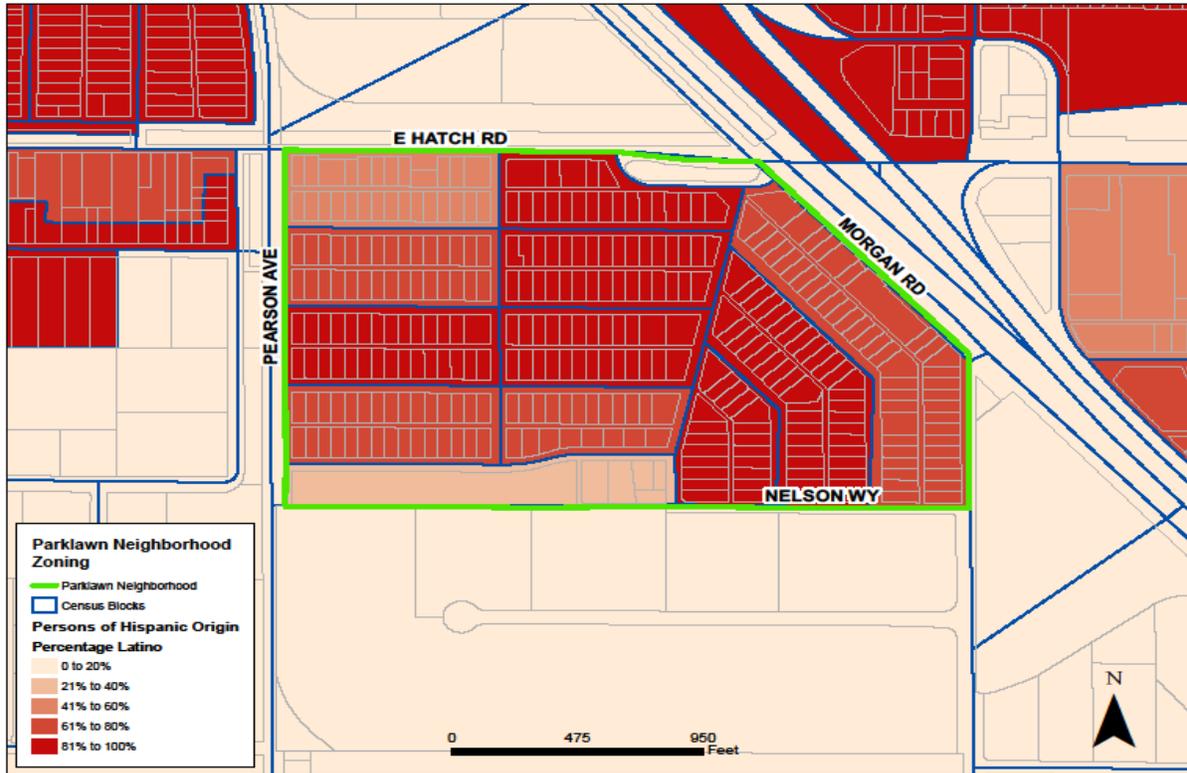
Stanislaus County will also continue work on the plans and specifications for the remaining phases of the Empire Storm Drain Infrastructure Project, which consists of the design for installation of storm drain system improvements.

The following maps are demographic maps of the two areas in which CDBG funds will be used for sewer improvements:

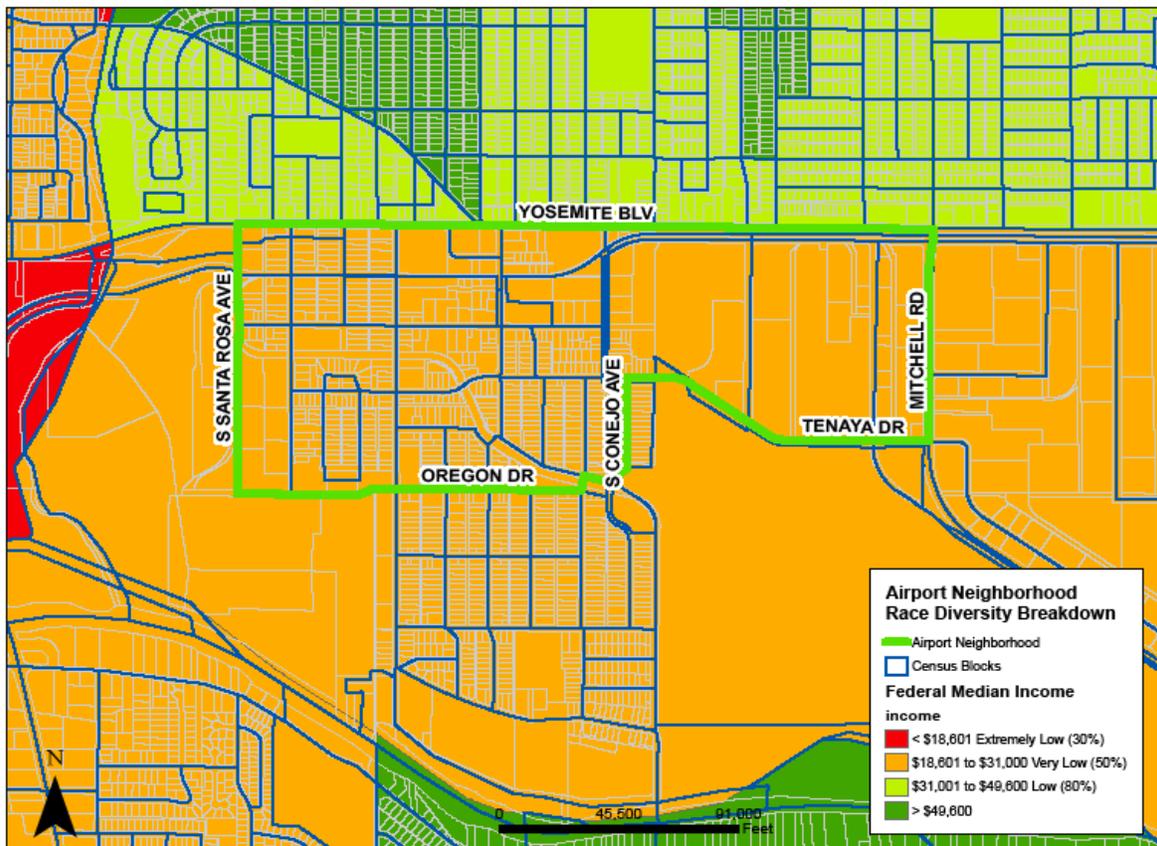
Parklawn Neighborhood Median Income Map



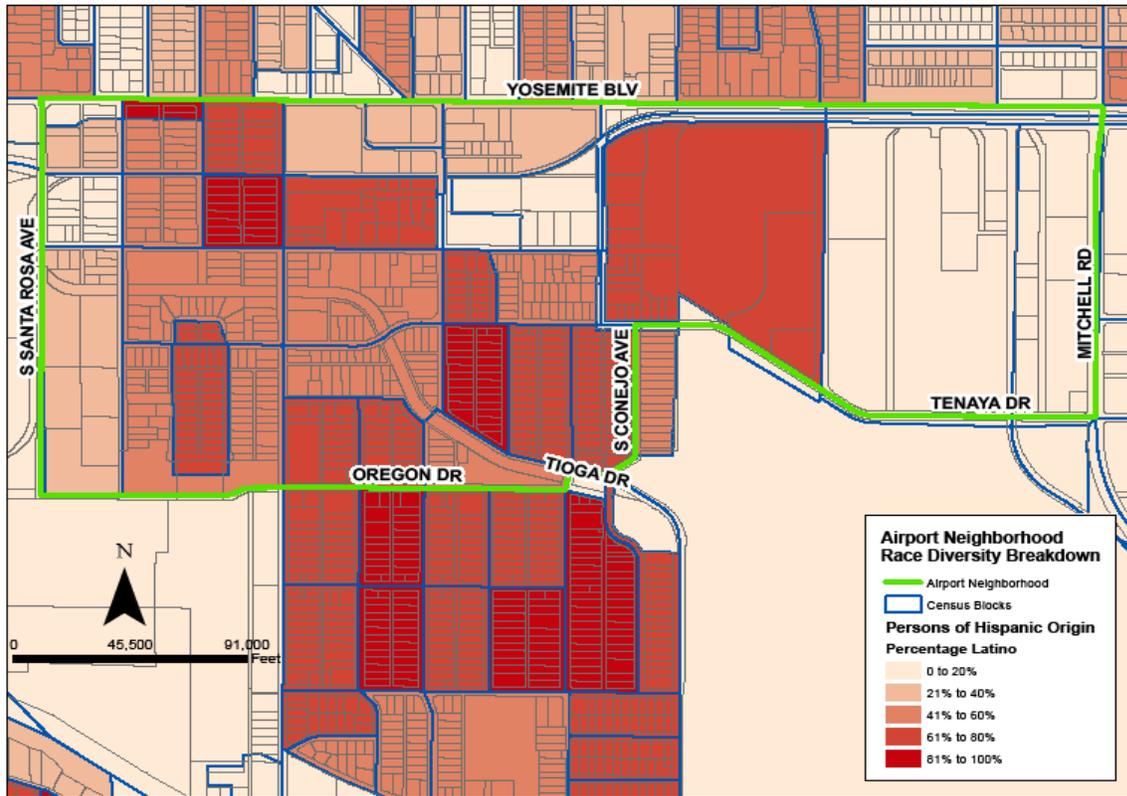
Parklawn Neighborhood Percentage of Residents of Hispanic Origin



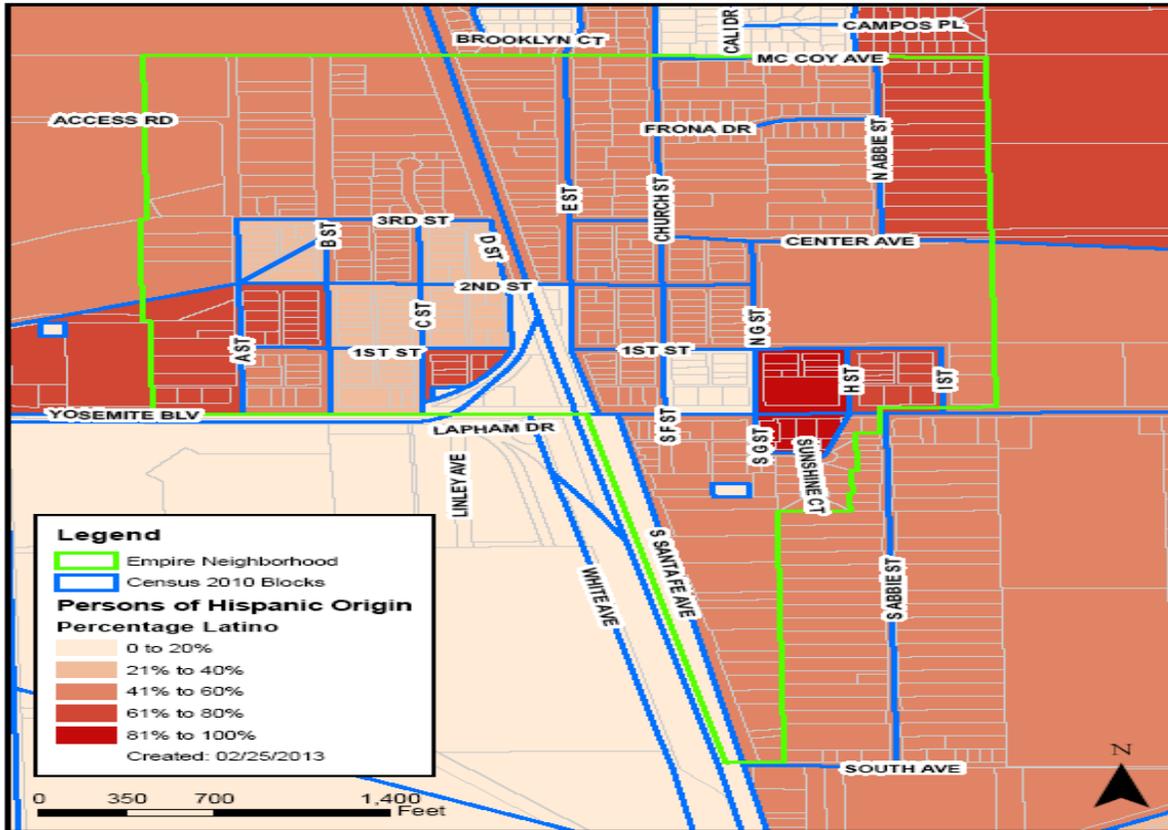
Airport Neighborhood Median Income Map



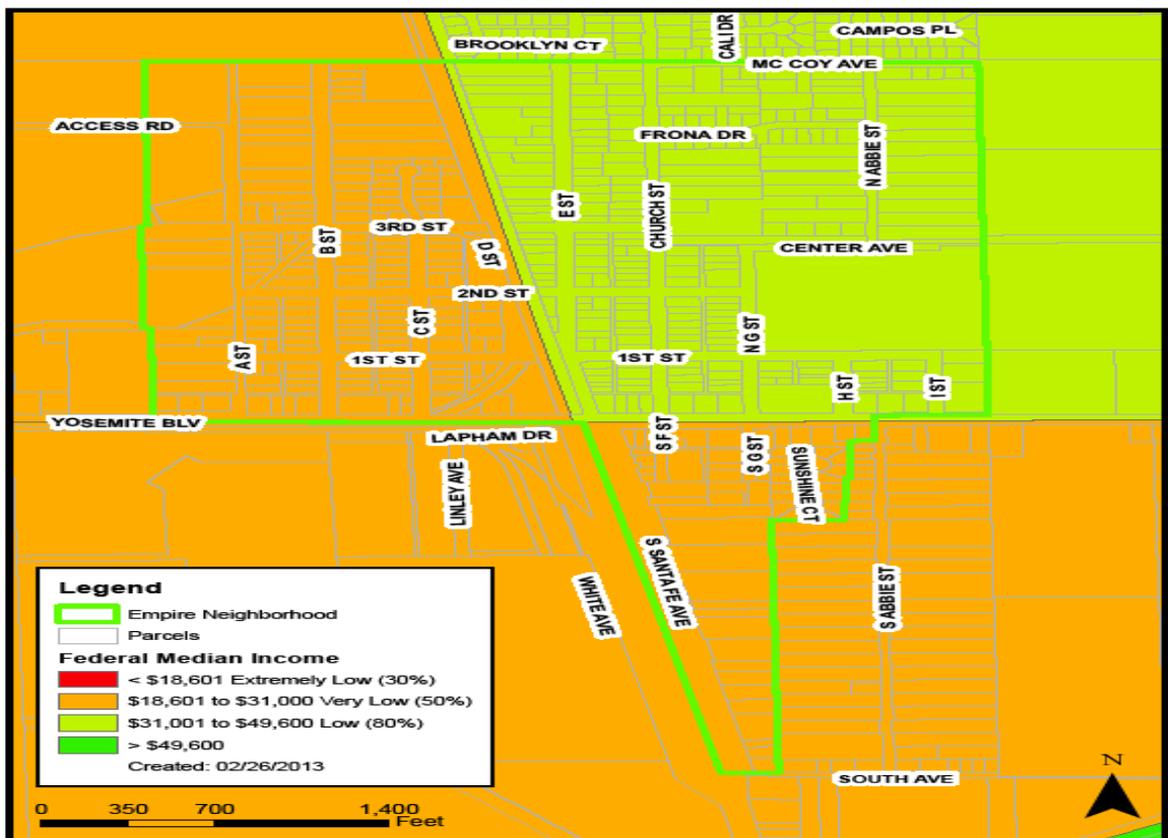
Airport Neighborhood Percentage of Residents of Hispanic Origin



Empire Percentage of Residents of Hispanic Origin



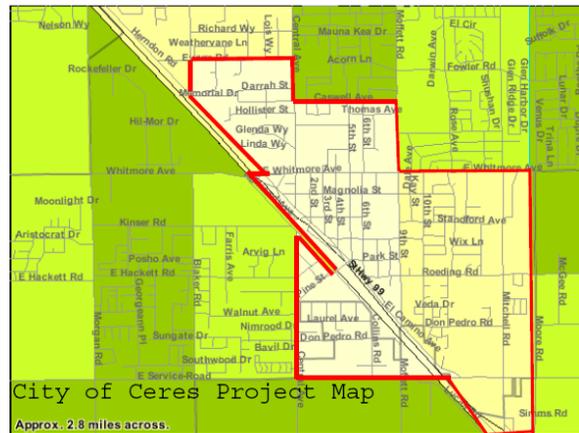
Empire Median Income Map



City of Ceres

The City of Ceres is located in the heart of Stanislaus County along the Highway 99 corridor. Ceres is a community with an approximate population of 45,417 in 2010.

The City of Ceres will continue to focus on much needed infrastructure improvements that will help alleviate some of the target area's current blighting conditions. The City of Ceres' target area is composed of it lowest income Census Block Groups as outlined in the map below. These infrastructure improvements will include related curb, gutters, sidewalks, sewer and waterline replacement, ADA curb cuts, and related storm drainage improvements. Adequate infrastructure improvements are essential for a community to experience community revitalization.



City of Hughson

The City of Hughson is the smallest incorporated city in Stanislaus County, with a population of 6,640 in 2010. Hughson is situated to the east of Ceres, to the north of Turlock, and to the southeast of Modesto.

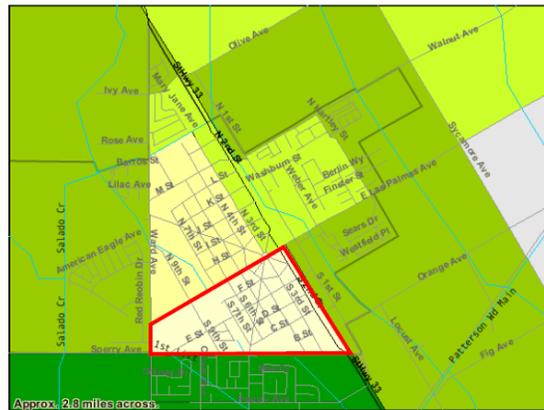
The City of Hughson has similar infrastructure improvement needs as the rest of the Stanislaus Urban County members. CDBG funds will be used to conduct needed infrastructure improvements within the low income Census Block Group as identified in the project area map below.



City of Patterson

The City of Patterson is situated in western Stanislaus County on Highway 33 between Interstate 5, three miles to the west, and the San Joaquin River, about three miles to the east. Patterson is approximately 15 miles west of Modesto, the Stanislaus County seat. The population of the City of Patterson was 20,413 as of January 2010 according to the U.S. Census Bureau.

The City of Patterson will continue allocating CDBG resources towards much needed infrastructure improvements to help alleviate some of the target area's current blighting conditions. These infrastructure improvements will include related curb, gutters, sidewalks, storm drain, sewer and waterline replacement, and related street overlay in its low income Census Block Group target area.



City of Waterford

Waterford is the 8th largest city, of nine cities in Stanislaus County with a population of 8,456 in 2010. Known as the "Gateway to Recreation", the City plays host to the thousands of people who travel through on their way to the many recreational opportunities in the area.

Waterford continues to face the challenges related to the accuracy of Census data in relation to income eligible Census tracts. The City will pursue eligible projects through an approved survey/census methodology as approved by HUD, for two specific target areas.

Stanislaus County and City of Waterford staff have conducted surveys in specific locations within the City. Those survey results met area benefit criteria and were approved by HUD. The City of Waterford undertook the C & Covey project in Fiscal Year 2012-2013 as one of the projects subject to the survey and will undertake a second project in Fiscal Year 2013-2014. This project may take up to three fiscal years for completion due to the loss of Redevelopment funds, and annual CDBG allocations are not enough to complete the project.

Depending on HUD Census Block data results to be released in 2013, the City of Waterford may continue to conduct surveys of future project areas to determine area based eligibility for CDBG purposes.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The main objective of the CDBG program is to develop viable communities by providing decent housing and a suitable living environment and by expanding opportunities for persons of low and moderate-income.

Approximately 10% of the Stanislaus Urban County's CDBG entitlement allocation is designated under the "Public Service" program. The Public Service program provides funds to non-profit organizations, through a competitive application process, to provide essential public service programs throughout the participating Stanislaus Urban County members.

The remaining funds are distributed among the Stanislaus Urban County members, via a formula that represents poverty and population census data, to address community infrastructure needs. These needs may include, but are not limited to, sewer infrastructure and storm drainage to sidewalk infill projects. CDBG funds are used to address infrastructure improvement needs, which in turn improve the quality of life by promoting safe and healthy communities.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

One of the biggest challenges in meeting the needs of the underserved is the lack of sufficient funding for services provided by local governments, non-profit organizations, and other agencies. Service providers faced with this challenge are expected to provide more and more services with the same, if not smaller, budget every year.

To address this obstacle, Stanislaus County will continue to seek funding opportunities through different sources, encourage projects or programs that leverage funds, and ensure that projects and programs are operated as effectively and efficiently as possible.

Stanislaus County, in partnership with the Housing Authority of the County of Stanislaus (HACS), continues to support the Family Self Sufficiency program to assist low income persons to become homeowners. Stanislaus County also continues to partner with Habitat for Humanity in the acquisition of lots for the construction or rehabilitation of affordable housing units to be made available to low income households.

Further, Stanislaus County also administers State of California Cal Home funds to supplement HOME funds for the provision of the Stanislaus County First Time Homebuyer and Housing Rehabilitation Programs. Stanislaus County's Housing Rehabilitation Program funds assist owner occupied households address health and safety related repairs in their home. These funds will continue to be used to leverage other resources and maximize the number of households to be assisted thereby addressing underserved needs.

Stanislaus County will continue its partnership with the Stanislaus County Housing and Support Services Collaborative (SHSSC), a multi-agency collaborative which focuses on the community's housing and social service needs, also allows for the distribution of much needed SuperNOFA funds to affordable housing developers within Stanislaus County. The Stanislaus Urban County will continue partnering with SHSSC to address the needs of the community and addressing obstacles to meeting underserved needs.

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

In order to address the priority needs addressed in the CP a combination of federal, state, and local dollars will continue to be employed to assist those in need of essential services within Stanislaus County. The HACCS as the administrator of the Housing Choice Voucher Program (known as Section 8) expects to receive approximately \$26,786,105 for the operation and implementation of the Section 8 Program.

The combination of CDBG, ESG, Cal Home (First Time Home Buyer and Housing Rehabilitation Program Funds – State), HOME Investment Partnerships Program (HOME), Neighborhood Stabilization Program (NSP) funds, and various other matching fund sources help to address many of the priority needs and objectives identified in the AAP.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

Community Development Block Grant/Emergency Solutions Grant:

Stanislaus County is the lead agency of the Stanislaus Urban County. Specifically, the Stanislaus County Planning and Community Development Department, serves as the lead entity for overseeing the development, implementation, and administration of the CP and AAP.

The CP and AAP's are prepared by Stanislaus County staff, with assistance from the cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford staff. Staff from the following Stanislaus County departments also played a key role in the development of the CP and AAP: Chief Executive Office (CEO), Health Services Agency (HSA), Community Services Agency (CSA), and Behavioral Health and Recovery Services (BHRS), as well as staff from the Housing Authority of the County of Stanislaus (HACCS). The Housing and Support Services Collaborative of Stanislaus County (SHSSC) (which includes representatives from countywide service providers) also provided a significant amount of input.

HOME Investment Partnerships Program (HOME):

The Stanislaus Urban County is also a member of the City of Turlock and Stanislaus County HOME Consortium. The City of Turlock is the "lead entity" with responsibility for implementing and administering HOME funds to the HOME Consortium.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

Relationships with the resource providers listed in section one above consisted of written contacts, phone interviews, electronic information transfers, and face-to-face meetings, both public and informal, with both public and private sector agencies and service providers. The former were generally utilized to generate data and update previously provided information. The latter, generally taking the form of informal meetings between Stanislaus County staff and occasional formal public hearings, were used to review draft documents and receive public comments on those documents, respectively.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

The Stanislaus County Planning and Community Development Department, as administrator of the Stanislaus Urban County, coordinates and consults with other program providers, local, state and federal government entities, non-profit and for-profit organizations and

business, professional organizations, interest groups, and other parties interested in the implementation of federal programs.

Specifically, they are: Housing Authority of the County of Stanislaus (HACS), Stanislaus County Health Services Agency, Stanislaus County Community Services Agency, Stanislaus County Behavioral Health and Recovery Services; California Department of Housing and Community Development; U.S. Department of Agriculture/Rural Development, U.S. Economic Development Administration, U.S. Department of Housing and Urban Development (HUD); California Coalition for Affordable Housing; Habitat for Humanity, Stanislaus County Affordable Housing Corporation (STANCO), California Rural Legal Assistance (CRLA), and Self-Help Enterprises).

Stanislaus County will continue to participate in regularly scheduled meetings with the cities of Modesto and Turlock to coordinate any CDBG, HOME and ESG funded activity that may be of benefit to each of the separate entitlement communities within Stanislaus County. Further, quarterly meetings will be held between the participating jurisdictions of the Stanislaus Urban County. This will assure that the activities outlined in the AAP are given the fullest attention for design and implementation or construction.

The Stanislaus Urban County will maintain its membership and active involvement in the Housing and Support Services Collaborative, a multi-agency collaborative which focuses on the community's housing and social service needs, to continue outreach and information sharing with other Stanislaus County agencies serving similar clientele.

Citizen Participation

1. Provide a summary of the citizen participation process.

Citizen Participation is an integral part of the planning and implementation processes for the CDBG/ESG and HOME Programs, pursuant to the rules and regulations governing administration of the programs. In its attempt to assure adequate opportunity for participation by program beneficiaries and the general public, the Stanislaus County Board of Supervisors has set AAP pre-submission, Plan amendment, grantee performance, sub-recipient monitoring, and record maintenance requirements. The Stanislaus Urban County not only complies with Federal regulations, but also wishes to ensure that all residents of the participating jurisdictions, and principally families with low or moderate incomes, have the opportunity to participate in the needs identification and strategy formulation process for these programs. This AAP outlines the steps developed by the Stanislaus Urban County to ensure compliance with Federal regulations governing implementation of the Federal programs administered by the Stanislaus County staff, and meet its mandate to involve local residents in the planning and implementation of related projects and programs. All required elements are contained herein including: encouragement of citizen participation; information to be provided (including specific information regarding public hearings and Plan amendments); access to records; technical assistance; and comments and complaints.

The AAP process involves: scheduling, publicizing and conducting meetings and public hearings; providing technical assistance to applicants and other interested persons/groups; and maintaining accurate and current information regarding the CDBG/ESG and HOME programs which are available to citizens upon request.

The preparation of the AAP utilized consultation and coordination among various government agencies, private groups (for- and non-profit), including agencies that provide assisted housing, health services, social fair housing services, and individuals. Relationships with these resource providers consisted of both written contacts and face-to-face meetings. Most important among them were the meetings with the Stanislaus Urban County members and

the input from the membership of the Stanislaus County Housing and Support Services Collaborative.

All meetings were conducted in accessible locations and were held at times in which the general public could participate including after-work hours. Upon request, Stanislaus County may provide translation services for persons with limited English proficiency. The Stanislaus County Department of Planning and Community has staff with proficient Spanish speaking and writing abilities that provide translation of documents and oral translation services for the Spanish speaking.

2. Provide a summary of citizen comments or views on the plan.

The AAP will be released for its official public review and comment period on March 5, 2013. In order to solicit public participation in the preparation of the AAP, public hearing notices were published defining the development process and how persons, agencies and interested groups could participate. Stanislaus County was also able to post announcements regarding the CDBG/ESG and HOME programs on the Stanislaus County Planning and Community Development internet homepage, which facilitates the receipt of citizen input online, <http://www.stancounty.com/planning/index.shtm>

A series of public meetings will be held in the months of February and March 2013 to discuss the preparation of the AAP and seek public input. An overview of any comments received not included in this draft plan, will be included in the final AAP version presented to the Board of Supervisors on April 16, 2013. The series meetings to be conducted include:

<u>JURISDICTION</u>	<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
<u>County/Cities</u>			
Stanislaus County	February 20, 2013	10:00am/6:00 pm	1010 10 th St., Modesto
City of Ceres	February 6, 2013	4:00 pm	2701 Fourth St., Ceres
City of Hughson	February 12, 2013	5:30 pm	7018 Pine St., Hughson
City of Newman	February 20, 2013	5:00 pm	1200 Main St., Newman
City of Oakdale	February 21, 2013	3:30 pm	120 S. Sierra Ave., Oakdale
City of Patterson	February 7, 2013	5:00 pm	1 Plaza, Patterson
City of Waterford	February 7, 2013	6:00 pm	101 E St., Waterford
<u>Municipal Advisory Councils / Communities</u>			
Denair	April 2, 2013	7:00 pm	3460 Lester Rd., Denair
Hickman	March 7, 2013	7:00 pm	13306 4 th St., Hickman
Empire	March 11, 2013	7:00 pm	18 S. Abbie, Empire
South Modesto	March 14, 2013	6:00 pm	3800 Cornucopia Way, Modesto
Keyes	March 21, 2013	7:00 pm	5601 7 th St., Keyes
Salida	March 26, 2013	7:00 pm	4835 Sisk Rd., Salida

Copies of the draft AAP are available for review at the Stanislaus County Planning and Community Development Department, the Planning Departments of the cities of Ceres, Hughson, Newman, Oakdale, Patterson, and Waterford and the Stanislaus County Main Library. A final public hearing is scheduled for April 16, 2013 before the Stanislaus County Board of Supervisors.

Stanislaus County will consider all oral and written public comments received in preparing and revising the AAP. A summary of responses to public comments relating to the review of the AAP is included in the Citizen Comment Summary section of this AAP.

Citizen Comment Summary

Throughout the months of February and March 2013, Stanislaus County staff will have conducted several public meetings throughout the unincorporated areas and at least one general meeting in each of the CDBG participating jurisdictions.

Stanislaus County

On February 20, 2013 Stanislaus County held a morning and evening meeting for the public regarding the AAP development process. No comments were received.

City of Hughson

A community meeting was held on February 12, 2013. No comments were received.

City of Ceres

A community meeting was held on February 6, 2013. No comments were received.

City of Newman

A community meeting was held on February 20, 2013. No comments were received.

City of Oakdale

A community meeting was held on February 21, 2013. No comments were received.

City of Patterson

A community meeting was held on February 7, 2013. No comments were received.

City of Waterford

A community meeting was held on February 7, 2013. No comments were received.

Town of Hickman

A community meeting will be held on March 7, 2013.

Town of Denair

A community meeting will be held on April 2, 2013.

South Modesto

A community meeting will be held on March 14, 2013.

Town of Empire

A community meeting will be held March 11, 2013.

Town of Keyes

A community meeting was scheduled for March 21, 2013 however the Municipal Advisory Council (MAC) cancelled this meeting and will not convene until April 18, 2013.

Town of Salida

A community meeting will be held on March 26, 2013.

Services to Older Adults Advisory Council (STOACC)

Stanislaus County staff regularly attends STOACC's monthly meetings to remain engaged with service providers who focus its efforts in serving the senior community and to keep them updated about Stanislaus Urban County HUD programs. Stanislaus County staff will attend STOACC's March 2013 monthly meeting.

Continuum of Care (CoC)

The Continuum of Care (CoC) members were informed about the AAP process including the citizen participation process during the February 21, 2013 meeting. Draft AAP recommendations will be presented to the CoC during their March 21, 2013 meeting.

The ESG/SHP/HMIS Sub-committee will be consulted on March 21, 2013, after the general CoC meeting, to get input on the funding recommendations and policies and procedures for the ESG Fiscal Year 2013-2014 awards. Input received will be included in the final version of this document.

Children and Families Commission

Stanislaus County staff will attend The Children and Families Commission's March 26, 2013 meeting. Stanislaus County staff will give a presentation informing the Commission about the AAP process and collaboration and coordination opportunities.

Airport Neighborhood Collaborative (ANC)

Stanislaus County staff regularly attends ANC monthly meetings and collaborates with local non-profits, agencies, and stakeholders in the Airport Neighborhood. Stanislaus County staff will attend the March 11, 2013 meeting and inform stakeholders about the AAP process.

Stanislaus County - Public Hearing

A Public Hearing will be held April 16, 2013.

3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.

Every year, English notices for meetings are placed in The Modesto Bee, Ceres Courier, Hughson Chronicle, Oakdale Leader, Patterson Irrigator, West Side Index, and Waterford News. In an effort to seek input and participation from the Spanish-speaking population, a Spanish notice is also published in the Modesto Bee newspaper. The notices are published ten days before the public meetings. The notices indicate the specific dates by which both written and oral comments must be received and include a telephone number for those who are deaf, hard of hearing, or speech disabled to receive relay communications services. That service is provided by the California Relay Service: 1 (800) 735-2929 (text telephones) and 1 (800) 735-2922 (voice). The notices also include the statement that translator services may be provided upon such service being requested: "Reasonable accommodations may be made available with advance notice at meeting locations to ensure access for persons with disabilities including sign language, interpreters, and assistive listening device." Public meetings held in predominantly Spanish-speaking communities are attended by bilingual staff for translation purposes.

Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Comments pending the public hearing scheduled for April 16, 2013.

Institutional Structure

Describe actions that will take place during the next year to develop institutional structure.

To the extent that a gap exists in the institutional structure, a strategy of the AAP is to take action to close that gap. Example of gap closure is the effort of the SHSSC to link potential partners to successfully and fully implement a program project as well as new partnerships formed with agencies supporting the Probation Action Committee Team (P.A.C.T.), which connects ex-prisoners to services such as housing and employment, and other agencies promoting the development and well-being of children 0-5 years of age, through the Children and Families Commission.

During public service monitoring, agency-to-agency referrals are also tracked to verify that participants receiving services do not experience any gaps as they strive to reach their goal of independence from the need of public services within the community. The further expansion of the Homeless Management Information System (HMIS) has the potential to actively refer consumers of homeless services in a way that greatly reduces, if not eliminates, the needs of those transitioning from the streets towards permanent housing. The Stanislaus County CoC is providing (ESG) participants with access to HMIS software operated by Client Track. The five (5) agencies receiving ESG funding, within Stanislaus County, have agreed to share limited Universal Data Elements for clients enrolled in ESG. HMIS data sharing helps reduce the instances of assistance gaps by allowing a streamlined intake process where agencies can refer clients to one another without duplication of intake as well as to prevent the duplication of services. The group also meets monthly in a subcommittee meeting, after the Housing Coalition meeting, to work out any issues with implementation and reporting for ESG. An HMIS intern is in the process of being hired to provide data entry assistance to shelter providers in Stanislaus County. This will allow a more complete assessment of shelter utilization and demographics through the HMIS system. In addition, ESG recipients are continually working on strengthening relationships with landlords to ensure affordable housing to ESG clients that may have poor credit or who are working on increasing their income.

In terms of meeting the goals set forth in the Urban County's NRSA plans, County staff is working with agencies to meet the requirements for qualifying as a CBDO in the Airport and Parklawn neighborhoods. This process is extending into the second year of the NRSA plan due to its complexity.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Stanislaus County, as the lead agency for CDBG and ESG funds, monitors all sub-recipients on a regular basis through written contacts, phone conversations, electronic information transfers, face-to-face monitoring visits (at least once per quarter), and project file review. Monitoring is conducted to ensure statutory and regulatory requirements are being met and that information submitted to Stanislaus County is accurate and complete.

An agreement is executed with every sub-recipient which clearly states all contractual requirements including but not limited to the project scope of work, performance measurement standards, reporting requirements, draw-down requirements, and applicable federal requirements. The monitoring process emphasizes on-site field visits, desk audits,

technical assistance, and assistance to sub-recipients to ensure a good data collection and reporting system is in place.

Specifically, the objectives of Stanislaus County's monitoring program are to:

- Ensure that sub-recipients implement their program and individual activities, as described in the application and the sub-recipient Agreement.
- Ensure that sub-recipients conduct its activities in a timely manner, in accordance with the schedule included in the Agreement.
- Ensure that sub-recipients costs charged to the project are eligible under applicable laws and CDBG regulations and reasonable in light of the services or products delivered.
- Ensure that sub-recipients conduct activities with adequate control over program and financial performance, and reasonable in light of the services or products.
- Ensure that sub-recipients have continuing capacity to carry out the approved project, as well as other grants for which it may apply.
- Identify potential problem areas and assist the sub-recipients with applicable laws and regulations compliance.
- Assist sub-recipients in resolving compliance problems through discussion, negotiation, and the provision of technical assistance and training.
- Provide adequate follow-up measures to ensure that performance and compliance deficiencies are corrected and not repeated.
- Comply with the federal monitoring requirements of 24 CFR 570.501(b) and 24 CFR 85.40.
- Determine if any conflicts of interest exist in the operation of the CDBG program per 24 CFR 570.611.
- Ensure that required records are maintained to demonstrate compliance with applicable regulations.
- Verify that the outputs and outcomes are realized in a timely manner.
- Track grantee's progress in fulfilling its goals and objectives set forth in the CP, measured with established guidelines to assure that the program remains on task. Additionally, with data collected by the grantee during monitoring visits and ultimately entered into the Integrated Disbursement and Information System (IDIS) and the Disaster Recovery Grant Reporting (DRGR) System, these programs are capable of presenting the data to defend its progression towards accomplishment of its goals and objectives set forth in CP. On a semi-annual basis this information is compiled and compared with the goals and objectives in the CP. If this information reflects the accomplishments set forth in the CP, the programs will proceed as planned. If this information falls short of the goals set forth, appropriate adjustments will be made and notification sent to the respective sub-recipients to be cognizant of their need to meet certain milestones and timeliness requirements to assure receipt of program expected funds for their respective programs.

Lead-based Paint

- 1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.**

Stanislaus County staff works with the Childhood Lead Poisoning Prevention Program to provide information in the unincorporated areas and the Stanislaus Urban County members. The Childhood Lead Poisoning Prevention Program of Stanislaus County, administered through the Public Health Department, becomes involved with lead-based poisoning when notification of an elevated screening blood level is received either from the laboratory or

physician. If the blood level is 10ug/dL (micrograms per deciliter), notification is made to the family. Once a child meets the case definition, an environmental investigation is performed by a Registered Environmental Health Specialist. If possible, the potential source of lead exposure is determined.

If the source of lead exposure is related to the residential physical environment (e.g. peeling paint that indicates the presence of lead) then the Housing Rehabilitation Program may participate in the source eradication.

Stanislaus County has an established Lead Poisoning Prevention Program that actively works to reduce the number of lead poisoning cases. In the last fiscal year, there were three (3) confirmed housing related lead poisoning cases countywide. In the past ten years, there has been an average of three (3) cases per year of housing related childhood lead-based poisoning identified by Stanislaus County. The Stanislaus Urban County currently has various programs in place that are increasing the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

During the implementation of local housing rehabilitation programs, appropriate steps are taken when the presence of lead-based paint is detected. Steps include full encapsulation, complete abatement (removal), painting or spot-repair (as per HUD-sponsored abatement course). These actions are part of the overall strategy of the CP and will continue their implementation in activities funded by that Plan.

The Stanislaus Urban County will continue to purchase bank owned homes through the NSP. The homes that are purchased by the Stanislaus Urban County members are rehabilitated and then made available for purchase or long-term rental by families of extremely low to moderate incomes. The majority of the homes that the Stanislaus Urban County has purchased have been homes that were built after 1978. To date, the Stanislaus Urban County has purchased nineteen (19) homes that were built before 1978 and five (5) of those homes are scheduled to be demolished and replaced with new single-family homes. Any homes purchased by the Stanislaus Urban County that were built prior to 1978 will be tested for lead-based paint. If lead based paint is found, lead abatement will be conducted by qualified contractors. Any homes determined to not contain lead-based paint, will have the interior and exterior repainted.

The Homelessness Prevention and Rapid Re-Housing Program (HPRP) is required to comply with the Lead-Based Pointing Prevention Act. Lead Based Paint inspections must be conducted on housing units for families with children 6 years of age or younger who are living in, or will move into units constructed prior to 1978. The inspections must be completed prior to the payment of any financial assistance, which include rental assistance, utilities assistance, utility/security deposits, and rental/utility arrears.

HOUSING

Specific Housing Objectives



1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

The CP identifies homeownership and owner occupied housing health and safety related rehabilitation as top priorities to be addressed. The specific housing objectives in the coming fiscal year are to:

- Increase the supply of affordable housing through the continued implementation of the NSP, First Time Home Buyer (FTHB) Down Payment Assistance (DPA) Program, and through partnerships with local affordable housing developers (such as Habitat for Humanity, Housing Authority of the County of Stanislaus), the State of California, and Federal Housing and Urban Development.
- Maintain safe and sanitary housing for low-income households through the continued provision of housing rehabilitation programs,
- Ensure long-term affordability of units for low-income households,
- Promote homeownership, retrofit communities and neighborhoods with public infrastructure, and
- Eliminate the physical barriers that deny access to public and community facilities to those with limited mobility.

2. Describe how federal, state, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

The Stanislaus Urban County anticipates \$1,696,554 in CDBG, \$198,932 in ESG, and \$482,839 in HOME (Stanislaus Urban County Allocation amount) funding for the Fiscal Year 2013-2014 program year.

Over the next plan year, Stanislaus County intends to continue the pursuit of other federal and state funds to increase the amount of resources available to assist low and moderate income families and individuals. The following summarizes these resources:

Federal Resources

CDBG, ESG, HOME, NSP, and funds will continue to be used by the Stanislaus Urban County to fill funding gaps for affordable housing projects/programs as needed to help leverage other funds when possible.

State Resources

Stanislaus County will continue the use of State of California funds designed to fund affordable housing projects/programs. Stanislaus County is a recipient of Cal Home funds to provide down payment assistance to first time home buyers and owner occupied housing rehabilitation.

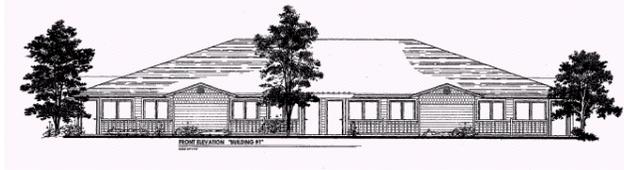
HUD Section 8 Program

The Housing Authority of Stanislaus County of Stanislaus administers the HUD Section 8 Housing Choice Voucher (HCV) program which is vital in providing affordable housing opportunities to low and moderate-income households.

McKinney Vento Act Funds

The Stanislaus Urban County is not a direct recipient of McKinney Vento Act funds, but members of the SHSSC will continue to seek this funding source on an individual basis to address housing needs for the homeless in Stanislaus County. Wherever possible, the Stanislaus Urban County will collaborate with the SHSSC in the implementation and delivery of services to the homeless. Urban County staff participated in the scoring of the CoC grant applications (included in the Exhibit 2) for FY 13-14 grant applications.

Needs of Public Housing



- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.**

Wherever opportunities arise, the Stanislaus Urban County will continue to assist the Housing Authority of the County of Stanislaus in the rehabilitation of its existing public housing units and in the search for opportunities to increase its housing inventory.

Credit counseling and home ownership courses are also offered to low/moderate-income individuals/households through partnerships with Community Housing and Shelter Services, Habitat for Humanity, Project Sentinel, Clearpoint, and the Home Loan Counseling Center. This allows first time homebuyer households to better prepare for homeownership and the homeownership process.

Stanislaus County will also continue partnering with the Housing Authority of the County of Stanislaus to provide housing opportunities for farm workers, migrants, homeless, special needs, low-income families, and multiple-family construction projects.

- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.**

Not Applicable. The Housing Authority of the County of Stanislaus is identified as a "High Performer."

Barriers to Affordable Housing



- 1. Describe the actions that will take place during the next year to remove barriers to affordable housing.**

General Overview

An updated Analysis of Impediments (AI) was prepared for Stanislaus County by Project Sentinel in February 2012. The 2012 AI identifies the continued shortage of affordable rental housing, particularly for larger families.

An area in which improvement was made (compared to the previous AI), is the area of comprehensive fair housing services and addressing the potential for housing discrimination and predatory practices. The 2012 AI indicates that this impediment has been largely

addressed and satisfactorily resolved by virtue of the Stanislaus Urban County's annual funding of comprehensive fair housing services.

In addition to an updated evaluation of these issues, the 2012 AI broadened its scope to include all the current participating cities. These new areas of analysis included Stanislaus County's relationship to the Housing Authority of the County of Stanislaus, an examination of zoning ordinances and reasonable accommodations policies, and the allocation of community development resources. Ultimately the items described below were highlighted as potential or existing impediments to fair housing within Stanislaus County followed by recommendations to address each impediment:

2012 Analysis of Impediments to Affordable Housing

AFFORDABILITY

Lack of New Multi-Family Housing Construction for Very Low Income Households

According to the 2012 AI, there continues to be a shortfall of affordable rental housing for very low income households throughout the Stanislaus Urban County. However, as noted in the AI, housing market circumstances have clearly changed. The likelihood of significant new affordable multi-family housing development in the near future appears small. The present abundance of vacant single-family properties throughout Stanislaus County, the absence of private developer interest in new housing construction of any kind, the continuing tight credit market and the constraints imposed on county planners by "Measure E" (a land use restriction initiative which requires voter approval before any new residential development is expanded into agricultural and open-space areas) in all weigh heavily against new construction in the short term. In light of these facts, maximum creativity, coordination of all available resources, and inter-jurisdictional planning will be essential if this impediment is to be addressed.

Although the AI highlights the shortage of affordable rental housing, Stanislaus Urban County members are doing everything possible with the amount of resources at their disposal to provide further affordable housing opportunities to its low income community. Since 2005 there have been three high density affordable housing projects for seniors, either approved or in the process of construction. One is located within the City of Newman, another in the City of Oakdale and the third is located within the City of Patterson. Considering the economic conditions and the limited amount of resources available to the community, these Urban County members were able to bring these three high density affordable housing projects to fruition, adding to Stanislaus Urban County's affordable housing inventory.

Further, NSP has created fifteen (15) units of affordable rental housing since 2008, and will complete the construction of eight (8) additional (5 multi-family and 3 single family) units in Fiscal Year 2013-2014, that will be managed by the HACS. These projects have provided a total of 165 affordable housing units combined over the past six years (both rental and owner occupied).

As economic conditions improve, and the interest of private developers in new housing construction returns, affordable housing funding resources increase, and market conditions permit; Stanislaus Urban County members will continue to consider improving and adding to its affordable rental housing stock.

Zoning Policies

The 2012 AI review of zoning regulations in the Stanislaus Urban County showed overall compliance.

However, the 2012 AI notes that the Cities of Ceres and Waterford zoning codes may discourage secondary unit development.

Stanislaus County is working with Project Sentinel to educate Urban County members about fair housing law in an effort to address impediments identified in the AI and to identify any errors within the AI relating to established ordinance provisions overlooked by Project Sentinel. All activity in this regard will be reported in the CAPER.

The Foreclosure Crisis

The changed economic circumstances confronting Stanislaus County, especially those affecting homeownership and rental housing markets must be viewed as potential threats to fair housing choice. Vacancy rates in single-family dwellings rose rapidly throughout Stanislaus County and many homes were foreclosed or abandoned. The number of properties teetering on the verge of delinquency and default remains high but is decreasing. As the Stanislaus County housing market comes out of the foreclosure crisis of the past five years, steps must be taken to ensure that the availability of affordable housing is not decreased. Home Mortgage Disclosure Act ("HMDA") and other data sources from Foreclosure Radar and California Reinvestment Act (CRA) strongly suggest that a high proportion of high cost (sub-prime) loans were directed toward African-American, Hispanic and other minority households; and it is likely that these minority groups are now bearing a larger share in the loss of homeownership. It is vital that these households, that do not have the means to support unreasonable mortgage payments, receive the necessary assistance to avoid predatory sub-prime lending practices.

To address this impediment, the Stanislaus Urban County member territories will continue to collaborate with the HACS, mortgage lenders, Habitat for Humanity and first time home buyers to coordinate implementation of the NSP program. In addition, Stanislaus County staff will continue to stay involved in foreclosure related seminars and workshops to assist households in danger of foreclosure and collaborate with Project Sentinel in fair housing related efforts.

Actions to Address Barriers to Affordable Housing

In an effort to address the barriers to affordable housing, the Stanislaus Urban County will implement the following programs/projects during the coming fiscal year:

Neighborhood Stabilization Program (NSP)

In an effort to maximize the overabundance of vacant single-family properties in the Stanislaus Urban County as a potential resource for affordable housing for moderate, low and very-low income households, the Stanislaus Urban County has and will continue to participate in the NSP. NSP connects first time homebuyers to Down Payment Assistance (DPA) and affordable single family homes within the Stanislaus Urban County. In order to offset a shortfall of available DPA funds, NSP program income is now being used to serve program eligible participants in their pursuit of their first home.

Down Payment Assistance Programs

Stanislaus Urban County members will continue to offer down payment assistance programs to eligible first time home buyers. This assistance makes homeownership a reality for first time home buyers who are qualified to purchase a home but do not have the means to provide a down payment. The current activity focus is NSP unit centric, to assist in program momentum and funding leverage. This approach allows for a larger number of foreclosed units to return to active housing stock within the Community which would otherwise remain vacant.

Multi-Family Housing Development

To address the need for multi-family housing, the City of Oakdale completed a fifty unit multi-family affordable housing project for extremely low, very low, and low-income seniors in Fiscal Year 2012-2013. The project cost was \$11.2 million and was financed through a variety of sources including Redevelopment Agency Housing Set-Aside, HOME Investment Partnerships Program, and low-income housing tax credits. This project has added multi-family rental housing to Stanislaus Urban County's affordable housing inventory.

The City of Waterford, Stanislaus County and the HACS will also undertake the construction of a five unit senior housing project in the City of Waterford. The project will be constructed with NSP and HOME Investment Partnerships Program funds. The project is replacing a blighted, foreclosed multi-family building that was acquired through NSP.

The cities of Newman and Patterson, in recent years, have also shown commitment to providing affordable housing opportunities through their undertaking of multi-family affordable housing projects. These projects continue to be utilized by low income families and are at full capacity.

Homeless Prevention & Rapid Re-Housing Program (HPRP)

Approximately 40% of the Fiscal Year 2013-2014 ESG award will go towards ESG programs that provide rental assistance, utility assistance, payment of rental and utility arrears, or rental or utility deposits in combination with case management which works with clients on an individual basis to sustain permanent housing. Modeled after the 2009 Recovery Act Homeless Prevention and Rapid Re-housing (HPRP) Recovery program, which concluded in August 2012, the program utilizes housing search and placement services, intensive case management, and rental assistance to remove barriers to permanent housing for homeless persons and persons 30% or under the AMI who are at-risk of losing their housing.

HOME/American Dream Down Payment Initiative (ADDI)

The Stanislaus Urban County is a member of the City of Turlock and Stanislaus County Home Investment Partnerships Program (HOME) Consortium (hereinafter referred to as the "HOME Consortium"). The City of Turlock is the "lead entity" with responsibility for implementing and administering HOME funds to the HOME Consortium.

HOME program funds are used by localities to provide the following activities:

- Affordable housing development
- Assist low-income first time homebuyer households purchase their first home
- Provide health and safety related owner occupied housing rehabilitation
- Provide program administration

The members of the Stanislaus Urban County will continue to use their HOME funds to address the variety of housing needs within their individual jurisdictions. The Stanislaus Urban County's CP identifies homeownership and owner occupied housing rehabilitation as top housing priorities. As such, the Stanislaus Urban County will address these priorities through the continued provision of First Time Home Buyer Down Payment Assistance Programs and through partnerships with local affordable housing developers (such as Habitat for Humanity and the Housing Authority of the County of Stanislaus).

The following includes narrative responses to AAP questions, relating to this section, as a requirement to be compliant with CP regulations:

Describe other forms of investment not described in § 92.205(b).

The Stanislaus Urban County is a participating jurisdiction under the City of Turlock HOME Consortium. The Stanislaus Urban County utilizes its annual HOME funds allocation to assist low and moderate income households through its First Time Home Buyers Down Payment Assistance Program (DPA) and/or housing rehabilitation. Additionally, the City of Turlock utilizes American Dream Down Payment Initiative funds (a separate down-payment assistance fund allocation administered as part of the HOME Program) and Workforce Initiative Subsidy for Homeownership (WISH) funds are utilized by the Housing Authority of the County of Stanislaus in partnership with their Family Self-Sufficiency program.

1. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

Stanislaus Urban County members will continue to use HOME funds to provide affordable housing opportunities to its low income populations. When using HOME funds the Stanislaus Urban County will use the Recapture provision.

The HOME statute specifies that under recapture provisions, the participating jurisdiction (PJ) must recapture the HOME investment from available net proceeds in order to assist other HOME-eligible families. The HOME recapture provisions are established at §92.253(a)(5)(ii), and unlike the resale approach, permit the original homebuyer to sell the property to any willing buyer during the period of affordability while the PJ is able to recapture all or a portion of the HOME-assistance provided to the original homebuyer.

The four basic recapture options are described in the HOME rule:

1. *PJ Recaptures Entire Direct HOME Subsidy*
2. *Reduction During Affordability Period*
3. *Shared Net Proceeds*
4. *Owner Investment Returned First*

The Stanislaus Urban County will use the first method under the Recapture model: **PJ Recaptures Entire Direct HOME Subsidy**. With this option, Stanislaus County recaptures the entire amount of the direct HOME subsidy provided to the homebuyer before the homebuyer receives a return. Stanislaus County's recapture amount is limited to the net proceeds available from the sale.

In cases where the net proceeds available at the time of sale are insufficient to recapture the entire direct HOME subsidy provided to the homebuyer, Stanislaus County is not required to repay the difference between the total direct HOME subsidy and the amount Stanislaus County is able to recapture from available net proceeds.

In applying the first option of the recapture provision, the following formula shall be used:

$$\begin{array}{r} \text{Sales Price of Unit} \\ \text{Superior Non HOME Debt} \\ \hline - \text{Closing Costs} \\ \hline = \text{Net Proceeds} \end{array}$$

- 2. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:**

Not Applicable

Non-Homeless Special Needs Housing

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.**

The Stanislaus Urban County will continue to serve the non-homeless special needs populations such as those victimized or in jeopardy of experiencing domestic violence. Through the public service programs we will support single parents and children that are victimized by this violence.

The Stanislaus Urban County also offers public service programs to other non-homeless special needs populations including but not limited to the elderly and frail, those diagnosed with mental, developmental, and physical illnesses, those suffering from alcohol and drug addictions, HIV and AIDS.

Whenever possible, the Stanislaus Urban County will partner with agencies such as Behavioral Health and Recovery Services (BHRS) to address the housing needs of these special needs populations.

HOMELESS PROGRAMS

Homeless and Special Needs

- 1. Identify the federal, state, and local resources (including program income) the jurisdiction expects to receive to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.**
- 2. Explain how federal funds will leverage resources from private and non-federal public sources, including how matching requirements of HUD programs will be satisfied.**

Competitive McKinney-Vento Homeless Assistance Act funds

The chart below indicates the funding acquired through the Continuum of Care (for Fiscal Year 2011-2012) to assist those individuals/families directly suffering from homelessness along with those in jeopardy of becoming homeless.

Project Name	Program	Award Amount
Berberian Transitional Housing Program	SHPR	\$100,000
Pathways – Support Services	SHPR	\$42,879
Turning Point Affordable Housing Project	SHPR	\$97,292
Stanislaus Homeless Collaborative	SHPR	\$95,313
Shelter Plus Care 7 2011 Renewal	S+CR	\$126,720
Shelter Plus Care 6 2011 Renewal	S+CR	\$243,744
Shelter Plus Care1-4 2011 Renewal	S+CR	\$592,620
Permanent Housing #1	SHPR	\$90,682
Miller Pointe SPC PRA 2011 Renewal	S+CR	\$145,440
Homes for Homeless	SHPR	\$88,247
HALO Housing 2011	SHPR	\$118,333
HALO Homes 2011	SHPR	\$190,017
Pathways	SHPR	\$77,500
Families in Transition	SHPR	\$68,341
HALO 4 2011	SHPR	\$156,929
Total:		\$2,234,057

SHPR: Supporting Housing Program – Renewal

S+CR: Shelter Plus Care - Renewal

Source: HUD Fiscal Year 2011 CoC Grants Award

Housing Choice Voucher Program

The Housing Choice Voucher (HCV) Program, previously and still commonly known as the Section 8 Program, provides financial assistance to low-income households by paying a portion of the monthly rent directly to property owners. The HCV program is the largest assistance program administered by the HACS. The voucher program permits families to select their own units from available private housing stock. There is no limit on the rent for the unit a family selects. However, the rent charged by the owner must be reasonable in relation to the rent charged for comparable unassisted units. Assistance is equal to the difference between the tenant contribution (30 percent of adjusted income) and the payment standard. If the family selects a unit renting for more than the payment standard, the family pays the excess. Its rent to income ratio would then exceed 30 percent of adjusted income. If the family selects a unit renting for less than the payment standard, it, in effect, keeps the difference by paying a lower percentage of its income for rent.

HACS states that it administers a total of 3,990 Housing Choice vouchers and certificates, of which 3,928 are currently in use (see Figure IV-7). Of this total, 3,295 are presently being used within the city limits of Modesto, Turlock, and Riverbank, the three cities not part of the Stanislaus Urban County. This leaves a total of 633 vouchers and certificates in use

within the Stanislaus Urban County (16.1%), of which 563 (14.3%) are in use in the six incorporated towns, and 70 (1.8%) in the Stanislaus Urban County's unincorporated area.

Distribution of In-Use Housing Choice Vouchers (HCV)		
Non-Stanislaus Urban County Cities	3,295	83.9%
Stanislaus Urban County Cities	563	14.3%
Stanislaus Urban County	633	13.8%
Unincorporated Areas	70	1.8%
Total	4,561	100.0%

Source: The 2012 Analysis of Impediments to Fair Housing Choice, Stanislaus County

Emergency Solutions Grant (ESG) Funds

Another tool available to Stanislaus Urban County residents to address homelessness is the Stanislaus County ESG program. This program provides funds for emergency and transitional shelter programs as well as for rental assistance and housing search and placement services for households who are homeless or at-risk of becoming homeless. ESG funding is also utilized to improve data collection and quality in the Homeless Management Information System (HMIS). Ensuring accurate and complete data of a person's entry into and out of homelessness will allow the County and CoC to more effectively target homeless funds throughout the county.

3. ESG Match Funds

Below is a summary of the match funding identified for the Fiscal Year 2013-2014 ESG Allocation, listed by each agency receiving funding:

CHILDREN'S CRISIS CENTER – HOUSING FOR FAMILIES WITH DEPENDENT CHILDREN

State Funds

CA Department of Education, CCTR	\$78,300
CA Department of Education, CSPP	\$52,200

Private Funds CCC Friends

\$65,250

Total Match Funds **\$195,750**

COMMUNITY HOUSING AND SHELTER SERVICES – SANTA FE PROJECT

Federal Funds

City of Modesto ESG	\$21,718
EFSP Funds	\$40,000

Private Funds

Donations	<u>\$2,000</u>
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Total Match Funds **\$63,718**

FAMILY PROMISE – TRANSITIONAL SHELTER FOR HOMELESS FAMILIES

Private Funds

Private Donations	\$33,481
Volunteers	<u>\$40,000</u>

Total Match Funds **\$73,481**

WE CARE OF TURLOCK – EMERGENCY COLD WEATHER SHELTER***Federal Funds***

City of Turlock CDBG	\$10,000
City of Modesto CDBG	\$14,000
FEMA EFSP	\$10,000

Other

Fundraising	\$5,000
Private Donations	\$21,340
Volunteers	\$18,000
Food Donations	<u>\$2,500</u>

Total Match Funds* **\$82,840*

WE CARE OF TURLOCK – RAPID RE-HOUSING***Other***

In-kind	\$9,559
Private Donations	<u>\$5,000</u>

Total Match Funds* **\$14,559*

4. Describe, briefly, the jurisdiction's plan for the investment and use of available resources and one-year goals for reducing and ending homelessness.
5. Describe specific action steps for reducing and ending homelessness that (i) reach out to homeless persons (especially unsheltered persons) and assessing their individual needs; (ii) address emergency shelter and transitional housing needs; (iii) help homeless persons (especially persons that are chronically homeless, families with children, veterans, and unaccompanied youth) make the transition to permanent housing and independent living.

Homeless Funding Overview

To develop the Stanislaus Urban County's ESG funding priorities, the current condition of homelessness in the Nation and Stanislaus County was examined by pulling from the 2011 Point-in-Time (PIT) count, the CoC's 2012 Exhibit 1, the Stanislaus Urban County's 2012-2015 CP, the CoC's 10-Year Plan to End Long-Term Homelessness (2007), and the United States Interagency Council on Homelessness's Report, "Opening Doors – Federal Strategic Plan to Prevent and End Homelessness" (2010). A recent Community Survey, conducted in preparation for the development of Stanislaus Urban County's 2012-2015 CP, identified homeless services as a high priority and homeless prevention activities as a medium priority. The eligible activities under ESG, were then compared to existing services available to homeless and at-risk persons to develop ESG funding priorities that would serve target populations while not duplicating services.

The Federal Strategic Plan to Prevent and End Homelessness has the following four Goals:

- End Chronic Homelessness in five years
- Prevent and End Homelessness among Veterans in 5 years
- Prevent and End Homelessness for Families, Youth and Children in 10 years
- Set a Path to End all Homelessness

This document focuses on solving homelessness for the chronic homeless, homeless veterans, homeless families with children, and homeless unaccompanied youth. Within the document six (six) strategies are discussed as paths to housing those target populations:

- Individualized Goal-Based Service Planning
- On-Going Support Services Connected to Mainstream Resources
- Independent Living Skills Training
- Connections to Supportive and Trustworthy Adults and Support Networks
- Employment and Education
- Housing

Similarly, the CoC's 10-Year Plan to End Long-term Homelessness, identifies chronically homeless, long-term homeless adults and families, and homeless youth as target groups for homeless assistance. Currently, the focus of CoC funding has been to provide permanent supportive housing for chronically homeless, homeless veterans and for homeless youth out of foster care. In terms of serving unsheltered homeless, the CoC coordinated with the Gospel Mission to put on a homeless fair in the Fall of 2012, where service providers were able to connect homeless persons to medical screenings, enrollment assistance, documentation replacements, emergency food and clothing, as well as for general resource and referral services.

Over the last Fiscal Year a number of changes have occurred in terms of the type of available homeless beds. The CoC's Exhibit 1 describes that Stanislaus County has experienced a loss of emergency shelter beds from Fiscal Year 2011-2012. The main contributing factors were the Modesto Gospel Mission transfer of additional beds from Emergency Shelter to Transitional Housing and revised counting methods for motel vouchers at Community Housing and Shelter Services (CHSS). The CoC's Exhibit 1 reported an increase in Transitional Housing beds and in Permanent Supportive Housing beds due to the revision and expansion of a number of existing programs.

Although both shelter activities and homeless prevention and rapid re-housing activities continue to be funding priorities, it is important to note that due to the fact that the level of available ESG funding for rental assistance is approximately 25% of the amount received for the Recovery Act HPRP program, the number of rental assistance units available to Stanislaus County have been greatly reduced. Homeless prevention activities, while remaining to be a service that is greatly needed throughout the Stanislaus Urban County, received slightly less priority than Rapid Re-housing and shelter services and accordingly, less funding is proposed to be allocated to this activity. Additionally, the Stanislaus Urban County, in recognition that HMIS has the potential to be utilized as a critical data tool in identifying the best methods for preventing and ending homelessness, will focus a portion of its Fiscal Year 2013-2014 ESG award to improving the CoC's HMIS system. Lastly, in conjunction with our CDBG Economic Development program, a strong focus for ESG funds will be providing job training and placement opportunities for Rapid Re-housing and Homeless Prevention recipients.

Based on an evaluation of the information provided above, the Stanislaus Urban County has identified a funding gap in emergency and transitional shelters programs and in rental assistance programs. Without emergency and transitional shelters providing temporary shelter for homeless individuals and families, re-housing the homeless would not be as effective. In response to this funding gap and symbiotic nature of the two program types, County ESG funds will be targeting shelter and/or HPRP programs.

Homeless Funding Priorities

Based on the data provided above the following funding priorities have been identified for the Stanislaus Urban County's ESG Program:

Target Populations: Chronic Homeless, Homeless Veterans, Homeless Families with Children, Homeless Unaccompanied Youth.

High Priority Services: Employment assistance and job training, Benefit Enrollment, Resource and Referral Services, Medium –term Rental Assistance, HMIS, Housing Search and Placement, Housing Stability Case Management, Life skills training, Shelter Operations, Essential Shelter Services.

Medium Priority Services: Short-term Rental Assistance, Utility Assistance, Utility Deposits, Security Deposits, Rental Arrears, Rental application fees, Child care, Education services, Transportation.

Low Priority Services: Legal Services, Mental Health Services, Last month's rent payments, Moving costs, Mediation, Credit repair, Outpatient health services, Mental health services, Substance abuse treatment services, Services for special populations, Renovation, Uniform Relocation Assistance.

6. Homelessness Prevention—Describe planned action steps for reducing ending homelessness that help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to be discharged from publicly funded institution and systems of care or those receiving assistance from public or private agencies that address housing, health, social service, employment, education or youth needs.

Homelessness Prevention

Although we have no exact count as to the number of persons who lose their housing and become homeless each year, we do know what risk factors play into causing homelessness.

Some risk factors for homelessness include the following:

- Sudden and significant increase in utility costs
- Mental health and substance abuse issues
- Physical disabilities and other chronic health issues, including HIV/AIDS
- Severe housing cost burden (greater than 50 percent of income for housing costs)
- Homelessness in the last 12 months
- Young head of household (under 25 with children or pregnant)
- Current or past involvement with child welfare, including foster care
- Pending foreclosure of housing (rental or homeownership)
- Extremely low income (less than 30 percent of Area Median Income)
- Past institutional care (prison, treatment facility, hospital)
- Recent traumatic life event, such as death of a spouse or primary care provider, abandonment of spouse or primary care provider, or recent health crisis that prevented the household from meeting its financial responsibilities
- Credit problems that preclude obtaining of housing
- Significant amount of medical debt
- Eviction within 2 weeks from a private dwelling (including housing provided by family or friends)
- Discharge within 2 weeks from an institution in which the person has been a resident for more than 180 days (including prisons, mental health institutions, hospitals)
- Residency in housing that has been condemned by housing officials and is no longer meant for human habitation
- Sudden and significant loss of income

Persons who are “at-risk of homelessness” include individuals or families that are experiencing one or more of the risk factors described below. When evaluating these risk factors within the context of Stanislaus County a rise in persons at-risk of homelessness is anticipated. These factors will be taken into consideration when evaluating a client's risk of entering homelessness:

Mental or Physical Disabilities, Substance Abuse and Other Chronic Health Issues

Living with mental illness, physical disabilities, substance abuse or other chronic health issues can increase the risk of homelessness. The Health Services Agency's Stanislaus County Community Health Assessment Survey for 2008 found that Stanislaus County residents who needed help for emotional or mental health problems increased from 14.6% in 2001 to 20.5% in 2005. However, the number of persons who did not see health professionals who needed it for emotional or mental problems was at 43.3%. When asked why those not receiving help did not get it, 62.4% responded that it was due to a lack of insurance. The 2010 American Community Survey estimates that 12.3% of Stanislaus County residents are living with a disability. Stanislaus County rates for chronic health issues, such as diabetes, asthma and obesity, are higher than averages for the State.

"Standard Condition" & "Substandard Condition But Suitable For Rehabilitation"

Housing that is substandard, such as housing units with inadequate plumbing or heating, increases the risk of homelessness. HUD Community Planning and Development (CPD) Maps identifies Stanislaus County as having 1,225 substandard housing units, 335 of which are occupied by persons who are 30% and under the AMI. A housing unit is considered to be in "Standard Condition" if:

- The unit is structurally sound and provides adequate shelter from the weather elements and a securable interior environment.
- Has operable indoor plumbing (a minimum of one of each; wash basin, water closet, bathing facilities, kitchen sink).
- Has an adequate, safe electrical system.
- Have sanitary food preparation facilities.
- Has no presence of environmental health concerns such as mold and lead.
- Meets HUD Housing Quality Standards (HQS) standards.

A housing unit is considered to be in "substandard condition but suitable for rehabilitation" if the housing unit:

- Does not meet one or more of the conditions required for a dwelling to be in "standard condition" and the cost to bring the dwelling into compliance does not exceed 75% of the value of the house and property.
- Has been declared unfit or unsafe for occupancy by a government agency and the cost to bring the dwelling into compliance does not exceed 75% of the value of the house and property.

Cost Burden and Severe Cost Burden

Cost is the primary reason many individuals are unable to obtain or maintain quality housing. With the downturn in the economy, Stanislaus County has been one of the hardest hit areas in the country. Approximately 46% (75,474 households) of Stanislaus County's 165,761 households have monthly housing costs in excess of 30% of their monthly income. Approximately 54% (35,958 households) of rental households have monthly housing costs of 30% or greater compared to 40% (38,516 households) for owners.

Unemployment and Underemployment

Stanislaus County's unemployment rate is 18%, the population is extremely low income (less than 30 percent of Area Median Income), and many have suffered a sudden and significant loss of income. Job scarcity, pay rate cut-backs and low wage jobs also contribute to a higher risk for homelessness. Barriers to obtaining employment that provide adequate income for housing stability include, a lack of education, illiteracy, language barriers, lack of basic life skills, lack of transportation.

Overcrowding

Extremely low incomes, combined with substandard housing provide a high risk factor for homelessness. Households whose housing becomes uninhabitable or who have experienced

a sudden decrease in income often lose their housing and end up staying with friends or family in a doubled up. In coping with economic challenges over the past few years, many of us have combined households with other family members or individuals. These “doubled-up” households are defined as those that include at least one “additional” adult – in other words, a person 18 or older who is not enrolled in school and is not the householder, spouse or cohabiting partner of the householder.

The Census Bureau reported that the number and share of doubled-up households and adults sharing households across the country increased over the course of the recession, which began in December 2007 and ended in June 2009. In spring 2007, there were 19.7 million doubled-up households, amounting to 17.0 percent of all households. Four years later, in spring 2011, the number of such households had climbed to 21.8 million, or 18.3 percent.

These factors combined with high amounts of household debt, and rising utility, gas and food costs raise the risk that individuals or families may enter into homelessness. Households at-risk of homelessness need access to the following services:

- Job training;
- Sustainable paying jobs;
- Affordable housing;
- Supplemental food supplies;
- Life-skills training;
- Basic coping skills, financial planning, food shopping, spending;
- Safe, affordable child care;
- Accessible and reliable public transportation;
- Case management services or supportive housing after leaving a shelter;
- Coordinated case management for those involved with a variety of public entities, such as the courts and parole;
- A safe environment that is drug and gang free;
- Recreational programs for adults;
- Chore services, including yard maintenance for the elderly;
- Medication administration assistance for the elderly; and,
- A short-term housing payment program for those with health problems or job loss.

With continued funding for our Housing Rehabilitation programs, we are able to limit/reduce the amount of affordable housing units that fall into disrepair. If these units are maintained and are able to meet appropriate health and safety standards, then the families/individuals are able to maintain their housing status without having to face the prospect of homelessness.

Through the ESG, Stanislaus County residents facing short-term financial crisis are able to seek assistance through agencies such as Community Housing and Shelter Services, who provide rental vouchers and monthly rental payments to prevent people in jeopardy of becoming homeless within seven (7) to ten (10) days.

Shelters receiving ESG rental assistance funds also assist the transition of individuals and families from homelessness to permanent housing through the combination of emergency and transitional shelter with case management and housing search and placement. ESG funds are also utilized by funded agencies to provide basic food, shelter and access to showers and clean clothing to assist in meeting the basic needs of the homeless community. These resources ease the financial burden of the homeless and assist in the facilitation of achieving permanent shelter.

7. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Discharge Coordination Policy

On July 10, 2001 the Board of Supervisors of Stanislaus County unanimously designated the Stanislaus Housing and Support Services Collaborative (SHSSC) as the planning and coordinating body for homeless programs and services in Stanislaus County; directed Stanislaus County staff to seek Modesto City Council Support for similar designation to facilitate the collaboration of efforts on behalf of the homeless (City of Modesto adopted June 26, 2001, by Resolution No. 2001-313); directed Stanislaus County staff to explore the feasibility of a collaborative effort to fund a grant writing capability to be shared by the City/County and Housing Authority of the County of Stanislaus; requested SHSSC submit bylaws for Board review; and, designated the SHSSC to develop and implement the CoC Plan as required by HUD (BHRS and CSA Resolution No. 2001-530).

The Board of Supervisor’s designation of the SHSCC to develop and implement the CoC Plan includes the following discharge policy (excerpt from the SHSSC CoC Plan):

“The Stanislaus County CoC is working with the appropriate local and State government agencies to ensure that discharge policies for persons leaving publicly funded institutions or systems of care are being developed and implemented to prevent the discharge of persons from immediately resulting in homelessness. The following illustrates policies currently in place within Stanislaus County and future plans to improve the discharge planning process.

Through contracted services provided by Telecare SHOP, (Stanislaus County’s primary agency which conducts extensive outreach to chronically homeless mentally ill individuals), Behavioral Health and Recovery Services provides treatment and discharge planning to adults with serious mental illness and/or chemical addiction. SHOP has extensive policies in place to ensure that patients and mentally ill inmates are not discharged into inappropriate settings such as shelters, the streets, hotels or motels. Discharge planning is multi-disciplinary and begins at the time of admission to the facility. SHOP has the primary responsibility of discharge planning for each patient. The discharge planning team involves the patient, family, guardians, and community agencies to develop a plan for a living situation, medication, vocational, social and educational needs; community based follow-up; support services; and meaningful life activities. The discharge planning process also includes looking at a supportive or protective environment if the patient is expected to be incapable of independent living. SHOP case managers work directly with BHRS to arrange appropriate follow-up services, including housing, for the patients who are discharged. Information regarding the patient’s diagnosis and medications and other pertinent information is forwarded to the various agencies that will be providing the follow-up services for the patient. To ensure that discharges do not result in homelessness, the SHSSC works closely with SHOP to ensure current policies are effective.

Appropriate discharge settings include nursing homes, basic care facilities, adult foster care, and independent living. SHOP assists individuals in completing applications for this and other mainstream resources such as Social Security prior to the patient’s discharge. In addition, the Housing Authority of the County of Stanislaus will be collaborating with BHRS to

provide Section 8 Vouchers for persons who are homeless and being discharged from institutions, hospitals, or jail facilities.

In Stanislaus County, Social Service Agencies are responsible for ensuring that children and youth in foster care settings are returned to their families or to settings other than homeless circumstances. During Fiscal Year 2003-2004 a planning group comprised of mental health representatives and the members of the SHSSC who provide transitional and permanent supportive housing to youth out of foster care or other children's systems of care developed a comprehensive policy designed to decrease discharges to McKinney Vento beds, emergency shelters, psychiatric hospitalization and homelessness. In October 2003, the Stanislaus County Youth Focus Group developed a report, which is now utilized statewide to address the needs of youth exiting children's systems of care. With direction from the focus group, the needs assessment was conducted by consumer representatives within the mental health system who interviewed and evaluated their young adult peers and developed an assessment of gaps in services.

The Stanislaus County Community Services Agency in collaboration with supportive service and housing providers have developed programs to prevent youth from entering McKinney-Vento emergency shelter systems. Presently, there are four government and community-based projects designed to provide transitional to permanent supportive housing. Supportive services through Child Welfare includes an after care social worker who connects the youth with services such as access to mainstream resources, education, financial, vocational, and mental health/substance abuse services. Three district transitional and permanent supportive housing service programs are offered for young adults, and young families through age 24, and one program is specifically designed for youth 17 to 19 years of age.

The CA Department of Corrections (CDC) recently developed the Police and Corrections Team Program (PACT), which is required within each parole district statewide. This program, also referred to as Community Policing, is a nationally recognized partnership between law enforcement and local service providers to ensure that parolees are provided with a connection to adequate supportive and housing services to improve their success in reintegrating into the community. In June 2004, members of the SHSSC met with the coordinators of this program to discuss their role in the CoC Plan. Members of the PACT team expressed an interest in working with the collaborative in developing a comprehensive discharge plan for parolees residing in Stanislaus County. On July 8, 2004, the PACT team held its first meeting, which consisted of local law enforcement, parolees, and local service providing agencies.

The SHSSC envisions the discharge planning process beginning at the time of admission to a facility. However this is not occurring consistently. Currently, discharge arrangements are made only for the inmates with serious mental illness or who have HIV/AIDS who choose to receive services from the local Human Service Centers. The Department of Corrections does make arrangements with the local Probation and Parole (P&P) when necessary. P&P does monitor the living situations of the parolees on an on-going basis. Because of the nature of some of the persons' crimes (felonies, sexual offenders, drug related charges), persons exiting the penitentiary are faced with limited discharge options, which may include shelters.

The SHSSC is working with the coordinators of PACT and is in the process of establishing a Discharge Planning Subcommittee. This sub-committee will attend county and possibly statewide discharge policy planning meetings, make connections with local and state government agencies regarding their discharge planning policies and processes, report their findings to the SHSSC, and monitor the discharge processes to ensure that discharges do not result in homelessness.

This committee will comprise of members who represent the mentally ill, substance abusers, youth out of foster care, disabled and parolee populations and who can identify the specific needs within each sub-population in order to create better discharge plans for these populations. This committee will be "liaison" to work with the SHSSC, Department of Corrections (DOC), local law enforcement, service providers, housing providers and other institutions or facilities. With its diverse membership representing special populations, this committee will be well positioned to serve as an "overseer" for discharge planning. If necessary, this committee can, as a countywide advocacy group, raise concerns regarding discharge planning to the appropriate agencies. The liaison will also report to the SHSSC any issues of concern to determine whether there are on-going issues surrounding inappropriate discharges.

Other actions, which will be undertaken, include contacting the DOC to discuss the importance of initiating discharge planning at the time of admissions and the need to hold regular meetings of aftercare coordinators regarding the discharge of inmates with serious mental illnesses and chemical dependency needs into the community. Based on the results of this research, the SHSSC will consider the needs in developing permanent supportive housing for inmates released from facility settings."

The Stanislaus County CDBG Program, in response to the federal requirement that all AAP's have a policy that relates to potential homelessness of individuals being released from local, state, or federal funded institutions (e.g. jail, prison, and foster-care program), provides for the following support for those persons. Representatives from Behavioral Health and Recovery Services (BHRS) and the Community Services Agency (CSA) regularly attend the monthly CoC Housing Collaborative meetings and are active participants in program planning for homeless fund utilization throughout Stanislaus County. The Health Services Agency (HAS) has been contacted in regard to recent and upcoming health care reform legislation, some of which encourages incorporating rental assistance and case management into discharge planning. Because Stanislaus County does not have a public hospital, private hospitals will ultimately need to be consulted in the future as to which health care reform measures they will be implementing. On October 1, 2011 California passed a corrections realignment plan, which shifts responsibility from the state to counties for the custody, treatment, and supervision of individuals convicted of specified nonviolent, non-serious, non-sex crimes. In anticipation for the huge impact this will have on Stanislaus County in terms of discharging persons released from County jails into homelessness CoC representatives regularly attend the Stanislaus County Community Corrections Partnership, which is the body that is assisting with the realignment process, to ensure a coordinated discharge policy is established in collaboration with service providers, and the Stanislaus County Sheriff's and Probation Departments. County probation officers also attended a CoC meeting in the Fall of 2012 to explain what services were available to parolees and to identify where gaps in services existed.

There are a number of local service providers that are part of the Police and Corrections Team Program (P.A.C.T.) and meet twice a month to share their support services with recent parolees. Agencies participating include:

- United Samaritan Foundation - meals
- Employment Development Dept. - employment opportunities
- Dept. of Motor Vehicles - identification
- Advancing Vibrant Communities - matches needs with providers
- King-Kennedy Memorial Center - educational skills
- People's Christian Fellowship Church - supportive living
- Modesto Learning Center - education
- AEGIS Medical Systems - addiction treatment
- New Hope Recovery - addiction treatment
- Friends Outside - job development
- Salvation Army - meals, rehabilitation
- Reformers Unanimous - faith-based
- Modesto Gospel Mission - meals, shelter
- AGAPE House - shelter, discipleship
- Solidarity Fellowship - shelter, sober living communities, employment opportunities
- Community Rehabilitation and Educational Services - shelter, recovery program for men
- Celebrate Recovery - recovery program
- Dept. of Child Support Services - Angel Tree Network
- Proposition 36 - drug treatment programs

To the extent that shelter services are needed, Stanislaus County will interface with the appropriate service organization to access shelter. Should there be a need that cannot be met utilizing any of the above shelter providers, Stanislaus County will utilize other agencies that are not part of PACT, but nevertheless provide shelter for the homeless and Target Income Group.

These agencies include:

- We Care
- Family Promise
- Community Housing and Shelter Services
- Interfaith Ministries
- Salvation Army

The CDBG and ESG programs will interface with the Stanislaus County Community Services Agency to respond with shelter needs of those persons 'aging-out' of the Foster Care system. Stanislaus County staff will also work with agencies (e.g. Behavioral Health and Recovery Services (BHRS)) to develop housing projects that respond to needs beyond a stand-alone shelter (i.e. a facility that would include among other things medical services).

- **Describe specific activities the jurisdiction plans to undertake to address the housing and supportive service needs of persons who are not homeless (elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol or other substance abuse problems).**

Non-Homeless Special Needs

Individuals with disabilities make up about 63,000 individuals of the entire County of Stanislaus or about 12.3%. Those requiring special needs services may require housing services as well. According to the Stanislaus County Health Services Agency's 2008 Community Health Assessment, over 50% of persons with disabilities within Stanislaus County are also elderly. The Stanislaus Urban County's CDBG Public Service funds provide

funding for programs that serve persons with disabilities with basic needs, such as food, transportation, and assistive technologies for increased mobility.

In Stanislaus County, a total of 102 cases of HIV were on record. Of those, the greatest number of cases of HIV was among Caucasians (61), followed by Hispanics (24) through the end of 2007. By age, 20 to 29 year olds had the highest number of cases of HIV (36), followed by 30 to 39 year olds (28). Although, we do not have a housing program in Stanislaus County that specifically targets persons with special needs, we do offer rental assistance and first-time home buyer programs that serve all low-income populations throughout Stanislaus County such as the NSP Program, We Care of Turlock, the Children's Crisis Center or the Community Housing and Shelter Services. Additionally, individuals with unmet medical needs are referred to the Stanislaus County Health Services Agency's (HSA) HIV/STD/Hepatitis C Program which provides residents living with HIV/AIDS medical assistance based on a sliding fee scale. Clients with special needs who are not at-risk of losing their housing are often served through resource and referral programs where case managers can assist them in obtaining SSDI in combination with short-term rental assistance so they can maintain permanent stable housing.

Homeless Funding Summary

Approval of the Stanislaus Housing and Support Services Collaboratives' (SHSSC), federally recognized as the CoC, 10-Year Plan (2002-2012) to End Long-Term Homelessness has been received from all Stanislaus Urban County members and the City of Modesto. SHSSC will provide annual updates regarding the plan and continue to develop the vision of addressing the housing and support service needs of this population; as well as, updates about the communities goal of meeting the pledged number of affordable housing units intended to serve the chronically homeless by the end of Fiscal Year 2012 - 2013.

In addition to providing basic food, shelter and access to showers and clean clothing, agencies that have received ESG funds through the Stanislaus Urban County assist the transition of individuals and families from homelessness to permanent housing by combining shelter with case management and housing search and placement.

The Stanislaus Urban County members will continue to work with service providers to address the needs of the homeless by leveraging funding and work with institutions such as social service agencies, the correctional system, mental health system, which may have a direct engagement in the lives of the homeless and those at risk of becoming homeless.

Emergency Solutions Grant (ESG)

1 Identify the written standards for providing ESG assistance in accordance with 24 CFR 576.400(e)(1) and (e)(3).

If the recipient is a metropolitan city, urban county, or territory: include written standards for providing the proposed assistance. The written standards must include:

a. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG.

b. Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.

c. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.

d. Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid rehousing assistance.

e. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.

f. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participants receives assistance; or the maximum number of times the program participants may receive assistance.

Evaluating Eligibility for Assistance under ESG

1. **Initial Evaluations.** The recipient or its sub-recipient must conduct an initial evaluation to determine the eligibility of each individual or family's eligibility for ESG assistance and the amount and types of assistance the individual or family needs to regain stability in permanent housing, in accordance with the centralized or coordinated assessment requirements set forth under 24 CFR §576.400(d) and the written standards established under 24 CFR §576.400(e).
2. **Determining Program Participant Eligibility.** The following criteria shall be used to determine program participant eligibility for assistance under ESG:
 - a. Income shall be annualized and calculated based on the standards for the Housing Choice Voucher Program (Section 8 Eligibility Standards). Program participants must be 30% and under the Area Median Income to be determined to be eligible.
 - b. A client cannot be determined to be ineligible for the program due to a lack of income.
 - c. Additional criteria, established by the CoC's ESG Sub-committee shall be followed.
 - d. Rapid Re-housing assistance, specifically for the target populations listed below, shall be prioritized over Homeless Prevention assistance:
 - i. Chronically Homeless
 - ii. Homeless Veterans
 - iii. Homeless Families with Children
 - iv. Homeless Unaccompanied Youth
3. **Annual income.** For each program participant who receives homelessness prevention assistance, or who receives rapid re-housing assistance longer than one year, the following documentation of annual income must be maintained:
 - a. Income evaluation form containing the minimum requirements specified by HUD and completed by the recipient or sub-recipient; and
 - b. Source documents for the assets held by the program participant and income received over the most recent period for which representative data is available before the date of the evaluation (e.g., wage statement, unemployment compensation statement, public benefits statement, bank statement);
 - c. To the extent that source documents are unobtainable, a written statement by the relevant third party (e.g., employer, government benefits administrator) or the written certification by the recipient's or sub-recipient's intake staff of the oral verification by the relevant third party of the income

- the program participant received over the most recent period for which representative data is available; or
- d. To the extent that source documents and third party verification are unobtainable, the written certification by the program participant of the amount of income the program participant received for the most recent period representative of the income that the program participant is reasonably expected to receive over the 3-month period following the evaluation.
4. **Determinations of ineligibility.** For each individual and family determined ineligible to receive ESG assistance, the record must include documentation of the reason for that determination.
 5. **Re-evaluations for homelessness prevention and rapid re-housing assistance.** The recipient or sub-recipient must re-evaluate the program participant's eligibility and the types and amounts of assistance the program participant needs not less than once every three (3) months for program participants receiving homelessness prevention assistance, and not less than once annually for program participants receiving rapid re-housing assistance. At a minimum, each reevaluation of eligibility must establish that:
 - a. The program participant does not have an annual income that exceeds 30 percent of median family income for the area, as determined by HUD; and
 - b. The program participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.
 - c. The recipient or sub-recipient may require each program participant receiving homelessness prevention or rapid re-housing assistance to notify the recipient or sub-recipient regarding changes in the program participant's income or other circumstances (e.g., changes in household composition) that affect the program participant's need for assistance under ESG. When notified of a relevant change, the recipient or sub-recipient must re-evaluate the program participant's eligibility and the amount and types of assistance the program participant needs.
 - d. Annual income. When determining the annual income of an individual or family, the recipient or sub-recipient must use the standard for calculating annual income under 24 CFR 5.609.
 - e. Connecting program participants to mainstream and other resources. The recipient and its sub-recipients must assist each program participant, as needed, to obtain:
 - f. Appropriate supportive services, including assistance in obtaining permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living; and
 - g. Other Federal, State, local, and private assistance available to assist the program participant in obtaining housing stability, including:
 - i. Medicaid (42 CFR chapter IV, subchapter C);
 - ii. Supplemental Nutrition Assistance Program (7 CFR parts 271-283);
 - iii. Women, Infants and Children (WIC) (7 CFR part 246);
 - iv. Federal-State Unemployment Insurance Program (20 CFR parts 601-603, 606, 609, 614-617, 625, 640, 650);
 - v. Social Security Disability Insurance (SSDI) (20 CFR part 404);
 - vi. Supplemental Security Income (SSI) (20 CFR part 416);
 - vii. Child and Adult Care Food Program (42 U.S.C. 1766(t) (7 CFR part 226));
 - viii. Other assistance available under the programs listed in 24 CFR § 576.400(c).

6. **Eligibility for Rental Units.** The rental unit identified to receive financial assistance must meet the following minimum qualifications. This applies to both rental units receiving Rapid Re-housing and Homeless Prevention assistance:
 - a. Unit must pass habitability inspections, which includes an assessment for lead-based paint hazards. Inspections shall be requested on a standard form and will be conducted by Stanislaus County Building Permits Division staff.
 - b. Rental assistance cannot be provided unless the rent does not exceed the Fair Market Rent established by HUD, as provided under 24 CFR part 888.111-888.115, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507. (1) For purposes of calculating rent under this section, the rent shall equal the sum of the total monthly rent for the unit, any fees required for occupancy under the lease (other than late fees and pet fees) and, if the tenant pays separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public Housing Authority of the County of Stanislaus for the area in which the housing is located.
 - c. Best efforts must be made to ensure that units receiving ESG assistance are legal dwellings and are not in the process of foreclosure.
 - d. Units receiving assistance, or the client's last known residence, must be located within the areas covered by the Stanislaus Urban County. These areas include the Cities of Ceres, Hughson, Newman, Oakdale, Patterson, Waterford and the unincorporated areas of Stanislaus County. This limitation does not apply if the client has been homeless for one (1) year or more.

7. **Terminating assistance.** In general, if a program participant violates program requirements, the recipient or sub-recipient may terminate the assistance in accordance with a formal process established by the CoC that recognizes the rights of individuals affected. The recipient or sub-recipient must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases.
 - a. To terminate rental assistance or housing relocation and stabilization services to a program participant, the required formal process, at a minimum, must consist of:
 - i. Written notice to the program participant containing a clear statement of the reasons for termination;
 - ii. A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and
 - iii. Prompt written notice of the final decision to the program participant.
 - b. Ability to provide further assistance. Termination under this section does not bar the recipient or sub-recipient from providing further assistance at a later date to the same family or individual.

Rapid Re-Housing and Homeless Prevention Assistance

1. **Rapid Re-Housing Assistance.** If a program participant can document that they meet the following criteria, then they shall be considered to meet the definition of "homeless" and may qualify for Rapid Re-Housing assistance, provided that all other eligibility criteria can also be met:
 - a. An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - i. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular

- sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
 - ii. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
 - iii. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
 - b. An individual or family who will imminently lose their primary nighttime residence should be classified as Homeless Prevention
 - c. Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
 - i. Are defined as homeless under the Runaway and Homeless Youth, Head Start, Violence Against Women, Public Health Services, Food and Nutrition, or Child Nutrition Acts;
 - ii. Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
 - iii. Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
 - iv. Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addition, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or
 - d. Any individual or family who:
 - i. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual or family's primary nighttime residence or has made the individual or family afraid to return to their nighttime residence;
 - ii. Has no other residence; and
 - iii. Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.
2. **Homeless Prevention Assistance.** If a program participant can document that they meet the following criteria, then they shall be considered to meet the definition of "At-risk of Homelessness" and may qualify for Homeless Prevention assistance, provided that all other eligibility criteria can also be met:
- a. An individual or family who:
 - i. Has an annual income below 30 percent of area median family income;
 - ii. Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in the homeless definition; and

- iii. Meets one of the following conditions:
 1. Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 2. Is living in the home of another because of economic hardship;
 3. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
 4. Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, state, or local government programs for low-income individuals;
 5. Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than two (2) (1.5 people per room, as defined by the U.S. Census Bureau);
 6. Is exiting a publicly funded institution, or system of care, e.g., health-care facility, mental health facility, foster care, or other youth facility, or correction program or institution; or
 7. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the Stanislaus Urban County approved CP;
 - b. A child or youth who does not qualify as homeless under the HEARTH Act but qualifies as homeless under the Runaway and Homeless Youth, Head Start, Violence Against Women, Public Health Services, Food and Nutrition, or Child Nutrition Acts; or
 - c. A child or youth who does qualify as homeless under the HEARTH Act but qualifies as homeless under the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) of that child or youth if living with her or him.
3. **Short-term Rental Assistance.** (Medium priority as referenced in the CP survey results priority list) Short-term rental assistance is defined as rental assistance provided for up to 3 months.
 4. **Medium-term Rental Assistance.** (High priority as referenced in the CP survey results priority list) Medium-term rental assistance is defined as rental assistance provided for more than 3 months but not more than 24 months of rent, within a 3 year period.
 5. **Rental Arrears.** (Medium priority as referenced in the CP survey results priority list) Payment of rental arrears consists of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.
 6. **Tenant-based rental assistance.** Includes providing rental assistance to program participants who pay rent for a unit that is under a lease. The following standards apply to this type of rental assistance:
 - a. A program participant who receives tenant-based rental assistance may select a housing unit in which to live and may move to another unit or building and continue to receive rental assistance, as long as the program participant continues to meet the program requirements.
 - b. The recipient may require that all program participants live within a particular area for the period in which the rental assistance is provided.
 - c. The rental assistance agreement with the owner must terminate and no further rental assistance payments under that agreement may be made if:

- i. The program participant moves out of the housing unit for which the program participant has a lease;
 - ii. The lease terminates and is not renewed; or
 - iii. The program participant becomes ineligible to receive ESG rental assistance.
7. **Project-based rental assistance.** Project-based rental assistance is an eligible ESG activity. However, any ESG funded project-based rental assistance program must work with Stanislaus County staff to ensure the program complies with 24 CFR § 576.106 (i).
8. **Use with other subsidies.** Except for a one-time payment of rental arrears on the tenant's portion of the rental payment, rental assistance cannot be provided to a program participant who is receiving tenant-based rental assistance, or living in a housing unit receiving project-based rental assistance or operating assistance, through other public sources. Rental assistance may not be provided to a program participant who has been provided with replacement housing payments under the URA during the period of time covered by the URA payments.
9. **Maximum Amounts and Periods of Assistance.** Each program participant may receive up to 12 months of rental assistance and housing relocation and stabilization services. This assistance may be extended if the program participant's housing plan has been followed and the case manager determines that additional months of assistance are required for the participant to overcome additional barriers to housing. In no case can HPRP assistance exceed 24 months during any 3-year period.
10. **Prioritizing Assistance Type.** Standards for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.
 - a. Rapid Re-housing assistance, particularly for chronically homeless, for veterans, for unaccompanied youth, and for families with children, shall be prioritized over other financial assistance types.
 - b. When developing a client's housing plan, the following eligible activities should be considered a high priority:
 - a. Employment Assistance and job training
 - b. Benefit enrollment
 - c. Resource and referral services
 - d. Medium-term rental assistance
 - e. Housing search and placement
 - f. Housing stability case management
 - g. Life skills training
 - c. When developing a client's housing plan, the following eligible activities should be considered a medium priority:
 - a. Short-term rental assistance
 - b. Utility assistance
 - c. Utility deposits
 - d. Security deposits
 - e. Rental arrears
 - f. Rental application fees
 - g. Child care
 - h. Education services
 - i. Transportation
 - d. When developing a client's housing plan, the following eligible activities should be considered a low priority:
 - a. Legal services

- b. Mental health services
 - c. Last's month rental payments
 - d. Moving costs
 - e. Mediation
 - f. Credit repair
 - g. Outpatient health services
 - h. Mental health services
 - i. Substance abuse treatment services
 - j. Services for special populations
- e. If a client enters the program as Rapid Re-housing, then exits and re-enters are they will be reclassified as Homeless Prevention. The length of Rapid Re-housing and Homeless Prevention assistance will be counted towards the maximum number of months to receive assistance together.
11. **Program Participant Responsibilities.** Standards for determining the share of rent and utilities costs that each program participant is responsible to pay, if any, while receiving homelessness prevention or rapid rehousing assistance is as follows:
- a. If at intake a client is determined to have cash-income or benefits, their rental assistance shall decrease by 10% every month. If a case manager determines that barriers exist that would make this requirement an obstacle to stable permanent housing at program exit, then this requirement may be waived. Barriers shall be documented in client file and must be consistent with CoC established barriers.
 - b. Debt to income ratio limits include: 35% income to housing ratio; and a 45% total monthly debt to income ratio. If a case manager creates a housing plan that includes a plan for getting a program participant's debt to income ratio to these levels, then this requirement may be waived. This shall be documented in the client's Housing Plan and signed by the client.
12. **Rental assistance agreement.** The recipient or sub-recipient may make rental assistance payments only to an owner with whom the recipient or sub-recipient has entered into a rental assistance agreement. The rental assistance agreement must set forth the terms under which rental assistance will be provided, including the requirements that apply under this section. The rental assistance agreement must provide that, during the term of the agreement, the owner must give the recipient or sub-recipient a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.
13. **Late payments.** The recipient or sub-recipient must make timely payments to each owner in accordance with the rental assistance agreement. The rental assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant's lease. The recipient or sub-recipient is solely responsible for paying late payment penalties that it incurs with non-ESG funds.
14. **Lease.** Each program participant receiving rental assistance must have a legally binding, written lease for the rental unit, unless the assistance is solely for rental arrears. The lease must be between the owner and the program participant. Where the assistance is solely for rental arrears, an oral agreement may be accepted in place of a written lease, if the agreement gives the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by the owner's financial records, rent ledgers, or canceled checks. For program participants living in housing with project-based rental assistance under paragraph (i) of this section, the lease must have an initial term of one year.

15. **Housing Relocation and Stabilization Services.** 24 CFR § 576.105. Any rapid re-housing or homeless prevention rental assistance must be provided in accordance with the housing relocation and stabilization services, in particular monthly case management. Program staff salary related costs cannot exceed 20% of the total grant award. Staff time will be reimbursed based on the number of hours spent providing housing relocation and stabilization services for Urban County clients plus up to 20% benefits, excluding overhead costs. Paid time off (PTO) is not an eligible expense.
16. **Financial assistance costs.** Financial assistance costs are eligible activities under Housing Relocation and Stabilization Services. Subject to the general conditions under 24 CFR § 576.103 and 24 CFR §576.104, ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs in order of funding priority:
- a. *Rental application fees.* ESG funds may pay for the rental housing application fee that is charged by the owner to all applicants.
 - b. Security deposits. ESG funds may pay for a security deposit that is equal to no more than 2 months' rent.
 - c. *Last month's rent.* If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed 24 months during any 3-year period.
 - d. *Utility deposits.* ESG funds may pay for a standard utility deposit required by the utility company for all customers for the utilities listed in paragraph (v) of this section.
 - e. *Utility payments.* ESG funds may pay for up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 24 months of utility assistance within any 3-year period.
 - f. *Moving costs.* ESG funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance under paragraph (b) of this section and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.
17. **Housing search and placement.** Housing Search and Placement is an eligible activity under Housing Relocation and Stabilization Services. This includes activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing, as follows:
- a. Assessment of housing barriers, needs, and preferences;
 - b. Development of an action plan for locating housing;
 - c. Housing search;
 - d. Outreach to and negotiation with owners;
 - e. Assistance with submitting rental applications and understanding leases;
 - f. Assessment of housing for compliance with ESG requirements for habitability, lead-based paint, and rent reasonableness;
 - g. Assistance with obtaining utilities and making moving arrangements; and

- h. Referral for tenant counseling, to local fair housing provider.

18. **Housing Stability Case Management.** Housing Stability Case Management is an eligible activity under Housing Relocation and Stabilization Services. Each program participant receiving homelessness prevention or rapid rehousing assistance must meet regularly with a case manager and the assistance provider must develop an individualized housing plan to help that program participant retain permanent housing after the ESG assistance ends. These requirements are intended to help ensure that the ESG-funded emergency, short-term or medium-term assistance will be effective in helping program participants regain long-term housing stability and avoid relapses into homelessness. ESG funds may be used to pay cost of assessing, arranging, coordinating, and monitoring the delivery of individualized services to facilitate housing stability for a program participant who resides in permanent housing or to assist a program participant in overcoming immediate barriers to obtaining housing. This assistance cannot exceed 30 days during the period the program participant is seeking permanent housing and cannot exceed 24 months during the period the program participant is living in permanent housing. Component services and activities consist of:

- a. Using the centralized or coordinated assessment system as required under 24 CFR §576.400(d), to evaluate individuals and families applying for or receiving homelessness prevention or rapid re-housing assistance;
- b. Conducting the initial evaluation required under 24 CFR § 576.401(a), including verifying and documenting eligibility, for individuals and families applying for homelessness prevention or rapid re-housing assistance;
- c. Counseling;
- d. Developing, securing, and coordinating services and obtaining Federal, State, and local benefits;
- e. Monitoring and evaluating program participant progress;
- f. Providing information and referrals to other providers;
- g. Developing an individualized housing and service plan, including planning a path to permanent housing stability; and
- h. Conducting re-evaluations required under 24 CFR § 576.401(b).

19. **Mediation.** Mediation is an eligible activity under Housing Relocation and Stabilization Services. ESG funds may pay for mediation between the program participant and the owner or person(s) with whom the program participant is living, provided that the mediation is necessary to prevent the program participant from losing permanent housing in which the program participant currently resides.

20. **Legal services.** Providing legal services is an eligible activity under Housing Relocation and Stabilization Services. ESG funds may pay for legal services, as set forth in 24 CFR § 576.102(a)(1)(vi), except that the eligible subject matters also include landlord/tenant matters, and the services must be necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides.

21. **Credit repair.** Assisting with credit repair is an eligible activity under Housing Relocation and Stabilization Services. ESG funds may pay for credit counseling and other services necessary to assist program participants with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. This assistance does not include the payment or modification of a debt.

22. **24 CFR § 576.107 HMIS component.** Provided funding from another local source is not already available for the HMIS related costs below, the recipient or sub-

recipient may use ESG funds to pay the costs of contributing data to the HMIS designated by the CoC for the area. Activities funded under this section must comply with HUD's standards on participation, data collection, and reporting under a local HMIS. Eligible activities under this category include:

- a. Purchasing or leasing computer hardware;
- b. Purchasing software or software licenses;
- c. Purchasing or leasing equipment, including telephones, fax machines, and furniture;
- d. Obtaining technical support;
- e. Leasing office space;
- f. Paying charges for electricity, gas, water, phone service, and high-speed data transmission necessary to operate or contribute data to the HMIS;
- g. Paying salaries for operating HMIS including, completing data entry, monitoring and reviewing data quality, completing data analysis, reporting to the HMIS Lead, training staff on using the HMIS or comparable database, and implementing and complying with HMIS requirements;
- h. Paying costs of staff to travel to and attend HUD-sponsored and HUD-approved training on HMIS and programs authorized by Title IV of the McKinney-Vento Homeless Assistance Act;
- i. Paying staff travel costs to conduct intake;
- j. Paying participation fees charged by the HMIS Lead, if the recipient or sub-recipient is not the HMIS Lead. The HMIS Lead is the entity designated by the CoC to operate the area's HMIS; and
- k. If the sub-recipient is a victim services provider or a legal services provider, it may use ESG funds to establish and operate a comparable database that collects client-level data over time (i.e., longitudinal data) and generates unduplicated aggregate reports based on the data. Information entered into a comparable database must not be entered directly into or provided to an HMIS.

Evaluating Outcomes

1. **Defining Stably Housed.** For the purposes of evaluating outcomes of Rapid Re-housing and Homeless Prevention assistance, a program participant is considered to be stably housed, if their residence at time of exit includes one of the following:
 - a. Permanent Supportive Housing
 - b. Rental by client no housing subsidy
 - c. Rental by client, VASH housing subsidy
 - d. Rental by client, other (non-VASH) housing subsidy
 - e. Staying or living with family, permanent tenure
 - f. Staying for living with friends, permanent tenure
2. **Additional Outcomes.** Additional outcomes to be tracked include the following:
 - a. Changes in employment
 - b. Changes in cash benefits
 - c. Changes in non-cash benefits
 - d. Supportive services received
 - e. Job or life skills training received

Record Keeping

1. **Homeless status.** Documentation of homeless status must occur at intake. Lack of third-party documentation must not prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider. Records contained in an HMIS or comparable database used by victim service or legal service providers are acceptable evidence of third-party

documentation and intake worker observations if the HMIS retains an auditable history of all entries, including the person who entered the data, the date of entry, and the change made; and if the HMIS prevents overrides or changes of the dates on which entries are made. Priority for obtaining evidence is as follows:

- a. Third Party Written
- b. Third Party Oral
- c. Documents provided by program participant
- d. Self-declaration

2. **Documenting Homelessness.** For each individual or family who receives ESG homelessness assistance, the records must include the evidence relied upon to establish and verify the individual or family's "homelessness" status. This evidence must include an intake and certification form that meets HUD specifications and is completed by the sub-recipient. Required documentation includes the following:

- a. If the individual or family is lacking a fixed nighttime residence and is staying in either a place not meant for habitation or a shelter, acceptable evidence includes:
 - i. A written observation by an outreach worker of the conditions where the individual or family was living,
 - ii. A written referral by another housing or service provider,
 - iii. or a certification by the individual or head of household seeking assistance.
- b. If the individual or family is exiting a public institution where their stay was 90 days or less, and where they stayed either in a place not meant for habitation or a shelter prior to entry, acceptable evidence includes 2a.i-iii above and:
 - i. Discharge paperwork or a written or oral referral from a social worker, case manager, or other appropriate official of the institution, stating the beginning and end dates of the time residing in the institution. All oral statements must be recorded by the intake worker; or
 - ii. Where the evidence in paragraph (b)(2)(i) of this section is not obtainable, a written record of the intake worker's due diligence in attempting to obtain the evidence described in paragraph (b)(2)(i) and a certification by the individual seeking assistance that states he or she is exiting or has just exited an institution where he or she resided for 90 days or less.
- c. For any other circumstances where an individual or family qualifies as homeless under 24 CFR §576.2 of the Federal Code, the evidence must comply with 24 CFR §576.500(b) of the Federal Code.

3. **Documenting At risk of homelessness status.** For each individual or family who receives ESG homelessness prevention assistance, the records must include the evidence relied upon to establish and verify the individual or family's "at risk of homelessness" status. This evidence must include an intake and certification form that meets HUD specifications and is completed by the recipient or sub-recipient. The evidence must also include:

- a. Determination of annual income
- b. The program participant's certification on a form specified by HUD that the program participant has insufficient financial resources and support networks (e.g., family, friends, faith-based or other social networks, immediately available to attain housing stability and meets one or more of the conditions described of the definition of "at risk of homelessness" in 24 CFR §576.2)
- c. The most reliable evidence available to show that the program participant does not have sufficient resources or support networks. Acceptable evidence includes:

- i. Source documents (e.g., eviction notice, notice of termination from employment, unemployment compensation statement, bank statement, health-care bill showing arrears, utility bill showing arrears);
 - ii. To the extent that source documents are unobtainable, a written statement by the relevant third party (e.g., former employer, public administrator, relative) or the written certification by the recipient's or sub-recipient's intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria under paragraph (1)(ii) of the definition of "at risk of homelessness" in 24 CFR § 576.2; or
 - iii. To the extent that source documents and third-party verification are unobtainable, a written statement by the recipient's or sub-recipient's intake staff describing the efforts taken to obtain the required evidence; and a statement that the intake staff that the staff person has visited the applicant's residence and determined that the applicant meets one or more of the criteria under paragraph (1)(iii) of the definition or, if a visit is not practicable or relevant to the determination, a written statement by the recipient's or sub-recipient's intake staff describing the efforts taken to obtain the required evidence
4. **Rental assistance agreements and payments.** The records must include copies of all leases and rental assistance agreements for the provision of rental assistance, documentation of payments made to owners for the provision of rental assistance, and supporting documentation for these payments, including dates of occupancy by program participants.
5. **Utility allowance.** The records must document the monthly allowance for utilities (excluding telephone) used to determine compliance with the rent restriction.
6. **Services and assistance provided.** The recipient must keep records of the types of essential services, rental assistance, and housing stabilization and relocation services provided under the recipient's program and the amounts spent on these services and assistance. The recipient and its sub-recipients that are units of general purpose local government must keep records to demonstrate compliance with the maintenance of effort requirement, including records of the unit of the general purpose local government's annual budgets and sources of funding for street outreach and emergency shelter services.
7. **Program participant records.** In addition to evidence of homeless status or "at risk of homelessness" status, as applicable, records must be kept for each program participant that document:
 - a. The services and assistance provided to that program participant, including, as applicable, the security deposit, rental assistance, and utility payments made on behalf of the program participant;
 - b. Compliance with the applicable requirements for providing services and assistance to that program participant under the program components and eligible activities provisions at 24 CFR § 576.101 through 24 CFR § 576.106, the provision on determining eligibility and amount and type of assistance at 24 CFR §576.401(a) and (b), and the provision on using appropriate assistance and services at 24 CFR §576.401(d) and (e); and
 - c. Where applicable, compliance with the termination of assistance requirement in 24 CFR § 576.402.

Coordination among Homeless Service Providers

1. **Centralized or coordinated assessment systems and procedures.** The recipient and its sub-recipients must keep documentation evidencing the use of, and written intake procedures for, the centralized or coordinated assessment system(s) developed by the Continuum(s) of Care (CoC(s)) in accordance with the requirements established by HUD.
2. **Provider Coordination.** The ESG Sub-committee will meet once a month, after the general CoC meeting. ESG recipients must attend this sub-committee meeting bi-monthly to ensure standardized coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
3. **Coordination with CoC(s) and other programs.** The recipient and its sub-recipients must document their compliance with the requirements of 24 CFR § 576.400 for consulting with the Continuum(s) of Care and coordinating and integrating ESG assistance with programs targeted toward homeless people and mainstream service and assistance programs. *HMIS*. The recipient must keep records of the participation in HMIS or a comparable database by all projects of the recipient and its sub-recipients.

Other

1. **Match Funding.** The recipient must keep records of the source and use of contributions made to satisfy the matching requirement in 24 CFR § 576.201. The records must indicate the particular fiscal year grant for which each matching contribution is counted. The records must show how the value placed on third-party, Non-cash contributions was derived. To the extent feasible, volunteer services must be supported by the same methods that the organization uses to support the allocation of regular personnel costs.
2. **Program income.** Program income shall have the meaning provided in 24 CFR 85.25. Program income includes any amount of a security or utility deposit returned to the recipient or sub-recipient.
3. **Conflicts of interest.** The recipient and its sub-recipients must keep records to show compliance with the organizational conflicts-of-interest requirements in 24 CFR § 576.404(a)

2 If the Continuum of Care for the jurisdiction's area has established a centralized or coordinated assessment system that meets HUD requirements, describe the centralized or coordinated assessment system and the requirements for using the system, including the exception for victim service providers, as set forth under 24 CFR 576.400(d)

The CoC has developed two working committees to evaluate the best method for implementing a coordinated client intake and assessment process. As it is required to participate in HMIS as an ESG sub-recipient, a common set of data is currently being collected through entry of client information into the HMIS. However, a HMIS sub-committee has been formed and the group is in discussions about the pros and cons of data sharing in terms of the implications that sharing has on client privacy vs. the benefits of not having to reproduce client intake. Throughout Fiscal Year 2012-2013, the Sub-committee worked together to complete a common release form for client permission to be entered into HMIS. The ESG/SHP/HMIS Sub-committee has been utilizing a centralized intake process since its beginning. Some agencies may add more details to their intake forms but

the same basic data must be contained on all intake forms, including SSN's, date of birth, race, ethnicity, sex, age, veteran status, prior residence, income, monthly expenses, familial information, etc. These fields are all required for HMIS entry and are therefore standardized for all HPRP providers. Throughout the 2013-2014 Fiscal Year, the Sub-committee will continue to work together to develop a coordinated assessment process. Sub-committee discussions have occurred but no specific method has been established. The sub-committee is leaning toward a coordinated, rather than centralized, assessment system due to the limitations on the number of HMIS licenses and computers available to service providers.

3 Identify the process for making awards and how the jurisdiction intends to make its allocation available to nonprofit organizations, and in the case of urban counties, funding to participating units of local government.

ESG funds were allocated based on a competitive grant cycle to which homeless and homeless prevention service providers can apply. Applicants are restricted to submitting two (2) applications per agency, provided each application is a request for a different program or office. All applicants are required to attend a technical workshop prior to submission of an application. A panel made up of representation from each Stanislaus Urban County members, the Stanislaus County Chief Executive Office, and the CoC, reviewed each written application submission and oral presentation and scored them individually.

As part of the Stanislaus Urban County's Substantial Amendment to the Fiscal Year 2011-2012 AAP and 2012-2015 Consolidated Planning process, community outreach was conducted to prioritize the targeting of ESG funds within the community. A community survey requested that citizens rank the following eight (8) public services in order of importance:

- Homeless Services
- Homeless Prevention Services
- Services for Victims of Domestic Violence
- Services for At-risk Children and Youth
- Services for Persons with Physical and Mental Disabilities
- Services for the Elderly
- Emergency Food Assistance
- Workforce Development and Job Creation

Based on the survey results, each public service applicant receives a score between 0-5 representing the priority, as identified by the community surveys, of the primary population they serve. Additional criteria for public service providers scoring during the competitive grant application process include:

CAPACITY & EXPERIENCE

- Team Member Composition & Employees Experience
- Agency experience with carrying out activity

NEED/EXTENT OF THE PROBLEM

- Benefit to Low-income Persons
- Stanislaus Urban County Area Served
- Critical Community Need Met
- Consolidated Plan Priority

SOUNDNESS OF APPROACH

- New or expanded program
- Eligible and Reasonable Expenses Requested
- Agency Referral & Collaboration
- Program Focus on Removal of Barriers to Self-Sufficiency (CDBG)
- Rapid Re-Housing Services Included (ESG)

OUTPUTS

- Proposed number of people served
- Standardized Intake/Eligibility Process

ACCOMPLISHMENTS

- Short-term Accomplishments (Measureable, Verifiable, Effective)
- Long-term Accomplishments (Measureable, Verifiable, Effective)

LEVERAGING RESOURCES

- Public Sector Funding
- Private/Nonprofit Funding

ACHIEVING RESULTS & PROGRAM EVALUATION

- Based on current Fiscal Year performance
- Timeliness of drawing down funds
- Monitoring results
- Participation in the Stanislaus County Housing Collaborative (CoC)

As discussed earlier within the Consultation Process section of this document, the results of the competitive process will be presented to the CoC, and the ESG/SHP/HMIS Sub-committee for input in March 2013.

- 4 If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), specify the plan for reaching out to and consulting with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities or services that receive funding under ESG.**

The CoC has two formerly homeless persons currently participating on the CoC. The CoC will continue to work to get homeless representation on the Executive Committee. A homeless fair, hosted by the Gospel Mission was held in Fall 2012 which connected homeless persons to medical screenings, enrollment assistance, documentation replacements, emergency food and clothing, as well as for general resource and referral services. The CoC hopes to continue to help coordinate this event at-least once a year. The 2013 Homeless Count was conducted on Thursday, January 31, 2013. Surveys conducted included comments from homeless persons on what services they needed most.

- 5 Describe the performance standards for evaluating ESG activities.**

For the purposes of evaluating outcomes of Rapid Re-housing and Homeless Prevention assistance, a program participant is considered to be stably housed, if their residence at time of exit includes one of the following:

- Permanent Supportive Housing
- Rental by client no housing subsidy

- Rental by client, VASH housing subsidy
- Rental by client, other (non-VASH) housing subsidy
- Staying or living with family, permanent tenure
- Staying for living with friends, permanent tenure

Additionally, sub-grantees will be required to document each program participant's barriers to obtaining and maintaining stable housing at program entry, re-certification, and at program exit. In particular, sub-grantees must keep detailed records for each program participant in the following categories:

- Changes in employment
- Changes in cash benefits
- Changes in non-cash benefits
- Supportive services received
- Job or life skills training received

In general, program participants whose residence at program exit is considered to be "stably housed" and who experiences a decrease in the number of barriers from program exit to program entry, will be considered to be a program success.

6 Describe the consultation with each Continuum of Care that serves the jurisdiction in determining how to allocate ESG funds, develop performance standards, evaluate outcomes of activities assisted by ESG funds, and develop funding policies, and procedures for the administration and operation HMIS.

CONTINUUM OF CARE (CoC)

Stanislaus County staff consults and collaborates with the Stanislaus County CoC's committee, the Stanislaus County Housing and Support Services Collaborative (SHSSC), in multiple ways. The SHSSC is made up of representatives from the City of Modesto, the City of Turlock, Housing Authority of the County of Stanislaus (HACS), Stanislaus County Behavioral Health and Recovery Services, Stanislaus County Child Support Services, housing service providers, social service providers, fair housing service providers, health service providers and homeless service providers. Announcements for all funding opportunities through the County are routinely advertised at the SHSSC meetings. A representative from the CoC participates on the panel which scores applications for the competitive CDBG Public Service and ESG grants. Additionally, draft ESG and CDBG Public Services funding recommendations will be presented to the CoC during their March 21, 2013 Housing Collaborative meeting for comment.

ESG/SHP/HMIS SUB-COMMITTEE

A more detailed consultation for how ESG funds are allocated and implemented occurs at the ESG/SHP/HMIS Sub-committee, which takes place monthly after the general CoC meeting. Over Fiscal Year 2012-2013 the sub-committee has worked hard to implement the revised ESG, SHP, and HMIS regulations, both in practice and in the HMIS system itself. In general, the Sub-committee has agreed that its goal is to develop coordinated intake and data collection processes that still maintain the flexibility to work for each individual or family's unique needs. Throughout Fiscal Year 2013-2014 the sub-committee has a goal to continue to work on refining a list of barriers that impede housing stability, on identifying and implementing a coordinated assessment process, on streamlining HMIS data entry, and on standardizing ESG Policies and Procedures. The sub-committee has an ultimate goal to utilize HMIS data to draw meaningful patterns of homelessness within the County which will allow for more effective targeting of homeless funds.

INSTITUTIONS THAT MAY DISCHARGE PERSONS INTO HOMELESSNESS

Representatives from Behavioral Health and Recovery Services (BHRS) and the Community Services Agency (CSA) regularly attend the monthly CoC Housing Collaborative meetings and are active participants in program planning for homeless fund utilization throughout Stanislaus County. The Health Services Agency (HAS) has been contacted in regard to recent and upcoming health care reform legislation, some of which encourages incorporating rental assistance and case management into discharge planning. Because Stanislaus County does not have a public hospital, private hospitals will ultimately need to be consulted in the future as to which health care reform measures they will be implementing. On October 1, 2011 California passed a corrections realignment plan, which shifts responsibility from the state to counties for the custody, treatment, and supervision of individuals convicted of specified nonviolent, non-serious, non-sex crimes. In anticipation for the huge impact this will have on Stanislaus County in terms of discharging persons released from County jails into homelessness the CoC has collaborated with Stanislaus County Sheriff's and Probation Departments to discuss what services are available for recently discharged paroles.

SERVICE PROVIDERS

Consultation with public and private agencies that provide assisted housing, health services, and social services to determine what resources are available to address the needs of any persons that are chronically homeless was addressed via coordination with our local CoC – Stanislaus County Housing and Support Services Collaborative (SHSSC).

MEETING THE REQUIREMENTS OF 24 CFR §91.220

Through the jurisdictional and Municipal Advisory Committee's public meetings and through consultation with the CoC, Stanislaus Urban County met the requirements of §91.100. Meeting participants included homeless service providers, public service providers, Stanislaus Urban County members, community groups, business and civic leaders, and adjacent governmental entities throughout Stanislaus County.

Overview of Program

Funds are set aside to allow non-profit organizations and service providers to apply through a competitive process for an ESG Program grant. The ESG grant is intended for services provided to eligible Stanislaus Urban County residents. Applications were released on November 13, 2012 and were due for submittal December 14, 2012. Submitted applications were received by the Stanislaus County Planning and Community Development Department and reviewed and scored by a review team, consisting of a representative from each Stanislaus Urban County member, the Stanislaus County Chief Executive Office, and a representative from the Housing and Support Services Collaborative. This year's grant applicants presented to the grant review team on January 16, and 17, 2013. Final recommendations regarding funds are provided below.

The ESG Program, formerly the Emergency Shelter Grant Program, is intended to supplement State, local and private efforts to improve the quality and number of emergency shelters and transitional facilities for homeless people as well as to provide case management and financial assistance to prevent homelessness and to permanently re-house homeless persons. The U.S. Department of Housing and Urban Development (HUD) has issued an interim rule for the ESG Program. This rule amended the McKinney-Vento Homeless Assistance Act in accordance with the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009. The interim rule establishes a list of eligible activities, and allows the local grantee, Stanislaus County (County), to select activities in accordance with its own community development objectives.

Designed as a first step in a Continuum of Care plan of assistance, the ESG program strives to address the immediate needs of persons residing on the street and needing emergency shelter and transitional housing, as well as assisting their movement to independent living. While flexible in terms of serving all homeless subpopulations and preventing persons from becoming homeless, ESG program legislation and implementing regulations do limit the types of activities and amounts of funds that can be spent on different activities. The following categories of eligible activities and applicable limitations are discussed in the Program Requirements section of these Guidelines:

- STREET OUTREACH ACTIVITIES *(Capped)*
- EMERGENCY SHELTER ACTIVITIES *(Capped)*
- HOMELESS PREVENTION ACTIVITIES
- RAPID RE-HOUSING ACTIVITIES
- HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) ACTIVITIES

To be eligible for ESG assistance, a public service project **must serve very low income households** (at or below 30% of the area median income), **homeless persons or those at-risk of homelessness**. An income table is attached under the Program Requirements Section of these Guidelines for your reference.

While flexible, in terms of serving all homeless subpopulations and preventing persons from becoming homeless, the ESG program limits the types of activities and amounts of funds that can be spent on different activities. The following is a breakdown of Stanislaus County's ESG allocations for Fiscal Year 2012-2013, *(these figures are subject to change based upon HUD's issuance of final HEARTH Act regulations and actual allocations)*:

Total Fiscal Year 2013-2014 ESG award (estimate) = \$198,932

The HEARTH Act, which took effect mid-Fiscal Year 2011-2012, eliminated the current program caps and replaced them with a 60% maximum (or Hold Harmless Need "HHN" maximum) of grant funds to be spent on shelter and street outreach activities. A total of 7.5% of the total grant amount is set aside for Administration costs and approximately 8% is set aside for HMIS. The remaining grant funds will be split 50/50 between shelter activities and Homeless Prevention and Rapid Re-Housing activities. This is an increase in HPRP activities by approximately 10% from Fiscal Year 2012-2013.

Program Eligibility

To be eligible for ESG assistance, an ESG project must serve extremely low income households. These income categories are defined as those at or below 30% of the area median income.

Area Median Income (AMI) Levels:

Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%)	\$12,400	\$14,150	\$15,900	\$17,650	\$19,100	\$20,500	\$21,900	\$23,300

Source: HUD November 2012

The following costs are listed as eligible under the ESG Program's interim rule:

STREET OUTREACH AND EMERGENCY SHELTER ACTIVITIES (Up to 60% of FISCAL YEAR 2012-2013 ESG allocation)

- **Street Outreach** – Essential Services assisting *unsheltered* homeless persons to meet emergency needs including:
 - Engagement
 - Case Management
 - Emergency Health Services (*if otherwise unavailable to the client*)
 - Emergency Mental Health Care (*if otherwise unavailable to the client*)
 - Transportation (*to and from another eligible Street Outreach service for both staff and clients, includes public transportation costs*)
 - Services for Special Populations (*homeless youth, victim services, persons living with HIV/AIDS provided the services are one of those listed above*)

- **Emergency Shelter**– Funds for facilities providing overnight shelter to homeless families and individuals including:
 - **Operational Costs**
 - **Renovation of Buildings used as emergency shelters for homeless**
 - **Assistance Required under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)**
 - **Essential Services**
 - Case Management
 - Child Care
 - Education Services
 - Employment Assistance and Job Skills Training
 - Outpatient Health Services
 - Legal Services
 - Life Skills Training
 - Mental Health Services (*if otherwise unavailable to the client*)
 - Substance Abuse Treatment Services (*if otherwise unavailable to the client*)
 - Transportation (*for client to and from medical care, employment, child care, or other eligible essential services, includes public transportation costs, or for staff for client home visits, for facility vehicle leasing costs when used specifically for transporting clients to and from medical care, employment, child care, or other eligible essential services*)
 - Services for Special Populations (*homeless youth, victim services, persons living with HIV/AIDS provided the services are one of those listed above*)

HOMELESS PREVENTION AND RAPID RE-HOUSING ACTIVITIES (No Cap)

- **Homeless Prevention** – Services that provide housing relocation and stabilization and short- and/or medium-term rental assistance necessary to prevent an individual or family who fits under the “at-risk of homelessness” definition from becoming homeless; including:
 - Housing Relocation and Stabilization Services
 - Financial Assistance Costs (*includes rental application fees, security deposits, last month’s rent, utility deposits, utility payments, moving costs, services costs*)
 - Housing Search and Placement (*staff time spent assisting clients in locating, obtaining and retaining housing*)
 - Housing Stability Case Management (*Staff time spent assessing, arranging, coordinating, and monitoring the client’s progress towards achieving housing stability*)
 - Mediation (*between the client and landlord*)
 - Legal Services (*necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely*

eligibility. Once eligibility is confirmed, fifty percent (50%) of the costs related to the project are reimbursed. The sub-recipient in turn commits their dollar-to-dollar match by paying the remainder of the expenses from non-Federal sources.

Fiscal Year 2013-2014 ESG Programs

The following lists the funding recommendations based on final application scoring results for Fiscal Year 2013-2014. Final funding awards will be based off of the actual award amount received from HUD for Fiscal Year 2013-2014 and on implementation of the pending ESG regulation changes.

Stanislaus County

\$14,919

ESG Program Administration

ESG Program administration will be conducted by Stanislaus County staff and will include enforcing grantee and sub-grantee compliance with programmatic regulations in terms of recordkeeping, reporting, and implementing the program in accordance with standard policies and procedures. ESG program administration funds will also be utilized for program development, monitoring, training and for the allocation of funds.

Stanislaus County

\$16,958

Homeless Management Information System (HMIS) Internship

This project will involve training low-income Stanislaus Urban County resident(s), which have successfully completed an internship with the Alliance Worknet, on how to complete HMIS data entry, and monitor for data quality. Ultimately this position will include running HMIS reports, completing data analysis, providing training to other HMIS users and conducting outreach and engagement to encourage HMIS participation. This overall goal of this HMIS program is to improve HMIS data quality and participation and to create one new job within the Stanislaus Urban County. This funding will also be used to purchase HMIS user licenses if necessary. The intern(s) placed in this position will rotate sites, performing data entry and other various HMIS tasks as needed.

Children's Crisis Center

\$52,800

Rapid Re-housing Housing Relocation and Stabilization Services - \$9,180

Rapid Re-housing Medium-term Tenant-based Rental Assistance - \$12,720

Homeless Prevention Housing Relocation and Stabilization Services - \$9,180

Homeless Prevention Short-term Tenant-based Rental Assistance - \$12,720

Shelter Essential Services - \$9,000

Housing for Families with Dependent Children

This project will provide rental assistance and homeless prevention services aimed at moving homeless families into safe and affordable housing, and helping families at imminent risk of losing their housing avoid eviction. Utilizing ESG funding, CCC Case Managers will work with high risk homeless families with children, enrolling only those families whose household income is at or below 30% of area medium income (AMI) for Stanislaus County. Targeting for this program will consist of homeless families, including those fleeing domestic violence, exiting transitional sober living facilities, exiting long-term inpatient recovery programs, and exiting inpatient mental health programs. Prolonged unemployment will also qualify families for HPRP services if they have been evicted or are at risk of becoming evicted from their rental unit. All HPRP participants will be monitored by Case Managers who will determine family eligibility, assess housing barriers, develop a Housing Plan, offer rental assistance, provide life skills training, connect participants to potential employers, and track family progress towards goals outlined in their Housing Plan.

Community Housing and Shelter Services**\$38,231***Rapid Re-housing Housing Relocation and Stabilization Services - \$9,180**Rapid Re-housing Medium-term Tenant-based Rental Assistance - \$12,720**Homeless Prevention Housing Relocation and Stabilization Services - \$9,180**Homeless Prevention Short-term Tenant-based Rental Assistance - \$12,720**Shelter Essential Services - \$9,000****Santa Fe Project***

Community Housing and Shelter Services (CHSS) is leasing a 22 unit Migrant Camp in Empire, called Santa Fe House, from the Housing Authority of the County of Stanislaus, to allow Transitional Shelter for homeless families during the inclement winter months. In addition to shelter, this program will provide counseling and related public services that will assist the household in attaining permanent housing and new employment. After families exit Santa Fe House rental assistance will be provided as needed to assist the families to becoming stably housed. One of the main goals of the program is create pathways that lead to increased skills, wages and new job opportunities for low-income households participating in the program. The program intends to partner with the Alliance WorkNet to provide on the job training opportunities (OJT &/or Project YES) as the program participant's pursue permanent housing opportunities during the program stay.

Family Promise of Greater Modesto**\$17,564***Shelter Essential Services - \$14,150**Shelter Operations - \$3,414****Shelter Services for Homeless Families***

Family Promise of Greater Modesto provides Transitional Shelter to homeless families allowing them the opportunity to remain together. In addition to overnight shelter, enrolled families receive food and access to a Day Center which offers showers and laundry facilities, phone and internet access and transportation from the Day Center to the shelter. Throughout their enrollment in the program, Case Managers work with each family to remove the barriers that impede their ability to remain in permanent housing.

The Salvation Army**\$30,000***Emergency Shelter Essential Services - \$30,000****Emergency Shelter***

The Salvation Army's Emergency Shelter is a cold-weather facility, offering emergency beds for homeless individuals who are unable to find shelter elsewhere. The facility provides up to 100 beds per night to homeless citizens throughout Stanislaus County. The Shelter's target population is adult homeless persons who are over the age of 18 and without dependents. The Emergency Shelter exists to provide a warm, dry, and safe place for homeless persons to sleep each night. The ability to spend the night out of the bitter cold and rain offers hope and health to each homeless person who enters the shelter. The Emergency Shelter offers services to the un-served and underserved at-risk adults with preference to 1) ambulatory physically handicapped and/or 2) 50 years of age and older who is at greater risk being in the night elements, and are unable to access other shelter facilities that are not ADA compatible, and/or need night time machines for their health (i.e. breathing, etc.) and have an emergency need of shelter during the months the Winter Shelter is not in operation. Access to electric outlets is also available to these clients year round. Clients who show stability and a desire for a greater self-determination are eligible to enroll in the Salvation Army's transitional living program, providing an opportunity to move closer towards obtaining permanent housing.

We Care**\$13,750***Emergency Shelter Operations - \$3,550**Emergency Shelter Essential Services - \$10,200*

Emergency Cold Weather Shelter

The We Care Program (WCP) Emergency Cold Weather Shelter serves chronically homeless men over the age of 18 throughout Stanislaus County. The WCP's Cold Weather Shelter has the capacity to shelter 34 homeless individuals a night during the worst part of the winter. The Shelter will operate from December 1, 2013 to March 31, 2014, seven days a week from 6:30 p.m. to 8:00 a.m. Nutritious meals are provided nightly by various churches, organizations, clubs, individual families, and CSU Stanislaus faculty and students.

We Care**\$14,710**

Rapid Re-housing Housing Relocation and Stabilization Services - \$5,250.85

Rapid Re-housing Medium-term Tenant-based Rental Assistance - \$8,259.15

Rapid Re-housing Short-term Tenant-based Rental Assistance - \$1,200

Rapid Re-Housing Program

The We Care Rapid Re-housing Program provides services for homeless individuals and families without children over the age of 18 who fall at or below 30% of the area median income. This project will assist 4 homeless individuals and families with housing search and placement, rental application fees, rental and utility assistance, rental and utility deposits, case management, referrals, and support services. Referrals to Alliance Worknet will be provided to unemployed or underemployed program participants. Project participants receive a housing plan created specifically to meet their individual housing needs and goals. A case manager meets with program participants at least once a month in their home to assess their housing plan progress. The goal of the program is to move individuals and families that are homeless through the transition into a permanent, sustainable, housing situation.

COMMUNITY DEVELOPMENT

Community Development Block Grant (CDBG)

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.**

Public Improvement & Facilities

All members of the Stanislaus Urban County are faced with either the non-existence of certain public infrastructure or the deterioration of existing infrastructure caused by time, material, and installation methodology used decades ago. Examples of public infrastructure and services include water systems, sewer lines and community facilities.

Funding for public improvements and facilities may come from a variety of resources that include, but are not limited to: CDBG, USDA Rural Development, state infrastructure bank, and regional water board.

Public Services

The Stanislaus Urban County has agreed to set aside approximately ten percent (10%) of its Fiscal Year 2013-2014 CDBG allocation, or \$169,655 to fund non-profit organizations under the Public Service Grant Program. Non-profit organizations and service providers may competitively apply for grants of up to \$20,000. The Stanislaus Urban County anticipates receiving \$198,932 in ESG Program funds that will be distributed to agencies that applied through a competitive grant process.

Grant applications were made available in a CDBG/ESG Technical Workshop held on November 13, 2012. Applications received were reviewed and scored by a committee

consisting of a representative from each Stanislaus Urban County member, the Stanislaus County Chief Executive Office, and a representative from the Housing and Support Services Collaborative. The recommendation for funding will be presented to the Board of Supervisors for approval on April 16, 2013 at a public hearing. The activities funded will further the goals and objectives of the CP.

Annual Allocations

The figures in the budget below are Fiscal Year 2013-2014 HUD CDBG projected allocations. Final allocation amounts will be adjusted once Fiscal Year 2013-2014 award amounts are released by HUD, which are expected to be available in April 2013. Planning staff will make the necessary budget adjustments to be submitted to HUD, and will be reflected in the Special Revenue Grants Fiscal Year 2013-2014 Proposed and Final Budgets.

Jurisdiction	CDBG Allocation (includes admin.)
Stanislaus County	730,513
City of Ceres	196,946
City of Hughson	104,440
City of Newman	116,992
City of Oakdale	127,858
City of Patterson	116,875
City of Waterford	108,275
Public Service Grant Program	169,655
Fair Housing	25,000
Total	\$1,696,554

A summary description of the activities to be funded by the above noted allocations is provided in the section below.

It is anticipated that all projects included in this AAP will be implemented during this Fiscal Year 2013-2014. However, there may be some projects (e.g. extensive infrastructure) that may require funding from multiple years to complete the project. This is particularly the case now for most Urban County members as the State of California's elimination of Redevelopment Agencies, has forced the scale back on planned projects, or the stretching the projects over several phases to be carried out only with CDBG funds. It is expected that for these projects, at least preliminary work will begin in the year in which the projects are initially funded.

Proposed CDBG Projects for Fiscal Year 2013-2014

The following is an overview of the activities to be carried out by each of the Stanislaus Urban County member:

Stanislaus County

Stanislaus County-CDBG Program Administration

Stanislaus County will provide management and administration services to the Stanislaus Urban County program member. The funds will cover the costs of salary, publications, public notices, and other eligible costs directly related to the program. These funds will also cover

administration costs incurred from administering the ESG program (costs incurred in excess of ESG administration funds).

Stanislaus County Infrastructure Projects (Parklawn and Airport Sewer and Empire Storm Drain)

Construction of the sanitary sewer system in the Parklawn Neighborhood is anticipated to continue this fiscal year. Planning, engineering and design of both Airport and Parklawn Neighborhood systems, which was funded by a State of California Water Board Clean-up and Abatement Account Program, was completed in Fiscal Year 2012-2013.

The Parklawn Neighborhood is located within an unincorporated area of Stanislaus County which consists of approximately 85 acres within the City of Modesto Sphere of Influence. Approximately three-hundred eight (308) residential parcels rely on septic tanks for treatment of sewage. This project is in response to health and safety concerns associated with failing septic systems in the neighborhood. The overall project will include the installation of sewer lines with approximately 13,755 linear feet of sewer main, a pump station, and street overlays, connecting to the City of Modesto's existing public sewer system. The project site is not located in a Federal Emergency Management Agency (FEMA) designated floodplain.

Construction of the Parklawn Sewer system will occur in phases as construction funds become available. The first construction phase of the Parklawn Sewer Project is being funded completely with CDBG funds. This first phase began in February 2013 and is scheduled to be completed by June 2013. This phase consists of installation of the sewer "backbone" along Church Lane, Parklawn Avenue, Midway Avenue, Nelson Way and Morgan Road. Approximately 7,000 linear feet of sewer main will be installed in this first phase of the project.

Stanislaus County will also continue to work with the City of Modesto to conduct the Measure M advisory vote as required for extension of sewer services into the Airport neighborhood. The City of Modesto requires this vote to take place in order to extend sewer services into any unincorporated area of the County. It is expected that the Measure M vote will be included in the voting ballot in November 2013. Any further development of this project will be contingent on the results of the Measure M advisory vote.

Stanislaus County will be pursuing additional funding from the California State Water Board's Clean Water State Revolving Fund (CWSRF) Program to complete construction of the remaining phases of the Parklawn Sewer Project. If Stanislaus County is successful in obtaining CWSRF funds for the Parklawn Sewer Project, Stanislaus County CDBG funds will be available for other infrastructure projects such as the Airport Sewer Project or the Empire Storm Drain Infrastructure Project. In the event that Stanislaus County is not awarded CWSRF funds for the Parklawn Sewer Project, Fiscal Year 2013-2014 CDBG funds will be allocated to the Parklawn Sewer Project. However, Fiscal Year 2013-2014 CDBG funds may not be enough to undertake a second phase, in which case Stanislaus County will need to wait for future year allocations in order to undertake future phases of the project. If this becomes the case, staff will closely monitor available funds and timeliness requirements.

Stanislaus County will also continue work on the plans and specifications for the remaining phases of the Empire Storm Drain Infrastructure Project, which consists of the design for installation of storm drain system improvements.

Fair Housing Program

Stanislaus County will contract with a qualified fair housing agency during the 2013-2014 Fiscal Year to carry on its Fair Housing Program. Funds will be used to provide fair housing information, housing counseling and tenant/landlord mediation services to residents of the Stanislaus Urban County. The qualified agency will provide housing advocacy to the

Stanislaus Urban County's members through community forums, town-hall meetings, and housing fairs.

Economic Development

Stanislaus County will work with the Alliance WorkNet to place low-income urban county residents seeking employment into positions at for profit businesses throughout the county. The Economic Development program will provide businesses with the opportunity to train potential new employees for a trial period of three months, during which time the intern's salary will be covered by Stanislaus County CDBG Economic Development funds. After the trial period, if the interns are doing well, the Alliance will pay half of the intern's salary for an additional three months in exchange for a commitment from the business to hire the employee on permanently upon completion of the sixth month program. Each intern will receive assistance with technical and soft-skill development through the Alliance WorkNet's programs and case management staff. Businesses also have the opportunity to receive technical assistance grants to expand their businesses through the Alliance Small Business Development Center. The Economic Development program has a goal of producing one (1) new full-time job for every \$35,000 of CDBG program funds expended.

Neighborhood Revitalization Strategy Areas (NRSAs)

The NRSA's for the Parklawn and Airport Neighborhoods cover a five (5) year period (Fiscal Years 2012-2017) during which Stanislaus County staff plans to engage a local non-profit that currently has expertise in Revitalization Strategy (RS) related activities. These activities will include the need to develop a board that meets the minimum standards necessary to become a HUD recognized Community Development Based Organization (CDBO). A successful RS needs to be undertaken in collaboration with a local CDBO. The approved NRSAs included funding for a CDBO to staff a coordinator position. However, after beginning the implementation of the year one (1) goal of the NRSAs, County staff determined that this position would be most appropriate for current County staff, who already have a working knowledge of what is involved in the certification of a CBDO. Throughout year two (2), County staff will act as a liaison between residents within the target communities, businesses, government agencies, and other RS participants to develop a non-profit organization that will become a CBDO in the Airport and Parklawn neighborhoods. County staff will also help ensure the RS target goals are carried out in a coordinated effort with local community groups such as the Municipal Advisory Council (MAC) and neighborhood associations within these target areas. Goals and objectives in support of this plan were validated by the 2011 survey conducted for the Stanislaus Urban County' CP which identifies the priorities of this RS as set forth below:

The ultimate objective of the RS is to create communities of opportunity by stimulating the reinvestment of human and economic capital and economically empowering low-income residents through a targeted approach aimed at revitalizing the neighborhoods by investing resources that will improve/add housing stock, provide economic development opportunities through job creation, install needed infrastructure, and the provision of public services.

This RS will serve as an evaluation tool for assessing the restoration and improvement of the Airport and Parklawn communities. The goals outlined in the second year of the RS will assist Stanislaus County staff in evaluating successful outcomes within the Job Creation section of the RS as follows:

Job Creation: Three (3) to Four (4) Jobs – Between 31%-80% AMI

Specifically Economic Development program funds will be utilized to create three (3) livable wage jobs for eligible low-income Airport or Parklawn residents.

Due to the complexity of identifying and certifying a CBDO, Goal 2.4 of the NRSA which is to enhance existing, and introduce new, public services that will allow the Airport and Parklawn

Neighborhoods to realize the dream of a stable environment, will be addressed in Fiscal Year 2013-2014 through the use of the remaining 2009 Revitalization Strategy (RS) funds, which were allocated for the creation of a NRSA. Public service providers who serve the Airport or Parklawn neighborhoods and who applied for FY 13-14 Public Service funding, will receive these reallocated NRSA CDBG funds (not to exceed the 15% public service cap limit for Fiscal Year 13-14). No non-profit serving the Parklawn area applied for CDBG public service funds. Two (2) service providers who serve the Airport Neighborhood applied for and will be recommended to receive NRSA Public Service funds. The following provides a summary of their project proposals:

Orville Wright Elementary

(Previous Years RS funds \$10,000)

Airport Neighborhood Healthy Start FRC

This Family Resource Center provides supportive services for low-income at-risk children/youth and their families in the unincorporated portions of the Airport Neighborhood. Case managers work with Orville Wright Elementary School students and their families to provide access and referrals to needed resources revolving around issues such as crisis intervention, job and education training, food insecurity, access to transportation, crime prevention, health insurance enrollment assistance, or mental health services.

Parent Resource Center

(Previous Years RS funds \$10,000)

Airport Neighborhood Partnership

Parent Resource Center's (PRC) Airport Neighborhood Partnership (ANP) brings much needed family focused services to one of Modesto's most impoverished and socioeconomically challenged areas. PRC brings 18 years of expertise in providing intensive case management, parent education and supportive services to their collaborative site shared between PRC, Orville Wright Elementary School and Wright Start-Healthy Start. The CDBG funds requested will provide resources to facilitate a parent education group, intensive case management services and onsite childcare while parents attend parent education groups. The parent education provided uses a research based, nurturing, positive parenting curriculum.

Stanislaus County-CDBG Program Income

Stanislaus County does not generate program income, but receives loan repayments periodically that were originally loaned with CDBG funds to low-income individuals via the respective housing rehabilitation or down payment assistance programs. These funds are deposited into the respective program revolving loan fund (reuse accounts) and serve to increase the unallocated fund balance available for re-distribution to Stanislaus County's down payment assistance and rehabilitation programs.

City of Ceres

Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

Fiscal Year 2012-2013 Infill Infrastructure Project (Caswell Tract/Sequoia Village)

The City of Ceres will combine Fiscal Year 2013-2014 CDBG funds with last year's funds to complete construction of the Fiscal Year 2012-2013 infill infrastructure improvement project. Due to the loss of redevelopment funds, the city did not have enough funds to construct the project in Fiscal Year 2012-2013, therefore the need to combine multiple year funds. The project consists of installation of curb, gutter, sidewalks, ADA accessible curb cuts, storm drain improvements, and pavement overlay. These improvements will be conducted along the following locations:

- Evans Road
- Stonehenge Way
- Stonecress Court
- Stonehaven Way
- Gail Court
- Darrah Street
- Sequoia Street
- Hollister Street
- 2nd, 3rd, 4th, Thomas Streets
- 7th Street



Photos reflect Thomas Street in need of storm drain improvements to address flooding issues.

City of Hughson

Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

5th Street Infrastructure Project:

The City of Hughson will continue work on the 5th Street Infrastructure Project. The city did not have enough funds to undertake construction of the project in Fiscal Year 2012-2013 therefore, will combine last year's CDBG funding with Fiscal Year 2013-14 funds to undertake construction. The City of Hughson would like to include a portion of 5th Street that is outside the eligible LMA block group area, into the project. In order to conduct improvements in this section of the street, the city intends to conduct a survey of the extended project area in order to determine LMA eligibility. The project will include sidewalk infill and storm drain improvements along Fifth Street, from Hughson Avenue to Locust Street.



Photos reflect the 5th Street project area in need of curb, gutter, storm drain, sidewalk, ADA ramps and incidental street repaving.

City of Newman

Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

Water Line Infrastructure Project – Phase I Engineering (3 phase project)

The City of Newman will undertake a new infrastructure project consisting of water line replacement. This is a multi-phased project with the first phase consisting of engineering design for the replacement of existing water lines and outdated hydrants in various sections of the CDBG project area. Current lines and hydrants are non-compliant and pose health and safety issues. Phases II and III will consist of the construction of said improvements.

Tulare Street Infrastructure Project Expansion

The City of Newman will expand the Tulare Street Infrastructure Project included in Fiscal Year 2011-2012, to include from P Street to T Street (between the 1000 and 1400 blocks of Tulare Street). Improvements will include installation of curb, gutter, sidewalk, storm drain and incidental street repavement.

City of Oakdale

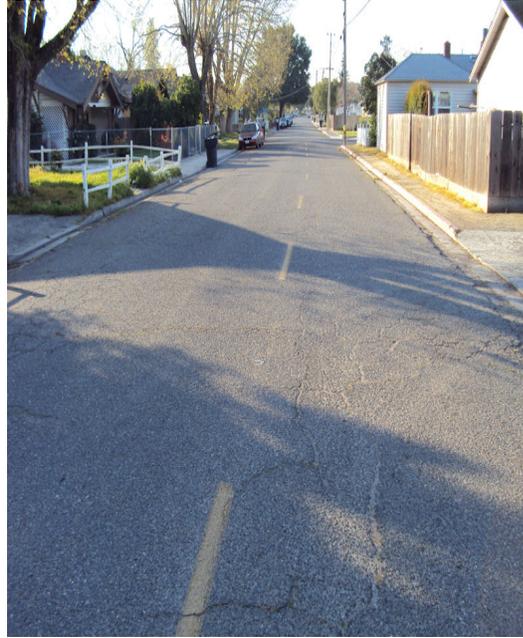
Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

Davitt Avenue Infrastructure Project – Phase II

The City of Oakdale will begin Phase II of the Davitt Avenue Infrastructure Project. The project is bounded between G Street to the north to the southern terminus. This project

consists of water and sewer main replacement, and installation of curb, gutter, sidewalk, ADA ramps, storm drain improvements, and street reconstruction.



Photos reflect antiquated infrastructure in need of replacement or improvements along Davitt Avenue (Work to include underground water and sewer line replacement).

City of Patterson

Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

Fifth Street Infrastructure Project

In Fiscal Year 2013-2014, the City of Patterson will undertake the design and possible first phase of construction (depending on funding availability) of the Fifth Street Infrastructure Improvements Project. The project will consist of replacement of water main and installation of curb, gutter, storm drain, sidewalks, and street repaving. This complete project is bounded by E Street to the north and Sperry Avenue to the south, and is part of the greater Downtown Infrastructure Improvements Project. Depending on funding availability, the project may need to be phased.



Photos reflect the Fifth Street project area in need of curb, gutter, storm drain, sidewalk, ADA ramps repair or installation and incidental street repaving. (Work to include underground water line replacement).

City of Waterford

Project Administration

This expenditure includes costs associated management, oversight, and coordination of the related CDBG funded projects.

The City of Waterford has been limited as to conducting Low-Moderate Area (LMA) based activities/projects due to Census data. The 2000 Census data indicated that the City of Waterford did not contain any eligible low-moderate income Census block groups that would allow CDBG LMA type projects. However, this data did not reflect the conditions in many incorporated residential areas of the City of Waterford that lack basic infrastructure, resulting in obvious blight typically seen in low income neighborhoods.

During Fiscal Year 2011-2012, Stanislaus County staff worked with the local HUD field office and City of Waterford staff to come up with an approved survey method that would allow the City of Waterford to undertake infrastructure projects on an area basis and approved the method. The survey was conducted and HUD approved the survey results. As a result, the City of Waterford completed the C & Covey Street Infrastructure Project in Fiscal Year 2012-2013.

The 2010 Census data has been released, and HUD is currently in the process of generating Census data to the block group level for a more accurate representation of block group income demographics. Depending on whether or not the new block group data reflects eligible CDBG block groups in the City of Waterford will determine the need for additional project area surveys to determine LMA eligibility in new project areas.

La Gallina Avenue Infrastructure Project

The City of Waterford will begin the first construction phase of La Gallina Avenue Infrastructure project. The project will include installation of curb, gutter, sidewalk, ADA accessible ramps, and storm drain, infrastructure improvements along La Gallina Avenue from F Street on the West to C Street on the east. This will be a multi-phased project due to the loss of redevelopment funds and the extensive work required to complete the project.

Workforce/Economic Development Program

The City of Waterford will continue its Economic Development Program created with Fiscal Year 2012-2013 funds. The program provides grants to local businesses to assist with operating capital (including license and permitting fees) as well as to assist with rehabilitation of internal or external leased space or owner occupied businesses.

The program requires the creation of jobs by the business in order to meet the CDBG Public Benefit requirement. Under this requirement the business must create a full-time equivalent (FTE) job for each \$35,000 in CDBG assistance provided. Part-time staff may be combined to make up one FTE.

CDBG Public Service Grant Program

CDBG Public Service Program Overview

The CDBG Stanislaus Urban County Public Service Grant Program will distribute approximately \$169,655 to eligible non-profits and agencies for public service programs throughout the participating jurisdictions of the Stanislaus Urban County. To be eligible for CDBG funds, a project must first meet one of the three National Objectives of the CDBG Program. They are established by the U.S. Department of Housing and Urban Development (HUD). These objectives are: 1) Directly benefit low and moderate income people; 2) Prevent or eliminate slum and blight conditions; or 3) Meet a particular urgent community development need. (The last objective is generally considered by HUD to mean an unusual condition posing an immediate threat to health and welfare such as an earthquake or other natural disaster.) HUD has established a list of eligible activities, and allows the local grantee, Stanislaus County, to select activities in accordance with its own community development objectives.

Public services include, but are not limited to: job training, child care, drug abuse counseling and treatment, services for senior citizens, health care, recreation programs, energy conservation counseling, services for homeless persons, education programs, public safety services, and fair housing counseling.

Funds will be set aside for this program that allows non-profits and service providers to apply through a competitive process for a public service grant. The maximum amount that an eligible organization may apply for is \$20,000. The public service grant requires that the service provider provides a new or expanded service to eligible Stanislaus County Stanislaus Urban County residents.

Applications for funding were released on November 13, 2012 and were due December 14, 2012. Submitted applications were reviewed and scored by a team consisting of a representative from each Stanislaus Urban County member, the Stanislaus County Chief Executive Office, and a representative from the Housing and Support Services Collaborative. This year's grant applicants presented their proposals to the grant review team on January 16 and/or January 17, 2013.

Public Service Program Grantees

The following is a summary of the public service programs, who after going through a competitive grant application process, have been recommended for Fiscal Year 2013-2014 CDBG Public Services funding (final recommendations are subject to final HUD grant allocations):

American Red Cross**\$9,056*****Emergency Response Shelter Services***

The Emergency Response Shelter Services Program supports clients after a household fire or other justifiable unexpected event that makes a home uninhabitable (tree, vehicle collision, etc.). CDBG funding will help to insure that very low, low and moderately low-income households within the Stanislaus Urban County's targeted communities have access to safe emergency motel shelter. Additional services include individualized case assessment to determine level of service needed, which include access to food, clothing and community resource contacts, referrals, recovery/relocation plans, emotional support systems and follow-up. This program provides immediate on-scene response and recovery case management and resource access.

Court Appointed Special Advocates (CASA)**\$9,000*****Direct Services***

CASA connects youth in foster care with case managers who advocate for them throughout their time in the foster care system. At-risk youth in the foster care system are referred to CASA by the Stanislaus County Superior Court to provide advocacy services for children in dependency. The advocate works with everyone involved and makes independent, informed recommendations on the child's behalf directly to the Judge who makes all orders regarding the case. The dedication of CASA volunteers allows judges to ensure successful outcomes for children. For many abused children, their CASA volunteer will be the one constant adult presence in their lives. Independent research has demonstrated that children with a CASA volunteer are substantially less likely to spend time in long-term foster care and less likely to reenter care.

Center for Human Services**\$9,943*****Westside Family Resource Center***

The Patterson and Newman Family Resource Centers provides brief case management and crisis intervention, utility assistance and resource and referral for low and moderate-income individuals and families residing in the Westside communities of Patterson, Newman, Crows Landing, Westley and Grayson. CHS works with many community partners on the Westside to maximize the number and depth of resources provided to the homeless or low-income residents seeking our services and support.

Children's Crisis Center**\$16,000*****Ceres Infant/Preschool Respite Shelter***

This program, located at a new site in the city of Ceres, provides emergency respite day-time and overnight shelter, and specialized care to young children, age newborn to 6 years, who have undergone traumas stemming from exposure to domestic violence, substance abuse, poverty, mental illness or homelessness. They are likely to be frightened, suffering poor hygiene and displaying disrupted development. Without intervention, they face an increased risk for further abuse, chronic illness, developmental delays, emotional disturbance, mental health afflictions and future academic failures. This project will employ specialized caregivers to tend to each child's physical, emotional and therapeutic needs. These caregivers will have been educated and trained in early child development, disaster preparedness, and crisis intervention. Caregivers will focus on early intervention, and developmental advancement. Behavioral screenings, health exams, and developmental assessments will be facilitated and administered on-site through this project.

Children's Crisis Center**\$17,000*****Oakdale High-Risk Infant/Toddler Program***

This program provides shelter opportunities and specialized care for an impoverished population of high risk infant and toddlers from the communities of Oakdale, Waterford, Valley Home Hickman, Empire, and Hughson. This project will offer emergency shelter and protective care to children, age newborn to 3 years, who are victims of domestic violence, familial abuse, and/or homelessness. This target population will consist of infants and toddlers from families living in low income households, experiencing numerous social and economic challenges, who have undergone traumas stemming from exposure to domestic violence, substance abuse, poverty, mental illness or homelessness. They are likely to be frightened, suffering poor hygiene and displaying indications of disrupted development. Without intervention, these vulnerable children face an increased risk for serious abuse, neglect, chronic illness, developmental delays, emotional disturbance, mental health afflictions and future academic failures. This project will employ specialized caregivers to tend to each young child's physical, emotional and therapeutic needs. Caregivers will have advanced education and training in early child development, disaster preparedness, and crisis intervention. Caregivers will focus on early intervention, and developmental advancement. Behavioral screenings, health exams, and developmental assessments will be facilitated and administered on-site through this project.

Children's Crisis Center**\$14,000*****Ceres Nutrition & Meal Program***

The Nutrition and Meals Program will provide meals and nutritional opportunities to high risk disadvantaged children, ages birth to 17, residing within Stanislaus County who have been victimized by abuse, domestic violence and/or at-risk for or are experiencing homelessness. The program is an essential component of the Children's Crisis Center's support and shelter services, providing extremely low, very low, low and moderate households with education about and access to healthy well-balanced meals. The program provides breakfast, lunch and dinner and between meal snacks to children receiving respite care at one of the shelters as well as nutrition education to parents in conjunction with take home food baskets with recipes.

Healthy Aging**\$14,000*****Young at Heart Program***

The "Young at Heart" Program provides strength training and exercise, fall prevention, and health education outreach to seniors 62 and over in the cities Oakdale, Waterford, Hughson, Ceres, Grayson/Westley, Patterson and Newman. The classes are provided two to three times a week in the above listed cities. Health Education and Outreach will also be provided to other unincorporated areas within Stanislaus County. The programs are designed to improve the prevention, early intervention, treatment and management of chronic conditions by providing community-based health and wellness resources for Stanislaus County's low-income and at-risk seniors and disabled individuals at no cost. The classes are available in multiple neighborhoods throughout the county to reduce the barriers to participation by seniors who do not have access to transportation.

Howard Training Center**\$16,000*****Senior Meals Program***

The Senior Meal Program provides fresh hot or frozen meals, Monday through Friday, to Seniors 62 years and older residing within eligible Stanislaus Urban County areas. For seniors who are not able to leave their home due to emotional or health problems a meal is delivered to their door. Congregate Meal Sites are available in seven Urban County locations: Oakdale, Newman, Hughson, Patterson, Ceres, Waterford, and Westley-Grayson.

The Congregate Meal Sites offer a nutritious hot meal, socialization, and opportunities to remain engaged in the community. The Senior Meal Program targets seniors in the following categories: low income, ethnic minority, frail elderly and individuals with disabilities, and rural and otherwise isolated individuals. Meals provided to seniors help them remain healthy, regain health after an illness/injury, and facilitate them being able to remain independent. Each meal provides 1/3rd the daily nutritional requirements for a senior. The Programs help seniors extend their food budget, while receiving a well-balanced meal. Nutritional education is provided at least four times each year to help seniors implement strategies to address health problems and remain healthy.

National Alliance for the Mentally Ill (NAMI)

\$4,384

Connections & Peer to Peer Program

NAMI Stanislaus plans will train four new "Connections" support group facilitators and hold a 10-week "Peer to Peer" class for persons diagnosed with mental illness. Outreach efforts will be focused on the City of Oakdale and the City of Newman. NAMI Stanislaus' Connections & Peer to Peer programs seeks to increase the self-sufficiency and quality of life of individuals with severe mental illness such as schizophrenia, bipolar disorder, clinical depression, or post-traumatic stress disorder as well as other major mental disorders. Persons struggling with mental illness frequently do not seek treatment or often stop treatment. Usually this causes isolation and recovery relapse which can lead to repeat urgent hospitalization, homelessness, or even suicide. The Connections & Peer to Peer programs encourages consumers to follow their prescribed treatment plan with the message that "Recovery is Possible."

Salvation Army Red Shield

\$13,472

Tutoring & Mentoring Program

This program offers low-income children attending the Red Shield's Youth Center located in South Modesto additional help with their homework. Each student enrolled in the program receives an assessment so focus can be brought to the areas where each student needs the most assistance. In the case where no homework is given, the children work on level appropriate packets of work that have been prepared by a licensed teacher. The tutoring center also offers students participating in the program access to books in the library, and to computers in the computer lab.

Second Harvest Food Bank

\$11,000

Food Assistance Program

The Food Assistance program interacts with non-profit charities that have a food pantry program of their own. This program is currently serving 22 non-profit organizations in the Cities of Ceres, Newman, Oakdale, Patterson, Waterford, and the unincorporated cities of Stanislaus County. Each non-profit organization visits the Food Bank to select packaged groceries, canned fruits and vegetables, cereals and breads, dairy products, meats, and fresh fruits and vegetables. Through the Food Assistance program, Second Harvest Food Bank is able to collect, store, and distribute a large quantity and diversity of food product, and in turn make these groceries available to local non-profit charities.

United Samaritans Foundation

\$14,000

Daily Bread Mobile Lunch Program (Hughson Truck)

This program serves nutritious lunch five days a week, 52 weeks a year to very low income, low income and homeless people throughout Hughson, Waterford, Hickman and Denair.

We Care**\$14,000*****Emergency Cold Weather Shelter***

The We Care Program (WCP) Emergency Cold Weather Shelter serves chronically homeless men over the age of 18 throughout Stanislaus County. The WCP's Cold Weather Shelter has the capacity to shelter 34 homeless individuals a night during the worst part of the winter. The Shelter will operate from December 1, 2013 to March 31, 2014, seven days a week from 6:30 p.m. to 8:00 a.m. Nutritious meals are provided nightly by various churches, organizations, clubs, individual families, and CSU Stanislaus faculty and students.

Westside Food Pantry**\$7,800*****Emergency Food Program***

The Westside Food Pantry provides emergency food assistance for families out of work, single mothers unable to make ends meet, senior citizens stretching budgets to cover medical expenses and the terminally ill. The organization will also provide books to children under 13 who visit the pantry with their parents, as it has been proved to be as nourishing to the needy families as the groceries dispensed. The funds will be used for food purchases for the organization to distribute to the residents of the Westside communities and the City of Patterson.

Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low and moderate-income persons.

Providing Decent Housing

The following is a summary of the programs and projects to be carried out by the current Stanislaus Urban County members in an effort to provide affordable and decent housing:

Neighborhood Stabilization Program (NSP)

The Stanislaus Urban County will continue the implementation of the NSP to increase affordable housing stock within Stanislaus County. This program is designed to acquire foreclosed properties within the Stanislaus Urban County areas and provide safe and decent affordable housing to eligible households, either through rental programs for families at or below 50% of the AMI or purchase for families at or below 120% of AMI. The NSP program will also serve to stabilize communities hard hit by the recent foreclosure crisis.

Community Development Block Grant - Recovery (CDBG-R)

In Fiscal Year 2009-2010, Stanislaus County was awarded \$669,134 in CDBG-R Program funding under the American Recovery and Reinvestment Act (ARRA) of 2009. Following the intent of the Recovery Act, Stanislaus County's CDBG-R funds were utilized to modernize and improve energy efficiency and expand educational opportunities within the housing industry. These services are being provided in the form of rehabilitation or retrofitting of NSP acquired units with solar systems and other related energy efficiency improvements. These improvements have assisted those impacted by the recession by reducing their energy costs and foster energy independence for first time home buyers.

A total of twenty eight (28) NSP housing units were retrofitted with energy efficiency weatherization improvements and a total of twenty-seven (27) units have also been retrofitted with photovoltaic solar systems.

In Fiscal Year 2012-2013, Stanislaus County resumed the program expending 100% of program funds. The program generated revolving loan funds which will be used for the same activity until all funds are exhausted. This program will continue to contribute to the efforts of Stanislaus County to increase decent and affordable housing stock within Stanislaus County.

Emergency Solutions Grant Program

Through the ESG Program, Stanislaus Urban County residents facing short-term financial crisis are able to seek assistance through agencies such as Community Housing and Shelter Services, the Children's Crisis Center, and We Care, who provide rental assistance in combination with intensive case management to homeless persons and families or to prevent people in jeopardy of becoming homeless. Case managers work with ESG participants to overcome barriers to permanent housing by providing financial management training, job and housing search assistance, and service referrals. These resources ease the financial burden of the homeless and assist in the facilitation of achieving permanent housing.

Anti-poverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

The California Employment Development Department (EDD) provides employment training through a partnership with Modesto Junior College (MJC) and facilitates General Education Diploma (GED) instruction. In collaboration with EDD and MJC the Stanislaus County Workforce Investment Board (The Alliance Work-net) is cultivating relationships with area employers for entry-level employment opportunities. The following are the tools currently used by this collaborative and other partners to create employment opportunities and thereby reduce the number of poverty level families:

- Cal-WORKS, a program implemented and administered by the Stanislaus County Community Services Agency, is designed to place former recipients of Aid to Families with Dependent Children in employment that ultimately weans the participant from public assistance. This program mandates work activity to those receiving the assistance.
- Stanislaus County expanded the program to include other fields by creating a new work experience program in partnership with the Department of Employment and Training. In collaboration with the West Modesto King Kennedy Collaborative Stanislaus County has implemented a grass roots outreach and recruitment, case management and basic skills training within income eligible communities of County and City of Modesto residents.
- The first component consists of construction and building industry curriculum and training. The training involves general education, literacy courses, employment skills and direct training experience in the construction industry. The second component is hands-on work experience for the students enrolled in the program at Habitat for Humanity construction sites and other local construction. Students are provided the opportunity to learn about plumbing, wiring and other construction skills at designated sites with experienced instructors, and other professionals of the trade. The third component, the Small Contractors Center serves as a resource center to building contractors who are interested in assistance with meeting bonding, insurance, bidding, and licensing requirements. The program as a whole has been extremely successful in placing program graduates with various companies that use building trade's apprentices and professionals.

- Stanislaus County partners with the Alliance Worknet, which provides a wide range of employment and training services to the community through various programs under the Federal Workforce Investment Act (WIA) and through the CDBG Economic Development Program. The Alliance is overseen by two separate entities: the Stanislaus County Board of Supervisors and the Stanislaus Economic Development and Workforce Alliance Board (Alliance). The primary function of the Alliance is to increase the readiness of the local workforce to accept employment opportunities.
- The Stanislaus Urban County will continue to partner with the Alliance Worknet and MJC in the creation and provision of programs that provide training and employment opportunities for low and moderate income individuals such as the CDBG-R funded program through which displaced workers are being trained in green jobs and assisted in obtaining competitive jobs within the field.

The Alliance partners with Stanislaus County and its cities in fulfilling the following objectives:

- Promotion of Stanislaus County and its nine incorporated cities as a desirable location for new and expanding businesses.
- To work with public agencies and local businesses to promote cooperation in the economic development process.
- To assist in business retention and expansion efforts by offering programs for technical and financial assistance.

The Alliance offers these programs: Technical Assistance, Training and Education, and Loan Programs. This organization also offers confidential, one-on-one counseling to businesses needing assistance in a variety of areas, and a small business center that offers a wide variety of training seminars and conferences for the business community throughout the year.

The Alliance maintains a small revolving loan fund for gap financing. Typically, the Alliance will provide up to half the business financing needs while a bank provides the other half. The Alliance revolving loans are for terms of up to 7 years and are at competitive interest rates.



CITY OF HUGHSON AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date: April 8, 2013
Presented By: Mike Harden, Interim City Manager
Subject: Direction from Council Regarding the Law Enforcement Services Contract with Stanislaus County
Enclosures: No
Desired Action: Accept the Report

Approved: _____

Background:

In September 2001, the City entered into an agreement with Stanislaus County to perform law enforcement services for the City of Hughson. In September 2006, the City and County agreed to extend the agreement for an additional five-year period and in 2011, the City entered into a two-year agreement with Stanislaus County which is set to expire on June 30, 2013. The Stanislaus County Sheriff's Office and the City of Hughson have briefly discussed the renewal of the agreement but staff needs direction and input from the City Council before proceeding further.

Discussion:

Before entering into contract discussions, staff is seeking direction and input from the City Council on a number of areas including but not limited to:

1. Composition of negotiating team: ***Staff alone or a Council ad-hoc committee with staff support?***
2. Term of Contract. Current two-year agreement provides the City, at its sole discretion, the option to extend the Agreement under the terms and conditions set forth for an additional two-year (2) term by providing notice to the County: ***Does the City Council want to exercise the additional two-year agreement or negotiate something longer?***
3. Levels of Service: Current Agreement provides the staffing to be maintained at .85 officers per 1,000 population (1/3 Police Chief, 5 patrol deputies and

1 legal clerk). ***Is the City Council satisfied with the level of service provided? Is the current Police Chief arrangement working?***

4. The current agreement increased the city's cost for law enforcement services by 6% from the previous agreement. Economic conditions haven't changed significantly since the last agreement and early discussions indicate the cost for law enforcement services can be expected to increase again. The increase is largely attributable to increases in salaries, along with increases to retirement benefits and group insurance. Service and supplies and "other charges" such as repair and maintenance to fleet vehicles have decreased. ***Does the City Council have direction for staff about the expected increases to the agreement?***

Recommendation:

Staff recommends accepting the report and providing staff with direction.



CITY OF HUGHSON AGENDA ITEM NO. 6.2

SECTION 6: NEW BUSINESS

Meeting Date: April 8, 2013
Presented By: Thom Clark, Community Development Director
Subject: Consideration of a Professional Services Agreement with Terra Verde Renewable Partners for Services Related to Energy Management Programs

Enclosures:

1. Exclusive Engagement Agreement
2. Solar Project Pro Forma Feasibility Study

Approved By: _____

BACKGROUND AND OVERVIEW:

In an effort to ease ongoing energy costs at the Wastewater Treatment Plant (WWTP) staff has been examining the feasibility of a photovoltaic capital project at the site. We have spoken with two utility firms that do these types of projects; one firm who has been working with Dairy Farmers of America and one who had contact with Councilman Young.

A problem that arose was that these types of projects are extremely technical in nature and staff does not have the expertise to put together a bid package. Terra Verde is a firm that specializes in these types of projects and if approved, will write the bid package, examine the bids for conformity, negotiate with the low bidder, provide construction oversight, and provide other related services such as reporting. Basically, Terra Verde will act as an agent for the City through the entire project.

There are two options for installation of solar projects. The first option is for the City to bid the solar array out as a capital project. In that case, the City would own and maintain the improvements. The second option is for a utility company to build, own and maintain the capital assets on land leased from the City. The second option is called a Power Purchase Agreement (PPA). A PPA is an agreement between the utility provider and the City that guarantees an electrical rate over a number of years, which is intended to save the City money by making the rate lower than the normal serving utility rates. This is the preferred option for many public agencies that do not have in-house expertise to build and maintain solar panel arrays.

Our electrical utility is Turlock Irrigation District (TID). The good news with being a rate payer in TID's service area is that our rates are, and always have been, lower than rates charged by other electrical utility providers in the area, such as PG&E. The bad news is that because the rates are already low, the savings from a solar project are not as great as we would like.

Enclosed with this report is a pro forma produced by Terra Verde for a proposed solar project at the WWTP. The far right column on the first page after the cover, labeled Results, shows expected yearly and cumulative savings from a PPA as opposed to expected TID rates. This is basically a feasibility study to see if the project was worth moving forward. There are some key assumptions in the pro forma that lead to these numbers. Those are shown in the pro forma: items like the 5% utility rate increase, the starting PPA price and PPA price escalator. The two latter items are both covered in the bid documents and will become part of the bid. The anticipated rate increase was obtained from TID. The avoided cost number is dependent on the previous key assumptions. It is also reliant on the TID rebate of \$0.08 per kilowatt hour (kWh) that is guaranteed to us until June of this year. The current solar rebate rate from TID is \$0.04 per kWh. The \$0.08 rebate rate is a huge part of making this project pencil for the City. To receive that rebate rate, TID must have a complete solar rebate application in their hands by June 30 of this year. TID has indicated the application package requires approval of the project by the City Council.

The Financing Outflows column in the pro forma shows what we will pay the PPA provider on a yearly basis. The Avoided Cost column shows the expected savings on our utility bill from the installation of photovoltaic panels. This is the critical column and was developed using the key assumptions noted above. Since the Financing Outflows will be under contract and therefore constant, if the Avoided Costs do not materialize at this rate, the difference will come from the Results, or our expected savings.

TERRA VERDE:

Terra Verde is a consulting firm specializing in representing public agencies gain access to renewable power. They have helped over 15 public agencies implement solar projects at a total cost of \$77 million at prices 10-20% lower than market. Their client list includes City of Davis, City of Lathrop, Inyo County, Sonoma County YMCA, and eleven school districts. They are currently working with the City of Woodland, as well as being recently selected by the Statewide Organization of School District Finance Officers (CASBO) as their energy advisor partner and "thought leader".

Rick Brown, PhD and President of Terra Verde will have a PowerPoint presentation at the meeting to enable the Council to go over his proposal in as much detail as you need.

FISCAL IMPACT:

There are no out-of-pocket costs to the City by signing the professional services contract with Terra Verde. We only pay them if we approve a bid. Then, their costs

will be paid by the PPA provider. It will be a pass-through. The provider pays us, and then we pay Terra Verde.

Once the solar array is up and running, we will have yearly payments to the provider (Financing Outflows on the pro forma) that will be off-set by electrical rate savings provided by the solar project.

There is a provision in the contract that says that if we go to bid and the bids reach certain minimum thresholds, then we will award. If we do not award and the minimum thresholds are met, we will pay Terra Verde \$20,000 for their work in getting us to bid. The thresholds are savings of \$10,000 the first year, \$75,000 after five years, and \$1 million over 25 years. Please see Exhibit A of the contract for this provision.

LEGAL:

Government Code Section 4217 sets forth the requirements for entering into a PPA. Since this is not a capital project that the City is undertaking, the rules are somewhat different than our normal capital project requirements. The PPA provider will own and maintain the solar array and will lease the land for their project from the City at a nominal fee of say a dollar a year.

The City Attorney has reviewed the contract and is satisfied with the final version.

SOLE SOURCE OPTION:

We have also been working with Siemens, an established and reputable energy provider, to see if a sole source option would be beneficial. Councilman Young brought them to the table and we have received some data from them but not in detail. They indicate that our first year savings would be revenue neutral if we went with their firm. They have not performed the detailed pro forma work that Terra Verde has and so could not provide us with future cost avoidance and cost savings. Since a solar project at the WWTP was not an obvious money maker with their initial take, they would need us to pay engineering costs before they would take a more detailed look at our proposed project. The advantage with a sole source contract with Siemens is dealing with an established and reputable firm. The disadvantage is that the savings are unknown in future years and less than we could expect to save using a competitive bidding process with Terra Verde as our agent.

RECOMMENDATION:

Approve a Professional Services Agreement with Terra Verde Renewable Partners for Services Related to Energy Management Programs and authorize the City Manager to sign the Agreement.



1100 Larkspur Landing, Suite 155
Larkspur, CA 94939

EXCLUSIVE ENGAGEMENT AGREEMENT

THIS EXCLUSIVE ENGAGEMENT AGREEMENT (this "**Agreement**") is made as of **April** ____, **2013** between TERRAVERDE RENEWABLE PARTNERS, LLC, a Delaware limited liability company ("**TerraVerde**"), and the City of Hughson, a California Municipality ("**Client**" and each of TerraVerde and Client, being a "**Party**", and together the "**Parties**").

RECITALS

A. Client is considering the feasibility of implementing Energy Management programs and measures ("**Energy Management Program**"), including installing photovoltaic electric systems ("**Solar Project**"), and evaluating a power purchase arrangement for such Energy Management programs, ("**Project Financing**") and desires to engage TerraVerde to assist it in evaluating potential transactions for Energy Management Programs and/or Solar Projects (each such transaction, an "**Energy Management Transaction**") as permitted under California Government Code Section 4217.12.

B. Client desires that TerraVerde assist Client in analyzing, evaluating and developing one or more Energy Management Transactions in consideration for the development fees described herein.

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Services Provided/Client Responsibilities.

(a) During the Project Development Term, TerraVerde shall provide the following Project Development Services to Client:

- i. Evaluate/analyze Client's electricity usage and rates/costs;
- ii. Produce project cash flow scenario(s);
- iii. Develop preliminary project sizing, production and savings assumptions;
- iv. Explore **Project Financing** options (including power purchase arrangements, if appropriate);

- v. If appropriate, assist Client in conducting a bidding process (ref. GC 4217.12) for Power Purchase Agreement proposals; and
- vi. Serve as liaison/facilitate business negotiations with third parties (as requested and needed)
- vii. Oversee project implementation, contract compliance, systems commissioning and documentation.

(b) If Client enters into an Energy Management Transaction, then TerraVerde will provide the further following services with respect to such Energy Management Transaction:

- i. Assist Client in applying for applicable project incentives and subsidies for the Energy Management Program (as requested and needed).
- ii. If Client enters into a Power Purchase Agreement, TerraVerde may, with Client's written consent (at Client's expense) select an independent engineer, who will review the installation work, verify that such work conforms to the plans and specifications, perform any applicable performance tests and perform such other tasks as TerraVerde deems necessary or useful.
- iii. Monitor progress under any Power Purchase Agreement and recommend approval of any requests for payment under the Power Purchase Agreement consistent with the requirements of such agreement.
- iv. Assist Client with general oversight of construction/installation of the Energy Management Program (as requested/needed).

(c) The Client makes the following acknowledgements and has the following responsibilities in connection with the services provided by TerraVerde under this Agreement:

- i. The Client has ultimate responsibility for any decision to proceed with an Energy Management Transaction and to negotiate and enter into any contracts with third parties.
- ii. The Client is responsible for ensuring that any bidding process complies with applicable law.
- iii. The Client may elect to include any additional bidders in the bidding process.
- iv. The Client is responsible for ensuring that the Energy Management Program, any Energy Management Transaction and entering into any arrangements or contracts with third parties complies with applicable laws and Client's other obligations.

- v. The Client acknowledges that TerraVerde is not providing any legal advice to Client.
- vi. TerraVerde is not providing any advice to or on behalf of Client with respect to any municipal financial products or the issuance of municipal securities and is not undertaking any solicitation of Client with respect to municipal financial products or the issuance of municipal securities.
- vii. The Client is responsible for performing its obligations under any contracts with third parties.
- viii. The Client acknowledges that TerraVerde does not control and is not responsible for third parties performing their obligations under any contracts with Client.
- ix. The Client shall provide TerraVerde (and its agents) and any independent engineer access to the Energy Management Program facilities, sites or data at reasonable times and on reasonable advance notice.
- x. The Client has ultimate responsibility for applying for any applicable incentives and subsidies for the Energy Management Program and satisfying the requirements of such incentives and subsidies.
- xi. The Client agrees to complete, execute and deliver a Notice of Minimum Bid Criteria in the form set forth on *Exhibit A* (a “Notice of Minimum Bid Criteria”) prior to TerraVerde assisting Client with any formal bidding process.

2. Term.

(a) The project development term shall commence on the date of this Agreement and shall, subject to Section 3(b), expire on the later of (i) date which is twelve (12) months after the date of this Agreement, (ii) the expiration of incentive reservations made during the such 12 month period, or (iii) the date on which the last Energy Management Transaction has been completed and all payments have been made to TerraVerde with respect to such Energy Management Transaction, whichever is longer (the "***Project Development Term***"). The Parties may extend the Term by a mutual written agreement.

3. Exclusive Development Rights.

(a) During the Project Development Term, TerraVerde shall have exclusive rights to develop all Energy Management Programs, Solar Projects and Energy Management Transactions for Client.

(b) Client recognizes that TerraVerde will invest substantial time and money in performing the work hereunder for Client and such work may benefit Client on future Energy Management Programs, Solar Projects and Energy Management Transactions. In consideration of such facts and the other agreements and obligations of TerraVerde hereunder, Client agrees to

grant TerraVerde the rights set forth in this Section 3(b). During the twelve (12) month period of time beginning upon the expiration of the Term (the "**Exclusivity Period**"), TerraVerde shall also have exclusive rights to develop all Energy Management Programs, Solar Projects and Energy Management Transactions for Client. This Section 3(b) shall survive the termination of this Agreement.

(c) Notwithstanding the foregoing, Section 3(b) shall not apply to any Solar Project or Energy Management Program or any Energy Management Transaction developed by Client.

4. Ownership of Written Products.

(a) All reports, documents or other written material ("Written Products") developed for Client by TerraVerde in the performance of this Agreement shall be and remain the property of the Client without restriction or limitation upon its use or dissemination by Client. TerraVerde may take and retain copies of such Written Products as desired, but no such Written Products shall be the subject of a copyright application by TerraVerde. This Section 4(a) shall survive the termination of this Agreement.

5. Compensation of TerraVerde.

(a) For Project Development Services provided hereunder with respect to any Energy Management Transaction entered into by Client hereunder, the Client shall pay to TerraVerde a fee equal to 22.6 cents per kilowatt hour (\$0.226/kWH) projected to be produced or saved within the first year of operation for any Energy Management Transaction (a "**Development Fee**") not to exceed the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00).

(b) To the extent that (i) TerraVerde assists Client in conducting a bidding process for Power Purchase Agreement proposals and/or project financing for a proposed Solar Project under Government Code 4217.12 and (ii) such bidding process results in Client receiving one or more bids meeting the minimum criteria identified on the applicable Notice of Minimum Bid Criteria, and (iii) notwithstanding (ii), Client elects not to close a Solar Project with any bidder submitting a qualifying bid within ninety (90) days of the deadline for receipt of bids, for reasons other than the bidder was not responsive and/or responsible, then Client shall pay to TerraVerde, for its services provided hereunder, a fee of twenty-thousand dollars (\$20,000) (the "**Service Fee**"). The Service Fee shall be payable within ninety (90) days of the deadline for receipt of bids. Both parties shall work together in good faith to determine in a timely manner whether such thresholds have been met. Notwithstanding the foregoing, if the Client makes good faith diligent efforts to obtain financing for the Solar Installation and is unable to obtain such financing per the minimum terms described in the Notice of Minimum Bid Criteria and Client elects not to proceed with such Energy Management Transaction solely because of such failure to obtain such financing, then Client shall not be obligated to pay the Service Fee to TerraVerde, provided that Client provides written notice to TerraVerde of such facts along with supporting documentation.

(c) Client further agrees that if it enters into an Energy Management Transaction in contravention of Sections 3(a) or 3(b) then Client shall, upon entering into such Energy Management Transaction, pay TerraVerde a Development Fee for such Energy Management Transaction as calculated under Section 5(a), whether or not TerraVerde provides any services with respect to such Energy Management Transaction.

(d) The Development Fee for any Energy Management Transaction shall be paid to TerraVerde as follows:

- i. A first installment of 35% of the Development Fee shall be due to TerraVerde on the date on which Client issues Notice to Proceed with Construction to power provider under the Power Purchase Agreement; and
- ii. 40% of the Development Fee shall be paid at the time the applicable Energy Management Program begins generating power or energy savings for the Client on a continuous and regular basis (pro rating such payment as appropriate if portions of the Energy Management Program are implemented at different times); and
- iii. 25% of the Development Fee shall be paid upon final completion of any remaining punchlist items with respect to the Energy Management Program.

If, after entering into a Power Purchase Agreement or any other definitive agreement for an Energy Management Transaction, the Client either (1) terminates such Power Purchase Agreement or other agreement for any reason or (2) materially breaches such Power Purchase Agreement or other agreement resulting in the termination of such Power Purchase Agreement or other agreement by the counterparty, then Client shall, within thirty (30) business days of such termination pay to TerraVerde any unpaid portion of the Development Fee then currently due.

If, after entering into this Agreement, Terra Verde materially breaches and terminates the Agreement, the Client shall only be required to pay the portion of the Development Fee due to TerraVerde at that time together with a pro-rated payment for work completed towards the next milestone in i, ii, or iii above.

(e) Client acknowledges that in addition to the fees payable to TerraVerde, it will be responsible for (a) all project development & installation costs in connection with any Energy Management Transaction, including without limitation, all PV system installation cost, other systems costs, construction contingency, third party engineering, third party inspection & permitting (including DSA), third party commissioning, inspection & testing, third party consulting & underwriting costs, client-side contract legal costs, transmission network upgrade costs, registration costs of environmental attributes, insurance costs, and other development costs, (b) any and all, financing costs & reserves, construction debt legal, permanent debt legal, third party financial consulting, principal & interest reserve funds, capitalized interest funds, capital costs of issuance, underwriter's discounts & fees, bond insurance, escrow or trustee costs,

and other financing costs, and (c) any operations and maintenance costs of any Solar Project or Energy Management Program.

6. No Additional Agreements; Definitive Documentation. Neither the execution of this Agreement, the holding of discussions, negotiations nor the exchange of material or information shall be construed as creating a binding obligation on Client to enter into any definitive agreement with respect to or otherwise consummate any Energy Management Transaction. Client reserves the right, in its sole discretion, to reject any and all proposals made by any third party with regard to any Energy Management Transaction and to terminate discussions and negotiations of definitive documentation at any time. Such a termination of discussions or negotiations regarding definitive documentation will not affect any of the obligations of the Parties under this Agreement. Client acknowledges and agrees that if it decides to proceed with any Energy Management Transaction, it will be required to document the terms of it through execution of definitive documentation (including, for example, a Power Purchase Agreement, a site or equipment lease, an engineering, procurement and construction contract and/or other project and financing documents) as negotiated by the Client and any applicable third parties, which shall contain the economic and other material terms of the Energy Management Transaction. Client acknowledges that it is solely responsible for negotiating any definitive documents with any third parties and ensuring that such documents adequately protect Client and satisfy the Client's economic, power and other requirements. Client acknowledges that TerraVerde does not control and is not responsible for the performance or conduct of any third parties dealing with the Client.

7. Confidentiality

(a) Confidential Information. TerraVerde may, from time to time, disclose trade secrets, including without limitation, financial tools, formulas and models marked as confidential ("***TerraVerde Confidential Information***") to the Client or its representatives for the purpose of evaluating the Energy Management Transaction. All information relating to Client which is clearly marked as such, including but not limited to, information relating in any way to Client's internal business model and methods of organization and operations, or any other aspect of Client's business (whether protected by patent, copyright, trade secret or any other forms of commercial protection ("***Client's Confidential Information***")) provided to TerraVerde or its representatives under this Agreement.

(b) No Disclosure. Client acknowledges that the TerraVerde Confidential Information is known only to certain individuals at TerraVerde who are using it to produce a service of commercial value and which gives its user an opportunity to obtain a business advantage over competitors who do not know or use it and, as such, the Confidential Information may constitute trade secrets under California Government Code Section 6254.7(d). TerraVerde acknowledges that the Client's Confidential Information is known only to certain individuals at the City and such Client's Confidential Information shall remain confidential. Both parties and their officers, commissioners, employees, agents, council members, attorneys and directors, as those terms may apply to the Parties, use the information solely for complying and performing with the terms of the Agreement and shall not disclose any of the Confidential Information in any manner whatsoever, except as required by law, including, but not limited to, the California Public Records Act. If at any time, either Party is legally required to disclose such Confidential

Information, the disclosing Party shall give the non-disclosing Party advance notice to take action to protect such information and shall cooperate with the non-disclosing Party in such effort to the extent that the disclosing Party is legally permitted to do so. To the extent that either Party disagrees that the Confidential Information is required to be disclosed by law, the Party seeking to prevent disclosure may, at its sole expense, seek a court determination as to whether disclosure is in fact required by law. Failure of the Party seeking to prevent disclosure to obtain a court determination on the matter within thirty (30) days absolves the disclosing Party from any claims of breach under this section of this Agreement. Parties hereby agree to indemnify the other Party against any and all losses, damages, claims, and expenses incurred or suffered by the other Party as a result of a breach of this Agreement.

8. Representations of each Party. Each Party represents that: (a) it is duly authorized and empowered to enter into this binding Agreement; (b) this Agreement is a legal, valid and binding obligation of such party enforceable against such Party in accordance with its terms, subject to the qualification, however, that the enforcement of the rights and remedies herein is subject to (i) bankruptcy and other similar laws of general application affecting rights and remedies of creditors and (ii) the application of general principles of equity (regardless of whether considered in a proceeding in equity or at law); (c) it is not a party to or bound by any agreements, contracts, instruments, court orders or judgments which would conflict with or violate this Agreement; and (d) that its execution of this Agreement and performance of its obligations under this Agreement will not violate any law or regulation applicable to such Party.

9. Insurance. TerraVerde shall at all times maintain general liability insurance with coverage of at least One Million Dollars (\$1,000,000) for as long as this Agreement remains in effect. The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide. At all times during this Agreement, TerraVerde shall maintain on file with Client a certificate of insurance showing that the aforesaid policy or policies are in effect in the required amounts and naming Client as an additional insured.

10. Limitation on Liability; Damages.

(a) Parties agrees that neither Party nor its officers, directors, members, managers, employees, agents or affiliates shall be liable, responsible or accountable in damages or otherwise to the other Party in connection with any Energy Management Program, any Solar Project, any Energy Management Transaction, the provision of any Asset Management or this Agreement, except for the Parties' own acts of intentional and willful misconduct or gross negligence. Parties acknowledge that they are not an agent or fiduciary of each other.

(b) THE LIABILITY OF EACH PARTY ARISING OUT OF OR RELATED TO THE TERMS OF THIS AGREEMENT SHALL BE LIMITED TO DIRECT, ACTUAL DAMAGES ONLY AND ALL OTHER DAMAGES AND REMEDIES ARE WAIVED. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR INDIRECT DAMAGES, LOST PROFITS OR BUSINESS INTERRUPTION DAMAGES, WHETHER BY STATUTE, IN TORT, CONTRACT OR OTHERWISE.

(c) Client acknowledges that any breach of Section 3(a) and 3(b) (the “*Exclusivity Provisions*”) will cause TerraVerde material economic harm (including, for example, loss of Development Fees) and that adequate damages in the event of Client’s breach of Exclusivity Provisions will be difficult if not impossible to calculate. Accordingly, the Parties agree that in the event of a breach of the Exclusivity Provisions by Client, Client shall be liable to TerraVerde for the payment of the amounts described in Section 5(c). The Parties acknowledge and agree that such amounts represent a reasonable estimate of anticipated damages to TerraVerde and do not constitute a penalty.

11. Successors and Assigns. Neither party will assign this Agreement, in whole or in part, without the prior written consent of the other Party, consent not to be reasonably withheld. This Agreement will inure to the benefit of, and be binding upon, the Parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

12. Governing Law. This Agreement and all matters arising out of or relating to it shall be governed by and construed in accordance with the laws of the State of California. The Parties hereby irrevocably consent to the jurisdiction of the state courts located in Stanislaus County, California and federal courts located in the city of Sacramento, California, in any action arising out of or relating to this Agreement, and waive any other venue to which either Party might be entitled by domicile or otherwise.

13. Entire Agreement. This Agreement constitutes the final agreement between the Parties. It is the complete and exclusive expression of the Parties’ agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the Parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement. In entering into this Agreement, neither Party has relied upon any statement, representation, warranty, or agreement of the other Party except for those expressly contained in this Agreement. There are no conditions precedent to the effectiveness of this Agreement other than those expressly stated in this Agreement.

14. Severability. If any provision of this Agreement is determined to be invalid, illegal or unenforceable, the remaining provisions of this Agreement remain in full force and effect and are not affected or impaired in any way.

15. Amendments. This Agreement may not be amended or modified except in writing signed by each of the Parties to the Agreement.

16. No Partnership/Agency. This Agreement is not intended, and shall not be construed, to create any association, joint venture, agency, employment or fiduciary relationship or partnership between the Parties or to impose any such obligation or liability upon either Party. Neither Party shall have any right, power or authority to enter into any agreement or undertaking for, or act as or be an agent or representative of, or otherwise bind, the other Party.

17. No Restriction on Business of TerraVerde. Nothing contained herein shall restrict the business activities of TerraVerde and TerraVerde shall be free to enter into similar agreements and arrangements with other parties.

18. Independent Contractor. Without limiting the generality of Section 16, neither this Agreement, nor any duties or obligations under this Agreement, nor or the intentions or expectations of either Party shall create an employment relationship between Client and TerraVerde for any purpose. TerraVerde shall perform its obligations under this Agreement as an independent contractor and not as an employee of the Client. TerraVerde shall have no power or authority by this Agreement to bind the Client in any respect. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by TerraVerde are employees, agents, contractors or subcontractors of TerraVerde and not of the Client. The Client shall not be obligated in any way to pay any wage claims or other claims made against TerraVerde by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.

19. Conflicts of Interest. During the Term of this Agreement, neither TerraVerde nor its members, employees or agents shall have a financial interest, as described in Article 1 (commencing with California Government Code Section 87100) of Chapter 7 of the Political Reform Act) (a “*Financial Interest*”), in any Energy Management Transaction other than TerraVerde's rights under this Agreement. Client acknowledges that TerraVerde may have previously had or may currently have agreements or a business relationship with or received compensation from other parties to the Energy Management Transaction and TerraVerde may enter into agreements or business relationships or receive compensation from such third parties in the future, only if (i) such agreements, relationships or compensation are not related to or contingent upon Client or any Energy Management Transaction and (ii) TerraVerde does not and will not have any financial interest, as described in Article 1 (commencing with California Government Code Section 87100) of Chapter 7 of the Political Reform Act, in any Energy Management Transaction from such agreements, relationships or compensation other than TerraVerde's rights under this Agreement. TerraVerde shall comply with all applicable federal, state and local laws and regulations, including to the extent applicable the conflict of interest provisions off Government Code Section 1090 and the Political Reform Act (Government Code Section 87100 et seq.), in executing its obligations and under this Agreement.

20. Third Parties. This Agreement does not and is not intended to confer any rights or remedies upon any party other than the Parties.

21. Interpretation. This Agreement shall be construed as to its fair meaning and not strictly for or against either Party. The headings hereof are descriptive only and not to be construed in interpreting the provisions hereof.

22. Notices. All notices required or permitted under this Agreement shall be in writing and shall be deemed given on the date sent if delivered by hand or by email with an attachment in a portable document format (.pdf) or similar file format, on the next business day if sent by overnight courier or on the third business day if sent by United States mail, postage prepaid, to each party at the following address (or at such other address as a Party may specify by notice under this section:

If to TerraVerde:

TerraVerde Renewable Partners, LLC
1100 Larkspur Landing, Suite 155
Attention: Rick Brown, PhD
Email: Rick.Brown@TVRPLLC.com

If to Client:

City of Hughson
PO Box 9 (mailing)
Hughson, CA 95326
Attention: Thom Clark
Email: tclark@hughson.org

23. Counterparts. This Agreement may be signed in counterparts, which together shall constitute one agreement. The delivery of an executed counterpart of this Agreement by portable document format (.pdf) shall be deemed to be valid delivery thereof.

[SIGNATURE PAGE FOLLOWS]

The parties have entered into this Exclusive Engagement Agreement as of the date first written above.

TERRAVERDE RENEWABLE PARTNERS,
LLC,
a Delaware limited liability company

By: _____
Rick Brown, PhD
President

City of Hughson,
a California Municipality

By: _____
Name:
Title:

EXHIBIT A

Form of

Notice of Minimum Bid Criteria

Reference is made to that certain Exclusive Engagement Agreement, between TerraVerde Renewable Partners, LLC ("*TerraVerde*") and City of Hughson (the "*Client*"), dated as of April __, 2013. The undersigned Client hereby certifies to TerraVerde that a qualifying bid shall be a bid that meets the following criteria:

(1) The applicable Energy Management Transaction is projected to produce aggregate net cost savings of \$10,000 over Client's current grid-based power for the first year after the applicable Energy Management Program or Solar Project has achieved commercial operation.

(2) The applicable Energy Management Transaction is projected to produce aggregate net cost savings of \$75,000 over Client's current grid-based power for the first five (5) years after the applicable Energy Management Program or Solar Project has achieved commercial operation.

(3) The applicable Energy Management Transaction is projected to produce aggregate net cost savings of \$1,000,000 over Client's current grid-based power for the first twenty-five (25) years after the applicable Energy Management Program or Solar Project has achieved commercial operation.

TerraVerde and Client shall work together in good faith to determine in a timely manner whether such thresholds have been met.

Client acknowledges that the standards above are projections and that TerraVerde is not guaranteeing any particular level of power production, cost savings or other results.

Client acknowledges that projections of future savings are calculated based on patterns of Client's historical electricity usage, or simulated usage, and that such projection assume historical usage patterns hold at the same level for the next 25 years.

City of Hughson

TerraVerde Renewable Partners, LLC

Signature: _____
Name: _____
Title: _____

Signature: _____
Name: _____
Title: _____

City of Hughson

Solar Project Pro Forma: Feasibility Study

2/21/2013



Scenarios included in this report:

Scenario 1: Power Purchase Agreement (PPA)

Project Qualification Model

Project Name: City of Hughson
 Scenario #1: Power Purchase Agreement (PPA)



Electricity Assumptions			Avoided Cost		Financing Outflows		Results	
Year	Annual Solar Generation (kWh)	Savings Per kWh of Solar Generation	Avoided Cost from Solar Generation	Subtotal: Annual Solar Benefit	PPA Payments	Subtotal: Financing Outflows	Annual Net Savings / Avoided Cost	Cumulative Net Savings / Avoided Cost
1	1,108,250	\$0.0996	\$110,362	\$110,362	(\$96,418)	(\$96,418)	\$13,944	\$13,944
2	1,099,938	\$0.1046	\$115,011	\$115,011	(\$98,326)	(\$98,326)	\$16,685	\$30,629
3	1,091,688	\$0.1098	\$119,856	\$119,856	(\$100,272)	(\$100,272)	\$19,584	\$50,213
4	1,083,501	\$0.1153	\$124,905	\$124,905	(\$102,257)	(\$102,257)	\$22,648	\$72,860
5	1,075,374	\$0.1210	\$130,167	\$130,167	(\$104,281)	(\$104,281)	\$25,885	\$98,746
6	1,067,309	\$0.1271	\$135,650	\$135,650	(\$106,345)	(\$106,345)	\$29,304	\$128,050
7	1,059,304	\$0.1334	\$141,364	\$141,364	(\$108,450)	(\$108,450)	\$32,914	\$160,964
8	1,051,360	\$0.1401	\$147,319	\$147,319	(\$110,597)	(\$110,597)	\$36,722	\$197,686
9	1,043,474	\$0.1471	\$153,525	\$153,525	(\$112,786)	(\$112,786)	\$40,739	\$238,424
10	1,035,648	\$0.1545	\$159,992	\$159,992	(\$115,019)	(\$115,019)	\$44,973	\$283,398
11	1,027,881	\$0.1622	\$166,732	\$166,732	(\$117,295)	(\$117,295)	\$49,436	\$332,834
12	1,020,172	\$0.1703	\$173,755	\$173,755	(\$119,617)	(\$119,617)	\$54,138	\$386,973
13	1,012,521	\$0.1788	\$181,075	\$181,075	(\$121,985)	(\$121,985)	\$59,090	\$446,063
14	1,004,927	\$0.1878	\$188,702	\$188,702	(\$124,399)	(\$124,399)	\$64,303	\$510,366
15	997,390	\$0.1972	\$196,652	\$196,652	(\$126,861)	(\$126,861)	\$69,790	\$580,156
16	989,909	\$0.2070	\$204,935	\$204,935	(\$129,373)	(\$129,373)	\$75,563	\$655,719
17	982,485	\$0.2174	\$213,568	\$213,568	(\$131,933)	(\$131,933)	\$81,635	\$737,354
18	975,116	\$0.2282	\$222,565	\$222,565	(\$134,545)	(\$134,545)	\$88,020	\$825,374
19	967,803	\$0.2397	\$231,941	\$231,941	(\$137,208)	(\$137,208)	\$94,733	\$920,107
20	960,544	\$0.2516	\$241,711	\$241,711	(\$139,924)	(\$139,924)	\$101,787	\$1,021,894
21	953,340	\$0.2642	\$251,893	\$251,893	(\$142,693)	(\$142,693)	\$109,200	\$1,131,094
22	946,190	\$0.2774	\$262,504	\$262,504	(\$145,518)	(\$145,518)	\$116,986	\$1,248,080
23	939,094	\$0.2913		\$0	(\$148,398)	(\$148,398)	(\$148,398)	\$1,099,682
24	932,051	\$0.3059	\$285,086	\$285,086	(\$151,336)	(\$151,336)	\$133,750	\$1,233,432
25	925,060	\$0.3212	\$297,095	\$297,095	(\$154,331)	(\$154,331)	\$142,764	\$1,376,196
Totals	25,350,330	n/a	\$4,456,364	\$4,456,364	(\$3,080,168)	(\$3,080,168)	\$1,376,196	\$1,376,196

Key Assumptions	
Avoided Cost of Current Electricity (\$/kWh)	\$0.0925
TID Utility Price Escalator	5.00%
Starting PPA Price (year-1)	\$0.0870
PPA Price Escalator	2.75%

Disclaimer: Energy Cost Savings estimates are projections based on assumptions of future electricity prices in TID territory, future performance of the photovoltaic energy generating facilities as well as the assumption that future electricity patterns are indicative of historical data (to the extent it is available).

Project Qualification Model
Project Name: City of Hughson
Scenario #1



Key Assumptions:

Technical Assumptions

Total Project Size (MW, DC)	0.74 MW
Yield (kWh/kW/yr)	1,500.00
Year-1 Solar Production (kWh)	1,108,250
System Cost (\$/Wp)	\$3.27
Annual Degradation Factor	0.75%
Number of Sites	1

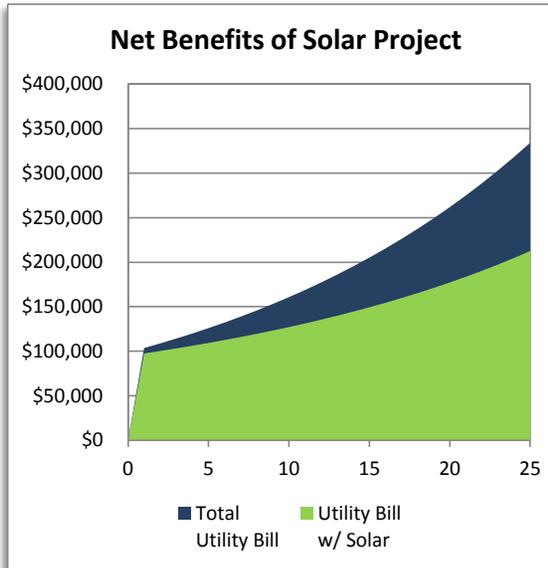
Avoided Cost & Revenue Sources

Avoided Cost of Current Electricity (\$/kWh)	\$0.0925
Estimated Utility Cost Escalator (%)	5.00%
REC Value (\$/kWh)	\$0.0000
Estimated REC Value Escalator (%)	0.00%

PPA Assumptions

PPA Rate	\$0.0870
PPA Annual Escalator (%)	2.75%

Benefits of: Power Purchase Agreement (PPA)



Total Net Benefit (25 years)

Gross Project Benefit	\$4,456,364
Total Initial Project Cost	n/a
Operating Expenses	n/a
Power Purchase Payments (PPA)	(\$3,080,168)
Total Net Benefit	\$1,376,196

Savings & Cost Avoidance (after Financing)

Savings	Years 1	\$13,944
Cost Avoidance	Years 1 - 5	\$98,746
Cost Avoidance	Years 1 - 25	\$1,376,196

Environmental Benefits (per year)

Sulfur Dioxide	SO2	7 lbs
Oxides of Nitrogen	NOX	1,327 lbs
Particulate Matter	PM10	47 lbs
Carbon Dioxide	CO2	1,489,488 lbs
Volatile Compounds	VOCs	116 lbs
Water	H2O (gallons)	872,747



CITY OF HUGHSON AGENDA ITEM NO. 8 SECTION 6: COMMENTS

Meeting Date: April 8, 2013
Presented By: Dominique Spinale, Deputy City Clerk
Subject: Comments from Staff
Enclosures: Hughson Police Services

Approved By: _____

SUMMARY:

Attached is the 1st Quarter Police Services Report for your review.



Hughson Police Services

Stanislaus County Sheriff
7018 Pine Street – Hughson CA 95326
(209) 883-4052 • Fax (209) 883-2049



Sheriff Adam Christianson

Chief Darin Gharat

April 01, 2013

1st Quarter Police Services Report

General Crime Statistics

	Total for 1st Quarter 2012	Total for 1st Quarter 2013	% Change
Homicide	0	0	0
Robbery	2	0	-200
Assault	9	7	-22
Rape	0	0	-100
Burglary	19	12	-36
Larceny	*9	*17	46
Auto Theft	2	0	-75
Weapon Offenses	4	2	-50
Domestic Violence	7	5	-22
DUI	0	0	0
Traffic Collisions	7	7	0
Traffic Collisions (Injury)	0	2	200
Traffic Citations	*55	*220	300

*

2012 Larceny rate includes 5 petty thefts
2013 Larceny rate includes 12 petty thefts

2012 Traffic Citations include;

33 Moving Violations
13 Non-moving violations

6 Parking Violations
3 Mechanical Violations

2013 Traffic Citations include;

122 Moving Violations
54 Non-moving Violations
23 Parking Citations
21 Mechanical Violations

In the 1st Quarter of 2012, your police department responded to 744 calls for service. 69 Adults were arrested for various crimes, 45 of which were cited and 24 were booked. 18 of those arrested were for felonies.

In the 1st Quarter of 2013, your police department responded to 898 calls for service. 217 Adults were arrested for various crimes, 195 of which were cited and 22 were booked. 15 of those arrested were for felonies.