

Attachment “B”

City of Sparks Draft Annual Action Plan (AAP)

Community Development Block Grant (CDBG) Program Year 3, FY 2017-2018



SPARKS, NEVADA

EIN/TIN #: 88-6000202

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Washoe County HOME Consortium

City of Reno • City of Sparks • Washoe County

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Sparks is committed to utilizing all available resources towards accomplishing the local and regional goals and objectives as outlined in the Five Year Consolidated Plan of FY 2015 - 2019. Accomplishment of said goals will be a joint effort of local jurisdictions as well as local public/private stakeholders and contributors. The City's Community Development Block Grant (CDBG) entitlement allocation, HOME Partnership funding allocation of the Washoe County HOME Consortium (WCHC) and designated matching funds of the City's General Fund will be the primary resources for implementing and accomplishing the goals.

The effort includes:

- Appropriation of funding for the support of Fair Housing Activities
- Continuum of Care (CoC) Strategic Planning
- Provision of funding to supplement the operation of the Community Assistance Center (CAC) (i.e., regional homeless shelter for men, women and families)
- Provision of loans and/or grants for continued implementation of the City - administered Single-Family Owner-Occupied Housing Rehabilitation Deferred Loan and Emergency Repair Grant Programs
- Provision of Pedestrian Improvement efforts in eligible low to moderate income neighborhoods

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

In Program Year 3 (FY 2017/2018), the City of Sparks remains committed to judiciously expending allocated funds from the U. S. Department of Housing and Urban Development (HUD) to improve the quality of life in the Sparks community and address the needs of low and moderate income (LMI) persons and households.

The City of Sparks is a member of and participating jurisdiction in the Washoe County HOME Consortium (WCHC) and Participating Jurisdiction (PJ), in which the City of Reno serves as the Lead Agency. Through this partnership HOME Investment Partnership Program dollars continue to be invested in Washoe

County projects which increase affordable housing opportunities for low and moderate income households.

This Annual Action Plan (AAP) outlines the activities that the City of Sparks will undertake in Program Year (PY) 3 of the Five Year Consolidated Plan (FY 2015 ~ 2019), leveraging Community Development Block Grant funding to address affordable housing activities, public services and homelessness prevention under the objectives of a suitable living environment and decent housing. For the federal Fiscal Year (FY 2017/2018), the City of Sparks has been allocated \$622,192 in new CDBG funding. Additionally, the City of Sparks proposes to carry-over and/or re-program approximately, \$116,170.25 that was not used in previous years.

Combined, these funds total \$738,362.25 which the City of Sparks proposes to use as follows:

- “ Up to \$25,000 for Fair Housing activities
- “ Up to \$13,125 for Continuum of Care activities;
- “ Up to \$65,000 for Planning and Administrative activities;
- “ Up to \$96,160.00 for Community Assistance Center activities (emergency shelter);
- “ Up to \$45,000 for Housing Rehabilitation Administration activities;
- “ Up to \$307,907 of new grant funding for Pedestrian Improvements which includes \$49,100 in design/survey services (i. e. CFA - Neighborhood Street Reconstruction Design) which leaves a balance of \$258,807 for Pedestrian Improvements;
- “ Up to \$116,170.25 of reprogramed funding/program income from previous grant years which broken down includes \$46,170.25 reprogramed funds and approximate estimate of \$70,000 of program income for Housing Rehabilitation Deferred Loans activities;
- Up to \$50,000 of new grant funding for implementation of Single-Family Housing Rehabilitation Program activities;
- “ Up to \$20,000 of new grant funding for implementation of Emergency Repair Grant Program activities;

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Sparks made a concerted collaborative effort with local jurisdictions and stakeholders which included: appropriation of funding for the support of Fair Housing activities, Continuum of Care strategic planning, provided funding for operation of the Community Assistance Center (the regional homeless shelters for men, women and families), provision of loans and grants to income-eligible households for housing rehabilitation efforts through City-administered Single Family, Owner-Occupied Housing Rehabilitation Loan and Emergency Grant programs and the continued initiative of improving the much-needed sidewalk, curb, gutter and other pedestrian improvements in eligible low to moderate income neighborhoods.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

2. Following is a summary of the citizen participation process employed:

- A 30-day public comment period for the "Draft Annual Action Plan" began on April 7, 2017; and
- A public hearing and presentation was held on April 19, 2017; and
- A deadline for submission of public comments was May 8, 2017; and
- A public hearing concluded on May 8, 2017 during the Sparks City Council Meeting

The Annual Action Plan was made available for a 30 day comment period, which was announced in the *Reno Gazette Journal*, the local newspaper of largest circulation serving the Reno/Sparks community. The notification also included the notice of public hearing and presentation which was held on April 19, 2017 and a public hearing concluded on May 8, 2017 during the Sparks City Council Meeting.

It should be noted that during the time of the of the 30 day public hearing a notice the funding levels of activities were presented as "Estimated Amounts" (i.e., April 7, 2017 through May 8, 2017) and everyone were advised accordingly that all proposed activities budgets will be proportionally adjusted in accordance with priorities set (i.e., increased or decreased from the estimated funding levels to match the actual allocation amounts). Also, the estimated award at the time was very close to the eventual actual award amount by HUD (i.e., the estimated amount was \$620,000 and the actual award amount is \$622,192). Therefore, the adjustment of activities level of funding was very minimal from the "Draft AAP" to the "Final AAP Application".

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Consolidated Plan.

At the conclusion of the 30 day public comment period no comments were received.

6. Summary of comments or views not accepted and the reasons for not accepting them

None

7. Summary

In addition to seven public meetings where stakeholder input was collected for this Action Plan, extensive feedback was also sought in late 2015 while drafting the updated Analysis of Impediments to Fair Housing Choice report (AI). This process for the Reno, Sparks, and Washoe County AI included:

- Two public meetings held at accessible locations in Reno and Sparks—16 residents participated;
- Focus groups targeting Hispanic (two participants) and African American (no participants) residents. The Hispanic focus group was conducted in Spanish, with interpretation provided by the Silver State Fair Housing Council; • A focus group with residents with disabilities—ten participants;
- Interviews and mini-focus groups with seniors living in the Sun Valley area (unincorporated Washoe County)—18 participants; • A focus group with seniors living in the Cold Springs area (unincorporated Washoe County)—one participant.
- Interviews with staff and residents accessing services at the Sun Valley Neighborhood Center and Family Resource Center—six participants;

Interviews with stakeholders and local experts, including Reno, Sparks and Washoe County planning staff; City Council members; the NAACP (National Association for the Advancement of Colored People); Silver State Fair Housing; the Reno Housing Authority and local real estate professionals. The AI for the region was completed in early 2016.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SPARKS	Community Services Department
HOME Administrator	SPARKS	Washoe County HOME Consortium

Table 1 – Responsible Agencies

Narrative (optional)

The City of Sparks is a CDBG Entitlement Community that receives a direct allocation of CDBG funding. Additionally, The City of Sparks is a Participating Jurisdiction (PJ) in the Washoe County HOME Consortium (WCHC). The WCHC is a consortium between Washoe County, City of Reno and City of Sparks for the purpose of receiving and managing HOME funds in the development of affordable housing projects. The City of Reno is the lead agency of the WCHC.

Consolidated Plan Public Contact Information

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

This section summarizes the process of consulting with stakeholders and residents in the region during development of the Annual Action Plan. It begins with a summary of how the cities and county support a coordinated system of housing and service delivery.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Sparks is an active participant in the Reno Area Alliance for the Homeless (RAAH). RAAH is a coalition of homeless services, support services, local and state governmental representatives, developers, faith-based service providers, the University of Nevada (Reno), law enforcement and the medical community who began meeting on a monthly basis in June 2000 to discuss better ways to work together to meet community needs. The City of Reno, City of Sparks and Washoe County staff attend the RAAH meetings and support RAAH’s activities to enhance coordination among providers in the region. The City of Reno, City of Sparks and Washoe County continue to fund the Community Assistance Center (CAC), the central location of services to assist persons who are homeless.

The region’s Homelessness Prevention and Rapid Re-Housing Programs are conducted through a City of Reno central intake system that utilizes local organizations to manage the program and connect recipients with housing and services. Public input was also sought during the Analysis of Impediments process conducted by the BBC Research & Consulting firm on behalf of the City of Reno, City of Sparks, and Washoe County. Two public meetings were held, as well as multiple interviews and mini-focus groups that targeted citizens living in areas with more concentrated minority and at-risk populations.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

City staff and local jurisdictions participates in the efforts of many community groups, including the Continuum of Care (CoC), Reno Area Alliance for the Homeless (RAAH), as well as other human service collaborates. Throughout the year staff participates in multiple efforts targeting specific special needs populations, such as the Access Advisory, Nevada Committee on Aging, and Senior Citizen Advisory committees. Participation and consultation occur continuously outside of plan draft input periods. This participation allows staff to gauge the ongoing needs of specific target populations throughout the community.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

City of Reno staff works closely with City of Sparks, Washoe County, RAAH Members and staff at the CAC to determine how to most effectively allocate ESG to meet the needs of persons who are homeless. An example is the introduction of the rapid re-housing program (RRH). The City of Reno RRH program was initially presented to the Reno Area Alliance for the Homeless (RAAH) Leadership Council, as well as in broader community meetings. Since the RRH was established, the City of Reno has continued to solicit feedback in order to ensure the program is working as intended. ESG funds are not allocated to the Homeless Management Information System (HMIS) costs; however, all ESG funded activities must be entered into the Nevada HMIS (or a comparable system for domestic violence providers). ESG funded activities must maintain a minimum HMIS data quality percentage of ninety (90). The City of Reno is the CoC grantee for HMIS in Washoe County and is involved heavily in the Steering Committee which is the authorized body to adopt HMIS operating and administrative procedures.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Catholic Charities
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency is a part of the Continuum of Care (CoC)
2	Agency/Group/Organization	CITY OF RENO - COMMUNITY RESOURCES
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Other government - Local

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Reno is the lead agency of the Washoe County HOME Consortium (WCHC)
3	Agency/Group/Organization	City of Sparks
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Sparks is a Participating Jurisdiction (PJ) of the WCHC.

4	Agency/Group/Organization	COMMUNITY SERVICES AGENCY, INC
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CSA manages multiple affordable housing facilities which we monitor annually. Through monitoring and regular communication with site and compliance managers, we are made aware of wait list lengths and the condition of our affordable housing stock. Regular communication with this agency helps inform the Technical Review Committee in their decision making process
5	Agency/Group/Organization	Reno Area Alliance for the Homeless
	Agency/Group/Organization Type	Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Reno Area Alliance for the Homeless is a member of the CoC.

6	Agency/Group/Organization	Reno Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Reno Housing Authority (RHA) is the regional housing authority that serves City of Reno, City of Sparks and Washoe County.
7	Agency/Group/Organization	Silver State Fair Housing Council
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Silver State Fair Housing Council (SSFHC) is the regional consultant that implements the fair housing training, monitoring and initiatives for the CDBG programs.
8	Agency/Group/Organization	Washoe County HOME Consortium
	Agency/Group/Organization Type	Housing Services - Housing Regional organization

What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Washoe County HOME Consortium (WCHC) is the organized coalition of regional jurisdiction (i. e. City of Reno, City of Sparks and Washoe County) in charge of implementing and administering Federal HOME Partnership funding initiatives of developing affordable housing projects in the region.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Reno Area Alliance for the Homeless (RAAH)	Coordinate with RAAH in support of rapid rehousing programs and permanent supportive housing initiatives.
Washoe County Community Health Needs Assessment	Washoe County Truckee Meadows Healthy Community In	Support of the CAC will improve access to services and health care.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing & Behavioral Health Assessment N. Nevada	Nevada Department of Health & Human Services	Support of the CAC will improve access to services and health care. Creation of permanent supportive housing will offer stability to persons with behavioral health care needs.
Truckee Meadows Regional Plan	Truckee Meadows Regional Planning Agency	Public infrastructure improvements will support housing, density, and economic development in already developed areas. Creation of affordable and workforce housing will support regional goals of increasing housing affordable at 80% of AMI.
Comprehensive Economic Develop. Strategy 2014	Economic Development Authority of Western Nevada (EDAWN) and Western Nevada Development District	Public infrastructure improvements support economic development.
Homelessness Strategy	Reno Area Alliance for the Homeless (RAAH)	Rapid rehousing programs; Support of the CAC.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Sparks, Program Year 3, FY 2017-2018 Action Plan (AAP) was prepared as part of a regional effort. Staff from housing and community development at the City of Reno, City of Sparks, and Washoe County met regularly to oversee the development of the 2015-2019 Consolidated Plan and this is the third year of the five year plan. Staff collaborated on the organization of public meetings for the plan, stakeholder consultation, and publication of the draft plan. Additionally, staff from both cities and the county met regularly to review and select projects for

HOME funding. In conclusion; this plan was also informed by the Analysis of Impediments to Fair Housing Choice that was completed in early 2015 and again was a joint effort by the three jurisdictions, City of Sparks, City of Reno and Washoe County.

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

Multiple meetings, including public hearings, a regional governing board meeting, and a community meeting solely focused on this plan were held for the community to provide feedback during the thirty day public input period. Staff works regularly with partnering government agencies and community stakeholders to ensure that the objectives and actions implemented through this plan remain closely aligned with the community’s needs, as assessed in the Consolidated Plan.

- A 30-day public comment period for the Draft Annual Action Plan began on April 7, 2017; and
- A public hearing and presentation was held on April 19, 2017; and
- A deadline for submission of public comments was May 8, 2017; and
- A public hearing concluded on May 8, 2017 during the Sparks City Council Meeting

The Annual Action Plan was made available for a 30 day comment period, which was announced in the *Reno Gazette Journal*, the local newspaper of largest circulation serving the Reno/Sparks community. The notification also included the notice of public hearing and presentation which was held on April 19, 2017 and a public hearing concluded on May 8, 2017 during the Sparks City Council Meeting.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Non-targeted/broad community	No attendees	No comments were received	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Newspaper Ad	Non-targeted/broad community	No responses were received during public comment period.	no comments were received.	None	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	622,192	70,000	116,170	808,362	1,240,000	The City of Sparks has been advised that the entitlement award for FY 2017-2018 will be \$622,192 and an estimated rollover funds of \$116,170.25 and we anticipate approximately \$70,000 of Program Income (PI) specifically allocated to the City of Sparks Housing Rehabilitation Deferred Loan Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Acquisition Housing	200,000	0	0	200,000	150,000	The City of Sparks anticipates receiving approximately \$200,000 in HOME funds as a Participating Jurisdiction (PJ) of the Washoe County HOME Consortium (WCHC) to supplement the prior year allocation of \$1,190,627 in FY 2016/2017 for the development of Alpine Haven, a 40 unit affordable housing development located on Oddie Boulevard in Sparks.
Other	public - local	Public Services	181,250	0	0	181,250	200,000	The aforementioned amount of \$181,250 represents the City of Sparks required matching for support of the operation of the Community Assistance Center (CAC) - family homeless center.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Washoe County HOME Consortium, a partnership between Washoe County and the cities of Reno and Sparks, anticipates receiving \$200,000 in HOME funds in FY 2017/2018 to supplement the prior year allocation of \$1,190,627 in Program Year 2, FY 2016/2017. Alpine Haven is a 40 unit affordable housing development project located on Oddie Boulevard in Sparks.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs

identified in the plan

None anticipated

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordability of Decent Housing	2015	2019	Affordable Housing		City of Sparks	CDBG: \$110,000	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Accessibility of Suitable Living Environment	2015	2019			City of Sparks	CDBG: \$302,237	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 60 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordability of Decent Housing
	Goal Description	The City of Sparks through the platform of its Single Family Homeowner-Occupied Housing Rehabilitation Deferred Loan and Emergency Repair Grant Programs will provide resources to qualified participants of the aforementioned program.
2	Goal Name	Accessibility of Suitable Living Environment
	Goal Description	The City of Sparks will continue efforts of providing improved accessibility as well as infrastructure enhancements in a preapproved low to moderate census tract area of the community.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The estimated number of extremely low income, low income and moderate income families benefited through the efforts of this grant application is approximately ten (10) households through the Housing Rehabilitation Deferred Loan and Emergency Repair Grant Programs. The estimated numbers of extremely low-income, low-income and moderate income families' benefited through the Cities Pedestrian Improvements activities are yet to be determined.

AP-35 Projects – 91.220(d)

Introduction

The City of Sparks CDBG funding allocation for Program Year 3, FY 2017/2018 will be primarily used to support and enhance the quality of living of eligible low and moderate income households in the Sparks community, to provide supportive services to low income, homeless, and special needs residents in the Sparks community and support for the homeless shelter – the Community Assistance Center (CAC, regional homeless center located in the City of Reno), and improve public access through Pedestrian Improvements initiative.

#	Project Name
1	Fair Housing Activities
2	Continuum of Care
3	Planning and Administrative Activities
4	Community Assistance Center (CAC)
5	Housing Administration
6	Pedestrian Improvement
7	Housing Rehabilitation Deferred Loan Program
8	Emergency Repair Grant

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Fair Housing Activities
	Target Area	
	Goals Supported	Accessibility of Suitable Living Environment
	Needs Addressed	
	Funding	CDBG: \$25,000
	Description	Provision of resources to further Fair Housing initiatives
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Upwards of fifty (50) families and households are anticipated to benefit from the City of Sparks Fair Housing initiatives.
	Location Description	the Fair Housing initiatives and activities will be employed community wide.
	Planned Activities	This year initiatives will be a continuation of educating, counseling and informing the Sparks community of available Fair Housing activities and resources and alleviating obstacles revealed in the Analysis of Impediments (AI) study.
2	Project Name	Continuum of Care
	Target Area	
	Goals Supported	Accessibility of Suitable Living Environment

	Needs Addressed	
	Funding	CDBG: \$13,125
	Description	Support provided to end homelessness and to provide supportive services to low income, homeless, and special needs residents in the Sparks community and support for the homeless shelter (i. e. Community Assistance Center)
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Community wide initiative in the City of Sparks.
	Planned Activities	To provide supportive services to low income, homeless, and special needs residents in the Sparks community and support for the homeless shelter (i. e. Community Assistance Center)
3	Project Name	Planning and Administrative Activities
	Target Area	
	Goals Supported	Affordability of Decent Housing Accessibility of Suitable Living Environment
	Needs Addressed	
	Funding	CDBG: \$65,000
	Description	Provision of resources to implement CDBG activities
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Planning and administration of CDBG activities
4	Project Name	Community Assistance Center (CAC)
	Target Area	
	Goals Supported	Accessibility of Suitable Living Environment
	Needs Addressed	City of Sparks
	Funding	CDBG: \$96,160 City of Sparks - General Fund: \$181,250
	Description	Provision of support for operation of Community Assistance Center (CAC)
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Provision of supportive resources for operation of the regional homeless center.
5	Project Name	Housing Administration
	Target Area	
	Goals Supported	Affordability of Decent Housing
	Needs Addressed	City of Sparks
	Funding	CDBG: \$45,000
	Description	Funding to support implementation and administration of housing programs
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
6	Project Name	Pedestrian Improvement
	Target Area	
	Goals Supported	Accessibility of Suitable Living Environment
	Needs Addressed	City of Sparks
	Funding	CDBG: \$307,907
	Description	Funding to improve infrastructure in low to moderate area of the City.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Low to moderate income area.
	Planned Activities	
7	Project Name	Housing Rehabilitation Deferred Loan Program
	Target Area	
	Goals Supported	Affordability of Decent Housing
	Needs Addressed	City of Sparks
	Funding	CDBG: \$50,000

	Description	Implementation of housing rehabilitation deferred loan program to assist low to moderate households in the City of Sparks.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
8	Project Name	Emergency Repair Grant
	Target Area	
	Goals Supported	Affordability of Decent Housing
	Needs Addressed	City of Sparks
	Funding	CDBG: \$20,000
	Description	Resources to assist homeowners to address life safety conditions of their home.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Sparks highest concentration of low income and minority concentration is the Westend of the Sparks community and the City of Reno border to the north, Oddie Boulevard to the north, Interstate I-80 to the south and Prater Way to the east. However income qualified households as determined by HUD income guidelines are eligible for participation and assistance in the City of Sparks Housing Rehabilitation Program.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Sparks, City of Reno and the Washoe County HOME Consortium do not allocate funds on a geographical basis. However, CDBG funds that are used for area-wide projects are spent in geographical areas that have predominantly low and moderate income families. For housing, every effort is made to ensure housing options are available in a variety of neighborhoods, including a range of economic and racial/ethnic compositions. Although numerous needs are typically identified within the community, limited human and financial resources make it necessary to prioritize housing, economic development, and community development projects that will have the biggest impact on the community and to optimally leverage the scarce resources. Projects are therefore distributed throughout the community and serve a broad population of clients. Projects undertaken in low-income neighborhoods are intended to improve quality of life through reinvestment in, and removal of, blighting conditions and through the availability of affordable, high-quality living opportunities. Housing dollars are prioritized for residents most in need and within corridors designed to facilitate reasonable access to services.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Sparks is a Participant Jurisdiction (PJ) of the Washoe County HOME Consortium (WCHC) and the City of Reno is the lead agency. In Program Year (PY) 3, FY 2017/2018 the City of Sparks anticipate receiving approximately \$200,000 in HOME funds to supplement the prior year's allocation of \$1,190,627 for the development of Alpine Haven. Alpine Haven is a 40 unit affordable housing development being constructed on Oddie Boulevard in the City of Spark.

CDBG dollars will be dedicated primarily to implement improvements in infrastructure through the Pedestrian Improvements activities and support to low and moderate income families' households through the Housing Rehabilitation Deferred Loan and Emergency Repair Grant Programs.

One Year Goals for the Number of Households to be Supported	
Homeless	50
Non-Homeless	0
Special-Needs	0
Total	50

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	10

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

In addition of the HOME funds allocation; the City of Sparks anticipates assisting a total of 10 households through the CDBG Housing Rehabilitation Deferred Loan and Emergency Repair Grant Programs,

AP-60 Public Housing – 91.220(h)

Introduction

This section outlines actions that the Reno Housing Authority (RHA) which is the regional housing authority that serves City of Reno, City of Sparks and Washoe County; has planned during the 2017 Plan Year to address the needs of public housing and to encourage public housing residents to become more involved in management and participate in homeownership.

Actions planned during the next year to address the needs to public housing

The Housing Authority of the City of Reno (RHA) serves the region by providing affordable rental housing and administering the Housing Choice Voucher and tenant-based rental assistance program. RHA owns and operates over 750 Public Housing units; 285 of these units are designed for seniors and persons with disabilities. RHA administers 2,724 Housing Choice Vouchers to low-income residents, 255 Veterans Affairs Supportive Housing (VASH) Vouchers, along with 27 moderate rehabilitation units. RHA has been able to maintain and make improvements to its Public Housing units through the Capital Fund program. In addition, RHA has a variety of other multi-family housing units and over 160 scattered site single family homes. RHA is a model housing authority, having earned “high performer” status from the US Department of Housing and Urban Development (HUD). HUD inspections of RHA’s eight public housing properties consistently result in high performing scores.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

RHA has a long history of providing self-sufficiency services to clients, including the Family Self Sufficiency, Individual Development and Empowerment Account (IDEA), and other homeownership programs. The City of Sparks actively partners with RHA to continue to explore additional affordable housing development opportunities. RHA promotes ongoing resident activities, including year-round youth programs at the family sites and regular Resident Council meetings at all public housing sites. RHA solicits input from residents at each of the Resident Council meetings regarding improvements within their complex and future resident activities. Resident service contracts are executed with residents to help maintain certain aspects of their complex. The City of Reno, City of Sparks and Washoe County HOME Consortium frequently partner with RHA to implement housing programs and projects, including an Economic Development Initiative, the Neighborhood Stabilization Program, and HOME-funded development projects. The RHA is one of 39 housing authorities across the country participating in the U.S. Department of Housing and Urban Development’s (HUD) Moving to Work (MTW) program. MTW allows agencies to propose and test innovative, locally-designed approaches to administering housing programs and self-sufficiency strategies. Using MTW flexibility, RHA proposes and implements alternatives to certain federal regulations which are spelled out in an agreement between HUD and the

agency.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section outlines the goals and actions for reducing and ending homelessness; addressing emergency shelter and transitional housing needs of the homeless; and helping homeless persons and other special needs populations to successfully transition into permanent housing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Reno acts as the Collaborative Applicant for the Washoe County submission of the Continuum of Care (CoC) of which the City of Sparks is a participating jurisdiction (PJ) and provides administrative funds for related planning activities through RAAH. In addition, the city has taken the lead in implementing the 10-Year Plan to End Homelessness and is the CoC HMIS grant administrator. The CoC continues to provide much needed permanent supportive housing in the community. RAAH meetings, public forums, and strategic planning activities all focus on increasing awareness of homelessness and housing-first strategies among service providers. As a result, chronic homelessness is now referenced in the Washoe County Human Services Strategic Plan and in the priorities and assessment reports for the Fund for a Healthy Nevada and the State of Nevada Grants Management Unit.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Cities Reno, Sparks, and Washoe County continue to pool funds to support shelter operations. Staff will continue to support activities at the CAC and work to build collaborations between housing and service providers to increase the supply of supportive housing in the community. Through WCHC housing priorities, developers are encouraged to incorporate supportive services for individuals recovering from homelessness for a portion of the funded units.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

RAAH providers will continue to work to decrease homeless persons' length of stay in emergency or transitional housing while implementing processes to support transitions to permanent housing rather

than relapsing back into street homelessness, and to increase the income of chronically homeless individuals to assist in their transition to permanent housing and independent living. To achieve this objective, RAAH members have evaluated admission and discharge policies of existing programs to determine barriers to stay for chronically homeless participants. Continued efforts will be undertaken to implement the SOAR (SSI/SSDI Outreach, Access, and Recovery) program in earnest and improve the ability of workers to assist eligible clients in gaining access to Social Security Disability, Food Stamps, and Medicaid. For the homeless, there are several aggressive, regularly scheduled outreach activities that take place each week for persons living on the street through the Mobile Outreach Safety Team (the MOST Team), a local partnership between mental health and law enforcement agencies, and the Veterans' Administration Health Care for Homeless Veterans program. Once outreach occurs, persons will be connected immediately to the most appropriate resources based upon individuals' unique needs. All outreach activities will be conducted with resources that can immediately provide either a direct service or connection to appropriate resources. For example, transportation will be offered to assist individuals in accessing medical care, shelter, food, clothing, Washoe County Social Services, and other mainstream resources. If a need is identified during the outreach episode that cannot be addressed immediately, case management and follow up will occur to ensure the individual receives the services they need in a timely manner.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Preventing homelessness in Washoe County is especially difficult due to the limited stock of affordable housing units and properties that accept Section 8 assistance with respect to the community's need. The region's primary strategy is to increase the number of affordable units constructed with HOME and CDBG assistance, however the City of Reno is proactively seeking supplemental solutions to improve this. In 2015, the City of Reno formed the Mayor's Affordable Housing Taskforce, consisting of representatives from non-profits, private industry, and government agencies. The City also amended its land disposition policy and subsequently allocated a parcel of land on Yorkshire Drive in Northwest Reno for an extremely low income supportive housing project. The City of Reno is committed to seeking out better strategies and more opportunities to end homelessness, while also implementing the 10-Year

Plan to End Homelessness mentioned above.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

- This section outlines the actions planned to remove or eliminate any barriers to affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In late 2015, the City of Reno, City of Sparks, and Washoe County released a draft of its HUD required Analysis of Impediments to Fair Housing Choice (AI). The updated AI contains a revised Fair Housing Action Plan (FHAP) to address identified impediments. The findings and actions planned to mitigate impediments are summarized below.

Research for the AI included:

- Demographic patterns including racial and ethnic segregation and concentrated areas of poverty, housing patterns, including the provision of publicly assisted housing;
- Land use regulations and zoning ordinances that affect the siting and types of housing;
- Access to housing and community amenities by residents with disabilities; and
- Enforcement of fair housing laws and fair housing resources in the region.

The analysis found that zoning codes and land use regulations of the jurisdictions do not create significant barriers to housing choice. The code review found only minor recommendations for improvements. In sum, zoning and land use regulations be amended to reduce remaining barriers by:

City of Reno:

- Improving the definition of family to avoid distinctions based on the relation of the household members; instead focus on the “functional aspects of a family relationship.”
- Ensuring that planned unit development regulations do not specifically exclude group homes.

City of Sparks:

* Incorporating elements of the old zoning and land use code that gave special attention to accessible

housing in the discussion of special permit approval into the current code.

Washoe County:

* Improving the definition of family to avoid distinctions based on the relation of the household members; instead focus on the “functional aspects of a family relationship.”

The 5 impediments to fair housing choice identified in the AI are:

- Persons with disabilities have difficulty obtaining reasonable accommodations in housing
- Limited availability of public transit and inaccessible infrastructure create access barriers for persons with disabilities
- Affordable rental housing is lacking
- There is a lack of public engagement in fair housing
- Housing in lower income areas is in poor condition, often because absentee landlords fail to maintain their properties
- Some homeowners’ associations and landlords engage in discriminatory practices

In addition, securing water availability and funding to extend public transit were identified as two of the highest priority issues to be addressed. Densities in many high opportunity and future growth areas are restricted because of water constraints, municipal service, and fiscal concerns.

Discussion

Additionally, The City of Sparks, City of Reno, Washoe County and local stakeholders are engaged in ongoing discussions and planning initiatives that represents a collaborative effort of many partners in understanding current housing conditions and future housing needs in our community.

AP-85 Other Actions – 91.220(k)

Introduction

Other policy actions and programs to assist low income households in the region are discussed below.

Actions planned to address obstacles to meeting underserved needs

The City of Reno will continue to play a leadership role as the lead agency of the WCHC and the City of Sparks is a Participating Jurisdiction (PJ) in coordinating housing and service provision for the region, including mitigating homelessness. The City will be proactive in identifying and applying for additional public and private resources to meet underserved residents. City leadership has been and will continue to work closely with the private sector to increase their understanding of the greatest needs in the region and find creative public-private partnerships to address needs. In addition, staff will continue to hold workshops to assist homeless households with housing applications, work closely with RAAH and the CAC to develop appropriate programming at homeless shelters, and expand client resources and educate city leaders on the housing and community development needs in the region. Collaboration with non-profit service providers and especially Washoe County Social Services will continue to be a priority in identifying and meeting underserved needs.

Actions planned to foster and maintain affordable housing

Projects that support the creation and preservation of affordable housing in the region will continue be a priority. During Program Year 3, FY 2017-2018, an estimated \$200,000 in HOME dollars will be used to support and creation of new affordable and mixed-income housing in the City of Sparks (i. e. Alpine Manor, 40 unit affordable housing development on Oddie Boulevard in the City of Sparks). The City of Reno rapid rehousing and deposit assistance programs also contribute to the development of affordable housing. In addition, the Nevada Housing Division continue to play a significant role in the identification of housing trends, needs, and mechanisms to develop and maintain affordable housing opportunities.

Actions planned to reduce lead-based paint hazards

The City of Reno, City of Sparks and WCHC will continue to ensure that all housing projects funded with CDBG and HOME funds will comply with the revised Federal guidelines regarding notification and abatement requirements. WCHC requests for funding will require developers to sign Lead-Based Paint (LBP) Certifications and Assurances and that renovation firms be certified under the EPA's Renovation, Repair, and Painting Rule and trained in lead-safe work practices.

Additionally, The City of Sparks will maintain the services of the professional consultant for the Housing

Rehabilitation initiatives.

Actions planned to reduce the number of poverty-level families

Past actions to address poverty will be continued. The City of Reno and City of Sparks will commit the maximum amount of allowable CDBG public service funds toward the operations of the CAC to help meet the needs of families and individuals in poverty. Continued collaboration with RAAH will focus on reducing the number of poverty-level families. HOME dollars will be prioritized to housing projects that serve extremely and very low income households.

Actions planned to develop institutional structure

The City of Reno, City of Sparks and Washoe County HOME Consortium staff will continue to be part of and support RAAH. Additionally, The City of Reno, City of Sparks and Washoe County HOME Consortium will also support the activities of the Reno Housing Authority as needed.

Actions planned to enhance coordination between public and private housing and social service agencies

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	70,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	70,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City of Sparks anticipates receiving approximately \$70,000.00 of program income (loans repaid and reinvested into the community) through the Housing Rehabilitation Deferred Loan Program.