

# Community Development Block Grant Program (CDBG)



## FY 2023-24 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

Second Year of the 2022-27 Consolidated Plan

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## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This overview could include major initiatives and highlights proposed and executed throughout the program year. Fiscal Year 2023-2024 was the second year of the 2022-2027 Consolidated Plan. The City of Fairfield received \$836,621 in Entitlement funding to address the needs and priorities described in the Consolidated Plan. In addition to the annual Entitlement funding, the city also allocated \$150,000 of the remaining CARES Act funding to address the impacts of the COVID-19 Pandemic. The city also used unallocated prior-year funds to address the needs of the Strategic Plan. The city spent \$1,518,021.36 to address the needs of the Strategic Plan.

### Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each grantee's program year goals

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$167,324	Other	Other	5	2	40.00%	1	1	100.00%
Affordable Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	50	0	0.00%	0	0	
Affordable Housing	Affordable Housing	CDBG: \$195,996	Homeowner Housing Rehabilitated	Household Housing Unit	10	10	100.00%	10	3	30.00%
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	1	0	0.00%	0	0	

Fair Housing	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	200	100	50.00%	0	0	
Fair Housing	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0	0		
Homeless Prevention	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	37		0	0	
Homeless Prevention	Homeless	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	20	3	15.00%	0	0	
Homeless Prevention	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	150	37	24.67%	0	0	
Homeless Services	Homeless	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	49		0	49	
Homeless Services	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	12	0.00%	15	0	0.00%
Homeless Services	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	600	109	18.17%	0	109	

Homeless Services	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	34	0.00%	0	18	
Homeless Services	Homeless	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0	0.00%	0	0	
Public Facilities and Infrastructure	Community Development	CDBG: \$888,567	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	12000	240.00%	5000	12000	240.00%
Special Needs Populations	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$75,750	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350	5609	1,602.57%	515	1433	565.24%
Youth	Non-Housing Community Development	CDBG: \$40,693	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	300	744	248.00%	50	382	764.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The Community Development Block Grant (CDBG) funds were used to address the priorities and specific objectives identified in the FY 2022-2027 Consolidated Plan. All funded activities meet at least one of the highest priority needs identified in the Consolidated Plan. The city has made progress in meeting the goals and objectives of the Five-Year Consolidated Plan. During FY 2023-2024, CDBG-funded public service projects provide a wide range of social services to more than 3,000 low-income households, including the Fairfield community's homeless,

seniors, and youth.

**Affordable Housing/Housing Services**

**Housing and Economic Rights Advocates (HERA)**

HERA addresses the need of low-income Fairfield residents for legal services to address housing-related concerns, low-income homeowner home preservation concerns, and the broad range of debt and credit problems that threaten the ability of low-income tenants and homeowners to keep their homes. This project was canceled due to non-compliance with the city’s policies

**Funded: \$ 5,000      Expended: \$ 0**  
**Goal: 40 people      Served: 0**

**SENIORS/ SPECIAL POPULATIONS**

**Meals On Wheels Solano County**

Meals on Wheels Elder Nutrition Program provides nutritious meals daily to reduce senior meal nutrition and food insecurity and promote senior independence and socialization through human connection. The challenging economy impacted operations for this program. More individuals were in need.

**Funded: \$ 50,000      Expended: \$ 50,000**  
**Goal: 430 people      Served: 1,124 (Significantly exceeded goal)**

**Empowered Aging**

Empowered Aging is an ombudsman service. This program serves older and disabled adults and their families by protecting the rights of those living in long-term care, most over 65 and ~30% low-income. Most clients served have disabilities and impairments requiring care and assistance with at least three activities of daily living; more than half experience the effects of dementia and two additional co-occurring conditions such as diabetes, heart disease, mental illness, etc.

**Funded: \$ 12,750      Expended: \$ 12,750**  
**Goal: 1,700 people      Served: 222**

**Lions Center for the Visually Impaired**

Provide virtual and in-home independent living skills instruction and training to blind and visually impaired adults so they will maintain their independence and avoid institutionalization.

**Funded: \$ 13,000**      **Expended: \$ 13,000**  
**Goal: 35 people**      **Served: 87 (Exceeded goal)**

## YOUTH

### **Leaven Kids**

Provides educational support, tutoring, and mentoring that empowers and lifts students. Services are provided to primarily low-income individuals and families.

**Funded: \$ 17,000**      **Expended: \$ 17,000**  
**Goal: 120 people**      **Served: 255 (Significantly exceeded goal)**

### **Fairfield Police Activities League**

The program addresses the needs of underserved youth in the Fairfield community by providing capacity-building services to racially and ethnically diverse young people from low-income households. Most students are at a disproportionate risk of becoming disconnected from school and community. The students obtain help to prepare to move into positions of leadership, decision-making, and power at organizational, community, and governmental levels through base-building, leadership development, personal growth, and transformation.

**Funded: \$ 5,000**      **Expended: \$ 950**  
**Goal: 15 Youth**      **Served: 38 Youth (Significantly exceeded goal)**

### **City of Fairfield Parks and Recreation Department**

The Fairfield Parks and Recreation Department Youth Scholarship program addresses the need for youth recreational activities for low-income families in the Fairfield community by enabling youth of low-income families to participate in Fairfield Parks and Recreation " 'department's fee-based recreation programs and events. The funds cover 100% of the registration fees for 25 students on a sliding scale based on family income.

**Funded: \$ 22,743**      **Expended: \$ 22,743**  
**Goal: 20 Youth**      **Served: 89 Youth**

## Public Infrastructure/Public Facilities

**City of Fairfield Public Works**

The Linear Park Trail Lighting Project will install new light poles and housing pads to meet current City standards and be more resilient to vandalism, ensuring continuous lighting along the Linear Park Trail. The constant lighting encourages safe pedestrian and bicycle travel along the trail, allowing residents to traverse through the city.

**Funded: \$ 516,438      Expended: \$ 347,190.75 ( This project takes place over a span of 2 fiscal years. Total budget has been expended)**

**City of Fairfield Public Works**

The Lee Bell Park Pathway Project will address many gaps in the sidewalk at the walkway of Lee Bell Park. The project will install new sidewalks to encourage pedestrian activity by filling the missing sidewalk gaps along the pedestrian path, providing safer and more clearly defined connectivity between the residential areas, businesses, and destinations.

**Funded: \$543,804 Expended: \$541,376.50**

**Housing Rehabilitation**

The Housing Rehabilitation Program provides grants and deferred or low-interest loans to income-eligible households that need home repairs. The program allocates funding to improve and maintain the housing stock, remove architectural barriers, and reduce blighted conditions in low-income neighborhoods. This past fiscal year, 4 CDBG Housing Rehabilitation Grants were issued to serve low-income residents. Although no loans were issued, applications are being reviewed and processed to assist various households while fully preparing to reactivate the Housing Rehabilitation Program.

**Expended: \$ 195,996.03**

**Administration of the CDBG Program**

FY 2023-2024, funds are allotted for the administration of the CDBG program to assure that community needs and key objectives of the CDBG program are achieved.

**Expended: \$ 167,324**

**Total spent for all CDBG Entitlement programs: \$ 1,368,330**



## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	1,145
Black or African American	384
Asian	103
American Indian or American Native	14
Native Hawaiian or Other Pacific Islander	17
<b>Total</b>	<b>1,663</b>
Hispanic	377
Not Hispanic	1,432

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

The city of Fairfield promotes equal housing for all. The city works with its sub-recipients to ensure that services are made available to all demographics, targeting low-moderate income residents. This table does not show all the races served using the CDBG grant funds. A total of 1819 individuals served with CDBG funding during the fiscal year. The chart above does not represent all the races served. One hundred fifty-six (156) individuals identified their race as other and, are omitted in this chart. All ethnicity's claimed are included in the table.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,533,812	1,368,330

Table 3 - Resources Made Available

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Fairfield	100	100	Citywide Service Area
LOW/MODERATE INCOME CENSUS TRACTS	65	65	Public Infrastructure funding used in the Low/Mod Census tracts

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City of Fairfield is committed to utilizing federal funding to support low-moderate-income residents. While CDBG resources are available throughout the city, the public infrastructure projects were isolated to the Low/Moderate income census tracts to support the advancement of those communities.

The FY 2023-2024 Annual Action Plan allocated all the available resources the city had. This included the annual entitlement allocation as well as the prior year's income. Prior Year income includes both Housing and Economic Development Revolving Loan fund programs. The funds were used to address the city's high-priority needs. \$46,550 in Low Mod Income Housing Affordability Fund (LMIHAF) funds were used to provide Fair Housing Services to the Fairfield Community.

In addition to the annual allocation and prior year funds, the city also received \$1,198,683 in CARES ACT funding during FY 2020-2021 in response to the Coronavirus(Covid 19). The remaining CARES Act funds were expended during this fiscal year. All projects were consistent with preventing, responding to, and/or preparing for the COVID-19 Pandemic. \$150,000 of the CARES Act funds were remaining and allocated during FY 23-24.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

- **Ohio Street Homeless Shelter** The City owns the property where Ohio St. Shelter is operated. CDBG and other local funds were used to rehabilitate the property. The city supports the shelter's operations through CDBG and the TBRA program. Currently, the property is being leased to the Shelter operator. The Operator uses CDBG funds to leverage other funds to operate the homeless shelter and has served multiple homeless Fairfield residents.
- **Tabor Commons:** The developer for Tabor Commons used CDBG funds to acquire the property from a private owner. The developer is working with the city to leverage City funds and Housing Authority funds to develop 67 affordable housing units. The city has committed funds from the Local Housing Trust Fund and committed 20 Project-Based Voucher for this project.
- **Habitat for Humanity** – 3 homeownership units. The city is working with Habitat for Humanity and has transferred a vacant parcel that will accommodate three homeownership units to households at or below 80% AMI. The three units are still in construction, with anticipated completion date of fall 2024
- **Parkside Flats** The City completed negotiations with a developer to develop 168 affordable housing units. The construction on the project is currently underway and is set to complete construction in winter 2025.
- **Fair Housing**-The city utilizes local funds to support Fair Housing Services and Training for the residents, owners and staff of the City of Fairfield. The city supported Fair Housing Advocates of Northern California with \$46,550 to provide Fair Housing training for owners and staff, training for First time Home Buyers as well as fair housing services to more than 50 Fairfield residents.
- **Tenant Based Rental Assistance (TBRA)**-The City receives HOME funds from California Housing and Community Development Department(HCD). With these funds, the city has created a TBRA Program to support the homeless and at-risk homeless individuals with rental assistance for a period of up to 24 months. The rental assistance is coupled with wrap-around supportive services, which is supported by the city's community partners.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction’s progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	10	3
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>10</b>	<b>3</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	10	3
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>10</b>	<b>3</b>

Table 6 – Number of Households Supported

### Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Due to a delay in the city’s Housing Rehab program, the city couldn’t assist as many homeowners with rehabilitation as anticipated. During the fiscal year, the city has made great efforts to advertise the rehabilitation program further. While the city 'didn’t help as many homeowners as anticipated during the fiscal year, the community has shown great interest in the program, with many applicants on the waiting list. The city anticipates more applications than the funding will allow in the upcoming fiscal year.

**Discuss how these outcomes will impact future annual action plans.**

The city anticipates that in future annual action plans, there will be more applicants than the city has funding for. Therefore, it will closely monitor the application and funding process. Continual advertisement of the rehabilitation program will continue to be a focus for the city’s most vulnerable homeowners.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	1	0
Low-income	1	0
Moderate-income	1	0
<b>Total</b>	<b>3</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

During the year, the city supported three low-moderate income households with housing rehabilitation for their units. The city is deeply committed to addressing the identified needs in the 2022-27 consolidated plan as much as possible. Housing rehabilitation allows the city to preserve existing housing for low-moderate-income households, preventing homelessness. In addition to preserving the existing housing, the city continues to work with developers to provide affordable housing to the city’s most vulnerable population.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

The City of Fairfield Homeless Services Division and Police Department's Homeless Intervention Team (HIT) conducts regional outreach efforts in partnership with area law enforcement, social services, mental health, healthcare, libraries, faith based-organizations, shelter services, animal care, housing providers, and crisis intervention teams to reach those who are unsheltered and connect them to resources.

The Homeless Services Division and HIT assist those who are unhoused to connect to emergency shelter beds funded by the City of Fairfield, housing resources, and other services needed to overcome their unhoused situation. HIT team respond not only to concerns reported from the community, but proactively connect to those who are unsheltered in the community and offer available resources.

Additionally, Homeless Services Division conducts centralized provider events that bring resources to the community in a centralized location several times a year. Services brought together include mobile showers, food, clothing, medical, behavioral health, and dental services, legal, substance abuse support, veteran services, haircuts and shaves, pet care, linkages to housing and other social services. The annual community resource fairs bring 40+ providers to one site reaching over 100 unhoused or at-risk individuals.

Lastly, the Homeless Services Manager has led regional efforts in assessing, coordinating, and improving outreach services not only in the City of Fairfield but across of Solano County. The efforts have especially looked at racial disparities in the rates of those who are unhoused in the community and those receiving services.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Fairfield Homeless Services Division oversees contracts with three year-round emergency shelter and one transitional homeless to work programs located within the City of Fairfield. The City of Fairfield provides operational funds and results of investment accountability with the partner non-profit agencies that supported on average 65 beds a night across the three shelters. These shelters average over 94% occupancy rate for City Fairfield

funded beds. The three emergency shelters average (combined) 59% success rate of positive exits to a housing solution with 51% of that being an exit to permanent housing.

In September 2023, with financial assistance to build and operate from the City of Fairfield, a new shelter site opened utilizing pallet shelters increasing sheltering capacity within the City of Fairfield by 18 beds.

The City of Fairfield also directly provided and overseen county funding for necessary maintenance and capital improvements for the other existing shelter programs to assist with the structural improvements needed to maintain and increase sheltering capacity on the shelter program campuses.

Additionally, the City of Fairfield launched a (limited) motel program that provided motel rooms for those working with our HIT team to move into permanent housing solutions or awaiting a space at one of the emergency shelters. This program was extremely successful assisting 20 unhoused individuals with a 90% success rate to housing solutions. The program was funding limited but due to the success, the Homeless Services Division has been able to secure some additional funding for the next fiscal year.

Lastly, City of Fairfield partners with a faith-based partner in providing an inclement weather shelter during the winter months.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The Homeless Services manager sits on the Board for Solano County's Continuum of Care, Housing First Solano, providing expertise and advocacy for the best use of funds coming into the county to addressing houselessness and those at-risk including prevention assistance. Homeless Services Division assists probation, local health systems, and behavioral health in accessing the shelter beds or other housing solutions. Homeless Services Division contributes financially and works in partnership with Resource Connect Solano, Family Justice Center, and the Family Resource Center to connect households with prevention and rehousing assistances the address their unique needs.

Lastly, through the Homeward Bound program the HIT team assists those being discharged from institutional facilities located within the city receive transportation back to their support systems with housing solutions and avoid being displaced into houselessness.

**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**

The Homeless Services manager sits on the Board for Solano County's Continuum of Care, Housing First Solano, providing expertise, advocacy, and best practices in addressing houselessness and those at-risk including prevention assistance. As a board officer, Homeless Services Manager has worked closely with the service partners to improve the quality of outcomes and shortening the length of time unhoused. The county has transferred the HMIS database it is utilizing into a more user-friendly for provider host increasing accountability, better coordinating of services, monitoring of progress across the continuum, and working towards improving systems to decrease length of time it takes to access services and transition out of the systems of case and into permanent and stable housing solutions. This new system will also assist in tracking patterns for the community to understand the rates of returning to houselessness within the county.



## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City of Fairfield ensures that all the Public Services resources are made available to participants in our Housing programs. While the city conducted a needs assessment in early 2022, the needs and desires of the city's low-moderate-income individuals were assessed. This included the needs of the Housing Choice Voucher Program participants. Therefore, the city can address the needs of the community all around.

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

During Fiscal year 2023-2024, the City of Fairfield held a First Time Homebuyer workshop. Housing Authority participants and city residents were informed of the workshop so that they could participate and learn about the benefits of homeownership.

### **Actions taken to provide assistance to troubled PHAs**

The City of Fairfield is not a troubled PHA therefore there are no actions to take.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The City of Fairfield reviews its policies, Zoning Ordinance, and development regulations continuously to reduce barriers to affordable housing. During the past five years, the city has adopted and continues to implement the following:

- **2023-31 Housing Element.** The city continues to implement the Fairfield Housing Element, which was certified by the State of California Department of Housing and Community Development (HCD). This Housing Element plans and zones for the Regional Housing Needs Allocation (RHNA) for the creation of 3,100 units of housing. Of these, 779 are to be affordable for households earning 0-30% of the Area Median Income (AMI), 404 to be affordable for households earning from 31-50% AMI, 456 to be affordable for households earning from 51-80% AMI, and 1,461 to be affordable for incomes higher than 80% AMI.
- **Fairfield Train Station Specific Plan (FTSSP).** The city continues to implement the FTSSP, a major new Transit-Oriented Community master plan (“Plan”) developed along with the new Capitol Corridor Train Station at the southeast corner of Peabody Road and Vanden Road. The Plan addresses the development of approximately 2,970 acres of land in northeastern Fairfield near the station (not in the NRSA). The Plan provides 1,050 dwelling units in a range of housing types, including condominiums, townhomes, and small lot single-family homes.
- **Building and permit fee updates.** The city analyzed its current fee schedule and made updates to the fee schedule per the results of the study.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The city has many underserved needs but has made good strides in meeting all those outlined in the Consolidated Plan and Action Plan in FY 2023-24, as outlined in this report. The city continued its work with local nonprofits and other agencies to facilitate activities and projects benefitting special-need populations, including people experiencing homelessness, seniors, and disabled people. Housing Rehabilitation and several new affordable housing projects are underway. The city continues to enhance the neighborhoods in low-moderate income census tracts to ensure that the residents of those communities have access to equal resources.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Lead is a leading environmental threat to children’s health in the U.S., and children under six years old and fetuses are at the greatest risk of harmful health effects from lead poisoning. When children are exposed to lead—usually through contaminated dust, paint, or soil—it can have lifelong adverse effects. No safe blood lead level in children has been identified. Even low levels of lead in blood have been shown to disrupt postnatal growth, hearing, and learning disabilities, lowered IQ scores, behavioral problems, difficulty paying attention, and hyperactivity. The effects of lead exposure cannot be corrected. The key is stopping children from encountering lead and treating children who have been poisoned by lead.

The City of Fairfield Housing Rehabilitation, Loan and Grant program complies with Title 24 CFR Part 35. It has a lead-based paint policy and procedures that comply with HUD regulations, as well as a relocation plan. The city complies with Lead Hazard Assessment and Evaluation regulations and Lead Hazard Reduction, defined in Subpart R of the regulation. All documentation is retained in the project file. There were four homes during the fiscal year where a lead-based paint assessment was completed. 2 of the 4 units assessed were built before 1978. Those 2 units were exempt from lead-based paint remediation as no work was completed that disturbed lead-based paint.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The city continues to create affordable housing opportunities reducing the rent burden for low-income renters. Through the Housing Choice Voucher Program, the city serves more than 700 families with rental subsidies, allowing families to pay 30% of their income towards the rent. The city also recently pulled 100 families from its waiting list to help additional families reduce their rent burden, reducing the number of families in poverty. In addition, the city held a First-Time Homebuyer workshop. This workshop was open to all Fairfield residents. They learned the benefits of home ownership. Doing so creates an opportunity for residents of all income levels to prepare for the needs of homeownership, which creates additional housing opportunities.

During FY 2023-24, Fair Haven Commons, an affordable housing development, opened for occupancy. Fair Haven is an affordable housing community for both low-income and chronically homeless families. Fair Haven provides full wraparound support for the families, preparing them for a life outside of poverty. Fair Haven has 72 units of affordable housing, of which 51 are Project Based Voucher units.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The city is committed to improving coordinated, effective programs that improve access to affordable housing. During FY 2023-24, the " 'city's Housing Services Department worked closely with the Planning Department to apply for " 'California's ProHousing Designation. Being awarded with this designation, allows the city to be recognized as a jurisdiction that has created policies and ordinances that allow for affordable housing to be more streamlined, therefore increasing the opportunities for housing production. This also eliminated unnecessary regulatory impediments to the development of affordable housing.

Additionally, the city has enacted a process to conduct an inclusionary housing study. This study involves multiple departments and developers and will allow the city an opportunity to generate funding to support ongoing affordable housing development opportunities.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The city creates strategic partnerships to enhance the availability of resources and to leverage services provided to low- and moderate-income residents and neighborhoods. Annually the City and Fairfield Housing Authority sign a "Consistency with the Consolidated "Plan' document. This document ensures that activities taken throughout the year are consistent with the strategic goals outlined in the Consolidated Plan.

Additionally, with the CDBG Program, the city can partner with public service agencies that bring services directly to the low-moderate income residents.

**Housing Successor Agency.** The Housing Authority of Fairfield serves as the Successor agency to the former Redevelopment Agency. As such, it administers all remaining assets and loan payoffs of the agency. An upcoming project with MidPen has been previously discussed. Some units may have Section 8 project-based or other types of subsidies attached and may have accompanying supportive services.

**CAP Solano JPA and CoC.** Through homeless Continuum of Care funding, important supportive services can be paired with affordable housing to enhance housing success for chronically homeless residents, those with mental illnesses, and those with other disabilities.

As part of the City of Fairfield adopted the Homeless Strategy, the city entered a three-year Memorandum of Understanding with the County of Solano and all seven cities to expand and support the county-wide Coordinated Entry System, Resource Connect Solano. Through this MOU, Resource Connect Solano will be able to increase case management, hire a housing navigator, and create a landlord incentive program to house those more difficult to place.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

**Impediment #1 INCREASE CITY AND DEVELOPER AWARENESS OF AREAS OF RESIDENTIAL SEGREGATION**

The Housing Services Department works closely with other city departments, including the Housing Authority, Planning and Public Works, to provide them with information related to the Low-Income Census Tracts, as well as maps to determine areas of minority concentration. Providing this information has increased the knowledge for departments to help make decisions and to provide information to developers for new developments within the city.

**Impediment #2 DEVELOP STRATEGIES TO INCREASE AFFORDABLE HOUSING**

The city has reviewed all its available properties available for development. The city has followed all the Surplus Land Act, which requires the city to market all surplus land to affordable housing developers prior to disposition. In following this state law, the city can seek opportunities to increase affordable housing. Additionally, the city has recently been recognized as a Prohousing City by the State of California, which allows the city to recognize that the city has streamlined process to increase affordable housing opportunities. It also places the city in a position to receive incentives for developing more affordable housing. The city has also developed a Development Policy which identifies the city's steps when developing new affordable housing. This information includes information related to loans, grants, zoning and any other incentives that the city may offer.

**Impediment #3: REDUCE INSTITUTIONAL BARRIERS TO AFFORDABLE HOUSING DEVELOPMENT**

The city has established a Housing Development Policy which outlines the steps that the city will take related to housing development. Within the policy, the city outlines the development process and other policies that would impact how the city and developer would operate for the development of affordable housing. Additionally, the city recently completed a development fee study and updated all its fees in accordance with the results of the study.

**Impediment #5: FAIR HOUSING FUNDING, REPORTING, MONITORING, AUDITING AND PUBLIC EDUCATION**

The city currently funds Fair Housing of Northern California (FHANC) using Low-Moderate Income Housing Affordable Housing Funds (LMIHAF) to support these efforts. FHANC provides services to Fairfield residents to address housing discrimination. Additionally, FHANC conducted a Fair Housing Training for City staff as well as Landlords throughout the city to increase awareness of housing laws. FHANC provides resource information throughout the city so that residents have access to the resources as well as so that they are aware of the FHANC services.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Fairfield has been working diligently to ensure both long-term and short-term compliance with federal regulations and timeliness requirements of the CDBG program, including compliance with Davis-Bacon, NEPA environmental review, Americans with Disabilities Act and Section 504, Equal Opportunity Act, Civil Rights and Fair Housing regulations, Minority and Women Business Enterprise outreach, Section 3, and all other applicable regulations and requirements.

A new Analysis of Impediments was created to coincide with the updated Consolidated Plan. That document will be updated regularly to synchronize with the Consolidated Plan. Action Plans and CAPERs work to achieve the vision and goals outlined in the Consolidated Plan.

**Risk and Monitoring.** The city conducts an initial pre-award risk analysis, which is the initial review of an application, and annually performs a post-award risk analysis on all sub-recipients. Agencies/programs scoring in the range of high risk and some in medium risk receive physical site monitoring. During site monitoring, staff inspect the site, interview agency staff, verify source data from quarterly reports, and review project files using Consortium Program and Financial monitoring forms.

All monitoring contact letters, the completed joint monitoring forms, final monitoring results, and any follow-up communication about the monitoring are electronically submitted and stored in the City Data Services online reporting system. Monitoring Findings, Concerns, and/ or Observations are noted in the files. City staff works with subrecipients under monitoring to resolve issues promptly.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

During FY 2023-24, the public received multiple opportunities to comment on performance reports. A Public Notice was published on September 1, 2023, allowing residents a chance to review the FY 2022-23 CAPER.

The Public Notice for the CAPER was posted for public comment on August 19, 2024. The Draft CAPER was posted on the city's website for viewing and available on the 1<sup>st</sup> Floor Lobby of City Hall, at the Community Development Department and City Clerk's office, the Housing Authority, the Solano County Library Downtown Fairfield Branch, and the Fairfield Transportation Center. The council conducted a Public Meeting to consider the CAPER on Tuesday, September 3, 2024, at 6:00 p.m. at which the public has an opportunity to comment.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The city did not face any challenges with the current objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants? No**

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**



## CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG
Total Number of Activities	2
Total Labor Hours	544
Total Section 3 Worker Hours	304
Total Targeted Section 3 Worker Hours	

**Table 8 – Total Labor Hours**

Qualitative Efforts - Number of Activities by Program	CDBG
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	
Direct, on-the job training (including apprenticeships).	
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	
Outreach efforts to identify and secure bids from Section 3 business concerns.	
Technical assistance to help Section 3 business concerns understand and bid on contracts.	
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	
Provided or connected residents with assistance in seeking employment including drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	
Held one or more job fairs.	
Provided or connected residents with supportive services that can provide direct services or referrals.	
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	
Assisted residents with finding child care.	
Assisted residents to apply for, or attend community college or a four year educational institution.	
Assisted residents to apply for, or attend vocational/technical training.	
Assisted residents to obtain financial literacy training and/or coaching.	
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	
Provided or connected residents with training on computer use or online technologies.	
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	
Other.	

**Table 9 – Qualitative Efforts - Number of Activities by Program**