



DRAFT:

ANNUAL ACTION PLAN

For Program Year 2023
Community Development Block Grant (CDBG) Program

CITY OF SIERRA VISTA, ARIZONA

Department of Community Development
City Hall, 1011 N. Coronado Drive
(520) 417-4413

April 2023

Executive Summary

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

1. Introduction

The City of Sierra Vista, Arizona, is an entitlement community under Title 1 of the Housing and Community Development Act of 1974. The City is eligible to receive federal funds annually from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. Allocations for each CDBG entitlement grantee are determined annually by HUD following the adoption of the federal budget by Congress. HUD grants these funds to the communities to carry out a wide range of community development activities directed towards revitalizing neighborhoods, increasing economic development, and improving community facilities and services. The City's expected PY 2023 CDBG formula allocation is \$250,075. No program income is expected.

Grantees must give maximum priority to activities that benefit low-and moderate-income persons, aid in the prevention or elimination of slum or blight or meet an urgent community development need that poses a serious threat to public health or welfare. Grantees have wide flexibility to develop their own programs, activities, and funding priorities provided they meet one of these national objectives. The City of Sierra Vista City Council establishes the allocations for the use of CDBG funding based on the priorities set forth in the Five-Year Consolidated Plan. This 2023 AAP is the fifth year for the 2019-2023 Consolidated Plan period.

The purpose of the AAP is to provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Five-Year Consolidated Plan. The AAP is developed in a manner specified by HUD, and the City has followed the prescribed format in completing the plan.

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.

The Five-Year Consolidated Plan identifies seven goals, along with corresponding objectives, to address the City of Sierra Vista housing and community development needs. These goals are summarized as follows:

Goal 1: Public Infrastructure/Facility Improvements

Provide ADA improvements, public facility improvements, and infrastructure to create a more suitable living environment.

Goal 2. Housing Rehabilitation & Services

Provide housing rehabilitation and accessibility.

Goal 3: Provision of Needed Services

Provide community services for special needs populations (primarily for seniors and youth), mental health services, and homeless services, and COVID-19 response.

Goal 4: Neighborhood Stabilization

Eliminate slum and blight.

Goal 5: Economic Development

Job creation and retention for low-moderate income workers/business retention (COVID-19 response).

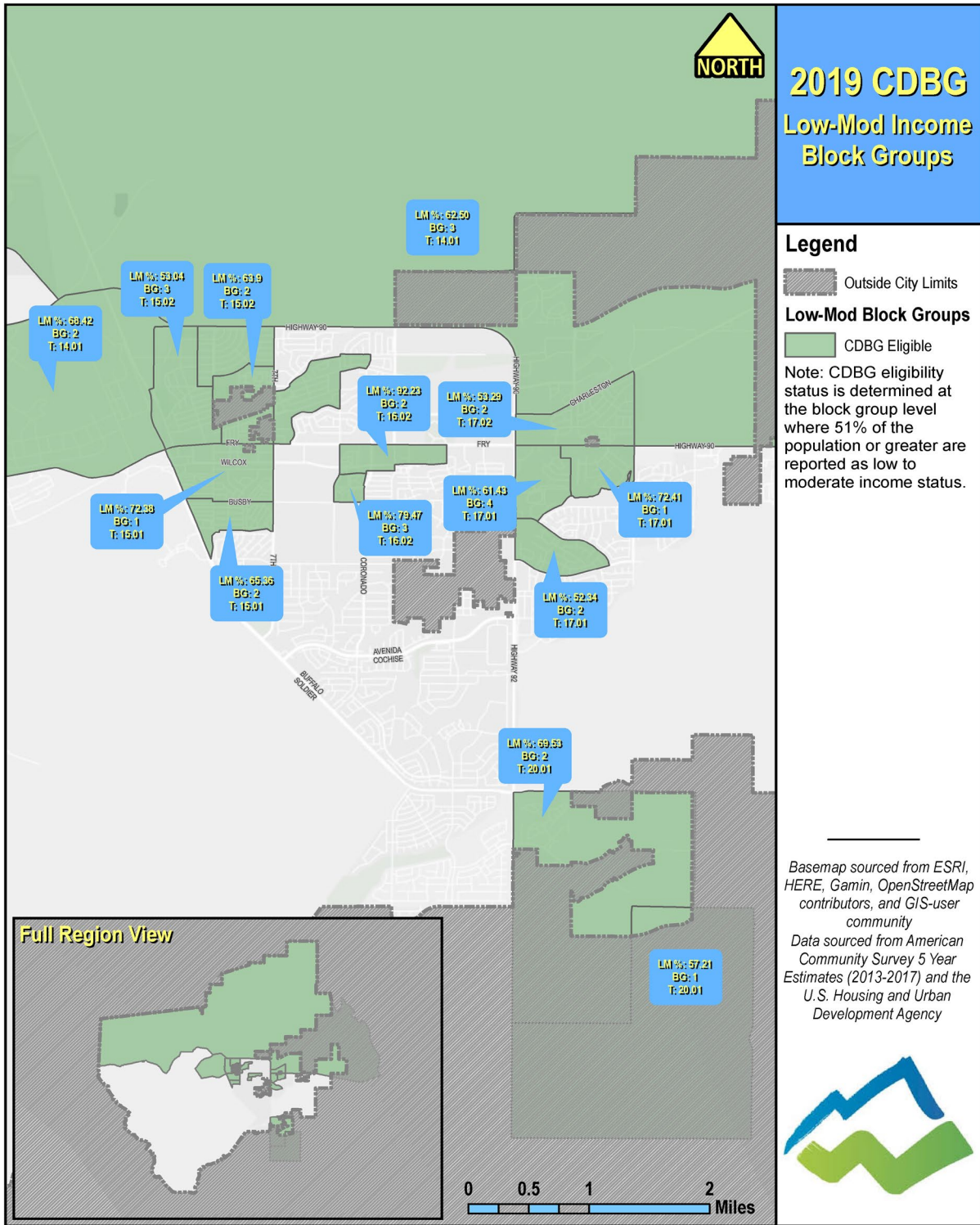
Goal 6: Fair Housing

Eliminate housing discrimination.

Goal 7: Administration/Planning

CDBG Program Administration

The City identified local target areas in the Consolidated Plan, and the bulk of the funds the City receives will be concentrated in these areas. The local target areas include Census Tracts 15.01, 15.02, 16.02, 17.01, and 20.01 all of which have the highest number of low and moderate-income households in the City. The needs in the target areas are numerous and varied. Below is a graphic depiction of the CDBG target areas.



CDBG TARGET AREAS

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 is moving into its tenth year as a direct recipient of Community Development Block Grant funds. In 2019, the City Council approved an update to the Five-Year Consolidated Plan which establishes goals and objectives for the use of CDBG funds. This Annual Action Plan constitutes the fifth year of the five-year planning cycle.

As previously stated, the City has adopted seven goals to address priority needs within the community. The vast majority (62%) of CDBG funding during this five-year consolidated planning cycle has been allocated towards public infrastructure and facility improvements benefitting low-to-moderate income target areas. Historically, these projects have generally involved improving ADA accessibility and sidewalk connectivity, street lighting, drainage, and upgrading park facilities.

Housing rehabilitation and accessibility furthers the City's commitment to ensuring safe and decent housing is available for low-income and disabled residents. This is accomplished through the Emergency Home Repair and Disabilities Modification Program administered by the Department of Community Development. This program provides grant funding to income qualified homeowners to repair or replace essential items such as HVAC or water heater replacement, roof repairs, or make accessibility improvements.

Neighborhood stabilization is a process aimed at revitalizing and improving neighborhoods that are experiencing economic, social, or physical decline. Neighborhood stabilization is often undertaken as a collaborative effort between local governments, community organizations, and residents themselves, and may involve a range of funding sources and partnerships. The goal of neighborhood stabilization is to create stronger, more resilient communities that offer a high quality of life for their residents. The City has implemented a variety of strategies to stabilize and improve neighborhoods that includes but is not limited to: proactive code enforcement; investing in infrastructure and community spaces; incentive programs that facilitate property rehabilitation and new construction; and homeowner assistance programs.

The provision of needed community services is capped at 15 percent of the total amount of CDBG funds allocated for the program year and must be used for either a new service or quantifiable increase in the level of an existing service. (This restriction was waived for COVID-19 response programs funded by the CARES Act.) Further, the public service must principally benefit low to moderate income persons or households on a limited clientele or area wide benefit basis. In prior years, CDBG funds have been allocated towards before and after school program scholarships for low-income families and assistance for individuals who are living with mental health or substance abuse issues overcome barriers to employment. During the COVID-19 public health emergency, the City partnered with the United Way of

Sierra Vista and Cochise County Inc. to administer an Emergency Crisis Fund to mitigate the impacts of the pandemic.

In May 2020, the City amended its Consolidated Plan to add Economic Development as a goal to provide emergency small grant business assistance to aid our local COVID-19 response. The program was rapidly deployed to assist eleven businesses in the first two months.

The City has made significant progress in implementing CDBG activities in accordance with the Five-Year Consolidated Plan. The City is in full compliance with HUD regulations and carries out projects in a timely manner to meet required performance objectives.

CONSOLIDATED PLAN GOAL	AMOUNT ALLOCATED (PY 19-22)	PERCENT
PUBLIC INFRASTRUCTURE/FACILITIES IMPROVEMENTS	\$937,281.89	61.95%
HOUSING REHABILITATION AND SERVICES	\$75,000.00	4.96%
PROVISION OF NEEDED SERVICES	\$405,407.00	26.79%
NEIGHBORHOOD STABILIZATION	\$0.00	0.00%
ECONOMIC DEVELOPMENT	\$86,050.00	5.69%
FAIR HOUSING	\$0.00	0.00%
ADMINISTRATION/PLANNING	\$9,305.82	0.62%
TOTAL	\$1,513,044.71	100.00%

CDBG Funding Allocation by ConPlan Goal

ACTIVITY NAME	PY 19	PY 20	PY 21	PY 22	TOTAL
PUBLIC FACILITIES/INFRASTRUCTURE					
James Landwehr Plaza	\$16,300.00	\$0.00	\$0.00	\$0.00	\$16,300.00
Soldier Creek Park	\$207,568.89	\$0.00	\$0.00	\$0.00	\$207,568.89
Soldier Creek Park, Phase 2	\$0.00	\$0.00	\$0.00	\$227,172.00	\$227,172.00
Eddie Cyr Park	\$0.00	\$271,810.00	\$174,486.00	\$0.00	\$446,296.00
GNA Kitchen Remodel	\$0.00	\$0.00	\$18,945.00	\$0.00	\$18,945.00
St. Vincent Parking Lot	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00
PF/I TOTAL	\$223,868.89	\$271,810.00	\$208,431.00	\$227,172.00	\$931,281.89
HOUSING REHABILITATION					
Emergency Home Repair	0	0	50,000.00	\$25,000	\$75,000
HR TOTAL	0	0	50,000.00	\$25,000	75,000.00
PROGRAM SERVICES					
Boys & Girls Club Scholarships	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00
Emergency Crisis Assistance	\$390,407.00	\$0.00	\$0.00	\$0.00	\$390,407.00
PS TOTAL	\$405,407	\$0.00	\$0.00	\$0.00	\$405,407
ECONOMIC DEVELOPMENT					
Micro Enterprise Assistance	\$66,050.00	\$0.00	\$0.00	\$0.00	\$66,050.00
Special Economic Dev. Assistance	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
ED TOTAL	\$86,050.00	\$0.00	\$0.00	\$0.00	\$86,050.00
ADMINISTRATION					
Administration/Planning	\$9,305.82	\$0.00	\$0.00	\$0.00	\$9,305.82
ADMIN TOTAL	9,305.82	\$0.00	\$0.00	\$0.00	\$9,305.82
OVERALL TOTAL	\$724,631.71	\$271,810.00	\$258,431.00	\$252,172.00	\$1,497,738.89

CDBG Expenditures by ConPlan Goal

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Annual Action Plan will be made available at City Hall and on the City's website for public viewing. Public comments can be sent in writing to City Hall at:

City of Sierra Vista

Department of Community Development

ATTN: Matt McLachlan, Director

1011 North Coronado Drive

Sierra Vista, AZ 85635

Or by email to: Matt.McLachlan@SierraVistaAZ.gov

5. Summary of public comments

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

Each year, the City is required to prepare an Annual Action Plan that is submitted to HUD. The plan outlines the programs and activities the City will undertake in the coming year to implement the strategies of the Consolidated Plan. Specifically, the Plan describes how the funds will be expended to meet stated objectives.

The process begins with a "Notice of Funding Availability" requesting applications for proposed projects or program services. This was done through email correspondence to public service providers; newspaper advertisement; and posting on the City's website. Application requirements for PY 2023 CDBG funding were made available on February 5, 2023, with a closing date of March 3, 2023.

A public meeting was held on February 15, 2023, to allow interested citizens, public agencies, community organizations, and other parties to share their opinions on housing and community development needs in the City and ask questions about the application process.

On March 9, 2023, the City Council held a public hearing and received presentations on the PY 2023 funding requests. Meeting minutes are provided in the Appendix.

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

All comments received by the City of Sierra Vista were considered and are, generally or specifically, addressed by the Annual Action Plan.

7. Summary

The 2023 Annual Action Plan will address the identified goals, objectives and strategies and will meet the City's community development needs. These needs were identified through a citizen participation process that involved neighborhood residents, service providers and other community partners. The Consolidated Plan guides the City's use of CDBG resources through specific goals identified in the plan.

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	SIERRA VISTA	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Sierra Vista, Department of Community Development has full responsibility for implementing the CDBG program, including administering all grants, preparing the Five-Year Consolidated Plan, the Annual Action Plan, the Consolidated Annual Performance and Evaluation Report, and financial reporting. The Department of Community Development works closely with Public Works and the Finance Departments, as well as any other pertinent City or County Departments.

Consolidated Plan Public Contact Information

Inquiries, comments or complaints concerning the Consolidated Plan, any amendments, or performance reports, can be conveyed by contacting City staff at:

City of Sierra Vista

Community Development Department

1011 North Coronado

Sierra Vista, AZ 85635

Telephone: (520) 417-4413

Fax: (520) 452-7023

Matt.McLachlan@SierraVistaAZ.gov

Business hours: 8:00 a.m. – 5:00 p.m., Monday through Thursday.

Complaints and related comments on the programs may also be offered at the public hearings.

Written responses to all written complaints may also be made to the Arizona Field Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

U.S. Department of Housing and Urban Development

Community Planning and Development Division

One North Central Avenue, Suite 600

Phoenix, Arizona 85004

Phone: 602-379-7100

Fax: 602-379-3985

TTY: 602-379-7181

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

1. Introduction

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))

Institutional coordination of the Consolidation Plan establishes a unified vision for community development. The City uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level.

The City will execute this Consolidated Plan in harmony with public, private, and nonprofit agencies. Nonprofit agencies may include, but are not limited to, service providers and community housing development organizations. Private sector partners may include, but are not limited to, local financial institutions, developers, and local businesses. The City collaborates closely with its partners to design programs that address identified needs.

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.

The City actively participates in the Cochise County Coalition on Ending Chronic Homelessness (CCCECH) – a Committee of the Arizona Department of Housing (ADOH) Continuum of Care. The City coordinated with the CCCEH to stand up a monthly One Stop Resource and Referral Center (Community Connect) that started in April 2022. Community Connect seeks to reduce the number of homeless individuals and families in Sierra Vista by making services more accessible. This is accomplished by providing a central point of contact for navigating and accessing regionally available housing and support services to assist families and individuals progress from homelessness to permanent housing. The Community Connect event is held on the second Tuesday of every month at the Ethel Berger Center at 2950 E. Tacoma Street, Sierra Vista, Arizona.

During the six-month trial phase, the events attracted 362 people, generating 1,661 points-of-contact with participating service providers. These points of contact led to a total of 130 formal referrals to various agencies in the community and over 58 completed applications for services. In total, 460 meals were served and over 314 individualized personal care kits were distributed. Based on completed registration forms, the event connected 101 homeless individuals or families (the target audience) with services. Funding for continuing the program was included in the third round of the CDBG-CARES Act

funding received which extended the program through April 2023. The City received a grant from the Arizona Department of Housing via a Homeless Services Grant Pilot Program that will continue the program for the duration of the year.

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

The City does not receive ESG funds, and no agencies received ESG funds.

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	Good Neighbor Alliance
	Agency/Group/Organization Type	Services-homeless
	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?	The Agency is consulted on an ongoing basis through our coordinated outreach efforts and work on the Cochise Coalition on Ending Chronic Homelessness. GNA also serves as the application center for Better Work, a new initiative that employs homeless individuals for daily shift work on publicly owned properties.
2	Agency/Group/Organization	United Way of Sierra Vista & Cochise County, Inc.
	Agency/Group/Organization Type	Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The United Way of Sierra Vista and Cochise County, Inc. administered a subrecipient contract to distribute CDBG-CV funding through area non-profit agencies.
4	Agency/Group/Organization	Southern Arizona Legal Aid, Inc.
	Agency/Group/Organization Type	Services - Housing Service-Fair Housing Legal Aid Services
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Increase capacity to provide free civil legal aid services with an emphasis on ending family violence; housing law to protect tenant and homeowner rights; and maintaining quality of rental housing; consumer protection; access to government benefits; immigration; and civil rights restoration.</p>
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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	Arizona Department of Housing	

Table 3 – Other local / regional / federal planning efforts

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

The City considers the involvement of its low- and moderate-income residents and those agencies that serve the low- and moderate-income residents to be essential to the development and implementation in its Five-Year Consolidated Plan and its Annual Action Plans.

The process began with a “Notice of Funding Availability” seeking applications for proposed projects or program services. This was done through email correspondence to public service providers; newspaper advertisement; and posting on the City’s website and social media. Application requirements for PY 2023 CDBG funding were made available on February 5, 2023, with a closing date of March 3, 2023.

A public meeting was held on February 15, 2023, to allow interested citizens, public agencies, community organizations, and other parties to share their opinions on housing and community development needs in the City and to ask questions regarding the funding application process.

On March 9, 2023, the Mayor and City Council held a public hearing and received presentations on the PY 2023 CDBG funding applications.

On April 14, 2023, a public notice was published in the Sierra Vista Herald advertising a second public hearing and 30-day public comment period on the Draft PY 2023 Annual Action Plan commencing on April 17, 2023, and ending on May 17, 2023.

On May 4, 2023, the City Council held a public hearing on the Draft PY 2023 Annual Action Plan.

On May 17, 2023, the public comment period closed. The following comments were received {INSERT HERE}.

On May 25, 2023, the City Council authorized Staff to proceed with the submission of the PY 23 Annual Action Plan to HUD for review and final approval.

Comments and concerns raised during the citizen participation process were taken into consideration when developing the Consolidated Plan’s goals, objectives, and strategies. Priority needs were identified based on available housing data, public input, non-profit agency meetings and other forms of outreach. In addition, the City consulted with various City Departments to identify priority needs and develop corresponding strategies.

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	News-paper Ad	Non-targeted/ broad community	Public hearing notice was published in the Sierra Vista Herald/Review for the Notice of Funding Availability; preapplication meeting; and public hearing on the presentation of funding request on February 5, 2023.	N/A		
2	Public Meeting	Non-targeted/broad community	Pre--Application meeting was held both in person and virtual on February 15, 2023. The meeting was attended by Good Neighbor Alliance, Southern Arizona Legal Aid, United Way of Sierra Vista, and other interested individuals.	Comments and questions were received regarding CDBG eligibility, application requirements, potential project, and program discussion; and schedule.	None	
3	Public Hearing	Non-targeted/ broad community	Public Hearing was held on March 9, 2023, attended by Staff and interested members of the public. Presentations were made by Staff and representatives from United Way of Sierra Vista and Cochise County, Inc., Cochise Family Advocacy Center, Inc., and Southern Arizona Legal Aid, Inc.	See meeting minutes.	All comments that were received were accepted.	https://www.sierravistaaz.gov/home/showpublisheddocument/7751

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)
4	News-paper Ad	Non-targeted/ broad community	Public Hearing Notice was published in the Sierra Vista Herald/Tribune on April 14, 2023, advertising 30-day public comment period on Draft Annual Action Plan beginning on April 17, 2023 thru May 17, 2023 and public hearing on May 4, 2023.	See meeting minutes.		
6	Public Hearing	Non-targeted/ broad community	Public hearing on May 4, 2023, on Draft Annual Action Plan.	See meeting minutes.	{INSERT LINK HERE}	
7	Public Meeting	Non-targeted/ broad community	On May 25, 2023, the City Council authorized Staff to submit the PY 23 Annual Action Plan to HUD for final review and approval.	See meeting minutes.	{INSERT LINK HERE}	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	250,075	0	252,172	502,247	0	Additional resources for leveraging may include State and Federal grants, City Departments, public or social service providers, or other sources.
Other	public - federal	Economic Development Public Services	0	0	0	0	0	
Other	public - federal	Public Services	0	0	0	0	0	

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 City will look to leverage funds, if available, from State and Federal grants, City Departments (e.g., Public Works, Parks and Leisure, Code Enforcement, and Building), public or social service providers, or other sources against CDBG dollars. In the future, the City will continue to pursue funding from private, public, and federal sources to accomplish community and economic development objectives. The City

has funded CDBG grant administration during the first four years of the ConPlan cycle using general fund tax dollars averaging \$50,000 per year. This work includes preparation of environmental reviews, planning and design services, and Davis-Bacon compliance.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The PY 2023 Annual Action Plan allocates funding for installing fire hydrants in publicly owned rights-of-way in the Montobello neighborhood.

Discussion

Please see preceding responses.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Infrastructure/ Facility Improvements	2019	2023	Non-Housing Community Development	Low/Mod Neighborhoods	Public Improvements/ Infrastructure	CDBG: \$162,575	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1662 Persons Assisted
2	Provision of Needed Services	2019	2023	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Public Service Programs	CDBG: \$37,500	Public service activities other than Low/Moderate Income Housing Benefit: 1236 Persons Assisted
3	Administration/ Planning	2019	2023	Program Administration	Citywide	Program Administration [Indirect Need]	CDBG: \$50,000	N/A

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Public Infrastructure/Facility Improvements
	Goal Description	Provide ADA improvements, public facility improvements, and infrastructure.
2	Goal Name	Provision of Needed Services
	Goal Description	Provide community services for special needs populations (primarily for seniors and youth), mental health services, and homeless services.
3	Goal Name	Administration/Planning
	Goal Description	Program administration addresses all outcomes, objectives, and priority needs.

Projects

AP-35 Projects – 91.220(d)

The City's planned actions for the PY 23 Annual Action Plan are intended to support community development for the City's low- and moderate-income populations as well as the City's homeless and special needs groups.

Projects

#	Project Name
1	Montobello Fire Safety Improvements
2	Emergency Crisis Fund/Community Assistance
3	Cochise Family Advocacy Center Support
4	Southern Arizona Legal Aid Services, Inc.
5	Planning and Program Administration

Table 7 - Project Information

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

In the Consolidated Plan, the principal needs identified are: 1) Public Infrastructure/Facility Improvements, 2) Housing Rehabilitation and Services, 3) Provision of Needed Services, 4) Neighborhood Stabilization, 5) Economic Development and 6) Fair Housing. The 2019 Public Meetings and Public Hearings were instrumental in identifying these principal needs for our community. However, Public Improvements and Infrastructure continue to receive *high* rankings because they are a means to make significant improvements in the quality of life in the distressed neighborhoods.

The development of the Annual Action Plan involved consultation with those agencies involved in delivering housing, housing services, and community improvements. Meetings and discussions were held between the staff of the City's Department of Community Development and other City Departments, as well as conducting meetings with appropriate housing and social service agencies. Public input was also solicited through a public meeting and public hearings. The project selected to receive funding meet objectives and goals set by the City to address the needs of low- and moderate-income persons on an area basis.

The City's primary obstacle to meeting underserved needs is a lack of funding. Another obstacle to meeting underserved needs is the generally increasing demand for public services that is placing an additional burden on public service agencies within the City.

AP-38 Project Summary

Project Summary Information

Project Name	Montobello Fire Safety Improvements
Target Area	Low/Mod Neighborhoods
Goals Supported	Public Infrastructure/Facility Improvements
Needs Addressed	Public Improvements/Infrastructure
Funding	CDBG: \$162,575
Description	Install 10-12 strategically spaced fire hydrants in Montobello Subdivision
Target Date	6/30/2025
Estimate the number and type of families that will benefit from the proposed activities	Montobello is a 250-lot single-family residential subdivision that was annexed into the City limits in 2010. Montobello is identified as a target area for CDBG investment in the City's CDBG Five-Year Consolidated Plan. Of the 1,662 residents, 72.41 percent are in the low-to-moderate income bracket (Census Tract 17.01, Block Group 1).[1]
Location Description	Montobello Subdivision, Sierra Vista, Arizona (Census Tract 17.01, Block Group 2)
Planned Activities	<p>The Montebello subdivision does not meet current or past requirements for Fire hydrants in a residential area. The International Fire Code (IFC) requires 600ft max between hydrants and buildings and 800 ft max between hydrants in a residential area. Most of the homes in this area are on average 1300 feet away from the nearest hydrant with the distance between most hydrants being well over 2500 feet. This presents may problems with emergency response to this neighborhood and increases the possibility of increased loss due to a fire.</p> <p>The lack of adequate fire hydrants affects the fire department response by increasing the amount of hose and apparatus required to supply water to a residential fire. Currently, no fire apparatus in the area carries more than 1000' feet of supply line, meaning that two engines would be required just to lay a single line. This not only takes a considerable amount of time and manpower but significantly increases the risk of supply line rupture, as well as reduces travel pathways both in and out of the area. Not to mention the additional LE personnel needed to block off the supply line pathway from vehicles in the area. Also generally speaking, most residential fires require a second water supply source, so this means that two more apparatus would be needed or water tenders from neighboring departments will be needed to fill the gaps in supply.</p>

2	Project Name	Emergency Crisis Fund/Community Assistance
	Target Area	Citywide
	Goals Supported	Provision of Needed Services
	Needs Addressed	Public Service Programs
	Funding	CDBG: \$15,750
	Description	Provide subsistence payments (rent, utilities, hotel vouchers); food, employment and education assistance to low/moderate income clientele.
	Target Date	12/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	The assistance programs administered by United Way of Sierra Vista and Cochise County, Inc. are anticipated to benefit approximately 1,000 low-income persons.
	Location Description	Citywide
	Planned Activities	<p>Rent Assistance (\$6,000)– Partnering with St. Vincent de Paul – Sierra Vista, these funds will help individual families with rent, helping to avoid evictions.</p> <p>Utilities Assistance (\$3,880)– Partnering with St. Vincent de Paul – Sierra Vista, these funds will help individual families with utilities, helping to avoid disconnections.</p> <p>Food Assistance (\$1,500) – Partnering with the Sierra Vista Dream Center Food Distribution site, these funds will help feed individual families as well as provide food boxes for smaller area non-profits and churches.</p> <p>Carmichael Elementary Summer Reading (\$1,000) – By partnering with community schools (particularly Carmichael Elementary), the United Way of Sierra Vista & Cochise County will continue working to improve reading scores and ensure continued learning during summer months for first graders. Teachers will order eight new books for each first grader based on individual reading levels. Through the United Way Bucks for Books Summer Reading Program, books, backpacks and parent letters will be distributed to students by United Way Board members.</p> <p>Homeless Assistance (\$1,000) – Partnering with Good Neighbor Alliance, these funds will be used for hotel vouchers when GNA is at capacity occupancy.</p> <p>Employment Assistance (\$750) – United Way will facilitate resume writing classes, interview technique seminars, and job searches and job fair opportunities. Local businesses will be encouraged to attend and recruit new employees to help stimulate job growth and improve the economy.</p> <p>Administrative Costs (\$1,570) – The United Way will provide monthly accountability of finances and an accurate assessment of how these funds are helping the community.</p>

3	Project Name	Cochise Family Advocacy Center Support
	Target Area	Citywide
	Goals Supported	Provision of Needed Services
	Needs Addressed	Public Service Programs
	Funding	CDBG: \$15,750
	Description	Client services for victims of sexual assault.
	Target Date	12/31/2025
	Estimate the number and type of families that will benefit from the proposed activities	75
	Location Description	214 E Tacoma Street, Sierra Vista, Arizona 85635
	Planned Activities	Provide client services, incidentals, and crisis hotline to support victims of sexual assault.
4	Project Name	Southern Arizona Legal Aid Services, Inc.
	Target Area	Citywide
	Goals Supported	Provision of Needed Services
	Needs Addressed	Public Service Programs
	Funding	CDBG: \$6,000
	Description	Southern Arizona Legal Aid, Inc. (SALA) provides free civil legal aid services to low income residents in Sierra Vista. Assistance ranges from advising clients about their legal options, limited help such as preparing court papers to full representation in court and administrative agency hearings. Staff and volunteer lawyers also provide instructions to clients so they can represent themselves in court. Case priorities include family law with an emphasis on ending family violence; housing law to protect tenant and homeowner rights and maintaining quality of rental housing; consumer protection; access to government benefits; immigration; and civil rights restoration.
	Target Date	12/31/2025

	Estimate the number and type of families that will benefit from the proposed activities	161 low-income persons residing in Sierra Vista.
	Location Description	400 Arizona Street, Bisbee, Arizona 85603
	Planned Activities	Outreach and education for SALA's free civil legal services.
5	Project Name	Planning and Program Administration
	Target Area	Citywide
	Goals Supported	Administration/Planning
	Needs Addressed	
	Funding	CDBG: \$50,000
	Description	Update to Five-Year CDBG Consolidated Plan and Program Administration
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Non-targeted
	Location Description	Department of Community Development, City Hall, 1011 N. Coronado Drive, Sierra Vista, AZ 85635
Planned Activities	CDBG funding will be used for consulting assistance in preparing update to Five-Year CDBG Consolidated Plan and program administration.	

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

Geographic Distribution

Target Area	Percentage of Funds
Citywide	35
Low/Mod Neighborhoods	65

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Sierra Vista has designated low- and moderate-income geographic areas within the largest percentage of lower income households as the focus for CDBG funds. HUD requires that each CDBG funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight or meet a community development need having a particular urgency.

With respect to activities that benefit all the residents of a given area, at least 51% of the area's residents must be low and moderate income. The City allocates investments geographically to the city's low- and moderate-income areas and to individuals citywide based on income eligibility or special needs status.

The rationale for the priorities in this year's Annual Action Plan is based on the City's Five-Year CDBG Consolidated Plan which established improving public facilities and infrastructure in low-to-moderate income neighborhoods as a high priority. Just over two-thirds of next year's CDBG allocation will be spent improving public safety through the installation of fire hydrants in Montobello - a 250-lot single-family subdivision located southeast of Giulio Cesare Avenue and E Charleston Road. Approximately 15% will be allocated towards furthering the Consolidated Plan's goal of providing needed public services including subsistence payments to help mitigate inflationary pressures on rent, utilities and food; free civil legal aid; and victim assistance that will principally benefit low-income clientele. The remaining 20% will be used for program administration.

Discussion

The City of Sierra Vista has identified the above project and programs to implement the five-year goals of the Strategic Plan. These activities benefit low- and moderate-income persons on a Citywide and within the City's low to moderate income areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City places a high priority on providing homeownership opportunity in Sierra Vista. This goal shall be addressed, in part, by local non-profit organizations and developers that construct new, modestly priced, affordable houses, or repair existing houses for resale to lower-income, first-time homebuyers. In addition, the City shall seek creative ways in which we can provide affordable housing opportunities and a means for obtaining such.

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

Table 9 - 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	0
Acquisition of Existing Units	0
Total	0

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City has allocated funding for carrying out emergency home repairs and renovations at Good Neighbor Alliance emergency shelter in prior program years. Pursuant to City policy, the City waives development fees for bona fide affordable housing projects. This includes the second phase to Casa Del Sol senior apartments, a Low-Income Tax Credit project, currently under construction on the City's West End. The value of the development fee waivers for the 64 units in the second phase amounts to \$182,656.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Sierra Vista does not have a Public Housing Authority nor does the City own or operate any public housing. Additionally, the City of Sierra Vista does not administer any Section 8 certificates. As a result, the needs of public housing are not within the scope of this Consolidated Plan. In the absence of a locally administered program, the City works cooperatively with the Housing Authority of Cochise County which provides City residents any Section 8 and VASH vouchers.

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

Not Applicable

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

Not Applicable

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

The Housing Authority of Cochise County is not designated as troubled.

Discussion

Not Applicable

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

Introduction

Reaching out to homeless persons and assessing their individual needs in the community is a collaborative effort comprising numerous individuals, agencies, and organizations. The City of Sierra Vista coordinates with the Cochise County Coalition on Ending Chronic Homelessness - a committee of the State of Arizona Balance of State Continuum of Care. Through the Coalition, the City coordinates with a network of partner agencies. By sharing information and resources, the agencies that comprise the Coalition can maximize their efficiency and effectiveness in preventing homelessness, outreach to the homeless and in restoring homeless people to housing. The Coalition is encouraged by a federal funding requirement that community agencies work together to address the full continuum of causes, consequences, and solutions to homelessness. The member agencies collaborate in planning and carrying out strategies to end homelessness.

During the program year, the City assisted Good Neighbor Alliance (GNA) in providing logistical and mapping support and conducting field interviews for the annual Point-In-Time (PIT) count. GNA has the PATH contract to identify chronically homeless who are seriously mentally ill throughout Cochise County and provide needed assistance. The PATH team oversees the day shower program. GNA has a contract with the Arizona Department of Housing for rapid rehousing and eviction prevention to aid homeless (not chronic) with short-term financial assistance for rent and move in deposits. Within Cochise County, several organizations provide permanent supportive housing or rapid re-housing. These include the American Red Cross, Community Partnership of Southern Arizona, and the Southern Arizona VA Health Care System (VASH Cochise).

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

Reaching out to homeless persons and assessing their individual needs in the community is a collaborative effort comprising numerous individuals, agencies, and organizations. The City of Sierra Vista coordinates with the Cochise County Coalition on Ending Chronic Homelessness - a committee of the State of Arizona Balance of State Continuum of Care. Through the Coalition, the City coordinates with a network of partner agencies. By sharing information and resources, the agencies that comprise the Coalition can maximize their efficiency and effectiveness in preventing homelessness, outreach to the homeless and in restoring homeless people to housing. The Coalition is encouraged by a federal funding requirement that community agencies work together to address the full continuum of causes, consequences, and solutions to homelessness.

The City entered into an Agreement with Cochise Housing Connection, Inc. to administer a monthly one

stop resource and referral center as a solution. Working in collaboration with local community partners to provide a central point of contact for navigating and accessing regionally available housing and support services, this event assists families and individuals move from homelessness to permanent housing.

The FY 2022 Arizona state budget included an appropriation to create the Homeless Service Grant Pilot Program. Administered by the Arizona Department of Housing (ADOH), the \$10M pilot will be a first come, first served grant program with a 50% local match designed to support service programs which will reduce homelessness statewide. The City, in partnership with Better Bucks of Sierra Vista, Inc., received \$52,250 from ADOH to implement a new voluntary day labor program, “Better Work”, that will put homeless individuals on the path to finding meaningful employment. The program was launched in January 2023 with great initial participation and outcomes.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Good Neighbor Alliance Samaritan Station serves as the City's emergency shelter with 22 beds for men, women, families with children and veterans. Good Neighbor Alliance, a local non-profit, has operated the shelter since 2003. GNA restricts people with pets or substance abuse issues from staying at the shelter. Shelter residents are assigned a case manager, so they can be connected to a behavioral health provider or employment assistance if needed. During the pandemic, the shelter has reduced shelter capacity to provide for adequate separation. According to the Program Supervisor, the biggest challenge is financial sustainability due to the shelter being donation based.

The City allocated CARES Act funding towards an Emergency Crisis Fund administered by the United Way of Sierra Vista and Cochise County, Inc. The Subrecipient Agreement, as amended, provided funding for hotel vouchers for unsheltered individuals when the emergency shelter was at capacity. Funds were also provided for heavy duty washers and dryers at the shelter and covered the cost of personnel overtime hours to extend the hours of the shower program and perform necessary outreach.

The City also previously allocated CDBG funds to remodel the kitchen at the emergency shelter which was completed in April 2023.

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

CARES Act CDBG-CV funding was distributed via St Vincent DePaul to provide rental and utility assistance to persons impacted by the pandemic to help low and extremely low-income residents remain in their

homes with working utilities.

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.

Since the City does not have a Housing Authority, public housing, owns or runs any social service agencies or housing agencies, or because of federal law, is not allowed to financially support the agencies with general fund monies, it is limited to providing administrative support, acting as a clearinghouse for information, and providing grant funding it receives. In PY 2018, the City entered into a subrecipient agreement with Southeastern Arizona Consumer-Run Services (dba Wellness Connections) to assist low-income individuals residing in Sierra Vista who are living with mental health and/or substance abuse issues overcome barriers to employment, and to obtain gainful work in the community.

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

Introduction:

This section of the Annual Action Plan summarizes actions the City of Sierra Vista will undertake during the program year to reduce barriers to affordable housing and influence whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include land use controls, zoning ordinances, building codes, and policies that affect the return on residential investment.

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

The City of Sierra Vista has adopted goals and strategies in its General Plan, VISTA 2030 to promote and encourage affordable housing in the community. The City waives development fees for bona fide affordable housing units. In recent years, the City has carried out the City Council's strategic plan objective to remove or reduce unnecessary or obsolete code provisions to facilitate building projects particularly within the Infill Incentive Districts. This included enacting an administrative review and approval process for accessory dwelling units. The City has conveyed residentially zoned lots to the Cochise College Foundation for building affordable single-family homes in the Fry Townsite Colonias Area and has waived associated sewer connection fees. Additionally, in September 2020, the City Council approved a development agreement for the second phase involving the construction of an 64-unit low-income tax credit senior housing apartment community (Casa Del Sol) located at 1020 S. Carmichael Avenue. The Development Agreement provided necessary relief to certain development code provisions and provides for a deferral of required sewer connection fees and waiver of development fees amounting to \$182,656. The Developer was issued low-income tax credits and the project is currently under construction.

Discussion:

Public policies can have a direct impact on barriers to affordable housing. Sierra Vista has recognized this fact and is currently undergoing its own processes to expose any barriers or obstacles to developing affordable and fair housing. It is anticipated the documents such as the zoning and building codes and the City Master Plan do not create barriers to affordable housing as there are many affordable units within the City of Sierra Vista. There are currently 529 Low Income Housing Tax Credit (LIHTC) units within Sierra Vista – 95% of which are designated for low-income residents (LIHTC Database Access (huduser.gov)). To qualify for tax credits, property owners must elect to maintain maximum income-qualifying limits of either 50 or 60% of Area Median Gross Income (AMGI) and property managers must submit detailed housing income information to the state at tenant move-in and annually thereafter.

AP-85 Other Actions – 91.220(k)

Introduction:

This section of the Annual Action Plan describes the City of Sierra Vista' planned actions to carry out the following strategies outlined in the Strategic Plan:

- *Foster and maintain affordable housing;*
- *Evaluate and reduce lead-based paint hazards;*
- *Reduce the number of poverty level families;*
- *Develop institutional structure; and enhance coordination.*

In addition, the City has identified obstacles to meeting underserved needs and proposed actions to overcome those obstacles.

Actions planned to address obstacles to meeting underserved needs

One obstacle to meeting underserved needs is the lack of resources. The City of Sierra Vista plans to review alternative sources of funds to help address the needs of City residents. Efforts will be made to submit grant applications to Federal, state, and local resources. Specific grant applications could include HUD Programs, other Community Development Initiatives, infrastructure improvements, and neighborhood revitalization.

In addition, public service projects and/or programs that can be supported by CDBG funds are limited yet create a large demand for funding. The City will continue to work with public service providers to expand services and become more of a resource for these providers.

According to the U.S. Census, the estimated July 1, 2021, poverty rate in Sierra Vista was 12.3%. Federal program funds being used are not designed to be anti-poverty programs, thus limiting the number of resources available for such activities. The improvements that occur within Community Development Block Grant eligible areas require that Section 3 area residents are used, when feasible. Sierra Vista, however, is dependent on the availability of funding to accomplish infrastructure improvements.

The City, through the Consolidated Plan, shall seek to target federal funds, and other available resources, to residents that have traditionally not been served, or are underserved by previous programs. A strong emphasis will be placed on programmatic restructure that is not only compliant with changing rules and regulations, but make sense for today's economic climate, and ever-changing community structure.

Actions planned to foster and maintain affordable housing

As noted, the City could, in later program years, provide rental assistance and seek to develop

affordable housing projects. The latter efforts will be limited because of the amount of funds available and the many competing needs.

Actions planned to reduce lead-based paint hazards

The City will incorporate all HUD requirements concerning lead-based paint abatement into its housing rehabilitation programs, will see that program participants are informed about lead-based paint hazards and will see that all abatement work is undertaken by qualified contractors who have completed U.S. HUD and EPA training courses.

HUD rules regarding lead-based paint hazards apply to all housing units assisted with CDBG funds, including single and multi-family units, whether publicly or privately owned. The requirements differ, however, depending on the activity - rehabilitation or acquisition. The City will ensure that all homeowners participating in the emergency home repair program receive HUD brochures on lead-based paint.

Several years ago, the Housing Authority of Cochise County implemented a lead-based paint rehabilitation program, they were able to abate all the paint in qualified homes when requested. More recently, Cochise County has applied for and received an EPA Brownfield Grant funding award that may be used for site assessments and cleanup plans that can address lead-based paint hazards.

Actions planned to reduce the number of poverty-level families

The local organizations in Sierra Vista addressing economic development include the City's office of Economic Development; Arizona Regional Economic Development Foundation, Sierra Vista Industrial Development Authority, Sierra Vista Chamber of Commerce, Cochise College Center for Economic Research, Cochise College Small Business Development Center, Southeastern Arizona Governments Organization, and Arizona@Work. The City continues to subsidize the transit system with general funding to provide an affordable public transportation option to low-income commuters. CDBG funds have been used in the past to fund program scholarships for before/after school programming for low-income youth.

Actions planned to develop institutional structure

The City has in place a strong institutional structure necessary to carry out its housing, community and economic development strategies. The City's Community Development Department will administer the CDBG Program.

In conjunction with other City operating departments, the Community Development Department will also implement any public works project proposed by the 2015-2019 Consolidated Plan or any of the

Annual Action Plans.

Accordingly, the Community Development Department and the City's non-profit agencies have longstanding ties and an effective delivery system for social services to the youth, persons with special needs and low- and moderate-income residents. The Community Development Department will integrate the public service activities and affordable housing proposed in the Action Plan with these on-going operations.

The City will continue to coordinate with various community groups to determine objectives and goals through the public participation process. These groups play a vital role in implementing the Five-Year Consolidated Plan and the Annual Action Plans, annual Performance Reviews, and any proposed Substantial Amendments. All stakeholders are welcomed and encouraged to participate in the implementation of this Consolidated Plan and Action Plan.

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

The City maintains a close relationship with state, regional, and county organizations that assist low- and moderate-income persons as well as those persons experiencing homelessness. The City works closely with local non-profit organizations and actively encourages housing programs for low- and moderate-income persons. The Department of Community Development continues to maintain a positive relationship with the builders, developers, and financial institutions in the region. This collaborative approach will assist in the creation and delivery of effective service delivery programs and affordable housing projects.

Discussion:

The City's actions planned to address obstacles to meeting underserved needs include activities in support of special needs assistance. Additionally, the City's actions to foster and maintain affordable housing include continued funding of programs and agencies that further the affordable housing goals of the City.

Program Specific Requirements

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

Introduction:

The City has no income producing projects.

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	0
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:	0

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.	80.00%

The City will expend 80% of next year's allocation on activities that directly benefit a low-to-moderate area and clientele connected to program services. The remaining 20% will be spent on planning and program administration activities.