



***City of Encinitas  
FY 2021-22 Draft Consolidated Annual  
Performance and Evaluation Report***



**This Draft Document Is Available for Public Review and Comment  
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## **FY 2021-22 DRAFT CONSOLIDATED ANNUAL ACTION PERFORMANCE AND EVALUATION REPORT (CAPER)**

### **CR-05 - Goals and Outcomes**

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

During the program year, the City has made progress in meeting the Strategic Plan goals of the FY 2020-25 Consolidated Plan and FY 2021-22 Action Plan. The focus of this FY 2021-22 CAPER is on activities carried out during the program year. This CAPER is also reporting on the funding and accomplishments specifically related to the response to the Coronavirus Pandemic. Below is a summary of the actions taken to prepare, prevent, and respond to the Coronavirus.

FY 2021-22 CDBG funded activities assisted a total of 7,029 households of which were 565 Encinitas residents. 94 percent of Encinitas residents assisted were extremely low-income.

The City funded three public service agencies and fair housing services. These activities align with multiple Strategic Plan Goals: to support the provision of homeless services and prevention; and to support and strengthen delivery of services that assist Encinitas low to moderate income residents with an emphasis on seniors.

Two households were assisted through the City's Residential Rehabilitation Program, utilizing prior year funds, and another three projects are near completion. This program supports the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

During FY 2021-22, a capital improvement project for ADA Improvements, was awarded and is currently underway. Another capital project was awarded additional funding during FY 2020-21 and was completed. Both projects support the Strategic Plan Goal of enhancing the livability and quality of life of low- and moderate-income neighborhoods.

The Section 8 Housing Choice Voucher Rental Assistance Program assisted an average of 97 households during FY 2021-22, with total Housing Assistance Payments at \$1,244,902. This program supports the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

On June 22, 2022, the City Council awarded \$138,700 in general funds to the Opening Doors program for a seventh year. Opening Doors provides Housing Navigation services and landlord incentives and move-in support to secure permanent housing for homeless households. During FY 2021-22, 30 formerly homeless households were placed into permanent housing. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

The California State Budget Act of 2019 allocated \$250,000 to the City of Encinitas and in Assembly District 76 for homelessness prevention and intervention services in partnership with Community Resource Center to expand existing services provided by the Opening Doors Program. The City allocated \$237,500 to provide a Housing Navigator, Case Managers, and other resources to link households to available housing resources. During the FY 2020-21 and 2021-22, all funds were expended, placing 43 households experiencing homelessness into permanent housing in Encinitas and supporting 22 Encinitas households in an effort to stabilize their existing housing and prevent homelessness. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

On June 23, 2021, the City Council approved Substantial Amendment #2 to the FY 2019-20 Annual Action Plan. The Action Plan was amended to accept and allocate \$453,824 in CDBG-CV funding. Funding was approved in three categories: Public Services, Administration, and Homeless Outreach Response. Of the overall funding, \$113,522 (including \$9,698 from a prior year), was allocated and expended providing 511 persons with shelter, of which, 23 were from Encinitas. A total of 664 households were assisted with food and nutrition, of which, 321 were from Encinitas. In addition, 18 low-income Encinitas households were assisted with fair housing and eviction prevention services. The City also leveraged the CDBG-CV funds to expand the HOPE team by one full-time case worker by allocating \$325,000, of which \$142,500 was used assisting 176 homeless individuals. Since beginning in November 2021, the Case Worker has managed approximately 22 new clients per month and assisted over 80 unsheltered individuals with securing temporary and permanent housing. The Case Worker also assists every contact with securing PPE, Covid testing, treatment, and/or vaccination. Of the \$25,000 allocated for Administration, of which, \$11,002.12 was expended.

**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 of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic 5 Year-Plan	Percent Complete	Expected – Program Year	Actual – FY 2021-22 Program Year	Percent Complete
Renter and Homeowner Assistance	Affordable Housing	CDBG: \$0	Homeowner Housing Rehabilitated Rental units rehabilitated	Household Housing Unit	Rental units rehabilitated: 5 Homeowner Housing Rehabilitated: 10	5	100.00%	1	2	200.00%
Fair Housing	Non-Homeless Special Needs (Legal Aid)	CDBG: \$20,513	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	84	56%	20	29	145.00%
Shelter and services for the homeless	Homeless Non-Homeless Special Needs (Bridge to Housing Network, CRC)	CDBG: \$44,768	Homeless Person Overnight Shelter, Homelessness Prevention	Persons Assisted	50 Persons provided with overnight shelter Homelessness Prevention 5,000 persons assisted	46 1769	92.00% 35.4%	30 810	23 436	76.6% 53.8%
Affordable Housing	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	30	0	0.00%	0	0	0%

Public Services-Special Needs/Low-Income Residents	Non-Homeless Special Needs (Meals on Wheels)	CDBG: \$8,256	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	159	39.8%	65	75	115.0%
Public Improvements	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Other	1,000		0.00		0	00.0%
Public Infrastructure	Non-Housing Community Development	CDBG: \$235,184 * includes \$5,400 from prior year	Other	Other	1,000 Persons assisted		00.00%		0	00.00%

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.**

As defined by the City's Consolidated Plan, the highest priorities are:

- Homeless services, prevention and shelter
- Low-income renter and homeowner assistance
- Seniors housing and services

- Fair housing
- Affordable Housing
- Public Improvements
- Public Infrastructure
- Public Services for special needs populations

For the regular CDBG FY 2021-22 programs, the following totals apply:

<b>Activity</b>	<b>Allocated</b>	<b>Expended</b>	<b>Remaining</b>
Public Services	\$53,024.00	\$53,024.00	\$0.00
Administration	\$50,188.00	\$50,188.00	\$0.00
Fair Housing	\$20,513.00	\$16,246.08	\$4,266.92
Residential Rehabilitation	\$0.00	\$0.00	\$0.00
Capital Improvement Projects	\$229,784.00	\$0.00	\$229,784.00
<b>Totals</b>	<b>\$353,509.00</b>	<b>\$119,458.08</b>	<b>\$234,050.92</b>

During FY 2021-22, a total of \$70,701 was allocated to Planning and Administration (including \$20,513 for Fair Housing Services), of which, 66,434.08 and expended. A total of \$44,768 was allocated and expended for homeless services, and \$8,256 was allocated and expended for services to assist low-income and special needs groups in Encinitas. Two Residential Rehabilitation projects were completed during FY 2021-22, totaling \$38,185 in prior year expenditures. During FY 2021-22, \$229,784 was allocated to public infrastructure projects.

Additionally, a total of \$1,244,902 in Section 8 Housing Assistance payments were made to assist approximately 97 households.

For addressing COVID19 with CDBG-CV funds, the following totals apply:

<b>CDBG-CV Funding</b>	<b>Allocated</b>	<b>Expended</b>	<b>Remaining</b>
Program Administration	\$25,000.00	\$11,102.13	\$13,997.87
Homelessness Response	\$325,000.00	\$142,500.05	\$182,499.95
Public Services	\$113,522.94 (including	\$113,522	\$0.94

	\$9,698 from prior year)		
<b>Total</b>	<b>\$463,522.94</b>	<b>\$267,124.18</b>	<b>\$196,498.76</b>

\$463,522 (including \$9,698 from a prior year) of the third round of CDBG-CV funds was awarded to prepare, prevent, and respond to Coronavirus (CDBG-CV) during FY 2021-22, A total of \$25,000 was allocated to Program Administration, of which, \$11,102.13 was expended. A total of \$325,00 was allocated for homeless response, of which, \$142,500.05 was expended. \$113,522.94 (including \$9,698 from a prior year) was allocated and expended for public services to assist low income and special needs groups in Encinitas.



## 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)

All Program Clients	CDBG
White	5,287
Black or African American	513
Asian	266
American Indian or American Native	63
Native Hawaiian or Other Pacific Islander	42
Other & Multi-Racial*	857
<b>Total</b>	<b>7,029</b>
Hispanic	1,534
Not Hispanic	5,495

**Table 2 – Table of assistance to racial and ethnic populations**

\*Other & Multi-Racial Category not available in IDIS CAPER Template

### Narrative

A total of 7,029 individuals/households were assisted with the CDBG funded public services and projects during FY 2021-22. Of the total assisted households, approximately 75 percent were White, seven (7) percent were Black, four (4) percent were Asian, and 12 percent were Other/Multi-racial. Approximately 22 percent of the total assisted households were Hispanic.

All Program Clients	CDBG-CV
White	925
Black or African American	118
Asian	18
American Indian or American Native	27
Native Hawaiian or Other Pacific Islander	5
Other & Multi-Racial*	227
<b>Total</b>	<b>1320</b>
Hispanic	408
Not Hispanic	912

- Need to add LASSD

A total of XX individuals/households were assisted with the CDBG-CV funded public services during FY 2021-22. Of the total assisted households, approximately XX percent were White, XX(X) percent were Black, XX (X) percent were Asian, and XX percent were Other/Multi-racial. Approximately XX percent of the total assisted were Hispanic.

Encinitas Only	CDBG
White	439
Black or African American	18
Asian	6
American Indian or American Native	9
Native Hawaiian or Other Pacific Islander	1
Other & Multi-Racial	108
<b>Total</b>	<b>581</b>
Hispanic	135
Not Hispanic	446

Of the total assisted households, 581 were Encinitas residents, of which, approximately 76 percent were White, three (3) percent were Black, one (1) percent were Asian, and 20 percent were Other/Multi-racial. Approximately 19 percent of the assisted were Hispanic.

Encinitas Only	CDBG-CV
White	
Black or African American	
Asian	
American Indian or American Native	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>Other &amp; Multi-Racial</u>	
<b>Total</b>	
<u>Hispanic</u>	
<u>Not Hispanic</u>	

Of the total assisted households, XXX were Encinitas residents, of which, approximately XX percent were White, XX (X) percent were Black, X (X) percent were Asian, and XX percent were Other/Multi-racial. Approximately XX percent of the assisted were Hispanic.

According to current American Community Survey (ACS) estimates, 88.7 percent of Encinitas residents are white, 3.8 percent are Asian, 0.8 percent are Black, and 3.4 percent are Other. Of the total population in Encinitas, 19.1 percent are Hispanic.

## 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	HUD	\$353,509	\$119,458.08
CDBG-CV	HUD	\$463,522	\$267,124.18

Table 3 – Resources Made Available

### Narrative

A total of \$353,509 was the annual entitlement for FY 2021-22, of which a total of \$119,458.08 was expended.

Additionally, \$249,554.64 was expended during FY 2021-22 for projects funded in prior years. Prior year funds spent during FY 2021-22 includes the following:

- \$38,185 for FY 2018-19 Residential Rehabilitation Program projects
- \$211,369.64 for FY 2015-16, FY 2017-18, FY 2019-20, FY 2020-21, FY 2021-22 Mackinnon ADA project

Additionally, \$267,124.18 in CDBG-CV funding was expended for activities that prepare, prevent, and respond to the Coronavirus. Specific projects are as follows:

- \$25,000 in CDBG-CV funds for Program Administration
- \$113,522 in CDBG-CV funds for Public Services
- \$325,000 in CDBG-CV funds for Homeless Response

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Old Encinitas	0%	0%	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

No projects were completed in this area during FY 2021-22.

## **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.**

The CDBG program does not have a match requirement. However, funds were leveraged for most of the CDBG funded projects and programs. The leveraged funds are from a combination of public and private sources. For organizations that are allocated CDBG funds, these funds do not cover all of the organization's program costs and are leveraged with other sources to operate their programs.

Additionally, any costs related to the administration of the CDBG Program, in excess of the amount provided through the CDBG grant are covered by the approved Development Services Department operational budget.

## **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.**

The need for affordable housing for Encinitas' low to moderate income residents is great, and far exceeds the resources to meet that need. Household incomes have not kept pace with the rising cost of housing. Encinitas is a high-cost community with median home prices well above county, state and national averages. According to CoreLogic, in February 2022, the median sales price of a single-family home in the County of San Diego was \$875,000 compared to the median sales price of a single-family home in the City of Encinitas, with a median sales price of \$1,732,000. Due to the City's desirable location and limited land supply, land is expensive, which makes the development of affordable housing costly. In sum, despite cooperation from the community and City, with limited resources and the high cost of housing and service provisions, the dollars available to address needs are small relative to overall needs. While CDBG may be used to leverage affordable housing development, it is not a sufficient tool to solve the complex issue of providing affordable housing. However, the City of Encinitas does have the following resources for the creation and maintenance of affordable housing.

*Housing Element.* The Housing Element Update establishes new multi-family zoning and contains policies and programs to assist vulnerable populations. The City Council adopted the 2021-29 Housing Element in 2021, which was later certified by the California Housing and Community Development Department. The implementation zoning ordinance for the Housing Element related to Emergency Shelters was approved by the City Council in 2019. Additional zoning amendments related to SROs, Reasonable Accommodations, Transitional, and Supportive Housing were adopted by the City Council and Coastal Commission in 2020.

*Density Bonus State Law.* The City of Encinitas continues to revise its Density Bonus ordinance to comply with State law. The Density Bonus State law provides new affordable rental and for-sale housing through the development of new subdivisions, when the developer seeks an increase in density above what the property's underlying zoning would allow. Over 40 affordable units have been created through the Density Bonus program.

*Affordable Unit Policy.* The City of Encinitas offers an amnesty program for homeowners of accessory units that were created without building permits. Once the unit has been brought up to current building and fire code, a covenant is placed on the property reserving the unit as a low-income rental. Over 40 affordable units have been created through this program.

*Local Inclusionary Housing Policy.* The Inclusionary Ordinance requires that developers of new subdivisions or rental projects provide affordable housing on-site or chose an alternative compliance method. The affordable units can be offered as a rental or homeownership opportunity and are restricted in perpetuity. The City Council took actions to amend the Inclusionary Policy in 2021 to increase the requirement 5 percent, to 15% Very Low, or 20% Low income. Additional amendments made in 2021 were to establish in-lieu fees as an alternative compliance option, as well as fees for Residential Care Facilities. Over 140 affordable units have been created through the City's Inclusionary Housing program since its inception.

*HOME Program.* The County of San Diego, as the lead agency in the HOME Consortium, offers a Down

payment and Assistance Program for low-income first-time homebuyers. The program provides simple interest loans, of 17% of the purchase price for down payment assistance and 4%, up to \$10,000 in closing costs assistance to qualified households. The program has home value restrictions (currently \$522,250 for an attached home and \$661,200 for a single-family home), which is typically lower than market prices in Encinitas, making it a challenge for eligible homebuyers to find a home. However, eligible Encinitas Households are encouraged to participate in this program.

The County of San Diego also offers two types of HOME tenant-based rental assistance programs; a family reunification program and emancipated foster youth program. The City of Encinitas will coordinate with local social service providers to ensure that whenever possible, these regional housing resources are made available to eligible Encinitas households.

	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	0	0
Number of special-needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</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 the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 6 - Number of Households Supported**

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

Due to the limited CDBG annual resources, lack of direct HOME funding, and very high land costs, the City did not include the production of new affordable housing in its Consolidated Plan or Annual Action Plan. Although, whenever possible, CDBG will be utilized to leverage funding for eligible new affordable housing construction or acquisition and rehabilitation projects. The City of Encinitas does have local affordable housing funds and such funds may be combined as a leveraging tool for new housing development.

The City completed the next eight-year housing element cycle (2021-29) during 2021. The Housing Element Update was approved by the City Council and certified by the state Housing and Community Development during 2021. The City continues to support the development of housing options for all levels

including the incentivizing the development of accessory dwelling units, many of which provide affordable options.

The following table represents the Regional Housing Needs Assessment allocation for the City of Encinitas for 2021-2029 cycle.

Extremely Low Income and Very Low	Low Income	Moderate	Above Moderate	Total
469	369	308	408	1,554

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

With the implementation of the Housing Element, the City is planning to add over 800 new affordable units in the next eight years. There is still a need to provide additional housing options such as supportive or transitional housing.

**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.**

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	5,411	0
Very Low-income	972	0
Low-income	485	0
Other	161	0
<b>Total</b>	<b>7,029</b>	<b>0</b>

**Table 7 – Number of Persons Served**

Number of Persons Served	CDBG Actual (Encinitas Only)	HOME Actual
Extremely Low-income	542	0
Very Low-income	23	0
Low-income	13	0
Other	3	0
<b>Total</b>	<b>581</b>	<b>0</b>

**Table 8 – Number of Persons Served**

**Narrative Information**

During FY 2021-22, of the 7,029 total households served, 6,868 low-income households were assisted with CDBG funded public service programs and fair housing services. Seventy-nine percent were in the extremely low-income category. Of the total assisted low-income households, 578 were Encinitas residents, of which, approximately 94 were extremely low income.

The Residential Rehabilitation Program assisted two low-income homeowners during the program year.

## **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**

During FY 21-22 \$118,700 in general funds was granted to a local service agency for Housing Navigation services as well as landlord incentives and move-in support. During FY 2021-22, the project successfully placed 30 former homeless households into permanent housing. On June 22, 2022, the Encinitas City Council voted to continue funding the program at \$138,700 with general funds for a seventh year. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

The California State Budget Act of 2019 allocated \$250,000 to the City of Encinitas and in Assembly District 76 for homelessness prevention and intervention services in partnership with Community Resource Center to expand existing services provided by the Opening Doors Program. The City allocated \$237,500 to provide a Housing Navigator, Case Managers, and other resources to link households to available housing resources. During the FY 2020-21 and 2021-22, all funds were expended, placing 43 households experiencing homelessness into permanent housing in Encinitas and supporting 22 Encinitas households in an effort to stabilize their existing housing and prevent homelessness.

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

The City of Encinitas does not have an emergency or transitional shelter. However, in FY 2021-22 CDBG funds were allocated to several emergency shelters in the region to provide Encinitas homeless shelter and services. Additionally, the City of Encinitas adopted an Emergency Shelter Ordinance in FY 2018-19 and adopted a Supportive and Transitional Housing Ordinance in FY 2019-20.

**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 City of Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2021-22 a total of \$44,768 in CDBG funds was awarded to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center's Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support.

Additionally, \$118,700 was awarded from the General Fund to support *Opening Doors*, a program aimed at ending homelessness.

### **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 City of Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2021-22 a total of \$44,768 in CDBG funds was awarded to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center's Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support.

Additionally, \$118,700 was awarded from the General Fund to support *Opening Doors*, a program aimed at ending homelessness.

DRAFT

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

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

The City of Encinitas has a Public Housing Authority (PHA). The Encinitas PHA administers the Section 8 Housing Choice Voucher Program and does not have any public housing.

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

This does not apply as the City of Encinitas does not have Public Housing.

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

The City of Encinitas Housing Authority is not a troubled PHA.

## **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 Encinitas is making great strides to reduce land use and zoning regulations and encourage the development of affordable units. On April 7, 2021, the City Council adopted the Sixth Cycle Housing Element (2021-2029).

The City of Encinitas continues to make amendments as needed to comply with various State Housing Laws, such as the Density Bonus law, which enables developers to seek an increase in density and/or request waivers and concessions in exchange for affordable units. The City of Encinitas also has a local Inclusionary Policy, which requires new residential development to contribute to the production of affordable housing.

In April 2019, the City of Encinitas finalized the Permit Ready Accessory Program which encourages the construction of ADUs by offering property owners a selection of eight pre-approved ADU building plans that can be downloaded from the city's website. The program assists property owners in creating ADUs by providing customizable plans, expediting the process, and reducing preconstruction fees. Encinitas also continues to waive planning fees associated with the development of new ADUs.

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

The City participates in a regional Analysis of Impediments to Fair Housing Choice (AI). The impediments identified as part of the AI are obstacles the City must overcome to provide for its residents during the FY 2020-25 program years. The city, along with the SDRAFFH, work collaboratively to report on the progress that is being made towards the goals and objectives of the AI and to continuously work year-round to provide fair housing education, outreach, and testing around the region. The City's progress towards the impediments addressed in the attached Fair Housing Progress Report.

The CBDG program limits 15 percent of annual funding to public services, the City was not able to fully fund all project requests during FY 2021-22. The City will work with the service agencies to ensure that the program specific goals will be met and assist the groups in identifying additional funding opportunities as available and appropriate.

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

HUD requires that all CDBG-funded activities be in compliance with HUD's regulations regarding lead-based paint. In accordance with program requirements, the City of Encinitas' Residential Rehabilitation Program requires that each home assisted and built prior to 1978 must undergo lead-based paint testing. If deteriorated lead-based paint surfaces are found, it must be stabilized during the rehabilitation of the property. Abatement must be performed by a certified lead-based paint professional with a certified lead-based paint assessor issuing a Clearance Inspection prior to the issuance of the Notice of Completion.

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

Based on the latest ACS data, approximately 7.2 percent of Encinitas residents are living at or below the federal poverty level. All communities share the goal of eradicating poverty, however, accomplishing the challenge of ending poverty is great, and involves many social, economic and institutional factors. Unfortunately, many of these issues are outside of the City's reach; however, the City can utilize the resources and tools available to assist those residents living at or below the poverty level.

The County administers the CAL WORKS Program, which is designed to move welfare recipients from dependency to self-sufficiency through employment. Job related education and training are provided through the County and the Community College Districts.

The City has outlined a five-point strategy for improving the quality of life for low-income households and neighborhoods. These points include:

*Rental assistance and affordable housing.* The Housing Authority provides rental assistance to approximately 97 households through Section 8 Housing Choice Vouchers.

*Adult education.* Mira Costa College and Adult School provides low-cost education, including night and online classes for working adults. The college offers academic degrees and certifications in many fields, which can enable graduates to find new careers and better job opportunities.

*Job training and employment preparation.* The County's Regional Occupational Program provides job training in specialized and technical vocations. The San Diego Workforce Partnership offers free job training and job placement programs through dozens of organizations countywide. The City of Encinitas supports the Community Resource Center in Encinitas, which includes employment preparation through their Homeless Prevention and Intervention Services programs.

*Health and human services.* The County of San Diego funds various non-profit organizations and provides health care and social services, including North County Health Services. This agency operates a clinic in Encinitas that provides health care for impoverished people, as well as a maternity healthcare clinic. The City of Encinitas will also continue to support organizations that offer health and social services to Encinitas low-income residents, such as drug abuse counseling and food programs.

*Childcare.* Encinitas has several low-cost childcare centers, as well as many small and large family day care homes. Quality Children's Services operates a preschool program in Encinitas. Additionally, two Head Start centers for children under five years of age operate in Encinitas.

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

The CDBG program is managed by the Planning Policy and Housing section within the Development Services Department. The Planning Policy and Housing section is responsible for coordinating efforts with the San Diego HOME consortium and monitoring of existing HOME programs. The Planning Policy and Housing section also monitors all of the deed restricted units within the City and works very closely with property managers and developers to ensure that compliance with affordability restrictions is maintained.

The Development Services Department offers the opportunity to meet with City Staff to help citizens become more familiar with the City regulations, policies, programs and process, prior to application submittal for a development project. These meetings are referred to as Staff Advisory Committee meetings and are provided free of charge. Developers of housing with affordability requirements are

provided with all of the necessary information and technical assistance prior to application submittal.

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

The City of Encinitas, in coordination with its Fair Housing service provider, Legal Aid Society, held two public workshops on Fair Housing. Both workshops, one held in March 2022 and the other held in April 2022 (virtually) were specifically aimed towards landlords.

The City participates in the County of San Diego HOME Consortium, which includes the County of San Diego, and five other cities (San Marcos, Vista, Carlsbad, Santee and La Mesa). Members of the consortium meet to plan strategies and coordinate funding. However, with the new HOME rule changes in 2013, the City of Encinitas no longer directly receives annual funding for its HOME Programs. The City continues to participate in the San Diego HOME Consortium during successive qualification periods (FY2018-19 – FY2021-22), which will enable Encinitas residents to utilize the HOME programs administered by San Diego County.

Throughout the duration of the Action Plan, the City will continue to participate in the following regional committees:

- Regional Task Force on the Homeless
- San Diego Regional Alliance for Fair Housing (SDRAFFH)
- Community Development Block Group Administers Meeting
- Alliance for Regional Solutions

The City will continue to maintain partnerships with other local public and private agencies on regional solutions to long-term housing and community development problems. The City will continue to provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities, as these are invaluable partnerships. The City will also encourage coordination and collaboration between non-profit agencies, housing providers and government agencies. Lastly, the City will maintain contact with trade organizations, such as the Building Industry Association (BIA), San Diego Apartment Association (SDAA) and the San Diego Housing Federation. The City will use these partnerships to help achieve the goals and objectives in the FY 2020-25 Consolidated Plan.

The City's Housing Authority is managed by the Planning Policy and Housing section; therefore, the City CDBG staff can easily coordinate with the Housing Authority to help fulfill the Division's overall housing goals and objectives.

Finally, the City will continue to network and share information with other Housing Authorities through participation in the National Association of Housing and Redevelopment Officials (NAHRO), the Housing Authority Association of Southern California, Southern California Housing Finance Officers Association and the San Diego Regional Housing Authorities.

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

Entitlement cities report on their efforts to affirmatively further housing choice by completing the Analysis of Impediments to Fair Housing Choice (AI). The AI is a review of impediments or barriers that affect the rights of fair housing choice. The report provides a demographic profile of the County, assesses housing needs of specific income groups, and evaluates housing opportunities available for residents. The AI also analyzes both private market and public sector conditions that may limit or impede access and availability of housing for all segments of the population. While this report assesses the nature and extent of housing discrimination, it also focuses on developing solutions to mitigate or remove such impediments. The City of Encinitas participated in a regional effort to create the previous three AIs. The San Diego Regional AI for FY 2020-2025 was approved by the Encinitas City Council on June 24, 2020, as one of thirteen jurisdictional members of the San Diego Regional Alliance for Fair Housing (SDRAFFH). The Regional Alliance for Fair Housing is a coalition of fair housing organizations, community-based groups, concerned citizens, representatives of the housing industry, and government agencies working toward the goal of affirmatively furthering fair housing.

**Current Efforts:** The City of Encinitas affirmatively furthers fair housing by contracting for the provision of fair housing services and testing to determine the level of fair housing discrimination in Encinitas. The fair housing services include outreach and education to residents, property managers, lenders, and housing developers, legal assistance or referrals, tenant/landlord mediation, and assistance with filing complaints to HUD. The City's reported progress during FY 2021-22 towards the impediments addressed in the FY 2020-21 AI will be included in the Fair Housing Progress Report (Appendix B).

## **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 overall purpose of the monitoring is to maximize grant performance through identifying efficiencies, developing partnerships with stakeholders, collaboration with various service providers and providing the greatest amount of services to the citizens of Encinitas. All federally funded programs are monitored on a regular basis to ensure compliance with all applicable federal regulations. Monitoring is directed toward the program goals, and financial and regulatory performances. Each organization receiving CDBG grant money is visited, at least, once during the fiscal year by staff. In addition, staff collects quarterly reports and invoices to ensure program goals are on target to ensure the timeliness of expenditures. The primary objectives of these visits, as well as the overall monitoring process are to identify deficiencies and promote corrections in order to improve, reinforce or augment grant recipients' performance. The City also ensures that sub-recipients comply with all regulations related to administrative, financial and programmatic operations including Davis-Bacon prevailing wage regulations, and to ensure sub-recipients achieve their performance objectives within the project schedule and budget.

## **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.**

For the FY 2021-22 CAPER, the written comment during a 30-day review period, August 22, 2022 – September 20, 2022. Residents and stakeholders were notified of the public review and comment period through a publication in a local newspaper, on the City's website, and direct email notification. The draft was available on the City's website, City Hall, the Encinitas Branch Library, Cardiff Branch Library, and the Encinitas Community/Senior Center. The City Council is scheduled to review and approved the FY 2021-22 CAPER at a public meeting on September 21, 2022. Proof of notice publication is provided in Appendix A. Any public comments received will be added to the Appendix A.

The City of Encinitas held other public meetings during FY 2021-22 and provided the public with the opportunity to participate through a variety of methods. Appendix A includes a summary of the other citizen participation efforts undertaken during FY 2021-22.

September 22, 2021: City Council Public Meeting for the FY 2020-21 Consolidated Annual Performance and Evaluation Report. There were no public comments or speakers.

January 2022: CDBG Applicant workshop: The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process. Seven individuals attended.

March 23, 2022: City Council Public Hearing: to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2022-23 Action Plan. Two individuals provided written comments in support of the recommended action. Residents

and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.

April 27, 2022: City Council Public Hearing: The City Council approved the FY 2021-22 Action Plan. The Action Plan was available for a 30-day public review and comment period. No comments were received.

April 20-21, 2022: Fair Housing Conference: The City of Encinitas participated in the annual conference held by the San Diego Regional Alliance for Fair Housing in partnership with the San Diego Housing Federation.

September 21, 2022: City Council Public Meeting – to approve of FY 21-22 CAPER.

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## **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 Council approved the revised CDBG policies and procedures on June 7, 2017. The revisions were to establish a public service minimum amount of \$5,000, establish application criteria, and incorporate back-up projects in the Annual Action Plan. During FY 2019-20, the City revised and updated its Citizen Participation Plan to reflect updated federal regulations.

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

No. The City of Encinitas does not have any Brownfield Economic Development Initiatives.

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

The City of Encinitas does not have any Brownfield Economic Development Initiatives.

**NOT APPLICABLE FOR ENCINITAS**

DRAFT

## CR-60 - ESG 91.520(g) (ESG Recipients only – Not Applicable to Encinitas)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	ENCINITAS
Organizational DUNS Number	789638095
EIN/TIN Number	330197843
Identify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

##### ESG Contact Name

Prefix  
First Name  
Middle Name  
Last Name  
Suffix  
Title

##### ESG Contact Address

Street Address 1  
Street Address 2  
City  
State  
ZIP Code  
Phone Number  
Extension  
Fax Number  
Email Address

##### ESG Secondary Contact

Prefix  
First Name  
Last Name  
Suffix  
Title  
Phone Number  
Extension  
Email Address

#### 2. Reporting Period—All Recipients Complete

**Program Year Start Date**  
**Program Year End Date**

07/01/2021  
06/30/2022

**3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name**  
**City**  
**State**  
**Zip Code**  
**DUNS Number**  
**Is subrecipient a victim services provider**  
**Subrecipient Organization Type**  
**ESG Subgrant or Contract Award Amount**

DRAFT

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 9 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 10 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 11 – Shelter Information

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 12 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 13 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 14 – Gender Information

## 6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
<b>Total</b>	

Table 15 – Age Information

## 7. Special Populations Served—Complete for All Activities

Number of Persons in Households				
Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
<b>Persons with Disabilities:</b>				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 16 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nights available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 17 – Shelter Capacity

### 11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)



## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
<b>Subtotal Homelessness Prevention</b>			

Table 18 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
<b>Subtotal Rapid Re-Housing</b>			

Table 19 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
<b>Subtotal</b>			

Table 20 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

**Table 21 - Other Grant Expenditures****11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015

**Table 22 - Total ESG Funds Expended****11f. Match Source**

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
<b>Total Match Amount</b>			

**Table 23 - Other Funds Expended on Eligible ESG Activities****11g. Total**

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

**Table 24 - Total Amount of Funds Expended on ESG Activities**