



City of Encinitas
FY 2019-20 Annual Action Plan



Development Services Department
505 S. Vulcan Avenue
Encinitas, CA 92024

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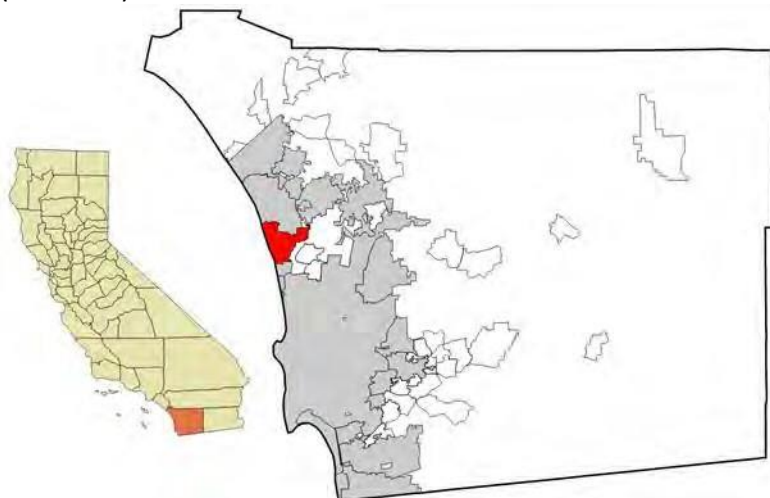
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Executive Summary

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

1. Introduction

The City of Encinitas is situated in the North County Coastal region in San Diego County, with the Cities of Carlsbad to the north, Solana Beach to the south, and the unincorporated area of San Diego County to the east. The City incorporated in 1986 and encompasses approximately 20 square miles. The City of Encinitas has five unique communities within its jurisdictional boundaries, Old Encinitas, New Encinitas, Cardiff, Leucadia, and Olivenhain. Since incorporation, the City has grown to an estimated population of 61,518 in 2015, according to the San Diego Association of Governments (SANDAG).



The Consolidated Plan

The Five-Year Consolidated Plan (ConPlan) is a document submitted to the U.S. Department of Housing and Urban Development (HUD) and serves as a planning tool for entitlement jurisdictions funded by Community Development and Planning (CPD) formula grant programs. Under the Cranston-Gonzalez National Affordable Housing Act, passed by Congress in 1990, jurisdictions that receive CPD formula grants are required to prepare a comprehensive three to five year plan for use of those funds. The City of Encinitas has been an entitlement community since 1990 and receives CDBG funding directly from HUD each year. Encinitas does not receive ESG or HOPWA funding. As a participating jurisdiction in the San Diego County HOME Consortium, the City of Encinitas previously received HOME funds on an annual basis from the lead agency. However, due to federal HOME program changes beginning in FY 2014, the City of Encinitas no longer receives funding, but continues to participate in the San Diego County HOME Consortium.

The FY 2015-20 ConPlan was approved by the City Council on April 22, 2015. The period for this report is FY 2019-20. Each program year begins on July 1 and ends on June 30.

Prior to awarding any CDBG funds to eligible programs and activities, it must be determined that one of the three national objectives will be met. To achieve meeting the national objective requirement, most activities and programs are focused on assisting low-income households and neighborhoods.

Entitlement jurisdictions must also meet a number of other requirements in order to receive CDBG funding. These requirements include: the Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER). The Action Plan designates how cities and states propose to spend the federal block grant funds in a given program year. The CAPER reports on how funds were actually spent, the households that benefitted from the funds, and how well the entitlement community met its annual goals for housing and community development activities.

HUD requires that cities and states receiving block grant funding take actions to affirmatively further fair housing choice. Cities report on such activities by completing an Analysis of Impediments to Fair Housing Choice (AI) every three to five years. The AI is a review of impediments to fair housing choice in the public and private sector. The San Diego Regional Alliance For Fair Housing (SDRAFFH) is a dedicated group of professionals working together to ensure that all residents in San Diego County have equal access to housing. It is comprised of members of the fair housing community, government entities, (including the City of Encinitas), enforcement agencies and housing providers. The SDRAFFH has collaborated to produce the last three AI's as a region, and is collaborating to produce the next required AI.

2. Summary of the objectives and outcomes identified in the Plan

HUD requires that all activities and programs carried out with CDBG funds satisfy one of the following three objectives: to create a suitable living environment, to provide decent housing, or to create economic opportunities. HUD also prescribes three outcome categories to describe the result of the activity or project, these outcomes are: availability/accessibility, affordability, and sustainability. Therefore, each of the goals and priorities identified in the Consolidated Plan and Action Plan must have a corresponding objective and outcome. Below is a summary of the City's five-year priorities:

- Fair Housing
 - Objective: Creating suitable living environments
 - Outcome: Availability/accessibility
 - Programs and activities include:
 - Fair Housing Services, Education, Outreach and Testing
- Affordable Housing
 - Objective: Decent Housing
 - Outcome: Sustainability and Affordability
 - Programs and activities include:
 - Homeowner Residential Rehabilitation
 - Renter Residential Rehabilitation

- Acquisition and Rehabilitation
 - Homeless Shelter and Housing
 - Down payment Assistance (through San Diego Regional HOME Consortium)
 - New Affordable Housing*
- Infrastructure and Facility Improvements
 - Objective: Creating Suitable Living Environments
 - Outcome: Availability /Accessibility

Programs and activities include:

 - Capital Improvement Projects in qualifying block groups
 - American with Disabilities (ADA) improvements to public facilities
 - Improvements to public facilities serving low to moderate persons
 - Supportive Services
 - Objective: Creating Suitable Living Environments
 - Outcome: Availability/Accessibility and Affordability

Programs and activities include:

 - Homeless prevention and services
 - Senior Services
 - Youth Services
 - Services for low to moderate residents and those with disabilities

* It is important to note that new construction of housing is generally ineligible under the CDBG program. However, certain activities related to the development of new housing are eligible. Those activities include, acquisition of sites on which the building will be constructed for the use or release as housing, clearing of toxic chemicals on property to be used for new housing construction, site improvements to publicly-owned land to enable the property to be used for the new construction of housing, provided that the improvements are undertaken while the property is still in public ownership, and the cost of disposing of real property, acquired with CDBG funds, which will be used for new construction of housing (§570.201(a), (b), (c), (d)). Whenever possible, CDBG may be utilized to leverage funding for new affordable housing construction only under the circumstances described above.

Individual activities carried out to achieve the objectives identified in the ConPlan, will be funded based on the availability of CDBG funds. The figures proposed for each project are estimates based on the assumptions that CDBG funding, entitlement funding distribution formulas and/or the number of communities eligible to receive entitlement grants will remain constant. If any of these conditions change, projected activities and accomplishments are also subject to change.

3. Evaluation of past performance

The City of Encinitas is required to submit a CAPER to HUD, describing the funds spent and progress towards meeting goals and objectives. During the previous five-year period, the City performance

was consistently rated as satisfactory in addressing its priority needs and carrying out the programs described in the ConPlan. The City operated a HOME-funded Tenant Based Rental Assistance Program from 2010 to 2015, during which time, a total of 13 low-income households were assisted with rental subsidies. This program has not been implemented after June, 2015 due to HOME program changes. The Encinitas Housing Authority also administers a Section 8 Housing Choice Voucher Program. In CY 2018, a total of \$1,014,906 in Section 8 Housing Assistance payments were made to assist approximately 99 households.

Public Services			
	Allocated	Expended	Accomplishments
Community Resource Center	\$19,162	\$19,162	1,631 Encinitas households assisted
La Posada de Guadalupe	5,829	5,829	25 Encinitas homeless men assisted
Meals on Wheels	7,880	7,880	78 Encinitas seniors assisted
San Dieguito Alliance	5,622	5,622	15 Encinitas youth assisted
Interfaith Shelter Network	5,622	5,622	10 Encinitas homeless persons assisted
Subtotal	\$44,115	\$44,115	1,759 Encinitas households assisted
Capital Improvements and Other Projects			
	Allocated	Expended	Accomplishments
Capital Improvements	\$98,000	\$60,237*	One project (Cardiff ADA) was approved during FY 2017-18 and is currently underway. Two additional sidewalk projects (Santa Fe Drive and Montgomery Ave.) are also underway. All three projects are expected to be completed in FY 2018-19.
Facility Improvements	32,000	0	One facility project was approved during FY 2017-18 and is expected to be completed in FY 2018-19.
Residential Rehabilitation Program	61,400	117,915**	Five homeowners assisted. 11 projects underway.
Subtotal	\$191,000	\$178,152	Five Encinitas households assisted
Planning and Administration			
	Allocated	Expended	Accomplishments
Administration	\$43,063	\$43,063	Overall program administration
Legal Aid Society of San Diego	15,757	15,757	24 Encinitas residents assisted
Subtotal	\$58,820	\$58,820	
TOTAL	\$294,335	\$281,087***	1,788 Encinitas households assisted

* Funding allocated in previous fiscal years (Santa Fe Drive - FY 2015-16) (Montgomery – FY 2016-17).

** Funding allocated in previous fiscal year (FY 2014-15).

*** Of the \$281,087 expended during FY 2017-18, \$178,242 was expended for activities that were funded in previous years.

4. Summary of citizen participation process and consultation process

The City held a CDBG Applicant workshop on December 6, 2018. The purpose of the workshop was to provide an overview of the CDBG program and the City's goals and objectives. The workshop was also an opportunity to answer frequently asked questions and provide technical assistance to applicants. A total of three (3) individuals attended the meeting.

The public and stakeholders were notified of the request for proposals through a publication in a local newspaper, direct email notification, the City's Website, and posting at multiple public facilities, such as the library and community/senior center.

The City Council held a public hearing on March 13, 2019 to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2019-20 Action Plan. Two individuals spoke in favor of the recommended action at the March 13th meeting. 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.

The draft Annual Action Plan is available for public review and comment for 30 days, from March 21 to April 19, 2019. Copies of the draft Action Plan are available to the public on the City's Website at www.encinitasca.gov and at the City of Encinitas Development Services Department, the Encinitas libraries, and Community Center/Senior Center. Residents and stakeholders are notified of the availability of the draft Action Plan comment period through a publication in a local newspaper, direct email notification, the City's Website, and posting at multiple public facilities.

The City Council is scheduled to consider approval of the FY 2019-20 Annual Action Plan at a Public Hearing on April 24, 2019. All public comments received during the review period will be included in Appendix A.

5. Summary of public comments

Any public comments received are included in Appendix A.

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

All public comments were received and accepted and provided in Appendix A.

7. Summary

The FY 2015-20 Consolidated Plan priority needs are shown below. Each of the activities funded in the FY 2019-20 Action Plan meet one of the identified priorities. Prioritization of needs is given to help allocate funds to the needs identified during the ConPlan period. High priorities will be funded under CDBG; medium priority funds may be funded under CDBG, if funds are not exhausted on high

priority needs; and, low priority needs are identified as a need in the community, but will not be funded under CDBG due to limited resources.

High Priority

- Homeless services, prevention and shelter
- Low-income renters and homeowners assistance
- Seniors housing and services
- Fair housing
- Affordable Housing

Medium Priority

- Youth Services
- Public Facilities
- Public Improvements

Low Priority

- Economic Development

The goals to address the above cited priority needs for the five-year Consolidated Plan period are:

- Support and strengthen the delivery and coordination of service providers that offer assistance to Encinitas low to moderate income residents with an emphasis on at-risk youth and seniors.
- Support the provision of homeless services, prevention, and shelter.
- Provide housing assistance to low-income renters and homeowners
- Ensure that housing within the City is available without discrimination on the basis of race, color, religion, sex, national origin, ancestry, marital status, age, household composition, income, size, disability or any other arbitrary factor.
- Facilitate the development of new affordable rental and homeownership housing.
- Enhance the livability and quality of life of low- and moderate-income neighborhoods
- Support facility improvements to qualified agencies that serve low to moderate Encinitas residents

The Process

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan, Action Plan and those responsible for administration of the CDBG grant program administration.

Table 1– Responsible Agencies

Agency Role	Name	Department/Agency
Lead Agency	City of Encinitas	Development Services Department

The City of Encinitas Development Services Department is the lead agency for overseeing the development of the Consolidated Plan, and for administration of the CDBG program, including the preparation of the required Action Plan, and CAPER. The Encinitas Housing Authority is responsible for administering the Section 8 Housing Choice Voucher Program. The City will, at times, utilize the services of a specialized consultant to assist the City in carrying out the activities during each program year.

CDBG Program contact information

Nicole Piano-Jones
Management Analyst
City of Encinitas - Development Services Department
505 S. Vulcan Ave, Encinitas, CA 92024
(760) 943-2237

Public Participation

AP- 10 Consultation – 91.100, 91,200(b), 91.215(I)

1. Introduction

As a part of the draft Action Plan development process, the City consulted with local non-profit agencies and the public through a public applicant workshop, and a City Council Public Hearing. The outreach and consultation efforts are also described in the Executive Summary and Citizen Participation sections of this Action Plan. Comments received can be found in Appendix A.

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)).

Under Encinitas City Council-manager form of government, the City Council appoints and provides policy direction to the City Manager, who is responsible for administering the City's daily operations. As the elected legislative body of the City of Encinitas, the City Council has overall responsibility for the scope, direction and financing of City services. In setting policy, the City Council works closely with commissions and committees, considers staff information and recommendations, and receives comments from the public during open forums.

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). With the new HOME rule changes in 2013, the City of Encinitas no longer receives annual funding. The City continues to participate in the San Diego HOME Consortium which will enable Encinitas residents to utilize the HOME programs administered by San Diego County.

Throughout the duration of the Consolidated Plan, the City will continue to participate in the following regional committees: SANDAG Regional Housing Workforce Group, Regional Task Force on the Homeless, San Diego Regional Alliance For Fair Housing (SDRAFFH), Community Development Block Group Administrators Meeting, and North County Winter Shelter Collaborative.

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 provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities.

The City will also encourage collaboration between non-profit agencies, housing providers and government agencies. 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's housing authority is housed within the Advanced Planning and Housing Division; therefore, the City is easily able to coordinate directly with the Housing Authority and is able to use 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.

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 consultation effort included homeless service agencies within the Regional Continuum of Care (RCCC). The San Diego Regional Continuum of Care Council (RCCC) is a large cooperative community group consisting of city representatives, nonprofit homeless service providers and other interested parties. The RCCC meets on a monthly basis to identify gaps in homeless services, establish funding priorities, and to pursue an overall systemic approach to addressing homelessness.

The RCCC makes recommendations for allocation of funds available under the Emergency Shelter Grants (ESG) Program. The representatives seek ways to improve collaboration and share scarce resources. The consensus approach from service providers is to emphasize prevention of homelessness first, then transitional housing and support services for individuals and families, and finally support for chronically homeless individuals.

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

The City does not receive ESG funding.

The Regional Continuum of Care (RCCC) is the HUD designated Continuum of Care (CoC) for the San Diego region, and coordinates efforts to address Homelessness throughout San Diego County. The Regional Task Force on the Homeless (RTFH) was selected by the RCCC to manage the region's Homeless Management Information System (HMIS). The HMIS is the primary system by which agencies input, track, and report Homelessness data.

2. Agencies, groups, organizations and others who participated in the process and consultations

The draft Action Plan process included consultation with Encinitas citizens, service providers and City staff. The participants in the public process served a broad range of populations, including:

- Organizations providing services to the chronically homeless, transitionally homeless and persons at risk of homelessness;
- Organizations serving Encinitas seniors;
- Organizations serving at-risk youth;
- Organizations that provide fair housing services;
- Organizations serving victims of domestic violence; and
- Encinitas City staff

Table 2– Agencies, groups, organizations who participated

Name	Community Resource Center
Type	Services- Homeless and low-income households
ConPlan Section addressed	All sections
Method of consultation and anticipated outcomes or areas for improved coordination	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Meals-on-Wheels
Type	Services - Seniors
ConPlan Section addressed	All sections
Method of consultation and anticipated outcomes or areas for improved coordination	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	San Dieguito Alliance
Type	Services – At-Risk Youth
ConPlan Section addressed	All sections
Method of consultation and anticipated outcomes or areas for improved coordination	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Interfaith Shelter Network
Type	Services - Homeless
ConPlan Section addressed	All sections
Method of consultation and anticipated outcomes or areas for improved coordination	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	North County Lifeline
Type	Services-Fair Housing
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	City of Encinitas Engineering/Public Works Department
Type	Public – Infrastructure and Facilities
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Catholic Charities
Type	Services – Homeless
ConPlan Section addressed?	All sections

Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Quality Children's Services
Type	Services – Child Care
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Easter Seals
Type	Services – Child Care
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	United Way of San Diego
Type	Services – All
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	YMCA of San Diego
Type	Services – Homeless Youth
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Regional Task Force on the Homeless
Type	Services – Homeless
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	TERI, Inc
Type	Services – Special Needs Populations
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Phoenix House, Inc.
Type	Services – At-risk youth

ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Elderhelp San Diego
Type	Services – Seniors
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Interfaith Shelter Network
Type	Services – Homeless
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.
Name	Legal Aid Society of San Diego
Type	Services – Fair Housing
ConPlan Section addressed?	All sections
Method of consultation and anticipated outcomes or areas for improved coordination?	Agency was invited to applicant workshop and to apply for funding. Anticipated outcome of the consultation is improved planning efforts and leveraging opportunities.

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

The City of Encinitas consulted with agencies and non-profits that offer programs and assistance to Encinitas residents.

Table 3– Other local / Regional / Federal Planning Efforts Considered

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	County of San Diego	The County of San Diego is a Continuum of Care applicant and conducts homeless counts, surveys of the homeless population, and strategic planning to end homelessness. Consistent with the goals of the CoC, the City of Encinitas Strategic Plan (ConPlan) will provide support to nonprofits that meet the social services needs of the City's residents with an emphasis on the homeless.

Housing Element	City of Encinitas	Based on the Regional Housing Needs Allocation (RHNA) set forth by the State of California, the Housing Element is the City's chief policy document for the development of affordable and market rate housing. Consistent with this policy document, the City will maintain and enhance the quality of existing residential neighborhoods; and, promote and encourage fair housing opportunities for all economic segments of the community, regardless of age, sex, ethnic background, physical condition, or family size.
San Diego Regional Analysis of Impediments to Fair Housing (AI) 2015-2020	City of San Diego	Aligns with the City's Strategic plan (ConPlan) goal of affirmatively furthering fair housing choice; the AI details the impediments for the City and the region.
City of Encinitas General Plan	City of Encinitas	Aligns with the Strategic plan (ConPlan) goal of improving the quality of life for the City's low and moderate income community. The General Plan addresses a wide range of issues that affect Encinitas such as the physical development of the City and economic and social concerns that affect all residents, including those of low to moderate income.
San Diego Association of Governments (SANDAG).	San Diego Association of Government's	Aligns with the City's Strategic plan (ConPlan) goal of assisting low to moderate income residents

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

As mentioned previously, the City participates in many regional planning efforts and working groups aimed to improve coordination in the delivery of housing and community development related programs and services in the San Diego region. The City will also coordinate with the State of California Department of Fair Employment and Housing to track fair housing data. The City will continue to maintain these partnerships to help achieve the goals and objectives identified within the FY 2015-20 Consolidated Plan and FY 2019-20 Action Plan.

AR-12 Participation - 91.401, 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 conducted an applicant workshop in December 2018. A total of three (3) people were in attendance. The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process.

The City Council held a public hearing on March 13, 2019 to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2019-20 Action Plan. There were two public speakers at the meeting, who both spoke in favor 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.

The draft Action Plan will be available for public review and comment from March 21 - April 19, 2019. The draft Action Plan was available on the City's website, City Hall, the Encinitas Branch Library, Cardiff Branch Library, and the Encinitas Community/Senior Center. All public comments received during the 30-day public review period are included in Appendix A. The City Council considered and approved the FY 2019-20 Action Plan at a public hearing on April 24, 2019.

Table 4 – Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received
CDBG applicant Workshop	CDBG Applicants and the general public	The City of conducted a workshop for CDBG applicants. The workshop provided information about the CDBG program and the City's Consolidated Plan, and application requirements. Approximately three (3) people attended	All comments received are included in Appendix A
City Website	All Encinitas Residents, CDBG Stakeholders and general public	The CDBG applicant workshop, availability of funds and requests for proposals, and public hearing information was posted on the City's website in multiple locations.	All comments received are included in Appendix A
Encinitas Libraries/Community Center	All Encinitas Residents	The draft Annual Action Plan was available at the City of Encinitas public libraries, community center, and at City Hall for review and comment.	All comments received are included in Appendix A
Public Notice	All Encinitas Residents and CDBG Stakeholders	The public was notified of the availability of CDBG funds and Request for Proposals process, and the City's public hearings through a publication in a local newspaper.	All comments received are included in Appendix A

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received
Public Hearing	All Encinitas Residents and CDBG Stakeholders	The City of Encinitas held a public hearing on March 13, 2019 to authorize funding recommendations for FY 2019-20 CDBG Activities. There were two public speakers at the March 13, 2019 meeting. The City Council is scheduled to hold a Public Hearing on April 24, 2019 to consider and approve the FY 2019-20 Action Plan.	All comments received are included in Appendix A

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

For FY 2019- 20, the City of Encinitas is receiving \$332,501 in CDBG funding.

Table 5 - Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Reminder of ConPlan: \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Public Services Administration Public Facilities Public Infrastructure	\$316,302	\$0	\$	\$	\$0	The City anticipates an annual CDBG allocation of \$332,501

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

To address the priority needs and objectives identified within the ConPlan, the City receives the following sources of federal funding; CDBG, and Section 8 Housing Choice Voucher (HCV). The Encinitas Housing Authority administers the Section 8 HCV program and provides rental subsidies to approximately 99 very-low income Encinitas households annually. The HVC program participants pay approximately 30 percent of their income towards the rent, and the Housing Authority pays the remainder of the rent.

Due to HOME program changes, the City unfortunately no longer receives HOME Investment Partnership funding from the County of San Diego. 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, up to \$70,000 to qualified households. The program has home value restrictions (currently \$383,800 for an attached home and \$517,750 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. Information on the program is posted on the City's website.

The County of San Diego 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.

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 City of Encinitas Housing Authority owns 16 units that are occupied by low-income renter households. Participants of the Section 8 Housing Program occupy many of these units. Any available opportunity to leverage CDBG funds in order to make improvements for accessibility for persons with disabilities, or make the units more habitable should be taken. As identified within this ConPlan, affordable housing for renters and homeowners has continued to be a high priority for the City.

Discussion:

The final grant amount approved by Congress increased by approximately 5% from \$316,302 in FY 2018-2019 to \$332,501 in FY 2019-2020. Due to the annual CDBG grant being more more than anticipated, the following adjustments was made: a proration over all the approved public service activities at fifteen (15) percent of the entitlement funding, a proration at 20 percent of annual funding for Administration and Fair Housing activities, and an adjustment to the Capital Improvements category by adding from the Residential Rehabilitation Program accordingly.

Annual Goals and Objectives

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

(AP) Table 6 – Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Support service to Encinitas low to moderate residents	2019	2020	Non-Homeless Special Needs	LMI Households City Wide	Senior Housing and Services Youth Services	\$16,214	Public service activities other than Low/Moderate Income Housing Benefit: 77 Persons Assisted
Homeless services, prevention and shelter	2019	2020	Homeless Special Needs	LMI Households City Wide	Homeless Services, Prevention and Shelter	\$33,661	Homeless Person Overnight Shelter: 30 Persons Assisted Homelessness Prevention: 810 Households Assisted
Fair Housing	2019	2020	Non-Homeless Special Needs	LMI Households City Wide	Fair Housing	\$18,120	Availability/Accessibility Households assisted: 20
Support facility improvements	2019	2020	Non-Housing Community Development	Homeless Services, Prevention and Shelter Public Facilities	Suitable Living Environments	\$58,366	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 810 Households Assisted
Provide housing assistance to low-income renters and homeowners	2019	2020	Housing	LMI Households Citywide	Renter and Homeowner Assistance	\$59,760	Homeowner Housing Rehabilitated: 3 Household Housing Units
CDBG Administration	2019	2020	Planning and Administration	City wide	CDBG Program Administration	\$48,380	Program Administration

* Includes funding from prior year (\$88)

Goal Descriptions

Goal Name	Support services for low to moderate residents
Description	Support and strengthen the delivery and coordination of service providers that offer assistance to Encinitas low to moderate income residents with an emphasis on at-risk youth and seniors.
Goal Name	Homeless Services, Prevention and Shelter
Description	Support the provision of homeless services, shelter, and homeless prevention.
Goal Name	Housing Affordability
Description	Provide housing assistance to low-income renters and homeowners
Goal Name	Fair Housing
Description	Ensure that housing within the City is available without discrimination on the basis of race, color, religion, sex, national origin, ancestry, marital status, age, household composition, income, size, disability or any other arbitrary factor.
Goal Name	New Affordable Housing Units
Description	Facilitate the development of new affordable rental and homeownership housing.
Description	Planning and Administration
Goal Name	Ensure that annual CDBG funds be used to support the general administration of the program by the City's Advanced Planning Section.
Goal Name	Public Infrastructure
Description	Enhance the livability and quality of life of low- and moderate-income neighborhoods
Goal Name	Public Facilities
Description	Support facility improvements to qualified agencies that serve low to moderate Encinitas residents
Goal Name	Economic Development
Description	Explore the needs of local small business

AP-35 Projects - 91.420, 91.220(d)

Introduction

The grant amount may increase or decrease from 0%-20% depending on the final FY 2019 approved by Congress. The City of Encinitas estimates receiving a five percent reduction in grant allocation. For FY 2019-20, the City of Encinitas is anticipated to receive \$316,302 in CDBG funding.

Table 7 – Project Information

Project Name	FY 2019-20 Funding
City of Encinitas Development Services - Administration	\$48,380
Community Resource Center – Homeless Prevention and Intervention	\$13,607
Meals on Wheels – Senior Meal Service Encinitas	\$9,607
San Dieguito Alliance - Project YO Youth Outreach	\$6,607
Interfaith Community Services – Alliance for Solutions Bridge to Housing	\$20,054
Fair Housing Services	\$18,120
Community Resource Center - Facility Improvements	\$58,366
City of Encinitas Development Services - Residential Rehabilitation Program	\$59,760
City of Encinitas Development Services – Capital Improvement Project	\$98,000
Total	\$332,501

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

Each of the projects identified for funding during FY 2019-20 meet a priority need and goal within the Consolidated Plan. The methodology of funding to all the eligible public service activities has been the past practice of the City for many years. The allocation methodology is to sustain level funding from FY 2018-19 plus a proration of available funds over all the recommended applicants.

The City received four applications from non-profit organizations for public service programs. The total amount requested for public services is \$66,000 which exceeds the estimated available funding by \$16,125. The CBDG program limits 15 percent of annual funding to public services, therefore, the City is not able to fully fund the entire request for projects during FY 2019-20. 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.

AP-38 Project Summary

Project Summary Information

The grant amount increase approximately 5% on the final FY 2019 approved by Congress. For FY 2019-20, the City of Encinitas is to receive \$332,501 in CDBG funding.

As Table 7 indicates, \$66,500 will be allocated for Program Administration and Fair Housing Services, \$49,875 allocated to public services, \$216,126 allocated to an infrastructure project, facility improvement project, and a Residential Rehabilitation Program during FY 2019-20. Project descriptions are provided below.

Project Name	Community Resource Center Homeless Prevention and Intervention
Goals Supported	Homeless Services, Prevention and Shelter
Needs Addressed	Homeless Services, Prevention and Shelter
Funding	CDBG: \$13,607
Description	Allocate \$13,607 to the Community Resource Center for its Homeless Prevention and Intervention Services program.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 810 households will be assisted in FY 2019-20.
Location Description	Community Resource Center is located at 650 Second Street, Encinitas, CA 92024.
Planned Activities	Community Resource Center offers a variety of services through its Homeless Prevention and Intervention Services program including financial literacy classes, employment preparation, food and utility assistance, supportive shelter, and case management for episodically homeless Encinitas families. The program also offers motel vouchers to provide intermediate shelter for low-income Encinitas families, as well as case management to ensure a successful transition to more permanent housing.
Project Name	Meals on Wheels - Encinitas
Goals Supported	Senior Housing and Services
Needs Addressed	Senior Housing and Services

Funding	CDBG: \$9,607
Description	Greater San Diego for its Meals-on- Wheels, Encinitas program. The program provides meals to low-income Encinitas seniors.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 65 Encinitas seniors will be assisted in FY 2019-20.
Location Description	City-wide
Planned Activities	The program provides meals to low-income Encinitas seniors.
Project Name	San Dieguito Alliance Project YO
Goals Supported	Youth Services
Needs Addressed	Youth Services
Funding	CDBG: \$6,607
Description	Outreach and assistance to at-risk youth
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 12 Encinitas youth will benefit from the proposed activity.
Location Description	City-wide
Planned Activities	The goal of the program is to assist youth of lower- income households in staying off of drugs and alcohol, provide academic and employment assistance and encourage healthier life choices.
Project Name	Legal Aid Society San Diego - Fair Housing Services
Goals Supported	Fair Housing
Needs Addressed	Fair Housing
Funding	CDBG: \$18,120
Description	Fair Housing services.
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 20 Encinitas residents will benefit from the proposed activity.
Location Description	City-wide.
Planned Activities	Fair Housing services include education and outreach to residents, landlords, and property managers. Fair housing counseling for tenants and landlords, and testing to ascertain the level of housing discrimination in Encinitas.
Project Name	Community Resource Center– Facility Improvements
Goals Supported	Support Facility Improvements

Needs Addressed	Homeless Services and Public Facilities
Funding	CDBG: \$58,366
Description	Facility improvements
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 810 Encinitas households will benefit from the proposed activity.
Location Description	650 Second Street, Encinitas, CA 92024
Planned Activities	The proposed improvements include reconfiguring space, creating an additional emergency exit, and bringing a bathroom into compliance with ADA standards.
Project Name	Residential Rehabilitation Program
Goals Supported	Assistance to low income renters and homeowners
Needs Addressed	Renter and homeowner assistance
Funding	CDBG: \$59,760
Description	Assistance to low income homeowners to make home repairs
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that three Encinitas households will benefit from the proposed activity.
Location Description	City-wide.
Planned Activities	The program provides financial assistance to low income homeowners to make repairs to their homes.
Project Name	Program Administration
Goals Supported	Planning and Administration
Needs Addressed	Planning and Administration
Funding	CDBG: \$48,380
Description	Allocate \$48,380 for Administration of the CDBG program
Target Date	6/30/2020
Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	City-wide.
Planned Activities	General program administration, oversight, and monitoring.

AP-50 Geographic Distribution - 91.420, 91.220(f)

One capital improvement project is planned during FY 2019-20; however, is not located within a target area. The project will make improvements to bring an area into compliance with ADA compliant standards. The project will take place along MacKinnon Avenue in the community of Cardiff.

AP-75 Action Plan Barriers to Affordable Housing - 91.420, 91.220(j)

Introduction:

As discussed within the Consolidated Plan and within this Action Plan, the need for affordable housing for Encinitas residents is great. Due to a number of factors, including the City's desirable location, limited land supply, high cost of land, and limited financial resources, the development of affordable housing continues to be a challenge. According to HomeDex, in February 2019 the median sales price for the County of San Diego was \$560,000, compared to the City of Encinitas, with a median sales price of \$1,335,000.

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 Encinitas is in the process of updating its Housing Element. Many of the goals and policies identified in the draft plan are geared toward assisting low to moderate income households to find, and keep decent and affordable housing. The Housing Element effort includes rezoning sites in order to meet the State of California's Regional Housing Needs Allocation requirement.

The City of Encinitas also 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. In recent years, the City Council made amendments to the City's Affordable Unit Policy to encourage greater participation, which included waiving the application fee for low/moderate income homeowners, and reduced the required affordability term to 20 years. Additionally, in 2018, the City Council adopted an Accessory Dwelling Unit and Jr. Accessory Dwelling Unit ordinance. The new ordinance provides more flexible development standards and waives planning fees to further promote the construction of accessory units.

Discussion:

Refer to the FY 2015-20 Consolidated Plan and the section above.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Entitlement Jurisdictions receiving CDBG funding are required to take actions to affirmatively further fair housing. Fair housing is achieved by ensuring that people are not denied access to housing opportunities because of their race, ethnicity, religion, disability or familial status. 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.

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 2015-2020 was approved by the City of Encinitas City Council on May 13, 2015 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.

The FY 2015-20 AI provides recommendations for each jurisdiction based on impediments carried over since the 2010 Regional AI. The following section outlines the recommendations made for the City of Encinitas: make an effort to ensure that its current Housing Element is in compliance with State law, amend Zoning Ordinance to address “pyramid zoning” issues, develop a formal reasonable accommodation procedure for persons with disabilities, amend the Zoning Ordinance density bonus provisions to be in compliance with State law, amend the Zoning Ordinance to make explicit provisions for manufactured housing units in single-family residential zoning districts, amend the Zoning Ordinance to permit emergency shelters by right in at least one zone to comply with State law, amend the Zoning Ordinance to include provisions for supportive housing and SRO’s pursuant to State law.

Current Efforts: The City of Encinitas is in the process of updating its Housing Element, in conjunction with an extensive community outreach process and proposed rezoning of properties to accommodate additional housing. The City anticipated adopting the Housing

Element by the end of 2016, however, the adoption of a Housing Element failed at the November Ballot. Therefore, the City of Encinitas is further pursuing an update to the Housing Element. A Housing Element Task Force was established to carry forward this endeavor. Ultimately, a court order was issued for the City to adopt a compliant Housing Element. The City of Encinitas introduced the Housing Element Update 2013-2021 ordinance on March 13, 2019. The Second reading is scheduled for March 27, 2019. The zoning amendments related to Emergency Shelters was approved by the City Council on February 13, 2019. Additional zoning amendments related to SROs, Reasonable Accommodations, Transitional, and Supportive Housing are anticipated to be considered by the City Council later in 2019.

Actions planned to address obstacles to meeting underserved needs

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. The City's impediments are included in this Action Plan.

The CBDG program limits 15 percent of annual funding to public services, the City is not able to fully fund the entire request for projects during FY 2019-20. 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 planned to foster and maintain affordable housing

The need for affordable housing in Encinitas is great, and far exceeds the available resources to meet that need. According to HomeDex, in February 2019 the median sales price for the County of San Diego was \$560,000, compared to the City of Encinitas, with a median sales price of \$1,335,000. 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 in Encinitas. However, the City of Encinitas does have the following resources for the creation and maintenance of affordable housing.

Housing Element. The City of Encinitas is currently in the process of updating its Housing Element. Many of the goals and policies identified within the draft plan are geared toward assisting low to moderate income households to find, and keep decent and affordable housing.

Density Bonus State Law. The City of Encinitas revised its Density Bonus ordinance in 2017. The California Coastal Commission approved the ordinance in 2018. 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. A total of 42 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. Approximately 43 affordable units have been created through this program, and it is anticipated to continue with the direction and support of the City Council.

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 recently updated its Inclusionary Ordinance increasing the requirement from one for every ten, to 10% Very Low, or 15% low-income. Further amendments will also be considered, including establishing an in-lieu fee. A total of 146 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, up to \$70,000 to qualified households. The program has home value restrictions (currently \$383,800 for an attached home and \$517,750 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.

Actions planned to reduce lead-based paint hazards

HUD requires that all CDBG and HOME 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 planned to reduce the number of poverty-level families

Based on 2013-2017 ACS data, approximately 7.6 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 99 households through Section 8 Housing Choice Vouchers. Additionally, the City will seek out opportunities to create or fund affordable housing for the City's extremely low-income populations.

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 will also support the Community Resource Center in Encinitas, which includes employment preparation with 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 indigent 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 planned to develop institutional structure

The CBDG program is managed by the Advanced Planning and Housing Section within the Development Services Department. The Advanced Planning and Housing Section is the responsible department for coordinating efforts with the San Diego HOME consortium, and

monitoring of existing HOME programs. The Advanced Planning 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 in order to become more familiar with the City programs, processes, and requirements prior to application submittal. These meetings are referred to as Staff Advisory Committee (SAC) 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 planned to enhance coordination between public and private housing and social service agencies

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 receives annual funding for its HOME Programs. The City will continue to participate in the San Diego HOME Consortium during successive qualification periods (FY 2018-19 – FY 2020-21), 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: SANDAG Regional Housing Workforce Group; Regional Task Force on the Homeless; San Diego Regional Alliance For Fair Housing (SDRAFFH); Community Development Block Group Administers Meeting; and the North County Winter Shelter Collaborative.

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 2015-20 Consolidated Plan.

The City of Encinitas Housing Authority is housed within the Advanced Planning and Housing Section; therefore, the City is easily able to coordinate directly with the Housing Authority and is able to use the Housing Authority to help fulfill the City'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.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The following section describes other program-specific requirements.

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

The City of Encinitas does not expect to receive any program income during FY 2018-19.

Other CDBG Requirements

1. The amount of urgent need activities	0
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The City of Encinitas does not have any urgent need activities.

Appendix A
Citizen Participation Materials

Public Notices

The Coast News

Legated Newspaper by the Superior Court
of San Diego County.
All correspondence regarding public
notice advertises to:
The Coast News
P.O. Box 232550
Encinitas, CA 92023
(760) 436-9737

Proof of Publication

STATE OF CALIFORNIA, ss.
COUNTY OF SAN DIEGO,

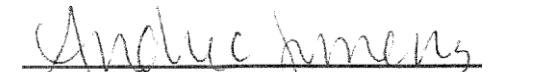
I, _____, citizen of _____, State of _____, do hereby certify that the foregoing is a true and correct copy of the original as the same appears in the _____ of _____, published on _____, 2018.

I am over the age of eighteen years, and not a party to or interested in the above entitled matter.


I am principal clerk of the printer of The Coast News, a newspaper printed and published weekly and which newspaper has been published for _____ years, and I hereby certify that the foregoing is a true and correct copy of the original as the same appears in the _____ of _____, published on _____, 2018.

(The undersigned is the principal clerk of the printer of The Coast News, a newspaper printed and published weekly and which newspaper has been published for _____ years, and I hereby certify that the foregoing is a true and correct copy of the original as the same appears in the _____ of _____, published on _____, 2018.)

I certify under penalty of perjury that the foregoing is a true and correct copy of the original as the same appears in the _____ of _____, published on _____, 2018.


Clerk of the Printer

Space above for County Clerk's Filing Stamp



PUBLIC NOTICE
CITY OF ENCINITAS
AVAILABILITY OF REQUESTS FOR FUNDING PROPOSALS
FY 2019-20

Beginning on December 6, 2018, the City of Encinitas will be soliciting proposals for projects, activities and programs under the federal Community Development Block Grant (CDBG) for the Fiscal Year (FY) 2019-20 (July 1, 2019- June 30, 2020). The CDBG program is funded by the U.S. Department of Housing and Urban Development (HUD). The estimated annual CDBG grant for FY 2019-20 is \$316,302, with an estimated \$47,445 available for public services, \$63,260 available for program administration and fair housing, and \$205,597 available for other activities.

The City Council approved a five-year Consolidated Plan (FY 2015-20), which contains the goals and objectives for affordable housing and community development activities over the five-year period. Applications will be evaluated subject to the Consolidated Plan identified needs and goals. Further application guidance and application scoring criteria can be found in the City's CDBG Policies and Procedures. The Consolidated Plan and CDBG Policies and Procedures are available for review at the Development Services Department or on the City's website, to view click on "Departments", "Development Services", "Planning Division", "Housing Resources" and "Community Development Block Grant (CDBG) Program."

An optional applicant workshop will be held on December 6, 2018, at 3pm, located at Encinitas City Hall, 505 S. Vulcan Avenue, Encinitas, CA 92024.

Applications are available on December 6, 2018 at City Hall, 505 South Vulcan Avenue, Encinitas, CA 92024 or online on the City's website: www.encinitasca.gov. Completed applications must be submitted to the Development Services Department by 5:00 p.m. on January 4, 2019. The City Council will consider funding of proposed activities and projects for inclusion into the draft Annual Action Plan at a public hearing tentatively scheduled for March 20, 2019 and consider approval of the Annual Action Plan at a public hearing tentatively scheduled for April 24, 2019 for submittal to HUD.

Please submit questions or requests for more information in writing only to Nicole Piano-Jones, Management Analyst at nlpiano@encinitasca.gov.

11/30/18 CN 22587

11/30/18 CN 22587

PUBLIC NOTICE CITY OF ENCINITAS

Housing and Community Development Activities FY 2019-20 Funding Recommendations

PLACE OF MEETING: **Council Chambers, City Hall
505 South Vulcan Avenue
Encinitas, CA 92024**

Notice is hereby given that City Council will hold a Public Hearing on **March 13, 2019 at 6:00 p.m.** to consider funding recommendations for proposed FY 2019-20 Housing and Community Development activities. The proposed activities will be funded through the federal Community Development Block Grant (CDBG) program. A previous public notice was published on December 7, 2018, which specified that a public hearing regarding the FY 2019-20 CDBG funding recommendations would take place on March 20, 2019. This notice serves to correct the previous notice regarding the public hearing date.

The grant amount may increase or decrease from 0%-20% depending on the final FY 2019 budget approved by Congress. The City of Encinitas estimates receiving a five percent reduction and anticipates receiving approximately \$316,302 of CDBG funds in FY 2019-20, with an estimated \$47,445 available for public services, \$63,260 available for program administration and fair housing, and \$205,597 available for other activities. The proposed FY 2019-20 funding recommendations include the following: homeless prevention and shelter, youth outreach, and senior services; program administration and fair housing activities; and a facility improvement project that benefits lower-income and homeless households, public infrastructure improvements, and a residential rehabilitation program that benefits low-income homeowners.

The FY 2019-20 CDBG funding recommendations Agenda Report will be available the week prior to the public hearing in the City Council Meeting Agenda. The Agenda Report will be available at City Hall during regular business hours and on the City's website at www.encinitasca.gov under Agendas and Webcasts.

If you have questions or wish for further information, please contact Nicole Piano-Jones, Management Analyst, at (760) 943-2237, or npiano@encinitasca.gov or by mail or in person at City of Encinitas, 505 S. Vulcan Ave., Encinitas, CA 92024. You may also provide comments at the public hearing on March 13, 2019.

THE ABOVE MENTIONED AGENCY IS AN EQUAL OPPORTUNITY PUBLIC ENTITY AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR,

ETHNIC ORIGIN, NATIONAL ORIGIN, SEX, RELIGION, AND VETERAN'S STATUS, PHYSICAL OR MENTAL DISABILITY IN EMPLOYMENT OR SERVICE. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITY ACT/SECTION 504 REHABILITATION ACT OF 1973 IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THESE MEETINGS, PLEASE CONTACT THE CITY CLERK AT 760-633-2601.

December 6, 2018 CBDG Applicant Workshop Materials



City of Encinitas

Development Services Department

505 S. Vulcan Avenue, Encinitas, California 92024-3633

Community Development Block Grant Applicant Workshop

Thursday, December 6, 2018 – 3PM

The City of Encinitas is hosting a Community Development Block Grant (CDBG) applicant workshop for organizations interested in applying for FY 2019-20 CDBG funding. The City is conducting this workshop to provide an overview of the CDBG program, federal and local requirements, and the City's application process, including a new fillable PDF application.

**City of Encinitas
505 S. Vulcan Ave
Encinitas, CA 92024
Thursday, December 6, 2018 3PM
Room: Poinsettia Room**

Applications will be made available beginning on December 6, 2018 at City Hall, 505 South Vulcan Avenue, Encinitas, CA 92024 or online at the City's website: www.encinitasca.gov.

Interested applicants should review the City's FY 2015-20 Consolidated Plan and FY 2018-19 Action Plan to understand the City's identified goals and priorities and current projects and programs. These documents can be viewed on the City's website www.encinitasca.gov or at the City's Development Services Department.

If you have questions or wish for further information, please contact Nicole Piano-Jones, Management Analyst, at (760) 943-2237, or npiano@encinitasca.gov.

Accessibility

The City of Encinitas is an equal opportunity public entity and does not discriminate on the basis of race, color, ethnic origin, national origin, sex, religion, veteran's status or physical or mental disability in employment or the provision of service. In compliance with the Americans with Disabilities Act/Section 504 Rehabilitation Act of 1973 if you need special assistance to participate in this meeting, please contact Nicole Piano-Jones at (760) 943-2237 or npiano@encinitasca.gov.

Tel: (760) 633-2710; Fax: (760) 633-2818

City Council Agenda Reports

March 13, 2018 Item 8L

https://encinitas.granicus.com/MetaViewer.php?view_id=7&clip_id=1890&meta_id=96719



Development Services Department
1053. Vulcan Avenue, Encinitas, 92024-1611

MEETING SIGN-IN SHEET

CDBG FY 2019-20 Applicant Workshop

December 6, 2018

City of Encinitas,
Poinsettia Room

NAME	ORGANIZATION	PHONE	
D. Z			
			405h@csa.
			corke@reg
			interfaithsh.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

HOSTED BY: CITY OF ENCINITAS
DECEMBER 6, 2018

APPLICANT WORKSHOP
FY 2019-20

- 1974 CDBG Program Established
- Goal: To assist jurisdictions meet their individual community development and housing needs
- Funding from federal Department of Housing and Urban Development (HUD) to entitlement jurisdictions

CDBG AND ENCINITAS

- Encinitas Became Entitlement Community in 1990
- Anticipated grant FY 2019-20 \$316,302
 - Public Services: \$47,445
 - Other Activities: \$205,597
- City Council Meetings (tentative)
 - Funding Recommendations - March 20, 2019
 - Action Plan – April 24, 2019

CDBG: BASIC ELIGIBILITY

- ❑ National Objective
- ❑ Eligible use of funds
- ❑ City's Consolidated Plan Priority Need
- ❑ Assist Encinitas households/neighborhoods
- ❑ Organization must have capacity and ensure compliance with CDBG regulations

CDBG: NATIONAL OBJECTIVES

☐ National Objective

- ☐ Benefit low-and moderate-income individuals, housing, or neighborhoods
- ☐ Prevention/Elimination of Slums or Blight; or
- ☐ Address Community Urgent Needs

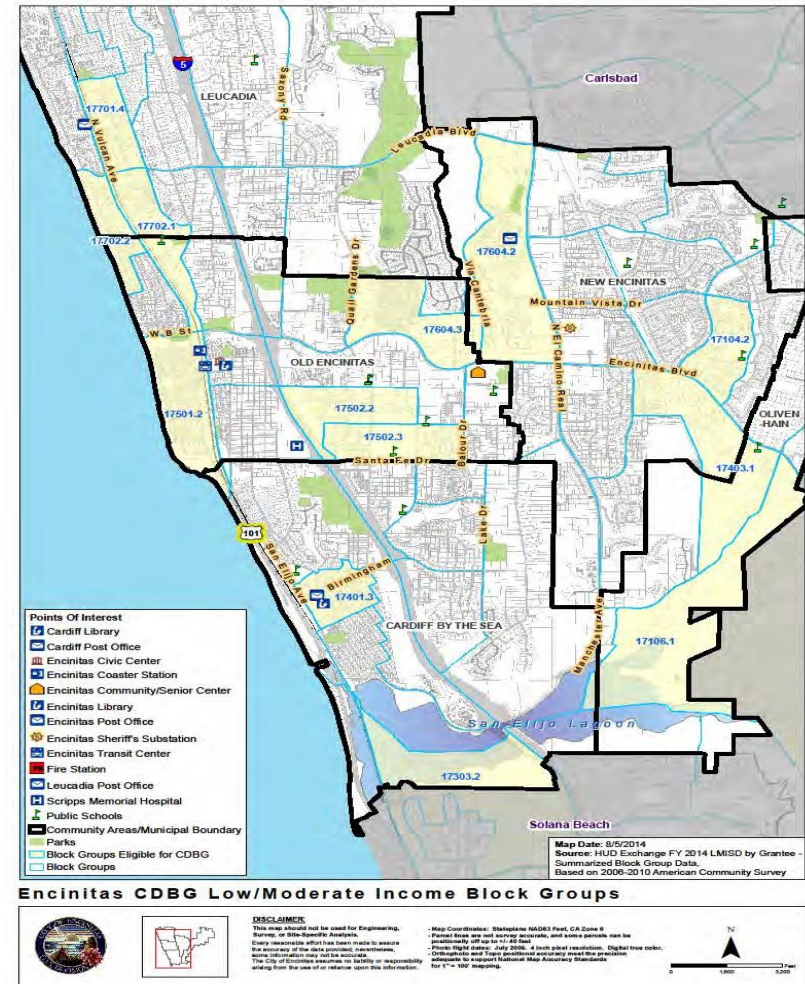
☐ Common Low-Mod Activities

- ☐ Area defined by HUD eligible Census Block Groups
- ☐ Clientele - 51% of clients must be below 80% AMI
- ☐ Housing - 100% of owner-occupied housing, 51% of renter-occupied housing must be below 80% AMI

LOW-MOD AREA BENEFIT

LMA PROJECTS MUST

- Be located in an eligible census block group
- Service area eligible (who will benefit from activity?)
- Located in primary residential areas



LOW-MOD CLIENTELE BENEFIT

LMC PROJECTS MUST

- ▣ Assist 51% clients at or below 80% AMI
- ▣ Use income limits effective at time of service
- ▣ Verify income w/current source documentation
 - ▣ Presumed Benefit – income documentation not needed
- ▣ Keep file min. of 5 years

2018 Income Limits	
Household Size	Maximum Gross Annual Household Income
	80% AMI (Low Income)
1	\$54,500
2	\$62,300
3	\$70,100
4	\$77,850
5	\$84,100
6	\$90,350

LOW-MOD CLIENTELE – PUBLIC SERVICE

- 15% funding cap
 - FY 2019-20 funding estimated: \$47,445
- Quarterly reporting/annual monitoring
 - Annual on-site monitoring required
- Typical programs include
 - Homeless prevention
 - Senior services
 - Drug prevention or treatment
- Indirect costs limited 10 % – must include request in application w/Cost Allocation Plan
- Minimum Grant Award of \$5,000

LOW-MOD – FACILITY IMPROVEMENTS

- Clientele OR Area Benefit
 - Income documentation required for Clientele
- Not subject to funding caps
 - Estimated FY 2019-20 funding: \$205,597
- Quarterly Reporting and Annual Monitoring
 - On-site inspection/monitoring required
- Typical projects include:
 - ADA Improvements
 - Street Drainage Projects
 - Sidewalks
- Subject to federal construction requirements

ENCINITAS FY 2015-20 CONSOLIDATED PLAN

☐ HIGH PRIORTIY

- Homeless services, prevention and shelter
- Low income renters and homeowner assistance
- Senior housing and services
- Affordable housing
- Planning and Administration

☐ MEDIUM PRIORITY

- Youth Services
- Public Facilities
- Public Improvements

ELIGIBLE/INELIGIBLE USE OF FUNDS

ELIGIBLE USES

- ❑ Acquisition/Disposition
- ❑ Public Facility Improvements
- ❑ Clearance/Remediation
- ❑ Public Services
- ❑ Relocation
- ❑ Rehabilitation/Preservation
- ❑ Lead Based Paint Evaluation and Reduction
- ❑ Planning/Administration

INELIGIBLE USES

- ❑ Buildings for General Conduct of Government
 - ❑ General Government Expenses
 - ❑ Political Activities
- Activities eligible **only** under special circumstances:
- ❑ Equipment purchase
 - ❑ Operating/Maintenance Expenses
 - ❑ New Housing Construction
 - ❑ Income Payments

LOW MOD - HOUSING

- Not subject to funding caps
- Low-Mod Housing Eligibility
 - Assist owner-occupied households (100%)
 - Assist renter-occupied (51%)
 - Typical Projects Include:
 - Acquisition
 - Rehabilitation
 - Relocation
 - Site Clearance

FEDERAL & OTHER REQUIREMENTS

ALL CDBG
FUNDED
ACTIVITIES
MUST COMPLY
WITH
ADDITIONAL
FEDERAL
REQUIREMENTS

- Americans with Disabilities (ADA)
 - ▣ Facility/Program Accessibility
- Fair Housing and Equal Employment
 - ▣ Policies of Non-Discrimination
- Limited English Proficiency
 - ▣ Preventing barriers for clients who speak languages other than English
- Davis-Bacon
 - ▣ Construction projects over \$2,000
- Section 3
 - ▣ Construction projects over \$100,000

UPDATES AND REMINDERS

- Homeless Services Providers must use HMIS
- CPD17-09: CDBG Assisted Real Property
- CPD16-11: Prioritizing Chronically Homeless in Supportive Permanent Housing
- CPD15-02: Transgender persons in Emergency Shelter and other Facilities
- CPD16-04: 2 CFR part 200, Uniform Administrative Requirements

FY 2018-19 CDBG APPLICATION

- FY 2019-20 Applications due: **JANUARY 4, 2019, 5PM**
- Fillable PDF Application
 - One hard copy & one electronic copy (no e-mails)
 - 15 pages max. including attachments
- Available on City's Website
- Late or incomplete applications will not be accepted

RESOURCES:

City of Encinitas CDBG Policies and Procedures – City's Website

HUD Playing by the Rules Handbook

http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_17104.pdf

HUD Exchange: <https://www.hudexchange.info/>

CDBG TIMELINE

Encinitas
CDBG
Fiscal
Year (FY)
is from
JULY 1 –
JUNE 30

- December/January: CDBG Applications Available
- March: City Council Considers Funding Recommendations and Action Plan Review & Comment period
- April: City Council Considers Final Action Plan
- May 15: Action Plan Due to HUD
- July 1: Program Year Begins – Contracts executed
- October 15, January 15, April 15: Reports and Invoicing
- June: Year-end Reports and Invoicing
- August: CAPER Draft – Review & Comment period
- September: City Council Consideration – Final CAPER
- September 30: CAPER Due to HUD

QUESTIONS

Nicole Piano-Jones, Management Analyst

(760) 944-2237, npiano@encinitasca.gov

Cindy Schubert, Program Assistant

(760) 633-2726, cschubert@encinitasca.gov