



# City of San Leandro

Meeting Date: September 18, 2017

## Staff Report

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**File Number:** 17-533

**Agenda Section:** PUBLIC HEARINGS

**Agenda Number:** 5.A.

**TO:** City Council

**FROM:** Chris Zapata  
City Manager

**BY:** Cynthia Battenberg  
Community Development Director

**FINANCE REVIEW:** Not Applicable

**TITLE:** Staff Report for Resolution Approving the City of San Leandro Consolidated Annual Performance and Evaluation Report (CAPER) for the FY 2016-2017 Annual Action Plan

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### SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council hold a public hearing and then adopt the resolution approving the FY 2016-2017 CAPER and authorizing the execution of all related documents by the City Manager and submission of the CAPER to the U.S. Department of Housing and Urban Development (HUD).

The CAPER has been available for public comment since September 1, 2017. Upon adoption by the City Council, the CAPER will be combined with the Alameda County HOME Consortium's reports (for the County and each Consortium member city) and submitted to HUD.

### BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) requires each jurisdiction that receives Community Development Block Grant (CDBG) and HOME funds to prepare a Five-Year Consolidated Plan, an annual Action Plan, and an annual Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER reports on all activities that took place during the fiscal year to assess the City's overall progress in accomplishing the annual Action Plan and the Five-Year Consolidated Plan objectives. The FY 2016-2017 CAPER reports on the activities and projects described in the FY 2016-2017 Action Plan, the second year of the City's FY 2015-2019 HUD Consolidated Plan, and conducted during the period of July 1, 2016 to June 30, 2017.

### ANALYSIS

Similar to the last two fiscal years, this year's CAPER document was prepared using HUD's

required online format and includes an assessment of the progress toward achieving the five-year goals and objectives, an evaluation of annual performance, and a financial summary. Various HUD reports are included that provide information on the number of people served with each project and by categories such as race and income. Below is a summary of some of the City's notable activities and outcomes described in the FY 2016-2017 CAPER that highlights the City's accomplishments in the second completed year of its FY 2015-2019 HUD Consolidated Plan.

**Objective: Provide Decent Housing**

**Priority/Action: Affordable Housing Needs/Preserve existing affordable rental and ownership housing for households at or below 80% Area Median Income.**

**Housing Rehabilitation Program:** In FY 2016-2017, the City experienced a brief hiatus in the Housing Rehabilitation Program provided by Neighborhood Solutions. Neighborhood Solutions provided this service in San Leandro since 2003 and unexpectedly resigned mid-year. City staff released an RFP and secured a new service provider, which began operations in FY 2017-18. The goal of San Leandro's housing rehabilitation program is to make homes safe and livable for low-income homeowners. The new provider for this service is Rebuilding Together Oakland / East Bay - approved by the City Council in Spring 2017 - to provide this needed service. Given this change in service provider, there were only four housing rehabilitation grants awarded this fiscal year.

There were four housing rehabilitation grants (three minor home repairs and one mobile home repair) provided in FY 2016-2017. All of the housing rehabilitation grants were for extremely low-income (30% AMI) homeowners. A total of two of the grants were for seniors. The Housing Rehabilitation Program provided a wide range of improvements to the four income-eligible homeowners including a mobile home roof repair, the replacement of a non-functioning heating system, repairs to a water damaged bathroom infrastructure including moisture control measures, and water heater replacement. This program assists the City to preserve existing affordable ownership housing for low- and moderate-income households.

**Objective: Provide a Suitable Living Environment**

**Priority/Action: Affordable Housing Needs/Reduce housing discrimination.**

**Eden Council for Hope and Opportunity Housing (ECHO Housing):** In FY 2016-2017, the City continued to contract with ECHO Housing, a regional non-profit fair housing agency, to provide fair housing services in an effort to reduce housing discrimination. ECHO Housing received 23 fair housing inquiries involving 45 clients, in which ECHO Housing provided information, counseling, and/or investigation in fair housing inquiries or allegations of housing discrimination. ECHO Housing also educated people about fair housing laws, rights, and responsibilities through workshops, trainings, and presentations. The City allocates CDBG general administration funds, not public services funds, to ECHO Housing's fair housing services to fulfill the City's federal mandate to affirmatively further fair housing.

**Priority/Action: Community Development Needs -- Public Services/Provide Grants to non-profit social service providers serving San Leandro residents.**

**Davis Street Family Resource Center:** Davis Street's Family Support Services Program provides "Basic Needs" services, including emergency food and clothing and other family support services such as medical/dental services, employment counseling, and housing assistance, to low-income and working poor individuals and families. For FY 2016-2017, Davis Street served 5,510 total unduplicated persons, of which 4,762 (or 86%) are San Leandro residents, provided 1,770 households with over 23,640 meals, and provided 278 San Leandro residents with crisis intervention and/or short-term community counseling services.

**Priority/Action: Community Development Needs-Public Services/Provide Grants to non-profit social services (cont.)**

**Child Abuse Listening, Interviewing, and Coordination Center (CALICO):** CALICO's San Leandro Child Abuse Intervention Project provides family support services to improve mental health outcomes for San Leandro toddlers, children, adolescents, and adults living with developmental disabilities who have suffered physical or sexual abuse or neglect, and for the caregivers of those victims. During FY 2016-2017, CALICO served 39 households (of which 38 were San Leandro households) comprised of 67 total persons. Additionally, a CALICO Family Resource Specialist provided on-site crisis intervention, information and referrals to 37 unduplicated caregivers of children who were victims of trauma.

**SOS/Meals on Wheels:** SOS/Meals on Wheels Program serves senior citizens who are 60 years of age and older and unable to buy or prepare food for themselves. This meal delivery service provides delivery of warm, nutritious, and balanced meals that are one-third of the recommended daily dietary allowance. A secondary result of this service comes from the food delivery staff who report perceived problems of illness or safety, a critical safety net for homebound senior citizens. In FY 2016-2017, a total of 161 homebound seniors were served by this program.

**Spectrum Community Services:** Spectrum Community Service's Senior Meal Program serves fresh nutritious meals to seniors at the San Leandro Senior Center and Fargo Senior Apartments. The meals provided are compliant with the Title III(c) regulations and provide a minimum of one-third of the dietary reference intakes. Meals are provided five days per week. In FY 2016-2017, Spectrum provided 5,629 meals to 1,081 senior citizens who are residents of San Leandro.

**Table 1 - Table of assistance to racial and ethnic populations by source of funds**

<b>Racial and Ethnic composition of families assisted:</b>	
	<b><u>CDBG</u></b>
White	3,561
Black or African American	876
Asian	967
American Indian or American Native	29
<u>Native Hawaiian or Other Pacific Islander</u>	<u>127</u>
<b>Total</b>	<b>5,560</b>
Hispanic	2,467
Not Hispanic	3,093
<b>Resources and Investments:</b>	
<b><u>Source</u></b>	<b><u>Funds*</u></b>
CDBG	\$556,892

\*Actual Amount Expended in Program Year 2016 as of June 30, 2017.

**Narrative**

The City also appropriated local General Funds to the following programs in FY 2016-2017. These programs assist the City in addressing the affordable housing, homelessness, and community development needs of the City, as identified in the City's current HUD-approved FY 2015-2019 Five-Year Consolidated Plan.

- \$11,000 to Davis Street Family Resource Center to provide affordable housing services to City residents.
- \$25,000 to ECHO Housing to provide San Leandrans with rental housing counseling, which includes resolving tenant-landlord issues, and assisting in the administration of the City's Rent Review Program.
- \$35,000 to Bay Area Homebuyer Agency (BAHBA) to administer and monitor the City's First-Time Homebuyer Program.
- \$150,000 (City Community Investment Program) to non-profit agencies providing social support services to San Leandrans.

**Objective: Affordable Housing**

**HOME Investment Partnership (HOME) Program**

The City of San Leandro participates in the Alameda County HOME Consortium, which is made up of Alameda County cities (including unincorporated cities), excluding Berkeley and Oakland. The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. A portion of those funds are used for HOME administrative overhead for City staff and remainder are primarily intended for affordable housing projects. Since the

City's annual allocation is not typically large enough to be used for a HOME eligible housing program, Alameda County HOME Consortium cities pool their funds so that they can be used on a competitive and/or rotating basis among member cities. In FY 2016-2017, the City of San Leandro spent a total of \$262,708 in HOME Consortium funds. Of those funds \$5,947 were expended on City staff administration and \$256,761 for the Marea Alta Phase 2 (aka San Leandro Senior Housing). This is a portion of a \$1 million total loan approved by the City Council of San Leandro in 2016 to BRIDGE Housing for this affordable rental housing development. The remaining loan amount of \$743,239 from former City Redevelopment Agency Housing Set-Aside Fund loan repayments were also expended in FY 2016-2017 and the project is currently under construction. Marea Alta Phase 2 will construct 85 new affordable senior rental housing units for very low-income seniors. The 85 units will comprise 77 one-bedrooms and the remainder two bedroom units including one manager's unit. San Leandro Senior is estimated to complete construction in Summer 2018.

San Leandro Senior is the second phase of the Marea Alta Transit Oriented Development and mixed-use project. Marea Alta Phase I had its grand opening in May of 2017. Phase I has 115 multi-family affordable rental units with a bike room, 5,000 square feet of ground floor program space for a proposed childcare center, landscaped courtyard, a children's play area, a multi-purpose community room with kitchen and adjacent patio, laundry room on each floor, and a community garden. Phase I is a five-story building including underground parking garage with 400 parking stalls, including BART parking.

**Objective: Create Suitable Living Environment**

**Priority/Action: Homeless Needs/Maintain, improve, and expand the capacity of housing, shelter, and services for homeless individuals and families including integrated healthcare, employment services, and other services; Maintain and expand activities designed to prevent those currently housed from becoming homeless.**

***Building Futures with Women and Children (BFWC) - San Leandro Shelter:*** The City funded Building Futures with City General Funds to provide supportive services to homeless families at its emergency shelter, known as the San Leandro Shelter. In FY 2016-2017, BFWC provided emergency shelter and supportive services, which included 10,848 bednights, of which 1,695 bednights were directly supported by the City of San Leandro. There were 32,543 meals for 117 homeless women (73) and children (44) in crisis. All 117 women received access to health care and group sessions which help to advance essential skills, such as employment strategies, money management, housing strategies, parenting skills, and other basic life skills. Out of these 117 women and children served, 84 were sheltered of which 40% exited to safe and stable permanent housing.

***Davis Street Family Resource Center (DSFRC):*** The CDBG funded DSFRC with CDBG public services funds to provide supportive services to homeless persons. DSFRC provided an array of basic services to 113 homeless persons. Homeless persons received various services, including three days' worth of groceries up to twice a month, emergency clothing, and household items. DSFRC Family Advocates/Intake Specialists also provided these clients with information and referral to DSFRC's other programs that include free acute medical and dental care, childcare, employment counseling, housing assistance, and case management services.

**Rental Housing Counseling:** Using City General Funds, the City contracted with ECHO Housing for Rental Housing Counseling services to help keep people in their housing. Information and referral services were provided to 129 landlords and tenants. (Note that this data reflects only through the third quarter; fourth quarter data was not available at the time that this report was published.) In FY 2016-2017, ECHO Housing handled 49 cases related to eviction and succeeded in preventing 8 households from being evicted. Staff also assisted with 12 landlord-tenant inquiries related to repairs, 13 cases regarding security deposits, 19 instances involving rent increases, 2 occurrences of unlawful entry by the landlord, and 4 cases involving retaliation by the landlord. There were also 46 miscellaneous inquiries (e.g. information on rental contracts and unlawful detainers, providing general information on tenant and landlord rights with referrals to attorneys, Office of Fair Housing and Equal Opportunity (FHEO), Eviction Defense, small claims court, and mediation services). ECHO Housing staff assisted 7 households with conciliation/mediation services including successfully conciliating 19 rent increases cases and the aforementioned 8 eviction cases that were successfully conciliated as well. Lastly, ECHO staff referred 14 households to attorneys or small claims court.

Additionally, the City provided City General Funds to ECHO Housing to assist staff in administering the City's Rent Review Program, which provides a non-binding arbitration board review of eligible rent increase cases in San Leandro. ECHO Housing and City staff addressed a total of 132 inquiries (83 tenant and 49 landlord) relating to the City's policies on rent increases and its Rent Review Program. There were 41 renters who applied for Rent Review Board hearings.

Of these 41 hearing requests:

- 13, or 32% of cases were ineligible for a rent review hearing;
- 5, or 12% of cases required landlords to properly re-notice their tenants as required by the ordinance;
- 3, or 7% of cases were scheduled for a hearing after June 30, 2017;
- 10, or 24% of cases were settled prior to a scheduled hearing; and
- 13, or 32% of cases were heard by the Rent Review Board. Of the 13 cases heard by the Rent Review Board:
  - 12, or 92% of, cases were settled mutually settled.

### **Current Agency Policies**

Current Council Policy is defined by the FY 2015-2019 Consolidated Plan, which included the FY 2016-2017 Annual Action Plan, adopted by Resolution No. 2016-046 on May 2, 2016. This FY 2016-2017 CAPER covers the second year of the FY 2015-2019 Consolidated Plan cycle.

### **Previous Actions**

The Action Plan containing the programs and activities carried out during FY 2016-2017 was approved, by the City Council on May 2, 2016.

### **Applicable General Plan Policies**

The Housing Element of the General Plan addresses increasing the supply of affordable ownership and rental housing in San Leandro in Goal 53 - Affordable Housing Development of the Housing Element of the General Plan. Additionally, Goals 47 to 51 of the General Plan address the provision of community services and facilities in coordination with non-profit and other social services providers. Such services range from library and childcare services to youth and senior services.

### **Environmental Review**

No environmental review is required for this annual report.

### **Summary of Public Outreach Efforts**

A notice of the public hearing was published in The Daily Review on August 25, 2017. The CAPER was available at City Hall, the Main Library, and on the City's website for public comment from September 1st through September 15th, 2017. Letters were sent on August 24, 2017, to the City's "CDBG's Mailing List" which includes CDBG service providers, homeowner associations, and community-based organizations.

### **Fiscal Impacts**

None

### **ATTACHMENT**

#### **Attachment to Resolution**

- Draft FY 2016-2017 CAPER

**PREPARED BY:** Maryann Sargent, Senior Housing Specialist, Community Development Department



# City of San Leandro

Meeting Date: September 18, 2017

## Resolution - Council

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**File Number:** 17-531

**Agenda Section:** PUBLIC HEARINGS

**Agenda Number:**

**TO:** City Council

**FROM:** Chris Zapata  
City Manager

**BY:** Cynthia Battenberg  
Community Development Director

**FINANCE REVIEW:** Not Applicable

**TITLE:** RESOLUTION Approving the City of San Leandro FY 2016-2017 Consolidated Annual Performance and Evaluation Report (CAPER) (approves the CAPER for submission to the U.S. Department of Housing and Urban Development)

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WHEREAS, pursuant to provisions of the Housing and Community Development Act and amendments, the federal government requires local communities to submit a Consolidated Annual Performance Evaluation Report (CAPER) on the progress made on the Annual Consolidated Action Plan; and

WHEREAS, the City of San Leandro, as required by the U.S. Department of Housing and Urban Development (HUD), duly published notice of, and conducted a public hearing to obtain the views of citizens on the Consolidated Annual Performance Evaluation Report (CAPER) for fiscal year 2016-2017; and

WHEREAS, the City Council is familiar with the said Consolidated Annual Performance Evaluation Report (CAPER), a copy of which is attached hereto and incorporated herein by this reference; and

WHEREAS, the City Manager recommends execution and submission of said Consolidated Annual Performance Evaluation Report (CAPER) as attached.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Leandro hereby:

1. Approves the attached FY 2016-2017 Consolidated Annual Performance Evaluation Report (CAPER), to meet the HUD CAPER submittal deadline of September 28, 2017;
2. Authorizes the City Manager to execute and submit the same on behalf of the City of San Leandro.



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

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

#### **91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of San Leandro completed the second year of its FY 2015-2019 HUD Consolidated Plan. The City's CDBG funds were used for activities that meet the following CDBG program national objective: benefiting low- and moderate-income (LMI) persons.

The City allocated all of its CDBG public services funds to four subrecipients (CALICO, Davis Street Family Resource Center, SOS/Meals on Wheels, and Spectrum Community Services) who provided support services to 6,154 low-income persons in need from July 1, 2016 through June 30, 2017.

The City also allocated CDBG funds to provide six (6) income-eligible homeowners with housing rehabilitation grants to rehabilitate and repair their homes.

Additionally, CDBG funds supported the following: 1) the City's implementation of its ADA Transition Plan designed to modify the City's facilities to make them more ADA accessible to persons with disabilities; 2) the repayment of the City's Section 108 Loan, which the City utilized to complete the construction of its new senior center, in accordance with HUD's 20-year repayment schedule; and 3) to affirmatively further fair housing, the City used CDBG funds to contract with ECHO Housing to provide fair housing services.

See also attached IDIS Reports:

- PR23 – Summary of Accomplishments
- PR03 – CDBG Activity Summary Report
- PR26 – CDBG Financial Summary Report
- PR26 – CDBG Activity Summary Report

### **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 Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing Needs Goals	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	50	15	30.00%	15	0	0.00%
Affordable Housing Needs Goals	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	75	15	20.00%	15	6	40.00%
Affordable Housing Needs Goals	Affordable Housing	CDBG: \$	Other	Other	1	0	0.00%			
Community Development Needs Goals	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	16243	32.49%	10441	6154	58.94%
Community Development Needs Goals	Non-Housing Community Development	CDBG: \$	Other	Other	7	0	0.00%			
Homelessness Needs Goals	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	200		%	200	0	0.00%
Homelessness Needs Goals	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	215		%	215	0	0.00%
Homelessness Needs Goals	Homeless	CDBG: \$	Other	Other	0	0				
Supportive Housing Needs Goals	Non-Homeless Special Needs	CDBG: \$ / HOME Program: \$0	Other	Other	0	0				

**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.**

Table 1 shows the programs funded by CDBG for FY 2016-2017. The City’s CDBG program is summarized in this matrix by goals set in the City’s Five Year Consolidated Plan. Those goals and their respective categories were informed by a needs analysis conducted for the five year plan and prioritized by the type of housing or community development need. The matrix also contains information on the funding sources and amounts, goal outcome indicators, units of measure for tracking outcomes, expected vs. actual strategic plan goals.

***Objective: Provide Decent Housing***

*Priority/Action: Affordable Housing Needs/Preserve existing affordable rental and ownership housing for households at or below 80% Area Median Income.*

**Housing Rehabilitation Program (activity #8):** In FY 2016-2017, the City experienced a brief hiatus in the Housing Rehabilitation Program provided by Neighborhood Solutions. Neighborhood Solutions provided this service in San Leandro since 2003 and in this FY decided to resign from providing these services to the City. City staff released an RFP and secured a new service provider for this program for FY 2017-18. The goal of San Leandro’s housing rehabilitation program is to make homes safe and livable for low-income homeowners. The new provider for this service is Rebuilding Together Oakland / East Bay — approved by the City Council in Spring 2017 — to provide this needed service. Given this change in service provider, there were only four housing rehabilitation grants allocated. All of these housing rehabilitation grants were from the minor home repair grant program including one mobile home repair. A total of two of the grants were for seniors. This program assists the City to preserve existing affordable ownership housing for low- and moderate-income households.

***Objective: Provide a Suitable Living Environment***

*Priority/Action: Affordable Housing Needs/Reduce housing discrimination.*

**Eden Council for Hope and Opportunity Housing (ECHO Housing) (activity #3):** In FY 2016-2017, the City continued to contract with ECHO Housing, a regional non-profit fair housing agency, to provide fair housing services in an effort to reduce housing discrimination. ECHO Housing received 23 fair housing inquiries involving 45 clients, in which ECHO Housing provided information, counseling, and/or investigation in fair housing inquiries or allegations of housing discrimination. ECHO Housing also educated people about fair housing laws, rights, and responsibilities through workshops, trainings, and presentations. The City allocates CDBG general administration funds, not public services funds, to ECHO Housing's fair housing services.

Priority/Action: Community Development Needs -- Public Services/Provide Grants to non-profit social service providers serving San Leandro residents.

**Davis Street Family Resource Center (activity #2):** Davis Street's Family Support Services Program provides "Basic Needs" services, including emergency food and clothing and other family support services such as medical/dental services, employment counseling, and housing assistance, to low-income and working poor individuals and families. For FY 2016-2017, Davis Street served 5,510 total unduplicated persons, of which 4,762 (or 86%) are San Leandro residents, provided 1,770 households with over 23,640 meals, and provided 278 San Leandro residents with crisis intervention and/or short-term community counseling services.

**Priority/Action: Comm Dev Needs-Public Services/Provide Grants to non-profit social services (cont)**

**Child Abuse Listening, Interviewing, and Coordination Center (CALICO):** CALICO's San Leandro Child Abuse Intervention Project provides family support services to improve mental health outcomes for San Leandro toddlers, children, adolescents, and adults living with developmental disabilities who have suffered physical or sexual abuse or neglect, and for the caregivers of those victims. During FY 2016-2017, CALICO served 39 households (of which 38 were San Leandro households) and comprised of 67 total persons. Additionally, a CALICO Family Resource Specialist provided on-site crisis intervention, information and referrals to 37 unduplicated caregivers of children who were victims of trauma.

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

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

91.520(a)

	CDBG
White	3,561
Black or African American	876
Asian	967
American Indian or American Native	29
Native Hawaiian or Other Pacific Islander	127
<b>Total</b>	<b>5,560</b>
Hispanic	2,467
Not Hispanic	3,093

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

### Narrative

The City of San Leandro is one of the most diverse cities in Alameda County. There is no one ethnic group constituting a majority in the City's population. Reporting on the race and ethnicity of families and persons assisted by CDBG funds is required by HUD. It is also important to the City to track who is receiving this funding to understand the needs of the population. Given that HUD's reporting requirement follows the U.S. Census on how it counts the racial and ethnic composition of a population, the City of San Leandro collects much more information than is reflected in the Table 2 above. Specifically, Table 2 does not report the information collected on the mixed-race population that receive services from the City's CDBG-funded services. Note that the City requires that services are provided to anyone in need and who is qualified to receive those services regardless of their race or ethnicity.

Additionally, this data does not reflect the racial or ethnic data of those programs that are funded by non-Federal City grants.

## 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	CDBG	650,261	
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other	156,659	

**Table 3 - Resources Made Available**

### Narrative

#### **CDBG**

As an entitlement jurisdiction, in FY 2016-2017 the City of San Leandro received a allocation of \$650,261 in CDBG funds. The City released a Public Services RFP used to determine projects with activities that are eligible according to HUD guidelines for serving low and moderate-income persons. There were no prior year unallocated and unexpended CDBG entitlement funds carried over into FY 2016-2017.

#### **HOME Investment Partnership (HOME) Program**

The City of San Leandro participates in the Alameda County HOME Consortium, which is made up of Alameda County cities (including unincorporated cities), excluding Berkeley and Oakland. The City of San Leandro receives HOME funds via a formula allocation through the Alameda County HOME Consortium. A portion of those funds are used for Administrative Overhead and rest are intended for housing projects. Since the City's annual allocation is not typically large enough to be used for a HOME eligible housing program, Alameda County HOME Consortium cities pool their funds so that they can be used on a competitive and/or rotating basis among member cities. In FY 2016-2017, the City of San Leandro spent a total of \$262,708 in HOME Consortium funds. Of those funds \$5,947 were expended on City staff administration and \$256,761 for the Marea Alta Phase 2 (aka San Leandro Senior Housing). This is a portion of a \$1 million total loan approved by the City Council of San Leandro in 2016 to BRIDGE Housing for this development. The City funds in the amount of \$743,239 were expended in FY 2016-2017 and the project is currently under construction. Marea Alta Phase 2 will construct 85 new affordable senior rental housing units for very low-income seniors. The 85 units will comprise 77 one-bedrooms and the remainder two bedroom units including one manager's unit. San Leandro Senior began construction in March 2017 and is estimated to complete construction in Summer 2018.

San Leandro Senior is the second phase of the Marea Alta Transit Oriented Development and mixed-use project. Marea Alta Phase I had its grand opening in May of 2017. Phase I has 115 multi-family affordable rental units with a bike room, 5,000 square feet of ground floor program space for a proposed childcare center, landscaped courtyard, a children's play area, a multi-purpose community

room with kitchen and adjacent patio, laundry room on each floor, and a community garden. Phase I is a five-story building including underground parking garage with 400 parking stalls, including BART parking.

**Program Income**

Additionally, HUD funds may result in program income (i.e. loan or interest payments) from housing projects that were supported by HUD funding. Given that the City of San Leandro primarily uses its CDBG allocation on direct service contracts and public works projects, there is no program income from those expenditures. In FY 2016-2017 there was no HOME Program Income on HOME funded housing development loans managed by the City of San Leandro.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	100	100	Low and moderate income residents.

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

Per the City of San Leandro Five Year Consolidated Plan for 2015-2020, no specific target areas were identified as areas to focus investment of the City’s CDBG annual funding allocation. The City will continue to fund programs that meet the national objectives of serving low- and moderate-income clientele (LMC) or low- and moderate-income housing (LMH). In FY 2016-2017 all of the services provided by the City’s contracted recipients of CDBG grants, will benefit — at least 51% of the total population served — low- and moderate-income individuals and families. In the case that the City has funded agencies located in other jurisdictions, it is with the explicit understanding that a portion of their programs that receive City CDBG funds will serve and benefit San Leandro residents.

## 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.**

### Leverage

Following is a summary from City of San Leandro CDBG subrecipients reporting on how their agency leveraged CDBG funds:

- First 5 of Alameda County awarded CALICO a two-year grant (FY15-17) in the amount of \$120,000 to provide family support services countywide to caregivers with children under five years of age living in the household.
- Kaiser Permanente renewed its award to CALICO and provided a \$20,000 grant to provide family support services to families residing in northern Alameda County.
- Alameda County Social Services Agency awarded CALICO a three-year grant (FY14-17) of \$69,384 per year, including \$7,740 to provide on-site support services to caregivers at CALICO.
- CALICO raised \$80,000 at its two annual fundraisers. Some of these funds assisted in providing on-site caregiver support at CALICO.
- Davis Street Family Resource Center leveraged \$ 24,000 of funds from Alameda County Social Services.

Marea Alta Phase I had its grand opening in May 2017. The cost to construct this phase was approximately \$50 million and leveraged over \$30 million in public funding (\$9.1 million loan from the former Redevelopment Agency and over \$22 million in Proposition 1C grant funding from the State of California (2006 Proposition 1C bond funds).

Marea Alta Phase II – San Leandro Senior Housing started construction in Summer 2017 and is estimated to complete construction in August 2018. The current permanent financing shows a total construction cost of approximately \$41 million that leverages \$1 from the City of San Leandro, \$900,000 from Alameda County, \$6 million value of donated land, \$1million in Prop 1C TOD and IIG funding, \$1m from the Federal Home Loan Bank Affordable Housing Program Funds and \$8 million from the Affordable Housing and Sustainable Communities Program funds (aka Cap and Trade – Greenhouse Gas Reduction Funds).



### HOME Match

HUD requires that Cities that receive HOME funds provide matching funds for all HOME fund expenditures awarded since 1993. HUD requires that the HOME funds must be matched with an equivalent to twenty-five percent of the total amount of funds expended in the fiscal year. Historically, the City has exceeded the required HOME match. HUD allows for match funds to be accumulated from one year to the next. To date the City of San Leandro has exceeded its HOME match requirements. The City reports this in the annual HOME Match Report in the HOME Consortium CAPER submitted annually by Alameda County.

### Local Resources

The City also appropriated \$114,065 in local General Funds to the following programs in FY 2015-16. These programs assist the City in addressing the affordable housing, homelessness, and community development needs of the City, as identified in the City's FY 2015-2019 Five-Year Consolidated Plan.

- \$11,000 to Davis Street Family Resource Center to provide affordable housing services to City residents.
- \$45,000 to ECHO Housing to provide San Leandrans with rental housing counseling, which includes resolving tenant-landlord issues, and assisting in the administration of the City's Rent Review Program.
- \$33,065 to Bay Area Homebuyer Agency (BAHBA) to administer and monitor the City's First-Time Homebuyer Program.
- \$25,000 to Building Futures with Women and Children to provide emergency food and housing to homeless women and children in addition to social support services.

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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	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 Rehab of Existing Units	15	6
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>15</b>	<b>6</b>

Table 6 – Number of Households Supported

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

The most significant barrier for the City of San Leandro in recent years is the dissolution of the Redevelopment Agency and its related affordable housing funding losses. In the five years from 2006 to 2011 the City, on average, had just under \$3 million annually for its affordable housing program that included first time homebuyer loans and new affordable housing production. There have also been substantial reductions in the grant amounts and continual program uncertainty for CDBG and HOME in the last five years that have also impeded the City's ability to meet its housing and community development goals.

In the Consolidated Five Year Plan for 2015-2020, the needs assessment identified the priority needs of affordable housing, homeless services, supportive housing for the formerly homeless, public services offered by non-profit social service providers, accessibility improvements to City public facilities, and

when available funding for eligible small businesses with the goal of community revitalization. Given the significant reduction in funds over the years the City allocates most of its CDBG funds to homeless services, public services, and accessibility improvements.

As noted earlier, the City allocated HOME funds to Marea Alta Phase 1, a 115 unit affordable housing development. This development is located in the City's Downtown Transit Oriented Development Strategic Plan area and is conveniently located near BART and a soon to be constructed Bus Rapid Transit line and Technology Campus. The "Tech Campus" is a multi-phased downtown development that will include three six-story office buildings totaling 340,000 to 500,000 square feet . The Tech Campus represents the first major office development under the City's Downtown Transit-Oriented Development Strategy and the first technology oriented project in downtown. When fully built-out, this high density project will signify a \$200 million investment in the City and create 1,800 high quality jobs. Up to 2,000 construction jobs will also result from all three phases of the development.

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

The City continues to prepare its annual action plans based on projected decreases in funding levels.

Additionally, there are significant efforts both regionally and at the State level to address decreased funding for affordable housing development. The 2017-18 Regular Session of the California State Legislature has three bills seeking to generate funds for new affordable housing production. The Building Homes and Jobs Act (SB 2: Atkins) will establish a permanent source of funding for affordable housing through a \$75 fee on real estate document filings. The Affordable Housing Bond Act (SB 3: Beall) will allow the State of California to place a \$3billion statewide general obligation bond for affordable housing on the November 2018 ballot to fund existing critical and successful affordable housing programs operated by State agencies. The Bring California Home Act (AB 71: Chiu, Ting, Mullin) will provide \$300 million in funding for affordable homes by eliminating the state mortgage interest deduction on vacation homes.

Additionally, the statewide Greenhouse Gas Reduction Fund's Affordable Housing and Sustainable Communities program is a competitive funding program that encourages collaboration between affordable housing developers and jurisdiction and transit agencies to fund affordable housing development and transportation infrastructure and amenities. City staff will continue encouraging affordable housing developers and area transit agencies to AHSC NOFA funding when available.

Alameda County Measure A-1 was a voter-approved initiative authorizing a \$580 million general obligation bond to invest in regional efforts to address the lack of affordable housing. The City of San Leandro has a base allocation of these funds in the amount of over \$10 million. These funds are specifically designated for affordable rental housing development with the goal of creating and preserving affordable housing. Additionally, there will be a county-wide competitive pool for affordable housing development, first-time homebuyer down payment assistance, ownership housing

development, housing preservation to assist senior citizens, people with disabilities, and other low-income home owners to remain safely in their homes.

City staff continue to monitor developments in these regional and state funding initiatives and will work to position affordable housing and community development projects in the City to be competitive in securing those funding resources.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	3,672	0
Low-income	2,473	0
Moderate-income	9	0
<b>Total</b>	<b>6,154</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

There were six housing rehabilitation grants provided in FY 2016-2017. All of the housing rehabilitation grants were for extremely low-income (30% AMI) homeowners.

The Housing Rehabilitation Program provided a wide range of improvements to the six income-eligible homeowners including a roof repairs, tree trimming, garage door replacement, the replacement of a non-functioning water heater and heating system, repairs to infrastructure of a water damaged bathroom including moisture control measures, and the installation of grab bars and toilets in the home of a disabled senior citizen.

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

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

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

The City uses CDBG funds and City General Funds to provide support services to homeless persons. The City relies and funds the following social services agencies to provide emergency shelter and/or supportive services to homeless persons so that they are able to move into transitional/interim housing, and/or to permanent housing.

- Building Futures with Women and Children
- Davis Street Family Resource Center

The City also supports the following social services providers or programs whose services assist City residents from being displaced and becoming homeless.

- ECHO Housing
- Rent Review Program
- Owner Occupied Housing Rehabilitation Grant Program

The City of San Leandro is an active participant in EveryOne Home, the community-based organization formed to coordinate the implementation of the Alameda County EveryOne Home Plan. The EveryOne Home Plan is a comprehensive blueprint to end homelessness, including chronic homelessness, by the year 2020, in Alameda County.

The Alameda County HOME Consortium (of whom the City of San Leandro is a member) jurisdictions continued their outreach to unsheltered persons over the last year. Abode's mobile outreach team covers all of South and East County and works closely with the human services and law enforcement departments of the participating cities to identify and contact unsheltered persons. In FY 2016-2017, Abode's outreach team served \_\_\_ persons, \_\_\_% of whom were staying in places not meant for human habitation. Abode helped \_\_\_ homeless persons find permanent housing. As lead agency for AC Impact, a program in Alameda County that provides direct access to permanent housing for people who are living on the streets, Abode ensured that \_\_\_ high need individuals were housed directly from places not meant for human habitation. In addition they assisted in making sure that those in their program retained their housing (a \_\_\_% success rate). Street outreach worked with law enforcement in Fremont, Livermore, Hayward and Oakland to focus on chronically homeless persons whom law enforcement had identified as highly vulnerable and having particularly problematic street behavior. The City of Albany continued to fund the Berkeley Food and Housing Project to conduct outreach in its jurisdiction. San Leandro funded Building Futures with Women and Children to conduct street outreach for a third winter. In FY 2016-

2017 this program assisted 73 women with 44 dependent children; sheltered 84 women and children and assisted 34 women and children in exiting to safe and stable permanent housing.

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

### ***Objective: Create Suitable Living Environment***

*Priority/Action: Homeless Needs/Maintain, improve, and expand the capacity of housing, shelter, and services for homeless individuals and families including integrated healthcare, employment services, and other services; Maintain and expand activities designed to prevent those currently housed from becoming homeless.*

### **Building Futures with Women and Children (Building Futures) - San Leandro Shelter**

The City funded Building Futures with City General Funds to provide supportive services to homeless families at its emergency shelter, known as the San Leandro Shelter. In FY 2016-2017, BFWC provided emergency shelter and supportive services, which included 10,848 bednights, of which 1,695 bednights were directly supported by the City of San Leandro. There were 32,543 meals for 117 homeless women (73) and children (44) in crisis. All 117 women received access to health care and group sessions which help to advance essential skills, such as employment strategies, money management, housing strategies, parenting skills, and other basic life skills. Out of these 117 women and children served, 84 were sheltered of which 40% exited to safe and stable permanent housing.

### **Davis Street Family Resource Center (DSFRC)**

The CDBG funded DSFRC with CDBG public services funds to provide supportive services to homeless persons. DSFRC provided an array of basic services to 113 homeless persons. Homeless persons received various services, including three days' worth of groceries up to twice a month, emergency clothing, and household items. DSFRC Family Advocates/Intake Specialists also provided these clients with information and referral to DSFRC's other programs that include free acute medical and dental care, childcare, employment counseling, housing assistance, and case management services.

**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**

### **Objective: Create Suitable Living Environment**

*Priority: Support public services.*

## **Davis Street Family Resource Center (Davis Street) - Affordable Housing Services**

In FY 2016-2017, the City provided City General Funds to Davis Street to assist individuals seeking housing search assistance, including placement into permanent housing. During the fiscal year, Davis Street served 536 clients, of which 9 households were placed into permanent housing throughout the City, and 2 clients were assisted with security deposits. Davis Street also provided 200 homeless or at risk of becoming homeless individuals with information on local services to help them with their housing search.

**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**

*Objective: Create Suitable Living Environment*

*Priority: Maintain and expand activities designed to prevent those currently housed from becoming homeless.*

### **Rental Housing Counseling**

Using City General Funds, the City contracted with ECHO Housing for Rental Housing Counseling services to help keep people in their housing. Information and referral services were provided to 129 landlords and tenants. (Note that this data reflects only through the third quarter; fourth quarter data was not available at the time that this report was published.) In FY 2016-2017, ECHO Housing handled 49 cases related to eviction and succeeded in preventing 8 households from being evicted. Staff also assisted with 12 landlord-tenant inquiries related to repairs, 13 cases regarding security deposits, 19 instances involving rent increases, 2 occurrences of unlawful entry by the landlord, and 4 cases involving retaliation by the landlord. There were also 46 miscellaneous inquiries (e.g. information on rental contracts and unlawful detainers, providing general information on tenant and landlord rights with referrals to attorneys, Office of Fair Housing and Equal Opportunity (FHEO), Eviction Defense, small claims court, and mediation services). ECHO Housing staff assisted 7 households with conciliation/mediation services including successfully conciliating 19 rent increases cases and the aforementioned 8 eviction cases that were successfully conciliated as well. Lastly, staff referred 14 households to attorneys or small claims court.

Additionally, the City provided City General Funds to ECHO Housing to assist staff in administering the City's Rent Review Program, which provides a non-binding arbitration board review of eligible rent increase cases in San Leandro. ECHO Housing and City staff addressed a total of 132 inquiries (83 tenant and 49 landlord) relating to the City's policies on rent increases and its Rent Review Program. There

were 41 renters who applied for Rent Review Board hearings.

Of these 41 hearing requests:

- 13, or 32% of cases were ineligible for a rent review hearing<sup>[1]</sup>;
- 5, or 12% of cases required landlords to properly re-notice their tenants as required by the ordinance;
- 3, or 7% of cases were scheduled for a hearing after June 30, 2017;
- 10, or 24% of cases were settled prior to a scheduled hearing; and
- 13, or 32% of cases were heard by the Rent Review Board.
  - Of the 13 cases heard by the Rent Review Board:
    - 12, or 29% of, cases were settled mutually settled.

<sup>[1]</sup> Reasons for ineligibility: case located in the unincorporated area of Alameda County (mostly the Ashland neighborhood), the tenant did not submit their rent review board hearing request within 21-day limit of the rent increase notice, housing regulated by State Tax Credit program, mobile home park POD rental increase.



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

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

San Leandro does not have a Housing Authority. The Housing Authority of the County of Alameda (HACA) that serves all cities in Alameda County does not have any public housing sites in San Leandro. HACA does administer the Section 8 Voucher program and the Shelter Plus Care certificate programs. As of June 2017, there are 1,399 vouchers and 14 Shelter Plus Care certificates being utilized by San Leandro residents.

City continued to support Housing Authority of the County of Alameda (HACA) to ensure adequate outreach to minority, limited-English proficiency, and special needs populations regarding the availability of public housing and Section 8 vouchers.

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

Not applicable.

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

Not applicable.

## **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 continues to work towards eliminating housing constraints that are identified in its California State-certified Housing Element of the General Plan that serve as barriers to affordable housing.

The City Council approved an update to the General Plan (2035 General Plan) in September 2016. Key features of the updated General Plan included increasing mixed use and residential density particularly in the City's projected growth center downtown. Additionally, the General Plan created new land use categories which allow for higher density residential/mixed use development on affected industrially zoned parcels that are in close proximity to the San Leandro BART Station (Industrial Transition Land Use) and parcels near the Bay Fair BART station (Bay Fair TOD Land Use).

The City also amended its Zoning Code as part of its efforts to modernize the Code, create more flexibility to meet market demands while ensuring compatibility with existing neighboring uses. These Zoning Code amendments brings the zoning in certain areas of the City into conformance with both the 2007 Downtown Transit Oriented Development Strategy and 2035 General Plan Update.

Finally, the City approved Zoning Code amendments related to the second unit (or accessory dwelling unit) ordinance to streamline the production of secondary residential units in compliance with recent State of California mandates SB 1069 and AB 2299 adopted by the California state legislature in September 2016.

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

Despite the difficulties of securing available adequate funding resources in meeting the City's underserved needs, the City addresses the underserved needs through the following: 1) Fostering and Maintaining Affordable Housing, and 2) Eliminating Barriers to Affordable Housing.

### **Fostering and Maintaining Affordable Housing**

- The City annually monitors approximately 620 Below-Market Rate (BMR) rental units (funded and/or regulated by the City) for tenants earning between 30% and 120% of the Area Median Income. Additionally, the City monitors over 50 existing inclusionary BMR home ownership units.
- City staff continues to respond to inquiries from private and non-profit developers to acquire property and rehabilitate or construct new affordable rental units. This includes collaborating with BRIDGE Housing Corporation to complete constructing of Marea Alta affordable rental

housing project which includes 115 family units in Phase 1 and 85 senior housing units in Phase 2, which was awarded State/Federal low income housing tax credit equity funding in November 2016.

- The City's Housing Rehabilitation Program provided funding to six (6) owner-occupied homes (See details in CR-20 – Affordable Housing). The program continues to preserve and improve the City' existing housing stock and assist senior homeowners with having the option to age-in-place.
- The City's Rent Review Program, which is funded solely with City General Funds, provides a non-binding arbitration board review of eligible rent increase cases in San Leandro. There were forty one (41) Rent Review Board Requests for hearings logged of which there were ten (10) cases heard by the Rent Review Board in fiscal year 2016-2017.

#### Eliminating Barriers to Affordable Housing

- The City's CA State-certified Housing Element of the General Plan identifies barriers to affordable housing and establishes "Goal 58: Elimination of Housing Constraints," that identifies policies and actions with implementation strategies to eliminate those barriers. These policies include amending zoning regulations, streamlining permitting procedures, evaluating development fees, providing a customer-friendly environmental, resolving design issues, and correcting infrastructure deficiencies and soil contamination.
- The City's Fair Housing Action Plan, which was implemented under the City's FY 2010-2014 HUD Five-Year Consolidated Plan period (July 1, 2010 through June 30, 2015), addresses the City's impediments identified in the Regional Analysis of Impediments to Fair Housing Choice (AI) for the Alameda County HOME Consortium that was completed and adopted in January 2015. See below--Table 1: City of San Leandro's Efforts to Affirmatively Further Fair Housing in the Jurisdiction—for more details.

The City provides Chinese- and Spanish-translated affordable housing programs/services brochures to the members of the public. These translated documents are also posted on the City website.

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

As required by the Environmental Protection Agency (EPA), the City Building & Safety Services Division requires contractors to be EPA-lead certified before they can obtain necessary City building permits and before they can work on homes built prior to 1979.

The City's Housing Rehabilitation Program provides lead-based paint awareness and information literature in each application packet requesting for housing rehabilitation grants. Testing is always performed on homes when there are children ages 7 years old and under living in them. The City utilizes lead abatement contractors in addition to general contractors when appropriate to perform the necessary repairs. Similarly, the program requires EPA certificates from its general contractors certifying their training with regard to lead-based paint.

The City informs tenants of lead-based paint and complies with both new EPA law on lead and renovation as well as with applicable HUD lead-based paint hazard reduction guidelines and regulations when it uses federal funds, such as HOME funds, for acquisition and rehabilitation of apartments for preservation or maintenance of affordable housing.

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

The City's strategy to reduce the number of households with incomes below the poverty line is to fund programs that assist people to achieve economic independence and to preserve and build affordable housing. With CDBG funds, the City funded four (4) social service agencies that administer programs that provide support services to help thousands of individuals reach personal and economic sustainability.

Among these grant recipients is Davis Street Family Resource Center (Davis Street), which has an Employment and Housing Assistance Program designed to assist clients to become job ready and/or secure employment and housing. Davis Street employment and housing specialists meet one-on-one with working poor families to define their employment goals, training needs, and housing goals. Davis Street's Employment Counseling program, moreover, is designed to assist clients in securing employment and empowering clients to obtain further training and education to improve their job marketability. Lastly, Davis Street's onsite computer lab provides clients with computers and free Internet access, which clients can use to search for employment opportunities and prepare their cover letters and resumes.

The City also funded with its own General Funds the non-profit agency Building Futures with Women & Children (Building Futures) which provides pre-employment, life skills and housing assistance, as well as benefits advocacy to move clients into self-sufficiency. In FY 2016-2017, Building Futures staff provided referrals for health care services and held support groups that addressed various topics such as domestic violence, parenting skills, barriers to housing, and basic life skills. Building Futures also provided case management to 73 women and 4 children. Of the 117 women and children served, 34 exited to safe and stable permanent housing.

Furthermore, ongoing preservation and monitoring of 620 below-market rate rental units is also an anti-poverty strategy because the City maintains HUD rent limits for extremely low-, very low-, low-, and moderate-income people and for special populations like seniors and the disabled. Davis Street continues to help place prospective and income-qualified tenants into available BMR rental units and provide affordable housing search assistance to prevent homelessness.

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

The City coordinates with other City departments, social service agencies, other cities, and the County of Alameda to enhance the delivery of services and housing through the Continuum of Care Council. The City supports that Alameda County Continuum of Care Council and participates in meetings regularly to enhance coordination with other jurisdictions and countywide social service agencies. The City also

works closely with the Alameda County Housing and Community Development Department to adopt and provide support for its Alameda County EveryOne Home Plan to end chronic homelessness.

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

Using CDBG funds, the City subcontracted with five (4) non-profit agencies to provide social services programs.

In addition, the City participates in the HOME Consortium (HOME TAC) with six (6) other cities and the County of Alameda.

The City also supports the Housing Authority of the County of Alameda (HACA) to operate the Section 8 Rental Assistance Program within San Leandro.

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

The attached City of San Leandro's Efforts to Affirmatively Further Fair Housing in the Jurisdiction matrix lists the policies and actions identified in the Alameda County HOME Consortium Analysis of Impediments to Fair Housing Choice that the City of San Leandro will work to implement to affirmatively further fair housing in the jurisdiction. In addition the table specifies actions taken to remove those impediments and identifies City staff or City-funded programs that carried out those actions. Also included are the recommended activities from the AI and related accomplishments in the FY 2016-2017 supported by the City of San Leandro to address impediments to, and affirmatively further fair housing in the City.

City of San Leandro's Efforts to Affirmatively Further Fair Housing in the Jurisdiction

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Policy 1: Secure Federal Funding for Community Development Activities</b></p> <p>Federal entitlement grants, particularly CDBG funds, represent a primary source of funding for local affordable and fair housing activities, including contracting with fair housing service providers. These dollars have rarely been more critical for Consortium jurisdictions, with jurisdictions across California still adjusting to the recent loss of Redevelopment Agency funding and a new legal and still uncertain legal framework regarding inclusionary housing policy following recent court decisions. As such, the HOME Consortium jurisdictions must continue to undertake the actions below to secure federal community development resources.</p>		
<p><b>Action 1.1: Complete a HUD-approved Consolidated Plan and Action Plan.</b></p>	<p>Consortium jurisdictions shall continue to prepare and submit to the Department of Housing and Urban Development (HUD) one-year Action Plans and a five-year Consolidated Plan that comply with HUD requirements.</p>	<p>The City of San Leandro submitted its Five Year Consolidated Plan to HUD on May 15, 2015.</p> <p>The City of San Leandro submitted its FY 2016-2017 Annual Action Plan to HUD on May 15, 2016.</p>

Fair Housing Matrix-pg 1

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Action 1.2: Access, receive, and disburse federal entitlement grant funding.</b></p>	<p>The HOME Consortium jurisdictions shall continue to apply for their annual allocation of Community Development Block Grant (CDBG) funding, as well as other entitlement grant dollars, including HOME and Emergency Shelter Grant (ESG) funds, as appropriate. In addition, the jurisdictions shall look for opportunities to secure other federal community development funds as they become available.</p>	<p>The HOME Consortium secured its annual allocation for CDBG, HOME and ESG funds in FY 2016-2017.</p> <p>The City of San Leandro's CDBG allocation for FY 2016-2017 and the program expenditures and accomplishments are detailed in this annual CAPER document.</p> <p>The HOME Consortium operated by Alameda County and in conjunction with other jurisdictions of the County (except for the Cities of Oakland and Berkeley) create an annual pool of those funds to support larger allocations for the construction of affordable housing. In FY 2016-2017, the City of San Leandro spent a total of \$262,708 in HOME Consortium construction pool funds. Of those funds \$5,947 were expended on City staff administration and \$256,761 for the Marea Alta Phase 2 (aka San Leandro Senior Housing). Marea Alta Phase 2 will construct 85 new affordable senior rental housing units for very low-income seniors. The 85 units will comprise of 77 one-bedrooms and the remainder two bedroom units including one manager's unit. San Leandro Senior began construction in March 2017 and is estimated to complete construction in Summer 2018.</p>

**Fair Housing Matrix-pg 02**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 1.3: Monitor implementation of the Consolidated Plan and Action Plan.</b>	The HOME Consortium jurisdictions shall continue to prepare an annual Consolidated Annual Performance and Evaluation Report (CAPER) that evaluates the progress towards the Action Plan goals and documents the use of entitlement grant funds.	The City of San Leandro's CDBG allocation for FY 2016-2017 and the program expenditures and accomplishments are detailed in this annual CAPER document.
<p><b>Policy 2: Maintain and Implement an Updated Housing Element</b></p> <p>In California, each jurisdiction's Housing Element is a crucial tool to plan for and detail programs to address affordable and fair housing need. An updated Housing Element provides local policymakers and staff a clear guide and timeline to enacting these programs, and indicates agencies responsible for implementation.</p>		
<b>Action 2.1: Strive for a State-certified Housing Element.</b>	The HOME Consortium jurisdictions shall aim to have their respective Housing Elements be certified on time by the State Department of Housing and Community Development for the 2015-2023 planning period.	The City of San Leandro submitted its 2015-2023 Housing Element: An Element of the San Leandro General Plan to California Department of Housing and Community Development (CA HCD) on November 21, 2014. CA HCD certified this plan in a letter dated February, 2015.

**Fair Housing Matrix-pg 03**



Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 2.2: Implement Housing Element programs.</b>	The HOME Consortium jurisdictions shall aim to implement the programs described in their Housing Elements within the current Housing Element planning period. These programs adopt a comprehensive approach to local affordable housing needs, addressing barriers to local production, fair housing, and housing concerns of lower income households and special needs populations. Each Housing Element shall list the timeline and responsible agency for implementation.	The City of San Leandro submitted its 2016 Annual Progress Report (APR) for the 2015-2023 Housing Element: An Element of the San Leandro General Plan to California Department of Housing and Community Development (CA HCD) on June 20, 2017.
<p><b>Policy 3: Ensure Consistency between Local Zoning Ordinances and Fair Housing Choice</b></p> <p>Local jurisdictions' zoning requirements must comply with State law, the federal Fair Housing Act of 1968, and the Fair Housing Amendments Act of 1988. As discussed in Chapter 3, the AI finds some cases where local zoning requirements do conflict with State and federal requirements, and documents how the subject jurisdictions are rectifying these issues. The respective jurisdictions' Housing Elements also serve as the reference for these corrective programs. The following actions identify the primary fair housing issues related to local zoning.</p>		

**Fair Housing Matrix-pg 04**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 3.1: Maintain zoning for emergency shelters, supportive and transitional housing that complies with State law.</b>	Per State law, the HOME Consortium jurisdictions shall ensure that all provisions of their local zoning code continue to consider transitional and permanent supportive housing as a residential use, subject only to the same restrictions that apply to other residential uses of the same type in the same zone. In addition, local jurisdictions shall continue to ensure that a zoning district remains in place that allows emergency shelters as a permitted use.	As of the adoption of the 2015-23 Housing Element, the City of San Leandro removed most of the constraints to Special Needs Housing identified in its prior two Housing Elements. Specifically, the City is fully compliant with SB 2. SB 2 (2007) clarifies and strengthens housing element law to ensure that zoning laws encourage and facilitate the approval of emergency shelters and limits the denial of emergency shelters and transitional and supportive housing under the Housing Accountability Act.
<b>Action 3.2: Maintain a definition of family consistent with fair housing law.</b>	The HOME Consortium jurisdictions' zoning ordinances shall have a definition of family that is consistent with the Lanterman Developmental Disabilities Services Act and the federal Fair Housing Act and the Fair Housing Amendment Act.	To be reviewed by City of San Leandro in FY 2017-18.

**Fair Housing Matrix-pg 05**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 3.3: Establish zoning that treats community care facilities consistently with fair housing and State law.</b>	The HOME Consortium jurisdictions shall allow licensed residential care facilities with six or fewer residents in any area zoned for residential use and may not require conditional use permits or other additional discretionary permits, consistent with the Lanterman Developmental Disabilities Services Act.	To be reviewed by City of San Leandro in FY 2017-18.
<b>Action 3.4: Maintain zoning for secondary units that complies with State law.</b>	Consortium jurisdictions shall ensure that all zoning regulations remain in conformity with the requirements for secondary units proscribed by State law. Jurisdictions should also consider modifications to current zoning ordinances and impact fees with an aim to eliminate any constraints and establish incentives for the production and occupancy of new and existing secondary units at an affordable level.	Regarding the Zoning Code amendments related to the definition and allowing construction of secondary units in the City of San Leandro, the State of California requires they be called Accessory Dwelling Units (ADU). The City now complies with SB 1069 and AB 2299 related to ADUs that the State adopted in September 2016.

**Fair Housing Matrix-pg 06**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Policy 4: Support Local Fair Housing Activities and Services</b></p> <p>The AI finds that fair housing is an ongoing concern in the HOME Consortium jurisdictions. In particular, interviews with local service providers indicate that many homeseekers and landlords are unaware of federal and state fair housing laws. They also remain unfamiliar with protections offered to seniors, disabled, and other special needs populations, as well as families and protected classes. Each of the HOME Consortium jurisdictions currently undertakes a series of fair housing activities, with the primary focus being ongoing outreach and education on fair housing rights for homeseekers, landlords, lenders, and agents. The following actions highlight the need to continue these efforts.</p>		
<p><b>Action 4.1: Conduct ongoing fair housing outreach and education.</b></p>	<p>The HOME Consortium jurisdictions shall continue to contract with fair housing service providers to educate home seekers, landlords, property managers, real estate agents, and lenders regarding fair housing law and recommended practices. Outreach will occur via training sessions, public events, jurisdictions' websites and other media outlets, staffing at service providers' offices, and multilingual flyers available in a variety public locations.</p>	<p><u>Fair Housing Outreach:</u> There were 4 radio interviews conducted.</p> <p><u>Fair Housing Education:</u> There were 2 trainings for tenants and first time homebuyers; 7 presentations to property management companies, 1 FH Education seminar various tenant advocates and other housing industry representatives. There were 2 trainings to Fair Housing testers with a total of 8 testers trained.</p>

**Fair Housing Matrix-pg 07**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 4.2: Respond to fair housing concerns and complaints in a timely fashion.</b>	The HOME Consortium jurisdictions shall continue to contract with local fair housing service providers to mediate conflicts between home seekers, landlords, property managers, real estate agents, and lenders. Service providers will also assist in filing of fair housing complaints to the State Fair Employment and Housing Commission (FEHC) and the federal Office of Fair Housing and Equal Opportunity (FHEO), as necessary.	There were 23 Fair Housing cases with intake, assessment and counseling conducted by ECHO Housing. Of those case 9 investigations were conducted of Fair Housing Complaints. Of those 7 were reported to FEHC, FHEO or other FH legal referrals.

**Fair Housing Matrix-pg 08**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 4.3: Continue contracting for fair housing testing and audits.</b>	The HOME Consortium jurisdictions shall continue contracting with fair housing service providers to continue fair housing testing and audits. Fair Housing testing and audits seek to identify any evidence of differential treatment by landlords, property managers, lenders, or agents toward members of protected classes. Testing is currently conducted periodically by local fair housing service providers on a complaint-driven basis. Annual fair housing audits are conducted by ECHO Housing – the contracted service provider for most Consortium jurisdictions – regarding a specific fair housing topic each year. Consortium jurisdictions shall consider the continuation or expansion of contracting for testing and audit services.	To be reviewed by City of San Leandro in FY 2017-18.

**Fair Housing Matrix-pg 09**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Action 4.4: Consider options to increase participation in fair housing trainings by landlords and property managers.</b></p>	<p>HOME Consortium jurisdictions should identify opportunities to compel or incentivize the participation of landlords and property owners, particularly those in the smaller family-run business sector, to complete at least one fair housing training session. For example, jurisdictions that require owners and managers of residential rental property to obtain a business license may consider including requirements regarding fair housing training as a condition of license issuance. Service providers cited policies that aim to increase participation by landlords and property managers in fair housing training programs as a key activity to further fair housing choice in the Consortium.</p>	<p>ECHO Housing held 7 presentations to property management companies in FY 2016-2017.</p>

**Fair Housing Matrix-pg 10**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 4.5: Consider mandatory notification policies for fair housing services.</b>	HOME Consortium jurisdictions should identify appropriate opportunities to require notification to tenants and homeowners of available fair housing services, such as mediation and fair housing complaint services. Requirements to include notification of available services in documents such as lease addenda, rent increase notifications, statements of neighbor complaints, or notices to vacate or of eviction, should be considered.	To be reviewed by City of San Leandro in FY 2017-18.
<b>Policy 5: Support Special Needs Housing</b>		
<b>Action 5.1: Establish and communicate clear procedures to address reasonable accommodation requests.</b>	The HOME Consortium jurisdictions shall establish, implement, and effectively communicate formal procedures to address reasonable accommodation requests in zoning regulations to accommodate the needs of persons with disabilities.	To be reviewed by City of San Leandro in FY 2017-18.

**Fair Housing Matrix-pg 11**



Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 5.2: Consider adoption of universal design requirements or incentives.</b>	Consortium jurisdictions should consider the feasibility of mandatory or incentive-based policies to promote the production of housing units under universal design standards that promote accessibility for persons with disabilities.	To be reviewed by City of San Leandro in FY 2017-18.
<b>Action 5.3: Consider availability of financial support for persons with disabilities to make reasonable modifications to their dwelling unit.</b>	Consortium jurisdictions should review existing rehabilitation funding sources to ensure that, as available and appropriate, funding is made available to persons with disabilities in need of reasonable modifications to their dwelling unit.	In FY 2017-2018 the City of San Leandro will support the Housing Consortium of the East Bay in the rehabilitation of Luella Fuller House in the amount of \$10,000. Luella Fuller House serves very-low income adults with developmental disabilities for affordable shared housing in San Leandro.

**Fair Housing Matrix-pg 12**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Policy 6: Support Fair Lending Practices and Access to Credit</b></p> <p>Following the recession and financial crisis of 2007-08, lenders generally tightened credit requirements, making it more difficult for potential buyers to access loans. Though lending conditions have improved in subsequent years, lending requirements remain more stringent than in the years prior to the recession. Limited-English speakers, in particular, have difficulty securing loans and HMDA data show that African-American and Hispanic applicants for home purchase loans experience significantly lower rates of approval than White and Asian applicants. Moreover, this AI finds that many lenders and brokers are resistant to more affordable and accessible loan products offered in conjunction with first-time homebuyer or other government programs, due to their added complexity. As such, the HOME Consortium jurisdictions should continue the following actions to address these needs.</p>		

**Fair Housing Matrix-pg 13**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Action 6.1: Continue to support financial training and homebuyer assistance Programs.</b></p>	<p>HOME Consortium jurisdictions shall continue to support and/or publicize organizations that provide financial literacy and homebuyer education classes. As resources allow, the jurisdictions will also continue to support municipal downpayment and mortgage assistance programs that serve low- and moderate-income households.</p>	<p>The City of San Leandro annually funds the Bay Area Affordable Housing Alliance (BAAHA—formerly Bay Area Home Buyer Agency) to administer and monitor the City's First-Time Homebuyer Program. Services provided by BAAHA includes homebuyer counseling in the form of scheduled individual homebuyer counseling sessions, seminars, and workshops. BAAHA's program in homebuyer counseling is an integral part of expanding education opportunities and financial literacy for low to moderate income homebuyers in its designated geographic region. Counseling sessions are delivered by BAAHA staff and partnering non-profit U.S. Department of Housing and Urban Development certified counselors.</p>

**Fair Housing Matrix-pg 14**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 6.2: Maintain a list of lenders with specific expertise in supporting low-income homeseekers.</b>	The HOME Consortium jurisdictions shall continue to maintain a list of lenders that can help buyers access below-market-rate loans and locally-sponsored downpayment and mortgage assistance programs.	To be developed for City of San Leandro in FY 2017-18.
<b>Policy 7: Continue and Expand Support for Affordable Housing Production</b>		

**Fair Housing Matrix-pg 15**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 7.1: Support local affordable housing development.</b>	The HOME Consortium jurisdictions shall continue all existing programs to support local affordable housing developers through a variety of strategies such as applications for State and federal funding, entitlement assistance, outreach to the community and other stakeholders, direct financial support, and site identification and acquisition assistance. This support shall continue to include specific targets for the development of senior, transitional and supportive housing, and units serving disabled individuals and persons living with HIV/AIDS or severe mental illness.	This will be implemented by San Leandro staff in FY 2017-18 for the California State Housing and Community Development Affordable Housing and Sustainable Communities Program.

**Fair Housing Matrix-pg 16**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Action 7.2: Mitigate constraints on the production of affordable housing.</b></p>	<p>The HOME Consortium jurisdictions shall continue to pursue modifications of current zoning and other local policies regulating housing development that pose a direct or indirect constraint on the production of affordable housing. Such policies include density limits, zoning regulations, parking requirements, and growth management programs.</p>	<p>In FY 2016-2017 City Council approved an update to the General Plan (2035 General Plan). Key features of the updated General Plan include increasing mixed use and residential density particularly in the City's projected growth center downtown and creation of new land use categories which allow for higher density residential/mixed use development on affected industrially zoned parcels that are in close proximity to the San Leandro BART Station (Industrial Transition Land Use) and parcels near the Bay Fair BART station (Bay Fair TOD Land Use). The City also amended its Zoning Code as part of its efforts to modernize the Code, create more flexibility to meet market demands while ensuring compatibility with existing neighboring uses, and to bring zoning in certain areas of the City into conformance with both the 2007 Downtown Transit Oriented Development Strategy and 2035 General Plan Update.</p>

**Fair Housing Matrix-pg 17**

<p><b>Action 7.3: Explore innovative sources of local funds to support affordable housing development.</b></p>	<p>HOME Consortium jurisdictions should continue to explore alternative sources of local affordable housing funds to partially or fully substitute for the loss of Redevelopment funds for affordable housing following the dissolution of Redevelopment Agencies in California in 2011. Examples of such alternative sources include the rededication of so-called "boomerang funds" relinquished by the State following the Redevelopment Agency dissolution process to affordable housing production; the combination of one or more existing funding streams into an Affordable Housing Trust Fund; or the issuance of tax-exempt bonds to support affordable housing production. In particular, Consortium jurisdictions should review the provisions of SB 628 that was signed into law in October 2014; SB 628 provides for a new tax-increment financing option for California jurisdictions in the form of an enhanced Infrastructure Finance District (IFD). Enhanced IFDs may be used by local jurisdictions for the financing of specific infrastructure improvements or other specific projects of communitywide significance.</p>	<p>Alameda County Measure A-1 was a voter-approved initiative authorizing a \$580 million general obligation bond to invest in regional efforts to address the lack of affordable housing. The City of San Leandro has a base allocation of these funds in the amount of almost \$13 million. These funds are specifically designated for affordable rental housing development with the goal of creating and preserving affordable housing. Additionally, there will be a county-wide competitive pool for affordable housing development, first-time homebuyer down payment assistance, ownership housing development, housing preservation to assist senior citizens, people with disabilities, and other low-income home owners to remain safely in their homes.</p>
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**Fair Housing Matrix-pg 18**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 7.4: Consider options to enhance existing density bonus and incentive programs for affordable housing production.</b>	HOME Consortium jurisdictions should review existing Density Bonus and other incentive programs for affordable housing production to identify opportunities for enhancing the effectiveness of existing incentives in stimulating affordable housing production.	San Leandro staff began assessing updates to the State of California Density Bonus law effective January 2017 in the context of the City's existing Density Bonus Ordinance.

**Fair Housing Matrix-pg 19**



Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 7.5: Review existing inclusionary housing ordinances.</b>	Many jurisdictions are currently reviewing their existing inclusionary housing programs to ensure compliance with new standards resulting from case law following the Palmer decision, particularly with respect to in lieu fees. All Consortium jurisdictions should seek to review their existing inclusionary housing in-lieu fees and/or housing impact fees and jobs-housing linkage fee programs to maximize collectable amounts in a manner consistent with current housing market conditions and applicable case law.	The City of San Leandro was a recipient of a grant from the Silicon Valley Foundation that funded a Nexus Study for Housing and Commercial (Jobs/Housing) Impact Fees. The Study was conducted by Keyser Marsten for the cities of Albany, Union City, Hayward, San Leandro and the unincorporated cities of the Alameda County. Staff intend to present the results of this study and impact fee feasibility analysis for consideration by the San Leandro City Council in late 2017- early 2018.
<b>Policy 8: Support Access to Affordable and Market-Rate Housing Units</b>		

**Fair Housing Matrix-pg 20**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 8.1: Facilitate access to affordable and below-market-rate units.</b>	The HOME Consortium jurisdictions shall continue to assist affordable housing developers in advertising the availability of below-market-rate units via the jurisdictions' websites, the 2-1-1 information and referral phone service, and other media outlets. The jurisdictions will also facilitate communication between special needs service providers and affordable housing developers, to ensure that home seekers with special needs have fair access to available units.	City staff maintains an updated listing of the City's regulated affordable housing units and regularly offers it to interested citizens. Additionally this information is present on the City of San Leandro Community Development website.  City of San Leandro Human Services staff are in regular contact with and provides funding to Alameda County 2-1-1 social service information and referral free telephone assistance.

**Fair Housing Matrix-pg 21**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 8.2: Evaluate funding availability to support rental assistance programs.</b>	Consortium jurisdictions should continue to seek to identify funding to support targeted limited-time rental or security deposit support for existing or prospective tenants. Targeted rental assistance programs should aim to help avoid homelessness due to acute housing crisis. Rental assistance programs may be administered directly by Consortium jurisdictions or by contract with local service providers.	The City began exploration of and a public discussion on a Tenant Relocation Assistance Program FY 2016-17.

**Fair Housing Matrix-pg 22**

<p><b>Action 8.3: Continue to seek adjustment to the HUD Fair Market Rent (FMR) for the Oakland-Fremont Metropolitan Division.</b></p>	<p>Consortium jurisdictions, or a designated surrogate, should continue to commission market-based surveys of current market-rate rents in the Oakland-Fremont HUD FMR Area (Alameda and Contra Costa Counties) when necessary in an effort to seek adjustment to HUD FMR standards for the area. Fair housing providers and housing rights advocates reported that many landlords have ceased accepting Section 8 Housing Choice Vouchers due to the rapid escalation in current market-rate rates above the HUD-designated FMR level, resulting in a decrease in the supply of available housing for Section 8 Voucher recipients. In 2013, the County Housing and Community Development Department, with funding and support from a variety of cities, HACA, and the County's Behavioral Health Care Services department, commissioned such a survey and successfully sought an upward adjustment of the HUD-defined FMR for FY 2014.</p>	<p>To be explored by the Alameda County HOME Consortium, if needed, in FY 2017-18.</p>
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**Fair Housing Matrix-pg 23**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<b>Action 8.4: Consider the adoption of rent mediation or stabilization programs.</b>	Consortium jurisdictions should evaluate the feasibility of voluntary or mandatory rent mediation or stabilization programs, based on existing programs in Consortium and other California jurisdictions. Possible rent mediation or stabilization programs should be considered for their potential effectiveness in mitigating the significant displacement impacts of the current rapid escalation in market-rate rents affecting the Consortium jurisdictions.	In 2016, the City adopted amendments to the City's Rent Review Ordinance to more effectively and efficiently administer the Rent Review Program.

**Fair Housing Matrix-pg 24**

Policy/Action Responsible City Staff, Department or Organization	Description of Activity	Accomplishments in FY 2016-17
<p><b>Action 8.5: Support shared housing opportunities for seniors.</b></p>	<p>Consortium jurisdictions should consider programs to match seniors with underutilized living space with appropriate homeseekers on a voluntary basis. Such programs can serve a double purpose of providing seniors with minor non-medical assistance and supplemental income and providing homeseekers with an affordable shared housing unit. In addition, shared rental housing can be an appropriate way to increase housing affordability for seniors and nonsenior low-income single individuals or small households. Shared housing programs may be administered directly by Consortium jurisdictions or by contract with local fair housing service providers.</p>	<p>The City of San Leandro will continue exploring this option in FY 2017-18.</p>

**Fair Housing Matrix-pg 25**

## **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**

City staff monitor CDBG- and HOME-funded projects regularly. The Deputy Community Development Director oversees the CDBG and HOME Programs, while the Housing Specialist administers them to ensure program compliance with HUD rules and regulations. Staff monitors and reconciles with the City's Finance Department and IDIS data monthly for accurate CDBG/HOME funding revenue/expenditures, timely expenditures of CDBG funds, and inputs data into IDIS. Desk monitoring includes reviews of quarterly progress reports, invoice reimbursements, back-up documentation of expenses, and regular communications with subrecipients, including the provision of technical assistance about pertinent queries. Staff also conduct on-site monitoring visits of the City's subrecipients to assess the subrecipients' compliance with the CDBG program.

The Housing Division staff assisted the Recreation and Human Services Department in issuing the two-year (FY 2015-2017) Request for Proposal (RFP) for the City's Community Assistance Grant Program (CAP) that provides financial support to community-based non-profit organizations whose services and programs meet the City's social service needs. Prior to allocating the CDBG funds and selecting the agencies to receive CAP funding, Housing staff educate and update agency applicants and the Human Services Commission (HSC) about the CDBG program requirements. The CDBG requirements guide the HSC as they allocate the CDBG funds among the agencies selected to receive CAP funding.

Furthermore, staff monitor CDBG capital improvement projects for the City through review and approval of ongoing reimbursement requests and invoices and constant communications with relevant staff. Staff coordinate with pertinent agency staff to ensure that the projects adhere to the regulations and requirements of the CDBG program.

## **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.**

The draft CAPER is available for public comment at the Community Development Department, the City Clerk's Office, the Main Library, and on the City's website (<http://www.sanleandro.org/depts/cd/housing/plans.asp>).

The comment period is from September 1st through September 15th, 2017. The Notice of a Public Hearing was published in the *East Bay Times*, which was formerly *The Daily Review*, on August 25, 2017. There were no comments received.

**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.**

There were no changes to the City's program objectives.

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

No

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



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

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

There were no changes to the City's program objectives.

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

No

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