

HUD
Consolidated
Plan

Consolidated Annual Performance



and Evaluation Report

(CAPER)

Fiscal Year 2018-2019

Department of Economic and Community Development
Housing and Community Development Division

CITY OF DALY CITY



HUD CONSOLIDATED PLAN

July 1, 2018 through June 30, 2019

**Consolidated Annual Performance and Evaluation Report
(CAPER)
*Fiscal Year 2018-2019***

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**CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
(CAPER) of
FY 2018-19 ONE YEAR ACTION PLAN**

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CR-05 - Goals and Outcomes

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

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

During FY18-19, the first year of the City's Five Year Consolidated Plan period (July 2018 through June 2019), the City made progress in meeting various priority needs identified in the Plan. These priority needs include:

- Maintaining and improving the housing stock: The City continued to offer its Residential Rehabilitation program and assisted Rebuilding Together Peninsula to provide minor home improvements. Together they assisted 13 single family households.
- Facilitating housing development: The City rezoned sites that formerly allowed for commercial/retail uses to allow for 254 residential units; the City updated its inclusionary housing ordinance to require affordable units in rental developments.
- Providing Public services: The City continued to fund nonprofits providing fair housing services, literacy education, and services for children, youth, and the homeless. Over 300 lower income households benefited from these public services. These households are comprised of 716 persons.

The City, using its annual CDBG allocation, continues to make payments on its Section 108 loan. The loan was used to fund the development of the Bayshore Community Center which was completed in 2006. Section 108 loan payments in FY18-19 comprised about 29% of the City's FY18-19 CDBG expenditures. The City will continue to have a portion of its annual CDBG grant go towards the loan payments until October 2022.

The table below summarizes the outcomes for the FY18-19-18 Action Plan as well as the Five Year Strategic Plan. Please note the following regarding the table below:

- Some goals associated with the Assessment of Fair Housing (AFH) do not have quantitative outcome indicators (AFH10, AFH11, AFH5, AFH7, and AFH8). Please see Appendix F for a summary of progress.
- Some goals appear in multiple rows for the same activity. One row is measured in persons assisted, the other in households assisted. In the case of public services for the homeless, the same activity appears in a third row measured in Beds.
- The goal to provide City Residential Rehabilitation Program appears in two rows for the same activity. The program serves both rental units and homeowner housing units. It appears in two separate rows but is one activity.

- Some outcomes meet more than one goal. The table suggests that some outcomes are counting towards another goal than what may have been identified in the consolidated plan. These will be reviewed and clarified.

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
AFH1: Develop new affordable ownership units	Affordable Housing		Homeowner Housing Added	Household Housing Unit	5	0	0.00%	0	0	
AFH10: Strengthen use of Section 8	Affordable Housing		Other	Other	1	0	0.00%			
AFH11: Consider fair housing audit program	Fair Housing		Other	Other	1	0	0.00%			
AFH2: Develop new affordable rental units	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	5	0	0.00%	0	0	
AFH3: Preserve homeownership access	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%	0	3	

AFH4: Fund rehab and accessibility improvements	Affordable Housing Non-Homeless Special Needs	CDBG: \$10000	Homeowner Housing Rehabilitated	Household Housing Unit	40	0	0.00%	8	0	0.00%
AFH5: Facilitate development through zoning	Affordable Housing		Other	Other	1	0	0.00%			
AFH6: Acquisition and Rehab	Affordable Housing		Rental units rehabilitated	Household Housing Unit	5	0	0.00%			
AFH7: Explore incentives for HCV participation	Affordable Housing		Other	Other	1	0	0.00%			
AFH8: Educate community on housing gaps	Affordable Housing		Other	Other	1	0	0.00%			
AFH9: Support fair housing/renter services	Affordable Housing Fair housing	CDBG: \$19500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	12	24.00%	10	12	120.00%
AFH9: Support fair housing/renter services	Affordable Housing Fair housing	CDBG: \$19500	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	1250	0	0.00%	250	0	0.00%

Encourage economic development	Non-Housing Community Development		Other	Other	1	0	0.00%	0	0	
Maintain and improve public facilities	Non-Housing Community Development		Other	Other	1	0	0.00%	0	0	
Provide City Residential Rehabilitation Program	Affordable Housing Non-Homeless Special Needs	CDBG: \$400000	Rental units rehabilitated	Household Housing Unit	5	0	0.00%	0	0	
Provide City Residential Rehabilitation Program	Affordable Housing Non-Homeless Special Needs	CDBG: \$400000	Homeowner Housing Rehabilitated	Household Housing Unit	75	0	0.00%	15	0	0.00%
Provide minor home repair	Affordable Housing Non-Homeless Special Needs	CDBG: \$10000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	35		0	35	
Provide minor home repair	Affordable Housing Non-Homeless Special Needs	CDBG: \$10000	Homeowner Housing Rehabilitated	Household Housing Unit	30	14	46.67%	6	14	233.33%

Provide public services for children and youth	Non-Housing Community Development	CDBG: \$33000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	750	98	13.07%	150	98	65.33%
Provide public services - general	Affordable Housing Non-Housing Community Development	CDBG: \$32000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	225	539	239.56%	45	539	1,197.78%
Provide public services - general	Affordable Housing Non-Housing Community Development	CDBG: \$32000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	65	0	0.00%	13	0	0.00%
Provide public services for the homeless	Homeless	CDBG: \$16000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	55		0	55	
Provide public services for the homeless	Homeless	CDBG: \$16000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	60	0	0.00%	12	16	
Provide public services for the homeless	Homeless	CDBG: \$16000	Homeless Person Overnight Shelter	Persons Assisted	0	55		60	55	91.67%

Provide public services for the homeless	Homeless	CDBG: \$16000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
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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.

In much of the Bay Area and throughout the state of California, housing has become a primary issue for many communities. The City's Action Plan reflects this to be the case for Daly City. The highest priorities in the City's Consolidated Plan include increasing the supply of housing, maintaining the housing stock, and supporting fair housing/renter services. In FY18-19, the City allocated over forty percent (40%) of its CDBG funds to housing activities. These activities help low income residents maintain the health and safety of their homes and make home accessibility modifications. Of the eight CDBG subrecipients provide public services, four of them provide housing-related services: homesharing, legal assistance in responding to evictions, fair housing, and transitional housing for homeless families.

Almost thirty percent (30%) of the City's CDBG funds went towards the repayment of a Section 108 loan. The City is on a repayment schedule that has the City increasing its repayment amount each year until the final payment on the loan due in August 2022. The Section 108 loan was used to fund the construction of the Bayshore Community Center in 2006. The Center is located in a low income census tract. The annual allocation of CDBG funds for this repayment limits the amount of CDBG funds available for public facility improvements.

For the program year, the City had about \$826,000 in HOME funds available for the development of affordable housing. This limited amount, plus the requirement that all other funds in a project be in place before a HOME commitment can be made, presents a challenge in allocating HOME funds. During the program year the City explored using the HOME funds to build six townhomes. The federal requirements to potentially have to include an elevator proved too cost-prohibitive for the nonprofit developer who has decided to seek other funding.

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	HOME
White	413	0
Black or African American	45	0
Asian	170	0
American Indian or American Native	19	0
Native Hawaiian or Other Pacific Islander	28	0
Total	675	0
Hispanic	360	0
Not Hispanic	315	0

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

Narrative

In terms of percentages, the racial and ethnic composition of households assisted with CDBG in FY18-19 as indicated in Table 2 is as follows:

- White – 61%
- Black/African American – .07%
- Asian – 25%
- American Indian or American Native – 3%
- Native Hawaiian or Other Pacific Islander – 4%
- Hispanic – 53%
- Not Hispanic 47%

Relative to the demographics of Daly City as reported in the 2010 Census, Hispanics and Whites appear to be overrepresented and Asians underrepresented. The 2010 Census indicates that Daly City is 24% White, 56% Asian, and 24% of Hispanic ethnicity. Of those households that identified as White in Table 2, 80% identified as Hispanics. Program brochures of public services may often be more available in Spanish than they are in Asian languages. Perhaps this may contribute to the overrepresentation and underrepresentation seen. Or the distribution may reflect which community has the greatest need for services or is more prone to seek out services. A look at the CHAS data used for the recently submitted Consolidated Plan estimates that Asians make up about 46% of households eligible for CDBG-funded programs. This figure reduces the underrepresentation of Asians. When the City provides noticing for its public hearings related to the Consolidated Plan, it provides translations of the notice in Spanish, Tagalog, and Chinese.

There we no households assisted with HOME funds during the program year. The City is continuing to explore new affordable housing developments in which to invest its HOME funds. It continues to monitoring existing HOME-assisted units.

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	1,208,211	994,874
HOME	HOME	826,508	54,412

Table 3 - Resources Made Available

Narrative

The CDBG amount under the Resources Made Available column in Table 3 reflects the Substantial Amendment during the program year that added \$104,000 to the City's Residential Rehabilitation program. There was also a minor amendment that added \$6,000 to the Center for Independence of Individuals with Disabilities (CIID) for their home accessibility modification program. The additional funds came from unspent CDBG funds from the prior year that were confirmed in December 2019. The table reports that the City spent 83% of the CDBG funds available in the program year. With regards to the HOME funds, the City received \$412,780 in FY18-19. The amount shown includes unspent HOME funds from 2016 and 2017. The City did not disburse any HOME funds for affordable housing development as the City is still looking to identify a project eligible for HOME funding. It had conversations with a developer to build six HOME-eligible townhomes but the requirement to provide an accessible unit currently presents challenges for the developer. The amount shown above includes HOME funds drawn for 2017 and to be drawn for 2018 HOME administration.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
n/a	n/a	n/a	n/a

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Daly City does not have a target area for its CDBG or HOME funds, and as a result Table 4 is not applicable. Daly City is a densely populated area only covering about eight square miles. Public services are located in different areas of the City and are accessible and available to lower income residents. The residential rehabilitation and minor home repair programs are available to income eligible households throughout the City. Other projects are all accessible by public transportation.

Leveraging

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

The City's annual CDBG allocation for FY18-19 was \$1,057,728. This allocation amount, combined with program income and unexpended prior year funds were used to leverage public and private funds in order to fund various activities. In FY18-19, CDBG subrecipients expended about \$124,000 of Daly City CDBG dollars. These funds were leveraged with about \$750,000 in private funds and almost \$2.45 million in public funds, for a leverage ratio of about \$28 for every dollar of Daly City CDBG funding. Private foundations and individuals, as well as other local, state, and federal funds combined to make available the various services provided by the subrecipients.

The City owns an office building across from City Hall which houses the Community Service Center (CSC), a core service agency in San Mateo County. The City provides Daly City Partnership, the operator of the CSC, with rent-free office space. As a core service center, the CSC is an integral part of the County of San Mateo's coordinated entry system for homeless services. Persons meet with caseworkers at the CSC for intake, assessment and referral. In addition, two of the City's CDBG public services subrecipients hold office hours in the CSC, also rent-free. Daly City residents meet with Legal Aid regarding landlord/tenant issues, and with Human Investment Project (HIP) regarding homesharing.

Tables 5 to 10 may be found in Appendix E.

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	12	16
Number of Non-Homeless households to be provided affordable housing units	33	24
Number of Special-Needs households to be provided affordable housing units	5	8
Total	50	48

Table 11 – 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	25	21
Number of households supported through Acquisition of Existing Units	0	0
Total	25	21

Table 12 – Number of Households Supported

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

The One-Year goals set in the One-Year Action Plan were goals for the number of households to be supported. As such, the goals in the Actual columns in Tables 11 and 12 represent the number of households that were supported and/or provided affordable housing units. In FY18-19, the City provided CDBG funds to LifeMoves, HIP Housing, Rebuilding Together Peninsula, and the Center for

Independence of Individuals with Disabilities (CIID). It also funded its City residential rehabilitation program.

LifeMoves' Family Crossroads program provided assistance to sixteen homeless households in FY18-19. The sixteen households consisted of 55 persons. Family Crossroads provides interim housing for homeless families. The program not only provides safe shelter, but assistance in re-connecting homeless families with stable housing and jobs, and the skills to maintain them.

The 24 households in Table 11 are comprised of the beneficiaries of Rebuilding Together Peninsula, HIP Housing, and the City's Residential Rehab program. Rebuilding Together Peninsula assisted six households in their Safe at Home program which provides minor home repair. HIP Housing's homesharing program matched thirteen households. The City's residential rehabilitation program provided grants or housing rehabilitation loans to seven households. The complete rehab loans were large and complex requiring extra levels of staff time and resulted in a decision to postpone consideration of new applications. Due to their complexity, these rehab projects took longer to close than usual. The eight special needs households were served by the Center for Independence of Individuals with Disabilities (CIID) which provided home accessibility modifications for households with disabilities. These modifications may include installation of grab bars or ramps. Generally, the One-Year goals for supporting housing activities have been met.

In addition to the numbers reported in the tables above, Legal Aid of San Mateo County provided assistance to 154 Daly City residents through its Homesaver program. The Homesaver program provides legal information and assistance on tenants' rights. Displacement is an issue that has been identified in the Consolidated Plan and in the Assessment of Fair Housing. Legal Aid works with tenants to help them maintain their housing and stop or slow down the eviction process.

Discuss how these outcomes will impact future annual action plans.

The City was generally in line with meeting its One-Year Goals. Some activities exceeded their goals while others fell short. The City must continually review and adjust its housing goals so they are realistic and reflective of increasing construction costs and time involved with processing complex rehab loans.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	132	0
Low-income	55	0
Moderate-income	20	0
Total	207	0

Table 13 – Number of Households Served

Narrative Information

It is important to point out that the definition of the income levels in Table 13 are as follows:

- Extremely Low-income: at or below 30% of the median family income for the area
- Low-income: above 30% and at or below 50% of the median family income for the area
- Moderate-income: above 50% and at or below 80% of the median family income for the area

In addition to the activities already reflected in Tables 11 and 12, Table 13 includes other housing-related activities provided by Legal Aid of San Mateo County and Project Sentinel, both of which look at income by household size to determine eligibility. The largest percentage of households (64%) assisted with CDBG funds were extremely low-income households. About 50% of the extremely low income households reported above were assisted by Legal Aid. The activity with the greatest percentage of extremely low income households assisted is Family Crossroads. Twelve of the sixteen households it assisted were extremely low income (75%), and four were low income (25%). There are no numbers reported for the HOME funds since there were no completed HOME projects during the program year.

In December 2018 the City revised its Affordable Housing Ordinance to help provide for the development of both affordable ownership and rental housing. The Ordinance requires residential developers to include Below Market Rate (BMR) units in their projects. Ownership BMR housing is targeted to households at 120% AMI and rental BMR housing is targeted to households at 80% AMI. The Ordinance helps the City advance its priorities to increase the supply of affordable rental housing and help make homeownership accessible.

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 continued to support the Community Service Center (CSC) which has caseworkers who conduct client intake and assess the individual needs of homeless persons. The Community Service Center refers the homeless clients to shelters in the County, and to other programs that could benefit them such as the North Peninsula Food Pantry and Dining Center located in Daly City. The CSC is part of the County of San Mateo's core service agencies, a network of agencies providing basic emergency and support services including food, transportation, shelter referrals, housing assistance, and client advocacy. The CSC works closely with the County's Center on Homelessness which transitioned to a coordinated entry system for homeless shelters in the County.

Addressing the emergency shelter and transitional housing needs of homeless persons

In FY18-19, the City provided funding to LifeMoves to operate Family Crossroads, a transitional shelter for homeless families located in Daly City. During the program year Family Crossroads assisted sixteen households. Although the City does not provide funds to emergency shelters it is likely that these shelters continue to serve homeless persons from Daly City, but they are no longer required to report the numbers to the City.

Through its participation in the Continuum of Care, the City continues to help address both the emergency shelter needs and transitional housing needs of homeless persons on a policy level. The City is on the Steering Committee of the Continuum of Care (CoC) and serves on the CoC NOFA ranking committee. Every year the City assists in ranking the projects applying for CoC funds administered by the County. Participation in these committees gives the City opportunities to engage in various policy issues affecting services for homeless persons.

In January 2019, the CSC served as one of several deployment centers throughout the County for the 2019 San Mateo County One Day Homeless Count and Survey. The City helped to recruit volunteers and hosted trainings for the One Day Count. City staff also served as a captain of the deployment center. The One Day Count reported a significant increase in the number of people experiencing unsheltered homelessness in Daly City. The 2017 Count reported 17 persons; the 2019 Count reported 66 persons.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City helped low-income individuals and families to avoid becoming homeless through the Community Service Center, operated by Daly City Partnership, which connects them to programs and resources for which they may be eligible. These resources include dining programs, rental or security deposit assistance programs, and job training programs. The City also funded Legal Aid Society's Homesavers Project. This project helps low income tenants who are having problems with their landlords and offers legal counseling in dealing with evictions and landlord issues so that they can stay in their housing. As already mentioned, the City continued to support agencies that help low income persons avoid becoming homeless. LifeMoves, in collaboration with Samaritan House, administered the Supportive Services for Veteran Families, a homelessness prevention program for veterans. As a member of the CoC Steering Committee that includes members representing youth facilities, jails, and mental health systems, the City interfaces with publicly funded institutions and systems of care regarding efforts to coordinate discharge policies to reduce homelessness. Representatives from StarVista which operates transitional housing for youth, the Sheriff's Office which operates the jails, and the Mental Health Association of San Mateo County participate in the planning and policy efforts of the CoC. The City worked to prevent homelessness and assist homeless persons with special needs through its participation in the CoC's efforts to coordinate with homeless service providers to implement HUD policies for addressing homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

To help homeless persons and families make the transition to permanent housing and independent living, the City supported providers such as LifeMoves. LifeMoves operates shelters throughout San Mateo County, including Family Crossroads in Daly City. LifeMoves employs housing specialists who assist clients in identifying and securing permanent housing. The housing specialists assist homeless clients to access affordable housing. Transitional housing clients are encouraged to save 50% to 75% of their income so they have sufficient savings within three to five months of moving into the shelter; over 90% of families secure permanent housing upon leaving.

LifeMoves also operates a Motel Voucher Program to help insure that there are almost no unsheltered families (with minor children) on the streets of San Mateo County at any time. This program helps to shorten the period of time that families experience homelessness. Case managers assess the needs of homeless clients and help them sign up for benefits that they are eligible for which can help to prevent the recently homeless from becoming homeless again.

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

Actions taken to address the needs of public housing

As there is no public housing in Daly City, the City's efforts to address the needs of public housing is limited. The City is available to work with the Housing Authority of San Mateo County (HASM) when requested.

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

As there is no public housing in Daly City, the City's efforts to address the needs of public housing is limited. The City is available to work with the Housing Authority of San Mateo County (HASM) when requested.

Actions taken to provide assistance to troubled PHAs

No actions were taken as the HACSM is not a troubled PHA.

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

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City took the following actions to reduce barriers to affordable housing:

- Continued to require developers to conduct community meetings regarding their proposed affordable housing projects,
- Continued to reduce parking requirements for affordable housing developments,
- Avoided rezoning properties that are presently designated or zoned for residential uses to non-residential uses,
- Rezoned properties designated for nonresidential uses to residential uses.
- Continued to provide one-stop permitting and parallel building plan checking through the Building Division, Planning Division, and Department of Public Works as an effort to streamline project approvals.

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

The housing and community development needs in Daly City exceed the City's resources to meet them. The City has attempted to meet obstacles to meeting underserved needs by collaborating with other public and private agencies and pursuing funding sources as they become available for specific priority activities.

The Bay Area is one of the most expensive housing markets in the country. An underserved need continues to be housing that is affordable to households at the lower income levels, and sometimes, at the middle income levels. The lack of funding for affordable housing and lack of vacant land is an obstacle to meeting this underserved need. To address this obstacle, the City adopted an Affordable Housing Ordinance to require below market rate units for ownership and rental residential developments.

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

The City took the following actions to reduced lead-based paint hazards:

- Provided lead hazard information, notification and evaluation in its housing rehabilitation and

minor home repair programs.

- Required safe work practices in its housing rehabilitation and minor home repair programs,
- Provided information to contractors about training and certifications needed to provide lead-based paint abatement services,
- Coordinated with the County and neighboring local jurisdictions on efforts to reduce lead-based paint hazards.

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

The City took the following actions to reduce the number of poverty-level families:

- Supported public services that provide assistance to very low income families. This includes services that provide child care, legal assistance in cases of potential evictions, and literacy training.
- Provided information and referral at the City's Community Service Center which is part of the County's Core Service Network to connect families and individuals with various programs and services such as rental and utility assistance.

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

The City took the following actions to develop institutional structure:

- Continued on-going efforts to streamline the review and approval process for new developments,
- Provided technical assistance to CDBG subrecipients in complying with HUD requirements,
- Continued on-going evaluation and revision of its processes,
- Participated in the Continuum of Care and coordinated with homeless service providers,
- Attended HUD trainings to stay informed on changes in HUD regulations and guidelines,
- Participated in local and regional collaborations, such as 21 Elements and DAHLIA. 21 Elements is a regional collaboration of the 21 jurisdictions in San Mateo County that collaborate on various planning and housing issues. DAHLIA is an online affordable housing portal originated in San Francisco that San Mateo County is looking to replicate.
- Participated in quarterly meetings with other CDBG/HOME grantees in San Mateo County.
- Collaborated with other CDBG grantees in San Mateo County to conduct joint monitoring visits of subrecipients.

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

The City took the following actions to enhance coordination between public and private housing and social service agencies:

- Participated in the Continuum of Care which includes representatives from various public and private housing and social service agencies,
- Participated in the County's Core Service Agency Network through the City's Community Service Center which networks with various housing and social service agencies,
- Continued to update information on agencies and or collaboratives of housing and social service agencies serving Daly City residents.

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 City took the following actions identified in the Assessment of Fair Housing to overcome the effects of impediments identified in its Analysis of Impediments:

- Continued to fund Project Sentinel to conduct testing; educate landlords and property management companies about fair housing law, and to educate Daly City residents in fair housing rights.
- Continued to support efforts to educate housing providers about requirements for reasonable accommodation or modification.
- Continued to support efforts to educate buyers through credit counseling and home purchase training.
- Explored a fair housing audit program
- Continued to support efforts to strengthen use of Section 8

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

At the beginning of the program year, the Housing and Community Development staff identify the CDBG-funded activities to monitor. Public services are monitored on site by City staff at least once every three years to ensure compliance with CDBG regulations and to discuss constraints and opportunities facing each organization. Often times, if the subrecipient is also receiving CDBG funding from other jurisdictions in the County, the monitoring will be conducted jointly with staff from the other jurisdictions. Joint monitoring visits facilitate HUD compliance for the subrecipient as well as the City and the other jurisdictions.

In FY 18-19 three CDBG subrecipients were monitored, including Daly City Youth Health Center, Legal Aid Society of San Mateo County and John's Closet. For all three monitoring visits it was found that the subrecipient is making diligent efforts to comply with applicable federal requirements and that the organizations are providing exceptional services to their clients. Overall, the monitoring efforts found that the financial administration practices and client recordkeeping meets OMB and HUD regulatory requirements. The City had some concerns regarding the methodologies used to calculate household income. As a result of the monitoring effort and based on direction from the City, the three organizations have adopted revisions to their client intake and income source verification procedures and policies.

The City continues to meet at least quarterly with the other CDBG entitlement jurisdictions in San Mateo County to discuss best practices and share processes regarding compliance with various HUD requirements. The City encourages minority business outreach on its projects and provides Contract and Subcontract Activity reporting to HUD. It incorporates the requirement to make efforts to outreach to minority and Section 3 businesses in its funding agreements.

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.

As specified in the City's Citizen Participation Plan, the City provides for public input on its Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER was drafted and put out for public

comment. The public comment period for the CAPER was from September 8, 2019 through September 23, 2019 and was noticed in the local paper The Examiner. The draft CAPER was also posted on the City's website, and made available at City Hall, the Community Service Center and the libraries. There we no comments received on the draft CAPER. Appendix B provides a copy of the noticing of the public review period.

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 in the City's program objectives. It did, however, make one Substantial Amendment when it was realized that additional funds were available from unspent prior year funds. An additional \$104,000 was allocated to the City's Residential Rehab program.

There were a couple of minor revisions to the Action Plan: (1) CIID received an additional \$6,000; and (2) the accomplishment goal for Legal Aid was reduced to allow Legal Aid to provide deeper assistance to fewer clients as opposed to more shallow services to a greater number of clients.

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

No

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

During the program year, the City monitored Vista Grande and School House Station, two affordable housing projects about four blocks apart along Mission Street. Both properties were built in the mid-1990s and underwent a major renovation in 2012. It found the property to be in good condition and in compliance with housing codes and other applicable regulations. The City, however, found that two HOME units were occupied by overincome households and has requested the owner to redesignate the HOME units to bring the properties in compliance. The City will inspect Sweeney Lane in FY19-20. The City inspected Hillcrest Gardens and 1293 Hillside in FY16-17, and again jointly with the County of San Mateo in FY17-18.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.

92.351(b)

92.351(b)

The City requires an affirmative marketing plan when HOME units are constructed. To affirmatively market HOME units, the City requests that the developer's marketing efforts include outreach to various organizations in the City, and postings on-line and in print with publications having a County-wide reach. All marketing material include the Equal Housing Opportunity logo. Any local live/work preferences that may be considered will involve consultation with the local HUD office.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

There was no HOME program income received in FY18-19 and no HOME program income used for projects.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City took the following other actions to foster and maintain affordable housing:

- Explored other funding sources for affordable housing, and supported developer applications for funding,
- Encouraged higher density mixed-use developments,
- Collaborated with regional public and private agencies working to promote affordable housing,
- Monitored status of at-risk housing projects.

Introduced a pilot short-term rental assistance program using funds from the Daly City Housing Development Finance Agency. The Daly City Partnership administers the program out of the Community Service Center.

APPENDIX A

IDIS Reports

- **PR06 – Summary of Consolidated Plan Projects**
- **PR23- Summary of Community Development Accomplishments**
- **PR26 – Financial Summary**

U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR06 - Summary of Consolidated Plan Projects for Report
Year

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Project Estimate	Committed Amount	Amount Drawn Thru Report Year
2018 1	2018 CDBG Program Administration	Program administration for FY18-19 CDBG allocation.	\$223,546.00	\$223,546.00	\$147,976.46
2	Rebuilding Together Minor Home Repair	Safe at Home minor home repair program for low income households.	\$10,000.00	\$22,000.00	\$7,367.14
3	City Residential Rehab Program	Provide City Residential Rehabilitation program	\$400,000.00	\$503,999.97	\$241,582.41
4	CID/Housing Accessibility Modification (HAM) Program	Provide home accessibility modifications such as ramps and grab bars.	\$10,000.00	\$16,000.00	\$7,464.72
5	DCYHC/Youth Vocational Support		\$6,000.00	\$6,000.00	\$3,218.16
6	Human Investment Project/Homesharing	Provide information and referrals for low income households seeking affordable housing and matching them with people who have rooms to share.	\$12,000.00	\$0.00	\$0.00
7	Housing rehab	This project includes three activities that help to maintain and improve the City's housing stock: the City's Residential Rehab program; Rebuilding Together Safe At Home; CID Home Accessibility Modification Program.	\$330,501.00	\$0.00	\$0.00
8	LifeMoves Family Crossroads	Provide temporary transitional housing and services to homeless families and individuals. Services include case management, intake and assessment, and community referrals.	\$16,000.00	\$16,000.00	\$16,000.00
9	Johns Closet	Provide new clothing and hygiene kits for low income children ages 4 to 18.	\$5,000.00	\$5,000.00	\$0.00
10	Legal Aid/Homesavers	Provide legal assistance to Daly City residents with a focus on evictions and landlord-tenant disputes.	\$12,000.00	\$12,000.00	\$12,000.00
11	Peninsula Family Service	Provide year-round full-time subsidized child care services for low income families.	\$22,000.00	\$22,000.00	\$11,000.00
12	Project Read	Literacy program to help English-speaking adults improve their reading and writing skills.	\$20,000.00	\$20,000.00	\$7,382.00
13	Project Sentinel/Fair Housing	Fair housing program that includes public information and education on fair housing, referrals, and investigation of fair housing complaints.	\$7,500.00	\$7,500.00	\$3,252.08
14	2018 HOME program administration	HOME program administration	\$41,218.00	\$41,218.00	\$0.00
15	Affordable Housing Development	The City is exploring eligible affordable housing developments for HOME investment. The funds for this project include prior year HOME funds.	\$1,041,000.00	\$0.00	\$0.00
16	2018 Section 108 loan payment for Bayshore Community Center	Section 108 loan payments for Bayshore Community Center.	\$354,165.00	\$0.00	\$0.00

U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
PR06 - Summary of Consolidated Plan Projects for Report
Year

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IDIS

Plan IDIS Year Project	Project Title and Description	Program	Amount Available to Draw	Amount Drawn in Report Year
2018 1	2018 CDBG Program Administration	Program administration for FY18-19 CDBG allocation.	\$75,569.54	\$147,976.46
2	Rebuilding Together Minor Home Repair	Safe at Home minor home repair program for low income households.	\$14,632.86	\$7,367.14
3	City Residential Rehab Program	Provide City Residential Rehabilitation program	\$262,417.56	\$241,582.41
4	CID/Housing Accessibility Modification (HAM) Program	Provide home accessibility modifications such as ramps and grab bars.	\$8,535.28	\$7,464.72
5	DCYHC/Youth Vocational Support		\$2,781.84	\$3,218.16
6	Human Investment Project/Homesharing	Provide information and referrals for low income households seeking affordable housing and matching them with people who have rooms to share.	\$0.00	\$0.00
7	Housing rehab	This project includes three activities that help to maintain and improve the City's housing stock: the City's Residential Rehab program; Rebuilding Together Safe At Home; CID Home Accessibility Modification Program.	\$0.00	\$0.00
8	LifeMoves Family Crossroads	Provide temporary transitional housing and services to homeless families and individuals. Services include case management, intake and assessment, and community referrals.	\$0.00	\$16,000.00
9	Johns Closet	Provide new clothing and hygiene kits for low income children ages 4 to 18.	\$5,000.00	\$0.00
10	Legal Aid/Homesavers	Provide legal assistance to Daly City residents with a focus on evictions and landlord-tenant disputes.	\$0.00	\$12,000.00
11	Peninsula Family Service	Provide year-round full-time subsidized child care services for low income families.	\$11,000.00	\$11,000.00
12	Project Read	Literacy program to help English-speaking adults improve their reading and writing skills.	\$12,618.00	\$7,382.00
13	Project Sentinel/Fair Housing	Fair housing program that includes public information and education on fair housing, referrals, and investigation of fair housing complaints.	\$4,247.92	\$3,252.08
14	2018 HOME program administration	HOME program administration	\$41,218.00	\$0.00
15	Affordable Housing Development	The City is exploring eligible affordable housing developments for HOME investment. The funds for this project include prior year HOME funds.	\$0.00	\$0.00
16	2018 Section 108 loan payment for Bayshore Community Center	Section 108 loan payments for Bayshore Community Center.	\$0.00	\$0.00



U.S. Department of Housing and Urban Development
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DALY CITY

Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Housing	Rehab; Single-Unit Residential (14A)	3	\$249,640.08	4	\$48,363.12	7	\$298,003.20
	Rehab; Multi-Unit Residential (14B)	0	\$0.00	1	\$0.00	1	\$0.00
	Total Housing	3	\$249,640.08	5	\$48,363.12	8	\$298,003.20
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	1	\$16,000.00	1	\$5,261.00	2	\$21,261.00
	Legal Services (05C)	1	\$12,000.00	1	\$0.00	2	\$12,000.00
	Youth Services (05D)	2	\$3,218.16	2	\$11,000.00	4	\$14,218.16
	Fair Housing Activities (if CDBG, then subject to 15% cap) (05J)	1	\$3,252.08	1	\$5,079.01	2	\$8,331.09
	Child Care Services (05L)	1	\$11,000.00	1	\$5,500.00	2	\$16,500.00
	Housing Information and Referral Services (05X)	1	\$6,774.19	0	\$0.00	1	\$6,774.19
	Other Public Services Not Listed in 05A-05Y, 03T (05Z)	1	\$7,382.00	2	\$4,468.00	3	\$11,850.00
	Total Public Services	8	\$59,626.43	8	\$31,308.01	16	\$90,934.44
	General Administration and Planning	General Program Administration (21A)	1	\$147,976.46	1	\$26,015.35	2
Total General Administration and Planning		1	\$147,976.46	1	\$26,015.35	2	\$173,991.81
Repayment of Section 108 Loans	Planned Repayment of Section 108 Loan Principal (19F)	1	\$354,165.15	0	\$0.00	1	\$354,165.15
	Total Repayment of Section 108 Loans	1	\$354,165.15	0	\$0.00	1	\$354,165.15
Grand Total		13	\$811,408.12	14	\$105,686.48	27	\$917,094.60



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DALY CITY

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Housing	Rehab; Single-Unit Residential (14A)	Housing Units	22	32	54
	Rehab; Multi-Unit Residential (14B)	Housing Units	0	18	18
	Total Housing		22	50	72
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	Persons	55	34	89
	Legal Services (05C)	Persons	468	700	1,168
	Youth Services (05D)	Persons	63	100	163
	Fair Housing Activities (if CDBG, then subject to 15% cap) (05J)	Persons	12	14	26
	Child Care Services (05L)	Persons	35	91	126
	Housing Information and Referral Services (05X)	Persons	35	0	35
	Other Public Services Not Listed in 05A-05Y, 03T (05Z)	Persons	71	83	154
	Total Public Services		739	1,022	1,761
Grand Total			761	1,072	1,833



DALY CITY

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Hispanic		Total Hispanic Households	
		Total Persons	Persons		
Housing	White	0	0	20	8
	Black/African American	0	0	5	0
	Asian	0	0	22	1
	American Indian/Alaskan Native	0	0	17	11
	Asian & White	0	0	4	0
	Other multi-racial	0	0	4	1
	Total Housing		0	0	72
Non Housing	White	984	785	0	0
	Black/African American	95	13	0	0
	Asian	465	0	0	0
	American Indian/Alaskan Native	28	8	0	0
	Native Hawaiian/Other Pacific Islander	42	8	0	0
	American Indian/Alaskan Native & White	3	2	0	0
	Asian & White	13	0	0	0
	Black/African American & White	19	4	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	2	2	0	0
	Other multi-racial	110	12	0	0
	Total Non Housing	1,761	834	0	0
Grand Total	White	984	785	20	8
	Black/African American	95	13	5	0
	Asian	465	0	22	1
	American Indian/Alaskan Native	28	8	17	11
	Native Hawaiian/Other Pacific Islander	42	8	0	0
	American Indian/Alaskan Native & White	3	2	0	0
	Asian & White	13	0	4	0
	Black/African American & White	19	4	0	0
	Amer. Indian/Alaskan Native & Black/African Amer.	2	2	0	0
	Other multi-racial	110	12	4	1
	Total Grand Total	1,761	834	72	21



DALY CITY

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Housing	Extremely Low (<=30%)	12	0	0
	Low (>30% and <=50%)	7	0	0
	Mod (>50% and <=80%)	3	0	0
	Total Low-Mod	22	0	0
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	22	0	0
Non Housing	Extremely Low (<=30%)	0	0	566
	Low (>30% and <=50%)	0	0	146
	Mod (>50% and <=80%)	0	0	26
	Total Low-Mod	0	0	738
	Non Low-Mod (>80%)	0	0	1
	Total Beneficiaries	0	0	739

Adjustments to PR26 Fiscal Year 2018

Line #	Amount	Description
7	\$11,369.29	FY18-19 program income recognized in IDIS after 6/30/19.
10	\$71,945.81	Deduction of \$79,671.13 for FY17-18 low/mod activities drawn after 6/30/18 and addition of \$151,616.94 for FY18-19 low/mod activities drawn after 6/30/19.
14	\$5,833.65	Deduction of \$26,015.35 for FY17-18 admin drawn after 6/30/18 and addition of \$31,849 for FY18-19 admin drawn after 6/30/19.
20	\$71,945.81	See Description for Line 10.
34	\$10,272.60	FY17-18 program income recognized in IDIS after 6/30/18.
44	\$11,369.29	See Description for Line 7.



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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	136,786.75
02 ENTITLEMENT GRANT	1,057,728.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	73,171.65
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	11,369.29
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,279,055.69

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	388,937.64
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	71,945.81
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	460,883.45
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	173,991.81
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	354,165.15
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	5,833.65
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	994,874.06
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	284,181.63

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	388,937.64
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	71,945.81
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	460,883.45
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2018 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	90,934.44
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	40,873.54
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	31,308.01
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	100,499.97
32 ENTITLEMENT GRANT	1,057,728.00
33 PRIOR YEAR PROGRAM INCOME	71,851.70
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	10,272.60
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,139,852.30
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	8.82%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	173,991.81
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	31,849.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	26,015.35
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	179,825.46
42 ENTITLEMENT GRANT	1,057,728.00
43 CURRENT YEAR PROGRAM INCOME	73,171.65
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	11,369.29
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,142,268.94
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.74%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	7	646	6196096	Family Crossroads	03T	LMC	\$5,261.00
2018	8	668	6225230	Family Crossroads	03T	LMC	\$13,569.50
2018	8	668	6246991	Family Crossroads	03T	LMC	\$2,430.50
					03T	Matrix Code	\$21,261.00
2018	10	663	6225230	Homesavers Program	05C	LMC	\$7,878.11
2018	10	663	6246991	Homesavers Program	05C	LMC	\$4,121.89
					05C	Matrix Code	\$12,000.00
2017	5	657	6196096	Expanded Vocational Counseling Program	05D	LMC	\$6,000.00
2017	8	650	6196096	John's Closet	05D	LMC	\$5,000.00
2018	5	660	6259299	Expanded Vocational Counseling Program	05D	LMC	\$3,218.16
					05D	Matrix Code	\$14,218.16
2017	12	648	6196096	Project Sentinel	05J	LMC	\$5,079.01
2018	13	666	6232315	Project Sentinel	05J	LMC	\$330.60
2018	13	666	6246991	Project Sentinel	05J	LMC	\$2,000.35
2018	13	666	6259299	Project Sentinel	05J	LMC	\$921.13
					05J	Matrix Code	\$8,331.09
2017	10	653	6196096	Peninsula Family Service	05L	LMC	\$5,500.00
2018	11	658	6225230	Peninsula Family Service	05L	LMC	\$5,500.00
2018	11	658	6246991	Peninsula Family Service	05L	LMC	\$5,500.00
					05L	Matrix Code	\$16,500.00
2018	2	661	6225230	Shared Homes	05X	LMC	\$3,675.94
2018	2	661	6246991	Shared Homes	05X	LMC	\$3,098.25
					05X	Matrix Code	\$6,774.19
2017	11	649	6196096	Project Read	05Z	LMC	\$4,468.00
2018	12	665	6259299	Project Read	05Z	LMC	\$7,382.00
					05Z	Matrix Code	\$11,850.00
2017	3	655	6196096	Residential Rehabilitation	14A	LMH	\$46,824.87
2017	4	651	6196096	Housing Accessibility Modification Program - CID	14A	LMH	\$1,538.25
2018	2	667	6239516	Rebuilding Together - Safe at Home	14A	LMH	\$592.95
2018	3	670	6209769	Residential Rehabilitation	14A	LMH	\$90,204.08
2018	3	670	6218449	Residential Rehabilitation	14A	LMH	\$28,832.06
2018	3	670	6225230	Residential Rehabilitation	14A	LMH	\$40,575.30
2018	3	670	6232315	Residential Rehabilitation	14A	LMH	\$19,925.58
2018	3	670	6239516	Residential Rehabilitation	14A	LMH	\$16,079.65
2018	3	670	6246991	Residential Rehabilitation	14A	LMH	\$15,259.86
2018	3	670	6259299	Residential Rehabilitation	14A	LMH	\$15,677.13
2018	3	670	6267199	Residential Rehabilitation	14A	LMH	\$15,028.75
2018	4	662	6232315	Housing Accessibility Modification Program - CID	14A	LMH	\$840.08
2018	4	662	6246991	Housing Accessibility Modification Program - CID	14A	LMH	\$6,624.64
					14A	Matrix Code	\$298,003.20
Total							\$388,937.64

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

APPENDIX B

Affidavit of Publication

- **Substantial Amendment**
- **CAPER public review**

EXAMINER - DALY CITY INDEPENDENT

This space for filing stamp only

303 TWIN DOLPHIN DR #600, REDWOOD CITY, CA 94065
Telephone (650) 556-1556 / Fax () -

GAIL INTENDENCIA
CITY OF DALY CITY/CITY CLERK
333 90TH ST
DALY CITY, CA - 94015

NPEN#: 3203786

**CITY OF DALY CITY
NOTICE OF PUBLIC
HEARING REGARDING AN
AMENDMENT TO
THE 2018-19 HUD ACTION
PLAN**

www.dalycity.org. All comments should be submitted to Betsy ZoBell, Housing and Community Development Supervisory, at City Hall, Economic and Community Development Department, 333-90th Street, Daly City, CA 94015.

NOTICE IS HEREBY GIVEN that on Monday, January 14, 2019, at 7:00 p.m. in City Hall, located at 333-90th Street, Daly City, California, the City Council of Daly City will consider a substantial amendment to the City's Fiscal Year 2018-19 HUD Action Plan. The Amendment pertains to the use of Community Development Block Grant (CDBG) funds. The purpose of the Public Hearing is to obtain all interested citizens' views on the proposed substantial amendment. Public comments, either oral or written, will be received, heard and discussed at this public hearing.

For additional information regarding the draft Substantial Amendment or this public hearing, please contact Betsy ZoBell, Housing and Community Development Supervisor, at City Hall, 333 - 90th Street, Daly City, California, between the hours of 8:00 A.M. to 5:00 P.M., Monday through Friday. The telephone for the HCD Supervisor is 650-991-8068. The City's TDD number is 650-991-8278.

Betsy ZoBell
Housing and Community Development Supervisor
12/16/18
NPEN-3203786#
EXAMINER - DALY CITY INDEPENDENT

The City's 2018-19 HUD Action Plan allocated a total of \$400,000 in CDBG funds for the City's Housing Rehab program. Funding allocations described in the Action Plan were based on estimated resources at the time the plan was adopted. In November of 2018, the City confirmed a total of \$123,000 in unallocated CDBG funds due to prior year unspent funds.

The proposed Substantial Amendment would program up to \$110,000 of unallocated CDBG funds as additional funding for the City's 2018-19 Housing Rehabilitation Program.

ALL INTERESTED PERSONS ARE ENCOURAGED TO PARTICIPATE.

The City's Citizen Participation Plan for the HUD Consolidated Plan requires a minimum 30-day public review and comment period and public hearing for Substantial Amendments. The Daly City Council will hold a public hearing on January 14, 2019 to consider this draft Substantial Amendment at City Hall, City of Daly City, located at 333 - 90th Street, Daly City, California. The public comment and review period is from December 11, 2018 through January 14, 2019.

Copies of this draft Substantial Amendment are available at the City libraries, Daly City Community Service Center, City Hall, and

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of SAN MATEO) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:

NOTICE OF PUBLIC HEARING REGARDING AN

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the EXAMINER - DALY CITY INDEPENDENT, a newspaper published in the English language in the city of DALY CITY, county of SAN MATEO, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of SAN MATEO, State of California, under date 05/15/2001, Case No. 416408. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

12/16/2018

Executed on: 12/17/2018
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature



Email

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EXAMINER - DALY CITY
INDEPENDENT

**CITY OF DALY CITY
NOTICE OF OPPORTUNITY
FOR PUBLIC COMMENT
ON THE
DRAFT CONSOLIDATED
ANNUAL PERFORMANCE
AND EVALUATION
REPORT**

COPY OF NOTICE

NOTICE IS HEREBY GIVEN that the City of Daly City has completed its preparation of the Draft Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER summarizes expenditures and accomplishments of the City's Community Development Block Grant (CDBG) and HOME Programs during the past fiscal year from July 1, 2018 through June 30, 2019. Each year, the City of Daly City receives CDBG and HOME funds from the federal Department of Housing and Urban Development (HUD). These funds are to be used to meet community development needs of primarily low and moderate income residents. The Draft CAPER is available for public review and comment beginning Sunday, September 8, 2019 through Monday, September 23, 2019. Copies of the Draft CAPER are available at City Hall, all City libraries, the Daly City Community Service Center, and on the City's website. If you have any questions or would like to make any comments, please contact Betsy ZoBell, Housing and Community Development Supervisor at (650) 991-8068, Monday through Friday or TDD (650) 991-8278. You may also mail comments to Betsy ZoBell at Economic and Community Development Department, 333 - 90th Street, Daly City, CA 94015. The City Council will consider approval of the CAPER at its regularly scheduled meeting on Monday, September 23, 2019, at 7 p.m. in the City Council Chambers at City Hall, which is located at 333 - 90th St., Daly City. The City of Daly City does not discriminate on the basis of disability in admission or access to, or treatment of employment in, its programs or activities. Information concerning the provisions of the Americans with Disabilities Act, and the rights thereunder is available from the City Manager's Office. Betsy ZoBell
Housing and Community Development Supervisor
9/8/19
NPEN-3291645#

Notice Type: GPN GOVT PUBLIC NOTICE

Ad Description
CITY OF DALY CITY NOTICE OF OPPORTUNITY FOR PUBLIC COMMENT ON THE DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND

To the right is a copy of the notice you sent to us for publication in the EXAMINER - DALY CITY INDEPENDENT. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

09/08/2019

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.



APPENDIX C

Geographic Distribution of Activities

CAPITAL PROJECT, ECONOMIC DEVELOPMENT AND HOUSING ACTIVITIES – MAP 1

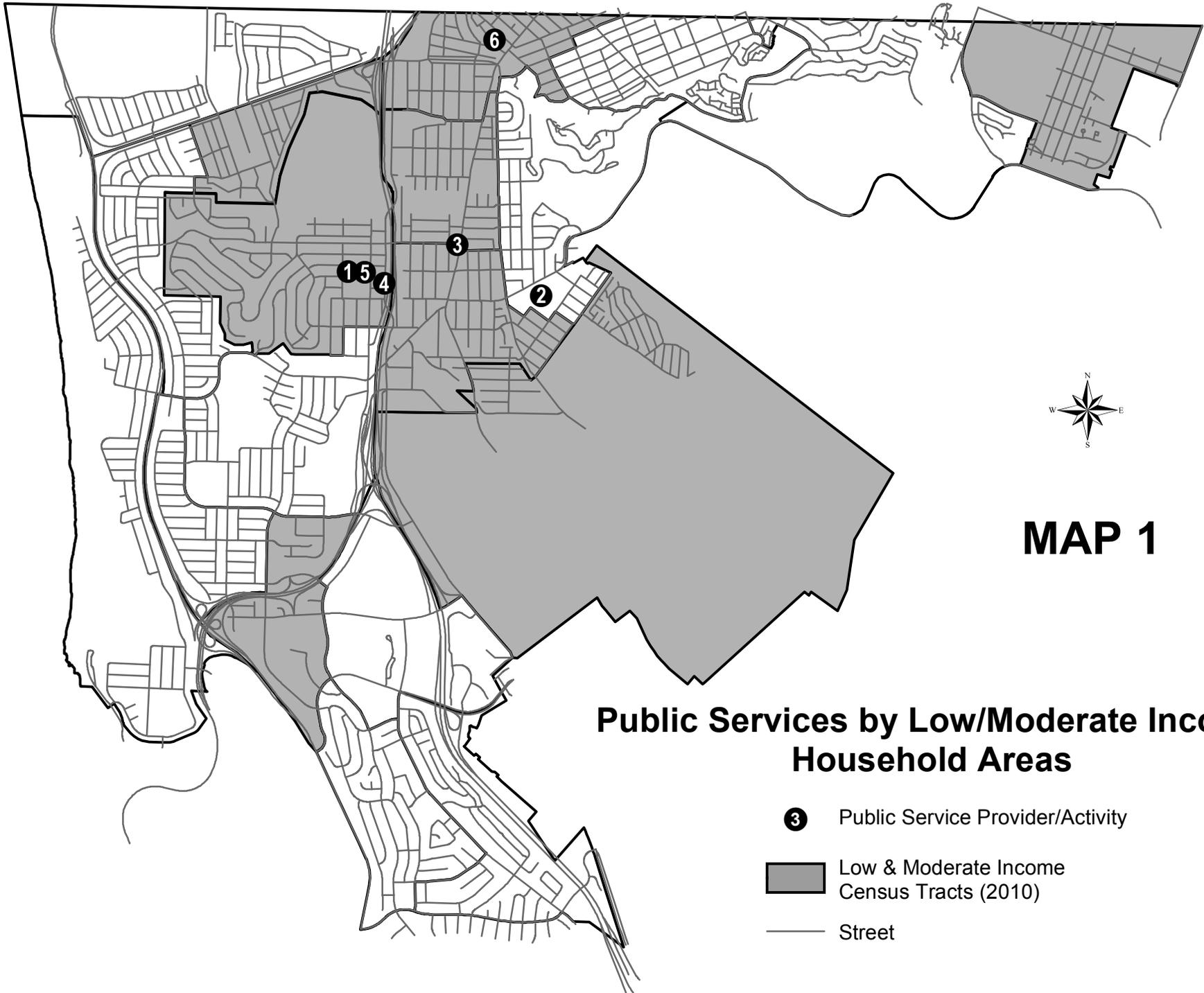
- The following Housing Activities were undertaken on a case-by-case basis and were located throughout the City:
 - Rebuilding Together – Safe at Home
 - Center for Independence of Individuals with Disabilities
 - City of Daly City Residential Rehabilitation Program

PUBLIC SERVICES – MAP 2

- 1: Family Crossroads
- 2: Legal Aid Society
- 3: Human Investment Project
- 4: John's Closet
- 5: Peninsula Family Services
- 6: Daly City Youth Health Center

The following public services have not been mapped because their headquarters and/or facilities are outside of Daly City:

- Project Read (South San Francisco)
- Project Sentinel (Redwood City)



MAP 1

Public Services by Low/Moderate Income Household Areas

- ③ Public Service Provider/Activity
- Low & Moderate Income Census Tracts (2010)
- Street

APPENDIX D

FY18-19 CDBG Funding Table

Grantee/ Program Name	Total CDBG	Funds Expended	Percent
CDBG ADMINISTRATION			
Daly City/Gen. Administration	\$ 223,546	\$ 179,825.46	80%
HOUSING			
Daly City/Residential Rehab ¹	\$ 504,000	\$ 336,261.92	67%
Center for Independence of Individuals with Disabilities/HAM ²	\$ 16,000	\$ 14,121.56	88%
Rebuilding Together/Safe at Home	\$ 10,000	\$ 10,000.00	100%
CAPITAL IMPROVEMENTS			
Section 108 Loan Payments	\$ 354,165	\$ 354,165.00	100%
PUBLIC SERVICES			
DC Youth Health Ctr/Expanded Vocational Counseling Program	\$ 6,000	\$ 6,000.00	100%
Human Investment Project/Homesharing	\$ 12,000	\$ 12,000.00	100%
John's Closet	\$ 5,000	\$ 5,000.00	100%
Legal Aid Society/Homesavers	\$ 12,000	\$ 12,000.00	100%
LifeMoves/Family Crossroads	\$ 16,000	\$ 16,000.00	100%
Peninsula Family Service	\$ 22,000	\$ 22,000.00	100%
Project Read	\$ 20,000	\$ 20,000.00	100%
Project Sentinel	\$ 7,500	\$ 7,500.00	100%
TOTAL	\$ 1,208,211	\$ 994,873.94	82%

Notes:

1. There was a substantial amendment during the program year to increase funding from \$400,000 to \$504,000.
2. There was a minor amendment to increase funding from \$10,000 to \$16,000.

APPENDIX E

CAPER Tables 5-10

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	10,979,447
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	10,979,447
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	10,979,447

Table 1 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
n/a	n/a	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8– Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

APPENDIX F

Table 1 Progress Summary

Goal	Category	FY18-19 Progress
AFH3: Preserve homeownership access	Affordable Housing	HCD staff provided technical assistance to developers in preparing affordable housing plans and negotiated affordable housing agreements for below market rate homeownership units. In addition, the City collaborated with HEART (Housing Endowment and Regional Trust) and hosted first time homebuyer workshops. In FY18-19 HEART provided downpayment assistance grants to buyers of three homes sold in Daly City.
AFH5: Facilitate development through zoning	Affordable Housing	Planning staff rezoned for Residential two sites that were zoned for commercial/retail uses thereby allowing for the construction of 75 townhomes and 167 apartments. Another site was upzoned to allow for an additional 100 units.
AFH7: Explore incentives for HCV participation	Affordable Housing	Several CDBG jurisdictions in the county met to begin discussions about this topic. It was decided that a future meeting may include landlords of large properties. The Housing Authority of San Mateo County has started a bonus incentive program for new landlords and continuing landlords.
AFH8: Educate community on housing gaps	Affordable Housing	The high rents and home sale prices make it clear that there is a lack of housing in the City. Staff attend community meetings to talk about how the City is addressing the issue, including the City's Affordable Housing Ordinance and the City's Short/Long term Room Rental Task force.
AFH10: Strengthen use of Section 8	Affordable Housing	See AFH7.
AFH11: Consider fair housing audit program	Fair Housing	HCD staff reached out to a fair housing provider and inquired about what a fair housing audit program would look like. The provider offered to provide a concept paper to submit to the City.