

Executive Summary

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

1. Introduction

The Annual Action Plan (Annual Plan) is required of the City of San Mateo by the U.S. Department of Housing and Urban Development (HUD) in order for the City to receive federal Community Development Block Grant (CDBG) funds. The City's Annual Plan for fiscal year 2020-21 is the third year of the multi-year 2018-22 Consolidated Plan. The Annual Plan outlines needs and develops strategies to address priority needs of low- and moderate-income populations in San Mateo.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City's Consolidated Plan identifies the following needs and has developed goals and activities that further HUD's program goals.

Need: Affordable Housing

Goal: Increase, maintain, and improve the supply of affordable housing for low- and moderate-income families and individuals.

Activities: The City will use CDBG and local funds for development of housing, acquisition and/or rehabilitation of housing, minor home repairs, weatherization, and accessibility modifications. Additionally, the City will continue to administer its existing below-market rate housing rental and ownership units.

Need: Public Facilities Improvements

Goal: Preserve and improve public facilities that serve a high percentage of low- and moderate-income families as well as those with special needs.

Activities: The City will use CDBG funds, when feasible, to make accessibility modification to public facilities and to provide funds for rehabilitation of facilities with urgent needs.

Need: Public Services

Goal: Provide services to improve quality of life for low- and moderate-income families and individuals, including those at risk of becoming homeless and special needs populations.

Activities: The City will allocate 15% of its entitlement and 15% of the previous year's program income, as allowed by CDBG regulation, for the Community Funding Program. In addition, funding to address COVID related activities will increase the total public services to 26% which is allowed by HUD through a temporary waiver. These funds will be granted to non-profit agencies for provision of public services.

Need: Community Development

Goal: Infrastructure improvements in the CDBG Priority Neighborhood.

Activities: The City will use CDBG funds for capital projects such as replacement of failed streets and sidewalks, accessible curb ramps, traffic calming, as well as pedestrian and bikeways improvements. The Department of Public Works will manage projects.

Need: Affirmatively Further Fair Housing

Goal: Address fair housing issues and contributing factors as determined by the Assessment of Fair Housing, which was approved by HUD in January 2018.

Activities: The City will allocate funds from administration for provision of fair housing services to be granted to a non-profit partner. The City will also work towards the goals from the Assessment of Fair Housing.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City recognizes the ongoing needs of the San Mateo community and continues to fund core service needs. All of the Community Funding programs have met or exceeded their goals for service, showing an ongoing need for the services they are providing the community. The cost of housing continues to be extremely high in San Mateo and as a result many of the activities focus on services related to housing.

The City's Minor Home Repair programs have been slower to meet their goals, but all three organizations and City staff agree that there is a great need for their services. During the past year, City staff met with agency staff to discuss challenges in providing these services. As a result of those meetings, the City adjusted grant amounts to accurately reflect average project costs and realistic

project goals. The City will again update goals and grant amounts for the 2020-21 Program Year, and re-evaluate grantees at the end of the year.

One concern from the sub grantees is that clients may need more repairs than can be funded within the scope of repair. To that end a Housing Rehabilitation Loan program is being reinstated with repaid CalHOME loan funds to address this need.

For the 2020-21 fiscal year the City will continue to allocate \$400,000 for Street and Sidewalk Reconstruction activities. Each year funding is provided for repairs that improve the pedestrian, bike and auto safety in the CDBG priority neighborhood. Based on input from both community members and Public Works department, there is demonstrated ongoing need for this type of funding.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A Community Needs Assessment meeting was held in November 2019 by the Community Resources Commission (CRC), Outreach included notices to both social service providers and resident, inclusion in City E-newsletter, and posted on the City website.

5. Summary of public comments

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

Public comments were received by the City prior and during two public meetings for the Community Resources Commission. The first being in November 20, 2019 and the other being on April 29, 2020. Comments from citizen stakeholders described their concerns over rising cost of renting, lack of affordable housing, and need for more pedestrian infrastructure.

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

There weren't any community comments or views that were not considered for this year.

7. Summary

The City's 2020-21 Annual Plan has been developed based on the City's four service priority needs as well as the goals set forth in the 2018-22 Consolidated Plan.

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

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SAN MATEO	Community Development Department
HOME Administrator	SAN MATEO	Community Development Department

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

City of San Mateo

Neighborhood Improvement and Housing Division

330 W. 20th Ave

San Mateo, CA 94403

Phone: (650) 522-7223

Email: housing@cityofsanmateo.org

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City consulted with many different stakeholders in developing this Annual Action Plan. Meetings were held internally with the Department of Public Works regarding prioritizing street reconstruction and pedestrian safety projects. Non-profit partners from the area were invited to Community Needs Assessment workshops and Community Relations Commission meetings.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Throughout the Annual Action Plan period, the City will maintain its relationships with organizations that serve the public, especially low- and moderate-income residents. Efforts will include:

- Working with other entitlement jurisdictions in San Mateo County to coordinate and streamline the CDBG process
- Working with non-profit social service providers, the County of San Mateo, other entitlement jurisdictions, and other stakeholders to coordinate the provision of needed services in the community
- Providing funds through the community funding program to non-profit service providers
- Working with non-profit organizations, private developers, and the County of San Mateo to build and maintain affordable housing
- Working with the Continuum of Care, Homeless Outreach Team, and non-profit service providers to coordinate homeless services

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Continuum of Care (COC) guides the implementation of the county's housing and service system to meet the needs of homeless individuals and families. The City of San Mateo participates in COC meetings and monitors decision-making to better understand latest trends in homeless outreach. The COC coordinates the following activities:

- System planning (identifying gaps, developing strategies to fill gaps, responding to emerging best practices, etc.)
- Setting funding priorities for Emergency Solutions Grant and COC funds
- Assessing system performance and making system redesigns as needed
- Coordinating with other planning entities such as the Community Action Agency

- Undertakes a wide range of efforts to meet the needs of homeless individuals and families

Chronically Homeless: COC has created a multi-disciplinary, bilingual, Homeless Outreach Team (HOT) to conduct intensive outreach and engagement with unsheltered and chronically homeless individuals and families located throughout the County, with specialized HOT teams in the cities of San Mateo, Redwood City, South San Francisco, Half Moon Bay, Pacifica, and East Palo Alto.

Families with children: To reduce the number of unsheltered families, the COC has developed a rapid re-housing program. The San Mateo County Human Services Agency has provided funding for a motel voucher program to assist families with children that are waiting to access shelter.

Veterans: Needs include housing and assistance for homeless, employment and education services, and improved and increased liaisons with the Veterans Benefits Administration.

Youth: Currently, HUD COC funds are provided to the San Mateo County Mental Health Association to operate its Support and Advocacy for Young Adults in Transition Program, which provides case management and housing search/stabilization services to homeless youth. The San Mateo County Housing Authority administers the Family Unification Program vouchers.

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

The City of San Mateo does not receive Emergency Solutions Grant (ESG) funding, as the San Mateo County Department of Housing (DOH) is the sole recipient in the county. However, the City does participate in COC meetings as part of its ongoing responsibility in receiving HUD funding. DOH coordinates closely with the COC in regards to the County's ESG, COC, and CDBG funding and is represented on the COC Steering Committee. DOH has also delegated responsibility for management of all ESG funds, plus the portion of the County CDBG funds used for homeless activities, to the COC Lead Agency, and the San Mateo County Human Services Agency (HSA). Management responsibilities include issuing requests for proposals for ESG funding, awarding contracts, gathering community input, data analysis, and contract monitoring. The COC Lead Agency is also the Homeless Management Information System (HMIS) Lead Agency and develops the policies and procedures for operation and administration of HMIS for ESG funded projects.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of San Mateo
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Infrastructure
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Department of Public Works was consulted for prioritization of funds for community development projects. Pedestrian safety and street reconstruction are priorities in the neighborhood. City Council has asked PW to prioritize implementation of its bike master plan.
2	Agency/Group/Organization	LEGAL AID SOCIETY OF SAN MATEO COUNTY
	Agency/Group/Organization Type	Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from the Legal Aid Society of San Mateo spoke at the November 20, 2019 Community Relations Commission special meeting about the rise in no-fault evictions in response to the passage of new State legislation. They thanked staff and the City for working with them to pass an emergency ordinance to protect tenants in such instances and cited the ongoing need for legal and educational services for residents.
3	Agency/Group/Organization	RENAISSANCE ENTREPRENEURSHIP CENTER/START-UP
	Agency/Group/Organization Type	Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from the Renaissance Entrepreneurship Center spoke at the November 20, 2019 Community Relations Commission special meeting. The representative provided an update on their program and expressed concerns about the lack of affordable commercial space for small businesses in San Mateo.
4	Agency/Group/Organization	HIP Housing
	Agency/Group/Organization Type	Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from HIP Housing attended the Community Relations Commission special meeting on November 20, 2019 to provide input on housing needs within the community and to provide updated statistics on home sharing in the City of San Mateo. The Home Sharing program matches those in need of affordable housing with members of the community that have extra space and are willing to share. One of the community members that shares her home gave her story on the benefits of home sharing as well. The need for affordable housing is well-documented in San Mateo, and HIP Housing gives a different approach to helping those in need.
5	Agency/Group/Organization	Intercommunal Pre-School
	Agency/Group/Organization Type	Services-Children Regional organization
	What section of the Plan was addressed by Consultation?	Childcare

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from the Intercommunal Pre-School spoke at the November 20, 2019 Community Relations Commission special meeting, thanking the City for previous support. The Pre-School is licensed to serve 29 children, many of whom reside in the North Central Community of San Mateo, and is in need of structural improvements to continue to meet the community need.
6	Agency/Group/Organization	Rebuilding Together Peninsula
	Agency/Group/Organization Type	Services - Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from Rebuilding Together Peninsula spoke at the November 20, 2019 Community Relations Commission special meeting about the need for minor home repair services, particularly for seniors and those living with disabilities.
7	Agency/Group/Organization	Central Neighborhood Association
	Agency/Group/Organization Type	Neighborhood Association Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Infrastructure
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Via email and in-person at the November 20, 2019 Community Relations Commission special meeting, the Central Neighborhood Association provided comments on a number of infrastructure improvements that could be made in and around their neighborhood. These included street and sidewalk improvements, as well as additional signage and pedestrian crossings.

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

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	San Mateo County Human Services Agency	The City has identified the core service needs of Basic Human Needs and Preserving or Providing Affordable Housing, both of which support homelessness programming.
Housing Element	City of San Mateo	The Housing Element documents the housing needs in San Mateo and includes the programs and policies to address its Four Goals: Maintain the quality and character of residential neighborhoods; Provide a diversity of housing types, responsive to household size, income and age needs; Ensure that all new housing is developed or remodeled in a sustainable manner; Encourage conservation improvements and measures to the existing housing stock.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of San Mateo followed guidelines specified in its Community Participation Plan, engaging as many stakeholders as possible in setting goals and prioritizing the community's needs for the Annual Action Plan. The following actions were taken:

- October 31, 2019 - Email to non-profit partners, neighborhood associations, and other community stakeholders with event information
- October 30, 2019 - Newspaper ad with meeting notification
- November 8, 2019- Posted on City Community Needs Assessment webpage
- November 8, 2019 – Sent meeting announcement slide to Channel 27 public service channel
- November 8, 2019 - Posted promotional flyer in English and Spanish at recreational centers and libraries in the city
- November 8, 2019 – Included article in City eNewsletter
- November 14, 2019 - Sent notification via email to the listserv of community members signed up for Community Relations Commission events
- November 20, 2019 - Special meeting of Community Relations Commission for the Needs Assessment
- April 13, 2020- City Web posting, and email notification of draft Annual Plan, and Amendment to Consolidated Plan and Community Participation Plan
- April 15, 2020 -Newspaper Ad
- April 29, 2020 Special meeting of Community Relations Commission, hearing for the draft Annual Plan, and Amendments to the Consolidated Plan and Community Participation Plan
- May 18, 2020 - Regular meeting of City Council, approval of Annual Plan for submission to HUD
- July 10, 2020- - City Web posting, and email notification of draft Annual Plan, and Amendments to Consolidated Plan and Community Participation Plan and published Newspaper Notice
- July 20, 2020 – Regular meeting of City Council, approval of amendments to the Annual Plan 2019-2020 and revision of the Annual Plan 2020-2021

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Promotional Flyer	Non-targeted/broad community	Posted promotional flyer in English and Spanish at recreation centers and libraries.	No comments were received.	n/a	
2	Newspaper Ad	Non-targeted/broad community	Ad posted in Examiner to announce the Annual Action Plan at the Community Relations Commission meeting. The ad also announced a public comment period.	No comments received.	n/a	

3	Public Meeting	Non-targeted/broad community	<p>November 20, 2019. Several members of the community, representatives from local non-profits, and other stakeholders were in attendance for the special meeting of the Community Relations Commission. A summary of community member comments is included here, and comments from other stakeholders is included in the consultation section of the plan.</p>	<p>A community member shared her personal story of the rising costs of rents and called upon all service providers to provide a more coordinated set of resources for those struggling to make ends meet. Another community member expressed concern about the lack of supportive housing for adults with cognitive disabilities, particularly in instances where their parents are aging. Multiple community members spoke about the need to improve pedestrian infrastructure,</p>	n/a	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
				whether through improved lighting, more visible pedestrian crossings, or simply cleaner streets and sidewalks.		
4	Internet Outreach	Non-targeted/broad community	Emails sent out to the Community Relations Commission interest list announcing the special meetings.	No comments received.	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-targeted/broad community	<p>April 29, 2020. Several members of the community, representatives from local non-profits, and other stakeholders called in to listen to the special meeting of the Community Relations Commission. A summary of community member comments is included here, and comments from other stakeholders is included in the consultation section of the plan.</p>	<p>An email from HIP Housing thanked the City for their continued support and described an increased demand for rental and basic necessity assistance due to the spread of COVID-19. A representative from Samaritan House spoke to the commission to describe the recent updates regarding the COVID-19 pandemic and how their organization requires additional resources to be able to fulfill the new service need in response.</p>	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Non-targeted/broad community	Regular meeting of the City Council on May 18, 2020. The Annual Action Plan was approved for submission to HUD.	No comments received.	n/a	
7	Public Meeting	Non-targeted/broad community	Regular meeting of the City Council on July 20, 2020. Amendments to move CARES Act funding to Annual Action Plan 2019-2020 from Annual Action Plan 2020-2021 were approved.	TBD	n/a	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	747,853	30,000	298,800	1,076,653	1,209,142	Annual Allocation includes CDBG 2020 entitlement of \$747,853.
Other	public - federal	Housing	642,000	0	0	642,000	0	City is now part of HOME Consortium with County of San Mateo and South San Francisco for new HOME grant funds. However City still occasionally receives loan repayments from projects funded with HOME funds prior to 2015.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Housing	7,658,000	0	0	7,658,000	642,000	Local funds from commercial linkage fee, and annual 20% of tax increment (boomerang funds) and loan repayments from former Redevelopment Agency.

Table 5 - Expected Resources – Priority Table

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

The City receives direct entitlement funds from Federal CDBG Program that are used to address identified needs. The City is also part of the San Mateo County HOME Consortium; HOME funds formerly granted directly to the City are now combined with the County of San Mateo and the City of South San Francisco in order to use the funds more efficiently. The City also receives HOME loan repayments from projects assisted with HOME funds provided prior to joining the consortium in 2015.

The City manages a varied portfolio of housing loans from several programs including Housing Rehabilitation and First Time Homebuyer programs as well as developer loans for new construction or acquisition/rehabilitation projects. Program income from this portfolio augments the CDBG and HOME funds as well as now defunct programs such as Redevelopment and former CalHOME owner rehab loan program. Loan repayments from loans funded with former Redevelopment funds are deposited in the Low Mod Housing Asset Fund to be used for future affordable housing programs. The City also sets aside the equivalent of 20% of the property tax increment attributed to the former Redevelopment areas for housing, known as “boomerang funds”. The City collects subordination processing fees and fractional unit fees associated with its Below Market Rate Program in its City Housing Fund, which is typically used to assist regional housing initiatives that are outside of the San Mateo's city limits.

. The City Council adopted a commercial linkage fee ordinance which became effective on 11/5/16. New commercial projects with square footage in excess of 5,000 square feet pay a fee to mitigate the impact of new jobs on local housing supply.

Starting this year, the City will receive an annual allocation of the State Permanent Local Housing Allocation (PHLA) as provided by the Building Homes and Jobs Act to increase the supply of affordable housing. It is estimated that the City will receive approximately \$340,000 for 2020. There are a number of new State programs that City will watch and apply for as they become available including Local Early Action Planning grants to support planning efforts to increase the supply of housing, as well as the Local Housing Trust Fund Program. The City also tracks and supports legislation that promotes and increases resources for affordable housing.

Section 8 funds are provided to San Mateo residents through the San Mateo County Housing Authority. McKinney-Vento Homeless Assistance Act funds are managed by the San Mateo County Human Services Agency as part of the Continuum of Care, in which San Mateo participates. The County of San Mateo also supports housing projects countywide with its HOME and CDBG funds which often are used to leverage City resources. The Housing Endowment and Regional Trust (HEART) of San Mateo County is a public/private partnership whose goal is to raise funds to create affordable housing opportunities in San Mateo County.

Low-Income Housing Tax Credits are offered through the State on a competitive process and with the dissolution of Redevelopment, applications for these funds are expected to become even more in demand and competitive. The State also has also set aside a portion of the Cap and Trade funds for housing located close to transit in its Affordable Housing Sustainable Communities program. The City will support developer applications for tax credits and other State Housing programs as they become available for appropriate and eligible projects.

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

The City received a one acre site to be used for affordable housing as part of the development agreement executed for Bay Meadows II Master Plan. The City chose BRIDGE Housing as the nonprofit development partner, who is moving forward with the predevelopment process. The City and BRIDGE are taking advantage of the State Density Bonus Law and are planning for 68 affordable rental housing units on the site. The project received its tax credit allocation in 2018 and began construction in March 2019.

As a result of the dissolution of the Redevelopment Agency of the City of San Mateo, a Long Range Property Management Plan has been drafted and approved by the State. City chose MidPen Housing for the development of two sites (approx. 2.4 acres total) located in downtown San Mateo that were owned by the former Redevelopment Agency. The sites will be developed with 225 affordable housing units and a public parking garage. The project is expected to obtain full planning approvals and an executed Disposition, Development and Loan Agreement in

summer of 2020 and construction to begin by the end of 2021.

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Maintain and Preserve Existing Housing	2018	2022	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$115,000 City sources: \$500,000	Homeowner Housing Rehabilitated: 47 Household Housing Unit
2	Community Funding	2018	2022	Public Services	CDBG Priority Neighborhood	Public Services	CDBG: \$205,000	Public service activities other than Low/Moderate Income Housing Benefit: 2156 Persons Assisted Businesses assisted: 40 Businesses Assisted
3	Street and Sidewalk Improvements	2018	2022	Non-Housing Community Development	CDBG Priority Neighborhood	Community Development	CDBG: \$400,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 20000 Persons Assisted
4	AFH Goal: Affirmative Marketing of Housing	2018	2021	Affordable Housing	CDBG Priority Neighborhood	AFH Factor: Lack of Effective Marketing Strategies	CDBG: \$0	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	AFH Goal: Facilitate Streamlined Review of Housing	2018	2019	Affordable Housing	CDBG Priority Neighborhood	AFH Factor: Development Approval Challenges AFH Factor: Lack of Support for Affordable Housing	CDBG: \$0	Other: 1 Other
6	AFH Goal: Support Education of Stakeholders	2018	2020	Affordable Housing	CDBG Priority Neighborhood	AFH Factor: Lack of Support for Affordable Housing AFH Factor: Resistance to Density and Growth	CDBG: \$0	Other: 1 Other
7	AFH Goal: Strengthen Section 8 Program	2018	2019	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$0	Other: 1 Other
8	AFH Goal: Retention of Special Needs Housing	2018	2020	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$0	Other: 1 Other
9	AFH Goal: Support Displaced Households	2018	2022	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$0	Other: 1 Other
10	AFH Goal: Reasonable Accommodation Policy	2018	2022	Affordable Housing	CDBG Priority Neighborhood	AFH Factor: Lack of Zoning Flexibility	CDBG: \$0	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	AFH Goal: Dev. of Accessory Dwelling Units	2018	2022	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$0	Other: 1 Other
12	First Time Homebuyer	2018	2022	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	City sources: \$300,000	Direct Financial Assistance to Homebuyers: 6 Households Assisted
13	Affordable Housing	2018	2022	Affordable Housing	CDBG Priority Neighborhood	Affordable Housing	CDBG: \$0 Affordable Housing: \$642,000 City sources: \$6,858,000	Rental units constructed: 67 Household Housing Unit
14	Public Facilities	2018	2022	Non-Housing Community Development		Public Facilities Improvements	CDBG: \$43,000	Other: 2 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Maintain and Preserve Existing Housing
	Goal Description	<p>Provide funds to preserve, repair, and maintain existing housing stock. Emphasis on repairs that clear health and safety issues, retrofits to homes for more sustainability and energy efficiency, and make properties more accessible for individuals with special needs.</p> <p>This is the third year of the 2018 Consolidated Plan, and the outcome below will be a part of the larger goal represented in that plan.</p>
	Goal Name	Community Funding
	Goal Description	<p>Provide grants to non-profit organizations for provision of public services to low- and moderate-income families in San Mateo.</p> <p>This is the third year of the 2018 Consolidated Plan, and the outcome below will be a part of the larger goal represented in that plan.</p>
	Goal Name	Street and Sidewalk Improvements
	Goal Description	<p>Repair deteriorated streets, as well as provide accessibility and public safety improvements to streets and sidewalks for pedestrians, bicycles and autos in the CDBG Priority Neighborhood.</p> <p>This is the third year of the 2018 Consolidated Plan, and the outcome below will be a part of the larger goal represented in that plan.</p>

4	Goal Name AFH Goal: Affirmative Marketing of Housing
	<p>Goal Description</p> <p>Ensure affirmative marketing of City assisted affordable housing is targeted to all segments of the community. Develop marketing plan with developers of affordable housing projects during final phase of construction. Focus outreach to those least likely to apply based on racial make-up of neighborhood. Include Spanish marketing materials and ensure bilingual interpretation services are available.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Lack of awareness of effective affirmative marketing strategies <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • displacement due to rent increases for Spanish speaking and large households • Lack of accessible housing for persons with disabilities • Limited housing for families <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Develop Marketing Plan with developers of affordable housing projects during final phase of construction • Focus outreach to those least likely to apply based on racial make-up of neighborhood • Include Spanish marketing materials and ensure bilingual interpretation services are available <p><u>Timeframe for achievement:</u></p> <p>Marketing Plan for Bay Meadows Housing project by Summer 2020.</p>

5	Goal Name AFH Goal: Facilitate Streamlined Review of Housing
	<p>Goal Description</p> <p>Adopt additional development review practices that facilitate housing creation including streamlining reviews. This has been addressed by State legislation recently as well and will continue to be part of the conversation around affordable housing developments going forward.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Challenges with development approval process • Lack of support for affordable housing, creating barriers to approval <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Draft Guidelines for concurrent Planning Building Plan Check pilot program was implemented and not successful (2017-18) • New milestones to streamline reviews is to implement electronic plan check to speed up approval process. • Utilize CEQA exemptions for affordable housing when appropriate. <p><u>Timeframe for achievement:</u></p> <p>September 2020</p>

6	Goal Name Goal Description	AFH Goal: Support Education of Stakeholders
		<p>As part of a regional goal, support and engage in efforts to educate community stakeholders and residents about housing gaps and the effects of programs and policies on addressing those gaps. City's Downtown Specific Plan, along with the 2023 Housing Element have been combined with the General Plan Update which makes the project more complex and requiring additional outreach. The City has participated in countywide Home For All programs to learn about best practices from others and has expanded the community outreach efforts, especially targeting those who typically do not attend public meetings.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Lack of support for housing • Suburban scale communities resistant to added density • Frustration with recent growth implications <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Lack of support for affordable housing <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Continue community engagement process for General Plan (including Housing Element) update • Participate in countywide Home For All "Learning Network" to share best practices <p><u>Timeframe for achievement:</u></p> <p>General Plan adoption target is revised to 2023</p>

7	Goal Name Goal Description	AFH Goal: Strengthen Section 8 Program <p>As part of the regional goal, strengthen utilization of the Section 8 program. Explore a multi-family rehabilitation and accessibility improvement program to provide an incentive for landlords to remain in the Housing Choice Voucher program and those willing to offer naturally occurring affordable rental housing.</p>
		<p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Loss of affordable housing • Lack of affordable housing supply • High housing costs <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • Displacement due to rent increases for Spanish speaking and large households • Lack of accessible housing for persons with disabilities • Limited housing for families <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Collaborate with County Housing Authority staff to review current practices and potential options. • Explore Section 8 nondiscrimination policy was resolved by State legislation SB 329 passed October 2019. <p><u>Timeframe for achievement:</u></p> <ul style="list-style-type: none"> • Ongoing (place holder based on Council feedback from 6/1/20 study session)

8	Goal Name Goal Description	AFH Goal: Retention of Special Needs Housing <p>Assist with the retention of special needs housing that is at risk of expiring affordability requirements. This includes outreach and negotiation of developments that are currently reserved for individuals with special needs, as well as continuing efforts to assist in new developments.</p>
		<p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Loss of affordable housing • Displacement of residents • Lack of accessible housing <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • Lack of support for special needs housing <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Outreach and negotiate with Mateo Lodge for affordability extensions for Humboldt House (9 units) <p><u>Timeframe for achievement:</u></p> <p>Execute extension by January 2021 (revised from 2020 due to provisions of agreement)</p>

9	Goal Name	AFH Goal: Support Displaced Households
	Goal Description	<p>As part of the regional goal, continue funding and support for outreach services for homeowners and renters at risk of being displaced and/or facing fair housing challenges. Provide grants to sub-recipients under the administration cap in CDBG for provision of fair housing services.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Loss of affordable housing • Lack of affordable housing supply • High housing costs <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • Displacement due to rent increases for Spanish speaking and large households • Limited housing for families <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Annual Fair Housing activity goals: investigate 23 cases, provide R & I to 45 individuals, public education/outreach to 100 individuals • Annual legal assistance to renters: 125 individuals <p><u>Timeframe for achievement:</u></p> <p>Annual Goal completed each year by June 30</p>

10	Goal Name Goal Description	AFH Goal: Reasonable Accommodation Policy <p>Continue implementation of City Reasonable Accommodation Policy to allow for relaxation of City zoning codes on residential properties used by persons with disabilities. Review requests for Reasonable Accommodation as they are submitted.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Lack of flexibility in zoning code <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • Lack of accessible housing for persons with disabilities <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Review requests for Reasonable Accommodations as they are submitted <p><u>Timeframe for achievement:</u></p> <p>Ongoing</p>
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11	Goal Name	AFH Goal: Dev. of Accessory Dwelling Units
	Goal Description	<p>As part of the regional goal, encourage development of Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) to increase lower cost housing in the community. This includes collaboration with 21 Elements in outreach and education on the development of ADU/JADU. City revised its ADU ordinance and adopted lower flat fees in 2017, 2018 and 2019. Further modifications of the ordinance are underway to provide additional streamlining.</p> <p><u>Contributing factors to be addressed:</u></p> <ul style="list-style-type: none"> • Loss of affordable housing • Lack of affordable housing supply • High housing costs <p><u>Fair housing issues/impediments:</u></p> <ul style="list-style-type: none"> • Disproportionate housing needs • Segregation increases • Decline in access to opportunity (depending on ADU locations) <p><u>Metrics and milestones:</u></p> <ul style="list-style-type: none"> • Amend City ADU Ordinance to further streamline development of units. <p><u>Timeframe for achievement:</u></p> <ul style="list-style-type: none"> • Ordinance amendment by October 2020
12	Goal Name	First Time Homebuyer
	Goal Description	Ensure continued affordability for low income homebuyers in the City's First Time Homebuyer program for the purchase of resales of price restricted units at Gateway Commons and Meadow Court or other City assisted units citywide.

13	Goal Name	Affordable Housing
	Goal Description	Provide funding for new construction, acquisition and/or rehabilitation of affordable units through City financial assistance and the inclusionary Below Market Rate program.
14	Goal Name	Public Facilities
	Goal Description	Provide funds for repairs and health/safety measures to be completed at buildings used by non-profit agencies as well as city facilities for provision of public services.

AP-35 Projects - 91.420, 91.220(d)

Introduction

Activities planned for 2020-21 are similar to those from recent years. The City will continue to use CDBG administration funds for provision of fair housing activities, public services for grants to non-profit public service agencies, and the remainder of CDBG funds for minor home repair programs, community development projects, and economic development.

#	Project Name
1	Community Funding Program
2	Home Energy and Repair Program
3	CDBG Admin
4	Street and Sidewalk Reconstruction
5	Affordable Housing
6	Public Facilities

Table 7 – Project Information

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

The housing, social service, and community development needs of the community are overwhelming when compared to funding available from CDBG and other sources. Allocations of funding are made with careful consideration of the community's needs and input from the citizen participation process and the Community Relations Commission. City staff, along with other jurisdictions and community partners, cooperate in order to streamline processes and avoid duplication of services in an effort to maximize the available resources.

The City of San Mateo continues to work with the community to best respond to the ongoing COVID-19 pandemic. To address newly developing issues as they arise, \$221,653 dollars will remain unfunded at this time to be redirected to a different project based upon community need.

AP-38 Project Summary

Project Summary Information

1	Project Name	Community Funding Program
	Target Area	
	Goals Supported	Community Funding
	Needs Addressed	Public Services
	Funding	CDBG: \$145,000
	Description	Provide \$120,000 in funds to non-profit agencies to provide public services for the core service priorities including basic human needs, senior services, youth services, and providing affordable housing. Provide \$25,000 in funds to an agency for provision of an economic development program. These funds are part of the community funding program, but will come from outside the public service cap.
	Target Date	6/30/21
	Estimate the number and type of families that will benefit from the proposed activities	Project will only serve low- and moderate-income individuals and families, as well as those from presumed benefit groups such as abused children, victims of domestic violence, elderly, and homeless. Based on reports from prior years, the project will serve approximately 2,100 San Mateo residents. The economic development program will serve 40 businesses.
	Location Description	Project will serve the City of San Mateo.

	<p>Planned Activities</p> <p>Project provides funds to non-profit agency sub-recipients to carry out public service programs. Agencies interface with a variety of departments within the City including police, housing, and code enforcement on a regular basis to further their efforts in the community. The City anticipates funding eight sub-recipients evenly with available funding. In addition, the City is funding an economic development program outside of the public services cap. The awards for this year as follows:</p> <p>CALL Primrose: drop-in food pantry program providing free grocery services. Goal is to serve 1,296 individuals.</p> <p>CORA: providing survivors of domestic violence and their children with legal services. Goal is to serve 67 individuals.</p> <p>HIP Housing: home sharing service providing low-income clients with affordable housing. Goal is to serve 15 households.</p> <p>Legal Aid Society of San Mateo County: legal services to households in danger of eviction and/or living in substandard conditions. Goal is to serve 125 households.</p> <p>Life Moves: provide shelter and supportive services to assist homeless individuals to return to self-sufficiency at the First Step for Families facility which includes 117 beds. Goal is to serve 115 households</p> <p>IEP Collaborative: Serve families that have children with special education needs through training and counseling. Goal is to serve 310 individuals.</p> <p>Rape Trauma Services: services for abused children from infancy through 17 years of age. Goal is to serve 78 individuals.</p> <p>Renaissance Entrepreneurship Center: provides customized training for English and Spanish speaking business owners to start and grow small businesses. Goal is to serve 40 businesses.</p>
2	<p>Project Name</p> <p>Home Energy and Repair Program</p>
	<p>Target Area</p>
	<p>Goals Supported</p> <p>Maintain and Preserve Existing Housing</p>
	<p>Needs Addressed</p> <p>Affordable Housing</p>
	<p>Funding</p> <p>CDBG: \$115,000 City sources: \$500,000</p>
	<p>Description</p> <p>Provides funding to non-profit agencies to provide minor repairs, accessibility modifications, and energy efficiency measures to income eligible homeowners.</p>
	<p>Target Date</p> <p>6/30/21</p>

	Estimate the number and type of families that will benefit from the proposed activities	Project will assist 47 households with repairs and energy improvements.
	Location Description	Project will only apply to homes located in the City of San Mateo.
	Planned Activities	<p>Project will provide grants to sub-recipients for programs to complete minor rehabilitation, energy improvements, and accessibility improvements to low- and moderate-income homeowners. Four grants will be provided to three agencies as follows:</p> <ul style="list-style-type: none"> • Rebuilding Together Peninsula: Safe at Home program provides minor home repairs including health and safety measures, emergency electrical and plumbing, etc. Goal is to serve 12 households. • Center for Independence of Individuals with Disabilities: Housing Accessibility Modifications program provides accessibility measures to homes including grab bars, wheelchair ramps, etc. Goal is to serve 14 households. • El Concilio of San Mateo County: Peninsula Minor Home Repair program provides energy efficiency measures including repair of leaking windows/doors, water conservation measures, etc. Goal is to serve 10 households. • Rebuilding Together Peninsula: National Rebuilding Day provides larger scale rehabilitation of homes in conjunction with volunteers and many other funding sources. Goal is to serve four households. <p>Rebuilding Together: Housing Rehabilitation Loan Program uses funds from the State of California's CalHome program. RTP will provide construction administration for loans up to \$60,000 to low-income households. Staff projects seven homes will receive funds in Program Year 2020.</p>
3	Project Name	CDBG Admin
	Target Area	CDBG Priority Neighborhood

	Goals Supported	Maintain and Preserve Existing Housing Community Funding Street and Sidewalk Improvements AFH Goal: Affirmative Marketing of Housing AFH Goal: Facilitate Streamlined Review of Housing AFH Goal: Support Education of Stakeholders AFH Goal: Strengthen Section 8 Program AFH Goal: Retention of Special Needs Housing AFH Goal: Support Displaced Households AFH Goal: Reasonable Accommodation Policy AFH Goal: Dev. of Accessory Dwelling Units
	Needs Addressed	Affordable Housing Public Services Community Development Public Facilities Improvements AFH Factor: Lack of Effective Marketing Strategies AFH Factor: Development Approval Challenges AFH Factor: Lack of Support for Affordable Housing AFH Factor: Resistance to Density and Growth AFH Factor: Lack of Zoning Flexibility
	Funding	CDBG: \$92,000
	Description	Provide funds for staff and overhead to administer the CDBG grant. The City will also provide a \$25,000 grant to an agency for provision of Fair Housing services to come from admin.
	Target Date	6/30/21
	Estimate the number and type of families that will benefit from the proposed activities	The fair housing grant will serve approximately 215 households
	Location Description	Project will take place in City of San Mateo.
	Planned Activities	Administrative costs for management of the CDBG program. In addition, the City will provide funds for the provision of fair housing activities.
4	Project Name	Street and Sidewalk Reconstruction
	Target Area	CDBG Priority Neighborhood
	Goals Supported	Street and Sidewalk Improvements
	Needs Addressed	Community Development

	Funding	CDBG: \$400,000
	Description	Funding to reconstruct failing streets and sidewalks as well as other pedestrian safety improvements.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Project will be completed in the CDBG Priority Neighborhood, which has approximately 20,000 residents
	Location Description	Project will be completed in the CDBG Priority Neighborhood.
	Planned Activities	Funds will be used for a pedestrian safety and street reconstruction project. The pedestrian safety improvements will likely include some pedestrian lighting, high visibility crosswalks, and curb extensions at different intersections in the areas around Martin Luther King Jr. Park and College Park Elementary School in San Mateo. The street reconstruction will be completed on portions of Lindbergh and Cypress streets. All locations are within the CDBG Priority Neighborhood.
5	Project Name	Rental Assistance
	Target Area	6/30/22
	Goals Supported	Community Funding
	Needs Addressed	Public Services
	Funding	CDBG: \$60,000
	Description	Emergency rental assistance to help workers affected by the spread of the corona virus and emergency shelter-in-place order. Provide \$60,000 in entitlement funds specifically to address community needs related to the COVID-19 pandemic.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	150 households
	Location Description	Throughout the City of San Mateo.

	Planned Activities	Samaritan House: provide emergency rental assistance and staff support to provide community assistance for COVID pandemic. Goal is to serve 150 households.
6	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	Affordable Housing: \$642,000 City sources: \$6,850,000
	Description	Construction of 225 affordable housing units and public parking garage on two sites in downtown San Mateo. Housing funds will not be used for public parking.
	Target Date	12/23/2022
	Estimate the number and type of families that will benefit from the proposed activities	225 families
	Location Description	480 E. 4th Avenue, San Mateo, CA 94401 and 400 E. 5th Avenue, San Mateo, CA 94401
	Planned Activities	Construction of new housing
7	Project Name	Public Facilities
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities Improvements
	Funding	CDBG: \$43,000
	Description	Provide funds for repairs and health/safety measures to be completed at buildings used by non-profit agencies as well as city facilities for provision of public services.
	Target Date	

Estimate the number and type of families that will benefit from the proposed activities	2 facilities
Location Description	
Planned Activities	Capital improvements to relocate the Samaritan House Worker Resource Center currently located at 400 E 5th Ave, San Mateo, CA 94402, and capital improvement to other nonprofit owned facility.

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

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of San Mateo provides a number of programs that assist low-income individuals and households based and therefore may be located anywhere within the city limits of San Mateo. In addition, the City has identified a CDBG Priority Neighborhood by utilizing the low-income definitions provided by HUD. This area includes any census tract or block group with at least 50% of the persons considered low-income as reported in the Census and includes North Central, North Shoreview and South Norfolk neighborhoods.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Priority Neighborhood	53

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The CDBG Priority Neighborhood has a number of contributing factors to its designation, especially as compared to other neighborhoods in San Mateo:

- Lowest median income and high percentage of families below the poverty level
- Deteriorating conditions, including high degree of dumping and graffiti
- High percentage of overcrowding, including streets/traffic and housing
- Older, deteriorating housing stock

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City is committed to using available tools to increase the availability of affordable housing. Current programs include an inclusionary zoning ordinance, commercial linkage fee, and the City also works with developers of 100% affordable projects using local funding and land.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Streamlining the approval process for residential developments is a high priority for the City of San Mateo. A number of efforts are planned this program year.

- Consistent with 2016 state housing legislation, the City Council adopted a new Accessory Dwelling Unit ordinance in March 2017, which allows for one Accessory Dwelling Unit (aka secondary units) as of right within residential zoning districts. The ordinance includes ADU size limitation, parking exemptions and requirements, location requirements, and other standards. Although the number of applications has increased with these changes, the City continues to look into streamlining the process and will propose additional adjustments to the ordinance in Fall 2020 .
- The City formed an in-house team to look at streamlining the development review process and will also hire a consultant during this program year to assist in redesigned the current processes.
- During this program year, the City will finalize a study to evaluate all development fees to measure the impacts on residential construction.

Discussion

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

Introduction

Actions planned to address obstacles to meeting underserved needs

The recent booming economy has placed further stress on low wage earning families and the cost of housing. The City will use its limited resources to address these needs in accordance with the priorities identified by the Community Resources Commission. Federal funding sources are unpredictable, so the City has made financial adjustments and will focus on opportunities to strengthen and/or support the businesses of San Mateo that are the providers of jobs, income and security to its residents. The City continues to look for new ways to streamline procedures and collaborate with other community groups and has especially focused on volunteerism. With the CDBG Public Services grants, the City will continue to partner with its nonprofit business and service providers to provide direct support and basic needs services (food, shelter, clothing, etc.) for residents most in need. The CRC also has prioritized job training/small business support, as well as capital improvements in the CDBG Priority Areas.

The remarks received at the community needs workshops and hearings with the Community Resources Commission were reviewed and summarized in the Citizen Participation section of this document. Each year the Community Funding grants are selected as a tool to address the underserved needs of the community. The primary obstacle in addressing most community needs is available funding. The Commission has tried to allocate its limited funds in a manner that provides unduplicated services and tries to stretch the funding to be cost effective.

Actions planned to foster and maintain affordable housing

The City works collaboratively with nonprofit organizations and other jurisdictions for the preservation and development of affordable housing. The County of San Mateo and the cities and towns within itself formed a workgroup called 21 Elements to meet quarterly to share best practices on housing policies and programs for the adoption of their respective Housing Elements and General Plans. The group also shares in costs of studies, such as the countywide Nexus Study in order to establish Affordable Housing and Commercial Linkage Fees (CLF). The City of San Mateo adopted its CLF in 2016 through this group, charging new commercial developments to mitigate the impact on housing demand created by increasing jobs in the community.

The City has local funding sources that can support the preservation and development of affordable housing besides HUD. "Boomerang" funds, property taxes that were set aside for housing in the former Redevelopment Areas (RDA) have been pledged for housing. The City also collects loan repayments from loans made by the former RDA to assist acquisition, rehab or new construction of affordable housing. The City has funds that have been repaid over time from loans made through the State Dept. of Housing

and Community Development's CalHome program. These funds will be made available for a Housing Rehabilitation Loan Program available to low-income homeowners in the City to allow them to preserve their existing affordability and stay safely in their homes

The City's inclusionary Below Market Rate Program (BMR) requires new market rate housing to set-aside 15% of the units to be affordable. The program provides both rental and ownership units. Staff manages the regulatory agreements of these units and conducts regular monitoring to ensure the affordability is maintained.

The City continues to administer its First Time Homebuyer program. The affordability of these units is ensured through the resale restrictions and the City's first right to purchase so the units are sold to new eligible buyers. The City budgets funds for additional subsidy, if needed, to ensure the affordability of assisted units.

New housing opportunities include the development of a 15-acre transit oriented mixed use project on the one-acre Bay Meadows site located at 2775 S. Delaware Ave. The property consists of 68 family rental units affordable to households up to 50% AMI and is financed with Tax Credits plus local funds pledged by the County and City. The project began construction in Mar 2019 and will completed by Fall 2020.

The City also entered into a development agreement for two former RDA sites downtown that will include family rental units for households up to 80% AMI and a public parking garage. Referred to as the Downtown Affordable Housing Site, the project is located at 480 E. Fourth Avenue with access to retail, restaurants and a Caltrain station 3 blocks away. The developer and the City decided to utilize the benefits of extra density provided by AB1763 which became law in Jan 2020 to revise the project from 164 to 225 units. The project will receive final planning approvals by Aug 2020, where the Development, Disposition and Loan Agreement will be executed (including the \$7.5 million final subsidy provided by the City). Construction begins midyear 2021

The City updated its ADU program in 2018 and is working with 21 Elements to encourage the production of small units incorporated into single family properties. The City will adopt further program revisions in 2020.

Actions planned to reduce lead-based paint hazards

The City will continue to use its adopted procedures and guidelines to evaluate and reduce lead-based paint hazards as required for each eligible project performed using CDBG and HOME funding. This will apply to assisted acquisition, rehabilitation, the Minor Home Repair and Paint programs, and/or

rehabilitation projects including Rebuilding Together Peninsula.

Actions planned to reduce the number of poverty-level families

The actions to work toward eliminating poverty in San Mateo include:

- Strengthen the economic base in order to create and retain job opportunities in San Mateo:
- Provide affordable housing: Complete development of 68 units on the Bay Meadows one acre site and continue assisting with the entitlement process on 164 units of housing on two Downtown parcels.
- Provide social services to help people reach self-sufficiency through public services grants.

Actions planned to develop institutional structure

Gaps previously identified in institutional structure included reduction in staffing due to severe budget reductions, limiting institutional capacity. This will continue to be a reality for San Mateo and other jurisdictions and nonprofit agencies as well. This requires more careful coordination in services and as well as administration of programs. The Countywide CDBG Cohort group is an example of how staff from several cities coordinates public service agreements and monitoring in order to streamline the process. During the upcoming year the group will continue to share best practices and identify program areas that can be streamlined.

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

The City will continue to collaborate with public and private housing developers as it manages its ongoing BMR program and manages new subsidized housing projects. In City sponsored affordable housing projects, it is expected that services are provided to the occupants such as transportation subsidy and information, after school programs, social activities, information and referral to other services including health, credit and food and clothing. The community is fortunate that these agencies are very well connected already, and the City assists when it can to strengthen the networks.

Discussion

Housing Preferences and Distribution

In light of the huge response, usually resulting in hundreds of applications for affordable housing projects, San Mateo adopted its Marketing Policies for Affordable Housing to establish a fair and effective process to lease rental units, and sell ownership units to new eligible buyers. The policy establishes household size priorities for bedroom sizes and a local preference for people who either live or work in San Mateo. The locality preference is a result of the City's desire to prioritize local funds for local residents and to reduce commutes and resulting traffic congestion for those who work in the

City. The City has analyzed the racial/ethnic makeup of San Mateo using census data and compared it to the local region, defined as the County of San Mateo, and found no material differences in racial/ethnic percentages, therefore determined that this policy does not have a disparate impact on any minority group. This preference does not apply if a particular funding source prohibits a local preference.

The City has provided subsidies for a variety of housing types including rental, ownership, transitional and supportive housing units in a variety of locations and for a range of income levels, in an effort to serve as many households as possible. This is extremely challenging in a city of only nine square miles in size with one of the highest land and housing costs in the nation. Despite these challenges, only 26% of the subsidized housing in San Mateo is located in the CDBG Priority Neighborhood, which consists of the lowest income households and highest percentage of minorities. This planning plus the local preference provides residents opportunities to live in a variety of neighborhoods citywide. This is further assisted by the fact that all private developments, regardless of location, provide inclusionary units which results in advancing a variety of housing choices for community members.

Program Specific Requirements

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

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	100,800
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	100,800

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City utilizes 100% of its CDBG funds for eligible activities that assist low- and moderate-income households through direct services as well as improvements to the CDBG Priority Neighborhoods.

The CDBG grant funds plus annual program income from loan repayments are consistently allocated and spent in a timely manner to maximize assistance to the community. However, it is expected that the

there will be delays in delivering services, completing projects, and drawing down funds due to the COVID-19 pandemic.

The three-year period for calculating CDBG benefit is 2018, 2019, and 2020.