

CR-05 - Goals and Outcomes

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

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

The San Mateo community is diverse in its income demographics. The City's economy continues to grow, reflected in part in the upswing in housing prices. Job growth also continues, though it is not as prosperous for low-income residents. Many residents still face housing and food security issues. In particular the skyrocketing rental market continues to create undue hardships on many senior and low/moderate income families.

- 20 households received minor home repairs, home accessibility modifications, and energy efficiency upgrades, through the City's Minor Home Repair Programs. Accessibility modifications are provided by the Center for the Independence of Individuals with Disabilities (CIID). Minor home repairs services are performed by Rebuilding Together Peninsula. Energy efficiency related repairs are provided by El Concilio of San Mateo County in conjunction with the Pacific Gas & Electric sponsored Energy Savings Assistance Program, as well as the Low-Income Home Energy Assistance (LIHEAP) program
- 39 new affordable rental units were completed through the Below Market Rate (BMR) rental program this year.
- 4 households purchased homes through the City's First Time Homebuyer Program.
- One grant for corona virus response rental assistance for a total of \$439,938 was executed. \$79,644 dollars was spent to assist 146 people however these funds have not been drawn against the letter of credit as of June 30, 2020.
- One grant for provision of fair housing services for a total of \$25,000 assisted 110 people.
- Seven different non-profit organizations, through the City's Community Funding Program, completed one year of service contracts. Those contracts served 3,742 individuals, providing access to basic need services, legal assistance for homelessness prevention, case management for self-sufficiency, assistance to stay in or acquire housing and prevent homelessness, assistance for victims of sexual assault, community engagement, conflict resolution, home sharing, and legal assistance for victims of domestic violence
- One grant for provision of a microenterprise assistance program for a total of \$25,000 assisted 40 people, including 27 San Mateo businesses
- Construction was subsequently completed on a 68-unit affordable housing project in the Bay Meadows neighborhood.
- Pre-development and design was substantially completed on a 225-unit affordable housing project in Downtown San Mateo.

In addition to the achievements above, the City also made progress on goals described in the Assessment of Fair Housing. For details on those goals please see Attachment 1: "CR-05 Goals and Outcomes"

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

| Goal | Category | Source / Amount | Indicator | Unit of Measure | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|--|--------------------|---|--------------------------|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Affordable Housing | Affordable Housing | CDBG: \$0 / City sources: \$ / HOME: \$ | Rental units constructed | Household Housing Unit | 390 | 39 | 10.00% | 40 | 39 | 97.50% |
| Affordable Housing | Affordable Housing | CDBG: \$0 / City sources: \$ / HOME: \$ | Homeowner Housing Added | Household Housing Unit | 50 | 0 | 0.00% | | | |
| AFH Goal: Affirmative Marketing of Housing | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 1 | 100.00% | 1 | 1 | 100.00% |
| AFH Goal: Data Collection on Local Rents | Affordable Housing | | Other | Other | 1 | 0 | 0.00% | | | |

| | | | | | | | | | | |
|--|--------------------|-----------|--|------------------|-----|-----|---------|---|---|---------|
| AFH Goal: Dev. of Accessory Dwelling Units | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 0 | 0.00% | 1 | 0 | 0.00% |
| AFH Goal: Facilitate Streamlined Review of Housing | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 1 | 100.00% | 1 | 1 | 100.00% |
| AFH Goal: Minimize Tenant Displacement | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 1 | 100.00% | 1 | 1 | 100.00% |
| AFH Goal: Reasonable Accommodation Policy | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 0 | 0.00% | 1 | 0 | 0.00% |
| AFH Goal: Retention of Special Needs Housing | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 0 | 0.00% | 1 | 0 | 0.00% |
| AFH Goal: Strengthen Section 8 Program | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 0 | 0.00% | 1 | 0 | 0.00% |
| AFH Goal: Support Displaced Households | Affordable Housing | CDBG: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 400 | 937 | 234.25% | | | |

| | | | | | | | | | | |
|--|-----------------------------------|-----------------------------------|--|------------------------|-------|------|---------|------|------|---------|
| AFH Goal: Support Displaced Households | Affordable Housing | CDBG: \$ | Other | Other | 0 | 0 | | 136 | 548 | 402.94% |
| AFH Goal: Support Education of Stakeholders | Affordable Housing | CDBG: \$0 | Other | Other | 1 | 1 | 100.00% | 1 | 0 | 0.00% |
| Community Funding | Public Services | CDBG: \$ / CDBG-CV: \$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 15000 | 5446 | 36.31% | 4500 | 3592 | 79.82% |
| Community Funding | Public Services | CDBG: \$ / CDBG-CV: \$ | Businesses assisted | Businesses Assisted | 0 | 55 | | 40 | 40 | 100.00% |
| First Time Homebuyer | Affordable Housing | City sources: \$ | Direct Financial Assistance to Homebuyers | Households Assisted | 30 | 6 | 20.00% | 6 | 4 | 66.67% |
| Maintain and Preserve Existing Housing | Affordable Housing | CDBG: \$ / City sources: \$300000 | Homeowner Housing Rehabilitated | Household Housing Unit | 200 | 54 | 27.00% | 47 | 20 | 42.55% |
| Public Facilities | Non-Housing Community Development | CDBG: \$ | Other | Other | 2 | 1 | 50.00% | | | |

| | | | | | | | | | | |
|----------------------------------|-----------------------------------|----------|---|------------------|-------|-------|---------|-------|-------|---------|
| Street and Sidewalk Improvements | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 20000 | 26810 | 134.05% | 20000 | 26810 | 134.05% |
|----------------------------------|-----------------------------------|----------|---|------------------|-------|-------|---------|-------|-------|---------|

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.

The City has significant housing, social service, and community development needs that were developed into allocation priorities through the community participation process.

In March 2020, the City complied with shelter-in-place orders along with other municipalities in the 9-county Bay Area region in response to the emergence of the corona virus pandemic. As a result, many individuals and businesses in the City struggled to find sufficient work opportunities to pay for rent or other basic necessities. The first round of \$440,000 dollars of corona virus funding awarded from the federal government (CDBG-CV) was programmed by the City to be used for rental assistance with an earmark of \$120,000 dollars for assistance specifically to in-home childcare providers.

The City's goals this year had a heavy focus on housing and housing-related services, indicative of the strain the high cost of both rental and for sale housing is having on the community. The Community Funding program was originally budgeted at the maximum allowed by CDBG program, but was increased as allowed by a HUD waiver to assist with responding to the pandemic. The community needs far exceed the resources. The funding priorities for the Community Funding Program included:

- Basic Human Needs; such as access to food, shelter, clothing, legal services, etc.
- Senior Services
- Youth Services
- Affordable Housing Services

Construction was completed for a pedestrian safety project in the CDBG Priority Neighborhood, which was identified as a priority from community members in the Community Needs Assessment process. Community requests to improve pedestrian and bike safety have also been received as part of the Neighborhood Traffic Forums coordinated by the Public Works Department. The neighborhood Traffic Action Plans included priorities to reduce speeding and increase safety particularly for pedestrians and bicyclists, so several related improvements were incorporated into the street project design.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

| | CDBG |
|---|--------------|
| White | 3,556 |
| Black or African American | 59 |
| Asian | 303 |
| American Indian or American Native | 13 |
| Native Hawaiian or Other Pacific Islander | 36 |
| Total | 3,967 |
| Hispanic | 2,820 |
| Not Hispanic | 1,360 |

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

Narrative

In addition to the categories listed above, there were several persons served belonging to multiple or "Other racial categories". 7 were American Indian & White. 5 were Asian & White. 9 were Black & White. 4 were American Indian & Black. Finally 188 were Other multi-racial.

In the City's Disproportionate needs assessment, low-income Hispanic residents were found to have a greater proportion of housing cost burden than other populations. Other populations do show households with disproportionate needs but have significantly smaller numbers of households with disproportionate needs. Of the 4,180 persons served through San Mateo's CDBG program, approximately 67% - 2,820 persons – were Hispanic, showing that the City's funded programs have targeted those of greatest need.

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 | public - federal | 1,641,775 | 1,641,775 |
| Other | public - federal | 2,439,938 | |
| Other | public - local | 2,439,938 | |

Table 3 - Resources Made Available

Narrative

For most activities, the actual CDBG expenditures were very close to budget. The following were exceptions:

Street Replacement Project (CDBG)

During this fiscal year \$440,000 was budgeted towards the two-year street reconstruction and pedestrian safety project in the CDBG Priority Neighborhood that has a total budget of \$880,000. During this program year \$862,440.94 was expended, and the project is currently completed.

Rental Assistance Funds (CDBG-CV)

In response to the spread of the corona virus pandemic, the City was awarded \$439, 938 in CDBG- CV funds that were not anticipated in the Annual Plan. As of June 30, 2020 \$79,644 dollars was spent to assist 146 people. However these funds were not drawn against the letter of credit as of June 30, 2020.

Affordable Housing Funds

Although \$2 million in local City affordable housing funds were available, no direct expenditures occurred during the program year. The Housing Rehabilitation Loan program was delayed to due pandemic, and the Downtown Affordable Housing project was not ready for funding. Several City housing resources will be provided per the terms of the development agreement for the Downtown housing project in future years.

Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|----------------------------|----------------------------------|---------------------------------|----------------------------|
| CDBG Priority Neighborhood | 55 | 75 | Street Replacement Program |

Table 4 – Identify the geographic distribution and location of investments

Narrative

A major street reconstruction and pedestrian safety project in the CDBG Priority Neighborhood was completed in Program Year 2020. The scope of work included 3 blocks of reconstructions and 5 intersection improvements including bulbing-out and striping.

The streets that underwent reconstruction were:

- Cypress Avenue from Amphlett Boulevard to Humboldt Street (2 blocks)
- Lindbergh Street from Cypress Avenue to 2nd Avenue (1 block)

The intersections which received improvements were:

- Poplar Avenue at Claremont Street
- Humboldt Street at Indian Avenue
- Fremont Street at Santa Inez Avenue
- Eldorado Street at Santa Inez Avenue
- Eldorado Street at Monte Diablo Avenue

The City of San Mateo identifies its CDBG Program Area by utilizing the low-income definitions provided by HUD. The City then further refines its CDBG area map to more accurately reflect HUD goals and the goals of the San Mateo community. Currently, this funding is used to provide Low Mod Area Benefit (LMA) through funding of the Street and Sidewalk Replacement programs. The areas included in the CDBG Priority Neighborhood are North Central, North Shoreview, and North Norfolk. These areas all demonstrate a variety of deteriorating conditions including high crime rates, high degree of dumping, overcrowding, and percentage of homes in disrepair. Community Development projects like the street reconstruction and pedestrian safety project currently in process help to alleviate some of these issues.

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 maintains a large balance of match funds from past projects. Still, the City remains committed to providing local housing funds to affordable housing projects. During Program Year 2017, the City entered negotiations on an affordable housing project in the downtown area on City owned land. In August 2020, this project was granted planning approval from the Planning Commission and City Council. This project will leverage Low Income Housing Tax Credits, bond financing, and other anticipated sources including greater than \$7.5 million in city housing funds and greater than \$5.2 million in Affordable Housing Funds from the County.

CR-20 - Affordable Housing 91.520(b)

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

| | One-Year Goal | Actual |
|--|---------------|----------|
| Number of Homeless households to be provided affordable housing units | 0 | 0 |
| Number of Non-Homeless households to be provided affordable housing units | 0 | 0 |
| Number of Special-Needs households to be provided affordable housing units | 0 | 0 |
| Total | 0 | 0 |

Table 5 – Number of Households

| | One-Year Goal | Actual |
|--|---------------|-----------|
| Number of households supported through Rental Assistance | 0 | 0 |
| Number of households supported through The Production of New Units | 40 | 0 |
| Number of households supported through Rehab of Existing Units | 40 | 20 |
| Number of households supported through Acquisition of Existing Units | 6 | 0 |
| Total | 86 | 20 |

Table 6 – Number of Households Supported

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

Rehab of Existing Units

The Home Energy and Repair Program provides minor repairs and accessibility and energy efficiency improvements provided by three non-profit service agencies, Rebuilding Together Peninsula, Center for the Independence of Individuals with Disabilities, and El Concilio of San Mateo County. The original goal was 47 units, with an actual outcome of 20, primarily assisting very low-income households. Staff met

with the agencies to discuss the how to coordinate with each other and establish realistic goals. The actual accomplishment of 42.5% of the original goal was less than the prior year accomplishment of 83%. Staff met with each agency individually to review budget and unit goals going forward. In March 2020, the City of San Mateo began to adhere to shelter-in-place guidelines during the emergence of the corona virus pandemic. This resulted in the halting of all construction activities as well as the cancelling of the annual National Rebuilding Day. As a result, the Minor Home Repair agencies reported facing many difficulties while trying to complete projects as well as a significant drop in interest in the program.

The City used funds from a State CalHome program to create a homeowner rehabilitation program, which was originally scheduled to begin in Spring 2020. Due to constraints of the pandemic, the program was delayed to Summer 2020. The City entered into an agreement with Rebuilding the Peninsula to administer the construction project management of that program. Homeowners will be able to borrow funds at a low rate of interest for projects ranging from deferred maintenance to roof repair. Homeowners must be 80% LMI or below to be eligible for the program.

First Time Homebuyer Program

The program provides first time buyers the opportunity to purchase re-sale condominiums at several City sponsored complexes and BMR units scattered citywide. Units carry re-sale restrictions and give the City the first option to purchase for new eligible buyers on the waitlist. It was anticipated that six moderate-income households would be assisted. The actual number of households assisted was four. The level of activity in this program is determined by the number of households who decide to sell their assisted units to new eligible buyers.

Discuss how these outcomes will impact future annual action plans.

Future annual action plans will continue to respond to the high cost of housing in San Mateo but will ultimately be impacted by the amount of money available through the CDBG program and local housing resources. Staff continues to work with market rate developers to provide BMR units. The current housing market is attractive to developers currently allowing the City to review and approve several projects that are in the pipeline.

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 | 11 | 0 |
| Low-income | 3 | 0 |
| Moderate-income | 6 | 0 |
| Total | 20 | 0 |

Table 7 – Number of Households Served

Narrative Information

Housing prices in San Mateo continue to make it difficult for the City to provide affordable units. The City's Bay Meadows affordable housing development completed construction in August 2020 and will supply 68 units of affordable housing near one of the City's Caltrain commuter rail stations. Also during August 2020, the City approved a planning application for construction of an additional 225 affordable units in the downtown area.

The City is always open to partnering with local non-profit housing developers who have high quality opportunities to produce or acquire and rehabilitate affordable units. Additionally, the City's below-market rate program continues to contribute new units as construction of new housing continues in the City's Bay Meadows redevelopment and across the City.

No HOME Program Income funds were expended in program year 2019.

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 Housing Outreach Team (HOT) is a multi-disciplinary team, consisting of LifeMoves, County, and City staff, formed through the HOPE initiative that addresses chronic homelessness by outreach and engagement.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City does not directly manage any homeless prevention or assistance programs, it collaborates and financially supports a variety of programs countywide. County level ESG funds benefit San Mateo residents and transitional housing is provided by several non-profits.

- **Safe Harbor Emergency Shelter:** The City contributed non federal funds to support Safe Harbor, which is the 90-bed countywide emergency shelter for adult individuals in North San Mateo County. Located in South San Francisco, Safe Harbor is operated by Samaritan House and offers a variety of basic life skills and case management services. Services accessible to clients, as needed, included chemical dependency treatment, mental health referral services, education opportunities, and basic transportation assistance. Partnerships have been established with other organizations to provide additional health and medical services on-site. The Safe Harbor shelter assisted 408 clients in Program Year 2019-2020. Due to overcrowding during the coronavirus pandemic, an additional 83 residents had to be moved off site into individual hotel rooms.
- **LifeMoves (formerly InnVision Shelter Network), First Step for Families:** This facility located in the City of San Mateo provides 24-hour emergency shelter and transitional housing with comprehensive on-site support services including bilingual Spanish-speaking case managers. First Step serves up to 39 San Mateo County families on any given day. Supportive services include workshops and individual counseling to achieve financial self-sufficiency, measured by the goal to assist families to increase their household income at least 20% between program entrance and exit. The comprehensive Children's Program includes a Therapeutic Child Development Center for preschoolers and after school programs for older children, as well as customized services for each family to address any social/emotional issues of the children as well as the requirement that they attend school.
- **Life Moves, The Vendome:** The Vendome is a 16-unit SRO that was redeveloped by the City in 2009. It has been transferred to Life Moves and now operates independent of the City. The Vendome provides a home for formerly homeless individuals as well as case management to connect individuals to social services. The Vendome encourages residents to both participate in regular community meetings as well take on chores to keep their home clean and tidy.

- **Home and Hope:** Home and Hope Interfaith Sheltering Program assists both the homeless and those at risk of homelessness. Through their network of over 30 churches and 1,200 volunteers they provide short-term emergency shelter and meals. Home and Hope has a day center where participants can spend the day in a safe, warm environment, receive job counseling, and have access to the 'Closet' for job interview appropriate clothing. Home and Hope also aids and financial counseling to families that have recently experienced a loss of income and are at risk of losing their home. Individualized case management focuses on healthcare, financial literacy, education/employment, childcare, and permanent housing.

CORA Emergency Shelter: CORA provides emergency and transitional housing for families and individuals escaping domestic violence. These domestic violence victims also received a breadth of counseling and case management assistance to help in their progress toward self-sufficiency and finding safe permanent housing.

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

- **HIP Housing Self Sufficiency Program:** Although the City did not provide funding to this program this year, staff does serve on the selections committee for entry into this program that provides support services and rent assistance for a one to two year term for candidates with educational and/or vocational training plans to find employment at a level to get off of government assistance payments. The program provides deep supportive services to the clients to move toward self-sufficiency within a two-year period.
- **HIP Housing Home Share Program:** The City provided \$16,500 in CDBG public services funds to Human Investment Project (HIP) for the Home Sharing Program, as described in the Annual Action Plan. This provides some of the most affordable housing in the community and therefore allows individuals an alternative to homelessness due to rent affordability issues.

Samaritan House: Samaritan House, as well as other local agencies, provides services for the extremely low-income residents that include homeless prevention through a variety of programs funded by others and emergency housing assistance in addition to their counseling and support services. This year the City provided emergency rental assistance funding for households impacted by COVID to prevent homelessness. 146 people were assisted in May and June 2020.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that

individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care committee for San Mateo County implements its plan to serve homeless persons and families. Through this collaboration of service providers and local government agencies, efforts are coordinated for outreach, needs assessment, provision of services for the homeless. The consortium also determines the priorities and allocation of countywide Emergency Shelter Grant funds. Within the City of San Mateo, The Vendome (detailed above) provides services to chronically homeless individuals.

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

Actions taken to address the needs of public housing

The City of San Mateo does not have a Public Housing Agency. The County of San Mateo Department of Housing includes the Public Housing Authority, which manages any Section 8/Housing Voucher Program and other public housing assistance programs countywide. Additionally, there are no public housing units within the City of San Mateo. Residents of San Mateo are assisted through the Section 8/Housing Vouchers Program at individually rented and privately-owned properties or through Project Based Section 8 assisted units.

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

n/a

Actions taken to provide assistance to troubled PHAs

n/a

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)

A commercial linkage fee has been adopted in the City of San Mateo, which provides the City with funds to assist in development and preservation of affordable units going forward. The fee is assessed to new non-residential construction such as office, hotel, medical, retail, and restaurants based on the principle that these new spaces will increase the number of workers, which creates more demand for housing.

The City's existing Inclusionary Zoning program was evaluated by an economic consultant and was reviewed at a stakeholder workshop in Fall 2019. City Council adopted an increase to the current affordability requirements for market rate housing projects in February 2020.

During this year, the City started several initiatives to streamline review and approval of planning and building permits and reduce fees.

- An online submittal center to allow citizens to submit electronic plans without coming in person to City Hall was launched. The program was fast tracked to allow the submittal of development plans while adhering to social distancing guidelines due to the emerging epidemic. During the height of the corona virus pandemic, the City exclusively relied on this portal for the submittal of planning and building documents, including those for essential projects such as housing.
- The Online Permit Center was also implemented to issue building permits and allow for virtual building inspections.
- The online Symbium research tool was launched to allow citizens to determine the viability of developing ADUs on their property.
- A multi-department task force was set up in the previous year to take a comprehensive look at the City's development review processes to streamline and facilitate faster approvals. As a result, planning and building services have been consolidated at the City Hall Permit Center for more efficient service.
- City is conducting a comprehensive review of all development related fees to ensure they are appropriate. The City Council reviewed and approved reduced flat fees for the construction of Accessory Dwelling units during this program year and approved waiver of building and planning fees for the affordable housing project downtown. It will continue to explore potential housing related fee adjustments/reductions for affordable housing.
- City updated its municipal code to allow up to six zoning code waivers for affordable housing projects within .5 mile of major transit.

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

The City held community needs meetings in preparation of the Annual plan that coincided with the beginning of the pandemic. One result of these workshops was the development of the City's Rental Assistance program in response to the corona virus pandemic. \$440,000 of CDBG-CV money was programmed to this activity. During these community needs hearings childcare was also mentioned several times as an unmet need. During 2019 the City earmarked \$120,000 in rental assistance to in home child care providers.

To address obstacles to meeting the underserved needs of the community, the City continued to support the regional efforts to develop more affordable housing and address the needs of the City's homeless or those at risk of homelessness through such organizations as San Mateo County Housing Endowment and Regional Trust (HEART) and HOPE San Mateo County.

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

The City has adopted a lead-based paint policy that is followed by all Minor Home Repair sub-recipients as they provide services to low-income homeowners. The City monitors each of the sub-recipients through quarterly reports and periodic on-site visits.

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

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

- Provide affordable housing: Significant construction progress of the BMR affordable housing at Station Park Green as well as numerous BMR units scattered around the City. Construction of the Bay Meadows housing project was completed, with official opening in October 2020. The City also received planning approval of the construction of 225 units of affordable housing on two city-owned parcels in the downtown area that are adjacent to a Caltrain station
- Create a safe and accessible living environment: Minor Home Repair programs provide residents with repairs to increase energy efficiency, accessibility, and health/safety
- Provide social services to help people reach self-sufficiency: Accomplishments of public services grant recipients serving San Mateo residents, particularly those in the CDBG Priority Neighborhood

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

No gaps were identified internally or externally that required any specific attention to improve this program year. The entitlement jurisdictions within San Mateo County continue to meet and collaborate in a variety of ways to share innovative ideas and best practices. Most recent efforts include working towards formalizing our income verification requirements for sub-recipients.

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

As a leader in regional housing and other related issues, the City continues with cooperative and collaborative efforts with other jurisdictions in the County. With good working relationships with San Mateo County Department of Housing and the Human Services Agency, the City continues to address related issues on a regional basis as opportunities arise. The City also continues to work with the private sector through its inclusionary Below Market Rate and Commercial Linkage Fee programs to promote affordable housing opportunities.

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 of San Mateo, along with 3 other entitlement cities, (Daly City, So. San Francisco, and Redwood City) and the County of San Mateo jointly contracted with Project Sentinel to provide services to address items identified in the Assessment of Fair Housing report, which were incorporated into those jurisdictions Annual Action Plans. Project Sentinel was instrumental in assisting with the community outreach for the new plan which has goals incorporated into the 2018 Consolidated Plan.

Project Sentinel opened and investigated 31 cases, which exceeded its goal of 23 persons. It also provided information and referral services to 45 people; consultations to 20 people; education and outreach services to 56 San Mateo residents and service providers; and distributed 770 multilingual fair housing brochures throughout San Mateo.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City's two-year public services funding cycle is structured so that each sub-recipient receives an on-site monitoring visit every three years, with desktop monitoring of quarterly report and reimbursement reviews as they are received. To ensure program compliance, NIH staff conducted desktop monitoring for all sub-grantee agencies and but could not conduct on-site monitoring visits for sub-grantees during Program Year 2019 due to social distancing guidelines during the corona virus pandemic. Staff also implemented a risk analysis worksheet to track monitoring and to determine if sub-recipients need more frequent on-site reviews.

Affordable housing monitoring includes HOME funded properties as well as BMR properties. Review is done annually through desktop review of required documentation and an onsite visit every two year, or more frequently as needed. Regular compliance and evaluation of programs is managed daily by City staff. Eleven HOME Projects were monitored last year.

Other programs are monitored by staff daily and as needed for capital projects. This review and monitoring includes, but is not limited to, environmental review, contract supervision, prevailing wage compliance, case management, reporting, and reimbursement request review and processing.

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Other programs are monitored by staff daily and as needed for capital projects. This review and monitoring includes, but is not limited to, environmental review, contract supervision, prevailing wage compliance, case management, reporting, and reimbursement request review and processing.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City invites citizen participation on all aspects of the CDBG process and specifically follows the requirements of the Citizen Participation Plan, updated during 2015-16 and amended in April 2020 to allow for a 15-day noticing period as well as online meetings under new corona virus HUD guidelines.

A Public Notice was published in the San Mateo Journal announcing the availability of the draft report for public comment on October 27, 2020. The draft CAPER was also posted on the website. The City Council reviewed and approved the final 2019-2020 CAPER at its meeting on November 16, 2020.

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.

Due to the emergence of the corona virus pandemic, the community of San Mateo faced several new challenges that resulted in the City re-prioritizing its goals in CDBG funding. In order to comply with social distancing guidelines and shelter-in-place orders, many individuals and families in San Mateo struggled to find work. With a large portion of the community unable to earn income, the county had to issue a moratorium on evictions to avoid widescale displacement. In the meantime, a new activity for Rental Assistance was added by the City using CDBG funds, with an earmark for assistance specifically for childcare providers.

The shelter in place order also impacted the ability for some service providers to meet their goals. In these cases the City worked with the agencies to extend timelines and defer activities until safe to do so.

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

No

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

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