



CITY OF SAN LEANDRO

FY 2024-2025 ANNUAL ACTION PLAN
Community Development Department
Housing Services Division

DRAFT

May 2024

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Executive Summary

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

1. Introduction

The FY 2020-2024 Five-Year Housing and Community Development Strategic Plan (Consolidated Plan) identifies the housing and community development needs in the City of San Leandro (City) and outlines the strategies for meeting those needs. The FY 24-25 Annual Action Plan (AAP) represents the fifth year of the FY 2020-2024 Consolidated Plan and implements the strategies through the use of Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds from the U.S. Department of Housing and Urban Development (HUD).

CDBG funds must be used to meet one of three national objectives: 1) benefit low- and moderate-income (LMI) persons, 2) aid in the prevention of slum and blight, or 3) meet an urgent need. In the event that a project is not suitable for one of the eligible categories, it must also pass the LMI benefit test (at least 51% of the beneficiary incomes must be at or below 80% of the Area Median Income (AMI) or a project that benefits an area with a majority of LMI people).

The City participates in the Alameda County HOME Consortium (Consortium), whose membership is Alameda County (County) and Alameda County cities, excluding Berkeley and Oakland. The County serves as the lead agency for the Consortium and the HOME Program. The City applies each year to the County to receive its annual share of HOME funding. As part of this process, the City submits its AAP to the County who is responsible for submitting it to HUD on behalf of the entire Consortium. FY 24-25 HOME grant funding amount is announced simultaneously with CDBG funding allocations. In FY 24-25, the City will receive \$808,949, as its pro-rata share, from the Consortium. HOME funds are also available for affordable housing projects and general administration as part of the Consortium in the amount of \$238,909 for FY 24-25. Of this total, \$211,569 is available to the City for affordable housing projects, and another \$13,670 will be allocated to the City for administration. The remaining \$13,670 will be retained by the Alameda County HCD for administrative overhead.

The City's CDBG allocation for FY 24-25 CDBG grant funding is \$808,949. The City used \$43,284 in FY 23-24 program income received from existing CDBG loan payoffs to paydown a portion of its Washington Ave ADA Curb Cut Improvements project. This, combined with current and prior year unexpended funds resulted in a total of \$102,301 in prior year unexpended funds. Between the FY 2024-25 entitlement grant, program income, and prior year unexpended funds, the City will have a total of approximately \$911,250 of CDBG funds to utilize.

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.

Priority Needs in the 2020-2024 Consolidated Plan are:

Affordable Housing Needs: In FY 24-25, the City intends to allocate CDBG funds for fair housing services. Previously, the City primarily addressed the preservation of affordable housing through the Single-family Minor Home Repair Grant program, administered by Rebuilding Together Oakland/East Bay (RTO). In March 2024 RTO ceased operations and no longer serves as the City's administrator. Due to the closure of RTO, the City will study a new Housing Rehabilitation Program in FY 2024-25.

When available, HOME funds will be used for affordable rental or ownership housing projects, including new construction or acquisition and rehabilitation.

Homeless Assistance and Prevention Services Needs: In FY 23-24, the City allocated HOME funds for the acquisition and rehabilitation of the Nimitz Motel for a shelter and drop-in social service and basic needs navigation center (Lewelling Interim Homeless Shelter and Navigation Center). The long-term plan is to use the site for a permanent supportive housing (PSH) development serving residents experiencing homelessness, as well as for relocation costs for eligible residents. CDBG funds will be allocated to Davis Street for basic needs services to help individuals migrate from homeless to housed, as well as fund homeless prevention services.

Community Development Needs – Public Services: The City proposes to provide operational and programmatic grants to non-profit social service providers, with the goal of serving 3417 individuals. The City intends to fund five social service entities that provide senior care and meals, fair housing assistance (funded by admin), child abuse intervention and support services, basic needs services such as emergency food, clothing and other services to assist households to move out of poverty and into self-sufficiency.

3. *Community Development Needs – Public Facilities and Improvements:* In FY 24-25, the City will use eligible CDBG funds to pay debt service on the \$2.5 million HUD Section 108 Loan used to build a senior center.

4. Evaluation of past performance

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

Outcomes documented in 2022 and in 2023 included:

Fair Housing (FH): ECHO Housing assisted 25 clients with FH concerns, opening 15 cases to respond to inquiries or investigations. Ten systemic audits were completed, where training was provided to six non-compliant owners. The FH Coordinator conducted nine FH trainings and ten monthly First-time Homebuyer Education trainings. ECHO gave nine FH presentations to local and regional organizations. In April 2023, the City Council issued a proclamation to ECHO Staff in honor of FH month. ECHO Housing also provided tenant and landlord information/referrals, counseling/mediation/conciliation services to 230 client households. The City provided General Funds to Davis Street to provide affordable housing services, including rental housing referrals/placement to lower income households. Davis Street provided housing counseling to 321 clients, of which 81 were homeless individuals, 43 were walk-in clients, and 69 received printed information packets with local housing and shelter information. Centro Legal provided legal consultation to 76 households.

Homelessness: CDBG funding was provided to non-profit organizations to help mitigate and prevent homelessness. To further address homeless assistance and prevention, the City supports the acquisition, rehabilitation and relocation related to the Nimitz Motel as an interim shelter and navigation center. The City provided \$700,000 to Building Futures Women and Children (BFWC) shelter for a renovation project. The renovations included ADA accessibility improvements, one additional bathroom, widened common rooms, and outdoor space improvements.

The City provides staff volunteers to the biennial Alameda County Point-In-Time Count (PIT) to assess homelessness and address needs in the City. The 2024 PIT count occurred in January 2024 and data will

be released in late 2024. The 2022 PIT count occurred in February 2022 and the San Leandro count revealed 409 homeless, of which 312 were sheltered and 97 were unsheltered.

Public Services:

- CALICO provided child abuse case management services to 46 clients
- Davis Street provided food, clothing, childcare, job readiness training, medical clinic, and social services to 5,531 low-income people
- Meals on Wheels provided meal delivery service to 341 homebound seniors
- Spectrum Community Services, San Leandro Senior Nutrition Program served 13,966 meals to 344 seniors

Housing Rehab:

- RTO partnered with the Alameda County Public Health Department's Healthy Homes Program to perform lead-based hazard assessments at 76 properties built before 1978, because these households received emergency rental assistance. A total of 48 other properties either declined a program inspection or could not be reached.
- RTO completed 11 low-income, owner-occupied, Single-family Minor Home Repair Grant Program projects

Public Facilities: FY 21-22 funds were used for the Washington Avenue Corridor ADA Improvements project. In 2023, the City prepared bids and began this project. Construction concluded in FY 23-24.

5. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

On March 18, 2024, the City Council adopted an Amended Citizen Participation Plan (Amended CPP). The Amended CPP encourages community members to participate in the development, revisions, and substantial amendments to the City's CDBG program documents. The Amended CPP focuses on making outreach processes more efficient and flexible. The Amended CPP governs hearings, public input, and noticing processes for the preparation of a Consolidated Plan, Subsequent Annual Action Plans, and Substantial Amendments. A minimum of two (2) public hearings are required per program year, in order to obtain public comment and to provide the public with the City funding allocation determinations.

6. 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. In accordance with the requirements of the CPP, the City performed the following actions:

The draft FY 24-25 AAP was made available for review on the City's website at www.sanleandro.org/housing for longer than the required 30-day public comment period (March 28 – May 1, 2024), with physical copies made available upon request at City Hall, and electronic notifications sent to the City's CDBG contact list. On March 8, 2024, the City published a legal notice in the East Bay Times to announce the May 6, 2024 City Council public hearing to approve the FY 24-25 CDBG AAP. Citizens were invited to attend the meeting to provide comments and feedback. The City did not receive any public comments.

7. Summary of comments or views not accepted and the reasons for not accepting them
Not applicable.

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8. Summary

No additional discussion.

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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 |
|-----------------------|-------------|----------------------------------|
| Lead Agency | SAN LEANDRO | |
| CDBG Administrator | SAN LEANDRO | Community Development Department |
| HOPWA Administrator | | |
| HOME Administrator | | |
| HOPWA-C Administrator | | |
| | | |

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

The City is the Lead Agency for the HUD CDBG Program. The City's Community Development Department Housing Services Division is responsible for administering the CDBG program, which includes developing the Consolidated Plan, Annual Action Plan, and CAPER. The City is a member of the HOME Consortium and serves as the liaison to the County for matters related to the HOME Program.

Consolidated Plan and Annual Action Plan Public Contact Information

Kimberly Anderson, Housing Specialist II
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housing@sanleandro.org

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

1. Introduction

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)).

The FY 2020-2024 Consolidated Plan and subsequent Annual Action Plans require weekly coordination with City departments, CoC, service providers, consultants, and city/county/state/federal grant program representatives. This coordination also includes working with the HOME Consortium. The HOME Consortium is built on interagency coordination, consultation, and public participation to get homes built, maintain existing affordable housing, and provide rental subsidies that keep families in their homes.

In April 2023, the City's Human Services Commission (HSC) issued a Request for Proposals (RFP) for FY 23-24 and FY 24-25 CDBG funds for public services and facilities programs and projects. On May 1, 2023, City Council approved the two-year FY 23-24 and FY 24-25 CDBG and Community Assistance Program Grant (CAP) funding allocations.

The following is a summary of the City's activities to enhance housing and services coordination:

- The City's Human Services Department facilitates bi-weekly Homeless Case Management meetings with public and non-profit organizations to coordinate street outreach and individual case management services and identify/address service gaps
- Participation in regional initiatives, including the County All-City Homeless and Housing Meetings and the HOME Consortium
- Participate in the Mayor's Homeless Task Force

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.

Since 1997, Stakeholders in the County have been assessing the needs of persons experiencing homelessness and working to improve response across the County since the founding of Alameda County (AC)-wide Homeless Continuum of Care (CoC) Council. This collaboration includes cities and County government departments who represent multiple systems of care that share overlapping client populations, including but not limited to homelessness services, HIV/AIDS services, behavioral health services, foster care, veteran's services, health care services, and probation/parole. Every 2 years, the City provides staff volunteers at the Alameda County PIT count to assess homelessness and address needs in the City. The 2024 PIT count occurred in January 2024 and data will be released in late 2024. The 2022 PIT count occurred in February 2022 and the San Leandro count revealed 409 homeless, of which 312 were sheltered and 97 were unsheltered.

Homebase, the CoC program management consultant, is working to find opportunities to align homeless services opportunities between the County and its local jurisdictions in the CoC. Homebase annually conducts community engagement efforts to implement the HOME Together 2026 5-Year Plan to End Homelessness.

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

San Leandro residents benefit from ESG state funds managed by the County. ESG recipients in the County currently include the Urban County and Cities of Berkeley and Oakland. The County ESG programs targets prevention services specifically to those that are at "immediate risk" defined as "an individual or family who will imminently lose their primary nighttime residence, provided that the primary nighttime residences will be lost within 14 days of the day of application for homeless assistance; no subsequent residence has been identified; and, the individual or family lacks the resources of support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing". The County awards ESG funding to Rapid Rehousing and Prevention Assistance providers. County Housing and Community Development Department (HCD) staff ensure HUD ESG compliance for clients, client's intake system, providers, shelter inspection, and program administrators.

In 2023 a new CoC committee, System Impact Committee, was created to develop a more in-depth and comprehensive system-wide data monitoring tools that track outcomes in the Home Together Plan and other committees.

The CoC's Homeless Management Information System (HMIS) Committee and Workgroup works closely with the HMIS Lead. The HMIS committee collaborates with the HMIS Lead to update policies and procedures related to HMIS operations, including a Privacy Plan, Security Plan, and Data Quality Plan. On an annual basis, the HMIS Committee completes a monitoring process of the HMIS Lead to support ongoing quality improvements. The work of the committee includes developing recommendations for changes to the HMIS database, reviewing system-level data reports, and implementing the Data Quality Plan.

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

| | | |
|---|--|---|
| 1 | Agency/Group/Organization | City of San Leandro Human Services Commission |
| | Agency/Group/Organization Type | Other government - Local |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | CDBG application process |
| 2 | Agency/Group/Organization | City of San Leandro Public Works Department |
| | Agency/Group/Organization Type | Government |
| | What section of the Plan was addressed by Consultation? | AP-35 |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Review and evaluate potential public facilities and infrastructure projects |
| 3 | Agency/Group/Organization | Alameda County CoC |
| | Agency/Group/Organization Type | CoC |
| | What section of the Plan was addressed by Consultation? | AP-10, AP-85 |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | HOME Consortium |

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting. In FY 23-24, the City conducted outreach to a broad group of community and social service stakeholders. No agency types were excluded from participation.

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

The following activities pertain to other City efforts beyond specific coordination with the County CoC:

- A 24-hour/365-day a year Domestic Violence Outreach and Mobile Unit- Nonprofit Family Violence Law Center, with the nonprofits BFWC and SAVE, provide intensive case management, including housing and shelter resources, to domestic violence survivors.

- Homeless Mobile Outreach- BFWC conducts outreach in encampments, parking lots, bridges underpasses, parks, sidewalks, and other locations in the community.
- Capital and operation support to the San Leandro Shelter, a 30-bed homeless shelter operated by BFWC that serves women and children
- Downtown San Leandro Safety Ambassador Pilot Program- operated by the San Leandro Downtown Community Benefit District. Ambassadors conduct daily wellness checks with unsheltered people encountered during their patrols. Ambassadors triage transient's needs and, when appropriate, refer them to resources.
- Training for staff, partners and community members in mental health awareness, safety, conflict de-escalation, local resources, gender-based violence, and trauma-informed care.
- The City and non-profit partners manage and operate 1) one congregate warming center which benefits approximately 60 homeless persons annually; and 2) hotel voucher program for medically fragile homeless individuals during inclement weather which benefits approximately 10 homeless persons annually
- The San Leandro Shelter provides 30 beds to women with and without children
- Sister Me Home provides emergency housing for those fleeing domestic violence, regardless of gender identification

| 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? |
|--|--|---|
| 2023-2031 Housing Element | City of San Leandro, Community Development Department, Housing Services Division | The City's 2023-2031 Housing Element, which was certified by the State in February 2023, provides direction on the production of new market-rate and affordable homes and guides the City's housing programs and activities. It includes policies and actions related to new construction and rehabilitation, affordable housing development, first-time homebuyer programs, housing for seniors and others with special needs and fair housing practices in San Leandro. |
| Inclusionary Housing Program | City of San Leandro, Community Development Department, Housing Division | This document requires new residential development projects (including condominium conversions) to set aside at least 15% of their units for moderate-, low-, and very low-income households. |
| 2022 CAPER | City of San Leandro, Community Development Department, Housing Division | The FY 22-23 CAPER was reviewed to better understand the funding levels and accomplishments of low risk subrecipients. |
| Continuum of Care | Homebase | For FY 23-24 and beyond, the County has chosen Homebase as the new organization for CoC operations. Homebase will facilitate the CoC Leadership Board and committee work, support the CoCs planning activities such as Coordinated Entry, HMIS, the PIT Count and the annual Notice of Funding Opportunity application to CA HCD. |

| | | |
|--|---|---|
| Human Services Gap Analysis | City of San Leandro, Human Services Department | Completed in April 2017, the Human Services Gap Analysis report provides an analysis of human service needs, current human services assets with the City and region and areas of unmet need. The analysis and policy recommendations inform the development of priorities and criteria for the City's Human Services Program direction and decisions. |
| 2024 Alameda County Homeless Point in Time Census | EveryOne Home | Homeless population census and analysis of existing needs. |
| San Leandro Homeless Response | City of San Leandro and the County of Alameda | The City provides a webpage overview of the various responses to homeless issues. The Nimitz Motel-shelter adaptive reuse project as well as the San Leandro warming shelter located on Bancroft Avenue help reduce the homeless count in the City. |
| San Leandro Climate Hazard Assessment, May 22, 2020 | City of San Leandro Public Works Department | In response to Senate Bill No. 379 - Land Use: general plan: safety element (Jackson), this report informs the public on the City's effort to incorporate climate hazards and adaptation strategies into its local hazard mitigation plan, General Plan Safety Element and other relevant plans such as the Climate Action Plan. |
| San Leandro ADA Facilities Transition Plan Update | City of San Leandro Engineering and Transportation Department | The 2010 ADA Facilities Transition Plan Update is the City's effort to comply with the American with Disabilities Act (ADA) that requires the City to reasonably modify its policies, practices, or procedures to avoid discrimination against people with disabilities. The report identifies physical barriers to accessibility in City-owned facilities and how the City may remove those barriers to facilitate the opportunity of access to all individuals. |

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

In FY 24-25, the City will hold a public hearing in accordance with the Amended CPP. The goal of the Amended CPP is to encourage broader public involvement in the planning and allocation of CDBG and HOME funds and implementation of related programs. A minimum of two public hearings are held during the course of one program year. One of those hearings is held at the conclusion of the Annual Action Plan 30-day public comment pursuant to public notification. The City published a notice on March 8, 2024 announcing the AAP 30-day public comment period from April 1, 2024 – May 1, 2024, followed by the AAP public hearing on May 6, 2024. The draft Annual Action Plan is officially approved by City Council.

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 | Notice | Citywide | TBD | TBD | TBD | |
| 2 | Website | Citywide | TBD | TBD | TBD | |
| 3 | Public Comment Period | Citywide | TBD | TBD | TBD | |
| 4 | Public Hearing | Citywide | TBD | TBD | TBD | |

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 | Admin and Planning Housing Public Improvements Public Services | \$808,949 | \$0 | Total: \$102,301 FY 23-24: \$43,284 (PI from loan payoffs in 2024, applied to the Washington Ave ADA Improvements, ID# 354) FY22-23: \$18,057 (RTO Single-Family Minor Home Repair Grant program, ID# 357) FY21-22: \$40,960 (Lead-Based Paint Assessment of ERAP Program Properties, ID# 356) | \$911,250 | \$0 | CDBG activities include administration, public services, housing, and public facilities benefiting LMI households in the City. |

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

In FY 24-25 the City will award 4 service providers a total of \$121,342 to operate programs that benefit individuals, families, seniors, and children. Each of these entities leverage county, state and other federal resources to provide enough funds to successfully run their programs. Combined, all 4 entities will leverage over \$8 million in private funds as well as grants from county, state and federal sources for program services and operations.

The City also leverages local, state and federal funds for CDBG funded activities. The City leveraged over \$2 million in City Public Works funds for the FY 21-22 Washington Avenue Corridor ADA Improvement project completed in 2024.

The City leverages CDBG funds with other City, regional, and State funds. Local resources include San Leandro's Affordable Housing Trust Fund (AHTF), the Low/Mod Housing Asset Fund (repayments or income generated by former Redevelopment Agency Assets), General Fund commitments and other non-financial resources. As a result, the City implemented inclusionary zoning regulations requiring new residential development to include a percentage of affordable units or pay in-lieu fees to the AHTF.

Other regional funding includes Alameda County Measure A-1 bond funds. In the Fall of 2016, 73% of the voters in the County approved Measure A1, a \$580 million general obligation bond measure designated to support regional efforts to address the lack of affordable housing. The City has a \$10 million base allocation of Measure A-1 bond funds that is earmarked for affordable rental housing development in San Leandro. Measure A-1 funds have been committed to the 15101 Washington Ave. project for the development of permanent supportive housing. In addition, the City is leveraging CA Dept of HCD Permanent Local Housing Allocation (PLHA) Funds for this project.

There are significant efforts both regionally and at the State level to address decreased funding for affordable housing and community development. The 2017-18 Regular Session of the CA State Legislature passed two bills to generate funds for new affordable housing production: 1) the Building Homes and Jobs Act (SB 2: Atkins) established a permanent source of funding for affordable housing through a real estate document filing fee; and 2) the Affordable Housing Bond Act (SB 3: Beall) allowed the State to place a \$4 billion statewide general obligation bond for affordable housing on the ballot. Proposition 1 (Housing Programs and Veterans' Loan Bond) was approved.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding that can be leveraged for the construction and rehabilitation of affordable rental housing. LIHTC is a dollar-for-dollar credit against an investor's federal tax liability. The City continues to support affordable housing developers seeking to secure LIHTC funded projects.

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

Not applicable

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 | Providing Enhanced Public Services | 2020 | 2024 | Non-Housing Community Development | City-Wide | Community Development Needs - Public Services | CDBG: \$121,342 | Public service activities other than Low/Moderate Income Housing Benefit: 5,890 Persons Assisted |
| 2 | Improving Public Facilities and Infrastructure | 2020 | 2024 | Non-Housing Community Development | City-Wide | Community Development Needs - Public Facilities | CDBG: \$628,118 | Debt Service on Section 108 Loan for Senior Community Center renovations |

Table 6 – Goals Summary

| | | |
|---|------------------|---|
| 1 | Goal Name | Producing and Preserving Affordable Housing Opportunity |
| | Goal Description | CDBG and HOME funds, if feasible, will be used to construct new affordable housing or preserve existing affordable housing whether it be low-income, owner-occupied or existing rental. |
| 2 | Goal Name | Providing Enhanced Public Services |
| | Goal Description | CDBG and HOME funds, if feasible, will be used to support public service providers. |
| 3 | Goal Name | Improving Public Facilities and Infrastructure |
| | Goal Description | CDBG and HOME funds, if feasible, will be used to improve public facilities and infrastructure. |
| 4 | Goal Name | Increasing Economic development Opportunities |
| | Goal Description | A portion of CDBG and HOME funds, if feasible, will be used to provide economic development opportunities. |
| 5 | Goal Name | Augmenting Homeless Assistance and Prevention Services |
| | Goal Description | A portion of CDBG and HOME funds, if feasible, will be used to provide homeless assistance and prevention services. |

AP-35 Projects - 91.420, 91.220(d)

Introduction

In FY 24-25, the City will allocate funding to four service providers for a total of \$121,342 assisting over 3,385 persons, \$20,000 for fair housing services assisting 32 households, eligible CDBG funds for debt service on the HUD Section 108 Loan Program and \$141,790 for staff costs associated with program planning and administration.

All project activities, programs and services are consistent with the City's 2020-2024 Consolidated Plan and are eligibility compliant with 24 CFR §570.201 – 570.207. The City will allocate FY 24-25 CDBG funds in the following eligible funding categories: Program Administration, Public Services, Housing, and Public Facilities and Improvements.

| # | PY 2024 PROJECT ACTIVITIES | FUNDING AMOUNT |
|---|---|-----------------------|
| 1 | Administration Fair Housing services | \$141,790 \$20,000 |
| 2 | CALICO | \$22,000 |
| 3 | Davis Street Family Resource Center | \$30,000 |
| 4 | SOS/Meals on Wheels | \$39,000 |
| 5 | Spectrum | \$30,342 |
| 6 | Section 108 Loan Repayment | \$628,118 |

Table 7 – Project Information

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

In accordance with HUD regulations, the City may not commit more than 15% of its annual CDBG allocation (including program income) toward Public Services. The City sees this limitation as a direct obstacle to providing needed services to LMI residents. As a result, the City created the CAP funding program to fill the funding gap.

The City issues a bi-annual RFP for CDBG Public Services and CAP funds. The current two-year grant cycle is for FY 23-24 and FY 24-25 funding allocations. In January 2023, the City's Human Services Commission (HSC) reviewed applications for the City's CDBG Public Services and CAP funds. On April 4, 2023, the HSC recommended four agencies to receive Public Service grants, which were subsequently approved by City Council on May 1, 2023.

The City's allocation to ECHO Housing to provide fair housing services is consistent with the Consolidated Plan priority and the City's commitment to affirmatively further fair housing. ECHO Housing's funding allocation for FY23-24 and FY 24-25 was increased from \$10,000 to \$20,000 due to the increased need for fair housing activities in the City, as reported in the City's 2023-2031 Housing Element Update.

A combination of prior year unspent funds and FY 24-25 remaining unallocated funds will be used to pay down the balance of the City's \$2.5 million HUD Section 108 Loan used to complete the senior center renovations.

Obstacles to addressing underserved needs are: 1) CDBG Public Services funding caps has led to capacity issues for service providers; 2) funding reductions to CDBG and HOME programs results in less funds for service providers and needed neighborhood improvements; 3) the number of cost burdened households

is growing and, 57%, of the City's population is considered cost burden, of which 50% are renters and 10% are seniors; 4) Household earnings are not keeping up with rent costs; and 5) the vacancy rate in the City is low, especially for low-income rental unit, resulting in fewer housing choices for LMI households.

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AP-38 Project Summary

Project Summary Information

| | | |
|----------|--|--|
| 1 | Project Name | CDBG Program Administration FY 24-25 |
| | Target Area | Citywide |
| | Goals Supported | Providing Enhanced Public Services |
| | Needs Addressed | Community Development Needs - Public Services |
| | Funding | CDBG: \$161,790 |
| | Description | The City will continue to allocate 20% of annual CDBG entitlement funds to the City's CDBG program administration and fair housing services performed by ECHO Housing. 21A, 21D |
| | Target Date | 6/30/2025 |
| | Estimate the number and type of families that will benefit from the proposed activities | The City allocates 20% of its annual CDBG entitlement funds to the City's CDBG program administration and fair housing services performed by ECHO Housing. |
| | Location Description | Various locations throughout the City. |
| | Planned Activities | The City will continue to allocate 20% of its annual CDBG entitlement funds to the administration of the City's CDBG program and fair housing services performed by ECHO. ECHO Housing staff provides fair housing services through phone and email. Fair Housing Coordinators process inquiries and evaluate and investigate complaints, field inquiries about fair housing related issues, and train investigators. ECHO performs housing audits to determine fair housing compliance, provides training and follow-up to non-compliant property owners, homebuyers, and or housing managers. ECHO staff conducts an annual Fair Housing Month event, educational and marketing presentations, distributes an estimated 1000 flyers/brochures on fair housing issues, laws, and events at public locations such as libraries, churches, community groups, social service agencies, and stores. |
| 2 | Project Name | CALICO-San Leandro Child Abuse Intervention Project |
| | Target Area | Citywide |
| | Goals Supported | Providing Enhanced Public Services |
| | Needs Addressed | Community Development Needs – Public Services |
| | Funding | CDBG: \$22,000 |
| | Description | Provide family support services for children who have suffered abuse. 05N; LMC |
| | Target Date | 6/30/2025 |
| | Estimate the number and type of families that will benefit from the proposed activities | 49 children and their families |
| | Location Description | Various locations throughout the City and the County. |
| | Planned Activities | CALICO provides services for low-income families including support services for children who have suffered abuse; clothing; childcare, job readiness training, medical services and other support services programs; and healthy meals. |
| 3 | Project Name | Davis Street Family Resource Center |
| | Target Area | Citywide |
| | Goals Supported | Providing Enhanced Public Services |
| | Needs Addressed | Community Development Needs - Public Services |

| | | |
|----------|--|--|
| | Funding | \$30,000 |
| | Description | Provide food, clothing, childcare, job readiness training, medical clinic, and social services for low-income people. 05Z; LMC |
| | Target Date | 6/30/2025 |
| | Estimate the number and type of families that will benefit from the proposed activities | 2988 individuals and or families |
| | Location Description | 3081 Teagarden St., San Leandro |
| | Planned Activities | Provide at least 2,988 LMI residents with food, clothing, childcare, job readiness training, healthcare needs at an in-house medical clinic, and supportive social services. |
| 4 | Project Name | SOS/Meals on Wheels |
| | Target Area | City-Wide |
| | Goals Supported | Providing Enhanced Public Services |
| | Needs Addressed | Community Development Needs - Public Services |
| | Funding | \$39,000 |
| | Description | Provide support services programs for low-income seniors, including meal delivery service to homebound Seniors. 05A; LMC |
| | Target Date | 6/30/2025 |
| | Estimate the number and type of families that will benefit from the proposed activities | 193 seniors |
| | Location Description | 2235 Polvorosa Ave, San Leandro |
| | Planned Activities | Provide support services programs to at least 193 low-income seniors, including meal delivery service to homebound Seniors. |
| 5 | Project Name | Spectrum |
| | Target Area | Citywide |
| | Goals Supported | Providing Enhanced Public Services |
| | Needs Addressed | Community Development Needs - Public Services |
| | Funding | \$30,342 |
| | Description | Provide seniors with meals and supportive services. 05A; LMC |
| | Target Date | 6/30/2025 |
| | Estimate the number and type of families that will benefit from the proposed activities | 155 seniors |
| | Location Description | Citywide |
| | Planned Activities | Prepare meals and supportive services to at least 155 seniors living in San Leandro. |
| 6 | Project Name | Section 108 Loan Repayment |
| | Target Area | Citywide |
| | Goals Supported | Improving Public Facilities and Infrastructure |
| | Needs Addressed | Community Development Needs - Public Facilities |
| | Funding | \$628,118 |
| | Description | Renovations of the San Leandro Senior Center paid for by HUD Section 108 Loan of \$2.5M that occurred in FY 2010. 19F; LMC |
| | Target Date | 6/30/2025 |

| | |
|--|---|
| Estimate the number and type of families that will benefit from the proposed activities | Beneficiaries were counted in FY 2010 |
| Location Description | San Leandro Senior Center, 13909 E 14th St, San Leandro, CA 94578 |
| Planned Activities | In 2010, the City received a \$2.5 million HUD Section 108 Loan to complete renovations to the San Leandro Senior Center. Annual payments are based on the amortized loan repayment schedule provided by HUD. The City pledges future CDBG funds to repay the loan over a 20-year period. |

DRAFT

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

Most of the activities in the FY 24-25 Annual Action Plan meet citywide needs. The income structure of the City is diverse, however there are few low-income census tracts and block groups. Geography was not used to determine funding allocation priorities. Potential sites that could possibly accommodate affordable housing and homeless facilities are identified in the City's 2023-2031 Housing Element.

Geographic Distribution

| Target Area | Percentage of Funds |
|--------------------|----------------------------|
| | |

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Geography was not used to determine funding allocation priorities.

Discussion

Not applicable.

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

Introduction

In 2020, the City partnered with the County to complete an Analysis of Impediments to Fair Housing Choice Report (AI). The AI report provides data from a variety of sources, local/regional/state/federal legal statutes and community outreach findings on the barriers and impediments to fair housing and accessibility to housing.

San Leandro is a CA Charter City that is required to examine governmental and non-governmental barriers that unduly burden residential housing development. The City's 2023-2031 Housing Element is available on the City's website: www.sanleandro.org/housing. The City's Housing Element identifies a number of measures that are intended to facilitate and encourage affordable housing through specific planning efforts, the review of existing zoning, and supporting development standards that collectively are designed to encourage development of all forms of residential development.

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

The 2020 AI contained findings on the barriers and impediments to fair housing and accessibility to housing. Generally, those fair housing issues and impediments are:

Fair Housing Issues and Impediments

- Fair housing outreach and enforcement
- Disproportionate housing needs
- Disability and access
- Segregation
- Access to opportunities
- Publicly supported housing

The following is a full listing of Fair Housing Issues and Implements and their contributing factors:

Fair housing outreach and enforcement

Lack of local private fair housing outreach and enforcement
Lack of resources for fair housing agencies and organizations
Lack of local public funding (local, state, federal) for fair housing enforcement

Disproportionate housing needs

Displacement of residents due to economic pressures
Lack of affordable housing
Land use and zoning laws
High cost of developing affordable housing
Lack of private investments in specific neighborhoods (including services and amenities)
The availability of affordable units in a range of sizes
Lending discrimination
Access to financial services

Disability and access

Access to publicly supported housing for persons with disabilities
Lack of affordable housing for individuals who need supportive services
integrated housing for individuals who need supportive services
lack of assistance for housing accessibility modifications

Location of accessible housing

Limited supply of affordable housing in areas with access to opportunity

Segregation

Displacement of residents due to economic pressures

source of income discrimination

historic discrimination against people of color

Access to opportunities

Access to publicly supported housing for persons with disabilities

Housing for individuals who need supportive services

Location and type of affordable housing

Access to financial services

Lack of private investments in specific neighborhoods

Location of employers

Publicly supported housing

Lack of federal, state, and local funding for publicly supported housing

Access to publicly supported housing for individuals who need supportive services

Chapter 6 of the City's 2023-2031 Housing Element provides direction on key housing issues in San Leandro. The Housing Element's goals define the major topic areas covered and implemented by associated policies and action programs: 1) Increase Housing Production by Providing Adequate Sites for a Variety of Housing Types and Removing Constraints to Residential Development; 2) Assist the Development of Housing Affordable to Extremely Low-, Very Low-, Low-, and Moderate-Income Levels and populations with Special Needs; 3) Promote Conservation and Preservation of Existing Housing Stock; 4) Protect Residents from Displacement, 5) Advance Fair Housing, Equity, and Inclusion; 6) Housing for Individuals and Families Experiencing Homelessness. The policies are intended to guide day-to-day decisions on housing, while the actions identify the specific steps the City will take after the Housing Element was adopted.

The City has begun to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing and implemented the following: 1) Approvals to build a shelter in a neighborhood most in need; 2) Adaptive reuse of Nimitz Motel for an emergency shelter and navigation center services; 3) Inclusionary zoning to provide affordable housing units through local residential zoning; and 4) Contract with ECHO Housing for fair housing services including discrimination, complaints and issue resolution and tenant-landlord counseling.

Discussion

No further discussion.

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

Introduction

The Consolidated Plan and subsequent Annual Action Plans are the implementation mechanism to proceed with addressing obstacles and barriers that currently exist in housing and human service available to LMI households. The City's CDBG Program, CAP program, support for homeless initiatives and affordable housing.

Actions planned to address obstacles to meeting underserved needs

The City's Consolidated Plan, AI, and the 2023-2031 Housing Element guide and support implementation activities. Actions planned include:

- Preservation of affordable housing – the Single-family Minor Home Repair Grant Program assists LMI owner-occupied households with necessary home improvements that serve to reduce energy costs, modernize heating and cooling systems, and create and or maintain decent places to live
- Providing enhanced public services- LMI individuals are challenged with affording the necessary services, medical appointments, food, and housing needs. CDBG Public Services funds are allocated to agencies that provide services to seniors, children, and the disabled.
- Improving public facilities and infrastructure- in 2023, the City took on several large public facility projects to house the homeless as well as improve neighborhood streets

Actions planned to foster and maintain affordable housing

The City is working to foster and maintain affordable housing through:

- The Single-family Minor Home Repair Grant Program assists LMI owner-occupied households with necessary home improvements that serve to reduce energy costs, modernize heating and cooling systems, and more. The program maintains decent places to live and also assists elderly homeowners to age in place. Due to the closure of the RTO program in March 2024, the City will study a new Ownership Housing Repair and Rehabilitation Program in FY 2024-25.
- Coordinate and collaborate with the County to administer HOME funds for acquisition, rehabilitation, and/or new construction of affordable rental housing as well as tenant-based rental assistance. The City will continue to work closely with local non-profit agencies, the County, and other HOME Consortium member cities to identify permanent affordable housing as well as emergency and transitional housing needs and necessary supportive services for the homeless and/or persons with special needs. HOME Consortium members, including San Leandro, have also agreed to continue funding the consortium-wide Tenant-Based Rental Assistance (TBRA) for Homeless Families Program, a transitional housing program that provides short-term rental subsidies, job preparation and placements, case management, and other support services to assist homeless families attain permanent housing.
- Fair Housing Services. ECHO Housing provides fair housing services including tenant and/or landlord counseling, discrimination mediation, and other services to help keep people housed and prevent homelessness.
- Below Market Rate (BMR) Housing Program. The City monitors the preservation of 2654 affordable housing rental units. Monitoring and compliance of affordable units is an enforcement effort regulated by the City and its Inclusionary Zoning fees, and other partners including the County and the state.
- Development of Affordable Housing. The current pipeline includes 3 BMR ownership units (Halcyon Drive), 22 PSH units (15101 Washington Avenue), and 214 BMR rental units (Centro Callan and Town Hall Square). The City intends to use PLHA and HOME funds to support the

development of multi-family rental housing.

Actions planned to reduce lead-based paint hazards

Actions planned to reduce lead-based paint hazards are specifically listed in Section SP-65 of the Consolidated Plan. Since 2010, contractors must provide proof of EPA-lead certification prior to beginning work on structures built before 1978. The City's Building and Safety Services Division requires contractors working on homes built prior to 1978, to demonstrate that they have satisfied the EPA law prior to providing City building permits.

The use federal funds (i.e. HOME funds) for acquisition and/or rehabilitation of apartments for preservation or maintenance as affordable housing, requires the City to inform tenants of lead-based paint and comply with both the new EPA law on lead and renovation as well as with applicable HUD lead-based paint hazard reduction guidelines and regulations.

Actions planned to reduce the number of poverty-level families

Data shows that between 9-10% of the City's population live below the poverty line, which is lower than the national average. To reduce the number of families living in poverty, it is critical to provide needed services for free/reduced fees or subsidies for transit, childcare, medical care, food and clothing, job training, and rent and/or upfront deposits.

The City operates the CAP Program created to provide financial support to non-profits that provide social services to residents. In 2017, the City prepared a Human Services Gap Analysis to outline what is happening in the local non-profit service industry. In 2023 and 2024, City Council, with recommendations from the Human Services Commission, provided \$320,000 to 5 Social Service entities to help reduce poverty in the City.

The City provides CDBG funds and City General Funds to support Davis Street for basic needs services to help individuals mitigate from homeless to housed as well as homeless prevention. Davis Street provides affordable housing services, including affordable rental housing referrals/placement to lower income households. Last year, Davis Street provided housing counseling to 321 clients. Also assisting this effort, Centro Legal provides households with legal consultation and representation.

Actions planned to develop institutional structure

Public agencies, for-profit, and non-profit private organizations all play a part in the provision of affordable housing, social services, capital improvements, and economic development. The City's Housing Services Division has the primary responsibility for implementation of the Consolidated Plan, Annual Action Plan, and the Housing Element. The Housing Division works closely with the Economic Development Division in the implementation of affordable housing projects and programs. Non-profit agencies also provide social services to the community each year. The County HCD Department is the lead agency in the implementation of the HOME Consortium's Consolidated Plan. HCD also administers the HOME Program for the HOME Consortium members, HUD homeless programs (including the CoC), and the Mortgage Credit Certificate (MCC) Program for homeownership. The City and other cities in the County take part in the HCD activities described above. Planned actions to develop institutional structure were listed in Section SP-40 of the Five-year Consolidated Plan.

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

Homebase currently assists the County with administration of the CoC by working to identify opportunities to enhance coordination between public and private housing and social service agencies between the County, local jurisdictions in Alameda County, and the CoC system. Alameda County Health, Housing and Homelessness Services (previously Alameda County Office of Homeless Care and Coordination) along with the CoC jointly prepared the Home Together 2026 Community Plan.

During Year 1, over \$576 million was allocated to the CoC to maintain system inventory and operations, more than 1,900 permanent housing opportunities were deployed along with more than 1,500 crisis response units, and other resources to help resolve homelessness. Anticipated actions planned in Progress Report include:

- Reducing the rate of new homeless individuals while increasing housing placement rates
- Reduce racial disparities that still exist particularly for African American residents
- Increase funding for housing subsidies and service provider capacity

The City supports the CoC efforts by providing CAP and CDBG funding for service providers and by supporting efforts of the CoC.

Discussion

No further discussion.

Program Specific Requirements

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

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in Table 2, Project Information.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

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

No further discussion