



Consolidated Annual Performance and Evaluation Report FY15-16

City of Walnut Creek – CDBG Programs

Draft

City Council Meeting 9/20/2016

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CR-05 - Goals and Outcomes

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

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

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
AH-1: New Construction of Affordable Housing	Affordable Housing	Housing Trust Fund: \$	Rental units constructed	Household Housing Unit	40	0	0.00%			
AH-1: New Construction of Affordable Housing	Affordable Housing	Housing Trust Fund: \$	Homeowner Housing Added	Household Housing Unit	0	0		37	0	0.00%

AH-2: Homeownership Opportunities	Affordable Housing	Housing Trust Fund: \$ / Housing Successor Agency: \$ / Impact Fees: \$	Homeowner Housing Added	Household Housing Unit	37	0	0.00%			
AH-2: Homeownership Opportunities	Affordable Housing	Housing Trust Fund: \$ / Housing Successor Agency: \$ / Impact Fees: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	1	6.67%	4	1	25.00%
AH-3: Maintain and Preserve Affordable Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	15	38	253.33%	5	38	760.00%
AH-4: New Supportive Housing - Special Needs	Affordable Housing	Housing Trust Fund: \$	Rental units constructed	Household Housing Unit	18	0	0.00%	20	0	0.00%
CD-1: General Public Services	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	1615	32.30%	1228	1615	131.51%

CD-2: Senior Services	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	652	13.04%	585	652	111.45%
CD-3: Youth Services	Non-Housing Community Development	General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	10	0.33%	20	10	50.00%
CD-3: Youth Services	Non-Housing Community Development	General Fund: \$	Other	Other	0	630		600	630	105.00%
CD-4: Non-Homeless Special Needs	Non-Homeless Special Needs	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	172	43.00%	100	172	172.00%
CD-5: Fair Housing	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	15	30.00%	11	15	136.36%
CD-5: Fair Housing	Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		11	15	136.36%

CD-6: Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	75	35	46.67%	28	35	125.00%
CD-7: Public Facility, Infrastructure & Access	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	350	261	74.57%	250	261	104.40%
CD-8: Administration	Administration	CDBG: \$ / General Fund: \$ / Housing Successor Agency: \$ / Impact Fees: \$	Other	Other	0	0				
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	0	0.00%			
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Homeless Person Overnight Shelter	Persons Assisted	58	57	98.28%	58	57	98.28%
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	29	29	100.00%	29	29	100.00%

H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$11500 / General Fund: \$ / Housing Successor Agency: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	524	524.00%	365	500	136.99%
H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$11500 / General Fund: \$ / Housing Successor Agency: \$	Homelessness Prevention	Persons Assisted	0	24		25	24	96.00%

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 prioritized projects and programs that meet CDBG program primary objective to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities; principally for person of low and moderate incomes. The projects were also weighed against the City's highest priority needs.

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	548
Black or African American	69
Asian	55
American Indian or American Native	27
Native Hawaiian or Other Pacific Islander	0
Total	699
Hispanic	148
Not Hispanic	845

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

	CDBG
White-Hispanic	50
Black or African American - Hispanic	5
American Indian or American Native/ Alaskan - Hispanic	6
American Indian or American Native/Alaskan - White	2
Asian/White	4
Black/White	1
American Indian or American Native/Alaskan/Black	2
Other	127
Other- Hispanic	87

Table 3 – Additional Race and Ethnicity Data

Narrative

Walnut Creek's subrecipients collect more detailed race and ethnicity beyond the categories listed above. Please see the attached table for race and ethnicity data.

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		920,000	225,598
Other	Housing Successor Agency	308,000	1,027,728
Other	Impact Fees	1,514,400	1,027,728

Table 4 – Resources Made Available

Narrative

In addition to the funds expended during the program year, the City committed an additional \$6.85 million for 3 new affordable housing projects: 1) \$1 million for Riviera Family Apartments (58 affordable rental units), \$3.5 million for St. Pauls Commons (45 affordable rental units), and \$3.15 million for Habitat for Humanity's acquisition of former Redevelopment Agency owned land in Walnut Creek (42 affordable ownership units).

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 5 – Identify the geographic distribution and location of investments

Narrative

The geographic distribution and location of investments was Citywide.

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.

A combined \$8 million of City CDBG, Housing Successor Agency, and City Revolving Bond funds, Impact Fees, and State Grants were expended or committed in 2015-2016 to support affordable housing activities. These funds, along with funding previously allocated to affordable housing projects leveraged additional funding source on an average of 1/7. Major sources of funding for these activities include, HOME funds, AHSC Funds, State Tax Credits, AHP funds, State BEGIN funds, other CDBG funds, private lender bank loans and owner equity. The City's funds were used to implement the City's First-Time Homebuyer and Rehabilitation Loan program, and to provide acquisition and development financing for three new affordable housing projects: Riviera Family Apartments, St. Paul's Commons, and Habitat for Humanity

The School Crisis Counselor Grants granted through the Community Service Grant Program are provided at a 1 for 1 match and therefore leverage a minimum of 100%.

The CDBG and CSG funding that support public services and economic development is a strong leverage. The funding contribution from the City of Walnut Creek generally makes up less than 10% of the program budget, but even some government funding provides a very strong endorsement as it can be used to leverage other public and private grants and contracts.

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	3	37
Number of non-homeless households to be provided affordable housing units		1
Number of special-needs households to be provided affordable housing units		
Total	3	38

Table 6- Number of Households

	One-Year Goal	Actual
Number of households supported through Rehab of Existing Units	3	38
Total	3	38

Table 7 - Number of Households Supported

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

The City anticipated funding at least 3 home rehabilitation loans/grants through the Home Rehabilitation Loan Program which is administered by Contra Costa County's Neighborhood Preservation Program. However, the program has had a back log of applicants, and due to staffing issues, as well as limited contractor availability, the program only served one household.

One of the City's Affordable Rental Projects, the Oaks Apartments consisting of 36 units, started a major rehabilitation project during the program year. The rehabilitation included major exterior improvements; accessibility upgrades, sustainability measures, and unit interior upgrades, as well as mechanical, electrical, and plumbing repairs. To facilitate the rehabilitation, the City refinanced its loan on the project, extending the term for 55 years, and capitalized the interest. When the Action Plan and Consolidated Plan were written, staff was not aware of the Oaks plan for rehabilitation and therefore had not included it in the goals.

The City committed significant funding (\$6.85 million) to non profit developers for acquisition, predevelopment, and construction loans. Three affordable housing projects received funding. None of the projects have started construction, but 2 are expected to begin construction in 2016/2017.

The City also has a First Time Homebuyer Downpayment Assistance program that provides downpayment assistance (up to \$65K) to low and moderate income households. However, only one loan was successfully closed this year. The primary obstacle to utilizing the program is the high housing costs, and recent escalation of median home values. The average Walnut Creek Home is now too high for low or moderate income homebuyers to afford even with our assistance.

Discuss how these outcomes will impact future annual action plans.

There is no specific impact on future annual actions plans.

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 Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	37
Moderate-income	0	1
Total	0	38

Table 3 – Number of Persons Served

Narrative Information

The City assists in the development of affordable housing projects by working closely with non-profit housing developers to identify suitable sites, and by providing acquisition, development, and predevelopment funding to low-income housing projects. The City provided \$1 million in additional funding for Riviera Family Apartments (previously funded with \$5 million), \$3.5 million in funding for St. Paul’s Commons, a 45 unit affordable housing development project being developed on site at St. Paul’s Presbyterian Church, where the Trinity Center is located, and \$3.15 million for Habitat for Humanity to acquire former Redevelopment Agency owned land for the development of 42 affordable units. Most of the funding came from impact fees, but a portion also came from the Housing Successor Agency.

During the program year, the City conducted an update of the Commercial and Residential Nexus Studies which showed a significant increase in the maximum supportable fees for commercial and residential development. In the upcoming year, the City will consider increase in development fees for affordable housing based on the study and feasibility analysis.

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

Walnut Creek and the County have moved to more robust data collection and analysis to better assess the needs of the homeless and determine how best to reach and assist them. Homeless service providers and homeless outreach programs all use the same integrated Homeless Management Information System (HMIS) database and have adopted the new Vulnerability Index- Service Prioritization Decision Assistance Tool (VI-SPDAT) model of prioritizing those homeless individuals who are most in need.

The Contra Costa Homeless Continuum of Care (CoC) conducted its annual point-in-time (PIT) count of families and individuals experiencing homelessness on January 27, 2016. The PIT count found that on that evening, 3,500 individuals identified as homeless or at risk of homelessness in Contra Costa County, with 1,730 literally homeless and 1,770 at risk of homelessness. The PIT count contains data on the demographics of those who are homeless and the types of issues facing them. There was a 26 percent decrease in the number of literally homeless since the 2011 PIT count, although within the County there was a decrease of homeless individuals in the west County to and an increase in the east County. For Walnut Creek, there were 33 unsheltered homeless in 2015 and 39 unsheltered homeless in 2016 during the PIT count.

The City's Housing Program staff strives to maintain contact with the County service providers to learn the needs of the homeless and has facilitated meetings between homeless representatives and City management. The County is in the midst of reorganizing how services are provided to the homeless to more quickly and effectively provide services.

This year, Walnut Creek funded three homeless outreach and service programs: Anka Behavioral Health's HOPE Plus program, the Trinity Center, and Contra Costa Homeless Outreach, an evening outreach program funded for the first time through the Community Service Grant program. All three programs exceeded their goals for the year, showing a demand for these services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City continued funding the County's homeless shelter using CDBG funds. The Contra Costa Adult Continuum of Services (CCACS) shelter served 19 homeless individuals from Walnut Creek out of a goal of 20. The program continued to provide clean and safe emergency shelter services during FY2015-2016. In addition to intensive case management services, CCACS, in collaboration with Contra Costa Health Services, Health Care for the Homeless, has implemented new programs aimed to improve the overall

health of the homeless population. In July 2015, Health Care for the Homeless opened a dental clinic to offer dental services to homeless individuals. The clinic provides a full array of dental procedures that include extraction, fillings, tooth repair and full dentures. These services are available to homeless consumers including those at Concord and Brookside Emergency Shelters. Additionally, CCACS in collaboration with 18 Reasons Community Cooking School began a 6-week cooking course that teaches clients how to cook healthy meals with limited resources. The class was very well-received.

In addition, the City also used \$10,000 in General Funds to support a new, temporary Winter Nights Shelter program administered by the Trinity Center, a local non-profit, which provided 29 additional beds for a total of 38 individuals. The Winter Nights Shelter program was open from December 21, 2015 through March 12, 2016 and the shelter was coupled with services designed to place people in permanent housing. Of the 38 homeless participants, the program successfully housed 16 individuals. Based on the success of the program, the Trinity Center has already taken steps to host another Winter Nights Shelter at the National Guard Armory in Walnut Creek in 2016.

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

Shelter Inc.'s Homeless Prevention and Rapid Rehousing program, supported through the CDBG program, assisted 24 Walnut Creek residents with financial assistance, landlord/tenant counseling and resource and referral services. A recent survey shows that after 12 months, 91 percent of assisted clients have been able to maintain their housing.

Other CDBG and CSG funded agencies assisted marginally housed persons to retain their homes through crisis counseling, food provision, direct services, conflict resolution, tenant/landlord counseling and referral services. Crisis counselors at Walnut Creek schools provided counseling to 630 students, of which 239 were from single-parent households, 165 were Special Education students, and 63 were English language learners. Counselors also worked with 160 parents and 144 teaching assistants.

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 City of Walnut Creek supports a wide array of programs that provide services addressing the multitude of issues faced by individuals and families who are homeless and/or marginally housed. Such programs include: a homeless and crisis hotline operated by the Contra Costa Crisis Center, providing crisis intervention, resource and referral services to callers in crisis; a continuum of services for survivors of domestic violence operated by STAND! Against Family Violence, including crisis intervention, safe shelter, legal advocacy, and safety planning; food provisions services through the Monument Crisis Center, providing access to nutritional food for very low-income and homeless persons and critical services to persons struggling with major life altering issues in addition to homelessness. The Trinity Center offers a safety net for the local homeless population by providing hot meals, clothing, phone and mail access, laundry and shower facilities, and case management services. The Trinity Center served 261 individuals this year.

The City assists in the development of affordable housing projects by working closely with non-profit housing developers to identify suitable sites, and by providing acquisition, development, and predevelopment funding to low-income housing projects. The City provided an additional \$2.7 million in funding for St. Paul's Commons, a 45 unit affordable housing development project being developed on site at St. Paul's Presbyterian Church, where the Trinity Center is located. The funds came from impact fees and the Housing Division's Administrative Reserve fund. The City's Density Bonus Ordinance allowed 14 additional units to be built at the site.



St. Paul's Commons Affordable Housing

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

Actions taken to address the needs of public housing

Not applicable. There is no public housing in Walnut Creek.

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

Not applicable. There is no public housing in Walnut Creek.

Actions taken to provide assistance to troubled PHAs

Not applicable. There is no public housing in Walnut Creek.

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)

In June 2015, the City Council established a Work Program Priority to examine Development Services practices and implement improvements. By identifying ways to improve the customer experience and streamline development review, development projects, including both market rate and affordable housing, will benefit from reduced barriers. Development Services includes the Planning, Building, Development Engineering, and Traffic Engineering divisions. A Development Services Action Plan was developed, and the “Blueprint for Success” implementation plan was created to identify specific activities and initiatives.

The City of Walnut Creek has historically shown a strong commitment to developing and maintaining affordable housing throughout the City. Having already adopted an Inclusionary Housing Ordinance and a Commercial Linkage Fee ordinance, the City is well positioned to support new affordable housing developments.

The City adopted an Inclusionary Zoning Ordinance in 2004, which has created agreements for over 80 affordable units. In 2010, the City revised the Inclusionary Ordinance to increase flexibility for larger projects, allowing all project under 27 units to pay a fee in-lieu of providing affordable units. The City incorporated some recessionary relief measures, as well as addressed some legal issues related to inclusionary rental units. The City now requires a \$15/sf in-lieu fee for rental projects of 10 units or more. Ownership projects may pay a fee or provide a percentage of units as affordable.

In 2005, the City adopted a Commercial Linkage Fee requiring net new commercial development to pay a \$5/square foot fee to be put toward new affordable workforce housing.

In May 2015, the City released an RFP to update the Nexus study for both the inclusionary and commercial nexus’s. Through that process, the City selected EPS, Inc. to conduct the nexus study. The City held a public meeting with the Housing and Community Development Committee on April 5th; a workshop on May 31st to receive input from developers, housing advocates, and the public that was attended by 58 people; and a public meeting on July 14th with the Planning Commission to review the results of the nexus study and staff recommendations. The nexus study supports increasing the Inclusionary Ordinance in-lieu fee to up to \$24/sf due to the great increase in the housing market and rental rates, while the fee could be increased or decreased by commercial sector for the Commercial Linkage fee. The nexus study is still being considered by policymakers.

In early 2009, the City adopted a density bonus ordinance allowing for incentives and increased density for projects that provide a percentage of their units as affordable to moderate, low and very low income

households. Since its adoption, four affordable housing projects were approved and were granted density bonuses and concessions; including two that were approved this program year: Riviera Family Apartments and St. Paul's Commons.

The City also allows for affordable projects to be given priority in processing and has often accelerated the entitlement and review processes in order to help the affordable projects meet funding deadlines. Affordable housing projects are exempt from certain development fees.

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

As in most cities, the most significant obstacle to addressing the under-served needs during this program year has been the lack of sufficient funds to carry out necessary activities. The City increased the amount of funds available through CSG to be \$100,000 in FY15-16, up from a funding level of \$70,000 during the recession years. In addition to the nexus study, EPS included information on alternate funding sources that go beyond impact fees paid by developers. Information on these alternate funding sources was presented to the Housing and Community Development Committee on April 5th and will later be shared with City Council.

In this past year, the skyrocketing rental market has continued to be a significant obstacle to meeting the needs of the City's lowest income residents. The number of affordable housing inquiries has grown at a staggering rate and City staff regularly field calls and respond to in-person requests. Tenants are receiving unmanageable rent increases and some of the lowest income households are being displaced through high rent increases and a decrease in affordable housing. The City's affordable projects now have even longer wait lists. The City Council has been reviewing and discussing several housing related policies, with future discussions planned for later this year. The Council Community and Economic Development Committee requested information on Rent Stabilization and a rent stabilization discussion is planned for City Council in December, 2016.

The cost of market rate rents, even on older buildings, is prohibitive for section 8 voucher holders unless they obtain housing in one of the subsidized rent-restricted projects. To address the issue of section 8 vouchers, the City participated in a regional study that helped to better set the Fair Market Rents at a level appropriate for the Bay Area region which will hopefully increase the programs usage throughout the Bay Area.

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

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

To reduce the number of poverty-level families, the City focused primarily on supporting programs that raise household incomes through economic development activities, job training and job readiness skills, and increased access to employment opportunities for persons living below the poverty line. CDBG funds supported a variety of economic development activities. Funded activities include programs to assist low-income individuals in establishing new businesses through the Workforce Development Board's Small Business Development Center, and programs designed to teach job skills to under-employed low-income residents. CDBG funds also supported the Contra Costa Childcare Center's Road to Success program helping small childcare providers maintain or expand their businesses.

Additionally, the City funds a variety of public service activities that help improve household income by alleviating various obligatory expenses. Such activities include collaborative food distribution, meals on wheels, legal services for the elderly; homeless prevention activities and one-time financial assistance services. Additionally, the City uses CSG funds to support services to prevent and alleviate domestic violence, which often renders women and children impoverished or homeless. Shelter, Inc and the Contra Costa Crisis Center assist persons and families at risk of becoming homeless through counseling, hotel vouchers, and rent assistance. Shelter Inc. also administers the Homeless Prevention and Rapid

Rehousing program which provides rental assistance to eligible low-income households.

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

The City continues to offer an expedited review process, when needed, for affordable housing projects. The City either incorporates affordable housing or requires a fee payment into an affordable housing fund for every new residential project with its inclusionary zoning ordinance. Affordable housing also receives a waiver for traffic mitigation fees and parkland dedication fees.

The City of Walnut Creek is committed to working cooperatively with the County and other entitlement communities within the county to implement the goals and policies of the countywide Consolidated Plan. This past year, some of the Consortium members, including Walnut Creek, worked together to hold a mid-cycle joint request for proposal meeting in the fall for public facility, housing and rehabilitation projects. The Consortium is working together collaboratively to conduct a new Analysis of Impediments to Fair Housing study. Consortium members continue to use standardized application forms and quarterly report forms and to share monitoring reports on those subrecipients that are funded by at least two of the jurisdictions. All of the jurisdictions have synchronized the funding cycles to streamline and coordinate as much as possible. The consortium conducts at 2 and 3 year funding cycle during the consolidated planning period.

The City's Housing Division Manager and Administrative Analyst serve as the City's representatives on numerous administrative committees and ad-hoc groups, such as the Contra Costa Interagency Council on Homelessness (CCICH) addressing the housing needs of the greater County and region. Committee members continued to work cooperatively this year on HOME and HOPWA projects and to implement a countywide AIDS housing strategy and a countywide homeless strategy.

In an effort to provide the most economical means of providing services, the City contracted with Contra Costa County to administer the City's Home Rehabilitation Loan/Emergency Grant Program.

The City of Orinda contracted with Housing Staff to administer their below market rate homeownership program. City staff also administer the City's First-Time Homebuyer Assistance Program, CDBG, CSG, and School Crisis Counselor grant program.

City staff continue to attend HUD and CDBG trainings to stay current on best practices and requirements.

Actions taken to enhance coordination between public and private housing and social service

agencies. 91.220(k); 91.320(j)

The City of Walnut Creek does not have any public housing. The Contra Costa Consortium is working closely with service providers to encourage and facilitate collaboration and coordination in service delivery, thereby increasing efficiency and decreasing duplication in services.

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 is participating in the Contra Costa Consortium's new Analysis of Impediments to Fair Housing study. Work on the study began this past year, and the study is expected to be completed in Fall 2016. The new analysis will help inform the City about new trends and obstacles to fair housing so that they can be addressed.

In addition, the City learned of a case of an affordable housing project outside the City's jurisdiction charging a fee for residents to be on the waitlist, presenting a financial barrier to being considered for affordable housing. The jurisdiction did not have anything in place in their agreement with the project where they could enforce not charging a fee. Walnut Creek referred the case to Eden Council for Hope and Opportunity, which was able to successfully negotiate an end to the waitlist fee.

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 continues its monitoring of subrecipients and projects to ensure compliance with program and comprehensive planning requirements. The City reviews quarterly progress reports to assess performance and ability to meet goals. The City performs on-site monitoring of CDBG grantees, in cooperation with other consortium members on jointly funded projects. If there is a lack of performance or the subrecipient does not meet goals, the City will continue site visits and investigate further until a resolution is reached. This year, the City led the monitoring visit on-site for the County's emergency shelter and Contra Costa Adult Continuum of Services and participated in a monitoring visit for Contra Costa Crisis -Crisis / 211 Contra Costa. In addition, the City conducted on-site visits, payroll review, and worker interviews for compliance with Davis-Bacon for the Trinity Center's accessible bathroom rehabilitation project, which was funded through CDBG.

The City ensures that the limited clientele national objective requirement is met for those activities that are not targeted to one of the presumed benefit populations. Public service agencies whose clientele is not of a presumed benefit population must request some form of written income verification and certification from its clients to determine their eligibility. The agencies are required to keep these records for a period of 5 years as required by the CDBG program regulations. Infrastructure and public facilities projects are also required to demonstrate that they serve either presumed benefit populations or limited clientele.

For all of the City's home loan and grant programs, each borrower is required to provide information in their application regarding their income. The administering agencies of the programs require third party verifications of this information. For rental housing programs, the property manager/owner is required to annually re-certify each tenant in an affordable unit.

When the City funds a new project, grantees and recipients are encouraged to do outreach to minority and women owned businesses.

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 follows its Citizen Participation Plan to ensure citizens have reasonable notice and an

opportunity to comment on performance reports. The CAPER was legally noticed 15 days in advance of the September 20th Council meeting in the East Bay Times/Contra Costa Times, a newspaper of general circulation, advertising the availability and viewing location of the draft CAPER to the general public. Copies of the draft CAPER were available online and at City Hall for comment. The CAPER was considered by City Council during a public meeting on September 20, 2016, where members of the public had the opportunity to comment.

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.

No changes were made to the program objectives this year. However, with the regional housing crisis facing the Bay Area, and displacement of low-income and vulnerable residents due to rapidly rising rents, the City may consider policies and programs to better address these issues in the coming year. For example, the City plans to explore anti-displacement policies and may put more CDBG and CSG funding towards homeless services in the next fiscal year than in recent years.

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

No

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

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	WALNUT CREEK
Organizational DUNS Number	071697189
EIN/TIN Number	946000450
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix
First Name
Middle Name
Last Name
Suffix
Title

ESG Contact Address

Street Address 1
Street Address 2
City
State
ZIP Code
Phone Number
Extension
Fax Number
Email Address

ESG Secondary Contact

Prefix
First Name
Last Name
Suffix
Title
Phone Number
Extension
Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2015
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CAPER

25

Program Year End Date

06/30/2016

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name

City

State

Zip Code

DUNS Number

Is subrecipient a victim services provider

Subrecipient Organization Type

ESG Subgrant or Contract Award Amount

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 4 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 5 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 6 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 7 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 8 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 9 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 10 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 11 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	
Number of New Units – Conversion	
Total Number of bed - nighths available	
Total Number of bed - nights provided	
Capacity Utilization	

Table 12 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention			

Table 13 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing			

Table 14 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 15 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach			
HMIS			
Administration			

Table 16 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2013	2014	2015

Table 17 - Total ESG Funds Expended

11f. Match Source

	2013	2014	2015
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 18 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2013	2014	2015

Table 19 - Total Amount of Funds Expended on ESG Activities