



Consolidated Annual Performance and Evaluation Report (CAPER) FY18-19

City of Walnut Creek – CDBG Program

9/23/19

CAPER

1

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.

This report covers activities conducted during program year 2018-2019 (FY 18-19) that began July 1, 2018, and ended June 30, 2019. During this period, the City used federal Community Development Block Grant (CDBG) funds and local funds to implement a number of housing and community development programs and projects. Each activity supported one or more of the priorities presented in the Contra Costa Consortium's Five-Year (2015-2020) Consolidated Plan document. The following are key highlights from the program year:

- A total of seven public services programs, two economic development programs, one housing rehabilitation program, and one infrastructure and public facilities projects were funded through CDBG.
- To address the underserved needs, the City maintained \$100,000 in funds for the Community Services Grant (CSG) program. The CSG program is specifically designed to augment the public service portion of the CDBG program. A total of nine public services program were funded through CSG, and two programs were jointly funded with CSG and CDBG.
- The City continued implementing the Commercial Linkage Fee, Density Bonus, and Inclusionary Housing Ordinance generating affordable units as well as funds for the affordable housing program. A total of \$1,048,948 in impact fees and \$36,239 in CDBG loan repayments were recieved.
- The City maintained the Homeless Services Fund (HSF) with \$200,000 specifically available to address homelessness. Portions of the Walnut Creek/Concord CORE homeless outreach program and the Winter Shelter program were funded by HSF. The City worked collaboratively with the Trinity Center, a local non-profit, as it implemented an evening Winter Shelter program for the homeless that sheltered 53 clients and succeeded in placing 14 into indoor housing at the end of the evening program. A pilot Safe Parking program was also funded out of the 2018-2019 HSF, but operations won't begin until late 2019.
- Through the General Fund, the City provided funding to the Walnut Creek School Districts to fund crisis counselors at the elementary, middle, and high schools serving about 697 students.

- The City made three loans through its First-Time Homebuyer Loan Program.

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	58	145.00%	45	58	128.89%
AH-2: Homeownership Opportunities	Affordable Housing	Housing Trust Fund: \$ / Housing Impact Fees: \$471903 / 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 Impact Fees: \$471903 / Housing Successor Agency: \$ / Impact Fees: \$	Direct Financial Assistance to Homebuyers	Households Assisted	15	4	26.67%	3	3	100.00%
AH-3: Maintain and Preserve Affordable Housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	15	3	20.00%	6	3	50.00%
AH-4: New Supportive Housing - Special Needs	Affordable Housing	Housing Trust Fund: \$	Rental units constructed	Household Housing Unit	18	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	1943	38.86%	895	982	109.72%
CD-1: General Public Services	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0				

CD-2: Senior Services	Non-Housing Community Development	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	1507	30.14%	635	755	118.90%
CD-3: Youth Services	Non-Housing Community Development	General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	1357	45.23%	600	697	116.17%
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	213	53.25%	73	115	157.53%
CD-5: Fair Housing	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	31	62.00%	15	16	106.67%
CD-6: Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		0	0	
CD-6: Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	75	39	52.00%	25	17	68.00%

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	1952	557.71%	80	0	0.00%
CD-8: Administration	Administration	CDBG: \$ / General Fund: \$ / Housing Successor Agency: \$ / Impact Fees: \$	Other	Other	0	0		1	0	0.00%
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500		%	0		
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Homeless Person Overnight Shelter	Persons Assisted	0	131		50	53	106.00%
H-1: Shelter for Homeless Population	Homeless	CDBG: \$ / General Fund: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	54		20	29	145.00%

H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$26319 / General Fund: \$ / Housing Successor Agency: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	1094	1,094.00%	140	684	488.57%
H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$26319 / General Fund: \$ / Housing Successor Agency: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$26319 / General Fund: \$ / Housing Successor Agency: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
H-2: Services for Homeless (Non-Shelter Related)	Homeless	CDBG: \$26319 / General Fund: \$ / Housing Successor Agency: \$	Homelessness Prevention	Persons Assisted	0	17				

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 table above shows Goals and Outcomes for both CDBG and locally funded programs. The City prioritized projects and programs that meet the CDBG program's 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. The City has used CDBG grant funding and local funds to ensure funding for homeless services, and has also used Housing Impact Fees to fund affordable housing projects, such as the recently funded Habitat for Humanity Las Juntas project and St. Paul's Common's.

CR-10 - Racial and Ethnic composition of families assisted – DONE

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

91.520(a)

	CDBG
White	432
Black or African American	52
Asian	47
American Indian or American Native	25
Native Hawaiian or Other Pacific Islander	2
Total	558
Hispanic	48
Not Hispanic	510

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

Narrative

The table above only shows racial and ethnic status for participants in CDBG funded programs. Walnut Creek collected more detailed race and ethnicity for CDBG funded activities beyond the categories listed above:

White - Hispanic: 34

Black - Hispanic: 4

Asian - Hispanic: 0

American Indian or American Native - Hispanic: 10

American Indian/White: 3

American Indian/White - Hispanic: 0

Asian/White: 9

Black/White: 6

American Indian/ Black: 4

Other/ Multiracial: 96

Other/ Multiracial - Hispanic: 51

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	465,506	294,056
General Fund	public - local	590,637	493,635
Housing Trust Fund	public - local	6,874,855	2,774,483
Other	public - local	396,067	42,412

Table 3 - Resources Made Available

Narrative

The General Fund spending includes the Crisis Counselor program, the Homeless Services Fund, personnel costs for 1.5 FTE, and the CSG program.

In FY18-19, the City actually received \$1,221,246 into the Housing Trust Fund (Commercial Linkage Fee and Inclusionary Fees). The Housing Trust Fund spent a total of \$5.5 million for St. Paul's Commons in the previous years, an approved 45 unit low-income multifamily development. An additional \$2 million was committed from the Trust Fund for the upcoming affordable project on Las Juntas Way (to be developed by Habitat for Humanity).

Other includes loan repayments to the Housing Successor Agency through the First Time Homebuyer Downpayment Assistance Program and residential rent receipts. Some of the revenues through the housing successor agency are made available for affordable housing acquisition and development as well as administrative costs related to monitoring and compliance of the housing successor assets. The expenses of this category included program administration and acquisition/predevelopment funding for affordable housing.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	100	100	The funds are targeted City Wide

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City did not make any investments based on area-benefit. All investments were made 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 \$3.6 million of City CDBG, Housing Successor Agency, and City Revolving Bond funds, Impact Fees, and State Grants were expended or committed in 2018-2019 to support affordable housing activities. These funds, along with funding previously allocated to affordable housing projects, leveraged additional funding sources on an average of 1/6. Major sources of funding for these activities include HOME funds, State Tax Credits, AHP 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 Loan program (3 loans were made), and to provide acquisition and development financing for two new affordable housing projects: St. Paul's Commons and Habitat for Humanity.

The School Crisis Counselor Grants 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	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	58	58
Number of households supported through Rehab of Existing Units	6	3
Number of households supported through Acquisition of Existing Units	0	0
Total	64	61

Table 6 – Number of Households Supported

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

The City anticipated funding six home rehabilitation loans/grants through the Home Rehabilitation Loan Program which is administered by Habitat for Humanity East Bay/Silicon Valley. This is the second year this program administrator is running the program and the ramp up time was considerable. Three home rehabilitation emergency grants were completed in FY18-19, and several more are in the process for the next year.

The City had previously committed significant funding to non-profit developers for acquisition, predevelopment, and construction loans. Three affordable housing projects that received funding are at various stages of completion. These projects received a combined total of \$17.04 million in funding from the City (\$5.15 million for Habitat for Humanity, \$6.39 million for Riviera Family Apartments, and \$5.5 million for St. Paul's Commons). Riviera Family Apartments is completed and was fully leased up by November and December 2018. St. Paul's Commons is estimating completion by November 2019. Habitat for Humanity has received their entitlements for 42 affordable homes at 1250 Las Juntas Way, and is moving forward with the site development.

The City also has a First Time Homebuyer Downpayment Assistance program that provides downpayment assistance (up to \$65,000) to low and moderate income households. Despite dozens of interested borrowers, only 3 loans were successfully closed this year. The primary obstacle to utilizing the program is high housing costs, and recent escalation of median home values. The average Walnut Creek home is now usually too high for low or moderate income homebuyers to afford even with our assistance. We are considering increasing the loan amount, or changing other parameters of the program to increase the program's success.

Discuss how these outcomes will impact future annual action plans.

There is no specific impact on future annual action plans. The City will continue to work with the Home Rehabilitation Loan Program administrator and help market the program to increase uptake.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	20	0
Low-income	38	0
Moderate-income	2	0
Total	60	0

Table 7 – Number of Households 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 committed an additional \$2 million in funding for Las Juntas to develop 42 affordable homes and prior to that \$3.15 million to acquire the land owned by the former Redevelopment Agency. In previous years, the City committed a total \$5.5 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. Before then, \$6.39 million was committed to Riviera Family Apartments, 58 affordable rental units. Most of the funding came from impact fees, but a portion also came from the Housing Successor Agency. Riviera Family Apartments is two separate buildings with different addresses; 1515 Riviera was completed in September 2018 and 1748 Riviera finished construction in November 2018. St. Paul's Commons is estimating a November 2019 completion.

During the 17-18 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. On August 1, 2017, the City Council approved an increase up to \$18/ square foot effective January 2018 for the Housing Impact and In Lieu Fees based on the study and feasibility analysis, but no change was made to the Commercial Linkage fee. Effective January 2019, the in-lieu fee increased to \$18.34/ square foot. These fees will help fund affordable housing. Also during the 18-19 program year, the City continued its effort towards a comprehensive update of its Density Bonus Ordinance with the goal of effectively incentivizing the development of affordable housing. Two public stakeholder meetings with developers and community members, and an additional two study sessions, one with Planning Commission and the other with City Council, have provided more guidance on the potential updates.

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 are transitioning to a new system called Clarity) and have adopted the Vulnerability Index- Service Prioritization Decision Assistance Tool (VI-SPDAT) model of prioritizing those homeless individuals who are most in need. The County and service providers are continuing to use the Coordinated Entry model.

The Contra Costa Homeless Continuum of Care (CoC) conducted its annual point-in-time (PIT) count of families and individuals experiencing homelessness on January 29, 2019. The PIT count found that on that evening, 2,295 individuals identified as homeless or at risk of homelessness in Contra Costa County. The PIT count contains data on the demographics of those who are homeless and the types of issues facing them. There was a 43 percent increase in the number of homeless since the 2017 PIT count. This reflects a regional growth in homelessness as well as more extensive outreach that began in 2017, helping to identify more people.

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. City staff participate in a local Walnut Creek homeless task force made up of service providers, residents, business owners, and the police department.

On June 17, 2019, the police department debuted the Homeless Outreach program as a two officer pilot program. The officers will be working closely with the Walnut Creek Homeless Taskforce, the Trinity Center, CORE, and other agencies. Their objectives will be to build relationships with our homeless community, connect homeless persons with services, develop long term solutions to recurring problems, work with residents and businesses to address homeless related issues, lower calls for service, enforce laws with a compassionate but firm approach, prevent illegal alcohol sales and work with other agencies to have a bigger impact within our community.

This year, Walnut Creek funded three homeless outreach and service programs through CDBG, CSG, and HSF: the Trinity Center and Contra Costa County's CORE homeless outreach program (Countywide and Walnut Creek/Concord teams). By partnering with the City of Concord, we were able to have an additional homeless outreach team that spent dedicated time in Walnut Creek and Concord.

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 29 homeless individuals from Walnut Creek out of a goal of 20. The program continued to provide clean and safe emergency shelter services.

In addition, the City also used \$100,000 from HSF to support permitting and operation of a temporary evening Winter Shelter program located at the Walnut Creek Armory and administered by the Trinity Center, a local non-profit. The Winter Shelter program provided additional beds for a total of 53 individuals over the course of four months. City staff met with an ad-hoc committee of neighbors, residents, and service providers throughout the program's duration to ensure the public's concerns were addressed. The Winter Shelter program was open from December 3, 2018 through March 29, 2019 and the shelter was coupled with services designed to place people in permanent housing. Of the 53 members enrolled in the program, 14 found indoor housing and eight gained either part-time or full-time employment. The Trinity Center was approved for \$100,000 in HSF funding to operate the Winter Shelter program again in FY19-20.

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

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 697 students, of which 151 were from single-parent households, 81 were Special Education students, and 44 were English language learners. Counselors also worked with 125 parents and 87 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; and 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.

In addition to its intensive case management services, the County now has a case manager at both Concord and Brookside homeless shelters dedicated to supporting the older adult population; an alcohol and other drugs counselor providing early engagement groups at the shelters; a Public health psychiatrist working out of the shelters providing medication to clients unwilling to engage with county mental health; and the Coordinated Outreach, Referral and Engagement (CORE) program to provide much needed outreach and services to individuals living outside in encampments and other places not meant for human habitation.

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. In FY16-17, the City provided \$800,000 in funding for St. Paul's Commons, a 45 unit affordable housing development project being developed on site at St. Paul's Episcopal 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. In FY17-18, the City committed an additional \$4.7 million in funding for St. Paul's Commons (a total of \$5.5 million). St. Paul's Commons broke ground in May 2018 and is estimating a November 2019 completion. In FY18-19, the City provided additional \$120,613 in CDBG funding for the ground floor community center, which will house a homeless services program administered by the Trinity Center.

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

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 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. Implementation began in December 2016 and we continue to make progress towards completing all initiatives.

As part of the Blueprint for Success, the City implemented a streamlining process for affordable housing developments which would help to ensure that those projects move forward in a timely and efficient manner. Streamlining included continuous project management and communication amongst all of the divisions involved in entitlement and permitting, and shortened timeframes for review and permitting. A housing focus group meeting was hosted in May 2019 to discuss barriers faced in developing affordable housing. Feedback from the meeting will provide insight on how the City can help better streamline low-income to moderate housing.

In response to the State Housing Package of 2017 (15 bills passed designed to encourage and support housing production), the City updated its Accessory Dwelling Unit Ordinance and Inclusionary Ordinance (to increase flexibility and options for rental development compliance). In October 2018, the City adopted an objective design standard which will help to streamline the entitlement process. The City provided additional training to the Council and Commissions on the new and existing state housing laws, particularly those designed to streamline development.

Additionally, the City continued its effort towards a comprehensive update of the Density Bonus Ordinance, which will further incentivize both affordable housing and higher density housing, as well as provide concessions, incentives, and waivers to remove barriers to the development of affordable and higher density housing.

The City is developing two specific plans: the West Downtown Specific Plan and the North Downtown Specific Plan. The West Downtown Specific Plan has been adopted, while the North Downtown Specific Plan is being drafted and going to Council in Fall 2019 for adoption. Both plans will help remove barriers to housing development by increasing development potential in the specific plan areas, and by increasing the areas where housing is allowed by right.

For the 2017-2018 year, CED had set a goal of processing one mock development application, from start to finish, entirely electronically. Once the systems to achieve electronic submittal and processing are identified and implemented, further streamlining of development applications can be achieved. In 2018-2019, CED launched a mock up version and was able to successfully identify the process for processing an application electronically. However, while the electronic process has been outlined, there are still significant steps needed before the City would be ready to use an all electronic plan check process for real applications.

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

On August 1, 2017 City Council approved an increase to the Housing Impact Fee. Housing Division staff are in their second year of a two year community education and outreach campaign on housing affordability and availability. Staff conducted outreach at local events, such as the farmers' market, to educate citizens about different housing resources, including programs offered at the City.

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 FY14-15, up from a funding level of \$70,000 during the recession years. In FY17-18, the City added \$200,000 in HSF funds to address homelessness, and in FY18-19 maintained the funds.

In the past years, 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. City staff are working on an update to the City's Density Bonus ordinance to include more incentives for developers to build affordable units.

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

The City has developed a Lead Based Paint Implementation Plan (LBP Plan) that describes actions to be taken, and the responsibility for compliance with the lead based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992), under each of its existing affordable housing programs. In addition, the City will continue to provide information about the dangers of lead based paint, the requirements for lead abatement and about the certification that must be signed by the Borrower acknowledging receipt of this information for all participants in the City's homeowner and rental rehabilitation programs and First-Time Homebuyer Assistance (FTHBA) Program. Habitat for Humanity East Bay/Silicon Valley administers the City's Home Rehabilitation

Program and complies with the federal Lead Based Paint Program regulations.

As a Consortium member, the City will participate in any joint efforts to address the new federal lead based paint regulations throughout the County.

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. Contra Costa Crisis Center assists persons and families at risk of becoming homeless through counseling, hotel vouchers, and rent assistance.

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. The Consortium worked 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 a 2 and 3 year funding cycle during the

consolidated planning period.

The City's Housing Program Manager, Administrative Analyst, and Housing Assistant Planner 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.

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, HSF, 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. The Contra Costa Public Housing Authorities partnered with the consortium members to jointly create the new Analysis of Impediments.

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 2016-2020 Analysis of Impediments contains actions and strategies for the City and Consortium to address impediments and barriers to fair housing. Contra Costa Consortium and Contra Costa Public Housing Agencies work together collaboratively to implement the Analysis of Impediments. Some strategies include interactive maps of affordable rental units, and collection and monitoring of data on tenant rent increases. The City of Walnut Creek maintains an interactive map tour of the affordable rental units in the city, and requires Condo Conversion and Below Market Rate projects to receive City approval for rent increases.

The Contra Costa Consortium worked on drafting a new Analysis of Impediments to Fair Housing for 2020-2025. The City Council accepted the new Analysis of Impediments to Fair Housing on June 4, 2019.

The City continued funding ECHO Housing, a HUD approved housing counseling agency, which opened 11 cases this year and conducted a 5-site fair housing audit. Results from the audit will be shared in

September, 2019. ECHO Housing has distributed over 1,000 flyers in English and Spanish to Walnut Creek based agencies. They conducted fair housing trainings and outreach for several organizations and property management groups. ECHO also receives funding for its Tenant/Landlord program to help mediate disputes and provide education, which may help reduce evictions and unreasonable rent increases.

The City continues to implement its Reasonable Accommodation Ordinance, which one household took advantage of this year. It also adopted a zoning ordinance for Accessory Dwelling Units in October 2017 that includes state requirements. It continues to implement the Blueprint for Success to further streamline and simplify action on all housing projects, including affordable housing, and expedites review of affordable housing projects. The City has a consultant working on updating its Density Bonus ordinance, and held two stakeholder outreach meetings in summer/fall 2018.

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 conducts desk reviews of quarterly performance and financial 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. The City uses an Excel-based risk assessment tool that weighs different factors to prioritize which subrecipients should be monitored on-site each year. 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. On November 29, 2018, an on-site monitoring visit was completed for CDBG subrecipient Contra Costa County Health Services H-3 Coordinated Outreach, Referral, and Engagement. Only one concern was found where the agency didn't recognize the Cities and County CDBG funding on outreach and advertising materials. The program discussed how to address the concern, and is working on updating their materials. The Consortium is coordinating fall 2019 on-site monitoring visits to review FY18-19 activities for ECHO Housing, Ombudsman, and COCOKIDS, Inc. The City also monitors new subrecipients to ensure compliance early on. Since 2017, Habitat for Humanity has been administering our Home Rehabilitation Loan Program. The Consortium plans to do an on-site monitor in 2019-2020 since there were no accomplishments in their first year as they ramped up.

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 17th 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 on the Housing Division's homepage, the downtown library, and at City Hall for comment. The CAPER was approved by City Council during a public meeting on September 17, 2019, where members of the public had the opportunity to comment.

No public comments were received during the public comment period and no comments were received at the September 17, 2019 City Council meeting.

The Language Assistance Plan (LAP) was reviewed as the CAPER was drafted. In 2017, the City received 1 survey from a Limited English Proficient resident regarding satisfaction with the new language translation services, so no changes to the LAP are being considered at this time. For FY18-19, the City translated three phone calls with Language Line, a translation service.

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 has put more CDBG, CSG, and Homeless Services funding towards addressing homelessness.

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

No

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



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 WALNUT CREEK , CA

DATE: 08-26-19
 TIME: 19:52
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	153,600.47
02 ENTITLEMENT GRANT	287,189.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	36,239.15
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	477,028.62

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	428,866.88
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(199,248.32)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	229,618.56
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	85,413.18
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(20,975.99)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	294,055.75
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	182,972.87

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	428,866.88
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(199,248.22)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	229,618.66
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2018 PY: 2019 PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	229,618.56
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	229,618.56
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	102,828.05
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(49,754.60)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	53,073.45
32 ENTITLEMENT GRANT	287,189.00
33 PRIOR YEAR PROGRAM INCOME	81,612.91
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	368,801.91
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.39%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	85,413.18
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(20,976.17)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	64,437.01
42 ENTITLEMENT GRANT	287,189.00
43 CURRENT YEAR PROGRAM INCOME	36,239.15
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	323,428.15
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.92%



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 WALNUT CREEK , CA

DATE: 08-26-19
 TIME: 19:52
 PAGE: 2

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

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	21	433	6291856	St. Paul's Commons Tenant Improvements (RCD/St. Paul's)	03C	LMC	\$61,957.85
					03C	Matrix Code	\$61,957.85
2017	7	412	6187237	Adult Interim Housing Program	03T	LMC	\$4,681.78
2017	19	410	6187237	CORE Homeless Outreach Countywide	03T	LMC	\$5,000.00
2017	19	419	6187237	CORE Homeless Outreach WC/Concord	03T	LMC	\$28,551.78
2018	5	428	6230460	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,485.29
2018	5	428	6257956	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,614.15
2018	5	428	6291856	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,550.79
2018	5	428	6294578	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,349.63
2018	16	431	6230460	CORE Homeless Outreach WC/Concord	03T	LMC	\$8,159.35
2018	16	431	6291856	CORE Homeless Outreach WC/Concord	03T	LMC	\$13,159.65
2018	16	432	6230460	CORE Homeless Outreach Countywide	03T	LMC	\$2,553.79
2018	16	432	6291856	CORE Homeless Outreach Countywide	03T	LMC	\$2,446.21
					03T	Matrix Code	\$70,552.42
2017	1	423	6187237	Center for Community Arts Accessibility Project	03Z	LMC	\$19,014.44
2017	2	422	6187237	Civic Park Community Center - Lobby and Plaza Accessibility Improvements	03Z	LMC	\$96,016.03
					03Z	Matrix Code	\$115,030.47
2017	5	411	6187237	Contra Costa Senior Legal Services	05A	LMC	\$3,190.34
2018	3	426	6230460	Contra Costa Senior Legal Services	05A	LMC	\$3,252.70
2018	3	426	6257956	Contra Costa Senior Legal Services	05A	LMC	\$1,848.00
2018	3	426	6291856	Contra Costa Senior Legal Services	05A	LMC	\$1,897.26
					05A	Matrix Code	\$10,188.30
2017	9	415	6187237	Fair Housing Services	05J	LMC	\$3,437.13
2018	7	430	6230460	Fair Housing Services	05J	LMC	\$1,191.00
2018	7	430	6257956	Fair Housing Services	05J	LMC	\$1,116.37
2018	7	430	6291856	Fair Housing Services	05J	LMC	\$2,046.83
					05J	Matrix Code	\$7,791.33
2017	8	414	6187237	Tenant Landlord Services	05K	LMC	\$2,877.22
2018	6	429	6230460	Tenant Landlord Services	05K	LMC	\$1,004.33
2018	6	429	6257956	Tenant Landlord Services	05K	LMC	\$924.27
2018	6	429	6291856	Tenant Landlord Services	05K	LMC	\$2,973.83
					05K	Matrix Code	\$7,779.65
2017	10	413	6187237	Shelter, Inc.	05Q	LMC	\$891.35
					05Q	Matrix Code	\$891.35
2017	4	416	6187237	Monument Crisis Center	05Z	LMC	\$1,125.00
2018	2	425	6230460	Monument Crisis Center	05Z	LMC	\$3,375.00
2018	2	425	6257956	Monument Crisis Center	05Z	LMC	\$1,125.00
					05Z	Matrix Code	\$5,625.00
2017	20	421	6187237	Home Rehabilitation Loan Program	14A	LMH	\$24,267.00
2017	20	421	6257947	Home Rehabilitation Loan Program	14A	LMH	\$49,389.31
2017	20	421	6291858	Home Rehabilitation Loan Program	14A	LMH	\$45,119.10
					14A	Matrix Code	\$118,775.41
2017	24	417	6187237	Road to Success	18C	LMC	\$8,473.93



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2018
 WALNUT CREEK , CA

DATE: 08-26-19
 TIME: 19:52
 PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	4	418	6187237	Small Business Management Development Center	18C	LMC	\$1,722.32
2018	4	427	6230460	Small Business Management Development Center	18C	LMC	\$1,108.09
2018	4	427	6257956	Small Business Management Development Center	18C	LMC	\$2,536.07
2018	4	427	6291856	Small Business Management Development Center	18C	LMC	\$1,434.69
2018	18	434	6230460	Road to Success	18C	LMC	\$3,514.14
2018	18	434	6257956	Road to Success	18C	LMC	\$3,146.13
2018	18	434	6291859	Road to Success	18C	LMC	\$3,816.12
2018	18	434	6294578	Road to Success	18C	LMC	\$4,523.61
					18C	Matrix Code	<u>\$30,275.10</u>
Total							\$428,866.88

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	7	412	6187237	Adult Interim Housing Program	03T	LMC	\$4,681.78
2017	19	410	6187237	CORE Homeless Outreach Countywide	03T	LMC	\$5,000.00
2017	19	419	6187237	CORE Homeless Outreach WC/Concord	03T	LMC	\$28,551.78
2018	5	428	6230460	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,485.29
2018	5	428	6257956	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,614.15
2018	5	428	6291856	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,550.79
2018	5	428	6294578	Contra Costa County Homeless Program (Adult Interim Housing)	03T	LMC	\$1,349.63
2018	16	431	6230460	CORE Homeless Outreach WC/Concord	03T	LMC	\$8,159.35
2018	16	431	6291856	CORE Homeless Outreach WC/Concord	03T	LMC	\$13,159.65
2018	16	432	6230460	CORE Homeless Outreach Countywide	03T	LMC	\$2,553.79
2018	16	432	6291856	CORE Homeless Outreach Countywide	03T	LMC	\$2,446.21
					03T	Matrix Code	<u>\$70,552.42</u>
2017	5	411	6187237	Contra Costa Senior Legal Services	05A	LMC	\$3,190.34
2018	3	426	6230460	Contra Costa Senior Legal Services	05A	LMC	\$3,252.70
2018	3	426	6257956	Contra Costa Senior Legal Services	05A	LMC	\$1,848.00
2018	3	426	6291856	Contra Costa Senior Legal Services	05A	LMC	\$1,897.26
					05A	Matrix Code	<u>\$10,188.30</u>
2017	9	415	6187237	Fair Housing Services	05J	LMC	\$3,437.13
2018	7	430	6230460	Fair Housing Services	05J	LMC	\$1,191.00
2018	7	430	6257956	Fair Housing Services	05J	LMC	\$1,116.37
2018	7	430	6291856	Fair Housing Services	05J	LMC	\$2,046.83
					05J	Matrix Code	<u>\$7,791.33</u>
2017	8	414	6187237	Tenant Landlord Services	05K	LMC	\$2,877.22
2018	6	429	6230460	Tenant Landlord Services	05K	LMC	\$1,004.33
2018	6	429	6257956	Tenant Landlord Services	05K	LMC	\$924.27
2018	6	429	6291856	Tenant Landlord Services	05K	LMC	\$2,973.83
					05K	Matrix Code	<u>\$7,779.65</u>
2017	10	413	6187237	Shelter, Inc.	05Q	LMC	\$891.35
					05Q	Matrix Code	<u>\$891.35</u>
2017	4	416	6187237	Monument Crisis Center	05Z	LMC	\$1,125.00
2018	2	425	6230460	Monument Crisis Center	05Z	LMC	\$3,375.00
2018	2	425	6257956	Monument Crisis Center	05Z	LMC	\$1,125.00
					05Z	Matrix Code	<u>\$5,625.00</u>
Total							\$102,828.05

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

PR26 - Activity Summary by Selected Grant

Date Generated: 08/26/2019

Grantee: WALNUT CREEK

Grant Year: 2017

Total Grant Amount for 2017 Grant year = \$260,940.00													
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
CA	WALNUT CREEK	2017	B17MC060030	Administrative And Planning	21A		420	Completed	\$11,251.01	\$11,251.01		\$61,403.35	\$61,403.35
				Administrative And Planning					\$11,251.01	\$11,251.01	4.31%	\$61,403.35	\$61,403.35
CA	WALNUT CREEK	2017	B17MC060030	Economic Development	18C	LMC	417	Completed	\$12,567.27	\$12,567.27		\$15,000.00	\$15,000.00
CA	WALNUT CREEK	2017	B17MC060030	Economic Development	18C	LMC	418	Completed	\$8,553.19	\$8,553.19		\$8,553.19	\$8,553.19
CA	WALNUT CREEK	2017	B17MC060030	Economic Development	18C	LMC	427	Completed	\$5,078.85	\$5,078.85		\$5,078.85	\$5,078.85
CA	WALNUT CREEK	2017	B17MC060030	Economic Development	18C	LMC	434	Completed	\$14,152.97	\$14,152.97		\$15,000.00	\$15,000.00
				Economic Development					\$40,352.28	\$40,352.28	15.46%	\$43,632.04	\$43,632.04
CA	WALNUT CREEK	2017	B17MC060030	Housing	14A	LMH	421	Open	\$132,562.24	\$101,337.65		\$150,000.00	\$118,775.41
				Housing					\$132,562.24	\$101,337.65	38.84%	\$150,000.00	\$118,775.41
CA	WALNUT CREEK	2017	B17MC060030	Public Improvements	03C	LMC	433	Open	\$10,776.56	\$10,776.56		\$120,613.00	\$61,957.85
				Public Improvements					\$10,776.56	\$10,776.56	4.13%	\$120,613.00	\$61,957.85
CA	WALNUT CREEK	2017	B17MC060030	Public Services	03T	LMC	410	Completed	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00
CA	WALNUT CREEK	2017	B17MC060030	Public Services	03T	LMC	412	Completed	\$5,999.98	\$5,999.98		\$5,999.98	\$5,999.98
CA	WALNUT CREEK	2017	B17MC060030	Public Services	03T	LMC	419	Completed	\$28,551.78	\$28,551.78		\$28,551.78	\$28,551.78
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05A	LMC	411	Completed	\$6,999.94	\$6,999.94		\$6,999.94	\$6,999.94
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05A	LMC	426	Completed	\$0.00	\$0.00		\$6,997.96	\$6,997.96
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05J	LMC	415	Completed	\$1,531.49	\$1,531.49		\$5,629.23	\$5,629.23
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05K	LMC	414	Completed	\$2,622.78	\$2,622.78		\$5,500.00	\$5,500.00
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05Q	LMC	413	Completed	\$1,995.79	\$1,995.79		\$1,995.79	\$1,995.79
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05Z	LMC	416	Completed	\$3,375.00	\$3,375.00		\$4,500.00	\$4,500.00
CA	WALNUT CREEK	2017	B17MC060030	Public Services	05Z	LMC	425	Completed	\$0.00	\$0.00		\$4,500.00	\$4,500.00
				Public Services					\$56,076.76	\$56,076.76	21.49%	\$75,674.68	\$75,674.68
				Total 2017					\$251,018.85	\$219,794.26	84.23%	\$451,323.07	\$361,443.33
				Grand Total					\$251,018.85	\$219,794.26	84.23%	\$451,323.07	\$361,443.33

PR26 - Activity Summary by Selected Grant

Date Generated: 08/27/2019

Grantee: WALNUT CREEK

Grant Year: 2018

Total Grant Amount for 2018 Grant year = \$287,189.00													
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
CA	WALNUT CREEK	2018	B18MC060030	Administrative And Planning	21A		424	Completed	\$44,739.87	\$44,739.87		\$64,437.01	\$64,437.01
				Administrative And Planning					\$44,739.87	\$44,739.87	15.58%	\$64,437.01	\$64,437.01
CA	WALNUT CREEK	2018	B18MC060030	Economic Development	18C	LMC	427	Completed	\$0.00	\$0.00		\$5,078.85	\$5,078.85
				Economic Development					\$0.00	\$0.00	0.00%	\$5,078.85	\$5,078.85
CA	WALNUT CREEK	2018	B18MC060030	Public Improvements	03C	LMC	433	Open	\$63,349.05	\$4,693.90		\$120,613.00	\$61,957.85
				Public Improvements					\$63,349.05	\$4,693.90	1.63%	\$120,613.00	\$61,957.85
CA	WALNUT CREEK	2018	B18MC060030	Public Services	03T	LMC	428	Completed	\$5,999.86	\$5,999.86		\$5,999.86	\$5,999.86
CA	WALNUT CREEK	2018	B18MC060030	Public Services	03T	LMC	431	Completed	\$8,159.35	\$8,159.35		\$21,319.00	\$21,319.00
CA	WALNUT CREEK	2018	B18MC060030	Public Services	03T	LMC	432	Completed	\$2,553.79	\$2,553.79		\$5,000.00	\$5,000.00
CA	WALNUT CREEK	2018	B18MC060030	Public Services	05A	LMC	426	Completed	\$6,997.96	\$6,997.96		\$6,997.96	\$6,997.96
CA	WALNUT CREEK	2018	B18MC060030	Public Services	05J	LMC	430	Completed	\$2,307.37	\$2,307.37		\$4,354.20	\$4,354.20
CA	WALNUT CREEK	2018	B18MC060030	Public Services	05K	LMC	429	Completed	\$4,902.43	\$4,902.43		\$4,902.43	\$4,902.43
CA	WALNUT CREEK	2018	B18MC060030	Public Services	05Z	LMC	425	Completed	\$4,500.00	\$4,500.00		\$4,500.00	\$4,500.00
				Public Services					\$35,420.76	\$35,420.76	12.33%	\$53,073.45	\$53,073.45
				Total 2018					\$143,509.68	\$84,854.53	29.55%	\$243,202.31	\$184,547.16
				Grand Total					\$143,509.68	\$84,854.53	29.55%	\$243,202.31	\$184,547.16

PR26 - Activity Summary by Selected Grant

Date Generated: 08/29/2019

Grantee: WALNUT CREEK

Grant Year: 2016

Total Grant Amount for 2016 Grant year = \$248,006.00													
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
CA	WALNUT CREEK	2016	B16MC060030	Administrative And Planning	21A		398	Completed	\$49,178.57	\$49,178.57		\$75,608.96	\$75,608.96
				Administrative And Planning					\$49,178.57	\$49,178.57	19.83%	\$75,608.96	\$75,608.96
CA	WALNUT CREEK	2016	B16MC060030	Economic Development	18C	LMC	403	Completed	\$2,411.73	\$2,411.73		\$11,469.88	\$11,469.88
CA	WALNUT CREEK	2016	B16MC060030	Economic Development	18C	LMC	434	Completed	\$847.03	\$847.03		\$15,000.00	\$15,000.00
				Economic Development					\$3,258.76	\$3,258.76	1.31%	\$26,469.88	\$26,469.88
CA	WALNUT CREEK	2016	B16MC060030	Housing	14A	LMH	421	Open	\$17,437.76	\$17,437.76		\$150,000.00	\$118,775.41
				Housing					\$17,437.76	\$17,437.76	7.03%	\$150,000.00	\$118,775.41
CA	WALNUT CREEK	2016	B16MC060030	Public Improvements	03Z	LMC	422	Completed	\$67,178.35	\$67,178.35		\$147,880.00	\$147,880.00
CA	WALNUT CREEK	2016	B16MC060030	Public Improvements	03Z	LMC	423	Completed	\$90,092.40	\$90,092.40		\$94,152.97	\$94,152.97
				Public Improvements					\$157,270.75	\$157,270.75	63.41%	\$242,032.97	\$242,032.97
CA	WALNUT CREEK	2016	B16MC060030	Public Services	03T	LMC	405	Completed	\$4,735.16	\$4,735.16		\$6,000.00	\$6,000.00
CA	WALNUT CREEK	2016	B16MC060030	Public Services	03T	LMC	409	Completed	\$6,000.00	\$6,000.00		\$10,498.00	\$10,498.00
CA	WALNUT CREEK	2016	B16MC060030	Public Services	05Z	LMC	399	Completed	\$10,125.00	\$10,125.00		\$13,500.00	\$13,500.00
				Public Services					\$20,860.16	\$20,860.16	8.41%	\$29,998.00	\$29,998.00
				Total 2016					\$248,006.00	\$248,006.00	100.00%	\$524,109.81	\$492,885.22
				Grand Total					\$248,006.00	\$248,006.00	100.00%	\$524,109.81	\$492,885.22

Financial Summary Report

The CDBG Financial Summary Report includes manual inputs for the actual expenditures for the 2018 program year. The initial report included 2017 completed activities that shouldn't have been included for the 2018 program year.

Financial Activity Summary

The CDBG Activity Summary 2018 doesn't include the \$15,000 from Road to Success (Economic Development), and the \$94,508.41 from Home Rehabilitation Loan Program (Housing). Both of these activities are missing from the 2018 document because the funding draws down from other years than 2018. For example, Road to Success funds drew from 2016 and 2017, and Home Rehabilitation Loan Program received funds from 2017. Included are the backup reports for the respective years.