



***City of Encinitas
FY 2023-24 Consolidated Annual
Performance and Evaluation Report***



**City of Encinitas
Development Services Department
505 S. Vulcan Ave.
Encinitas, CA 92024**

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The City of Encinitas
FY 2023-24 CAPER

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FY 2023-24 DRAFT CONSOLIDATED ANNUAL ACTION PERFORMANCE AND EVALUATION REPORT (CAPER)

CR-05 - Goals and Outcomes

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

During the program year, the City has made progress in meeting the Strategic Plan goals of the FY 2020-25 Consolidated Plan and FY 2023-24 Action Plan. The focus of this FY 2023-24 CAPER is on activities carried out during the program year. This CAPER is also reporting on the administrative funding specifically related to the response to the Coronavirus Pandemic (CDBG-CV).

FY 2023-24 CDBG funded activities assisted a total of 7,100 households of which were 589 Encinitas residents. 93 percent of Encinitas residents assisted were extremely low-income.

The City funded three public service provider organizations in addition to fair housing services. These activities align with the following Strategic Plan Goals: to support the provision of homeless services and prevention; and to support and strengthen delivery of services that assist Encinitas low to moderate income residents with an emphasis on seniors.

Two households were assisted through the City's Residential Rehabilitation Program and three homeowners are in the application process. This program supports the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

During FY 2023-24, a capital improvement project for ADA Improvements was funded and is scheduled to be completed in the fall of 2024. This project supports the Strategic Plan Goal of enhancing the livability and quality of life of low- and moderate-income neighborhoods.

The Section 8 Housing Choice Voucher Rental Assistance Program assisted an average of 105 households during FY 2023-24, with total Housing Assistance Payments at \$1,604,559. This program supports the Strategic Plan Goal of providing housing assistance to low-income renters and homeowners.

On June 28, 2023, the City Council awarded \$138,700 in general funds to the Opening Doors program for an eighth year. Opening Doors provides Housing Navigation services and landlord incentives and move-in support to secure permanent housing for homeless households. During FY 2023-24, 23 formerly homeless households were placed into permanent housing. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

On June 23, 2021, the City Council approved Substantial Amendment #2 to the FY 2019-20 Annual Action Plan. The Action Plan was amended to accept and allocate \$453,824 in CDBG-CV funding. Funding was approved in three categories: Public Services, Administration, and Homeless Outreach Response. All funding for Public Services and the Homeless Outreach Response was expended in 2022-23. Of the remaining \$8,364 allocated for Administration, \$6,640 was expended.

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 5 Year-Plan	Percent Complete	Expected – Program Year	Actual – FY 2023-24 Program Year	Percent Complete
Renter and Homeowner Assistance	Affordable Housing	CDBG: \$100,000	Homeowner Housing Rehabilitated Rental units rehabilitated	Household Housing Unit	Rental units rehabilitated: 5 Homeowner Housing Rehabilitated: 10	0 10	0% 100.00%	4	2	50.00%
Fair Housing	Non-Homeless Special Needs (Legal Aid)	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	136	83%	20	32	160.00%

Shelter and services for the homeless	Homeless Non-Homeless Special Needs (Bridge to Housing Network, CRC)	CDBG: \$39,412	Homeless Person Overnight Shelter, Homelessness Prevention	Persons Assisted	50 Persons provided with overnight shelter Homelessness Prevention 5,000 persons assisted	91 2,646	182.00% 53%	30 515	17 470	57% 91%
Affordable Housing	Affordable Housing	CDBG: \$0	Rental units constructed	Household Housing Unit	30	0	0.00%	0	0	0%
Public Services-Special Needs/Low-Income Residents	Non-Homeless Special Needs (Meals on Wheels)	CDBG: \$7,588	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	300	75%	75	68	91.0%
Public Improvements	Non-Housing Community Development	CDBG: \$0	Public Improvement Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	6	6%		0	00.0%
Public Infrastructure	Non-Housing Community Development	CDBG: \$103,672	Public Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	5185	519.00%			0%

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.

As defined by the City’s Consolidated Plan, the highest priorities are:

- Homeless services, prevention and shelter
- Low-income renter and homeowner assistance
- Senior housing and services
- Fair housing
- Affordable Housing
- Public Improvements
- Public Infrastructure
- Public Services for special needs populations

For the regular CDBG FY 2023-24 programs, the following totals apply:

Activity	Allocated CDBG	Expended CDBG	Remaining CDBG	General Fund Subsidy	General Fund Subsidy Remaining
Public Services	\$47,000	\$47,000	\$0	\$13,000	\$0.00
Administration	\$42,668	\$42,668	\$0		
Fair Housing	\$20,000	\$19,168.89	\$831.11		
Residential Rehabilitation	\$100,000	\$39,856.38	\$60,143.62		
Capital Improvement Projects	\$103,672	\$103,669	\$3		
Totals	\$313,340	\$252,362.27	\$60,977.73	\$13,000	\$0.00

During FY 2023-24, a total \$47,000 was allocated to Public Services including \$39,411.82 allocated and expended for homeless services, and \$7,588.18 allocated and expended for services to assist low-income and special needs groups in Encinitas. Because the actual FY 2023-24 CDBG grant did not provide sufficient funding to fulfill each of the public service requests, the City Council, on March 15, 2023, authorized the general fund to cover the difference. The General Fund subsidy of \$13,000 was incorporated from the Development Services Department Advanced Planning & Housing division’s operating budget, in the Professional Service Contracts account. A total of \$62,668 was allocated to Planning and Administration (including \$20,000 for Fair Housing Services), of which, \$61,836.89 was expended.

Two Residential Rehabilitation projects were completed during FY 2023-24, totaling \$39,856.38 in expenditures and \$4,893.62 from prior years' funding. During FY 2023-24, \$103,672 was allocated and \$103,669 was expended to public infrastructure projects and \$455,307 was also expended from prior years' funding.

Additionally, a total of \$1,604,559 in Section 8 Housing Assistance payments were made to assist approximately 105 households.

For addressing COVID19 with CDBG-CV funds, the following totals apply:

<i>CDBG-CV Funding</i>	<i>Allocated Funds Remaining in FY 23-24</i>	<i>Expended FY 23-24</i>	<i>Remaining</i>
Program Administration	\$8,364	\$6,640	\$1,724

CDBG-CV funds were awarded to prepare, prevent, and respond to Coronavirus (CDBG-CV). In FY 2023-24, a total of \$6,640 was expended of the remaining \$8,364. All funds must be expended by FY 2025-26.

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)

All Program Clients	CDBG
White	5194
Black or African American	492
Asian	273
American Indian or American Native	68
Native Hawaiian or Other Pacific Islander	41
Other & Multi-Racial*	1032
Total	7100
Hispanic	1639
Not Hispanic	5461

Table 2 – Table of assistance to racial and ethnic populations

*Other & Multi-Racial Category not available in IDIS CAPER Template

Narrative

A total of 7,100 individuals/households were assisted with the CDBG funded public services and projects during FY 2023-24. Of the total assisted households, approximately 73 percent were White, seven (7) percent were Black, four (4) percent were Asian, and 15 percent were Other/Multi-racial. Approximately 23 percent of the total assisted households were Hispanic.

Encinitas Only	CDBG
White	341
Black or African American	25
Asian	13
American Indian or American Native	5
Native Hawaiian or Other Pacific Islander	1
Other & Multi-Racial	204
Total	589
Hispanic	206
Not Hispanic	383

Of the total assisted households, 589 were Encinitas residents, of which, approximately 58 percent were White, four (4) percent were Black, two (2) percent were Asian, and 35 percent were Other/Multi-racial. Approximately 35 percent of the total assisted households were Hispanic.

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	HUD	\$313,340	\$252,362.27
City of Encinitas	General Fund	\$13,000	\$13,000
CDBG-CV Admin	HUD	\$8,364	\$6,640

Table 3 – Resources Made Available

Narrative

A total of \$313,340 was the annual entitlement for FY 2023-24, of which a total of \$252,362.27 was expended. A total of \$13,000 was incorporated from the Development Services Department Advanced Planning & Housing division’s operating budget, of which a total of \$13,000 was expended.

Prior year funds spent during FY 2023-24 includes the following:

\$455,307 was expended for the Santa Fe CIP project
 \$4,893.62 was expended for Residential Rehabilitation projects

Additionally, \$6,640 in CDBG-CV administrative funding was expended for activities that prepare, prevent, and respond to the Coronavirus.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Old Encinitas	0%	0%	

Table 4 – Identify the geographic distribution and location of investments

Narrative

No projects were completed in this area during FY 2023-24.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The CDBG program does not have a match requirement. However, funds were leveraged for most of the CDBG funded projects and programs. The leveraged funds are from a combination of public and private sources. For organizations that are allocated CDBG funds, these funds do not cover all the organization's program costs and are leveraged with other sources to operate their programs.

Additionally, any costs related to the administration of the CDBG Program, in excess of the amount provided through the CDBG grant are covered by the approved Development Services Department operational budget.

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.

The need for affordable housing for Encinitas' low to moderate income residents is great, and far exceeds the resources to meet that need. Household incomes have not kept pace with the rising cost of housing. Encinitas is a high-cost community with median home prices well above county, state and national averages. Due to the City's desirable location and limited land supply, land is expensive, which makes the development of affordable housing costly. While CDBG may be used to leverage affordable housing development, it is not a sufficient tool to solve the complex issue of providing affordable housing. However, the City of Encinitas does have the following resources for the creation and maintenance of affordable housing.

Housing Element. The Housing Element of the City's General Plan establishes new multi-family zoning and contains policies and programs to assist vulnerable populations. The City Council adopted the 2021-29 6th Cycle Housing Element in 2021, which was certified by the California Housing and Community Development Department in July 2021. The implementation zoning ordinance for the Housing Element related to Emergency Shelters was approved by the City Council in 2019. Additional zoning amendments related to Single-Room-Occupancy, Reasonable Accommodations, Transitional, and Supportive Housing were adopted by the City Council and Coastal Commission in 2020.

Density Bonus State Law. The City of Encinitas continues to revise its Density Bonus ordinance to comply with State law. The Density Bonus State law provides new affordable rental and for-sale housing through the development of new subdivisions, when the developer seeks an increase in density above what the property's underlying zoning would allow.

Local Inclusionary Housing Policy. The Inclusionary Ordinance requires developers of new residential projects to provide affordable housing; either on on-site or an alternative compliance method. The affordable units can be offered as a rental or homeownership opportunity and are restricted in perpetuity. The City Council took actions to amend the Inclusionary Policy in 2021 to increase the requirement 5 percent, to 15% Very Low, or 20% low- income. Additional amendments made in 2021 were to establish in-lieu fees as an alternative compliance option, as well as fees for Residential Care Facilities. The Inclusionary Ordinance received California Coastal Commission approval on May 11, 2022.

Affordable Unit Policy. The City of Encinitas offers an amnesty program for homeowners of accessory units that were created without building permits. Once the unit has been brought up to current building and fire code, a covenant is placed on the property reserving the unit as a low-income rental.

HOME Program. The City participates in the County of San Diego HOME Consortium, which includes the County of San Diego, and five other cities (San Marcos, Vista, Carlsbad, Santee and La Mesa). Members of the Consortium meet to plan strategies and coordinate funding. However, with the HOME rule changes in 2013, the City of Encinitas no longer directly receives annual funding for its HOME Programs. The City continues to participate in the San Diego HOME Consortium, which enables Encinitas residents to utilize the HOME programs administered by San Diego County.

Housing and Community Development Services (HCDS) operates a few programs with HOME funding, many of which are regional. The largest program operated with HOME funding is affordable housing development. Currently, there are not any developments within Encinitas City limits; however, there are several developments in North County that draw clients from Encinitas, supporting 821 affordable units. Another program HCDS operates with HOME funding is the first-time homebuyer program. However, this program is a challenge across the region due to federal purchase price and income limits. There is a very narrow band of households and housing units that qualify for this program in the San Diego region.

The County of San Diego also offers two types of HOME tenant-based rental assistance programs; a family reunification program and emancipated foster youth program. The City of Encinitas will coordinate with local social service providers to ensure that whenever possible, these regional housing resources are made available to eligible Encinitas households.

	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	0	0
Number of households supported through the rehab of existing units	0	0
Number of households supported through the acquisition of existing units	0	0
Total	0	0

Table 6 - Number of Households Supported

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

Due to the limited CDBG annual resources, lack of direct HOME funding, and very high land costs, the City did not include the production of new affordable housing in its Consolidated Plan or Annual Action Plan. Although, whenever possible, CDBG will be utilized to leverage funding for eligible new affordable housing construction or acquisition and rehabilitation projects. The City of Encinitas does have local affordable housing funds and such funds may be combined as a leveraging tool for new housing development.

Discuss how these outcomes will impact future annual action plans.

With the implementation of the Housing Element, the City is planning to add over 800 new affordable units in the next eight years. There is still a need to provide additional housing options such as supportive or transitional housing.

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	5,299	0
Very Low-income	1,196	0
Low-income	424	0
Other	181	0
Total	7,100	0

Table 7 – Number of Persons Served

Number of Persons Served	CDBG Actual (Encinitas Only)	HOME Actual
Extremely Low-income	546	0
Very Low-income	30	0
Low-income	11	0
Other	2	0
Total	589	0

Table 8 – Number of Persons Served

Narrative Information

During FY 2023-24, of the 7,100 total households served, 6,919 low-income households were assisted with CDBG funded public service programs and fair housing services. 75 percent were in the extremely low-income category. Of the total assisted low-income households, 589 were Encinitas residents, of which, approximately 93 percent were extremely low income.

The Residential Rehabilitation Program assisted two low-income homeowners during the program year. Three homeowners are in the application process.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Encinitas continues to participate as an active member of the Alliance for Regional Solutions which focuses on creating solutions for the Northern San Diego County homeless population and coordinates the winter shelters within the region which operate December 1 through April 1.

During FY 2023-24, \$138,700 in general funds was granted to a local service agency for Housing Navigation services as well as landlord incentives and move-in support. During FY 2023-24, the project successfully placed 23 former homeless households into permanent housing. This project supports the Strategic Plan Goal of supporting the provision of homeless services, prevention, and shelter.

Given the community need related to homelessness, the City began developing a Homeless Action Plan in 2020 to determine the current community needs, recommendations to improve homeless services and partnerships, and assess current efforts to address homelessness. The Homeless Action Plan, adopted in February 2021, describes goals to ensure the City continues towards its goal of reducing homelessness and is in alignment with the CoC's strategy to address homelessness. It also provides the City with strategies based on the demographics of the current population experiencing homelessness. The Homeless Action Plan identifies the interventions best suited to those experiencing homelessness in Encinitas. In 2023, the City hired a Homeless Solutions Manager to direct the implementation of the Homeless Action Plan, manage the established working groups, coordinate with and participate in regional homeless meetings, establish and maintain partnerships, and respond, develop, and enhance the City's homelessness response activities. In 2023, City Council authorized and approved a Memorandum of Understanding (MOU) by and between the City of Encinitas and the City of Vista to cooperate on the establishment of a low barrier navigation center for adults only in North County San Diego.

In June 2020, the Homeless Outreach Program for Empowerment, a partnership between the City, San Diego County Sheriff's Department, and San Diego County Health and Human Services Agency piloted a program in Encinitas to outreach to the City's unsheltered population. At the end of 2023, 154 individuals enrolled in the HOPE program. 90 individuals experiencing homelessness entered into permanent housing and 17 individuals were successfully reunited with out-of-state family and returned home. Also in 2023, 20 individuals were offered/accepted gainful employment through the efforts of HOPE Social Worker, 39 individuals were successfully placed in temporary shelters and 11 were placed in a Safe Parking program. 39 individuals experiencing homelessness have been admitted and received Behavioral Health Services in 2023.

The City applied for Permanent Local Housing Allocation (PLHA) grant funds to be utilized specifically for the eligible activity of assisting persons who are experiencing homelessness or at-risk of becoming homeless. The application was submitted to HCD on November 30, 2022, and \$665,494 was awarded on April 11, 2023. On May 24, 2023, the Encinitas City Council accepted the grant award, appropriated the awarded funds, and adopted Resolution No. 2023-45. On September 27, 2023, the Encinitas City Council approved and authorized a Memorandum of Understanding ("MOU") between the City of Encinitas and

the City of Vista to cooperate on the establishment of the Buena Creek Navigation Center (“BCNC”) located in unincorporated County of San Diego, adjacent to the City of Vista.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Encinitas does not have an emergency or transitional shelter. However, in FY 2023-24 CDBG funds were allocated to several emergency shelters in the region to provide Encinitas homeless shelter and services. Additionally, the City of Encinitas adopted an Emergency Shelter Ordinance in FY 2018-19 and adopted a Supportive and Transitional Housing Ordinance in FY 2019-20. In 2023, City Council authorized and approved a Memorandum of Understanding (MOU) by and between the City of Encinitas and the City of Vista to cooperate on the establishment of a low barrier navigation center for adults only in North County San Diego.

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

The City of Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2023-24, a total of \$39,411.82 in CDBG funds was awarded to homeless programs and services. In addition, City Council authorized a General Fund subsidy of \$10,588 to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center’s Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support.

Furthermore, \$138,700 was awarded from the General Fund to support *Opening Doors*, a program aimed at ending homelessness.

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 Encinitas does not receive HOME funding or Emergency Shelter Grant funding.

During FY 2023-24, a total of \$39,411.82 in CDBG funds was awarded to homeless programs and services. In addition, City Council authorized a General Fund subsidy of \$10,588 to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The Community Resource Center’s Homeless Prevention and Intervention Program includes case management, food assistance, employment preparation, motel vouchers, and emergency

shelter support.

Furthermore, \$138,700 was awarded from the General Fund to support Opening Doors, a program aimed at ending homelessness.

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

Actions taken to address the needs of public housing

The City of Encinitas has a Public Housing Authority (PHA). The Encinitas PHA administers the Section 8 Housing Choice Voucher Program and does not have any public housing.

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

This does not apply as the City of Encinitas does not have Public Housing.

Actions taken to provide assistance to troubled PHAs

The City of Encinitas Housing Authority is not a troubled PHA.

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)

The City of Encinitas is making great strides to reduce land use and zoning regulations and encourage the development of affordable units. On April 7, 2021, the City Council adopted the Sixth Cycle Housing Element (2021-2029).

The City of Encinitas continues to make amendments as needed to comply with various State Housing Laws, such as the Density Bonus law, which enables developers to seek an increase in density and/or request waivers and concessions in exchange for affordable units. The City of Encinitas also has a local Inclusionary Ordinance, which requires new residential development to contribute to the production of affordable housing. The California legislature passed Senate Bill 9 (SB 9) which went into effect on January 1, 2022 that allows duplex (two-unit) development by-right on a single-family residentially zoned property. SB 9 also allows the subdivision of a single-family residentially zoned lot into two separate parcels (min. 60:40 split) if the resulting parcel size is a minimum of 1,600 square feet. The City of Encinitas prepared a local implementation ordinance to adopt the SB 9 provisions which locally will allow for up to four dwelling units (two primary and two accessory dwelling units) on a single-family residentially zoned lot within the City. The City Council adopted the local ordinance in November 2022 which is pending certification by the California Coastal Commission. A local urgency ordinance is in place until the implementing ordinance is certified.

In April 2019, the City of Encinitas finalized the Permit Ready Accessory Dwelling Unit (PRADU) Program which encourages the construction of ADUs by offering property owners a selection of eight pre-approved ADU building plans that can be downloaded from the city's website. The program assists property owners in creating ADUs by providing customizable plans, expediting the process, and reducing preconstruction fees. Encinitas also continues to waive planning fees associated with the development of new ADUs. The City also initiated and completed an update to the PRADU plans in 2022 to coincide with the green building code update which requires all new residential units to be completely electrified, and subsequent update to the plans in 2023 to incorporate the 2022 California Building Code updates.

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

The City participates in a regional Analysis of Impediments to Fair Housing Choice (AI). The impediments identified as part of the AI are obstacles the City must overcome to provide for its residents during the FY 2020-25 program years. The City, along with the San Diego Regional Alliance for Furthering Fair Housing (SDRAFFH), work collaboratively to report on the progress that is being made towards the goals and objectives of the AI and to continuously work year-round to provide fair housing education, outreach, and testing around the region.

Because the CBDG program limits 15 percent of annual funding to public services, the City Council authorized a General Fund subsidy of \$13,000 to fully fund all project requests during FY 2023-24. The City will work with the service agencies to ensure that the program specific goals will be met and assist

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the groups in identifying additional funding opportunities as available and appropriate.

An RFP was conducted in August 2021 to select a consultant to assist the City in completing an equity study. One of the main focus areas of the study is access to housing, including financing. The Barriers to Racial and Ethnic Equity in Housing study was presented to City Council on January 17, 2024. City Council asked staff to conduct further research and analysis on eight of the ten recommendations and bring them back to Council for consideration and inclusion in an action program to address housing inequities in the City. At the May 22 meeting, City Council directed staff to include two new action goals as discussed at the January 17, 2024, meeting, and to return with formalized action plans for City Council consideration. This work to provide further analysis and develop an action program is ongoing.

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

HUD requires that all CDBG-funded activities be in compliance with HUD's regulations regarding lead-based paint. In accordance with program requirements, the City of Encinitas' Residential Rehabilitation Program requires that each home assisted and built prior to 1978 must undergo lead-based paint testing. If deteriorated lead-based paint surfaces are found, it must be stabilized during the rehabilitation of the property. Abatement must be performed by a certified lead-based paint professional with a certified lead-based paint assessor issuing a Clearance Inspection prior to the issuance of the Notice of Completion.

Lead-based paint education is included in all federally funded housing programs, including the City's Section 8 Program, Residential Rehabilitation Program, and assisted rental projects.

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

The County administers the CAL WORKS Program, which is designed to move welfare recipients from dependency to self-sufficiency through employment. Job related education and training are provided through the County and the Community College Districts.

The City has outlined a five-point strategy for improving the quality of life for low-income households and neighborhoods. These points include:

Rental assistance and affordable housing. The Encinitas Housing Authority provides rental assistance to approximately 98 households through Section 8 Housing Choice Vouchers.

Adult education. Mira Costa College and Adult School provides low-cost education, including night and online classes for working adults. The college offers academic degrees and certifications in many fields, which can enable graduates to find new careers and better job opportunities.

Job training and employment preparation. The County's Regional Occupational Program provides job training in specialized and technical vocations. The San Diego Workforce Partnership offers free job training and job placement programs through dozens of organizations countywide. The City of Encinitas supports the Community Resource Center in Encinitas, which includes employment preparation through their Homeless Prevention and Intervention Services programs.

Health and human services. The County of San Diego funds various non-profit organizations and

provides health care and social services, including North County Health Services. This agency operates a clinic in Oceanside that provides health care for indigent people, as well as a maternity healthcare clinic. The City of Encinitas will also continue to support organizations that offer health and social services to Encinitas low-income residents, such as drug abuse counseling and food programs.

Childcare. Encinitas has several low-cost childcare centers, as well as many small and large family day care homes. Quality Children’s Services operates a preschool program in Encinitas. Additionally, one Head Start center for children under five years of age operates in Encinitas.

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

The CDBG program is managed by the Policy Planning and Housing Division within the Development Services Department. This Division is responsible for coordinating efforts with the San Diego HOME Consortium and monitoring of existing HOME programs and SDRAFFH. The Division also monitors all the deed restricted units within the City and works very closely with property managers and developers to ensure that compliance with affordability restrictions is maintained.

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

The City of Encinitas, in coordination with its Fair Housing service provider, Legal Aid Society, held twelve public workshops on Fair Housing. The workshops were held virtually with topics including Fair Housing Basics, COVID 19 Updates, and Requesting Reasonable Accommodations. Workshops were aimed at applicants for renting, tenants, and housing providers. Two of the workshops were held in Spanish.

The City participates in the County of San Diego HOME Consortium, which includes the County of San Diego, and five other cities (San Marcos, Vista, Carlsbad, Santee and La Mesa). Members of the Consortium meet to plan strategies and coordinate funding. However, with the new HOME rule changes in 2013, the City of Encinitas no longer directly receives annual funding for its HOME Programs. The City continues to participate in the San Diego HOME Consortium, which enables Encinitas residents to utilize the HOME programs administered by San Diego County.

Throughout the duration of the Action Plan, the City will continue to participate in the following regional committees:

- Regional Task Force on the Homeless
- San Diego Regional Alliance for Fair Housing (SDRAFFH)
- Community Development Block Group Administrators Meeting
- Alliance for Regional Solutions

The City will continue to maintain partnerships with other local public and private agencies on regional solutions to long-term housing and community development problems. The City will continue to provide technical assistance to developers and community-based organizations that assist the City in the provision of affordable housing and facilities, as these are invaluable partnerships. The City will also encourage coordination and collaboration between non-profit agencies, housing providers and government agencies. Lastly, the City will maintain contact with trade organizations, such as the Building Industry Association (BIA), San Diego Apartment Association (SDAA) and the San Diego Housing

Federation. The City will use these partnerships to help achieve the goals and objectives in the FY 2020-25 Consolidated Plan.

The City's Housing Authority is managed by the Policy Planning and Housing Division; therefore, the City CDBG staff can easily coordinate with the Housing Authority to help fulfill the Division's overall housing goals and objectives.

Finally, the City will continue to network and share information with other Housing Authorities through participation in the National Association of Housing and Redevelopment Officials (NAHRO), the Housing Authority Association of Southern California, Southern California Housing Finance Officers Association and the San Diego Regional Housing Authorities.

Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)

Entitlement cities report on their efforts to affirmatively further housing choice by completing the Analysis of Impediments to Fair Housing Choice (AI). The AI is a review of impediments or barriers that affect the rights of fair housing choice. The report provides a demographic profile of the County, assesses housing needs of specific income groups, and evaluates housing opportunities available for residents. The AI also analyzes both private market and public sector conditions that may limit or impede access and availability of housing for all segments of the population. While this report assesses the nature and extent of housing discrimination, it also focuses on developing solutions to mitigate or remove such impediments. The City of Encinitas participated in a regional effort to create the previous three AIs. The San Diego Regional AI for FY 2020-2025 was approved by the Encinitas City Council on June 24, 2020, as one of thirteen jurisdictional members of the San Diego Regional Alliance for Furthering Fair Housing (SDRAFFH). SDRAFFH is a coalition of fair housing organizations, community-based groups, concerned citizens, representatives of the housing industry, and government agencies working toward the goal of affirmatively furthering fair housing.

Current Efforts: The City of Encinitas affirmatively furthers fair housing by contracting for the provision of fair housing services with Legal Aid Society of San Diego (LASSD) and testing to determine the level of fair housing discrimination in Encinitas.

The City of Encinitas, in coordination with its Fair Housing service provider, Legal Aid Society, held twelve public workshops on Fair Housing. The workshops were held virtually with topics including Fair Housing Basics, COVID 19 Updates, and Requesting Reasonable Accommodations. Workshops were aimed at applicants for renting, tenants, and housing providers. Two of the workshops were held in Spanish. In addition, LASSD provided referrals, advice, or representation to 32 Encinitas residents. In Encinitas, LASSD conducted 5 fair housing tests. No national origin discrimination was detected in any test.

The City of Encinitas continues participation in SDRAFFH. During Fair Housing Month, SDRAFFH hosted a virtual, two-day Fair Housing Conference and offered a variety of sessions.

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 overall purpose of the monitoring is to maximize grant performance through identifying efficiencies, developing partnerships with stakeholders, collaboration with various service providers and providing the greatest number of services to the citizens of Encinitas. All federally funded programs are monitored on a regular basis to ensure compliance with all applicable federal regulations. Monitoring is directed toward the program goals, and financial and regulatory performances. Each organization receiving CDBG grant money is visited, at least, once during the fiscal year by staff. In addition, staff collects quarterly reports and invoices to ensure program goals are on target to ensure the timeliness of expenditures. The primary objectives of these visits, as well as the overall monitoring process are to identify deficiencies and promote corrections in order to improve, reinforce or augment grant recipients' performance. The City also ensures that sub-recipients comply with all regulations related to administrative, financial and programmatic operations including Davis-Bacon prevailing wage regulations, and to ensure sub-recipients achieve their performance objectives within the project schedule and budget.

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.

For the FY 2023-24 CAPER, The City provided residents and stakeholders with an opportunity to provide written comment during a 30-day review period, August 26, 2024 –September 25, 2024. Residents and stakeholders were notified of the public review and comment period through a publication in a local newspaper, on the City's website, and direct email notification. The draft was available on the City's website, City Hall, the Encinitas Branch Library, Cardiff Branch Library, and the Encinitas Community/Senior Center. The City Council is scheduled to review and approve the FY 2023-24 CAPER at a public meeting on September 25, 2024. Proof of notice publication is provided in Appendix A. Any public comments received will be added to the Appendix A.

The City of Encinitas held other public meetings during FY 2023-24 and provided the public with the opportunity to participate through a variety of methods. Appendix A includes a summary of the other citizen participation efforts undertaken during FY 2023-24.

September 13, 2023: City Council Public Meeting for the FY 2022-23 Consolidated Annual Performance and Evaluation Report. There were three (3) public comments.

January 2024: CDBG Applicant workshop: The purpose of the workshop was to provide an overview of the CDBG program, the City's Consolidated Plan, and application process. Three (3) individuals attended.

March 20, 2024: City Council Public Hearing: to authorize funding recommendations for CDBG projects and activities for incorporation in the draft FY 2023-24 Action Plan. Public comments were received from five (5) individuals at the public meeting (four (4) in support and one (1) opposed) to the recommendations. One (1) written comment was received after the public hearing concluded in support of the funding recommendations. Residents and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.

April 24, 2024: City Council Public Hearing: The City Council approved the FY 2023-24 Action Plan. The Action Plan was available for a 30-day public review and comment period. No comments were received. Residents and stakeholders were notified of the public hearing through a publication in a local newspaper, direct email notification, and posting on the City's Website.

April 17-18, 2024: Fair Housing Conference: The City of Encinitas participated in the annual conference held by the San Diego Regional Alliance for Furthering Fair Housing in partnership with the San Diego Housing Federation.

September 25, 2024: City Council Public Meeting for the FY 2023-24 Consolidated Annual Performance and Evaluation Report. There were no public comments or speakers.

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.

The City has not made any program changes in FY 2023-24.

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

No. The City of Encinitas does not have any Brownfield Economic Development Initiatives.

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

The City of Encinitas does not have any Brownfield Economic Development Initiatives.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities					
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 9 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding childcare.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 10 – Qualitative Efforts - Number of Activities by Program

Narrative

During FY 2023-24, a capital improvement project for ADA Improvements was funded and is scheduled to be completed in the fall of 2024.

NOT APPLICABLE FOR ENCINITAS

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

Organizational DUNS Number

UEI

EIN/TIN Number

Identify the Field Office

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

Program Year End Date

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

Subrecipient or Contractor Name

City

State

Zip Code

DUNS Number

UEI

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 9 – 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 10 – 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 11 – Shelter Information

4d. Street Outreach

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

Table 12 – 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 13 – 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 14 – 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 15 – 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 16 – Special Population Served

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

8. Shelter Utilization

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

Table 17 – Shelter Capacity

9. 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		
	2020	2021	2022
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 18 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2020	2021	2022
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 19 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2020	2021	2022
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal			

Table 20 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2020	2021	2022
Street Outreach			
HMIS			
Administration			

Table 21 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2020	2021	2022

Table 22 - Total ESG Funds Expended

11f. Match Source

	2020	2021	2022
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount			

Table 23 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2020	2021	2022

Table 24 - Total Amount of Funds Expended on ESG Activities