



***City of Encinitas  
FY 2024-25 Consolidated Annual  
Performance and Evaluation Report (CAPER)***



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

# Table of Contents

## The City of Encinitas FY 2024-25 CAPER

Consolidated Report (CR)-05 - Goals and Outcomes.....	3
CR-10 - Racial and Ethnic composition of families assisted.....	5
CR-15 - Resources and Investments 91.520(a) .....	6
CR-20 - Affordable Housing 91.520(b) .....	8
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) .....	10
CR-30 – Public Housing 91.220(h); 91.320(j).....	12
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	13
CR-40 - Monitoring 91.220 and 91.230.....	17
CR-45 - CDBG 91.520(c) .....	18

## CR-05 - Goals and Outcomes

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

During FY 2024-25, the City directed CDBG resources toward its highest priorities as identified in the Consolidated Plan: homeless services and prevention, low-income homeowner assistance, senior services, and fair housing. A total of 838 residents were assisted, 94 percent of whom were extremely low-income households. While some activities, such as housing rehabilitation, will continue into FY 2025-26, the program year demonstrated meaningful progress in preserving affordable housing and supporting vulnerable populations. Performance fell short in certain categories, such as rehabilitation, due to project pipeline timing and applicants not able to qualify or withdrawing their application; however, other areas exceeded goals, such as fair housing services and senior support, demonstrating strong leveraging of limited federal resources.

### 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	FY 2020-25		%	FY 2024-25		%
					Expected	Actual		Expected	Actual	
Renter and Homeowner Assistance	Affordable Housing	CDBG: \$186,848	Homeowner Housing Rehabilitated Rental Units rehabilitated	Household Housing Unit	Rental Units Rehabilitated: 5	0	0%			
					Homeowner Housing Rehabilitated: 10	13	130%	5	3	60%
Fair Housing	Non-Homeless Special Needs (Legal Aid)	CDBG: \$20,000	Public Service Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	186	124%	20	50	250%
Shelter and Services for the Homeless	Homeless (CRC)	CDBG: \$28,118	Homeless Person Overnight Shelter, Homelessness Prevention	Persons Assisted	50 Persons Provided with Overnight Shelter, Homelessness Prevention	91	182%			
					5,000 Persons Assisted	3,333	67%	415	687	166%
Affordable Housing	Affordable Housing	CDBG: \$0	Rental Units Constructed	Household Housing Unit	30	0	0%	0	0	0%

Public Services-Special Needs/Low-Income Residents	Non-Homeless Special Needs (Meals on Wheels & Coastal Roots Farm)	CDBG: \$15,000	Public Service Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	398	100%	109	98	90%
Public Improvements	Non-Housing Community Development	CDBG: \$0	Public Improvement Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	6	1%		0	0%
Public Infrastructure	Non-Housing Community Development	CDBG:	Public Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	2760	276%			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

## 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)

	<b>CDBG</b>
White	528
Black or African American	27
Asian	24
American Indian or American Native	6
Native Hawaiian or Other Pacific Islander	3
Other & Multi-Racial	250
<b>Total</b>	<b>838</b>
Hispanic	289
Not Hispanic	549

**Table 2 – Table of assistance to racial and ethnic populations**

### Narrative

Of the 838 Encinitas residents assisted, approximately 63 percent were White, three (3) percent were Black, three (3) percent were Asian, and 30 percent were Other/Multi-racial. Approximately 34 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	\$287,457	\$99,811
City of Encinitas	General Fund	\$1,882	\$1,882

**Table 3 – Resources Made Available**

### Narrative

The City received a Community Development Block Grant (CDBG) entitlement of \$287,457 in FY 2024-25 and expended \$99,811 during FY 2024-25. In addition, \$40,300 in prior-year funds were used for rehabilitation projects, bringing the total expended to \$140,111. This lower expenditure rate is due to the Residential Rehabilitation Program, which reflects the multi-year nature of rehabilitation activities, where project timelines depend on homeowner readiness, contractor availability, and permitting. All unspent funds remain committed and will be fully utilized in FY 2025-26. A total of \$1,882 was contributed and expended from the Development Services Department Advanced Planning & Housing division's operating budget.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Citywide

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The City of Encinitas does not have a specific geographic area designated to receive CDBG funds and no specific Target Area has been designated. Consistent with the Consolidated Plan, all investments were applied citywide without a designated target area.

### 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.

	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
<b>Total</b>	<b>0</b>	<b>0</b>

**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	5	3
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>5</b>	<b>3</b>

**Table 6 - Number of Households Supported**

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

The City’s Consolidated Plan set a broad goal of supporting affordable housing through acquisition, preservation, rehabilitation, and—when feasible—new production. Given limited annual CDBG allocations, no direct HOME funds, and Encinitas’s very high land costs, no numeric goal for new affordable housing production was included for FY 2024-25. Instead, the strategy has been to leverage CDBG funds where possible for rehabilitation and preservation.

During FY 2024–25, CDBG-funded activities contributed to this goal by assisting three low-income homeowners through the Residential Rehabilitation Program, addressing health, safety, and accessibility needs. One additional rehabilitation project is underway and expected to be completed in the next fiscal year.

**Discuss how these outcomes will impact future annual action plans.**

The City will continue to strategize on ways to leverage CDBG funds for future needs and the City will focus on using CDBG resources on high-impact activities, particularly housing rehabilitation. The outcomes of the current program year reinforce the need to focus CDBG resources on activities where

they can have the greatest measurable impact, particularly in the preservation of existing affordable housing. The City will continue to prioritize the Residential Rehabilitation Program, which has proven effective in assisting low-income homeowners with critical repairs.

**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	786	0
Very Low-income	34	0
Low-income	13	0
Other	5	0
<b>Total</b>	<b>838</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

During FY 2024-25, 838 low-income Encinitas residents were assisted, of which approximately 94 percent were extremely low income.

## **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 implement a coordinated approach to reducing homelessness through prevention, shelter, outreach, and regional partnerships.

**Prevention and Shelter:** The Community Resource Center (CRC) continues to operate an emergency shelter for women and children who are victims of domestic violence. The CRC also provides comprehensive services from providing basic needs for families in crisis to offering extensive programs that facilitate the safety, stability, and self-sufficiency of low-income and episodically homeless households. During FY 2024-25, 687 households were assisted through CRC's Food & Nutrition Center.

**Regional Partnerships:** The City, in partnership with the City of Vista, opened the Buena Creek Navigation Center in March 2024, securing 12 dedicated beds for Encinitas residents. From its opening on March 4, 2024 through the end of FY 2024-25, the BCNC has served a total of 99 individuals experiencing homelessness in Encinitas. The City also benefits from the support of the County of San Diego Health and Human Services Agency (HHS) and the Housing and Community Development Department, which administer HOME Investment Partnerships (HOME) and Emergency Solutions Grants (ESG) programs. These programs fund housing assistance and services for individuals and families experiencing homelessness. HHS also provides critical healthcare services, mental health support, and substance abuse programs that are integral to achieving stability for homeless residents.

**Outreach and Navigation:** In 2024, the HOPE team engaged 203 unsheltered residents and successfully housed 83 individuals. During the same period, PATH San Diego's Homelessness Outreach Program placed 15 individuals into permanent or transitional housing and served 100 unduplicated clients within the Encinitas community. During FY 2024-25, the Safe Parking Program assisted 49 individuals.

Together, these efforts demonstrate a comprehensive response. In total, more than 1,000 residents experiencing homelessness or at risk of homelessness received assistance, showing significant progress toward the City's Homeless Action Plan objectives.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Community Resource Center continues to operate an emergency shelter for women and children who are victims of domestic violence and offers food assistance to assist low-income residents and those experiencing homelessness.

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. The Buena Creek Navigation Center (BCNC) consists of 24 rooms with the capacity to serve up to 48 adults. Encinitas has exclusive use of 12 beds. From its opening on March 4, 2024 through the end of FY 2024-25, the BCNC has served a total of 99 individuals experiencing homelessness in Encinitas.

**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 is committed to using its CDBG funds to assist 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, corrections programs and institutions). During FY 2024-25, a total of \$28,118 in CDBG funds was awarded to homeless programs and services. In addition, City Council authorized a General Fund subsidy of \$1,882 to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The City funded the Community Resource Center's Homeless Prevention and Intervention Program which includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support. A total of 687 low-income residents of Encinitas who are currently experiencing homelessness or at risk of homelessness were provided with access to healthy food.

**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**

During FY 2024-25, a total of \$28,118 in CDBG funds was awarded to homeless programs and services. In addition, City Council authorized a General Fund subsidy of \$1,882 to homeless programs and services. These funds went to support programs to aid in the prevention and elimination of homelessness. The City funded the Community Resource Center's Homeless Prevention and Intervention Program which includes case management, food assistance, employment preparation, motel vouchers, and emergency shelter support. A total of 687 low-income residents of Encinitas who are currently experiencing homelessness or at risk of homelessness were provided with access to healthy food.

## **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 continues to address public policy barriers to affordable housing, including land use, zoning, fees, and development standards. On April 7, 2021, the City Council adopted the Sixth Cycle Housing Element (2021–2029), with program updates reported annually in the City’s Annual Progress Report to the state.

The City updates policies to comply with State Housing Laws, including the Density Bonus Law, which allows developers to increase density or request concessions in exchange for affordable units. The inclusionary housing program also requires new residential development to contribute to affordable housing production.

Staff monitors potential development constraints and has advanced several initiatives. AB 2011, SB 6, and City's implementation ordinance of SB 9 require affordable housing and expand opportunities elsewhere in the City where they may not have been previously allowed otherwise, to accommodate lower income housing.

Encinitas also promotes accessory dwelling units (ADUs) through the Permit Ready ADU (PRADU) Program, offering pre-approved plans, expedited processing, and reduced fees. In 2024, three PRADU permits were issued, two received certificates of occupancy, and 103 new ADU building permits were issued citywide, with planning fees waived for all new ADUs.

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

In 2024, the City, in partnership with the City of Vista, opened the Buena Creek Navigation Center (BCNC). The BCNC provides interim housing and trauma-informed support to adults experiencing homelessness who are pursuing long-term rehabilitation and stable housing. Encinitas has exclusive use of 12 beds.

In September 2024, the City gained access to the regional Homeless Management Information System (HMIS), a HUD-mandated platform managed by the Regional Task Force on Homelessness. HMIS allows the City to coordinate outreach, reduce service duplication, enroll individuals in the Coordinated Entry System, track services, assess needs, identify service gaps, and support program improvements and funding decisions. Participation also positions the City to access additional State and Federal homeless service funding.

Because the CBDG program limits 15 percent of annual funding to public services, the City Council authorized a General Fund subsidy of \$1,882 to fully fund all project requests during FY 2024-25. The City will work with the service agencies to ensure that the program specific goals will be met and assist the groups in identifying additional funding opportunities as available and appropriate.

## **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 City of Encinitas partners with San Diego County to reduce poverty through programs such as CalWORKs, which provides cash aid, job training through the County and the Community College Districts, and CalFresh, which supports food security and health outcomes.

The City supplements these services with rental assistance, CDBG-funded public services, General Fund programs, and support for affordable housing for low-income residents. The Encinitas Housing Authority provides Section 8 housing choice vouchers to approximately 110 households.

Adult education and job training are supported through Mira Costa College, the County's Regional Occupational Program, the San Diego Workforce Partnership, and the Community Resource Center, offering skills development, career pathways, and employment services.

Health and human services are provided via County-funded nonprofits and local clinics, including TrueCare, as well as City-supported programs offering food, counseling, and other services.

Childcare and early education support is available through low-cost centers, family day care homes, Quality Children's Services preschool, and a Head Start program for children under five.

**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. The Policy Planning and Housing Division is the responsible department for coordinating efforts with the San Diego HOME Consortium, and monitoring of existing HOME programs. The Policy Planning and Housing 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.

The Development Services Department offers the opportunity to meet with City Staff in order to become more familiar with the City programs, processes, and requirements prior to application submittal. These meetings are referred to as Staff Advisory Committee (SAC) meetings and are provided free of charge. Developers of housing with affordability requirements are provided with all the necessary information and technical assistance prior to application submittal.

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

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.

Throughout the duration of the Annual Action Plan, the City will continue to participate in the following regional committees: SANDAG Regional Housing Workforce Group; Regional Task Force on the Homeless; San Diego Regional Alliance for Fair Housing (SDRAFFH); Community Development Block Group Administrators Meeting; and the North County Winter Shelter Collaborative.

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 FY 2025-29 Consolidated Plan.

The City of Encinitas Housing Authority is housed within the Policy Planning and Housing Division; therefore, the City is easily able to coordinate directly with the Housing Authority and is able to use the Housing Authority to help fulfill the City'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 and the Housing Authority Association of Southern California.

**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)**

The City of Encinitas participated in a regional effort to create the San Diego Regional AI for FY 2020–2025, which was approved by City Council on June 24, 2020, as one of thirteen jurisdictional members of the San Diego Regional Alliance for Fair Housing (SDRAFFH). SDRAFFH is a coalition of fair housing organizations, community-based groups, concerned citizens, housing industry representatives, and government agencies working toward housing rights education and compliance.

**Current Efforts:**

The City of Encinitas, in coordination with its Fair Housing service provider, Legal Aid Society of San Diego (LASSD), held thirteen public workshops on Fair Housing. The workshops were held virtually with topics including fair housing basics, legislative and regulatory updates, and requesting reasonable accommodations. Workshops were aimed at applicants for renting, tenants, and housing providers. In addition, LASSD provided referrals, advice, or representation to 50 Encinitas residents. In Encinitas, LASSD conducted 5 housing tests on national origin discrimination. No national origin discrimination was detected in any test.

At its April 23, 2025 meeting, the City Council presented LASSD with a proclamation declaring April 2025 as Fair Housing Month and encouraging Encinitas residents to increase their awareness of fair housing rights and responsibilities.

The City of Encinitas continues to participate in SDRAFFH and works closely with partner jurisdictions and organizations to identify and address impediments to fair housing choice.

## **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. No significant findings were issued during the year.

## **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.**

In accordance with the City's adopted Citizen and Community Participation Plan, a public notice was published in the newspaper notifying the public of the availability of the CAPER for a 15-day public review and comment period on the City's Community Development Block Grant webpage and at Encinitas City Hall. The public review period was advertised in a local newspaper and promoted for public input via direct email notification, the City's Weekly Update, and on the City's website.

The City Council is scheduled to review and approve the FY 2024-25 CAPER at a public meeting on September 24, 2025. Proof of notice publication is provided in Appendix A. Any public comments received will be added to Appendix A.

**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 2024-25.

**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.