

City of Concord

FY 2010-11 Consolidated Annual Performance and Evaluation Report (CAPER)

**For Community Development Block Grant (CDBG) Funding
from the U.S. Department of Housing and Urban Development**



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City of Concord, California

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I. EXECUTIVE SUMMARY

1. Overview

The Consolidated Annual Plan and Evaluation Report (CAPER) is a “report card” that documents how well the City has met its goals for helping low- and moderate-income residents of Concord with the federal funding distributed under the Community Development Block Grant (CDBG) program. The CDBG program is administered by the federal Department of Housing and Urban Development (HUD). The overall goal of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons.

Title I of the National Affordable Housing Act requires local governments, applying for assistance under certain HUD programs, to comply with the following steps:

- Prepare and adopt a Consolidated Plan, a five-year planning document that identifies a jurisdiction’s overall needs for affordable and supportive housing, community planning and economic development, and outlines a strategy for addressing those needs. The Consolidated Plan is a joint document prepared by the Contra Costa HOME Consortium.
- Submit an annual Action Plan that shows how the jurisdiction will allocate its resources to address needs identified and approved in the Consolidated Plan strategy.
- Publish annual CAPER to show progress in meeting Consolidated Plan and Action Plan goals.

Since June 1993, the City of Concord has been a member of the Contra Costa HOME Consortium, which is comprised of the cities of Antioch, Concord, Pittsburg, Walnut Creek, Richmond and the Urban County. The purpose of this consortium is to pool HOME Investment Partnership Act (HOME) funds to more effectively expand the supply of decent, safe, sanitary, and affordable housing for very low- and low-income families and households. The city of Richmond operates an independent HOME program but participates in the Consortium to coordinate CDBG and other activities (including development of the Consolidated Plan).

In compliance with federal regulations, in May 2010 the County and the Consortium members adopted the FY 2010-2015 Contra Costa Consolidated Plan. Based on an assessment of community needs, the Consolidated Plan identifies affordable housing and community development goals, objectives, and strategies to be implemented by Consortium members over the five-year planning period. The City’s annual Action Plan identifies specific programs and projects to be implemented by the City in the current program year. These projects are consistent with and designed to achieve the goals and objectives identified in the Five-Year Plan.

2. Summary of Objectives and Accomplishments

As required by 24 CFR 91.52, the Concord CAPER for 2010-11 provides an analysis of the progress that the city has made in the Contra Costa HOME Consortium Five-Year (2010-15) Consolidated Plan. Please see **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data**. Overall most goals were exceeded with the exception of crisis services that showed a positive outcome with less clients requesting services and those programs that were dependent on tenuous State Funding (Community Care Licensing and Redevelopment Agency).

3. Summary of Resources and Distribution of Funds

a. Resources

In FY 2010-11, the City of Concord received a CDBG Entitlement grant of \$1,103,867. The City General Fund also contributed \$86,231 (\$68,984 for additional Public Services and \$17,247 for Grant Administration). Child Care Developer Funds were also available in the amount of \$62,400, (\$52,000 for child care services and \$10,400 for Grant Administration). During the year, the City received \$36,545 in Revolving Loan program income.

See **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data** for a detailed accounting of all resources received and distributed, including leveraged funds. The City requires a 15% match for all projects funded at \$10,000 and under, and a 20% match for all projects over \$10,000, although this is not a federal requirement. Matching funds for these projects typically include other federal, state, or private funds from foundations and donations.

b. Distribution of Funds – Lower Income Areas

Table 1 below shows the upper quartile of lower income census tracts and block groups in Concord according to the 2000 Census, presented in descending order of percentage of lower income residents. The majority of these block groups constitute the Monument Corridor, as highlighted.

Table 1				
Low/Mod Census Tracts in Concord				
Census Tract	Block Group	Total Residents	Total Low/Mod	Low/Mod %
3362.00	5	2460	2063	83.9
3280.00	2	875	717	81.9
3280.00	1	714	555	77.7
3361.02	2	3150	2440	77.5
3361.01	2	3524	2698	76.6
3361.02	3	2171	1586	73.1
3362.00	4	777	542	69.8
3362.00	2	950	662	69.7
3270.00	2	740	468	63.2
3362.00	6	2591	1609	62.1
3361.02	1	1879	1129	60.1
3361.01	1	1661	990	59.6
3372.00	1	784	465	59.3
3381.00	5	3528	2068	58.6
3372.00	3	890	516	58.0
3270.00	1	2120	1192	56.2
3270.00	3	1518	846	55.7
3310.00	1	778	428	55.0
3320.00	6	1026	559	54.5
3382.01	2	230	124	53.9
3552.00	1	295	156	52.9
3362.00	1	753	370	49.1
3310.00	3	827	396	47.9

The City of Concord does not specifically direct CDBG and other funds to serve only the lower income areas in Concord; rather, the funds are utilized to serve lower income persons throughout the City. Please see **Attachment 2** map to view Concord's lower income areas per the 2000 census data, and **Attachment 3** map to view the racial distribution in Concord's lower income areas.

II. FIVE-YEAR PLAN ASSESSMENT

Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data, details the progress the City has made in meeting its five-year goals for non-housing community development projects. The City was successful in achieving its goals and objectives for the Consolidated Plan. It is satisfied that the planning process and efforts that go into the annual Action Plan development and CAPER reporting help to ensure a solid program with few modifications.

The priorities and strategies established for non-housing community development activities in the Consolidated Plan are intended to improve the livability and viability of our communities. Activities considered for funding must meet priorities for economic development, infrastructure and public facility improvements, the needs of the homeless and chronically homeless, the needs of seniors, youth, families, and special needs populations, and underserved communities. The practice of the City of Concord is to serve a minimum of 90 percent very low- and low-income persons in the Public Service category.

III. ASSESSMENT OF ANNUAL PROGRESS

1. Affirmatively Furthering Fair Housing/Civil Rights Requirements

a. Fair Housing and Analysis of Impediments

In May 2010, the Contra Costa HOME Consortium developed an Analysis of Impediments to Fair Housing Choice (AI) in conjunction for the FY 2010-15 Consolidated Plan.

In 2010-11, the City of Concord took the following actions to remove impediments to fair housing choice as outlined in the AI for 2010-15:

Table 2
Identification of Impediments, Actions and Responses

Affordable Housing

1. Impediment: Lack of sufficient affordable housing supply

1.1 Action: Provide assistance to preserve existing affordable housing and to create new affordable housing. Assistance will be provided through the Consolidated Plan programs of the consortium member jurisdictions. These include CDBG, HOME, and HOPWA.

a. Preserve affordable housing – The City reserved \$300,000 in RDA Housing set-aside funds to assist in rehabilitating a 48-unit multifamily complex in the Monument Corridor, however, due to the State Budget elimination of RDAs and subsequent litigation, these funds are currently unable to be used. The developer is still moving forward with applications for State funding which is the larger part of the overall need.

b. Preserve affordable housing – The City used \$220,000 in RDA Housing set-aside funds for 7 loans to low to moderate income First Time Homebuyers to purchase their first home during the fiscal year. In addition, the City's Housing Rehabilitation Loan and Grant Program provided 6 loans and 33 grants and rebates to rehabilitate housing for low income households utilizing CDBG and RDA funds.

c. Preserve affordable housing – The City invested \$102,652 in CDBG funds and \$25,927 in General Funds to conduct Code Enforcement in lower income areas to preserve and protect single family housing stock and neighborhoods.

d. Create new affordable housing – The City continues to coordinate with the Urban County on potential housing projects that may be funded with HOME and HOPWA funds. No projects were funded in FY 2010-11.

e. Create new affordable housing – The City continues to implement the Inclusionary Housing Ordinance (adopted June 2004), that requires all new residential developments to provide a component of lower or moderate income housing. It includes a 45-year term of affordability for ownership projects, 55 years for rental projects: 10% moderate- or 6% low income for ownership, and 10% low or 6% very low income for rental. Minimal development activity was experienced in Concord during FY 2010-11 and no new inclusionary units were approved or built. Once the existing number of foreclosures declines, the City anticipates some development may begin.

f. The City continues to require housing development sponsors to provide housing on an equal opportunity basis without regard to race, religion, disability, sex sexual orientation, marital status, or national origin.

1.2 Action: Offer regulatory relief and incentives for the development of affordable housing. Such relief includes that offered under state "density bonus" provisions.

a. The City has an existing Density Bonus Ordinance. No project applications were processed during the fiscal year that requested a density bonus. The City's Planning Division is in the process of preparing a comprehensive update of the City's Development Code, which includes the Affordable Housing provisions of the Code. Affordable Housing provisions include inclusionary housing, density bonus, affordable housing overlays, and regulatory incentives. A Planning Commission Study Session was held on June 1, 2011 to

review standards proposed for Affordable Housing. The City's Development Code is anticipated to be completed by December 2011.

1.3 Action: Assure the availability of adequate sites for the development of affordable housing.

a. Housing Element policy H-1.1 promotes ensuring an adequate supply of housing sites to achieve the City's Regional Housing Needs Allocation numbers. The Housing Element identified 104 sites, and of those sites the City staff has analyzed the most promising 19 sites in terms of potential for parcel consolidation and affordable development. The 19 sites have been ranked and mapped and staff will be meeting with affordable developers during the fall 2011 to discuss possible development.

2. Impediment: Concentration of affordable housing

2.1 Action: Housing Authorities within the County (Contra Costa County, Richmond and Pittsburg) will be encouraged to promote wide acceptance of Housing Choice Vouchers, and will monitor the use of Housing Choice Vouchers to avoid geographic concentration.

Concord has no public housing authority, therefore, 2.1 does not apply. While Concord has no jurisdiction over the above Housing Authorities, the Housing division receives calls from persons seeking assistance, and provides information and referral services to the Housing Authorities.

2.2 Action: Consortium member jurisdictions will collaborate to expand affordable housing opportunities in communities in which they are currently limited.

a. The Consortium met during FY 2010-11 to discuss affordable housing opportunities and reviewed HOPWA applications. One of the recipients of HOPWA funds was the Riley Court Project (48-unit rental) where funds would be utilized toward a substantial rehabilitation.

2.3 Action: A higher priority for the allocation of financial and administrative resources may be given to projects and programs which expand affordable housing opportunities in communities in which they are currently limited.

a. The City's Housing Element, adopted November 2010, includes Program H-1.9.3 which streamlines the processing of building permits for residential developments that include units below-market rate (BMR). Building permits for the Wisteria project (including BMRs) were streamlined. Few additional projects with BMRs are anticipated to apply for building permits during the upcoming year, due to the continuing economic downturn and concern of developers regarding the absence of demand for new homes.

2.4 Action: Member jurisdictions will report on the location of new affordable housing in relation to the location of existing affordable housing and areas of low-income, poverty and minority concentration.

a. Staff has met with a variety of affordable developers throughout the year, however no new affordable housing is currently in the pipeline for development. The parcel consolidation exercise that staff has undertaken, discussed in Action 1.3 has mapped the locations of 19 potential affordable housing sites, with the most promising sites focused in the downtown area, near the BART station and major transit corridors. In general, the location of these sites is scattered throughout the City. The City's existing affordable sites also range throughout the City. During the upcoming year as the potential sites are

narrowed these will be mapped with the existing affordable sites.

The City has a great deal of affordable housing, much of it concentrated in the lower income Monument Corridor, with others focused downtown and along Clayton Road. The City is attempting to relieve this concentration through adoption of an Inclusionary Housing Ordinance (see 1.1e), efforts to construct housing near BART and transit hubs, and through the Concord Naval Weapons Station base closure process, which is ongoing.

Mortgage Lending

3. IMPEDIMENT: Differential origination rates based on race, ethnicity and location

3.1. Action: Member jurisdictions will periodically monitor Home Mortgage Disclosure Act (HMDA) data and report significant trends in mortgage lending by race, ethnicity and location.

a. At the time of preparation of this report, the FFIEC website which provides online HMDA reporting was still showing 2008 as the latest data information. With the drastic change in mortgage lending, more recent information is necessary to provide meaningful review. Staff will continue to monitor the website for more current information.

3.2. Action: When selecting lending institutions for contracts and participation in local programs, member jurisdictions may prefer those with a Community Reinvestment Act (CRA) rating of "Outstanding." Member jurisdictions may exclude those with a rating of "Needs to Improve," or "Substantial Noncompliance" according to the most recent examination period published by the Federal Financial Institutions Examination Council (FFIEC). In addition, member jurisdictions may review an individual institution's most recent HMDA reporting as most recently published by the FFIEC.

a. Staff will continue to research the best approach to obtain meaningful data for the City of Concord, given that there appears to be some discrepancy of data sets with respect to reporting for loans through banks which do not have a branch within the City of Concord.

4. IMPEDIMENT: Lack of knowledge about the requirements of mortgage lenders and the mortgage lending/home purchase process, particularly among lower income and minority households

4.1. Action: Member jurisdictions will support pre-purchase counseling and home buyer education programs.

a. During FY 2010-11, the City conducted monthly HUD-certified First Time Homebuyer classes (all day Saturdays), to provide potential buyers with homebuyer education to those interested in buying their first home. These efforts were funded by RDA funds.

4.2. Action: Member jurisdictions will support home purchase programs targeted to lower income (low and very low), immigrant, and minority households. Minority households include Hispanic households.

a. During FY 2010-11, the City continued implementation of its First Time Homebuyer (FTHB) Program and closed 7 FTHB loans for low- to median-income households (at 60% to 100% of median income) with loans totaling \$222,000 in RDA funds. The Program was promoted through the City's website, the website of Homebricks (the City's administrator for the Program) and through the Mount Diablo Housing Opportunity Center, as well as through the City's First Time Homebuyer classes.

b. During FY 2010-11, the City also contracted with Housing Rights, which provided assistance to low-income households in becoming homeowners through homeowner education and counseling, in addition to conducting fair housing counseling, tenant landlord counseling, and foreclosure prevention counseling.

4.3. Action: Member jurisdictions will encourage mortgage lenders to responsibly market loan products to lower income (low and very low), immigrant, and minority households. Minority households include Hispanic households.

a. The City's First Time Homebuyer Program requires that homebuyers receive a 30-year fixed mortgage product. Loan applications are reviewed to confirm the homebuyer is receiving a competitive rate and reasonable closing costs. Buyers' rates ranged from 4.25% to 5.5% and a few used CALHFA products. Housing Program staff coordinated with HomeBricks staff to implement a preferred lender program to achieve better loan products and streamline the process for the homebuyer.

5. IMPEDIMENT: Lower mortgage approval rates in areas of minority concentration and low-income concentration

5.1. Action: Member jurisdictions will support home purchase programs targeted to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.

a. The City's First Time Homebuyer Program completed seven loans during the fiscal year. Due to the lower prices of these homes, they were typically located in areas of North Concord and within Monument Corridor and south of Central BART station. The City provides First Time Homebuyer information on line, with brochures available in English and Spanish. City staff has contacts with Spanish-speaking loan agents that are also listed on the City's Preferred lender list.

5.2. Action: Member jurisdictions will encourage mortgage lenders to responsibly market loan products to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.

a. City staff has contact with Spanish-speaking loan agents that are also listed on the City's Preferred lender list to market to both English and Spanish speaking low-income clients.

Fair Housing Education and Enforcement

6. IMPEDIMENT: Lack of knowledge of fair housing rights

6.1. Action: Support efforts to educate tenants, and owners and agents of rental properties regarding their fair housing rights and responsibilities.

a. Concord allocated resources to encourage and facilitate the development of affordable housing, as detailed in this CAPER. To ensure fair access to housing for all in Concord, the City invested \$70,000 in resources for fair housing and tenant/ landlord counseling services through Housing Rights; \$40,000 to provide one-stop services for housing and tenant/landlord issues at the Mt. Diablo Housing Opportunity Center; and additional \$5,000 to provide augmented foreclosure-related housing services. At least 67 percent of all services were provided to extremely low- and very low-income households. These services were paid with RDA funds. The City also provided free printing services for all fair housing

outreach materials used within the city. Housing rights also held 3 legal clinics during the year, and assisted with coordination on critical tenant issues such as pest control. Housing Rights relocated at the beginning of the fiscal year to the Keller House, co-locating with the Monument Community Partnership to provide better access to residents.

7. IMPEDIMENT: Discrimination in rental housing

7.1. Action: Support efforts to enforce fair housing rights and to provide redress to persons who have been discriminated against.

a. The City contracted with Housing Rights during the year to provide assistance to enforce fair housing rights. The Program assisted 26 residents with fair housing issues during the year.

7.2. Action: Support efforts to increase the awareness of discrimination against persons based on sexual orientation.

a. The City contracted with Housing Rights during the year to provide assistance to enforce fair housing rights, which included discrimination against residents who have experienced discrimination based on sexual orientation, race, religion, ethnicity or disabilities.

8. IMPEDIMENT: Failure to provide reasonable accommodation to persons with disabilities

8.1. Action: Support efforts to educate tenants, and owners and agents of rental properties regarding the right of persons with disabilities to reasonable accommodation.

a. The City contracted with Housing Rights to promote fair housing assistance and tenant/landlord counseling to provide reasonable accommodation to persons with disabilities.

8.2. Action: Support efforts to enforce the right of persons with disabilities to reasonable accommodation and to provide redress to persons with disabilities who have been refused reasonable accommodation.

a. The City contracted with Housing Rights to promote fair housing assistance and tenant/landlord counseling to provide reasonable accommodation to persons with disabilities.

9. IMPEDIMENT: Lack of information on the nature and basis of housing discrimination

9.1. Action: Monitor the incidence of housing discrimination complaints and report trends annually in the CAPER.

a. The City monitored incidence of discrimination complaints through review of the quarterly Housing Rights reports. No trends have been noted.

9.2. Action: Improve the consistency in reporting of housing discrimination complaints. All agencies who provide this information should do so in the same format with the same level of detail. Information should be available by the quarter year.

a. All Housing Rights reports were submitted by quarter year, with breakdowns regarding type of assistance, household composition, household ethnicity and household income, with a brief summary of the quarter and an outreach report, with the types and number of clinics, mailings, or household distributions conducted. The City will implement reporting online in City Data Services in FY 2011-12.

9.3. Action: Improve collection and reporting information on discrimination based on sexual orientation and failure to provide reasonable accommodation to persons with disabilities.

a. During FY 2010-11, the City's Housing Program continued to coordinate with Housing Rights through quarterly reporting in monitoring trends and incidents of discrimination.

Government Barriers

10. IMPEDIMENT: Lack of formal policies and procedures regarding reasonable accommodation

10.1. Action: Jurisdictions which have not done so will adopt formal policies and procedures for persons with disabilities to request reasonable accommodations to local planning and development standards.

a. The City has completed this action. The City's Municipal Code, Section 122-213 through -220, pursuant to the federal Fair Housing Amendments Act of 1988, the Americans with Disabilities Act, and the California Fair Employment and Housing Act, provides people with disabilities, reasonable accommodation as necessary to ensure equal access to housing and a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the zoning rules, policies, practices and/or procedures of the City.

11. IMPEDIMENT: Transitional and supportive housing is not treated as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone, and is not explicitly permitted in the zoning code

11.1. Action: Jurisdictions which have not done so will amend their zoning codes to treat transitional and supportive housing types as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone, and to explicitly permit both transitional and supportive housing types in the zoning code.

a. The City's Draft Development Code currently lists transitional and supportive housing under the category of residential uses as a Permitted Use in both the Industrial Business Park and Industrial Mixed Use zoning districts, similar to Live/Work units. Planning staff anticipates the Development Code to go to City Council for adoption in June 2012.

12. IMPEDIMENT: Permanent emergency shelter is not permitted by right in at least one appropriate zoning district

12.1. Action: Jurisdictions which have not done so will amend their zoning codes to permit transitional and supportive housing by right in at least one residential zoning district.

a. The City's Draft Development Code lists Emergency or Homeless Shelter under the category of residential uses as a Permitted Use in both the Office Business Park, Industrial Business Park and Industrial Mixed Use zoning districts, similar to Live/Work units. The Development Code is anticipated to go to City Council for adoption in June 2012.

2. Affordable Housing and Non Housing Community Development Needs & Objectives

a. Affordable Housing

The Contra Costa Consortium 2010-2015 Consolidated Plan establishes the following objectives for affordable housing programs and projects:

Affordable Housing

- **AH-1: Expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable rental housing and rental assistance.**
- **AH-2: Increase homeownership opportunities.**
- **AH-3: Maintain and preserve the existing affordable housing stock.**
- **AH-4: Reduce the number and impact of home foreclosures.**

Special Needs Housing

- **AH-5: Increase the supply of appropriate and supportive housing for special needs populations.**
- **AH-6: Preserve existing special needs housing.**
- **AH-7: Adapt or modify existing housing to meet the needs of special needs populations.**
- **AH-8: Improve access to services for those in special needs housing.**

The City had estimated the availability of approximately **\$3 million** dollars to be budgeted in housing development resources from the Concord Redevelopment Agency Housing Set-Aside Fund for FY 2010-11. However, the RDA environment within California is currently unstable and Redevelopment and all funding associated is proposed to be eliminated by the State soon. Staff anticipates at this time that new Redevelopment Funds will be eliminated or significantly reduced for FY 2011-12. This will impact all programs, particularly housing, as no new funding is received for FY 2011-12. As a result, in February 2011, Housing staff was directed to curtail RDA spending for new housing rehabilitation projects, not currently contracted, in anticipation of elimination of RDA Housing Set-Aside funds. Redevelopment (non-housing) funds are utilized for the purposes of Fair Housing Counseling and Enforcement, Tenant/Landlord Counseling, with RDA Housing Set-Aside funds used toward housing rehabilitation loans and grants for lower income homeowners, first time homebuyer programs, and housing administration. The potential elimination of the City's RDA funds is critical because such funds represent significant leveraged additional resources to help achieve the goals and objectives of the FY 2010-15 Consolidated Plan.

AH-1 Expand Housing Opportunities

The City of Concord has a comprehensive affordable housing program that includes the following:

- Housing Rehabilitation Loan Program for lower income, senior and disabled households
- Grant Programs for Exterior Enhancement, Emergency Repairs, Weatherization and Home Security,
- Lead-Based Paint Abatement grants
- First Time Homebuyer Program
- Multi-Family Housing Acquisition and Rehabilitation Loan Program
- Mobile Home Rent Control
- Mobile Home Repair Loan Program

- Fair Housing and Tenant/Landlord Counseling
- Inclusionary Housing Program

The City began contracting with the County of Contra Costa to deliver many of the Housing Program services listed above in January 2008. The County CDBG Rehabilitation program has been monitored by the HUD Compliance officer in the past for financial compliance, and found to be in compliance. In April 2011, HUD conducted an environmental monitoring of the City's CDBG Program. The HUD Field Environmental Officer was cooperatively assisted by the City's staff. Although he determined that the City is generally in compliance with its environmental review, decision-making and action responsibilities under the National Environmental Policy Act and with HUD Environmental regulations, he identified two findings that needed correction. The City provided a response on June 3, 2011, within the allocated time period, documenting corrections that would be implemented to the program. On July 22, 2011, HUD staff notified staff that the City's response to HUD's Environmental monitoring letter was satisfactory.

During FY 2010-11, the City's Fair Housing and Tenant/Landlord/Counseling services were managed through a consulting contract with Housing Rights, Inc.

AH-2 Increase Homeownership Opportunities

First Time Home Buyer Program (FTHB)

The City currently manages the First Time Homebuyer (FTHB) Program and Inclusionary Housing; however, a third-party administrator was retained in October 2009 to manage the program for two years. The FTHB program was implemented in December 2001. The program was closely re-examined in 2008-09 due to economic conditions and the housing crisis. As a result, the Program was significantly scaled back in light of the impending credit and foreclosure crisis. In calendar year 2010-11 Concord still had a high volume of foreclosures, yet the percentage was lower than that experienced in adjacent local communities. During FY 2010-11, home prices generally began to stabilize and remained relatively flat.

During FY 2010-11, the City completed seven (7) First Time Homebuyer down payment assistance loans, ranging from \$12,900 to \$40,000 funded through RDA. These loans were for single family homes with households ranging in size from 1 to 6 family members. The City's First Time Homebuyer Program provided a total of \$222,000 in assistance to the seven households. In addition, staff spent many hours working with residents who were trying to refinance their homes or obtain loan modifications to achieve better terms on existing loans.

Inclusionary Housing Ordinance Units

The City's **Inclusionary Housing Ordinance**, adopted in October 2004, has resulted in the addition of moderate-income housing units as a result of the development of earlier market rate residential projects during the 5-year period. Ownership housing developments provide affordable housing within the project (10% moderate or 6% low income) and/or must pay into the Affordable Housing Fund for development elsewhere. Many projects were already in the development processing pipeline in 2004 and deemed complete when the Inclusionary Housing Ordinance became effective within the City, and therefore were not subject to the ordinance. Thus, 16 projects have been subject to the City's Inclusionary Ordinance to date. Of those, five projects have been constructed that included 23 inclusionary units affordable to low and moderate-income homeowners. This includes 14 converted condominiums, seven (7) newly built single family homes or townhomes and two (2) rental townhomes.

An additional nine projects with 35 inclusionary units conditioned through entitlement approvals, are waiting out a more favorable economy and market to initiate building permits. During FY 2010-11, one of these projects initiated construction for Phase 2, after the project stalled upon completion of Phase 1, three years ago. As a result, three inclusionary units are scheduled to be completed in Sept. 2011, February and August 2012. It is likely the other eight projects will not be built until 2012 or later, once there is substantial recovery evident within the local real estate market. The developer for some of these developments has approached the City to discuss paying the in-lieu fee instead of building the inclusionary units, since they believe the pricing of the inclusionary units will not be attractive to buyers due to the resale restriction requirement. Many buyers of inclusionary homes also go through the City's FTHB Program in their purchase of inclusionary units, increasing the affordability to low and moderate-income households.

As of FY 10-11, the City's in-lieu fees from developers includes a current accumulated balance of \$1,486,138.44 (with interest) as of 6/30/11, which can be used toward affordable housing projects.

AH-3 Preservation of Affordable Housing Stock

The City of Concord is committed to developing and maintaining housing within the City that is affordable to persons of all incomes. Because of the continuing volatile housing and credit market, the City had only one project come forward with a request for funding for rehabilitation of an existing rental project (Riley Court). The funds committed toward that project are pending the preparation of a loan agreement and regulatory agreement, based upon the developer obtaining the larger commitment of State funding. Currently, due to the Statewide Redevelopment situation, the City's funds are on hold at least until January 2012, until the California Supreme Court, provides a ruling with respect to AB 1X26 and AB 1X27. Staff anticipates that as the market recovers and the lending environment becomes more stable that the City may receive additional requests in 2012.

Housing Rehabilitation Program - The City of Concord has an extensive housing rehabilitation and grant program utilizing CDBG entitlement and Revolving Loan funds, CDBG and HUD Lead-Hazard Remediation funds, and RDA Housing Set-Aside funds. This program in particular was most heavily impacted by the potential loss of Redevelopment funding. The California State budget announcement and bills to eliminate RDAs Statewide, resulted in the City curtailing spending on the program in February 2011.

In FY 2010-11-10, 39 unduplicated households were assisted by these programs. A total of \$237,492 was disbursed to rehabilitate Concord's housing stock. The total includes \$83,427 in CDBG housing grants; \$16,851 in CDBG Revolving Loan Funds; \$32,038 in RDA Housing Set-Aside grants, and \$105,176 in RDA loans for single family and mobile home rehabilitation. This does not include the separate (HUD-funded) lead hazard grant program for which \$262,106 was expended specifically for lead hazard rehabilitation. Included in the RDA amounts above, a portion of the funds paid (\$48,711) were those spent in FY10-11 for rehabilitation loans where construction was initiated in FY 09-10, but remaining payments were paid in FY 10-11.

HUD Lead Hazard Program Grants - In addition, in FY 2010-11, \$426,600 (\$262,106 for rehabilitation) from the City's HUD lead hazard control grant was disbursed to assist 35 unduplicated households with lead-based paint testing, remediation and training of contractors in lead-safe construction, bringing the total amount spent since the grant's inception in Nov. 2007 to \$1,001,928.

Elderly - City Housing staff made specific efforts to provide outreach to senior citizens within the City this year. Staff continued the mailing of housing rehabilitation brochures to senior citizens within the City utilizing the Senior Center mailing list. Over 300 brochures were sent out through direct mail to seniors during the FY 10-11 year. As a result, the City has provided 4 loans and 20 grants to seniors this year (63% of all housing rehabilitation loans and grants). This includes both CDBG and RDA funded assistance. The Lead Hazard Control Program provided 25% of those grants to seniors.

Multi-Family Housing Rehabilitation Program - This Housing program is primarily funded by RDA Housing Set-Aside funds, although CDBG funds are occasionally utilized in projects. This year, no multifamily housing projects were conducted and no applications for new multi-family housing projects were received. However, City staff worked this year with a non-profit (Resources for Community Development) in review of a request for \$300,000 to partially fund the substantial rehabilitation of the Riley Court Apartments, discussed in further detail below. Staff expects that as the lending environment improves and property values increase, staff will begin to see resurgence in applications.

The City's Housing Program has submitted a letter of support for the Rehabilitation of the **Riley Court Apartments**, a 48-unit affordable apartment project within the Monument Corridor of the City. The non-profit ownership submitted an application to the State of California Housing and Community Development in July 2010 requesting \$2.2 million in Multi-Family Housing Program (MHP) Funds. City's funding is contingent upon award of the MHP funds. In January 2011, the City Council approved \$300,000 in funding in RDA Set-Aside funds to further contribute to the rehabilitation should it be awarded. City's funding is contingent upon award of other funding sources. Unfortunately, the State put their MHP funds on "pause" in February 2011. City staff put off negotiation of the loan and regulatory agreement to provide assistance for the project, until potential funding sources became more clear. During mid-July 2011, MHP funding was opened up again with applications due at end of August. City staff provided an updated letter of support to RCD on August 16, 2011 for inclusion in their application. However, at this time the City's Redevelopment funding is unclear due to the Statewide Budget bills and CRA lawsuit.

The project received administrative design review approval from the City's Planning Division in July 2010. The rehabilitation will focus on an exterior face-lift as well as interior renovations to upgrade the units to improve livability, alleviate existing deficiencies and improve handicapped accessibility. The funding will continue to provide 48-units of affordable housing for families and will include individuals, people living with HIV/AIDS, and single-parent household.

Multi-Family Housing Inspection Program – The purpose of this program is to proactively improve the condition of rental housing stock and thereby protect the health, safety, and welfare of residents who occupy multi-family rental housing within the City. Once every three (3) years, staff inspects each of the 400+ apartment sites containing over 10,000 individual apartment units. Property owners with well-maintained properties have the option of applying for Self-Certification. If qualified, a self-inspection can be conducted by the owner, and a sampling of the units inspected by City staff, thereby eliminating the need for staff to inspect the entire building.

In FY 2010-11 staff inspected 1683 multi-family units and observed 3,411 violations. By the end of the fiscal year, 3,411 (100 %) of substandard housing violations were corrected. Approximately fifty percent of the aforementioned inspections were conducted in lower income areas.

Code Enforcement – This program provides code enforcement in lower income areas to help maintain affordable housing stock and assure safe, decent and sanitary housing. Code enforcement activities are carried out in conjunction with the Multi-family Housing Inspection Program and other activities that are part of a City strategy to arrest the decline in each area. In addition to addressing code violations, the code enforcement team proactively coordinates City services to neighborhoods through education and neighborhood clean-up events. Code violations were issued to 619 households.

Housing Rehabilitation Activity Summary

Table 3 summarizes all housing rehabilitation activity by program and income range of clients.

<i>Table 3</i> 2010-11 Housing Rehabilitation Units				
Program	Own/ Rent	0-30%¹	30-50%¹	50-80%¹
Housing & Mobile Home Rehab <i>Loans</i> (RDA & CDBG)	Own	3	3	0
Mobile Home Repair, Emergency Repair Grants (RDA)	Own	1	1	2
Mobile Home, Emergency & Accessibility and Weatherization & Home Security, <i>Grants</i> (CDBG)	Own	9	3	3
Exterior Enhancement <i>Grants</i> (RDA)	Own	5	7	1
Lead-based Paint <i>Grant</i> Program (CDBG)	Own	0	0	0
Lead Hazard Program (HUD)	Own/ Rent ²	--	19/14	3/0
Multi-Family Exterior Enhancement (RDA)	Rent	0	0	0
Multi-family Rehab Loans	Rent	0	0	0
Multi-family Acquisition/Rehab Loans	Rent	0	0	0
	TOTAL	18	47	9

¹ The CDBG 80% income limit was defined for a family of four in FY 2010-11, as \$64,400.

² Lead Hazard Program (direct HUD grant, not CDBG) applies to both ownership and rental homes. There were 14 total rentals and 22 total owner occupied units. The HUD program tracked units by Extremely Low Income (using less than 50%) and Low income (using 50 to 80%).

AH-4 Reduce the number and impact of home foreclosures

The City contracted with Housing Rights, Inc. to provide home foreclosure counseling. Services were provided at the Housing Opportunity Center located in the Monument Corridor. Counseling was provided to 30 households.

Consolidated Housing Goals and Achievements

The Concord Housing Goals listed in the Priority Needs Summary of the Consortium Consolidated Plan show five-year targets in Table 4. Following are the achievements in year one:

Table 4								
Concord Five-Year Consolidated Plan Housing Goals								
Priority Need	Priority Need Level	Dollars to Address	5-Yr. Goal Plan/Actual	Yr. 1 Goal Plan/Actual	Yr. 2 Goal Plan/Actual	Yr. 3 Goal Plan/Actual	Yr. 4 Goal Plan/Actual	Yr. 5 Goal Plan/Actual
Renters								
0-30% of MFI	H	\$ 224,000	8 / 0	0 / 0		8 /		
31-50% of MFI	H	4,248,000	146 / 14	0 / 14		40 /	26 /	80 /
51-80% of MFI	H	2,043,000	526 / 96	96 / 96	96 /	96 /	122 /	116 /
Owners								
0-30% of MFI	H	2,700,200	174 / 18	37 / 18	35 /	34 /	34 /	34 /
31-50% of MFI	H	2,352,800	153 / 33	36 / 33	30 /	29 /	29 /	29 /
51-80% of MFI	H	1,737,000	110 / 15	22 / 15	22 /	22 /	22 /	22 /
Homeless								
Individuals								
Families								
Non-Homeless Special Needs								
Elderly	H	6,262,600	743 / 23	131 / 23	128 /	128 /	128 /	228 /
Frail Elderly	M							
Severe Mental Illness	M							
Physical Disability	H	871,613	56 / 5	12 / 5	11 /	11 /	11 /	11 /
Developmental Disability	M							
Alcohol/Drug Abuse	M							
HIV/AIDS	M							
Victims of Domestic Violence	M							
Total Special Needs		\$7,134,213	799 / 28	143 / 28	139 /	139 /	139 /	239 /
Total Section 215*		\$6,515,000	680 /	96 /	96 /	144 /	148 /	196 /
215 Renter		6,515,000	680 /	96 /	96 /	144 /	148 /	196 /
215 Owner								

*Section 215 Affordable Housing is defined as follows:

- 1) **Rental Housing:** A rental housing unit is considered to be an affordable housing unit if it is occupied by an extremely low, very low, or low-income household and bears a rent that is the lesser of a) the existing Section 8 Fair Market Rent for comparable units in the area, or b) 30% of the adjusted income of a family whose income equals 65% of the median income for the area, except that HUD may establish income ceilings higher or lower than 65% of the median income because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.
- 2) **Homeownership:** a) Housing that is for purchase (with or without rehabilitation) qualifies as affordable housing if it (i) is purchased by an extremely low, very low, or low-income first-time homebuyer who will make the housing his or her principal residence and; (ii) has a sale price that does not exceed the mortgage limits for the type of single family housing for the area under HUD's single family insuring authority under the National Housing Act. b) Housing that is to be rehabilitated, but is already owned by a family when assistance is provided, qualifies as affordable housing if the housing (i) is occupied by an extremely low-, very low-, or low-income household which

uses the house as its principal residence and; (ii) has a value, after rehabilitation, that does not exceed the mortgage limit for the type of single family housing for the area, as described in a) above

b. Community Development

Non-housing community development needs are those public service, infrastructure, economic development, and other development needs in the community, which have an important impact on the living conditions of Concord residents. The purpose of addressing a community's non-housing needs, in addition to its housing needs, is to help create more livable, better functioning, and more attractive communities by integrating economic, physical, environmental, community, and human development programs in a comprehensive and coordinated fashion so that families and communities can work together and thrive.

The City funds community development activities under four different categories: Public Service, Fair Housing, Infrastructure/Public Facility, and Economic Development. The City is committed to allocating funds that serve the needs of the lowest and most disadvantaged residents, with an emphasis on meeting the most basic human needs of food and shelter.

The Contra Costa Consortium Consolidated Plan identifies the following objectives for non-housing community development needs:

Public Services

- **CD-1 General Public Services:** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns such as substance abuse, hunger and other issues.
- **CD-2 Seniors:** Enhance the quality of life of senior citizens and frail elderly, and enable them to maintain independence.
- **CD-3 Youth:** Increase opportunities for children/youth to be healthy, succeed in school and prepare for productive adulthood.
- **CD-4 Non-Homeless Special Needs:** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults and migrant farm workers.
- **CD-5 Fair Housing:** Continue to promote fair housing activities and affirmatively further fair housing.

Economic Development

- **CD-6 Economic Development:** Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

Infrastructure/Public Facilities

- **CD-7 Infrastructure and Accessibility:** Maintain quality public facilities and adequate infrastructure, and ensure access for the mobility-impaired by addressing physical access barriers to public facilities.

Administration

- **CD-8 Administration:** Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

Homeless

- **H-1 Homeless and Housing Support Services (housing related):** Assist the homeless and those at risk of becoming homeless by providing emergency, transitional, and permanent affordable housing with appropriate supportive services.
- **H-2 Homeless and Housing Support Services (services only):** Reduce incidence of homelessness and assist in alleviating the needs of the homeless.

Community Development Accomplishments

All public services agencies exceeded their goals with the exception of crisis services which were below the projected goals. This is actually a positive outcome in that the amount of people requiring crisis services was less than anticipated.

The following tables summarize Community Development accomplishments. Further detail can be found in **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data.**

Table 5		
Summary of 2010-11 CD Public Services & Homeless Accomplishments (Includes CDBG, General Fund, Child Care Fee & RDA Housing Set-Aside funds)		
Priority Need Category	HUD Matrix Code	Actual # of Persons
General Public Services – ANKA (HOPE Plus), Community Violence Solutions (Rape Crisis services), Contra Costa Crisis Center Crisis Line, Contra Costa Crisis Center Homeless/211, Monument Crisis Center (Food), Food Bank.	05	27,740
Senior Services – Caring Hands (Caregivers), Rehabilitation Services (Concord Senior Shopping Shuttle), Senior Outreach Services (Meals on Wheels, Care Management, and Senior Nutrition Programs), Ombudsman (Advocacy for Institutionalized Adults).	05A	2,181
Handicapped Services/Disabled/HIV/AIDS – Lions Center for Visually Impaired (Independent Living Program);	05B	18
Legal Services – Bay Area Legal Aid (Legal Safety Net)	05C	110
Youth Services	05D	
Transportation Services	05E	
Substance Abuse Services	05F	
Services for Battered and Abused Spouses –STAND! (Domestic violence shelter)	05G	6
Employment Training (see Economic Development)	05H	
Crime Awareness/Prevention	05I	
Fair Housing Activities – Housing Rights (RDA funds)	05J	26
Tenant/Landlord Counseling – Housing Rights (RDA funds)	05K	108
Child Care Services – Mt. Diablo Unified School District (CARES program)	05L	1,462
Health Services	05M	
Services for Abused and Neglected Children – Court Appointed Special Advocates (CASA)	05N	33
Mental Health Services	05O	
Screening for Lead Poisoning	05P	
Subsistence Payments – SHELTER, Inc. (Homeless Prevention Program)	05Q	288
Homeownership Assistance (not direct)	05R	
Rental Housing Subsidies	05S	
Security Deposits	05T	
Housing Counseling	05U	
TOTAL		31,972

Goals were met for micro-enterprise assistance. Economic development technical assistance had a shortfall due to the State of California budget crisis which affected the outcomes for Child Care Council. The State temporarily suspended licensing for child care centers which halted the outcomes for the Road to Success program during that time. As the State reinstated licensing, the program regained momentum and was able to continue recruiting for child care licensing.

Table 6					
Summary of 2010-11 CD Economic Development (ED) Accomplishments (CDBG only)					
Priority Need Category	HUD Matrix Code	Actual # of Businesses Assisted	Actual # X-Low-Income of Persons Assisted with Jobs	Actual # of Very Low-Income Persons Assisted with Jobs	Actual # of Low-Income Persons Assisted with Jobs
ED: Direct Financial Assistance to For-Profits	18A				
ED: Technical Assistance – Child Care Council (Road to Success)	18B	13			
ED: Micro-Enterprise Assistance – Housing Rights – Bedbugs No More (2009 contract)	18C	1	5		

Table 7
Summary of 2010-11 CD Public Facilities & Infrastructure Accomplishments (CDBG only)

Priority Need Category	HUD Matrix Code	# Projects ASSISTED	# Projects COMPLETED	
		FY 10-11	Funded FY 10-11	Funded Previous
Misc /"Other" Public Facilities & Improvements –	03			
Senior Centers	03A			
Handicapped Centers	03B			
Homeless Centers *	03C			
Youth Centers	03D			
Neighborhood Facilities	03E			
Parks and/or Recreation Facilities	03F			
Parking Facilities	03G			
Solid Waste Disposal Improvements	03H			
Flood Drainage Improvements	03I			
Water/Sewer Improvements	03J			
Street Improvements	03K			
Sidewalks – City Engineering (ADA Transition Plan)	03L	2	2	
Child Care Centers	03M			
Tree Planting	03N			
Fire Stations/Equipment	03O			
Health Facilities	03P			
Facilities for Abused/Neglected Children *	03Q			
Asbestos Removal	03R			
Facilities for AIDS Patients *	03S			
Operating Costs of Homeless/AIDS Programs – Contra Costa County (Adult Interim Housing Program)	03T	1	1	
Clearance and Demolition	04			
Cleanup of Contaminated Sites	04A			
Acquisition of Real Property	01			
Disposition of Real Property	02			

* Not operating costs

3. Continuum of Care

a. New Federal Resources from the Homeless SuperNOFA

Contra Costa County's Homeless Continuum of Care Board (CoCB) is now called the **Contra Costa Interagency Council on Homelessness (CCICH)**. CCICH working with the Contra Costa County Homeless Program manages the Homeless McKinney-Vento funding and process every year. In 2010, Contra Costa County was awarded \$8,914,268. This funding was distributed as follows in Table 8.

Table 8			
2010 McKinney-Vento Awards for Contra Costa County			
Project Name	Sponsor	Description	McKinney Funds
Permanent Connections	Contra Costa Health Services	Permanent Supportive Housing (includes services) for transition age youth	\$177,477
Lakeside Apt.	CC Health Services/Resources for Community Development	Permanent Supportive Housing for families.	\$158,041
Moving Out of Violent Environments	STAND! Against Domestic Violence	Transitional housing with support services for battered women and their children	\$75,751
CCC Transitional Housing Program (Lyle Morris)	SHELTER, Inc. of Contra Costa County	Transitional housing with support services for families	\$407,333
Project Independence	Rubicon Programs, Inc.	Transitional housing with supportive services	\$654,229
Project Coming Home-Addressing Addictions	Contra Costa Health Services/ Anka Behavioral Health	Permanent supportive hsg for chronically homeless persons with addictions to alcohol.	\$513,028
Idaho Apartments	Rubicon Programs, Inc.	Permanent supportive housing for homeless persons with a disability	\$221,628
W Richmond Aptmts	Rubicon Programs, Inc.	Permanent supportive housing for homeless persons with a disability	\$44,013
Garden Parks Apartment Community	Contra Costa Interfaith Housing/Mercy Housing	Permanent supportive housing for families	\$224,870
Pittsburg Family Center	SHELTER, Inc. of Contra Costa County	Transitional housing with support services for families with children.	\$80,797
Transitional Housing Partnership (THPP)	SHELTER, Inc. of Contra Costa County	Permanent housing with support services for individuals and families with a disability	\$277,845
Reach Plus	SHELTER, Inc. of Contra Costa County	Scattered site transitional housing with support services.	\$692,099
FERST	CC County Dept of Health Services/ Anka BHS	Multi-service center providing diverse services to homeless.	\$290,355
Money Management	Rubicon Programs	Housing assistance to homeless w/severe psychiatric disabilities & substance abuse.	\$204,120
West County Resource Center	Greater Richmond Interfaith Program	Multi-service center providing diverse services to homeless.	\$75,306
Access	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$494,271
Shelter Plus Care Consolidated	HACCC	Permanent housing (rental assistance) with services for those with a disability	\$2,957,976
ACCESS Plus	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$105,311
Giant Road Apartments	Rubicon Programs	Permanent housing with supportive services for homeless families with a disability	\$94,500
GRIP Permanent Housing	Greater Richmond Interfaith Program	Permanent housing with services for individuals with a disability	\$97,817
Project Coming Home Shelter Plus Care	HACCC	Permanent housing (rental assistance) with services for chronically homeless individuals	\$423,360

<i>Table 8 (continued)</i>			
2010 McKinney-Vento Awards for Contra Costa County			
Shelter Plus Care CHI	HACCC	Permanent housing (rental assistance) with services for chronically homeless individuals	\$211,680
STEP	Anka Behavioral Health, Inc.	Permanent housing and wrap-around services to homeless with severe mental illness	\$255,485
Shelter Plus Care CHI2	HACCC	Permanent housing (rental assistance) with services for chronically homeless individuals	\$56,448
Permanent Steps Program	SHELTER, Inc. of Contra Costa County	Scattered-site permanent supportive housing with support services.	\$254,417

*All projects were awarded during the 2010 competition with program operating year beginning 2011.

b. Contra Costa Interagency Council on Homelessness (CCICH)

CCICH is also charged with providing a forum for communication and coordination about the overall implementation of the county's Ten-Year Plan to End Homelessness and providing advice and input on the operations of homeless services, program operations, and program development efforts. CCICH provides a forum for orchestrating a vision on ending homelessness in Contra Costa County, educating the community on homeless issues, and advocating on federal, state, county and city policy issues affecting people who are homeless or at-risk of homelessness. CCICH is coordinated by the nonprofit agency Home Base, who assists the County Homeless Program and Continuum in maximizing HUD funding for homeless services and housing.

CCICH meets quarterly and the Executive Committee meets monthly to discuss and take action on issues related to homelessness. Such issues include coordinating and developing discharge protocols in those institutions that discharge persons into homelessness, such as jails, prisons, mental health programs, drug and alcohol programs, the foster care system, and hospitals. CCICH also worked on providing and coordinating a system of dental services for homeless persons. Poor or no dental care, resulting in multiple tooth extractions, was identified by a work group of homeless persons as a significant barrier in their ability to becoming employed.

CCICH participants also receive information on implementation of the Homeless Management Information System (HMIS) that key providers use to track information about clients and services accessed. Small ad-hoc workgroups are involved with conducting a homeless census every two years, conducting an annual Project Homeless Connect to help homeless persons access mainstream and other services, Project Coming Home for veterans, dental services for homeless, frequent users of emergency rooms and hospitals, and other issues relating to homelessness.

Concord continues to assume a leadership role in addressing homeless issues in Contra Costa County. Two representatives from the City of Concord sit on the CCICH: Councilmember Bill Shinn, who brings his extensive experience in law enforcement, mental health and homeless issues, and Police Lt. Robin Heinemann, who brings over 20 years of experience with homelessness in Concord. Both sit on the Executive Committee of CCICH. Community Grants Manager, Marla Parada, attends CCICH meetings. Councilmember Shinn is also the appointed liaison for homelessness and mental health issues for the Mayor's Council of Contra Costa County. The City has coordinated closely with the Continuum of Care Board (CoCB), and CCICH in the base closure process, especially concerning homeless accommodation, and invested significant federal and local grant resources in homeless and at-risk services.

Contra Costa County has a very active homeless continuum of care. Services include: multiservice centers in East, Central and West county; emergency shelter and housing assistance services for individuals, families, and youth; battered women’s services; veterans groups; permanent supportive housing; transitional housing; alcohol and other drug treatment; crisis hotline and referral services; soup kitchens, food pantries and food programs; and other services. The County has a great breadth of services at all points in the continuum, but depth of service continues to be reduced by decreasing federal and local funding as well as the general economy. Homeless service agencies fully participate in the McKinney Vento SuperNOFA funding process.

In June 2010, the 24-bed Philip Dorn Respite Center for medically fragile homeless adults was opened. In its first three months of operation, the program met its capacity. During the FY10-11, 207 clients were served and stayed an average of 34 days. Referrals were made from hospitals to the center.

The Respite Center has both men’s and women’s dormitories, a few private rooms, handicapped showers, free washers and dryers, computers, and a kitchen where meals are provided. The center provides medical care, case management and counseling to help people apply for SSI and Medi-Cal, find permanent housing and gain access to substance abuse treatment services.

c. Concord Funding for Homeless and At-Risk Services

The City of Concord funded seven (7) projects in 2010-11, totaling **\$115,000** to directly benefit homeless clients:

Anka Behavioral Health, Inc., HOPE Plus	\$ 10,000 (CDBG)
Contra Costa County – Adult Interim Housing Program	\$ 25,000 (CDBG)
SHELTER, Inc, Emergency Housing & Homeless Services	\$ 20,000 (CDBG)
Monument Crisis Center/Food Pantry	\$ 20,000 (CDBG)
Contra Costa Crisis Center 24-hour Homeless Hotline/211	\$ 10,000 (CDBG)
STAND! Battered Spouses	\$ 10,000 (CDBG)
Food Bank	\$ 20,000 (CDBG)

In addition, the City funded eight (8) projects providing services for persons at risk of homelessness, such as disabled adults, and very low-income seniors. These totaled **\$93,314** and included:

Caring Hands Caregivers for Frail Elderly	\$10,000 (General Fund)
Bay Area Legal, Legal Safety Net Project	\$10,000 (CDBG)
Lions Blind Center, Independent Living Skills	\$ 5,000 (General Fund)
Ombudsman Services	\$10,000 (CDBG)
Rehabilitation Services – Senior Shopping Shuttle	\$11,314 (\$9,330 CDBG, \$1,984 General Fund)
Senior Outreach Services, Meals on Wheels	\$15,000 (CDBG)
Senior Outreach Services, Senior Nutrition Program	\$12,000 (General Fund)
Senior Outreach Services, Senior Center Care Mgmt	\$20,000 (General Fund)

d. Homeless Prevention Activities

The Homeless Count took place in Contra Costa County on January 26, 2011. The City promoted the event to recruit volunteers.

The **Homeless Prevention and Rapid Re-housing Program (HPRP)** has been administered by Shelter, Inc. of Contra Costa since 2009. Partnerships include ANKA Behavioral Health, Bay Area

Legal Aid, Catholic Charities of the East Bay, Contra Costa County Homeless Program, Greater Richmond Interfaith Program, First Place for Youth and Rubicon Programs. The Community Grants Manager has attended collaborative HPRP meetings and referred Concord residents to the program.

As mentioned above, the City actively participated in CCICH. These activities fulfilled the following high priority action steps in the category of Administration, Coordination, Funding:

- Participation of an Inter-jurisdictional Cities/County Homelessness Coordination Committee.
- Facilitate greater coordination at the level of service delivery in each region and throughout the County's Continuum of Care and with local safety net services.

e. Homeless Accommodation in the Base Reuse (BRAC) Process

The Concord Naval Weapons Station was created by the Navy in the 1940s during World War II. The Inland Area of the base was deactivated in 1999 and declared surplus property by the Navy on March 6, 2007. The reuse of the 5,028 acre Inland Area of the Concord Naval Weapons Station represents a significant opportunity for Concord and for the region.

On January 30, 2009, the City submitted a Homeless Accommodation Submission (HAS) and preferred alternative to the U. S. Department of Housing and Urban Development (HUD). HUD's role is to conduct a review and determination of whether the accommodation of the needs of the homeless are balanced with other economic needs of the community, as mandated by the Base Realignment and Closure Act (BRAC). Concord's HAS was accepted with no request for changes by HUD.

The City Council sitting as the Local Reuse Authority (LRA) adopted the Clustered Village alternative as the Reuse Plan and certified the Final Environmental Impact Report on February 23, 2010. At the same time they reaffirmed their approval of the HAS and the associated Legally Binding Agreements. The Concord Reuse Project Area Plan and draft EIR will be reviewed, commented on and refined by the Planning Commission and City Council at a number of public meetings during fall of 2011. Recommendations on adoption of the area plan, certification of the EIR and amendment of the General Plan are anticipated during Spring of 2012.

f. North Concord Homeless Shelter

Contra Costa County's Central County Interim Housing Program (Emergency Homeless Shelter) for Individuals is located in the City of Concord. At this time, the City of Concord does not apply for or receive separate Emergency Shelter Grant funds for this project. The City works jointly with the County on all projects relating to homelessness. Concord staff participated in and contributed to the Contra Costa County Continuum of Care Homeless Plan and the McKinney Act Super NOFA funding. The City requested that the Federal Government allocate Concord's portion of any McKinney Act funds that would normally be sent to the State for cities not receiving entitlement funds, be sent instead to Contra Costa County. The County reports on the expenditure of McKinney funds in their annual CAPER.

4. Other Actions

a. Address obstacles to meeting underserved needs.

This section outlines other actions that the City has taken to address a variety of community and housing needs. Many of these have been covered in previous sections, and are referenced appropriately.

1) Targeting Resources in Low-Income Target Area - Addresses obstacles to under-served needs of ethnic minorities, recent immigrants, severely cost-burdened renters, homeless, and extremely low-income households.

Monument Corridor. The primary concentration of minority and low-income population is the Monument Corridor, a triangular area between Highway 242 and Monument Blvd., up to Concord Avenue. This area lies within census tracts 3361, 3362, and 3280. A map of the target area showing qualifying block groups in the aforementioned Census Tracts can be found in Attachment 3. Maps.

This area has been identified by the Concord City Council and targeted by the United Way of the Bay Area, the Hospital Council (John Muir/Mt.Diablo Community Health Institute), the Contra Costa County Health and Human Services, and the San Francisco Foundation through the Koshland Award grant in 2002-03 as an area of substantial need for community resources.

The City provided support for the 10th annual Monument Community Health Fair in October 2010. The Health Fair is a community-based, multi-agency event that provides free health screenings and information about health services to residents of the Monument corridor. Approximately 66% of attendees did not have health insurance and had limited access to health care. Eight hundred forty-five (845) free health screenings were performed, including glucose and cholesterol, asthma, vision, dental, blood pressure, prostate cancer, spinal exam, and bone density. The fair fully accommodated both English and Spanish-speaking residents.

Collaboration and Partnerships. The City is a key partner in the Monument Community Partnership (MCP), which took shape in 1998 to make recommendations on improving the quality of life for families and children in this community. MCP includes virtually all service providers, health agencies, county agencies, schools and communities of faith working within the Monument Corridor, as well as many of the major businesses and apartment owners, fair housing service providers, and police. This partnership has made tremendous inroads in coordinating and beginning to change institutional practices in the Corridor.

2) Improving accessibility for disabled consumers

City of Concord Website Redesign. In 2006, the City of Concord's Web site (www.cityofconcord.org) was redesigned to give it increased functionality for disabled persons. The new site conforms to U.S. Rehabilitation Act (USRA) Section 508 accessibility guidelines (www.section508.gov), as well as accessibility and usability guidelines established by the World Wide Web Consortium (www.w3.org) and the U. S. Health and Human Services department (www.usability.gov). The USRA is companion legislation to the more widely known Americans with Disabilities Act (ADA). Both pieces of legislation apply to accommodating people with disabilities.

b. Foster & maintain affordable housing.

As mentioned previously, the City of Concord is committed to developing and maintaining housing within the city that is affordable to persons of all incomes.

c. Eliminate barriers to affordable housing.

In the past four years, a very depressed housing market, collapsing housing loan industry and tightening credit market has resulted in conflicting factors that have combined to make housing more affordable, yet more difficult for lower income households with perhaps marginal credit and small down payments, to be able to purchase a house.

In 2010-11, it was necessary for the City to write-off as uncollectible, four loans. Two homeowners who had received City loans went through the short sale process this year, necessitating that the City write off a portion of their loans. Two other loans were lost one to bankruptcy and another due to the elderly owner being admitted to a nursing home, with the mobile home abandoned. In total, these losses, required a write off of a total of \$77,007 with \$ \$22,653.99 of that being for CDBG funded loans. The current Redevelopment environment is very tenuous at this time and it is difficult to project the amount of funding that will be available for the upcoming year.

The City adopted two resolutions during 2010 designed to defer costs and reduce fees for development projects in an effort to spur approved projects with entitlements from on-hold status into the construction pipeline. Even so, no building permits for new construction were issued in 2010, due to the continuing struggling residential housing economy in Concord. However, slight movements in activity appear to be beginning.

d. Overcome gaps in institutional structures & enhance coordination.

The City of Concord works within an institutional structure, which includes private industry, nonprofit organizations, and public institutions, to carry out its housing and community development plan. Some of the most important collaborations to fill gaps and enhance coordination within this structure are mentioned below:

1) Membership in the Contra Costa County HOME Consortium – Overcomes gaps between County and City government institutional structures and enhances coordination.

Consortium - The Contra Costa County HOME Consortium is composed of the County Community Development Department and the cities of Antioch, Concord, Pittsburg, and Walnut Creek. Although not a contributor to the consolidation of HOME funds in the Consortium, the City of Richmond is also a part of the CDBG portion of the Consortium. The City of Concord is an active member of the Consortium, and works with it to streamline CDBG processes for non-profit recipients. The Consortium meets quarterly to share information and work on ways to overcome gaps between our respective institutional structures and enhance coordination of funding and service delivery throughout the County. Working together to support mutual projects has developed the Consortium members into a close, supportive team who have a much better understanding of each other's challenges and needs.

Consortium members and the City of Richmond utilize a single grant application used by all jurisdictions, a single monitoring form with joint monitoring of agencies and shared results with other members, a joint bi-annual grant process and meetings for all applicants and recipients of funding, quarterly or greater Consortium meetings, and increased technical assistance to nonprofits through individual meetings and workshops. All Consortium members have adopted a two-year

funding cycle to further reduce agency and CDBG staff costs in these difficult economic times. Consortium members have continually streamlined process to benefit agencies and to reduce our administrative costs, effectively channeling additional funds to our communities.

2010-12 Grant Cycle Process - The two-year grant process for 2010-12 was conducted in 2009 utilizing a collaborative Consortium online application submission. The Community Services Commission reviewed and rated all applications and made funding recommendations to the City Council that were approved on May 11, 2010.

2) Monument Community Partnership – Overcomes gaps and enhances coordination between city government, health services and the public.

Since 1998, the City has been actively involved in the Monument Community Partnership that targets the geographic area in Concord known as the Monument Corridor. This area is listed as one of the areas of highest need in Contra Costa County. This nonprofit initiates collaboration between public and private agencies to provide resources in health, housing, education and economic development to the low-income population of the Monument Corridor.

3) Community Oriented Government – Overcomes gaps between government institutional structure and entire community, and enhances coordination.

As mentioned in the Community Profile of Concord, the City has embraced a style of governance known as Community Oriented Government (COG). COG is based on a philosophy that recognizes the interdependence and shared responsibility of the City government and the community in making Concord a city of the highest quality, continually enhancing the safety, environment, quality of life, and economic vitality of our city. It is a method of governance that encourages partnerships to identify community issues, determine resources, and apply innovative strategies designed to create and sustain healthy, vital neighborhoods. The five building blocks that are key to Community Oriented Government are partnerships, empowerment, problem solving, accountability, and customer orientation. The COG approach is founded on collaboration, both internally and externally, and responsiveness to internal and external consumer needs. This approach helps to reduce gaps inherent in institutional structures such as city government by increasing communication, developing partnerships, and enhancing coordination.

4) Participation in the Contra Costa Inter-jurisdictional Council on Homelessness enhances coordination of efforts to improve neighborhoods overcomes gaps between governmental institutional structure and entire community.

e. Improve public housing & resident initiatives.

There are no Public Housing Units in the City of Concord. The Contra Costa Housing Authority assists Concord residents through the Section 8 Existing Housing Program. Section 8 Certificates/Vouchers allow very low-income (below 50% of area median income) families to pay no more than 30% of their income on housing. The Contra Costa Housing Authority contracts with rental housing property owners to pay the difference between what tenants can afford and fair market rents.

f. Evaluate & reduce lead based paint hazards.

In November 2007, the City of Concord was awarded a Lead Hazard Control grant by HUD totaling \$1,389,228 over a three year period. This grant targeted the wider Monument Corridor area. Since this time, the City has made great strides in identifying and addressing lead-based paint hazards.

The City has clearly identified ALL single family and multi-family housing stock built before 1979 that has the possibility of being contaminated by lead-based paint. The older housing stock was mapped by decade. The City conducted extensive outreach and provided education about the hazards of lead poisoning and lead-based paint through a comprehensive strategy. This strategy targeted lower income Monument Corridor residents and homeowners of houses built before 1979, and provided training and outreach to day laborers who often do rehabilitation and construction, and day laborer housecleaners who often work in cleaning up after rehabilitation, and to the general public. Owners of multi-family properties built before 1979 were also contacted directly and given information about health hazards associated with lead-based paint and the methods and resources for lead based paint stabilization and abatement.

To coordinate all of the activities of the Lead Hazard grant, the City developed an even tighter partnership with the County Health Department Lead Program, the County Housing Rehabilitation Program, Monument Community Partnership, the Chavez Center, Housing Rights, and the Monument Community First 5 Center. This partnership continued to reach out to the public housing authorities during FY 2010-11 and gain other partners to address lead-based paint hazards throughout Concord's older housing stock. In 2010-11, the City remediated 35 homes of lead-based paint utilizing HUD Lead Hazard funding, and exceeded the grant goal of 60 homes, resulting in a total of 65 remediated homes for the 3-year grant period, ending in 2010.

Since initiation of the grant, 179 units of housing have been tested. Sixty-five (65) of these units tested positive and have been cleared of lead-based paint (LBP) hazards.

Through the grant, the City's capacity to respond to lead-based paint hazards has increased. One hundred eighty-nine (189) private remodeling, paint and general contractors, as well as property owners and maintenance workers received technical training in lead safe construction practices. Five of these contractors continued on to become State lead certified supervisors and 121 persons became EPA certified lead renovators.

CDBG Lead Hazard grants will continue to be provided in areas other than the Monument Corridor. Each loan and grant application for rehabilitation is assessed for lead based paint. If remediation is triggered then a parallel process for lead based paint is followed for the application, which includes a separate property evaluation, inspection, report, work write-up, bid process, contractor evaluation and selection, separate execution and clearance of the work, and separate documentation and record keeping to satisfy federal regulations.

g. Ensure compliance with program & comprehensive planning requirements.

The City of Concord is knowledgeable of and complies with CDBG program and comprehensive planning requirements, as affirmed by HUD monitoring. Although the regulations and requirements for administration of the CDBG program are many and varied, a few important requirements follow. Community Services Division activities are based on a HUD-approved Consolidated Plan spanning the years from 2010-15, including priorities for funding and meeting goals and objectives established in that document. Concord participated with the Consortium to produce a joint Analysis of Impediments which was adopted with the 2010-15 Consolidated Plan in May 2010. It guides actions taken to ensure fair housing and equal access to all Concord residents. The 10-Year Plan to End Homelessness in Contra Costa County was consulted before the fund allocation process began to determine the highest funding priorities for homeless and other populations with special needs.

Fostering, producing, and maintaining housing that is affordable to a wide spectrum of Concord residents has been a commitment by the City of Concord for decades. Barriers to affordable housing have been addressed by a variety of planning and funding considerations, and will continue to be a focus of the City.

Annual Action Plans, Consolidated Annual Performance and Evaluation Reports, are thorough, timely, and have been accepted by HUD without major revisions. NEPA Environmental Reviews procedures are followed for every funded activity. Monitoring of sub-recipients is conducted on a regular schedule using standards and procedures that are shared by other members of the Consortium. Finally, Concord is prompt in drawing down federal funds and expediting capital and other projects, with a fund balance well within the 150% maximum.

h. Performance Measurement System Implementation

The City of Concord staff attended the San Francisco HUD training on Performance Measurement Systems in July 2006. During 2007-08, the City of Concord and Contra Costa Consortium fully implemented HUD's new Performance Measurement system. Changes were made in the CDBG application to incorporate requirements into the application and make prospective grantees aware of the requirements. As the Consortium had already instituted its own performance measurement requirements in 2004-05, only minor modifications were necessary to fully implement HUD's system for 2007-08. For a description of the numbers of people who were provided new or improved availability/accessibility, affordability, sustainability of decent housing, a suitable living environment, and economic opportunity, please refer to appropriate IDIS reports. For a comparison of the proposed versus actual outcomes for each outcome measure, please see **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data**.

i. Reduce the number of persons living below the poverty level.

Reducing the number of persons living below the poverty level within the City of Concord requires a comprehensive approach to poverty that includes:

- access to housing of choice unimpeded by discrimination;
- availability of affordable housing;
- job opportunities that require limited educational background and/or work experience as well as jobs that offer opportunities for growth and advancement and a living wage;
- opportunities for people with disabilities to move freely, live independently, and become or remain financially independent to the best of their abilities;
- access to health care for individuals, families, and children;
- safety nets for those balancing precariously on the economic edge, including seniors, single-parent families, minimum-wage earners, and others; and
- provision of life's basic requirements, such as food, shelter, and clothing, for those without these necessities, and other factors.

The City Council, Community Services Commission, and City staff embrace a holistic approach to addressing these issues as they meet to plan each year's funding allocations. Guided by community input shared in Public Hearings and in community-wide surveys, needs are heard, priorities are determined, and funds are allocated.

However, general economic conditions, the foreclosure crisis, and increased costs of gasoline, health care and food are resulting in greater numbers of people in need of even the most basic services, such as food pantry and hot lunches. Unfortunately, CDBG funds for public services are capped at 15%, and many more people are not served because of this restriction.

This report has endeavored to show how the City of Concord has prioritized and invested its resources to reduce the number of its citizens living below the poverty level in 2010-11. Please see appropriate sections on Affordable Housing, Economic Development, Public Services, Fair Housing information, and Homeless Continuum of Care services.

j. Civil Rights Related Requirements

The City of Concord offers the following information to illustrate its compliance with Section 109 of the Housing and Community Development Act of 1974, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended, and their respective implementing regulations at 24 CFR Parts 6 and 8.

1) Limited English Proficiency Information

According to the 2000 Census, 68 percent of Contra Costa County's Hispanic population speaks Spanish, and 28 percent of those who speak Spanish either speak English "not well" or "not at all." In addition, 62 percent of Contra Costa County's Asian and Pacific Islander populations speak a language other than English, and according to a sampling, 16 percent either speaks English "not well" or "not at all." Therefore, Contra Costa County does have a significant limited-English proficient (LEP) population, both Asian and Hispanic.

The City of Concord also has a significant Hispanic population at 21.8% or 26,560 persons out of the total population of 121,780 persons. Seventy-two percent (72%) of all Hispanic persons speak Spanish, and of them a total of 11,257 or 58% of Spanish-speaking persons have "some" difficulty speaking English, or speak English "not well" or "not at all". This inability to speak the English language creates a barrier to housing and economic opportunities that are offered to the low-income and minority concentrated areas that receive federal financial assistance. In addition to Spanish, the City has a very small population of persons who speak Tagalog and Farsi.

2) Language Assistance Plan

In order to address this issue and to better serve Concord residents with limited English proficiency, the City has developed a Language Assistance Plan (LAP) in accordance with the U.S. Department of Housing and Urban Development's (HUD) Final Guidance (Federal Register/Vol. 72, No. 13, January 22, 2007) and Executive Order 13166. The goals of the LAP are: 1) to provide meaningful access for Concord's LEP residents through the provision of free language assistance for CDBG programs; 2) to provide an appropriate means to ensure the involvement of LEP residents that are most likely to be affected by the programs and to ensure the continuity of their involvement; 3) to ensure that the City's CDBG staff will assist Concord's LEP population in obtaining the necessary services and/or assistance requested or needed.

City staff has access to timely translation services utilizing the talents of a number of bilingual employees, including those fluent in Spanish, Tagalog, Mandarin, Cantonese, Korean, Farsi, Arabic, and Russian (not a comprehensive list), and the CDBG Manager is fluent in Spanish.

The City's LAP has resulted in the translation into Spanish of Housing and Code Enforcement outreach documents to ensure meaningful access to City programs that are funded with CDBG funds, and Spanish-speaking staff to assist customers in that language.

The City of Concord, as a part of the Consortium, has been proactive on many fronts in implementing the LAP. For example, the Consortium mailing list of interested parties, which is used to announce funding availability and general participation in the CDBG, HOME, ESG and HOPWA programs, contains over 500 agencies including many agencies that target services to specific populations (minorities, disabled, and the limited-English speaking populations).

3) Agency Service to Limited English Proficient Populations

The Consortium requires quarterly and year-end reporting on agency efforts to reach out to and serve LEP populations. Responses from 22 agencies show that with the exception of one agency, all have staff that speak Spanish. At least half of the agencies have staff that speak other languages including Korean, Mandarin, Cantonese, Tagalog, Croatian, Serbian, Bosnia, Slovak, Russian, Ukrainian, Portuguese, Farsi, Hungarian, French, Dujarti, Hindi, Punjabi, Arabic, Swahili, Fuzhou, Greek, German, and Japanese. Some agencies are able to expand their language capacity through volunteers that speak other languages. Most agencies reported that their brochures, flyers and application were translated into at least Spanish, and most had outreach material translated into one or more languages. The Consortium will continue to request subrecipients to provide information on how they are reaching out to all persons including limited-English citizens.

5. Leveraging Resources

During FY 2010-11 over \$8 million in leverage from local resources and agency matching funds were invested to accomplish Concord's housing and non-housing objectives identified in the Consolidated Plan. To help leverage resources, City requires a 15% match for all projects funded at \$10,000 and under, and a 20% match for all projects over \$10,000, although this is not a federal requirement. Matching funds for these projects typically include other federal or state funds, or private funds from foundations and donations. **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data** shows all leveraged funds during FY 2010-11.

6. Citizen Comments

There were no citizen comments on the CAPER in 2010-11.

7. Self Evaluation

a. FY 2010-11 Administration

The Concord grant program administration has succeeded, as measured by the following annual City of Concord Performance Measurements:

1) Not more than 150% of the Current Year's CDBG Grant Amount on Federal Deposit at the end of the Fiscal Year

Concord is consistently well below HUD's maximum of 150% grant balance by the end of April. This indicates that the funds are getting out into the community to accomplish our goals and that capital projects are being completed in a timely manner. HUD recognized the City in a letter to the Mayor as having met timeliness requirements.

2) Number and Percent of CDBG-Funded Capital Projects Completed within Two (2) years of Initial Funding Date

One capital project consisting of three project locations was funded during FY 2010-11 and is on track for being completed within two years. Our target is to have 90% of capital projects completed within two years.

3) % of Contracts that Meet Performance Indicator of # of Concord Clients to be Served

76.5% of agencies met their contract performance indicators, many exceeding their obligations. Concord contracted to receive services to 23,381 residents, and agencies served over 32,718 residents (not an unduplicated count between agencies.)

4) % of Customers Served that Rate Agency Service as Good or Better

Client satisfaction with Agency services was 95%, with 1,763 clients responding! Concord continues to be the only Consortium member to require agencies to measure client satisfaction. Accuracy of reported data is verified during monitoring visits.

5) % of Agencies Served that Rate City of Concord Community Services as Good or Better

Agency satisfaction continued to exceed City standards of 90% Excellent or Good. Concord's Grant Process received a 94.4% rating, and Concord CDBG staff received a 100% rating. This agency feedback was solicited using Survey Monkey and a completely blind process for CDBG staff. Nineteen questions were asked, and this strong level of satisfaction shows continued support for and satisfaction with Concord's staff and processes.

6) General Comments

The Community Services division, which administers the CDBG program, was audited by the HUD Compliance office in July 2010, June 2006-07, and by the HUD Regional Labor Relations Officer in FY 2007-08. All monitoring to date shows the City in compliance with administrative requirements as reviewed. In addition, an environmental monitoring took place in April 2011. Recommendations from the monitoring have been implemented.

The CDBG program is administered by one full-time and one part-time staff. All major goals are on target, and grant disbursements are timely, as evidenced by our fund balance. Claims for payment are processed expeditiously after presentation of quarterly demand and grant status report. Monitoring occurs regularly and in conjunction with other Consortium members.

Concord encountered some barriers in 2010-11 that impacted projects. While the slump in the housing market has dropped rents to make housing more affordable, the general economic conditions and high cost of gas, food, and of living in the Bay area in general continue to increase the number of people who needed emergency food and homeless services. With major economic forces at play, the need has exceeded available resources. Funding provided by CDBG has greatly assisted agencies in addressing the needs. We see the commitment of agencies in serving those in need despite limited resources. To assess whether goals have been met, we count total number of people served against contract, but numbers alone do not indicate the impact on people's lives. Therefore we require that agencies survey individuals who have experienced services delivered. These individuals attest to the impact the services have had on their lives and how the services met their needs. But with the rise in community needs, CDBG funds have been reduced 16.6% for FY 2011-12 and are anticipated to be reduced in the future. The 15% public services cap unfairly restricts the amount of services funded by CDBG.

The City of Concord endeavors to seek and see the larger picture of our community's assets and needs in each year's Community Grant process. This is done through public input at public hearings, community meetings, neighborhood associations, through representation by the public in the nine-member Community Services Commission, and through client satisfaction surveys.

Responsive listening and collaboration with a variety of partners is encompassed in the City's Community Oriented Government. Performance-based budgeting ensures accountability and maximizing of resources. Strategic planning and budget planning on a ten-year basis, with annual revisions to respond to economic and social changes, ensures continuity and stability.

Listening to all segments of the Concord community, looking at the big picture, planning for the future, and allocating Community Development Block Grant and general fund resources annually, has made a demonstrable impact within the City of Concord.

8. Monitoring

Concord CDBG staff closely monitors and reviews all agency activities during the program year. This process begins with a detailed contract which outlines performance objectives and reporting requirements. Quarterly reports are thoroughly reviewed to ensure that agencies are on track to achieve their performance outcomes, and that they are serving eligible clients that represent Concord's diversity. Quarterly Sources and Uses reports are compared to budgets to verify the need for CDBG funding and ensure that fundraising goals are on track. Quarterly Requests for Reimbursement are carefully reviewed to ensure compliance with applicable OMB circulars and HUD regulations. CDBG staff is in close communication with agency leadership and program staff throughout the year. Finally, staff ensures ongoing compliance by monitoring approximately one-third of all CDBG subrecipients annually and sharing monitoring results of mutually-funded programs with Consortium members.

IV. CDBG PROGRAM NARRATIVE

1. Assessment of Relationship of CDBG Funds to Goals & Objectives

Please see **Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data**

2. Changes in Program Objectives

No changes were made in program objectives, however adjustments were made to the performance indicators for Contra Costa Crisis Center Homeless Hotline/211 and Code Enforcement. Client eligibility was re-evaluated for the Homeless Hotline/211 and the indicator was changed from 7,000 persons to 4,500 to more accurately reflect CDBG eligible clients. The Code Enforcement program also was re-evaluated to reduce the goal from 2,000 to 600 for a more realistic goal based on prior year accomplishments.

3. Assessments of Efforts in Carrying Out Planned Actions

a. Pursued all resources

Concord requires matching funds which ensures that CDBG funds are leveraged for greater return on investment. The Leveraging section of the CAPER illustrates the success of pursuing resources.

b. Provided Certifications of Consistency

No Certifications of Consistency were requested in FY 2010-11.

c. Facilitated Consolidated Plan implementation

The actions reported in this CAPER reflect the enthusiastic support of the City of Concord for the Consolidated Plan goals and objectives. No City staff or subrecipient hindered Consolidated Plan implementation by action or willful inaction. The Consolidated Plan served as a vital document to guide Action Plan priorities and funding decisions for CDBG funds, general funds for public and human services, and RDA housing set-aside funds.

4. Use of CDBG Funds for National Objectives

The City of Concord used its CDBG funds exclusively to meet the National Objective of Benefit to Low- and Moderate-Income Persons (§ 570.208), in the categories of area benefit and limited clientele activities, housing activities, and job creation or retention activities.

NOTE: Only CDBG funded activities are included in this section. Activities funded by General Fund and Child Care Developer Fees are not listed below.

a. Presumed Benefit activities FY 2010-11 CDBG-funded programs *only* that benefited a population presumed by HUD definition to be low/mod (battered spouses, abused children, disabled adults, homeless persons, persons with AIDS, illiterate adults, the elderly, and migrant farm workers) included:

- Anka Behavioral Health – HOPE Plus (Homeless)
- Court Appointed Special Advocates (CASA) – (Abused Children)
- CC Health Services Homeless Program – Adult Interim Housing (Homeless)
- City of Concord Engineering – ADA Transition Plan (Disabled Adults)
- Food Bank of Contra Costa & Solano – (Homeless, Seniors, HIV/AIDS)
- Ombudsman Services – (Disabled Adults)
- Rehabilitation Services Transportation for Frail Elderly (Elderly)
- STAND! Against Domestic Violence – Emergency Shelter (Battered Spouses)
- Senior Outreach Services – Meals on Wheels (Elderly)

b. Low/Mod Area Benefit activities have to fall within one of Concord’s low/mod Census tract block groups to be eligible. This is charted on a map at the time of eligibility determination and retained in the project file. FY 2010-11 CDBG-funded low/mod area benefit activities included:

- City of Concord Neighborhood Preservation – Code Enforcement Program

c. Limited Clientele activities require that all participants disclose and attest to, or otherwise document, the number of people in household and household income, which was compared on a 2010 Income Limits chart. Documentation of individual’s income and eligibility is verified upon monitoring of the subrecipient, and records are kept for five years. FY 2010-11 CDBG-funded Low/mod limited clientele activities included:

- Bay Area Legal Aid – Legal Safety Net Project
- City of Concord – Housing Conservation Loan Program (Entitlement & RLF)
- City of Concord – Housing Division Lead Based Paint Grant Program
- Monument Crisis Center – Emergency Food
- SHELTER, Inc. – Homeless Prevention Program
- Contra Costa Crisis Center – Homeless Hotline/211

Compliance was ensured by monitoring subrecipients, sharing monitoring results of mutually-funded programs with Consortium members, grantee contracts updated with changes to OMB circulars and HUD regulations, quarterly and final reports from subrecipients, and regular communication with agency leadership and program staff.

5. Anti-displacement & Relocation

During the program year, no project required relocation activities. Priority in the allocation of funds is assigned to projects that do not involve permanent relocation. However, projects involving relocation may be funded if required to eliminate unsafe or hazardous housing conditions, reverse conditions of neighborhood decline and stimulate revitalization of a specified area, and/or to accomplish high priority affordable housing projects. As specified in all Project Agreements and related loan documents, the City and project sponsors must adhere to the requirements of the Uniform Relocation Act (URA) in projects involving permanent or temporary relocation. In addition, wherever feasible, households and organizations will be offered the opportunity to remain in the project upon completion.

Virtually all CDBG funded housing projects that would require relocation are also funded with Contra Costa HOME Consortium funds. Such relocation activities are reported in the Contra Costa County CAPER, and are monitored by the County's HOME staff.

6. Low/Mod Job Activities

Funding to Housing Rights, Inc. for the Chinchas No Más (Bed Bugs No More) project provided microenterprise assistance to create jobs for five low-income owners. The microenterprise was formed as a result of CDBG funding in FY 2009-10 and was completed in FY 2010-11. The venture tested a model of cleaning housing units and providing education to tenants and landlords on preventing bed bugs. The model has had successful results.

Contra Costa Child Care Council provided technical assistance to recruit, train and support newly created microenterprises for the purpose of in-home child care. Thirteen low-income people became licensed child care providers.

7. Program Income Received

Housing loan activities conducted by the City Housing Division produce program income as borrowers pay off loans upon maturity, upon sale of the unit, or when their low-income status changes. Program income produced through the CDBG revolving loan fund from such activities amounted to \$36,545 in 2010-11. However, the CDBG Program revolving loan fund also incurred two write-offs totaling \$22,653.99 for rehabilitation loans on two mobile homes. One owner entered a nursing home, who owed back rent and the mobile home was retained by the mobile home park and one filed for bankruptcy.

8. Prior period adjustments

None

9. Loans and other receivables

None

10. Lump sum agreements

None

11. Neighborhood Revitalization Strategies

None

V. PUBLIC PARTICIPATION

1. Summary

The City of Concord actively seeks input and comment from the community on any aspect of the Community Development Block Grant funding process. Concord complies with the Public Participation requirements of HUD's CDBG program. Public participation is sought from local non-profit agencies, businesses, local government agencies and citizen organizations in Concord when setting priorities for funding as a process of developing the five-year Consolidated Plan, when developing the Analysis of Impediments to Fair Housing Choice, when selecting programs for funding during the Action Plan development, and in the development of the annual Performance Report (CAPER). The City also actively seeks input from nonprofit agencies through annual surveys administered at the Kick-Off and Subrecipient Training events, and through an annual agency satisfaction questionnaire that is administered at the end of each program year to seek input on how Concord can improve its service to the funded agencies.

a. Community Services Commission

A vital structure that provides for citizen involvement in the CDBG process is the nine (9) member Community Services Commission (CSC), which is comprised of a cross-section of Concord residents. The CSC is an important arm of the community that reviews all proposals, determines which programs in Concord should receive funding and makes recommendations to the Council for the level of funding. These volunteers serve four-year terms and can be reappointed by the Council for subsequent terms.

b. Public Notification of Meetings

A schedule of CSC and other CDBG-related meeting dates, times, and locations is posted at all times in a public area at the Civic Center. The Public is duly notified in advance, in full compliance with the Brown Act and HUD regulations, of all Public Hearings. A notice is printed in the newspaper a minimum of two weeks before CDBG Public Hearings take place, and notice is posted in a public posting place at the Civic Center, a minimum of one week before the Public Hearings. All agencies submitting applications and any other parties indicating interest receive an invitation to the meetings, and an agenda.

c. Public Participation in 2010-11 for the 2010-12 Grant Cycle

Fiscal Year 2010-11 was the first year of the two-year grant cycle. The Community Services Commission and City Council held a public hearing on May 3, 2011 to consider and approve second year funding for FY 2011-12. Funding was approved for all current subrecipients and subgrantees with the exception of one subrecipient that did not reapply. The only public comment that was received was from Contra Costa Child Care Council thanking the City Council for their continued support.

The CSC participated in two full days of tours of the funded agency projects and facilities. The tour agendas were posted as public meetings according to the Brown Act.

d. Documents Available for Public Review

The following documents are available for citizen review at the Community Services office, located at 2974 Salvio Street, Concord:

- 2010-15 Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and 2011 Action Plan;
- 2005-2009 Consolidated Plan, Analysis of Impediments, and all associated Action Plans, CAPERs, and associated funding awards and notices from HUD for the five-year period;
- 2000-05 Consolidated Plan, Analysis of Impediments, and all associated Action Plans, CAPERs and associated funding awards and notices from HUD for the five year period;
- Concord Citizen Participation Plan, Limited English Proficiency Plan, Relocation Assistance Plan, and any other plans required by HUD.

2. CAPER Public Notice

The Notice of Availability for Public Review and Comment for the 2010-11 CAPER was published on September 12, 2011. The notice provided citizens until 5:00 September 27, 2011 to submit comments, meeting the required 15-day comment period per 24 CFR 91.105(D). The City of Concord received no public comments during the review period.

a. Proof of Publication

Contra Costa Times

PO Box 4147
Walnut Creek, CA 94596
(925) 935-2525

Concord, City of
Finance Dept., MS-06, Attn: Accounts Payable 1950 Parkside
Dr
Concord, CA 94519-2526

PROOF OF PUBLICATION

FILE NO. CAPER (FY 2010-11)

in the matter of

Contra Costa Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the Contra Costa Times, a newspaper of general circulation, printed and published at 264C Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598


And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of October 22, 1934 Case Number 19764.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

9/12/2011

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California



Signature

Legal No 0004143136

Notice of Availability For Public Review and Comment - City of Concord FY 2010-11 Consolidated Annual Performance and Evaluation Report (CAPER)

TO ALL INTERESTED AGENCIES, GROUPS AND PERSONS

NOTICE IS HEREBY GIVEN that pursuant to the provisions of 24 CFR 51.105 of the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, the City of Concord has completed and made available for public review and comment its 2010-11 Program Year CAPER. This report contains the City's assessment of its accomplishments in the use of CDBG and other funds toward carrying out the program's National Objectives of Benefits to low- and moderate-income persons.

Copies of the 2010-11 CAPER are available for public review and comment at the Community Services Division, 2574 Solwin Street, during the hours of 9:00 a.m. to 5:00 p.m. M-F. The CAPER can also be accessed via the City's website at www.cityofconcord.org/community/grants/form.asp. To be included in the City's report to HUD, all public comments relative to the CAPER must be submitted to the City of Concord Community Services division no later than Tuesday, September 27, 2011, at 5:00 p.m. Comments may be submitted by mail, email, or fax to: Maria Parada, Community Grants Manager, City of Concord, 1950 Parkside Drive MS/10, Concord CA 94519, Telephone (925) 671-3327, Fax (925) 671-3449, e-mail: maria@ci.concord.ca.us
CCT# 4143136
Sept. 12, 2011

b. CAPER Public Comment Received

None

VI. OTHER ATTACHMENTS & NARRATIVES

Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data

Attachment 2 - MAP of Lower Income Census Tracts & Block Groups

Attachment 3 - MAP of Population by Ethnicity in Lower Income Areas

Attachment 4 - Financial Summary Report (PR26)

Attachment 5 - CDBG Billing for FY 2010-11

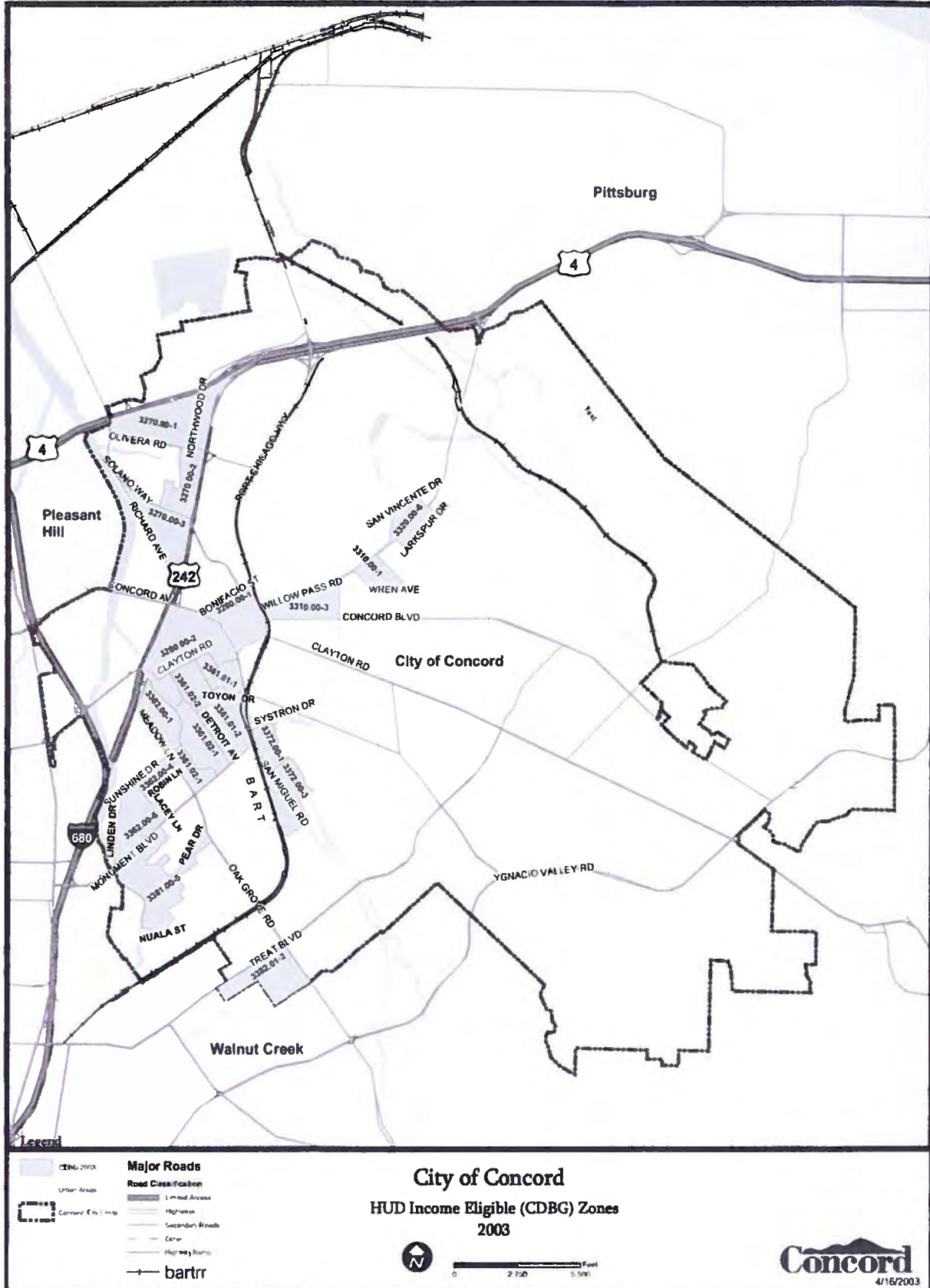
Attachment 6 - IDIS Billing Recap

Attachment 7 - Schedule of CDBG Program Income

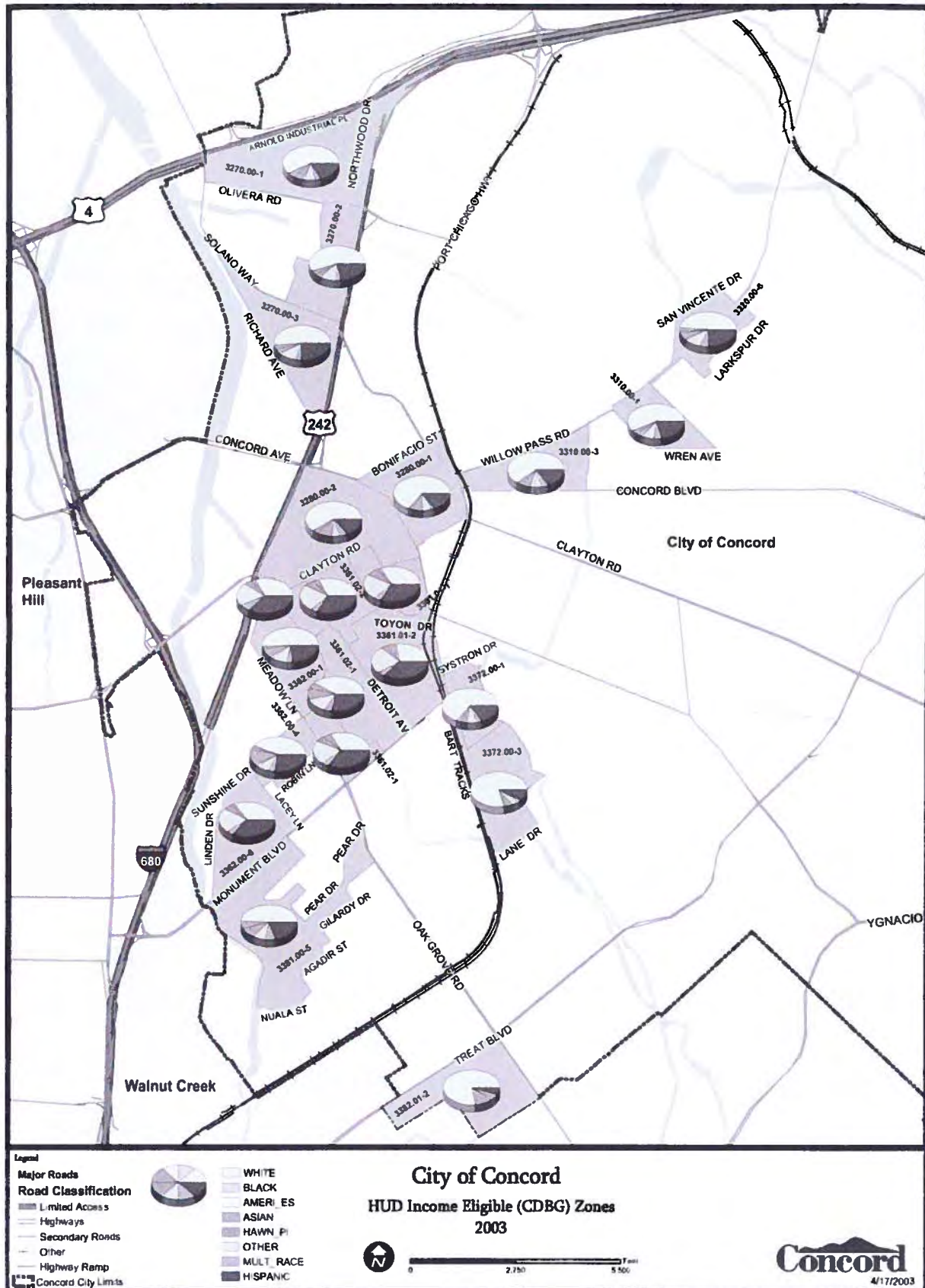
Attachment 8 – CDBG Activity Summary Report (PR03)

Attachment 1 – 2010-15 Consolidated Plan Summary and Annual Action Plan/CAPER Data

Attachment 2 - MAP of Lower Income Census Tracts & Block Groups



Attachment 3 – MAP of Population by Ethnicity in Lower Income Areas



Attachment 4 - Financial Summary Report (PR26)

IDIS

U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND
DEVELOPMENT
PR 26 - CDBG Financial Summary Report

DATE: 9/26/2011
TIME: 12:43:03 pm
PAGE: 1/1

Grantee	CONCORD , CA
Program Year	2010
PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	736,244.10
02 ENTITLEMENT GRANT	1,103,867.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	24,079.81
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	12,465.69
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,876,656.60
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	861,180.77
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	861,180.77
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	228,083.00
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,089,263.77
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	787,392.83
PART III: LOW/MOD 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	861,180.77
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	861,180.77
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: 2010 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	169,329.61
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	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	169,329.61
32 ENTITLEMENT GRANT	1,103,867.00
33 PRIOR YEAR PROGRAM INCOME	80,915.17
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	(56,835.36)
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,127,946.81
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	15.01%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	228,083.00
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	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	228,083.00
42 ENTITLEMENT GRANT	1,103,867.00
43 CURRENT YEAR PROGRAM INCOME	24,079.81
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	12,465.69
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,140,412.50
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%

Explanation of adjustments

Lines 07 and 44: 2010 program income that was received after June 30, 2011

Line 34: Adjustment for 2009 program income that was received after July 1, 2010

Attachment 5 - CDBG Billing for FY 2010-11

CDBG Billing As of 6/30/11 (UPDATED 9/14/11 NW)	FY2011 Program Year 2010	Project	Budget		Expenditures			IDIS Voucher	5305211	program code B Sice type fund type	MC EN	Budget Balance
			Prior Year	Current Year	Prior Years	Y-T-D	Clitter Inc & Adj.					
413	2084	Monument Corridor Sidewalk Imp	328,342.10	328,342.10	328,342.10	-	328,342.10	-	-	328,342.10	-	-
411	2083	Lead Grant Prog 08 07	80,000.00	80,000.00	80,000.00	-	80,000.00	-	-	80,000.00	-	-
439	2113	Lead Grant Prog 08	80,000.00	80,000.00	61,854.00	-	80,000.00	-	-	71,974.00	-	8,026.00
439	2113	Lead Grant Prog 08	80,000.00	80,000.00	-	10,120.00	10,120.00	-	-	71,974.00	-	8,026.00
460	2192	Citywide Assessability Improvements	286,835.00	286,835.00	-	340,063.17	340,063.17	-	-	340,063.17	-	(73,228.17)
460	2192	Citywide Assessability Improvements	75,000.00	75,000.00	-	350,183.17	350,183.17	-	-	350,183.17	-	75,000.00
		Total Projects	568,342.10	341,835.00	470,198.10	350,183.17	820,379.27	-	-	820,379.27	-	88,797.83
448	64016	Anka Behavioral Health-Hope Plus	10,000.00	10,000.00	10,000.00	-	10,000.00	-	-	20,000.00	-	-
449	64030	Bay Legal - Legal Safety Net	10,000.00	10,000.00	10,000.00	-	10,000.00	-	-	20,000.00	-	-
451	64060	CC Crisis Center-Homeless Hotline	10,000.00	10,000.00	9,999.81	-	9,999.81	-	-	9,999.81	-	0.19
450	64140	CCC - Adult Interim Housing Progra	30,000.00	25,000.00	30,000.00	-	24,999.92	-	-	54,999.92	-	0.08
453	64240	Food Bank - Distribution Program	40,000.00	20,000.00	40,000.00	-	20,000.00	-	-	60,000.00	-	-
452	64260	CASA - Children at Risk: Concord	10,000.00	10,000.00	10,000.00	-	10,000.00	-	-	20,000.00	-	-
455	64400	Ombudsman Services of Concord	10,000.00	10,000.00	10,000.00	-	10,000.00	-	-	20,000.00	-	-
457	64420	Senior Outreach Svc-Meals on Wheels	15,000.00	15,000.00	15,000.00	-	15,000.00	-	-	15,000.00	-	-
454	64440	Monument Crisis Center	20,000.00	20,000.00	20,000.00	-	19,999.89	-	-	39,999.89	-	0.11
458	64600	Shelter Inc.-Homeless Housing	18,368.00	20,000.00	18,366.00	-	19,999.99	-	-	38,365.99	-	0.01
459	64680	Stand 1	10,000.00	10,000.00	10,000.00	-	10,000.00	-	-	20,000.00	-	-
456	64700	Reliab Services-Shopping Shuttle	30,164.00	9,330.00	23,019.43	-	9,330.00	-	0.00	32,349.43	-	7,144.57
		Total Public Services	188,530.00	189,330.00	181,385.43	169,329.61	350,715.04	-	0.00	350,715.04	-	7,144.96
421	64820	Housing Rights Bedbug Control	75,000.00	75,000.00	75,000.00	-	75,000.00	-	-	75,000.00	-	-
463	8720	Neighbor Preservation (Code Enfor	102,187.00	110,387.00	102,187.00	-	102,651.73	-	-	204,838.73	-	7,735.27
464	8800	Adm. - Operating Cost	209,178.00	227,773.00	209,178.00	-	228,083.00	-	0.00	437,261.00	-	(310.00)
		Total Fund 254	1,143,237.10	849,325.00	982,946.53	925,247.51	1,888,194.04	-	0.00	1,888,194.04	-	104,368.06
462	8900	Housing Conservation Program	154,541.00	154,541.00	63,737.82	-	40,272.34	-	23,465.48	63,737.82	-	90,803.18
461	1215	Housing Conservation Loan	474,679.02	100,000.00	474,679.02	-	83,427.44	-	-	558,106.46	-	16,572.56
		Total Fund 252	474,679.02	254,541.00	474,679.02	147,165.26	123,699.78	23,465.48	-	621,844.28	-	107,375.74
446	8800	CDBG -R Admin	27,570.00	27,570.00	21,392.36	-	1,386.33	-	4,791.31	27,570.00	-	-
445	2139	Gateway Blvd Improvements	175,000.00	175,000.00	164,064.28	-	10,935.72	-	-	175,000.00	-	-
		Total Fund 253	202,570.00	-	185,456.64	17,113.36	12,322.05	4,791.31	-	202,570.00	-	-
		TOTAL	1,617,916.12	1,103,866.00	1,623,082.19	1,089,526.13	2,712,808.32	-	2,712,808.32	2,712,808.32	-	211,743.60
465	1101	Fund 252 Revolving Loans & Rebate	72,548.45	72,548.45	16,851.00	-	18,851.00	-	-	18,851.00	-	413
		Total	1,176,414.45	1,176,414.45	1,106,377.13	26,256.79	1,078,120.34	26,256.79	-	1,078,120.34	460	439
GL	Fund 252		164,016.26	164,016.26	23,465.48	-	464	0.00	-	464	-	421
GL	Fund 253		17,113.36	17,113.36	4,791.31	-	462	23,485.48	-	462	-	448
GL	Fund 254		925,247.51	925,247.51	0.00	-	461	-	-	461	-	450
		Total per GL	1,106,377.13	1,106,377.13	26,256.79	-	446	4,791.31	-	446	-	455
			451	451	457	-	451	-	-	451	-	454
			439	439	439	-	439	-	-	439	-	449
			453	453	453	-	453	-	-	453	-	458
			465 RL	465 RL	465 RL	-	465 RL	-	-	465 RL	-	459
			369-PI	369-PI	369-PI	-	369-PI	-	-	369-PI	-	456
			445	445	445	-	445	-	-	445	-	0.00
		Total billing	26,256.79	26,256.79	28,256.79	28,256.79	28,256.79	28,256.79	28,256.79	28,256.79	28,256.79	456

Attachment 6 - IDIS Billing Recap

Housing & Community Services

252, 253 & 254

Recap of Billing

FY10/11

(Updated as of 9/14/11 lw)

For month of	Fund 252	Fund 253	Fund 254	Total	Line of Credit				
					PI	B09MC060009	B10MC060009	B09MY060009	LOC balance
Beg. Bal.					0.00	505,216.32	1,103,867.00		17,113.36
July 10 - Dec. 10		9,779.44		9,779.44	0.00	-505,216.32			-9,779.44
March & April, 11	49,386.09	612.89	290,802.15	340,801.13	0.00		-340,188.24		-612.89
May, 11	69,825.64	-	230,370.52	300,196.16	0.00		-300,196.16		0.00
June, 11	4,488.05	6,721.03	427,540.32	438,749.40	0.00		-60,790.74		0.00
	<u>123,699.78</u>	<u>17,113.36</u>	<u>948,712.99</u>	<u>1,089,526.13</u>	-	0.00	402,691.86	6,721.03	409,412.89

Attachment 7 - Schedule of CDBG Program Income

CDBG other revenue
FY10/11 as of 6/30/11

Revolving Fund

Loan Principal Repymt	36,361.79
Loan Interest pymt	183.71
	<u>36,545.50</u>

Other CDBG revenue

Other Income	0.00
Loan Repymt	0.00
	<u>0.00</u>

Total CDBG revenue	<u><u>36,545.50</u></u>
--------------------	-------------------------

FY10/11 allocation	1,103,867.00	1,103,867.00	
Program income	36,545.50	24,079.81	FY09/10
	<u>1,140,412.50</u>	<u>1,127,946.81</u>	
	(A)	(B)	
Admin cost	© 228,083.00	20.0%	
Public Service	(D) 169,329.61	15.0%	