



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Jacky Morales-Ferrand

SUBJECT: SEE BELOW

DATE: September 20, 2021

Approved

Date

9/21/21

SUPPLEMENTAL

SUBJECT: PUBLIC HEARING ON THE FY 2020-2021 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT AND APPROVAL OF THE DOCUMENT

REASON FOR SUPPLEMENTAL

This supplemental memorandum summarizes: 1) public comments received on the draft FY 2020-2021 Consolidated Annual Performance Evaluation Report (“CAPER”) during the required 15-day public comment period from September 6, 2021, to September 21, 2021; and 2) revisions made to the draft document in response to those comments and updated data provided by the service providers.

BACKGROUND

The deadline for staff to submit its memorandum for review by the City Manager’s Office for the September 21, 2021, City Council meeting on the draft FY 2020-2021 CAPER was August 30, 2021. Since August 30, staff has continued to solicit and receive public comment on the draft CAPER. Staff also has made final changes to the document based on public comment, final expenditures, and final performance reporting.

Housing Department staff initially made available the draft CAPER from September 3, 2021, to September 21, 2021, fulfilling the required 15-day public review and comment period. On September 3, 2021, the Department sent out a wide distribution public e-mail with a link to the online posting of the draft document, information about upcoming public meetings, information on how to get paper copies, and instructions for how to submit comments. Staff will repost the final draft version after the final minor changes are made, which will be indicated in redline. To ensure that the public has adequate time and access to review and provide comments on the revised document, a notice will be circulated via wide distribution public e-mail and newspaper posting, extending the review and comment period from September 21, 2021 to September 28,

2021 when the final document must be electronically submitted to the U.S. Department of Housing and Urban Development (“HUD”).

On September 9, 2021, the Housing and Community Development Commission (“HCDC”) considered the draft CAPER and held the first public hearing on the report. The second, and final, public hearing on the CAPER will be held during the City Council meeting on September 21, 2021.

This supplemental memorandum summarizes the public comments received during the public comment period and the corresponding revisions made by City staff in preparation for the final draft CAPER. Public comments received at the September 21, 2021, City Council meeting will also be incorporated into the final draft document, as appropriate, for submission to HUD.

HUD’s deadline for CAPER submission is September 28, 2021. Timely submission of the annual CAPER to HUD is required for the City to remain eligible for vitally needed federal funds for housing and community development investments in San José.

ANALYSIS

Public Comments

Staff received no public comments outside of a public hearing during the 15-day public review and comment period from September 6, 2021, to the date of this memorandum.

First Public Hearing

On September 9, 2021, Housing and Community Development Commission (HCDC) held a public hearing to take comments from the public on the draft CAPER. During the hearing, a member of the public made one comment, and five HCDC members made comments. The comments are listed in Section B of Attachment A to this memorandum. Due to a lack of quorum, the commission could not vote on the item or make a motion to accept the report. However, the Commission met, and the hearing was held in accordance with City’s adopted Citizen Participation Plan (CPP), which allows for the Director of Housing or designee to hold the public hearing due to a lack of quorum. The public hearing was held and heard by the Directors designee and other Housing Department Staff to satisfy the CPP requirements. In addition to the Commissioners and City staff, there were approximately 40 attendees at this virtual hearing.

Second Public Hearing

The September 21, 2021 City Council meeting constitutes the second, and final, public hearing for the draft FY 2020-2021 CAPER. Staff will incorporate a summary of comments received from the public and the City Council, if any, at this meeting. Staff also will make any potential revisions as appropriate to the final FY 2020-2021 CAPER, and will submit to HUD by the September 28, 2021, deadline.

Other Revisions

Since the public release of the draft CAPER, staff has made minor edits and numerical updates to the Draft document. These changes are located in the following sections of the initial City Council memorandum item 8.1 to be heard September 21, 2021:

- Executive Summary –combined totals (Page 2 & 3)
- Table B – Accomplishments – Responding to Homelessness Response (Page 8 & 9)
- Table C – Accomplishments – Create and Preserve Affordable Housing (Page 10)
- Table D – Accomplishments – Strengthen and Stabilize Communities – (Page 12)
- Progress toward 5- year goals - Responding to Homelessness (Page 17)
- Progress toward 5-year goals – Create and Preserve Affordable Housing (Page 17)
- Progress toward 5-year goals – Strengthen and Stabilize Communities (Page 18)
- Racial and Ethnicity data corrections – (Page 19)
- Income data Corrections – (Page 19)

The changes were the result of final adjustments required after the draft CAPER was posted. A redlined version of the memorandum is attached to this supplemental memorandum.

EVALUATION AND FOLLOW-UP

Upon City Council approval, staff will submit the final CAPER to HUD no later than September 28, 2021. The Council-approved CAPER will then be posted to the San José Housing Department’s website at: www.sanjoseca.gov/CAPER.

COORDINATION

This memorandum was coordinated with the City Attorney’s Office.

COMMISSION RECOMMENDATION/INPUT

Due to a lack of quorum, the commission could not vote on the item or make a motion to accept the report. However, the Commission met, and the hearing was held in accordance with City’s adopted CPP.

/s/
JACKY MORALES-FERRAND
Director of Housing

For questions please contact James Stagi, Housing Policy and Planning Administrator at (408) 535-8238.

Attachment: Summary of Public Comments and Revised Draft CAPER FY 2020-2021 Tables

**ATTACHMENT A: SUMMARY OF PUBLIC COMMENTS ON THE
DRAFT CAPER FY 2020-2021**

**Section A:
General Public Comments and City Responses**

<u>Comment</u>	<u>City Response</u>
N/A	N/A

**Section B:
Comments Received at the September 14, 2017 Housing & Community
Development Advisory Commission Grants Subcommittee Meeting**

<u>Comment</u>	<u>City Response</u>
Pilar Furlong - Bill Wilson Center - commented that the Bill Wilson Center receives federal CDBG funds and described the benefits of the services provided through these programs. Ms. Furlong also commented on the staff report and how the amount of detail showed the amount of work that the City and non-profit partners had accomplished through the pandemic this past year and how interconnected all of the service were. Ms. Furlong thanked the Housing Department and staff for their continued support.	N/A
Martha O’Connell, HCDC Commissioner – Asked two questions: <ol style="list-style-type: none"> 1. LGBTQ is not listed under fair housing’s protected classes. Is this because it is a federal requirement, and can federal funds be used to ensure non-discrimination against gender and LGBTQ people? 2. The 104 individuals served under the Meals on Wheels program appear small compared to the large program. Please explain. 	<ol style="list-style-type: none"> 1. Yes – this is federal law which defines protected classes. City staff will research use of funding as requested and provide response to the commissioner’s question. 2. The 104 total is the subtotal of individuals assisted through this CDBG funded Program. The County funds a large county wide program.
Commissioner Jasinsky – asked two questions: <ol style="list-style-type: none"> 1. Can the Staff please provide a breakdown of the number of 	<ol style="list-style-type: none"> 1. Staff committed to providing the commissioner with the requested data. 2. The report will be finalized on the September 28, 2021 when submitting

<u>Comment</u>	<u>City Response</u>
<p>people who have moved on to permanent housing from these programs</p> <p>2. When will all of the data be complete</p>	<p>to HUD and will be made available to the Commission and public.</p>
<p>Commissioner Moore – Asked what was done in the Hoffman Via Montes (HVM) neighborhood in reference to the presentation</p>	<p>Staff clarified that the Enhanced Code Enforcement services were provided in the five neighborhoods listed in the memo HVM</p>
<p>Commissioner Wheeler- Asked how the City was ensuring programs were being administered equitably and was concerned with the low Hispanic reporting.</p>	<p>Staff agreed with the commissioners concerns and provided a summary of racial equity work being implemented throughout the City and specifically within the Housing Department.</p>
<p>Commissioner Dawson – asked one question and one request for additional information:</p> <p>1. The Law Foundations leads the legal consortium, what do the other agencies in the consortium do? Do they also provide services?</p> <p>2. Commissioner requested additional information on the employment development programs</p>	<p>1. Yes, the other agencies provide direct services. Each agency is responsible for a specific task or clientele.</p> <p>2. Staff committed to providing information requested</p>

**Section C:
Revised Draft CAPER FY 2020-2021 document**

- Executive Summary –combined totals (Page 2 & 3)

Respond to Homelessness and its Impact on the Community:

~~2,929~~ **3,077** households/individuals served, of which more than 839 were female heads of household¹

Increase and Preserve Affordable Housing Opportunities:

~~788~~ **472** households/individuals served

Strengthen and Stabilize Communities:

~~2,344~~ **3063** Participants served, of which 586 were female heads of household

- Table B – Accomplishments – Responding to Homelessness Response (Page 8 & 9)

¹ Not all agencies reported the extent to which female heads of household were served.

Table B: Responding to Homelessness and its Impacts on the Community

Projects	Agency	Unduplicated Individuals/ Households Served	Outcomes	Source
Emergency Interim Housing - Operations (COVID-19)	<i>HomeFirst</i>	231 Individuals	<p>The project provided 1821 coordinated (between both sites) service sessions to program participants.</p> <p>The project provided 190 self-sufficiency workshops to program participants.</p>	ESG CV
Emergency Interim Housing - Operations – Family (COVID-19)	<i>PATH</i>	72 56 Individuals	<p>72 One (1) one-on-one session or drop-in session in which PATH staff offers support to BHC participants. Some participants received multiple sessions.</p> <p>16 households with children</p>	ESG CV
Citywide Outreach for Unsheltered Populations	<i>PATH</i>	377 Individuals	Project provided homeless outreach and engagement program in downtown San José, Coyote Creek Project Areas as identified through the Direct Discharge Program, Of the total clients served, 151 were female heads of household.	ESG
WISH Program	<i>YWCA</i>	124 Households	Project provided Housing First Motel for domestic survivors and their families into safe, affordable housing options conjunction with appropriate wrap around and case managements. Of the household served, 107 were female heads of households.	CDBG
SOAR	<i>PATH</i>	72 Individuals	Project provided an array of supportive services, resources, and financial assistance designed to meet the unique needs of people experiencing homelessness in downtown San José, the Coyote Creek Project Areas, and other area hotspots identified by CITY Staff.	ESG CV
SOAR	<i>HomeFirst</i>	192 356 Individuals	Project provided a dedicated homeless outreach and street-based case management team, engaged local service providers and community stakeholders, and conducted permanent housing location, placement, and retention activities.	ESG CV

- Table C – Accomplishments – Create and Preserve Affordable Housing (Page 10)

Table C: Create and Preserve Affordable Housing				
Projects	Agency	Unduplicated Individuals/ Households Served	Outcomes	Source
HOME TBRA COVID-19 for DV Survivors	Next Door Solutions to DV	35 Households	Project provided Housing First Motel Program to place survivors of domestic violence (and their families) into safe, affordable housing options in conjunction with appropriate wrap around and case management serviced. 27 female heads of households.	CDBG/HOME
Rental Assistance for Youth & Families (COVID-19)	Bill Wilson Center	57 Households	Emergency service due to COVID-19. It provided: Certification/recertification of client eligibility; housing search assistance; subsidy calculations; occupancy and rent reasonableness reviews; subsidy, deposit, and utility disbursements; and collaboration with landlords and tenants. 18 female heads of households.	CDBG/HOME
HOME TBRA COVID-19	Sacred Heart	346 279 Households	Emergency service due to COVID-19 to assist household to complete the Rental Assistance program. Of the household served, 156 were female heads of households.	CDBG/HOME
Rapid Re-housing/TBRA COVID-19	Catholic Charities	230 Households	Still reporting outcomes	HOME
Housing for Health TBRA/PSH	The Health Trust	69 92 Households	94 households received either tenant based rental assistance, permanent housing placement, and/or supportive services.	HOPWA
Housing for Health	The Health Trust	38 Households	Still reporting outcomes	HOPWA
Housing for Health	San Benito	13 9 Households	In addition to providing rental subsidy for 9	HOPWA

Table C: Create and Preserve Affordable Housing				
Projects	Agency	Unduplicated Individuals/ Households Served	Outcomes	Source
			households, agency issued 78 food vouchers	

- Table D – Accomplishments – Strengthen and Stabilize Communities – (Page 12)

Table D: Strengthen and Stabilize Communities – Public Services				
Projects	Agency	Unduplicated Individuals/ Households Served	Outcomes	Source
City – EOC	PRNS – Childcare Scholarships	719	The Camp San Jose Strong program offers children, 5-12 years of age, a full day of camp up to ten hours of childcare per day. After school program provides daily physical, social, intellectual, and enrichment development activities. Goal was 572.	CDBG CV

- Progress toward 5- year goals - Responding to Homelessness (Page 17)

Responding to Homelessness and its Impacts on the Community – Progress toward 5-year goal				
Priority	5-year goal	Year-1 Progress	Percent Achieved	
Street Outreach	3,350 individuals	1,422 1,586 individuals	42% 47%	
Sheltered	300 individuals	1,342 1,326 individuals	447% 442%	
Prevention	150 households	41 households	27%	

- Progress toward 5-year goals – Create and Preserve Affordable Housing (Page 17)

Create and Preserve Affordable Housing – Progress toward 5-year goal				
Priority	5-year goal	Year-1 Progress	Percent Achieved	
Rental Development	250 new units	0 new units	0%	
TBRA/Rental Assistance	405 households	788 472 households	195% 118%	

- Progress toward 5-year goals – Strengthen and Stabilize Communities (Page 18)

Strengthen and Stabilize Communities – Progress toward 5-year goal				
Priority	5-year goal	Year-1 Progress	Percent Achieved	

Public Services	4,200 individuals	1,189 1,908 individuals	28% 45%
Minor repairs	1,442 households	235 households	16%
Enhanced Code Enforcement	2,235 inspections	122 inspections	5%
Employment Development	200 jobs	37 jobs	19%

- Racial and Ethnicity data corrections – (Page 19)

Race/Ethnicity	Race	Ethnicity (Hispanic/Latina/o)
White	3,126 3,110	371 1,775
Black/African American	628 620	35 99
Asian	609 669	41 64
American Indian/Alaska Native	341 287	43 59
Native Hawaiian/Pacific Islander	77 85	8 162
American Indian/Alaska Native and White	23 25	5 45
Asian and White	17 25	2 15
Black or African American and White	11 16	1 4
American Indian or Alaskan Native AND Black	16 11	2 3
Other	1388 1,975	116 806
Total	6,236 6,787	624 3,024

- Income data Corrections – (Page 19)

Income Level	Program Participants
Extremely Low-income	5,160 5,257
Very Low-income	436 834
Low-income	611 649
Non-Low-income (ineligible)	29 47
Total	6,236 6,787