



# CITY OF SAN MATEO

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## Agenda Report

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Agenda Number: 7

Section Name: {{section.name}}

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**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** Community Development Department  
**MEETING DATE:** November 16, 2020  
**SUBJECT:**  
2019-20 Consolidated Annual Performance Evaluation Report – Adoption

### **RECOMMENDATION:**

Adopt the Consolidated Annual Performance Evaluation Report for submission to the Department of Housing and Urban Development.

### **BACKGROUND:**

Each year the City submits to the Federal Department of Housing and Urban Development (HUD) a report on the City's performance in utilizing its Community Development Block Grant (CDBG) funds, which the City receives on an annual basis to address identified needs in the community. Through the Consolidated Annual Performance Evaluation Report (CAPER), the City evaluates progress on its housing and community development goals as identified in the 2019-20 Action Plan of the 2018-22 Consolidated Plan.

### **2019-20 CAPER**

The 2019-20 CAPER summarizes the accomplishments and progress made on the strategies outlined in the Action Plan. The report responds to questions asked in the template provided by HUD and consists of narratives on the progress of San Mateo's community development programs, as well as the accomplishments made possible by use of CDBG funds. Several areas are highlighted in the CAPER:

- Accomplishments and expenditures for CDBG funded activities during the program year (July 2019- June 2020)
  - Through its community funding program, the City funded the following activities:
    - Seven public services grants for a total of \$180,000 assisted 3,642 people
    - Four minor home repair grants for a total of \$115,000 assisted 20 households
    - One grant for provision of fair housing services for a total of \$25,000 assisted 110 people.
    - One grant for provision of a microenterprise assistance program for a total of \$25,000 assisted 27 businesses, including 40 employees.
    - One grant for coronavirus response rental assistance. A total of \$79,644 was spent to assist 146 people.
  - Also completed was a project coordinated with Public Works that included street reconstruction and pedestrian improvements in the area around Martin Luther King Community Center, for a total of \$862,440.94.
- A summary of grant funds available to the City, as well as the amount of program income generated during the year:
  - Other efforts the City undertook to address affordable housing, homelessness, poverty reduction, fair housing and affirmative action issues:
    - Four households purchased homes through the City's First-Time Buyer and Below-Market Rate

programs and 39 new rental units were constructed as part of the Below-Market Rate Program.

The CAPER in Exhibit A is a draft of the narrative portion of the report describing program activities achievement. Attached to the end of the narrative is a detailed financial report, as well as a detailed activity summary that is required by HUD. Much of this information is generated from the HUD computer system IDIS and from internal reporting systems.

**BUDGET IMPACT:**

There are no budget impacts involved in the presentation, approval, and submission of this report.

**ENVIRONMENTAL DETERMINATION:**

This administrative review of the 2019-20 CAPER is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)

**NOTICE PROVIDED**

All meeting noticing requirements were met. A notice was published on October 27, 2020 for a public comment period from October 30 to November 15, which meets the 15-day period required by the City's Citizen Participation Plan.

**ATTACHMENTS**

Att 1 - 2019-20 CAPER

**STAFF CONTACT**

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