



CITY OF MILPITAS

**DRAFT CONSOLIDATED ANNUAL
PERFORMANCE EVALUATION
REPORT (CAPER)**

2018-2019

DRAFT

City of Milpitas
Consolidated Annual Performance Evaluation Report (CAPER) FY 2018-2019
TABLE OF CONTENTS

CR-05 - Goals and Outcomes 91.520(a)	2
CR-10 - Racial and Ethnic composition of families assisted 91.520(a).....	8
CR-15 - Resources and Investments 91.520(a)	8
CR-20 - Affordable Housing 91.520(b)	10
CR-25 - Homeless and Other Special Needs 91.220(d,e); 91.320(d,e); 91.520(c)	13
CR-30 - Public Housing 91.220(h); 91.320(j)	15
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	16
CR-40 - Monitoring 91.220 and 91.230.....	19
CR-45 - CDBG 91.520(c).....	19

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Milpitas receives CDBG funds to carry out its activities and programs as described in the Consolidated Plan (2017-2022). The following priority goals serve as the basis for the activities approved and funded in the Fiscal Year 2018-2019 Annual Action Plan:

- 1) Affordable Housing
- 2) Community Funding/Public Services
- 3) Fair Housing
- 4) Affordable Housing Rental Rehabilitation
- 5) Public Services for Seniors
- 6) Public services for Children and Youth

Below highlights the funded organizations' accomplishments:

- **Catholic Charities' Long Term Care Ombudsman Program** advocates for the rights of seniors and disabled residents in long term care facilities, made 89 unduplicated visits to Milpitas residents in long-term care.
- **Child Advocates of Silicon Valley** is the only agency in the County that provides court-appointed volunteers (CASA) to each foster child. Child Advocates provided 4 children in the court-appointed, foster care system with long-term, steady, supportive volunteers throughout until adulthood. A total of 18 new volunteers were recruited by Child Advocates. These volunteers went on to provide additional support to existing long-term volunteers.
- **The Health Trust' Meals on Wheels Program** provided 2,001 hot meals to 7 homebound, low income seniors.
- **India Community Center** provided 156 low to moderate income seniors with access to yoga, meditation, and strength training classes.
- **LifeMoves** made substantial capital improvements to the Montgomery Street Inn which allowed for 52 additional Milpitas clients to be served.
- **Milpitas Food Pantry** provided emergency food to 1,526 low income residents.
- **Next Door Solutions to Domestic Violence** provided 129 residents supportive services and emergency shelter to victims of domestic violence. Additionally, 49 residents were provided crisis counseling, risk assessment and legal assistance.
- **Project Sentinel** is contracted to handle fair housing and tenant-landlord cases. For the year, Project Sentinel handled 26 tenant-landlord cases held 9 outreach events.
- **Rebuilding Together Silicon Valley** preserves affordable housing by providing safety,

energy efficiency, accessibility repairs and improvements to qualified low income homeowners. Rebuilding Together made repairs for 29 Milpitas residents with a total of 48 residents benefitting from their Housing Repair Program.

- **Senior Adults Legal Assistance** provided free legal services to qualified seniors and provided services to 45 Milpitas clients age 62 years or older. They also held 1 outreach event in Milpitas.
- **Silicon Valley Independent Living Center** provided housing services for persons with disabilities to 41 individuals.
- **Terrace Gardens Senior Housing** is an affordable housing rental apartment for seniors. Terrace Gardens met their goal of replacing 10 refrigerators, installing bollards and installing a new boiler.
- **YWCA Silicon Valley** provided supportive services and emergency shelter to victims of domestic violence by responding to 11 crisis calls via the 24-hour crisis line, sheltered 18, and served 40 persons with crisis counseling identified by the Milpitas Police Department.
- **Resources for Community Development** was authorized a CDBG loan to aid in the acquisition of 355 Sango Court, a 100% affordable housing project.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent	Expected FY18-19	Actual – FY18-19	Percent
Affordable Housing Rental Rehabilitation	Affordable Housing	CDBG: \$25,284	Rental units rehabilitated	Household housing unit	296	296	100%	148	148	100%
Community Funding/Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$46,323	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	2290	3523	154%	1677	1723	103%
Fair Housing	Affordable Housing Non-Housing Community Development	CDBG: \$10,000 Housing Authority: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	32	61	191%	31	35	113%
Maintain and Preserve Existing Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$120,000	Rental units rehabilitated	Household housing unit	76	107	141%	26	29	112%

Public Services for Children and Youth	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$9,629	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	350	34	10%	25	44	176%
Public Services for Seniors	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$22,225	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	240	266	111%	187	208	111%
Community Funding/Public Services	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$48,723	Homeless Person Overnight Shelter	Persons assisted	n/a	n/a	n/a	120	52	43%
New Affordable Housing	Affordable Housing	CDBG: \$299,097	Rental units constructed	Household housing unit	200	0	0%	102	0	0%

Public Improvements	Non-Housing Community Development Neighborhood Preservation	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons assisted	5000	0	0%	0	0	0%
---------------------	---	-----------	---	------------------	------	---	----	---	---	----

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Public Service Priorities:

- Senior Services
- Youth and Teen Services
- Homeless services/shelters
- Child care
- Domestic violence prevention and supportive services/shelters
- Code enforcement

Capital Project Priorities

- Home repair/rehabilitation
- Affordable housing
- Rental apartment rehabilitation
- Historic preservation

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	414
Black or African American	125
Asian	744
American Indian or American Native	22
Native Hawaiian or Other Pacific Islander	35
Total	1,340
Hispanic	858
Not Hispanic	579

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The City of Milpitas does not fund any organization based on race. All funding is not allocated to one demographic, the funding, however must be used for persons with low-to-moderate income. Funded organizations were asked to report to staff every quarter of the clients served based on HUD's definition of clients race and ethnicity. The table provided by the CAPER is not a comprehensive list of the data gathered. Staff has included a table that represents the reporting from the organizations and the Milpitas residents served during the program year of 2018-2019.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	1,025,501.60	673,711.27
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

The attached PR26 reported \$673,711.27 in CDBG funds that were expended in the reporting program year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	n/a	n/a	n/a

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

The City of Milpitas has not established specific geographic target areas. CDBG funds serve low to moderate income persons, citywide.

Leveraging

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

The City anticipates CDBG funds to remain constant at about the \$500,000 per year level. In conjunction with this federal program, the City will receive additional funding in the form of program income – payments paid into revolving loan fund.

In November 2016, County voters passed Measure A, also known as the Affordable Housing Bond, which provided \$950 million to provide affordable housing for vulnerable populations i.e. veterans, seniors, disabled, low and moderate income households, foster youth, victims of abuse, mental health illnesses which may include a supportive service component. The money will come from a bond that aims at either creating and/or preserving more than 5,000 affordable housing units in the County. The City authorized a loan of CDBG funds in support of a 101 unit affordable housing project located at 355 Sango Court in conjunction with the County Affordable Housing Bond to create needed affordable housing in the City.

The City has adopted an Affordable Housing Ordinance requiring new residential development of 10 or more units to include 15% percent of very low or low-income units for rental and 15% for moderate income households for ownership. In conjunction with CDBG, the City hopes these tools can help create more affordable housing options for all households.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	100	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	100	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	148	148
Number of households supported through Acquisition of Existing Units	0	50
Total	148	198

Table 6 – Number of Households Supported

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

The high cost of land in the County and the City itself, has been an obstacle in developing affordable housing projects. The development of housing for homeless persons and households due to the low level of affordability, will need deeper gap funding, leverage of funding and competition of funding thereof. Funds have been to preserve affordable housing stock via rentals or low-income homeowners. Staff will continue to work with non-profit organizations and the County to get project funding sources for future affordable housing projects along with implementing essential tools such as the City's new Affordable Housing Ordinance.

Discuss how these outcomes will impact future annual action plans.

The goal of creating more affordable housing will continue to be a goal in future action plans. However, the high cost of construction coupled with high cost of land has made the creation of affordable housing very minimal and slow. Jurisdictions such as Milpitas has focused on preserving the current affordable housing stock and made preservation and rehabilitation a priority. This can be seen in the funded projects in the next action plan.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	316	0
Low-income	201	0
Moderate-income	14	0
Total	531	0

Table 7 – Number of Households Served

Narrative Information

Rebuilding Together performed rehabilitation services for 77 extremely-low, low and moderate-income homeowners to help households age safely in place and also correct many code deficiencies. Lastly, a senior, affordable housing project, Terrace Gardens replaced many outdated items for the project that will increase the safety of seniors, such as replacing 10 refrigerators, replacing the common area bollards, and replacing the main boiler for the complex.

The City of Milpitas secured deed restrictions on 50 previously market rate units at 80% AMI. These units will become available to rent at the restricted level as attrition occurs on the units and will all be rented at the restricted level in no later than five years.

DRAFT

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

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Milpitas partners with Santa Clara County Continuum of Care to conduct the bi-annual Homeless Point in Time survey. In January 2019, the Point-in-Time Count was conducted by the County of Santa Clara, the City of San Jose and Applied Survey Research for the 2019 Santa Clara County's biennial Point-in-Time count of homeless persons as required by the U.S. Department of Housing and Urban Development (HUD). The survey and count was crucial as it is used for important qualitative and quantitative data as a representative sample to understand where the homeless reside and how to best respond to any immediate needs. The homeless were surveyed about a variety of issues including shelter, services and assistance. In the City of Milpitas, the count showed an increase of homeless persons from 66 to 125. The City will continue to financially contribute and participate in future survey assessing homeless persons to learn how to assess his/her needs. In addition, the City will continue to contribute to programs providing supportive services to the homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

On February 2, 2016, Milpitas City Council members adopted Resolution No. 8523, finding that the problem of homelessness constitutes a crisis and consider policy options for funding affordable housing to house homeless people. The City will continue to work with the County in its Point-in-Time Census to identify all unsheltered persons and organizations that provide emergency shelter and housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Milpitas is involved and participates in the Santa Clara County Continuum of Care that is dedicated at ending and preventing homelessness in the County. The Santa Clara County Continuum of Care has communitywide efforts to end homelessness through fostering relationships, program and systematic changes. The City will continue exploring ways to partner with the County to produce Permanent Supportive Housing (PSH) units with the County Measure A funding. The County has pledged to provide supportive services for every PSH unit developed.

Helping homeless persons (especially chronically homeless individuals and families, families

with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue to work with Santa Clara County to use Measure A funding that will house at-risk homeless, homeless and other extremely low income and vulnerable populations. The County also works with various agencies such as YWCA through a Rapid Rehousing that include supportive housing and case management to shorten his/her stay in emergency housing and maintain successful, permanent housing.

DRAFT

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

Actions taken to address the needs of public housing

This is not applicable, there are no public housing developments in the City of Milpitas.

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

Not applicable.

Actions taken to provide assistance to troubled PHAs

Not applicable.

DRAFT

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Resolution No. 8523

The City adopted Resolution No. 8523 on February 2, 2016, which recognizes homelessness as a crucial problem in the County and will help contribute to future affordable housing projects that will house homeless.

Affordable Housing Ordinance No. 297

The City adopted Affordable Housing Ordinance No, 297 on June 19, 2018. The Ordinance requires that all new residential development projects of 10 or more units designed and intended for permanent occupancy shall construct 15% of the total number of dwelling units within the development as affordable units.

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

The City of Milpitas is working with the County and the Housing Authority of County of Santa Clara to address underserved needs.

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

The County of Santa Clara has received funding from State's Department of Health Service and Federal Government for Center for Disease Control to implement a Childhood Lead Poisoning Prevention Program. The funded programs include: community outreach screen, case management and public education to inform low-to-moderate income and older communities. The project will then follow up with environmental testing, lead-based education, blood-lead testing for children, hazard reduction grants and follow up with monitoring and testing. Milpitas has adopted a Lead-Based Paint Management Plan which complies with HUD Based Paint regulations, which outlines the required states of abatement and remediation for rehabilitation projects. In addition the City publicize, and identifies lead-based hazards and older residential projects through its Code Enforcement Division and Building Department. In addition, projects undergoing rehabilitation, especially under the City's Rehabilitation Loan Program, is supported through abatement and technical assistance of how to proceed with mitigating lead based paint hazards.

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

The City of Milpitas wants to continue to reduce the number of households in poverty and prioritizes funding towards agencies that provides services for the at-risk of homeless and those

experiencing homelessness. In the 2018-2019, the City funded Next Door Solutions to Domestic Violence, YWCA Silicon Valley and Milpitas Food Pantry. Both Next Door Solutions to Domestic Violence and YWCA Silicon Valley provides emergency shelter for victims of domestic violence and their children. Milpitas Food Pantry provides crucial week-supply of groceries and other household items. These organizations provide much needed supplementary services for the households to reduce transient stays including: case management, safety assessment, affordable housing information and other referrals to other service agencies. The City will continue exploring ways to partner with the County to produce Rapid-Rehousing (RRH) and Permanent Supportive Housing (PSH) units with the County Measure A funding to help the poverty-level families as well as producing Extremely Low Income (ELI) housing.

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

The City is striving to improve intergovernmental and private sector cooperation to synergize efforts resources and develop new revenues for community service needs and the production of affordable housing. Continued collaborative efforts include:

- Regular quarterly meetings between entitlement jurisdictions at the CDBG Coordinators meeting.
- Meet with Regional Housing Working Group
- Joint jurisdiction Request for Proposals and project review committees
- Coordination on project management for projects funded by multiple jurisdictions

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

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the County and the CoC. To improve intergovernmental and private sector cooperation, the City will continue to participate with other local jurisdictions and developers in sharing information and resources.

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

The City continues to provide funding for Project Sentinel, the City's expert for fair housing issues. Project Sentinel is a private non-profit agency providing fair housing, tenant-landlord counseling and dispute resolution services to the City of Milpitas. In addition to counseling and case intake, education and outreach activities will be ongoing. Outreach activity includes: the publication of Rent Watch, a rental housing advice column; distribution of brochures, radio public service announcements and public presentations and workshops. Tenant-Landlord counseling/Dispute Resolution includes all areas of concern in rental housing; however, evictions and substandard housing complaints receive priority attention. Mediations and conciliations are conducted by trained staff and volunteers. Services are delivered in a neutral, unbiased manner to all parties engaged in the rental housing relationship. Fair Housing services

of community education, and complaint investigation are provided from the corporate office and other public facilities within the City of Milpitas (library, community center). Other services include HUD-certified mortgage default counseling and First-Time Homebuyer workshops are open to Milpitas residents. These services are provided from Project Sentinel's office at the Milpitas Sobrato Center.

DRAFT

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Milpitas' CDBG project manager ensures all funded organization are in compliance and meet financing and programmatic requirements of HUD. Each organization is required to submit quarterly reports of their projects and how close it is to meeting their goals listed in the contracts with the City.

In addition the organization must submit invoices for reimbursements that documents what services have been rendered. At the end of the program year, staff will perform on-site monitoring of all the organizations. This is the chance to discuss outstanding contract goals, daily project performances and also for a chance for the City to participate in the organization's mission and to see completed projects. In addition of monitoring of CDBG funding, HUD's CDBG 1.5 Timeliness Requirement requires that the City have no more than 1.5 times its entitlement grant allocation in its account. City staff has performed quarterly reviews of expenditures and review balance of each sub-recipient to ensure of timely expenditures. Staff worked with each recipient at the beginning of each quarter to facilitate expenditures to ensure sub-recipients are submitting invoices as soon as services have been rendered. The City of Milpitas has met its timeliness requirement.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

As described in the City's approved Citizen Participation Plan, the CAPER was made available in the Public Library, City's Website, City Hall and per request via email to the public for public comment for 15 days. A public notice was published in the Milpitas Post and website on August 16, 2019. The public is encouraged to comment via email, phone or written to staff.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There are no changes in objectives of the program.

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

No

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

DRAFT