Department of Housing and Community Development

Housing Policy Department
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ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: Los Angeles, CA

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Gardena, CA 90247

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Reporting Period by Calendar Year: from January 1, 2012 to December 31, 2012

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submits separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

Department of Housing and Community Development
Division of Housing Policy Development
P.O. Box 952053
Sacramento, CA 94252-2053

-and-

Governor's Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

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Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
Artesia Square	3	O			26		26				
17203-17209 Dalton	2	O			4		4				
13707 S Budlong	3	O			18		18				
1249 W 139th	3	O			14		14				
15022 S Raymond B	4	R			1		1				
(9) Total of **Moderate and Above Moderate** from Table A3 ► ►					65	0	65				
(10) Total by income Table A/A3 ► ►					128						
(11) Total **Extremely Low-Income** Units*			0								

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	No projects completed met the definition under Government Code Section 65583.1
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for **Moderate**		4	60	1		65	
No. of Units Permitted for **Above Moderate**						0	

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.													Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	270												270
	Non-deed restricted													
Low	Deed Restricted	171												171
	Non-deed restricted													
Moderate	Deed Restricted	188												188
	Non-deed restricted													
Above Moderate		476	48	59	2	13	25	32	65				244	232
Total RHNA by COG. Enter allocation number:		1,105	48	59	2	13	25	32	65				244	861
Total Units ► ► ►														
Remaining Need for RHNA Period ► ► ► ► ►														

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	**Housing Programs Progress Report - Government Code Section 65583.** Describe progress of all programs including local efforts to remove governmental constraints tc the maintenance, improvement, and development of housing as identified in the housing elemert.		
Name of Program	**Objective**	**Timeframe in H.E.**	**Status of Program Implementation**
1. Housing Rehabilitation Program	Assist 179 households annually; 550 over six years	Assist 179 households annually, 550 over six years	Overall during the reporting period of January 1, 2012 through December 31, 2012 a total of 81 households were assisted; 4 handicapped persons were assisted. The total overall number assisted since 2008 is 368.
a) Handyworker Fix Up Program	(See Overall objective above)	2008-2014	During the reporting period January 1, 2012-December 31, 2012, 20 households were assisted; 4 of these households received handicapped access ramps.
b) Residential Rebate	see a) Objective	2008-2014	During 2012 reporting period, 3 rebates were provided.
c) Multi-Family Code Correction Program (MFRCCP)	see a) Objective	2008-2014	The MFRCCP is a Community Development Block Grant (CDBG) -funded Program. In (2012) 49 households have been assisted; since the Program began in 2008 a total of 136 households have been assisted.
d) Owner Occupied Rehabilitation Loan	Provide 15 deferred loans over two years	2008-2010	In 2012 (9)loans have been completed; 15 loans were completed in 2011 under State HOME; one (1) CalHome Loan was processed in 2009. The objective for the Owner Occupied Rehabilitation Loan Program has been met.
2. Section 8 Rental Assistance	Continue Rental Assistance to 600 households; with additional assistance provided as funding becomes available	2008-2014	The City's Human Services Division assists seniors in getting on the waiting lists for the four Co-operative Senior Housing in Gardena. All Section 8 is administered by the County of Los Angeles (LACDC). The information supplied by the Housing Authority of LA received too late to include in the 2011 Progress Report was as follows: (17) Certificates for " Extremely Low Income"; (1) Certificate for "Very Low Income" making a total of 18 Certificates; 500 Vouchers issued for "Extremely Low Income"; 26 for "Low Income" and 118 for "Very Low Income" for a total of 661 Vouchers. For the period 01/01/2012-12/31/12, the LACDC provided the following information: A grand total of 21 Certificates were issued in the following categories: Extremely low income 20; Low Income (0); Very Low Income 21. A total of 673 Vouchers were issued in the following categories: Extremely Low Income 536; Low Income 33; Very Low Income 104.
3. Preservation of At-Risk Units	Prepare a Monitoring and Mitigation program to evaluate and gauge at-risk units activities	One-Year of adoption of Housing Element (August 2012)	**Housing Element Program 3 is completed.** The City prepared a Monitoring and Mitigation program to evaluate and gauge activities of at-risk units. The City contacted the Cooperative Services, Inc. (CSI) owners of the three senior complexes in Gardena and were informed that CSI intends to renew its Section 8 contracts and that all Section 202 contracts are at least 13 years from expiration. A Memorandum explaining Housing Element Program 3 was prepared in May 2012 and is on file with the City's Community Development Department.

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4. Senior Housing Development	1) Encourage development of senior housing; continue to provide a streamline approval process and relaxed development standards; 2) Support applications for federal and state funding for quality developments; 3) Provide information on City website and make available at Planning Development counter	2008-2014	1) Ordinance 1737 adopted in June 2012, facilitates priority processing of projects involving affordable housing, senior housing, mixed-use housing and housing meeting Leed standards. 2) In 2012 The City applied for State HOME Project funds for the Spring Park Senior Housing Project; construction of the project will provide 37 affordable senior housing units in the City. 3) The City compiled a list of Affordable Housing Developers and provided the information to the Community Development Department for placement at their counter; a list of available affordable housing "opportunity" sites has been placed on the Economic Development website.
5. Home ownership Program - Fresh Rate Program	Develop a mailing packet that will be sent to local lending entities to encourage their use of primary financing funds available through the Independent Cities Lease Finance Authority (ICLFA)	2008-2014	**Housing Element Program 5 is completed.** A complete packet of information on the National Homebuyers Fund (NHF) and the Independent Cities Lease Finance Authority ICLFA) was compiled and mailed to 13 lending institutions. The information packet was also provided to the Community Development Department for availability at their development counter. Lending institutions were also invited to participate in a workshop for residents to provide information on preparing for home buying.
6. Density Bonus Ordinance	1) Adopt a Density Bonus Ordinance to comply with state law; 2) Shorten the project approval process period for housing projects that include affordable units	Within one year of adoption of Housing Element (August 2012)	A) In June 2012, the City adopted Ordinance No 1739 which added Chapter 18.43 Density Bonus and other incentives to the Gardena Municipal Code. This Ordinance implements the provisions of Government Code Section 65915 which brings the City into conformance with State law and assists in providing affordable housing in the City. B) Ordinance No. 1737 introduced in City Council meeting on March 19, 2013, facilitates priority processing of projects involving affordable housing, senior housing, mixed use housing and housing meeting LEED standards.
7. Green Building Program	1) Adopt a green building program. 2) Develop a procedure to streamline the permit and approval process, giving priority to projects meeting LEED standards. 3) Promote green development through marketing information. 4) Complete a study of impacts of green building requirements on housing production	Within two years of adoption of Housing Element (August 2014)	1) Green building standards are being applied to projects in compliance with Cal Green Title 24. The City has prepared a marketing packet on green resources. The information has been posted on the City's business website and is available at the Community Development Department service counter. 2) Adoption of Ordinance No. 1737 facilitates priority processing of projects involving affordable housing, senior housing, mixed-use housing and housing meeting LEED standards. 3) The City has partnered with the South Bay Environmental Services Center (SBESC)/SBCCOG to assist them in marketing their programs which encourage energy efficient programs for residents and provide several free energy services to residents. A link to the SBESC website has been posted on the Economic Development website. 4) In January 2013, the City prepared a memorandum on the potential costs and benefits associated with new green requirements on housing production. This memorandum is on file with the City's Community Development Department.
8. Multi-family Development Impact Fee	Amend the Municipal Code to exempt lower-income multi-family development projects from the multi-family development impact fee	Within one year of adoption of Housing Element (August 2012)	Adoption of Ordinance No. 1737 exempted projects from payment of Multi-family Development Impact fees, which include affordable housing units for lower-income families in multi-family residential development projects.

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9. Specific Plans	1) Examine the feasibility of establishing three new specific plan areas for mixed-use development; 2) Establish a maximum permitted residential density of 20 units /acre on new specific plan areas including the Artesia Corridor Specific Plan which currently limits the density at 15 units/acre.	Within two years of Adoption of the Housing Element (August 2014)	1)The South Bay Council of Governments (SBCCOG) is currently conducting a study of Rosecrans Avenue as part of the State Sustainable Communities Strategy. Upon completion of this study, the City will review the recommendations and feasibility of three new Specific Plans along Rosecrans Avenue. 2) Adoption of Ordinance No. 1737 adds Section 18.39.025 Residential Density to the Municipal Code which states that "Any specific plan adopted by the City after March 2012 shall allow a maximum residential density of at least 20 units per acre on portions of the specific plan where residential units are allowed."
10. Gardena Boulevard	1) Conduct a study to identify incentives for mixed use in the C-R Zone and revise the zoning ordinance accordingly. 2) Conduct meetings with property owners to discuss the City's desire for residential mixed-use development along Gardena Boulevard. 3) Develop 20 new multi-family units along Gardena Boulevard.	2010-2011 to amend the C-R Zone 2008-2014 for 2 & 3	1) In August 2012, the City prepared a memorandum identifying financial, regulatory information and outreach incentives for mixed uses in the C-R zone. One of the recommendations in the memorandum was to conduct a property owners meeting to discuss opportunities and incentives along Gardena Boulevard. 2) On November 1, 2012 the City conducted two meetings with Gardena property ownersto discuss potential incentives for mixed-use and affordable housing development. 3) Ordinance No 1746 which was introduced at the March 19, 2013 City Council meeting, provides for increased maximum residential density for the C-R zone from 20 units/acre to 34 units/acre and established a minimum multi-family residential density of 24 units/acre. The Ordinance also eliminates the FAR requirement and reduced residential parking requirements and relaxed other development standards.
11. Development on Vacant and Underutilized Residential Sites	1) Notify all property owners of vacant residential-zone land of affordable housing development incentives such as the density bonus program, specific plans and the streamline project approval process. 2) Use HOME funds to partner with for profit and non-profit developers for construction of new affordable housing on vacant and underutilized properties within the City. 3) Work with CHDOs to facilitate the development of new affordable housing units. 4) Update the vacant land inventory using the City's GIS system	Within one year of adoption of Housing Element (August 2012)	1) The City Manager's Office and the Community Development Department prepared information on potential opportunity sites for residential development and posted the list on the City's business website. In October 2012, City staff sent letters to all property owners of vacant residential zoned land notifying them of affordable housing development incentives, including density bonus, specific plans, priority processing, streamline project approval and waiver of multi-family development impact fess that are being identified in Ordinance No. 1737. 2) In 2012 the City partnered with WASET, Inc. a non-profit developer to prepare the HUD 202 fund application for development of the Spring Park Senior Housing project in the City. The project will provide 37 affordable senior housing units in the City. In August 2012 the City prepared a state HOME project application in partnership with WASET Inc. for development fees for the HUD- funded 202 senior housing development known as *Spring Park Villa. 3) The* City developed a mailing list of potential CHDOS and affordable housing developers and made the list available in Community Development. 4) In April 2012, the City surveyed the sites identified in the Housing Element as vacant, potential recycling and potential redevelopment/lot consolidation. The survey information is included in the implementation memorandum prepared for Housing Element Program 20, which is on file at the City's Community Development Department.

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12. Brownfields Program	1) Complete five Phase I Environmental Site Assessments (ESAs) and two Phase II ESAs. 2) Develop two Brownfield Sites. 3) Market Brownfield Opportunity Sites with information packets. 4) Continue community outreach through the Brownfields Community Relations Committee.	2010-2012	**Housing Element Program 12 is completed.** 1) 15 Phase I and Phase II ESAs (total) have been completed. 2) One Brownfield site was developed into nine condominium units known as *San Lorenzo Homes. 3) The Brownfields Program is on* the City's business website with map: http://www.gardenaecondev.com/ The City also publishes a newsletter in order to keep the community informed on the status of the program and other Brownfield news and environmental issues. 3) The City works closely with the real estate community and utilizes it's website to attract real estate interest in the Brownfields sites. 4) The City in partnership with several members of the community, formed the Brownfield Community Relations Committee (BCRC). The BCRC is comprised of residential and business community members dedicated to addressing the environmental issues in the City and meets on a quarterly basis.
13. Second Unit Ordinance	Amend Municipal Code to delete section 18.04.210 (Granny Units) and modify Section 18.12.030 (d) (Uses Permitted Subject to a Conditional Use Permit). 2) Provide an information packet on second-unit developments as well as other affordable hosing information, at the Community Development Department counters and on the City website.	Within one year of adoption of Housing Element (August 2012)	1) Adoption of Ordinance No. 1737 in June 2012, deleted the term "Granny Units" and removed it as a permitted use with a CUP in the R-1, R-2 and R-3 zones to reflect changes in State law eliminating such uses. 2) The City website and the Community Development Department counter provide affordable housing information. Affordable housing information will continue to be available on the City website and at the Community Development counter.
14. Single Room Occupancy	1) Amend the zoning ordinance to permit SROs in the M-1zone with a CUP. 2) Maintain a list of existing hotels that are candidates for conversion. 3) Review SRO conversion applications on an annual basis	Within one year of adoption of Housing Element (August 2012)	1) Adoption of Ordinance No. 1737 added SRO residential units with CUP in the M-1 zone in accordance with State law. 2) In April 2012, the City surveyed areas in Gardena's M-1 zone and determined that one existing hotel (APN 6102-017-027) is a possible candidate for SRO conversion. This was presented in a Memorandum of Housing Element Program 14 prepared in April 2012 which is on file with the Community Development Department. 3) To date, no SRO conversion applications have been received by the City..
15. Transitional and Supportive Housing	Continue to comply with State law regarding transitional and supportive housing	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 15 is completed.** Adoption of Ordinance No. 1737 added the definition of supportive housing and transitional housing and allowed these uses in the R-1 through R-4 and C-R zones by right in accordance with State law. Ordinance No. 1737 achieved the objective of this program..
16. Emergency Shelters	Amend the zoning ordinance to permit emergency shelters by right in the M-1 zone	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 16 is completed.** Adoption of Ordinance No. 1737 redefined emergency shelter pursuant to SB 2, and incorporated emergency shelter as a permitted used by-right in the M-1 zone. Ordinance No. 1737 achieved the objective of this program.
17. R-4 Zone Amendment	Amend the R-4 zone to facilitate affordable housing	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 17 is completed.** Adoption of Ordinance No. 1737 amended the development standards of Chapter 18.18 High Density Multiple-Family Residential Zone (R-4) to increase the maximum residential density to a step density scale of: 25 units per acre for lots greater than 1.0 acre. It also included a minimum permitted density of 20 units per acre for any residential development and eased parking requirements for senior and income-restricted units. Ordinance No. 1737 achieved the objective of this program.

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18. Mixed Use Overlay Zone Amendment	Amend the MUO zone to facilitate affordable housing	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 18 is completed.** Adoption of Ordinance No 1737 reduced minimum project size from 1.5 to 1.0 acres in the MUO zone; removed the CUP requirement for multi-family residential developments; increased the maximum density to a step density scale (25 units per acre for lots less than 0.5 acres, 27 units per acre for lots 0.5 to 1.0 acre, and 30 units per acre for lots greater than 1.0 acre); also included a minimum density of 20 units per acre for any residential development. Ordinance No. 1737 also facilitates priority processing of projects involving affordable housing, senior housing and housing meeting LEED standards. Ordinance No. 1737 achieved the objective of this program.
19. Rezoning of Two Sites	Rezoning the City-owned parcel at 154th and Van Ness from R-3 to R-4 and the parcel comprising part of Lot Consolidation Site No. 25 from R-3/r-4 split zoning to R-4.	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 19 is completed.** Adoption of Ordinance No. 1737 rezoned the City-owned property at the northeast corner of Van Ness Avenue and 154th Street and the properties along the west side of Vermont Avenue between 149th and Rosecrans Avenue (Site 25) from R-3 to R-4. Ordinance No. 1737 achieved the objective of this program.
20. Adequate Sites Monitoring	1) Maintain an up-to-date inventory of adequate housing sites for each income category. 2) Develop and implement a formal ongoing procedure to evaluate identified capacity and identify additional sites as necessary. 3) Perform an annual evaluation to determine whether sites are being utilized for residential development and monitor the effectiveness of programs and incentives	2008-2014	1) In April 2012, the City surveyed the sites identified in the Housing Element as vacant, potential recycling and potential redevelopment/lot consolidation. The survey determined that all sites were unchanged. 2) A memorandum was prepared that described the procedure for continuing evaluation of affordable housing development opportunities. 3) The memorandum of Housing Element Program 20 is on file with the City's Community Development Department. An annual survey will be conducted in 2013..
21. Opportunity Sites Listing and Outreach	1) Continue maintaining an updated listing of opportunity sites 2) Establish expedited permitting procedures for mixed-use projects, including a streamlined process for lot consolidation. 3)Initiate contact with South Bay Board of Realtors about development opportunities involving lot consolidation	Updated quarterly and the Lot Consolidation information will be available within one year of adoption of Housing Element	1) The City maintains a list of vacant residential opportunity sites in the marketing booklet called "Gardena A Great Place for Business" and on the Gardena Economic Development website. 2) Adoption of Ordinance No. 1737 facilitates priority processing of projects involving affordable housing, senior housing, mixed-use housing and housing meeting Leed standards. 3) The City is in the process of contacting the South Bay Board of Realtors to inform them of the City's development Opportunity Sites, and the development incentives (i.e., density bonus, priority processing and increased densities that resulted from the recent adoption of Ordinance Nos. 1737, 1739 and Ordinance 1746 to be adopted in early 2013,
22. Non Profit Development Partnership	Hold at least one workshop annually to discuss the City's plans, development opportunities resources/assistance, and the RFQ process	2008-20014	The City is in the process of planning a workshop to discuss the City's development opportunities, resources and assistance to both profit and non-profit developers. Development opportunity information will be posted on the City's website. The workshop will occur during the 2013-2014 period and will continue on an annual basis. The City will also network with SCANPH to stay abreast of non-profit housing opportunities.
23. Rent Mediation Board	1) Continue providing rent mediation/arbitration assistance to renters in disputes with landlords. 2) Continue conducting the annual survey of rental housing units	2008-2014	1) The City continues to provide rent mediation and arbitration assistance to renters and landlords and conducts an annual survey of rental units. Since 2008, the Rent Mediation Board considered 25 cases of which 15 were resolved and 10 were closed or cancelled. 2) An annual survey of rental housing units was conducted in 2012 and another will be conducted in 2013.
24. Fair Housing Program	Continue contracting with the Fair Housing Foundation to assure City residents have equal access to housing	2008-2014	The City continues to contract with the Fair Housing Foundation, a private fair housing group to serve as administrator for fair housing services. According to the FY 2011-2012 Consolidated Annual Performance and Evaluation Report (CAPER), during FY 2010/2011 and FY 2011/2012, the Fair Housing Foundation assisted 24 households with discrimination complaints and 419 households with landlord tenant mediation services.

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25. Rental Assistance	Continue to promote diversity through affirmative marketing of the availability of Section 8 Rental Certificates and the availability of Section 202 units.	2008-2014	The following information was provided to the City of Gardena by the Los Angeles County Housing Authority (LACDC) who is the agency responsible for administering all Section 8 vouchers for the City of Gardena. During the reporting period 01/01/2011-12/31/2011, a grand total of 18 Certificates were issued in the following categories Certificates : Extremely Low Income 17; Low Income 0; Very low income (1). A grand total of 661 Vouchers were also issued during this period as follows: Extremely Low Income 500; Low Income 26; Very Low Income 118. For the period 01/01/ 2012-12/31/ 2012, the LACDC provided the following information: A grand total of 21 Certificates were issued in the following categories: Extremely Low Income 20; Low Income (0); Very Low Income 21. A total of 673 Vouchers were issued in the following categories: Extremely Low Income 536; Low Income 33; Very Low Income 104.
26. Accessible Housing	1) Amend the zoning ordinance to allow residential care housing facilities to be considered as a normal residential use with the same development standards and for residential housing with more than six persons, be allowed with CUP 2) Amend the Municipal Code to reflect the State standard for defining "family" 3) provide rehabilitation loans/grants to income-qualified households for access improvements	Within one year of adoption of Housing Element (August 2012)	**Housing Element Program 26 is completed.** 1) Adoption of Ordinance No 1737 amended the Municipal Code. Residential group facilities serving six or fewer persons are required to be treated as a normal residential use and for group care facilities and community care facilities serving more than six persons be allowed as a residential use with CUP in accordance with State law. 2) Adoption of Ordinance No. 1737 amended the Municipal Code to redefine :"family in accordance with State law. 3) In 2012 the City provided grants through the Handyworker Program to assist four households with handicap access. The City will continue to provide assistance to income-qualified individuals through the City's rehabilitation programs.
27. Continuum of Care - Homeless Assistance	Continue participation in the County's Continuum of Care, and allocate CDBG monies to fund the City's Emergency Services Program	2008-2014	As an ongoing process, the City's Human Services and Recreation Department as well as the Family Services Bureau will continue to provide services to assist homeless persons toward self-sufficiency by providing counseling and referrals to agencies for shelter. CDBG is the funding source.

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General Comments: