

Appendix B Proof of Publication, Outreach and Public Comments

**San Gabriel Valley Examiner**  
1160 Englewild Dr.  
Glendora, CA 91741  
626-852-3374

**City of Glendora**  
**Attn: City Clerk**  
116 E. Foothill Blvd.  
Glendora, CA 91741

**PROOF OF PUBLICATION  
(201 5.5 C.C.P.)**

**STATE OF CALIFORNIA  
County of Los Angeles**

I am a resident of the county aforesaid. I am over the age of eighteen years, I am not a party to the above-entitled matter. I am the principal clerk of the Publisher of the San Gabriel Valley Examiner, an adjudicated newspaper of general circulation printed and published weekly in the City of Glendora, County of Los Angeles. The San Gabriel Valley Examiner has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of July 19, 1999, case Number KS 005341. The notice, of which the annexed is a true printed copy, has been published in each regular and entitled issue of said newspaper and not any supplement thereof on the following dates to wit:

**September 24, 2020**

I declare under penalty of perjury that the foregoing is true and correct.

Executed in the City of Glendora, Los Angeles County, California  
On this 24th day of September 2020.

\_\_\_\_\_  
Signature



**NOTICE OF AVAILABILITY  
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) REVIEW  
PERIOD**

**NOTICE IS HEREBY GIVEN** that the Fiscal Year 2019-2020 Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) Program will be available for a 15-day public review period beginning September 24, 2020 and ending October 8, 2020. The CAPER, along with comments from the public review, will be considered by City Council on October 13, 2020 at 7:00 p.m. in the City Council Chamber of City Hall, 116 E. Foothill Boulevard, Glendora, California.

**PLEASE TAKE NOTICE** that in the event that an Executive Order issued by Governor Newsom and/or the City's declaration of a local emergency related to COVID-19 are in effect at the time scheduled to conduct this meeting, it may be necessary to conduct a virtual City Council meeting utilizing the Zoom Video Communications platform. To participate, open Zoom on your device and enter meeting ID# cityofglendora.org/zoom, meeting will start at 6:00 p.m.

**PUBLIC REVIEW AND COMMENT PERIOD**

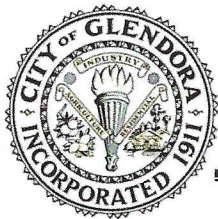
All interested persons are invited to review and comment on the City's proposed Consolidated Annual Performance Evaluation Report (CAPER) for Fiscal Year 2019-2020.

Should you be unable to attend the public hearing, your comments must be made in writing and delivered to the Community Development Department. City staff can be contacted via email at [vvelasquez@cityofglendora.org](mailto:vvelasquez@cityofglendora.org) or by telephone at (626) 914-8292.

Further information and related documents on the Consolidated Annual Performance Evaluation Report (CAPER) for Fiscal Year 2019-2020, related Five-Year Consolidated Plan and Annual Action Plan may be obtained or viewed on the City's website [www.ci.glendora.ca.us](http://www.ci.glendora.ca.us) and (upon the re-opening of City Hall to the public) at the Planning Counter and Office of the City Clerk, 116 E. Foothill Boulevard Glendora, California, between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday exclusive of holidays through October 8, 2020.

If you challenge this action(s) in court, you may be limited to raising only those issues you or someone else raised in written correspondence delivered to the City Council.

Kathleen R. Sessman, City Clerk  
Publish in the San Gabriel Valley Examiner on September 24, 2020 . #GI04



# STAFF REPORT

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**TO: MAYOR AND COUNCIL MEMBERS**                      **DATE: OCTOBER 13, 2020**  
**FROM: COMMUNITY DEVELOPMENT**                      **DISTRICTS: CITYWIDE**  
**SUBJECT: CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE 2019-2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.**

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## RECOMMENDATION

That the City:

- 1) Approve submittal of the City of Glendora's FY 2019 - 2020 Consolidated Annual Performance and Evaluation Report (CAPER) accomplishments to the U.S. Department of Housing and Urban Development (HUD); and
- 2) Authorize the City Manager to submit report to HUD.

## EXECUTIVE SUMMARY

The City of Glendora annually receives a Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD). As an entitlement city, Glendora applies directly to HUD for its CDBG funding. As a result of its entitlement city status, Glendora must submit a Consolidated Annual Performance Evaluation Report (the "CAPER") to HUD disclosing accomplishments completed and expenditures made during the fiscal year. The receiving and filing of the attached performance report enables the City to comply with HUD's reporting requirements.

## LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The CDBG Program is authorized under Title I of the Housing and Community Development Act of 1974. CDBG funds are allocated to cities annually and finance capital projects and programs that benefit low-income populations and eliminate urban blight.

On May 14, 2019 the City Council approved the CDBG Annual Action Plan for Fiscal Year 2019-2020. An additional \$179,204 from the CARES Act became available during the program year to address COVID-19 through substantial amendment; Council adopted an amendment which added these additional funds to the Action Plan on May 26, 2020. This item discloses the accomplishments of the aforementioned Action Plan.

## DISCUSSION

The City of Glendora receives CDBG funds from HUD on an annual basis. The funding is secured by the preparation of a Consolidated Plan that is submitted to HUD every five years. The 2019-2020 CAPER is for the second year of the current 2018-2023 Consolidated Plan. The Consolidated Plan identifies Goals and objectives for the CDBG Program to be completed during the five-year period. On an annual basis the City prepares an Annual Action Plan to carry out the Consolidated Plan CDBG Program goals and



objectives. The CAPER is then completed and reviewed by HUD to ensure that the City’s goals and objectives for the projects and programs contained in the Consolidated Plan and Annual Action Plan are met.

In order to maximize citizen participation HUD requires the City to allow Glendora residents an opportunity to comment on the CDBG Program. The Draft CAPER was available for a 15-day public review from September 24, 2020 through October 8, 2020 as required by HUD and was public noticed on September 24, 2020. Written or oral comments received by the City must be incorporated into the CAPER submitted to HUD prior to submission.

For FY 2019-2020 (the second year of the Consolidated Plan), the City of Glendora used its allocation of \$290,016 in CDBG funds plus \$80,748 of prior year carryover reallocated by substantial amendment to address the highest priorities identified in its FY 2018-2023 Consolidated Plan. An additional \$179,204 from the CARES Act became available during the program year to address COVID-19 through substantial amendment adopted May 26, 2020, which will be expended in the next fiscal year. These funds were allocated/expended as follows:

Decent Housing	Allocated	Expended
Fair Housing Program (Housing Rights Center)	\$15,000.00	\$15,000.00
Suitable Living Environment	Allocated	Expended
Street Improvement Project (Bonita Ave/Dale Rd and Cullen Ave./Marion Pl. and Scott Pl.)	\$312,761.00	\$425.00
Creating Economic Opportunities (CDBG-CV)	Allocated	Expended
Business Assistance Program	\$179,204.00	\$0.00
Planning and Administration	Allocated	Expended
General Administration	\$43,003.00	\$6,405.47

The street improvement projects were awarded in June 2020 and will be completed in the current fiscal year with the allocation carried forward to the current year’s budget.

Review of the CAPER indicates that the City of Glendora was able to meet most of its one-year Action Plan goals and objectives, as well as the five-year objectives. Table 1 on page three of the CAPER provides information on the goals and the completed accomplishments of the FY 2019-2020 CDBG Program.

Attached for the City Council review and approval is a copy of the City of Glendora’s draft FY 2019-2020 CAPER. The main purpose of the attached report is to review progress of the CDBG program goals and objectives for the 2019-2020 fiscal year in accordance with HUD’s regulations.

**FISCAL IMPACT**

In FY 2019-2020, \$21,830.47 of CDBG funding was expended. The portion of funds allocated for the street projects will carryover and be completed in FY2021; all other unspent funds were made available for the FY 2020-2021 budget plan reviewed by the City Council in May. By submitting the reports in compliance with CDBG requirements, the City will continue to receive grant funding, as included in the FY 2020-2021 adopted budget.

**ENVIRONMENTAL DETERMINATION**

Not Applicable



Respectfully submitted,  
*Valerie Velasquez*  
 Community Development

Concurs with,  
*Not Applicable*  
 Not Applicable

<b>Director</b> <i>Jeff Kugel</i>	<b>Certified as to Available Funds</b> <i>June Overholt</i>	<b>CEQA</b> <i>Not Applicable</i>
<b>Legal Review</b> <i>Not Applicable</i>		<b>City Manager</b> <i>Adam Raymond</i>

**ATTACHMENTS:**

- A. Draft FY19-20 CAPER
- B. Proof of Notice

No Comments were received.