

**FY 2022-2023**

**Consolidated Annual Performance  
Evaluation Report (CAPER)**



*5th Year of the 2018-2023  
Five-Year Consolidated Plan*

**DRAFT CAPER**  
September 2023

# TABLE OF CONTENTS

CR-05 – Goals and Outcomes .....	1
CR-10 – Racial and Ethnic Composition of Families Assisted .....	7
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) .....	12
CR-30 – Public Housing 91.220(h); 91.320(j).....	15
CR-35 – Other Actions 91.220(j, k); 91.20 (l, m) .....	16
CR-40 – Monitoring 91.220; 91.320) .....	19
Citizen Participation Plan 91.105(d); 91;115(d).....	20
CR-45 – CDBG 91.520(c) .....	21

## Appendices

- A. Public Participation
- B. PR-26 Reports

## CR-05 - Goals and Outcomes

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

#### 91.520(a)

The City of Glendora (City) receives Community Development Block Grant Program (CDBG) Entitlement funds annually from United States Department of Housing and Urban Development (HUD) as an entitlement jurisdiction. The City's CDBG Entitlement allocation for FY 2022-2023 was \$301,679. This CAPER reviews the City's specific achievements using CDBG Entitlement funds over the last program year (July 1, 2022 through June 30, 2023) and reviews the City achievements using CDBG-CV funds in FY 2022-2023. It assesses the City's progress to date in implementing the goals and objectives of the five-year 2018-2023 Consolidated Plan.

The City also continues to carry out programs under the Coronavirus Aid, Relief, and Economic Security (CARES) Act which was signed into law on March 27, 2020. The CARES Act provided additional CDBG funds (CDBG-CV) to prevent, prepare for, and respond to the coronavirus pandemic (pandemic). The City's initial allocation was \$179,204 (CV1). The second allocation was \$266,983 (CV3) for a total of \$446,187. The CDBG-CV funds were allocated in the FY 2019-2020 Annual Action Plan. The initial activities to be undertaken with the CDBG-CV of funds have been modified through two Substantial Amendments to the FY 2019-2020 Annual Action Plan.

All CDBG funds, whether Entitlement or CDBG-CV, must serve the residents of the community in one of the three areas of benefiting low- and moderate-income persons, eliminating slum and blight, and meeting a particularly urgent community need.

The City of Glendora has developed the objectives, outcomes, and quantifiable goals below for each priority need category listed in the 2018-2023 Consolidated Plan.

- **Infrastructure and Public Facilities:** Improve and expand infrastructure and public facilities that benefit low and moderate income neighborhoods and residents. The Objective/Outcome categories will be A Suitable Living Environment/Availability/Accessibility (SL-1), with a goal of assisting 5 public facilities/infrastructure projects (1 annually).
- **Economic and Human Development:** Provide for the economic development needs of low and moderate income persons. The program will also create or retain jobs for low- and moderate-income residents. The Objective/Outcome categories will be Economic Opportunity/Availability/Accessibility (EO-1), with a goal of assisting three (3) businesses over five years.
- **Fair Housing:** Promote fair and equal housing choice for all persons, promote housing that is accessible to and usable by persons with disabilities, and comply with the non-discrimination requirements of the various Fair Housing laws. The Objective/Outcome categories will be Decent Housing/Availability/Accessibility (DH-1). with a goal of assisting 250 low/mod persons (50 annually).
- **Administration and Planning:** Provide for administration and planning activities to develop

housing and community development strategies and programs needed to carry out actions that address identified needs in the Consolidated Plan. The Objective/Outcome categories will be A Suitable Living Environment/Availability/Accessibility (SL-1), with a goal of successfully administering the CDBG program per HUD regulations.

The following are accomplishments achieved in FY 2022-2023, and the cumulative accomplishments for multi-year Entitlement projects and CDBG-CV projects over the first five years of the FY 2018-2023 Consolidated Plan.

#### **CDBG Entitlement Funds**

- **Infrastructure and Public Facilities:** A prior year (FY 2021-2022) street improvement project was allocated additional funds in FY 2022-2023 and is still in progress. The City released the bid on June 2, 2022 with a due date of July 21, 2022, but the start of the project was delayed due to the need for other site improvements prior to the start of the CDBG-funded street improvement project. The project began in the fourth quarter of FY 2022-2023 and is expected to be completed in July 2023. This project is expected to benefit 940 households, 525 of whom (56%) are low and moderate income low and moderate income households. Three prior year projects have been completed, benefiting 4,285 low and moderate income households.
- **Economic and Human Development:** No funds were allocated to this area in FY 2022-2023.
- **Fair Housing:** In FY 2022-2023, this program was funded under the CDBG Administration cap and all those inquiring regarding fair housing were provided services.
- **Administration and Planning:** The City continued to effectively manage the CDBG program in FY 2022-2023.

#### **CDBG-CV Funds**

- **Economic and Human Development:** In FY 2019-2020, the City launched a Small Business Assistance Loan program using CDBG-CV funds specifically to assist businesses to prevent, prepare for, and respond to coronavirus. To date, this program has assisted one business to deal with the effects of the pandemic. This program is complete.
- **Fair Housing:** As part of the second Substantial Amendment to the FY 2019-2020 Annual Action Plan, the City allocated \$312,088 for an COVID Emergency Rental Assistance Program. To-date, this program has assisted 47 households deal with the effects of the pandemic by providing short-term rental assistance. This program is complete.
- **Administration and Planning:** The City continued to effectively manage the CDBG-CV program in FY 2022-2023.

**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 Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic and Human Development	Non-Housing Community Development	CDBG-CV: \$44,862	Businesses Assisted	Business	3	2	66%	0	0	0.00%
Fair Housing	Fair Housing	CDBG-CV: \$312,088	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	52	99	190.03%	52	47	90.38%
Infrastructure and Public Facilities	Non-Housing Community Development	CDBG: \$240,581	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7,309	2,845	38.92%	940	0	0.00%

**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.**

Only eligible activities that received a High Priority level are funded during each of the five years of the 2018-2023 Consolidated Plan. In FY 2022-2023, \$301,679 in entitlement funds and \$581 in program income were allocated to implement the final year of the 2018-2023 Consolidated Plan. From FY 2019-2020 through FY 2022-2023, CDBG-CV funds were allocated to various programs through two Substantial Amendments to the 2019-2020 Annual Action Plan.

In FY 2022-2023, the City of Glendora addressed all of the Consolidated Plan Priorities listed above by providing CDBG funding as follows:

**CDBG Entitlement Funding**

**1. Infrastructure and Public Facilities**

In FY 2021-2022, the City allocated \$440,514 in prior year CDBG funds to repair the badly deteriorated pavement, curb, gutter, and sidewalk on nine streets south of Juanita Ave. and west of Glendora Ave. In FY 2022-2023, CDBG Entitlement funds were allocated for another related infrastructure project in the same location. Both projects are eligible under the Low/Mod Area National Objective because they are in an area where 55.85% of the households are low- and moderate income. Figure 1 on the following page shows the area for the infrastructure projects.

As of June 30, 2023, the projects are substantially completed. However, since a punch list of small items is still being addressed, and the final draw for the projects have not been completed, neither project is closed or reported in this CAPER.

**2. Economic and Human Development**

In FY 2022-2023, no CDBG Entitlement funds were allocated to Economic and Human Development.

**3. Fair Housing**

The City allocated \$15,000 in CDBG Administrative funds to the Housing Rights Center in FY 2022-2023. A total of \$15,000 was expended to serve the residents of Glendora.

**4. Administration and Planning**

In FY 2022-2023, the City allocated \$43,876 for general planning and administration, of which \$29,183 was expended.

**CDBG-CV Funding**

**1. Infrastructure and Public Facilities**

No CDBG-CV funds were allocated to Infrastructure and Public Facilities in FY 2022-2023.

## **2. Economic and Human Development**

CDBG-CV funds were not used for this Consolidated Plan Priority in FY 2022-2023.

## **3. Fair Housing**

Since the inception of CDBG-CV program, the City has allocated \$312,088 in CDBG-CV funds for an Emergency Rental Assistance Program. \$261,820 has been expended to-date, assisting 47 renters impacted by the pandemic. This represents 90.38 percent of the goal of 52.

## **4. Administration and Planning**

In 2019-2020 the City allocated \$89,237 of CDBG-CV funds for Administration and Planning and \$28,203 has been expended to-date. No additional CDBG-CV funds were allocated for Administration and Planning in FY 2020-2021 or FY 2022-2023.

**FY 2021-2022 and FY 2022-2023 CDBG Eligible Areas and Street Resurfacing Project**  
(Newburgh Street, Carter Drive, Bender Avenue, Washington Avenue, Vermont Avenue and Santa Fe Avenue)

**Census Tract 4039.02 – Block Group 2**





## 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	42
Black or African American	3
Asian	2
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>47</b>
Hispanic	24
Not Hispanic	23

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

### Narrative

Table 2 above includes the racial and ethnic composition of persons assisted in the CDBG-CV funded Emergency Rental Assistance Program. A total of 47 persons were assisted. Of the 47 served, 234 identified themselves as Hispanic, and 23 as not Hispanic. This sample is too small to reliably compare to the race and ethnicity of the City's overall population, and therefore no statistics regarding the City's overall race and ethnicity are included.

## 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	public - federal	\$301,679	\$721,524.30
CDBG Prior Year Funds	Public -federal	\$581	\$581.00
CDBG-CV	public- federal	\$446,187	\$304,886.18

**Table 3 - Resources Made Available**

### Narrative

For FY 2022-2023, the City had available \$301,679 in CDBG entitlement allocation. In addition, the City identified \$581 in prior year funds for a total of \$302,260 in available resources. A total of \$722,105.30 was expended. This amount includes funds expended in FY 2022-2023 for projects which were allocated in prior Action Plans. In addition, the City received two allocations of CARES Act funds totaling \$446,187 which were allocated for the Business Assistance Program, an Emergency Rental Assistance Program, and Administration to address residents needs related to the Coronavirus. Because CDBG-CV funds have different timelines than CDBG Entitlement funds, the amounts listed in Table 3 represent the resources and expenditures from the beginning of the CDBG-CV program through the end of FY 2022-2023.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Low-Mod Income Target Areas	0.00%	80%	low- and moderate-income area (LMA) census tracts and block groups

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

### Narrative

In FY 2022-2023, the City allocated \$240,581 in CDBG funds to a street improvement project, which encompasses nine streets south of Juanita Avenue and west of Glendora Avenue, and area where 55.85% of the households are low/mod. The funds rehabilitated badly deteriorated pavement, curbs, gutters, and sidewalks. These funds were combined with \$440,514 in FY 2021-2022 CDBG funds already committed to the same project. The FY 2022-2023 allocation represents 80% of the FY 2022-2023 CDBG Entitlement Resources Made Available in Table 3 above. This project is on-going.

### 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.**

Federal funds will leverage additional resources as grant opportunities become available. In FY 2022-2023, no funds were leveraged; however, the City does benefit from County funding for rental assistance provided by HUD through the Housing Choice Voucher program.

The City of Glendora has not identified any publicly owned land for housing and community development activities.

The City does not receive HOME funds, so there are no matching requirements.

## 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	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**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	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 6 – Number of Households Supported**

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

The biggest challenge to creating affordable housing is limited funding. In prior years, two affordable housing complexes were funded by the city. Those complexes continue to provide 52 affordable units (27 extremely low, 19 very low, and six low) through Heritage Oaks and 87 affordable units (13 extremely low, 55 very low and 19 low) through Elwood Family Apartments. These units will remain affordable throughout the Consolidated Plan period.

**Discuss how these outcomes will impact future annual action plans.**

The City does not plan to make any changes in the way funds are allocated at this time. The streets projects and fair housing program (funded with Administration funds), continue to provide important benefit to the community.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The CDBG-CV Emergency Rental Assistance Program served 47 households from inception of the program to the end of FY 2022-2023. Of the 47 households served by this program, 27 (57%) were female-headed households.

## **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**

A Point-in-Time (PIT) Homeless Count and Homeless Inventory Count (HIC) was conducted by the Los Angeles Homeless Services Authority (LAHSA) in 2022. That data indicates that in the City of Glendora there are 84 homeless, 80 of whom are unsheltered. This is a decrease of 42% since the PIT Count which was conducted in 2020. Given the City's limited CDBG resources and relatively small number of homeless in the City of Glendora, and the significant other City and regional resources committed to addressing homelessness, homeless activities were not given a priority in the 2018-2023 Consolidated Plan

In 2018, the City developed the City of Glendora Plan to Combat Homelessness (Plan) to respond to homelessness using a portion of one of its Measure H grants. The City met with nearly a dozen service providers that are actively interacting with the homeless and Glendora residents, and have utilized their feedback to assist in the completion of this plan. The plan includes actions the City will undertake to better address the concerns surrounding homelessness, including collaboration with other jurisdictions. to ensure homeless individuals are provided the most individualized information and services available. The City of Glendora is part of Service Planning Area (SPA) 3 which includes (but is not limited to) the cities of Alhambra, Altadena, Arcadia, Azusa, Baldwin Park, Claremont, Covina, Diamond Bar, Duarte, El Monte, Glendora, Irwindale, Monrovia, Monterey Park, Pasadena, Pomona, San Dimas, San Gabriel, San Marino, Temple City, Walnut, and West Covina.

To implement the Plan, the City collaborates with a variety of different agencies. City staff meet monthly with the Glendora Police Department CIT team, LAHSA, Glendora Police Department MET team, LA County Department of Mental Health, and Union Station Homeless Services to coordinate services for the most vulnerable mentally ill people that are homeless. City staff also meet monthly with staff from the other cities in SPA 3. The City regularly coordinates with local non-profits, including Glendora Ministerial association, Shepard's Pantry and Glendora Welfare. The City operates the La Fetra Center, which is open 9am to 5pm daily and provides a location where the homeless may inquire about services in person.

Most recently, the Glendora City Council awarded a multi-year contract with the Los Angeles Centers for Alcohol and Drug Abuse (LA-CADA) to provide homeless services and temporary housing. LA-CADA is a certified substance use and behavioral treatment provider licensed by the State of California Department of Health Care services and the County of Los Angeles Department of Public Health- Substance Abuse Prevention and Control. LA-CADA treats people with addiction and behavioral problems by providing client-centered, trauma-informed, and recovery-oriented services. They interview each client and design a plan for services tailored to that individual's needs. They offer a wide continuum of care and treatment, including outpatient, intensive outpatient, and residential programs. LA-CADA began their contract in May 2022, since then they have made first encounters with two hundred and thirty-two individuals and have

placed forty-one of them in housing, such as, bridge housing, detox facilities, Sober Living homes and/or Respite Care.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

There is no shelter or transitional housing located in the City of Glendora. However, the City contract with LA-CADA includes 8 beds shelter beds to be used specifically for Glendora residents. LA-CADA and city staff help unsheltered individuals get benefits like health insurance, Cal Fresh, and Social Security and replace vital documents at the DMV and Social Security offices. By getting unsheltered individuals their I.D. and increasing their income, they are better prepared to move out of shelter/transitional housing and into more permanent housing.

The City received two Measure H grants from Los Angeles County in 2019 and used them to establish and expand its homeless services and outreach programs by contracting with Union Station Homeless Services. The grants totaled \$240,000 through the San Gabriel Valley Council of Governments to provide emergency housing, outreach, and homelessness prevention and diversion programs. In addition, during the pandemic, the City Council approved \$450,000 to pay for motel stays for people experiencing homelessness from April 2020 to February 2021. After this funding was exhausted in April 2022 the City entered a 2-year contract with The Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) for ongoing outreach, housing navigation, and substance abuse treatment services. This contract was funded through a grant received from the American Rescue Plan Act (ARPA). The City has been utilizing the ARPA grant and allocations from its General Fund to continue to administer its current homeless service programs. The City recently hired a Human Services and Outreach Coordinator to further expand the City's homeless services program and help coordinate with regional services providers in other cities. Case managers and homeless navigators work with the community members experiencing homelessness to determine their greatest needs and coordinate supportive services to bring them closer to interim and permanent housing opportunities.

### **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**

During FY 2022-2023, the San Gabriel Valley Council of Governments provided the City with funding for the prevention and diversion of homelessness. The grant assisted with rental payments, groceries, and utilities, helping those families remain housed. The city also had funds for Rapid Rehousing which could be used to assist the homeless to get into housing.

Many of the programs noted above also provide services to those at-risk of becoming homeless. Case Management, emergency assistance with one-time expenses, and referrals to mental health services, legal services, and food services can prevent those at-risk of homelessness from losing their housing. The services provided are available to anyone needing them, including foster youth, seniors, and those exiting

corrections institutions.

Ensuring that affordable housing is available for low income families can prevent those families from becoming homeless. The City of Glendora falls under the Continuum of Care for Los Angeles County. This includes the Section 8 Voucher program made available through the Los Angeles County Development Authority (LACDA). The Voucher program provides reduced cost housing to low income households which might otherwise become homeless. 60 Glendora households used Section 8 Vouchers in FY 2022-2023. Of that total 154 are elderly, 204 are female headed households, and 149 are disabled. The total of the individual categories exceeds the total Vouchers used because some households are represented in multiple categories.

As noted earlier, two affordable housing complexes were funded by the city in prior years. Those complexes continue to provide 52 affordable units (27 extremely low, 19 very low, and six low) through Heritage Oaks and 87 affordable units (13 extremely low, 55 very low and 19 low) through Elwood Family Apartments. These units will remain affordable throughout the Consolidated Plan period.

**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 collaborations noted above include services that assist in the transition to permanent housing and independent living, including shortening the period 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.



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

### **Actions taken to address the needs of public housing**

No public housing is located in the City of Glendora; therefore, there were no actions taken to address the needs of public housing.

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

No public housing is located in the City of Glendora; therefore, there were no actions taken to encourage public housing residents to become more involved in management and participate in homeownership.

### **Actions taken to provide assistance to troubled PHAs**

The Housing Authority of the County of Los Angeles (HACoLA) is identified as a High Performing Housing Authority according to the Agency's Action Plan; therefore, there were no actions taken to provide assistance to a troubled PHA.

## **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)**

Market and governmental factors pose constraints to the provision of adequate and affordable housing. These factors tend to disproportionately impact lower- and moderate-income households due to their limited resources for absorbing the costs. Glendora works to remove barriers to affordable housing by implementing a Housing Element that is consistent with California law and taking actions to reduce costs or provide off-setting incentives to assist in the production of safe, high-quality, affordable housing. The City is committed to removing governmental constraints that hinder the production of housing, and offers a one-stop streamlined permitting process to facilitate efficient entitlement and building permit processing. The City will continue to implement processes currently in place which ameliorate barriers to affordable housing. These include a streamlined permit processing and offer incentives to foster affordable housing development through State density bonus law and local incentives.

The City is in the process of updating its Housing Element update for the 2021-2029 planning period. The update has been submitted to the State Department of Housing and Community Development but has not yet been found in compliance. Based on the comments from HCD, the City is amending its draft Housing Element to include significant re-zoning of sites to encourage the development of affordable housing and a by-right approval of housing projects which have 20 percent affordable units. These actions remove and ameliorate significant barriers to the development of affordable housing in the City of Glendora.

The City will continue to foster affordable housing development in the community through incentives such as density bonuses for affordable housing, mixed use development, and lot consolidation. In addition, fair housing as a homeless prevention strategy can assist those facing unfair evictions and foreclosure frauds, and therefore be able to remain at their homes.

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

As previously mentioned, the City is collaborating with four other San Gabriel Valley cities to provide case management services to assist the homeless, using County of Los Angeles Measure H grants. In addition, each year the City uses CDBG funds to support the fair housing program that targets many of the City's underserved residents. Providing fair housing services is an important homeless prevention strategy, allowing many equal accesses to housing and assisting those facing unfair treatment in the housing market. The City's underserved populations include the elderly, disabled, homeless and at-risk homeless families and individuals.

The City will rely on its existing network of public and nonprofit service agencies, along with the City's Community Services Department, to provide an array of supportive services for the City's underserved groups. As previously mentioned, the City is collaborating with four other San Gabriel Valley cities to provide case management services to assist the homeless, using County of Los Angeles Measure H grants.

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

The City previously provided lead-based paint hazard testing through rehabilitation programs. The rehabilitation programs are no longer offered.

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

The network of existing agencies in the City provide social services to poverty-level families.

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

CDBG programs are managed under the City's Planning Department. City staff consult with HUD staff and attended HUD trainings to better craft a CDBG program that can be delivered in a cost-effective manner. City staff will continue to communicate and work with HUD staff to implement the CDBG program and develop institutional structure.

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

The City will continue to coordinate with public and private housing and services agencies to deliver housing and community development activities in the community. Various agencies will continue to be invited to attend public meetings related to the CDBG program.

**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's Fair Housing Program is administered through a contract with the Housing Rights Center, which provides fair housing services and landlord/tenant information to all residents who request counseling, resource referral, complaint investigation, and public education on all forms of housing discrimination. Approximately 50 low-income (0-50 percent AMI) renter-households were to be assisted, which include elderly, single-parent, and disabled special needs households. Actual accomplishments in FY 2022-2023 resulted in 40 persons assisted with fair housing services by the Housing Rights Center. Among the assisted persons, 34 were extremely- low-income, four were very- low-income, and two were low-income. Among those assisted, three were disabled and two were seniors.

The City updated its Analysis of Impediments (AI) to Fair Housing Choice in FY 2017-2018. HUD currently does not require the submission of an updated AI or the development of any formal fair housing planning document. Nevertheless, to comply with the Fair Housing Act's requirement that each Grantee take steps to Affirmatively Further Fair Housing, the City continues to address the impediments identified in the AI. The 2018 AI identified the following impediments:

1. Increase outreach and education activities
2. Monitor real estate advertisements
3. Investigate housing discrimination claims and violations
4. Monitor lending practices

The City uses CDBG funds to contract with the Housing Rights Center each year to ensure that residents

have access to fair housing information and assistance. HRC assists in preventing/reducing housing discrimination, predatory lending, and hate crimes in Glendora.

**Actions taken to overcome effects of impediments identified included:**

As noted above, the City is currently working on the Housing Element update for the 2021-2029 planning period. Once the Housing Element is found by approved by HCD the City will work towards implementing the goals, policies and programs identified in the Housing Element as well as completing any rezoning the Plan calls for within an efficient time period.

The City of Glendora adopted an ordinance that provides a reasonable accommodation procedure for disabled persons that removes physical barriers in public and private buildings. The procedure was prepared by the City Attorney's Office and the City of Glendora Planning Department.

## **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 does not have any subrecipients and so monitoring of other agencies is not conducted. For CDBG-funded infrastructure projects, the Community Development Department has executed a memorandum of understanding (MOU) with the Public Works Department to ensure compliance with CDBG regulations and other cross-cutting regulations.

The City does have two contracts (CDBG Entitlement and CDBG-CV) with the Housing Rights Center for fair housing services. All other CDBG and CDBG-CV activities are operated and managed internally by City staff.

**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.**

The Draft CAPER was available for the required 15-day public review from September 10, through September 25, 2023. A notice was posted on the City's website and published in the newspaper on September 7, 2023. The proof of publication can be found in Appendix A. The City Council reviewed the document at their regularly scheduled meeting on September 26, 2023. No public comments were received at the City Council meeting or during the 15-day comment period.

**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.**

No changes were made during FY 2022-2023. In FY 2020-2021, the City ended the Small Business Loan Program and reallocated those CDBG-CV funds to the COVID Emergency Rental Assistance Program. This program was successful and has served 47 residents addressing the impacts of the pandemic and helping those families stay housed. This project has been completed.

The City pursued all resources identified in the Consolidated Plan and did not hinder plan implementation by action or willful inaction.

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

No

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

N/A

# APPENDIX A

- **Proof of Publication – 15-Day Public Comment Period**
  - No public comments received



**San Gabriel Valley Examiner**

709 E. Route 66 Ste. A  
Glendora, CA 91740  
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 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 7, 2023**

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 7th day of September 2023.

\_\_\_\_\_  
Signature



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

**NOTICE IS HEREBY GIVEN** that the Fiscal Year 2022-2023 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 10, 2023 and ending September 25, 2023. The CAPER, along with comments from the public review, will be considered by City Council on September 26, 2023 at 7:00 p.m. in the City Council Chamber of City Hall, 116 E. Foothill Boulevard, Glendora, California.

**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 2022-2023.

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 [velasquez@cityofglendora.org](mailto:velasquez@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 2022-2023, related Five-Year Consolidated Plan and Annual Action Plan will be available beginning September 10, 2023 and may be obtained or viewed on the City's website [www.cityofglendora.org](http://www.cityofglendora.org), under Departments: Community Development: Housing Authority/CDBG; and also at the Planning Counter and Office of the City Clerk, Glendora City Hall, 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 September 25, 2023.

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, MMC  
City Clerk/Communications Director  
Publish in the San Gabriel Valley Examiner on September 7, 2023. #GI01

## **APPENDIX B**

- **PR26 – CDBG Financial Summary Report**
- **PR26 – CDBG Activity by Selected Grant**
- **PR26 – CDBG-CV Financial Summary Report**
- **PR26 – CDBG-CV Activity by Selected Grant**



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	434,581.12
02 ENTITLEMENT GRANT	301,679.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	736,260.12

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	676,797.48
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	676,797.48
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	45,307.82
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	722,105.30
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	14,154.82

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	676,797.48
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	676,797.48
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION		PY: 2021 PY: 2022 PY: 2023
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,001,915.68	
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,001,915.68	
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	100.00%	

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	301,679.00
33 PRIOR YEAR PROGRAM INCOME	40,000.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	341,679.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	45,307.82
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	45,307.82
42 ENTITLEMENT GRANT	301,679.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	301,679.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.02%

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	1	261	6807871	Street Improvement Project - Nine streets south of Juanita Ave, west of Glendora Ave (2021)	03K	LMA	\$439,389.81
2022	1	262	6807871	2022 Street Improvement Project	03K	LMA	\$237,407.67
<b>Total</b>							<b>\$676,797.48</b>

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

No data returned for this view. This might be because the applied filter excludes all data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	3	264	6786842	Administration and Planning	21A		\$30,307.82
2022	2	263	6786842	Fair Housing (HRC)	21A	Matrix Code	\$30,307.82
2022	2	263	6807871	Fair Housing (HRC)	21D		\$9,713.85
2022	2	263	6807871	Fair Housing (HRC)	21D		\$5,286.15
<b>Total</b>							<b>\$45,307.82</b>

PR26 - Activity Summary by Selected Grant

Date Generated: 09/28/2023

Grantee: GLENDORA CITY

Grant Year: 2022

Formula and Competitive Grants only, CARES Act Grants only

Total Grant Amount for CDBG 2022 Grant year = \$301,679.00														
State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity to prevent, prepare for, and respond to Coronavirus	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
CA	GLENDORA CITY	2022	B22MC060589	Administrative And Planning	21A		264	No	Open	\$43,876.00	\$29,183.82		\$45,000.00	\$30,307.82
CA	GLENDORA CITY	2022	B22MC060589	Administrative And Planning	21D		263	No	Open	\$15,000.00	\$15,000.00		\$15,000.00	\$15,000.00
Total Administrative And Planning										\$58,876.00	\$44,183.82	14.65%	\$60,000.00	\$45,307.82
CA	GLENDORA CITY	2022	B22MC060589	Public Improvements	03K	LMA	262	No	Open	\$240,000.20	\$236,826.87		\$240,581.00	\$237,407.67
Total Public Improvements										\$240,000.20	\$236,826.87	78.50%	\$240,581.00	\$237,407.67
Total 2022 - CDBG										\$298,876.20	\$281,010.69	93.15%	\$300,581.00	\$282,715.49
Total 2022										\$298,876.20	\$281,010.69	93.15%	\$300,581.00	\$282,715.49
Grand Total										\$298,876.20	\$281,010.69	93.15%	\$300,581.00	\$282,715.49



**PART I: SUMMARY OF CDBG-CV RESOURCES**

01 CDBG-CV GRANT	446,187.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL CDBG-CV FUNDS AWARDED	446,187.00

**PART II: SUMMARY OF CDBG-CV EXPENDITURES**

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	276,682.46
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	28,203.72
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	304,886.18
09 UNEXPENDED BALANCE (LINE 04 - LINE8 )	141,300.82

**PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT**

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	261,820.46
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	261,820.46
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	276,682.46
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	94.63%

**PART IV: PUBLIC SERVICE (PS) CALCULATIONS**

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	261,820.46
17 CDBG-CV GRANT	446,187.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	58.68%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	28,203.72
20 CDBG-CV GRANT	446,187.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	6.32%

**LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12**

Plan Year	IDIS Project	IDIS Activity	voucher Number	Activity Name	matrix Code	National Objective	Drawn Amount
2020	5	252	6525650	COVID Emergency Rental Assistance	05S	LMH	\$256,820.46
			6560761	COVID Emergency Rental Assistance	05S	LMH	\$5,000.00
<b>Total</b>							<b>\$261,820.46</b>

**LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16**

Plan Year	IDIS Project	IDIS Activity	voucher Number	Activity Name	matrix Code	National Objective	Drawn Amount
2020	5	252	6525650	COVID Emergency Rental Assistance	05S	LMH	\$256,820.46
			6560761	COVID Emergency Rental Assistance	05S	LMH	\$5,000.00
<b>Total</b>							<b>\$261,820.46</b>

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

<u>Plan Year</u>	<u>IDIS Project</u>	<u>IDIS Activity</u>	<u>voucher Number</u>	<u>Activity Name</u>	<u>matrix Code</u>	<u>National Objective</u>	<u>Drawn Amount</u>
2019	5	258	6525650	CDBG-CV Administration	21A		\$28,168.26
			6672943	CDBG-CV Administration	21A		\$35.46
<b>Total</b>							<b>\$28,203.72</b>

**PR26 - Activity Summary by Selected Grant**

Date Generated: 09/28/2023

Grantee: GLENDORA CITY

Grant Year: 2020

CARES Act Grants only

**Total Grant Amount for CDBG-CV 2020 Grant year = \$446,187.00**

State	Grantee Name	Grant Year	Grant Number	Activity Group	Matrix Code	National Objective	IDIS Activity	Activity to prevent, prepare for, and respond to Coronavirus	Activity Status	Amount Funded From Selected Grant	Amount Drawn From Selected Grant	% of CDBG Drawn From Selected Grant/Grant	Total CDBG Funded Amount (All Years All Sources)	Total CDBG Drawn Amount (All Years All Sources)
CA	GLENDORA CITY	2020	B20MW060589	Administrative And Planning	21A		258	Yes	Completed	\$28,203.72	\$28,203.72		\$28,203.72	\$28,203.72
<b>Total Administrative And Planning</b>										<b>\$28,203.72</b>	<b>\$28,203.72</b>	<b>6.32%</b>	<b>\$28,203.72</b>	<b>\$28,203.72</b>
CA	GLENDORA CITY	2020	B20MW060589	Economic Development	18A	URG	253	Yes	Open	\$44,862.00	\$14,862.00		\$44,862.00	\$14,862.00
<b>Total Economic Development</b>										<b>\$44,862.00</b>	<b>\$14,862.00</b>	<b>3.33%</b>	<b>\$44,862.00</b>	<b>\$14,862.00</b>
CA	GLENDORA CITY	2020	B20MW060589	Public Services	05S	LMH	252	Yes	Open	\$312,088.00	\$261,820.46		\$312,088.00	\$261,820.46
<b>CARES Related Public Services</b>										<b>\$312,088.00</b>	<b>\$261,820.46</b>	<b>58.68%</b>	<b>\$312,088.00</b>	<b>\$261,820.46</b>
<b>Total 2020 - CDBG-CV</b>										<b>\$385,153.72</b>	<b>\$304,886.18</b>	<b>68.33%</b>	<b>\$385,153.72</b>	<b>\$304,886.18</b>
<b>Total 2020</b>										<b>\$385,153.72</b>	<b>\$304,886.18</b>	<b>68.33%</b>	<b>\$385,153.72</b>	<b>\$304,886.18</b>
<b>Grand Total</b>										<b>\$385,153.72</b>	<b>\$304,886.18</b>	<b>68.33%</b>	<b>\$385,153.72</b>	<b>\$304,886.18</b>