

FY 2024-2025 Annual Action Plan

(July 1, 2024 through June 30, 2025)

City of Glendora

March 2024

City of Glendora
Planning Department
116 E. Foothill Blvd.
Glendora, CA 91741

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

Introduction

Each year, the City of Glendora participates (as an entitlement jurisdiction) in the Community Development Block Grant Program (CDBG). This program is administered by the US Department of Housing and Urban Development (HUD), and provides funding for a variety of different projects, with eligibility based on meeting the following national objectives: Benefitting low- and moderate-income persons; Eliminating slum and blight; or meeting a particularly urgent community need. This Annual Action Plan (Action Plan) is for the second year of the 2023-2027 Consolidated Plan (Con Plan).

As of the writing of this document, the actual amount of the FY 2024-2025 allocation has not been announced. Per HUD's guidance, the City is preparing this document using an estimate of the FY 2024-2025 CDBG Entitlement based on prior year funding. The Action Plan includes a Contingency Plan (Appendix C) which outlines how funding for each project will be adjusted once the actual CDBG Entitlement allocations are announced. All prior year unallocated funds and program income amounts used in preparing this plan are actuals.

Due to the delay in the announcement of the FY 2024-2025 CDBG funding, HUD has waived the requirements at 24 CFR 570.200 (h) and will allow the City to incur pre-award costs until such time that HUD has approved the FY 2024-2025 Action Plan. Documentation of the need for the City to use the waiver is contained in the appendices to this document (Appendix D). Per the requirements at 24 CFR 570.200(h)(1)(ii) the City is providing the public with notification that these pre-award costs are limited to costs for those activities contained in this Action Plan, which comply with all HUD requirements.

The FY 2024-2025 CDBG allocation is \$314,125. In addition, the City has \$171,577 in Program Income which may be used to address the needs identified in the 2023-2027 Con Plan. Therefore, the amount which will be available for activities in this Action Plan is \$485,702.

The City received a total of \$446,187 in CDBG funds through the CARES Act (CDBG-CV). Those funds are part of the FY 2020-2021 Annual Action Plan (AAP). All CDBG-CV funds are allocated, and the activities funded are on-going. Progress made on CDBG Entitlement and CDBG-CV activities is reported below.

Summarize the objectives and outcomes identified in the Plan.

City of Glendora FY 2024-2025 Annual Action Plan

The Con Plan establishes the goals and objectives of the City's CDBG program. The Con Plan includes a Needs Assessment, Strategic Plan, and the first year Annual Action Plan. During development of the 2023-2027 Consolidated Plan, the following priority needs were established:

- **Infrastructure and Public Facilities:** Improve and expand infrastructure and public facilities that benefit low- and moderate-income neighborhoods and residents.
- **Economic and Human Development:** Provide for the economic development needs of low- and moderate-income persons.
- **Public Services:** Provide supportive services for the City's low- and moderate-income residents and persons with special needs.
- **Fair Housing:** Promote fair and equal housing choice for all persons.
- **Administration and Planning:** Provide for administration and planning activities to carry out actions that address identified needs in the Consolidated Plan.

These established priority needs are a result of various community outreach efforts and consultation meetings held as part of the citizen participation process. Given the limited resources the City will receive, the City will be relying on non-profit agencies to assist in addressing obstacles to meet underserved needs.

The City of Glendora continues to address the Con Plan Priorities identified to the greatest extent possible with the resources available. In FY 2024-2025 the City will use its funds to address three of the four Con Plan Priorities \$422,877 of the FY 2024-2025 of the entitlement allocation will be used to continue critical infrastructure improvements in low- and moderate-income neighborhoods. As allowed by regulations, \$62,825 (20 percent of the entitlement allocation) will be used for administration. Of that, \$20,000 will be used to fund a grant to The Housing Rights Center to fund needed fair housing services for the residents of Glendora.

Evaluation of past performance

CDBG Entitlement Accomplishments

FY 2023-2024 was the first year of implementing the 2023-2027 Consolidated Plan. During the first two quarters of FY 2023-2024, the City was able to accomplish the following:

Public Facilities and Infrastructure Improvements: In FY 2023-2024, the FY 2021 Street Improvement Project was completed. This project was originally funded with FY 2021-2022 Entitlement funds and FY 2020-2021 Program Income. Additional FY 2022-2023 CDBG funds were also allocated to this activity. The project area was 52.60 percent low- and moderate-income, and 4,525 residents benefited.

The FY 2023 Street Improvement project is on-going. This project will create disabled accessibility curb cuts where none existed before and will benefit 3,585 residents and is taking place in an area with 51.7 percent low- and moderate-income households.

Economic and Human Development: During the first quarter of FY 2023-2024, 9 individuals were provided fair housing services through a CDBG-funded contract with The Housing Rights Center. In addition, the Los Angeles County Development Authority (LACDA) distributed 48 Housing Choice Vouchers.

CDBG-CV Accomplishments

The City used its CDBG-CV funds to prevent, prepare for, and respond to the coronavirus. From the initial allocation through the second quarter of FY 2023-2024, the following was accomplished:

Economic and Human Development: The City recognized the limited interest in the Small Business Assistance Loan program due to the small amount of funds available. Therefore, in FY 2020-2021, the City rolled over unspent program funds from previous years to allow for larger size loans. In FY 2021-2022, one new applicant was provided a loan of \$14,862 to assist in paying her business location rent, which was in arrears. This project has been completed.

Emergency Rental Assistance: In FY 2019-2020, the City used CDBG-CV funds to create the COVID Emergency Rental Assistance Program. From inception through the second quarter of FY 2021-2022, 47 low- and moderate- income residents who were impacted by the pandemic were assisted with rental assistance. This project has been completed.

Summary of Citizen Participation Process and consultation process

The citizen participation process utilized for the FY 2024-2025 Annual Action Plan included:

- Publishing a notice of available funding and request for applications on December 7 and December 14, 2023
- Conducting a Public Hearing before the City Council to discuss community needs, funding applications, and potential allocations on March 12, 2024
- Publishing a notice on February 9, 2024 of a 30-day public comment period on the draft FY 2024-2025 Action Plan and a second Public Hearing before the City Council on April 23, 2024
- Conducting a second public hearing before the City Council on April 23, 2024 to adopt the FY 2024-2025 Action Plan.

Public notices for the availability of funds, public comment period, and Public Hearings were published in the San Gabriel Valley Examiner, posted at City Hall, and posted on the City's website. Proof of publication for all public hearings and meetings can be found in Appendix A.

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A 30-day public review was held from March 22, 2024 to April 23, 2024. Copies of the draft Action Plan were available for the public to read on the City website and at City Hall (Planning Department and Office of the City Clerk). Copies are also available for review by requesting in person or by telephone, fax, or e-mail. City staff ensured adequate notification of all public hearings. Advance notice of public hearings was published in newspapers of general circulation at least ten days prior to the meeting date and translation services were always available upon request for non-English speaking residents.

Additionally, the City ensured reasonable access to information and records related to the development of the Plan and to the expenditure of resources for programs funded by CDBG. The final Consolidated Plan, Annual Action Plans, amendments to the Plans, and annual performance reports will be available for five years at City Hall.

Summary of public comments

No public comments were received.

Summary of comments or views not accepted and the reasons for not accepting them.

No public comments were not accepted.

Summary

See discussion above.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Agency Role	Name	Department/Agency
Lead Agency	Glendora City	
CDBG Administration	Glendora City	Community Development Department

Table 1 – Responsible Agencies

The City of Glendora, through its Community Development Department, serves as the lead agency in coordinating the consolidated planning and submission process. The Community Development Department oversees and is responsible for administering the Community Development Block Grant (CDBG) program, which includes preparation of the Five-Year Consolidated Plan, the Annual Action Plan, and the Consolidated Annual Performance Evaluation and Review (CAPER).

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

Introduction

The City of Glendora consulted with key City departments in the development of the 2023-2027 Consolidated Plan including: Community Development Department, Transportation Division, City Manager’s Office, Recreation and Human Services Division, and Public Works. Information contained in the needs assessment was collected in consultation with public and quasi-public agencies and public service organizations detailed below. These agencies represented a wide range of needs including persons with HIV/AIDS, homeless persons, low-income youth, persons with disabilities, elderly persons, and persons with alcohol/substance abuse problems.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City sought to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies by compiling information which will be used to update the City's webpage pertaining to services. The City continues to work closely with the private and government health, mental health, and service agencies below:

- University of Southern California Street Medical Team
- Angeles County Department of Mental Health
- The Glendora Police Department
- Shepard’s Pantry
- Los Angeles County Food Bank
- YWCA San Gabriel Valley
- Glendora Ministerial Association
- Los Angeles County Homeless Initiative
- San Gabriel Valley Council of Governments (SGVCOG)
- San Gabriel Valley Homeless Consortium
- Los Angeles Homeless Services Authority (LAHSA)
- City of Glendora Homeless Taskforce

The City also attends a variety of meetings throughout the year that brings these types of agencies together.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

In order to coordinate with the Continuum of Care the City reached out and requested input from the Elwood Family Apartments and the Glendora Public Library, East San Gabriel Valley Coalition for the Homeless, San Gabriel Valley Habitat for Humanity, La Fetra Senior Center, The Housing Rights Center, Shepherd's Pantry, YWCA San Gabriel Valley (Wings Domestic Violence Program and Meals on Wheels), and the Glendora Welfare Association. The City also reviewed data provided by the Los Angeles Homeless Services Authority (LAHSA) and consulted with the Elwood Family Apartments and the Glendora Public Library. These efforts ensure the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness are addressed in the most effective way possible.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.

The City does not receive ESG funds. However, the City works with the Los Angeles County Homeless Initiative to assist in the development of funding policies related to Measure H funding, and coordinates with LAHSA and East San Gabriel Valley Coalition for the Homeless that serve Glendora. The City's efforts help these agencies in developing performance standards and evaluating outcomes, and developing funding, policies, and procedures for the administration of HMIS.

Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.

Sort	Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
1	HOUSING RIGHTS CENTER	Housing Service-Fair Housing	Housing Need Assessment Fair Housing Needs	Provided a review of Landlord/Tenant issues, top discrimination biases reported from the City and projected needs during the next five years.
2	HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES	Housing PHA Other government - County	Housing Need Assessment Public Housing Needs	Provided data pertaining to the Housing Choice Voucher Program and statistics of Glendora residents utilizing the program.
3	Elwood Family Apartments	Housing	Housing Need Assessment Fair Housing Needs	Provided comments on affordable housing and need for fair housing education, services for low-income households, persons with disabilities, and victims of domestic violence.
4	LA FETRA SENIOR CENTER AND INTERVAL SENIOR SERVICES	Services-Elderly Persons Neighborhood Organization	Housing Need Assessment Non-Homeless Special Needs	La Fetra Senior Center staff was contacted for data pertaining to senior needs.
5	YWCA OF SAN GABRIEL VALLEY	Services-Elderly Persons Services-Victims of Domestic Violence Neighborhood Organization	Housing Need Assessment Non-Homeless Special Needs	YWCA of San Gabriel Valley was contacted for data pertaining to senior needs and the needs of domestic violence victims.

6	Glendora Public Library	Services-Education Services-Employment Other government - Local	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy	Glendora Public Library was contacted for data pertaining to special needs groups.
7	East San Gabriel Coalition for the Homeless	Services-homeless Neighborhood Organization	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth	East San Gabriel Coalition for the Homeless was contacted for data pertaining to homeless needs.
8	San Gabriel Valley Habitat for Humanity	Housing Services - Housing	Housing Need Assessment	San Gabriel Valley Habitat for Humanity was contacted for input pertaining to housing needs.

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9	GLENDORA WELFARE ASSOCIATION	Housing Services-homeless Neighborhood Organization	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs	Glendora Welfare Association was contacted for data pertaining to homeless needs and those at risk of homelessness.
10	Shepherd's Pantry	Housing Services-homeless Neighborhood Organization	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs	Shepherd's Pantry was contacted for data pertaining to homeless needs and those at risk of homelessness.

11	GLENDORA CITY	Housing Services-Education Other government - Local	Housing Need Assessment Lead-based Paint Strategy Economic Development Anti-poverty Strategy Community Development Needs	The City of Glendora Economic Development, Planning Department, Department of Public Works, and Building and Safety Department were contacted for data pertaining to economic development, housing, lead-based paint and community development needs.
12	Los Angeles County Department of Public Health	Housing Services-Persons with HIV/AIDS Health Agency Other government - County	Housing Need Assessment Lead-based Paint Strategy Non-Homeless Special Needs	The City of Glendora consulted with the Los Angeles County Department of Public Health, Childhood Lead Poisoning Prevention Program (CLPPP) to obtain statistics on the number of children testing positive for elevated blood levels signaling lead poisoning as related to the Lead-based Paint Strategy. The City also consulted with the Los Angeles County Department of Public Health HIV/AIDS Epidemiology Department to obtain data on the number of people living with HIV/AIDS and their housing needs.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting.

All appropriate public entities were consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Los Angeles Homeless Services Authority	Glendora has a very small homeless population. The City recognizes that many agencies in the County provide services to homeless persons in the San Gabriel Valley. The City's strategy is to focus resources on infrastructure, economic development, public services, and fair housing needs.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City also coordinates with State and adjacent government in other areas such as transportation, economic development, housing, public works projects, and environmental issues. City staff attend various meetings and workshops with other agencies throughout each fiscal year. Cooperation and coordination with other public entities included phone consultation and data review of the adjacent units of general local government in the implementation of the Consolidated Plan.

Homelessness is a regional issue and the City coordinates with adjacent units of local government in the provision of shelter for the homeless. Collaboration with other agencies is the most effective way to ensure services are readily available, while allowing Glendora to spend its limited resources in other areas.

AP-12 Participation – 91.105, 91.200(c)

Summary of citizen participation process/Efforts made to broaden citizen participation .

Summarize citizen participation process and how it impacted goal setting.

The citizen participation process undertaken by the City to solicit input in the development of the Annual Action Plan for FY 2024-2025 includes:

- Publishing a notice on December 7 and December 14, 2023 announcing the Notice of Funding Availability (NOFA). Notices were also posted on the City’s website and at City Hall.
- Publishing a notice on February 29, 2024 announcing the 30-day Public Review Period for the Action Plan and Notice of Public Hearings on March 12, 2024 and April 23, 2024.
- Conducting a public hearing before the City Council to discuss community needs, funding applications and potential allocations on March 12, 2024.
- A 30-day public review from March 22 to April 23, 2024.
- Conducting a second public hearing before the City Council on April 23, 2024 to adopt the FY 2024-2025 Annual Action Plan.

City staff ensured adequate notification of public hearings. Advance notice of public hearings was published in the San Gabriel Valley Examiner (the Glendora newspapers of general circulation) at least ten days prior to the public hearing date. Public notices for the public hearings were also posted at City Hall, and on the City's Website. Copies of the draft FY 2024-2025 Annual Action Plan were available for the public to read on the City website and at City Hall (Planning Department and Office of the City Clerk). Copies are also available for review by requesting in person or by telephone, fax, or e-mail.

The City ensured reasonable access to information and records related to the development of the FY 2024-2025 Annual Action Plan and the expenditure of resources for programs funded by CDBG. The final Consolidated Plan, Annual Action Plans, Substantial Amendments to the Plans, and annual performance reports will be available for five years at City Hall.

Proof of publication for all public hearings and meetings can be found in Appendix A.

Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
Newspaper Ad (one) for NOFA	Non-targeted/ broad community	N/A	No comments were received	There were no comments that were not accepted.	
Newspaper Ads (two) for NOFA	Non-targeted/ broad community	N/A	No comments were received	There were no comments that were not accepted.	
Public Hearing	Non-targeted/ broad community	The Glendora City Council held a public hearing in the City Council Chambers of City Hall, 116 E. Foothill Boulevard, Glendora, California, on March 12, 2024 at 7:00 p.m. to receive and consider public input on needs and resources relative to the 2023-2027 Five-Year Consolidated Plan and One-Year Action Plan for Fiscal Year 2024-2025 prior to its adoption.	No comments were received	There were no comments that were not accepted.	

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
Public Hearing	Non-targeted/ broad community	The Glendora City Council held a public hearing in the City Council Chambers of City Hall, 116 E. Foothill Boulevard, Glendora, California, on April 23, 2024 at 7:00 p.m. to receive and consider public input on needs and resources relative to the one-year Action Plan for Fiscal Year 2024-2025 prior to its adoption.	No comments were received	There were no comments that were not accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

As of the writing of this document, HUD has not announced the FY 2024-2025 allocation of CDBG funds. Per HUD’s guidance, the City amounts used in preparing this plan are actuals.

To implement the actual allocation of 2024-2025 CDBG funds, the City followed the process outlined in the Contingency Plan (Appendix C).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:		
CDBG	Public/ Federal	Admin and Planning Public Improvements Public Services	\$314,125	\$171,577	\$0	\$485,702	This is the second year Action Plan for the City of Glendora.

Table 5 – Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied .

The City has limited CDBG funding from the CDBG Entitlement Program. However, the City will pursue opportunities for other funding, such as other private, state, and local funds, which may be leveraged as those opportunities become available.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan .

The City does not own any public land.

Discussion

See discussion above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure and Public Facilities	2023	2027	Non-Housing Community Development	City-wide	Infrastructure and Public Facilities	CDBG: \$422,877	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2,955 Persons Assisted
2	Economic and Human Development	2023	2027	Non-Housing Community Development	City-wide	Economic and Human Development	CDBG: \$0	Facade treatment/business building rehabilitation
3	Public Services	2023	2027	Non-Homeless Special Needs	City-wide	Public Service	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit
4	Fair Housing	2023	2027	Fair Housing	City-wide	Fair Housing	CDBG: \$20,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted
5	Administration and Planning	2023	2027		City-wide	Administration and Planning	CDBG: \$42,825	

Table 6 – Goals Summary

Goal Descriptions

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	Goal Name	Infrastructure and Public Facilities
1	Goal Description	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). A total of 9,275 disabled residents will benefit from ADA accessibility improvements.
	Goal Name	Economic and Human Development
2	Goal Description	Provide for the economic development needs of low- and moderate-income persons. The Objective/Outcome categories will be Economic Opportunity/Availability/Accessibility (EO-1), with a goal of assisting 1 business over five years.
	Goal Name	Public Services
3	Goal Description	Provide supportive services for the City's low- and moderate-income residents and persons with special needs, with the goal of assisting 50 persons over five years.
	Goal Name	Fair Housing
4	Goal Description	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 175 low/mod people (35 annually).

	Administration and Planning	
5	Goal Description	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.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

The City of Glendora is not undertaking affordable housing activities using CDBG funds.

Projects

AP-35 Projects – 91.220(d)

Introduction

As of the writing of this document, HUD had not informed the City of the amount of the actual FY 2024-2025 allocation. Per HUD’s guidance, the City is preparing this document using an estimate of the FY 2024-2025 CDBG Entitlement based on prior year funding. The Action Plan made available during the public comment period included a Contingency Plan which outlined how funding for each project would be adjusted once the actual CDBG Entitlement allocations were announced.

The City of Glendora is basing funding calculations on \$314,125 in CDBG Entitlement funds for FY 2024-2025. The City also has \$171,577 in Program Income to use for FY 2024-2025 activities. Based on the limited amount of resources available to the City, statutory restrictions, and the Priority needs established in the Consolidated Plan, staff recommendations for the FY 2024-2025 Annual Action Plan are as follows:

1. Administration: CDBG Administration: \$42,825
2. Fair Housing: \$20,000

Sub-Total \$62,825

3. Activities: 2024 Street Improvement
/ Accessibility Project: \$422,877

Grand Total \$485,702

Projects

#	Project Name
1	2024 Street Improvement / Accessibility Project
2	Fair Housing
3	General CDBG Administration

Table 6- Project Information

The total amount of funding recommendations benefiting low- and moderate-income persons equals 100 percent for funds subject to the low/mod benefit calculations.

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City's FY 2023-2027 Con Plan identifies the elderly, homeless, at risk of homelessness, and disabled as the underserved in Glendora. The main obstacle to meeting underserved needs is a lack of funding. In FY 2024-2025, the city will fund the Street Improvement/ Accessibility Project which will benefit the disabled and the elderly significantly since it includes curb ramps in addition to the street paving. The City will also fund a contract with The Housing Rights Center. The elderly, those at risk of homelessness, and the disabled are at greater risk of experiencing fair housing issues. The City's fair housing effort through The Housing Rights Center are not limited to any particular group but given the high risk of fair housing issues that the elderly, those at risk of homelessness, and the disabled experience, the City feels it is a valuable way in which to serve these underserved groups.

The underserved groups of homeless and those at-risk of homelessness are served through an extensive network of providers funded by non-CDBG sources. See AP-65 section of this Action Plan for more information on those services.

AP-38 Project Summary

Project Summary Information

1	Project Name	2024 Street Improvement / Accessibility Project
	Target Area	This project will take place on streets between Glendora Ave. and Nearglen Ave. in east-west direction and between Gladston St. and Juanita Ave. in the north-south direction.
	Goals Supported	Infrastructure and Public Facilities
	Needs Addressed	Infrastructure and Public Facilities
	Funding	CDBG: \$422,877
	Description	This project will include street repaving and the construction of curb ramps to remediate issues related to safety and accessibility for pedestrians.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	A total of 2,955 low/mod income residents will be benefitted.
	Location Description	The work is located in census tract 4039.02, block group 1, which is a low/mod area.
	Planned Activities	Street repaving and the installation of disabled access curb ramps.
2	Project Name	Fair Housing
	Target Area	Citywide
	Goals Supported	Fair Housing
	Needs Addressed	Fair Housing
	Funding	CDBG: \$20,000

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Description	The Housing Rights Center will assist the City with fair housing complaint intake, enforcement, and education and outreach activities. This will foster fair and equal housing choice for all persons.
Target Date	6/30/2025
Estimate the number and type of families that will benefit from the proposed activities	Approximately 60 persons will benefit.
Location Description	The project is available on a citywide basis. The program is administered at 520 S Virgil Ave, Ste 400, Los Angeles, CA 90020 by the Housing Rights Center. Services will be available to all residents city-wide.
Planned Activities	The Housing Rights Center will assist the City with fair housing complaint intake, enforcement, and education and outreach activities. This will foster fair and equal housing choice for all persons.
3 Project Name	General CDBG Administration
Target Area	N/A
Goals Supported	Administration and Planning
Needs Addressed	Administration and Planning
Funding	CDBG: \$42,825
Description	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.
Target Date	6/30/2025

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<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p>N/A</p>
<p>Location Description</p>	<p>Project is available on a citywide basis. The program is administered at 116 E. Foothill Blvd. Glendora, CA 91741 by the City's Planning Department.</p>
<p>Planned Activities</p>	<p>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.</p>

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

With limited CDBG funds, the City plans to focus on a limited number of activities for FY 2024-2025. Geographic distribution of funding is based on the nature of the activity to be funded and will occur as follows:

- Fair housing services will be provided citywide to all residents; and
- The 2024 Street Improvement / Accessibility Project – will take place in census tract 4039.02, block group 1, which is 51.7 percent low- and moderate-income. This project will benefit all residents but will specifically benefit the underserved groups of elderly and disabled residents of the City.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Low-Mod Income Target Areas	0

Table 7- Geographic Distribution

Rationale for the priorities for allocating investments geographically

Given the limited level of CDBG funding, the City believes that the strategy most impactful to the low- and moderate-income community is to provide fair housing services City-wide, and to concentrate Street Improvement / Accessibility Projects in the low- and moderate-income areas.

Discussion

See discussion above.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Due to limited CDBG funding and the infrastructure and other needs in the community, affordable housing was not identified as a priority in the 2023-2027 Con Plan. Nevertheless, the City does understand the need for affordable housing and invests other funding in the development of new units when available. In FY 2023-2024, the City used funds from the Affordable Housing Fund to acquire a parcel of land intended to be used for an affordable housing project. The specifics have not yet been determined, but the project may include emergency shelter, affordable rental housing, or both. The City plans to partner with an affordable housing developer, but the project is still in the planning phases. The City expects their affordable housing developer partner to assist in further defining the project and identifying and obtaining additional funding from other sources. The City is also in negotiation with a developer to dispose of a parcel of City-owned surplus land. Under the Surplus Land Act, sale of this property to the developer would come with a requirement to set aside at least 15 percent of the units developed as affordable housing.

\$20,000 in FY 2024-2025 CDBG funds will be used to fund a Fair Housing Program through a contract with Housing Rights Center (HRC). Services will include landlord/tenant information to residents and housing providers who request counseling, resource referral, complaint investigation, and public education on all forms of housing discrimination. Approximately 35 low-income persons will be assisted, including elderly, single-parent, and disabled special needs households.

The City will continue to participate in the Los Angeles County Development Authority’s Section 8 Housing Choice Voucher Program. Based on prior year statistics, approximately 54 low-income renter-households will be assisted in FY 2023-2024, which will include elderly, single-parent, and disabled special needs households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

See discussion above.

AP-60 Public Housing – 91.220(h)

Introduction

No public housing is located in the City of Glendora.

Actions planned during the next year to address the needs to public housing.

Not Applicable. No public housing is located in the City of Glendora.

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

Not Applicable. No public housing is located in the City of Glendora.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance?

The Los Angeles County Development Authority (LACDA) administers the Housing Choice Voucher program on behalf of the City of Glendora. LACDA is identified as a High Performing Housing Authority and is not designated as troubled under 24 CFR part 902.

Discussion

See discussion above.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In the FY 2023-2027 Consolidated Plan, homeless activities were not established as a high priority for the purpose of spending CDBG funds. However, the City has been in the forefront of helping the homeless through the services of dedicated City staff and effective coordination with a number of other agencies. The City also uses \$1,000,000 in American Rescue Plan Act (ARPA) funds and \$450,000 in affordable housing funds to assist in homeless services and has a contract with the Los Angeles Centers for Drug and Alcohol Abuse to provide services in the City. The City coordinates with the following agencies the needs of those experiencing homelessness:

- University of Southern California Street Medical Team for medical services
- Angeles County Department of Mental Health for mental health services
- The Glendora Police Department for outreach and coordination of services
- Shepard's Pantry for food services and clothing
- Los Angeles County Food Bank for food services
- YWCA San Gabriel Valley for daily nutrition program, social services
- Glendora Ministerial Association works with the homeless division on coordination of services.
- Los Angeles County Homeless Initiative work with staff on homeless priorities.
- San Gabriel Valley Council of Governments (SGVCOG) works with staff for funding services.
- San Gabriel Valley Homeless Consortium work with staff for SPA 3 coordination of services
- Los Angeles Homeless Services Authority (LAHSA) works with staff for shelter housing.
- City of Glendora Homeless Taskforce works with staff on prioritizing homeless that need services based on their vulnerability.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

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

The City of Glendora is a voting member of the Homelessness Committee of the San Gabriel Valley Council of Governments (SGVCOG) to study homeless issues and programs. The City will continue to work with SGVCOG, and the other agencies listed in the Introduction to this section to reach out to homeless persons and assess their individual needs.

The City continues to make an impact on homelessness through the services of dedicated City staff, and the use of other, non-CDBG funding. The City will receive a \$150,000 grant from the United Way Granter Los Angeles for Homeless Daytime services at senior centers. This is a one-year grant to make improvements to the senior center that the homeless use i.e. computer lab, kitchen upgrade. The City also received a 10,000 grant from the SGVCOG for homeless services such as temporary housing. The funds can also be used for homeless prevention and diversion.

The City will also address the homelessness issue with \$1,000,000 in American Rescue Plan Act (ARPA) funds, a contract with the Los Angeles Centers for Drug and Alcohol Abuse, and coordination with a number of other agencies. Also, as noted above, in FY 2023-2024 the City used \$450,000 affordable housing funds to acquire a parcel of land to be used for a future affordable housing project.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to work with the agencies listed above, and the non-profit community, to address the needs of those experiencing homelessness.

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

Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) responds to referrals and triage and assesses each individual to ensure they are referred to the correct resources. They transport unhoused individuals to DPSS, Social Security, DMV, doctors' appointments etc.

Through FY 2023-2023 Measure H grant funds were used to provide case management services to the homeless and those at-risk of homelessness in Glendora and four surrounding cities (Azusa, Covina, Duarte, Glendora, and West Covina). In FY 2023-2024 these funds were

used to place three individuals in interim housing, help 11 individuals obtain permanent housing, and assist one individual to obtain a Section 8 Housing Voucher. Four individuals have accepted substance use treatment/detox services and 30 individuals have received other health-related services. These funds were exhausted in FY 2023-2024.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The comprehensive services provided by the agencies discussed above target those who are most at-risk, including extremely low-income individuals and families, those who are being discharged from publicly funded institutions and systems of care, and those who are receiving assistance from public or private agencies. The City continues to coordinate with the agencies listed in earlier in this section. Services provided by those agencies assist low-income individuals and families with the transition to permanent housing and independent living, including shortening the period that individuals and families experience homelessness. They also facilitate access for homeless individuals and families to affordable housing units, which can prevent individuals and families who were recently homeless from becoming homeless again.

Discussion

See above.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Laws and policies designed to protect residents and the environment can often function as constraints to any housing development. Infrastructure requirements, environmental compliance, development limits based on the availability of water, and wage act requirements are put in place to ensure the community can support new housing in a safe and beneficial manner. However necessary and well-intentioned, they can add significantly to land costs and construction costs. This can function as a constraint on all housing, but much more so on the development of affordable housing as it adds significantly to cost, which is the most critical barrier to affordable housing as noted below.

Glendora works to remove barriers to affordable housing by implementing a Housing Element that is consistent with California law. The City takes actions to reduce costs or provide off-setting incentives to assist in the production of safe, high-quality, affordable housing. However, the increasing costs of producing all housing, including affordable housing, and the lack of governmental resources to underwrite the costs make producing affordable housing very difficult. These factors tend to disproportionately impact lower- and moderate-income households due to their more limited capacity to absorb rising market costs.

Even when resources are available, it is often not sufficient to underwrite enough of the costs to produce housing for the very low and extremely low population. Despite these challenges, 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.

Actions it planned 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.

The City will continue to implement the streamlined permit processing as required by State law and offer incentives to foster affordable housing development through State density bonus law and local incentives.

The City's updated Housing Element for 2021-2029 was adopted by the City Council on December 13, 2022. Programs included in the 2021-2029 Housing Element which directly address the issue of government constraints which include:

- Changing the Zoning Code to allow for the easier development of various homeless and

at-risk-of-homelessness service centers.

- Adopting the changes to the State Density Bonus law, including:
 - AB1763 – Density Bonus for 100 Percent Affordable Housing
 - SB1227 – Density Bonus for Student Housing
 - AB2345 – Increase Maximum Allowable Density
- Implementing several development code revisions which facilitate the development of housing to meet the needs of residents in all income categories.
- Adopting the changes to the State Accessory Dwelling Unit (ADU) laws and developing additional incentives and actions to encourage ADU production by the end of 2025.

Fair housing issues are also affordable housing issues since they disproportionately impact low- and moderate-income residents. The City also identifies and addresses barriers to fair housing as part of the development of the Analysis of Impediments to Fair Housing Choice (AI). The 2018-2022 AI did not identify any Glendora land use policies or zoning which would present an impediment to fair housing choice.

Discussion

See discussion above.

AP-85 Other Actions – 91.220(k)

Introduction

The City of Glendora will address the issues below through partnerships with other agencies serving City residents as discussed below.

Actions planned to address obstacles to meeting underserved needs.

The City's FY 2023-2027 Con Plan identifies the elderly, homeless, at risk of homelessness, and disabled as the underserved in Glendora. The main obstacle to meeting underserved needs is a lack of funding. The City prioritizes funding activities which will benefit those underserved groups, including the Street Improvement / Accessibility Project (benefitting elderly and the disabled), and the Fair Housing Project (benefitting the elderly, at risk of homelessness, and the disabled). The City will continue to rely on its existing network of public and nonprofit service agencies, along with the City's Recreation and Humans Services Department, to provide an array of supportive services for the City's underserved groups.

Actions planned to foster and maintain affordable housing.

The City will continue to foster affordable housing development in the community through incentives such as density bonuses. The City identifies and addresses barriers to fair housing as part of the development of the Analysis of Impediments to Fair Housing Choice (AI). Fostering fair housing as a homeless prevention strategy can assist those facing unfair evictions and foreclosure frauds, often those most in need of affordable housing, and therefore be able to remain at their homes.

As noted earlier, In FY 2023-2024, the City used funds from the Affordable Housing Fund to acquire a parcel of land intended to be used for an affordable housing project. The specifics have not yet been determined, but the project may include emergency shelter, affordable rental housing, or both. The City is also in negotiation with a developer to acquire a parcel of City-owned surplus land, which would come with a requirement to set aside at least 15 percent of the units developed as affordable housing.

The City is also in the process of disposing of a 5.8-acre site under the Surplus Land Act. Negotiations are on-going with a developer who will be required to set aside at least 15 percent of any units produced for moderate income housing.

In FY 2024-2025 the City will continue to fund a Fair Housing Program through a contract with Housing Rights Center (HRC). Services will include landlord/tenant information to residents and housing providers who request counseling, resource referral, complaint investigation, and public education on all forms of housing discrimination. The City will also continue to participate in the Los Angeles County Development Authority's Section 8 Housing Choice Voucher Program. Based

on prior year statistics, approximately 54 low-income renter-households will be assisted in FY 2024-2025.

Actions planned to reduce lead-based paint hazards.

The City's Code Enforcement staff will continue to provide information of lead-based paint hazards and resources for abatement to residents. Such information is also available at public counters.

Actions planned to reduce the number of poverty-level families.

The City continues expand economic opportunities for lower income persons, especially those living in poverty. The City maintains a reputation as one of the most business-friendly communities, attracting jobs for residents. The City maintains a dedicated section on its website to function as a centralized location for information and resources for existing and prospective businesses.

The City's Economic Action Plan (2017) outlines various actions to attract and retain businesses and employment in the City. Those actions include providing educational workshops and informational materials, assisting in business licensing and land use/zoning issues, and attracting filming in Glendora that would provide employment and vendor opportunities for residents and businesses. The City maintains a reputation as one of the most business-friendly communities.

Actions planned to develop institutional structure.

The City's Housing Authority took over the management of the former Redevelopment Agencies housing obligations when it became the Housing Successor. Also, in response to the dissolution of Redevelopment, the City eliminated the Housing Division and consolidated the administration of CDBG program under the City's Planning Department. City staff had consulted 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 planned to enhance coordination between public and private housing and social service agencies.

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.

Discussion

See discussion above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements.	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities.	\$0
Total Program Income	\$0

Other CDBG Requirements

1. The amount of urgent need activities	\$0
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Discussion

See discussion above.

APPENDIX A - OUTREACH

Outreach Materials

- Notice of Funding Availability
 - Public Notice
 - Outreach Email

Proofs of Publication

- Notice of 30-Day Public Comment Period and Public Hearing

Public Comments Received

- no public comments were received.

APPENDIX B – MAP

APPENDIX C – CONTINGENCY STRATEGY

CITY OF GLENDORA CONTINGENCY STRATEGY TO ADDRESS

THE LATE RELEASE OF 2024-2025 CDBG ENTITLEMENT FUNDING ALLOCATIONS

The City of Glendora (City) is an Entitlement Grantee for Community Development Block Grant (CDBG) funding from Department of Housing and Urban Development (HUD). Due to delay in the adoption of the federal budget, HUD may not announce the City's actual FY 24-25 CDBG Entitlement allocation (allocation) until later than normal. HUD has provided guidance in CPD Notice 24-01 (Notice) on how to address this and other related impacts to the City's CDBG program. Per the options provided in the Notice, the City plans to:

- Develop the FY 24-25 Draft Annual Action Plan (Action Plan) using estimated CDBG allocations, including conducting the public participation plan process and holding the public hearing before the City Council for adoption of the Action Plan; and
- Delay the formal submission of the Action Plan in HUD's Integrated Disbursement and Information System (IDIS) until the actual FY 24-25 CDBG allocations have been announced by HUD, but in no case later than August 16, 2024; and
- Include this Contingency Plan as an attachment to the Action Plan outlining the funding revisions to be undertaken if the FY 24-25 CDBG allocation is less or greater than the estimates used during the development of the Action Plan.

PROPOSED CONTINGENCY STRATEGIES

Decrease in Allocation

Revise funding in the following order:

Administration

- Fund the Fair Housing Project using Administration funds at the estimated amount.
- Reduce funding for the Administration Project to the remaining amount allowed under the Administration Funding Cap.

Capital

- Use all remaining funds for the 2024-2025 Street Improvement / Accessibility Project.

Increase in Allocation

Revise funding in the following order:

City of Glendora FY 2024-2025 Annual Action Plan

Administration

- Fund the Fair Housing Project using Administration funds at the estimated amount.
- Increase funding for the Administration Project to the remaining amount allowed under the Administration Funding Cap.
- Use all remaining funds for the 2024-2025 Street Improvement / Accessibility Project.

APPENDIX D – WAIVER DOCUMENT

City of Glendora Waiver of Requirements at

24 CFR 570.200 (h) for Community Development Block Grants Program (CDBG)

The City of Glendora (City) is an Entitlement Grantee for Community Development Block Grant (CDBG) funding from Department of Housing and Urban Development (HUD). Due to delay in the adoption of the federal budget, HUD may not announce the City's allocation of FY 2024-2025 CDBG funds until later than normal. This will impact the development and submission of the FY 2024-2025 Action Plan and operation of the City's CDBG program. HUD has provided guidance in CPD Notice 24-01 (CPD Notice) on how to address this and other related impacts to the City's CDBG program. Per the options provided in CPD Notice, the City has decided to delay the submission of the FY 2024-2025 Action Plan until the actual FY 2024-2025 CDBG allocations have been announced by HUD, but in no case no later than August 16, 2024.

The regulations at 24 CFR 570.200(h) define the effective date of a Grantee's agreement for CDBG funds as the program year start date or the date that the Action Plan is received by HUD, whichever is later. Per these regulations, the effective date is the date on which the City may begin to incur costs related to the operation of the FY 2024-2025 CDBG program. Because of the delay in the submission of the FY 2024-2025 Action Plan, the City's effective date could extend significantly past July 1, 2024, the start date of the City's program year. This would mean that the City would be unable to incur costs for those programs, resulting in a delay in the start of the FY 2024-2025 program year, and a gap in the provision of CDBG-funded services to residents of the City.

The CPD Notice has provided options for the City to use a waiver of the regulations at 24 CFR 570.200(h) to incur costs prior to the effective date. Therefore, in accordance with the direction provided in the CPD Notice regarding the waiver of the requirements at 24 CFR 570.200 (h), the City intends to use those waivers in the submission of the FY 2024-2025 CDBG Action Plan and operations of the FY 2024-2025 CDBG program. Therefore, the City of Glendora certifies that:

1. That the costs incurred prior to the CDBG and HOME grant awards are necessary for efficient and timely performance of the activity in question;
2. That the costs are for eligible activities under the regulations for the CDBG and HOME programs;
3. That the City has complied with all other requirements for pre-award costs under the regulations for the CDBG and HOME programs or as described in CPD Notice 24-01;
4. That the activity for which costs will be incurred is included in the FY 2024-2025 Action Plan; and

5. That the City has completed its citizen participation process by including in its files a written, dated summary of citizen participation comments received on its Plan, pursuant to 24 CFR 91.105(b)(5) or 91.115(b)(5) as applicable.

Per 24 CFR 570.200 (h)(1)(ii), the City must advise citizens of the extent to which incurring pre-award costs may affect future grants. This might include activities being disallowed and funds returned to HUD if the activities do not meet the applicable regulations. The City therefore certifies:

1. That the Citizen Participation process will be undertaken in a timely manner and will include all required notices, public comment periods, and public hearings;
2. That all activities undertaken will be eligible activities meeting a HUD-required National Objective; and
3. That the City will follow the requirements at 24 CFR 58 to ensure that all environmental compliance documentation is completed in a timely manner. Further, that the City will not take any actions that would have an adverse environmental impact or limit the choice of reasonable alternatives.