



**City of Glendora
Consolidated Annual Performance Evaluation
Report (CAPER
FY 2017-2018
(July 1, 2017 through June 30, 2018)**



September 2018

City of Glendora
Planning Department
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Glendora, CA 91741

City of Glendora

Consolidated Annual Performance Evaluation Report (CAPER) – FY 2017-2018

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

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 United States Department of Housing and Urban Development (HUD), and provides funding for a variety of different projects, with eligibility based on meeting one of the following national objectives:

- Benefitting low- and moderate-income persons;
- Eliminating slum and blight;
- Meeting a particularly urgent community need.

Specifically, the City of Glendora has developed the following objectives, outcomes, and quantifiable goals for each priority need category listed in the 2013-2018 Consolidated Plan and FY 2017-2018 Annual Action Plan:

1. Affordable Housing (High Priority): Promote, preserve, and assist in the development of affordable housing for low- and moderate-income residents, special needs groups, those at- risk of homelessness, and disproportionately impacted residents. The Objective/Outcome categories will be Decent Housing/Affordability (DH-2), with a goal of assisting 25 low/mod housing units (5 annually).

2. Fair Housing (High Priority): 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 100 low/mod people (20 annually).

3. Infrastructure and Public Facilities (High Priority): 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).

4. Economic and Human Development (High Priority): Provide for the economic development needs of low- and moderate- income persons and neighborhood target areas. The Objective/Outcome categories will be Economic Opportunity/Availability/Accessibility (EO-1), with a goal of assisting 10 businesses (2 annually).

5. Administration and Planning (High Priority): 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 Table 1 illustrates the proposed versus actual outcomes for each outcome measure submitted with the 2013-2018 Consolidated Plan and the progress made during FY 2017-2018.

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
Administration and Planning	Administration and Planning	CDBG: \$	Other	Other	50,073	50,073	100.00%	50,073	50,073	100.00%
Affordable Housing	Affordable Housing Public Housing	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	200	225	112.50%	51	35	68.63%
Economic and Human Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	10	9	90.00%	1	0	0.00%
Fair Housing	Fair Housing	CDBG: \$	Other	Other	100	303	303.00%	20	61	305.00%
Infrastructure and Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7,309	17,602	240.82%	1,350	2,615	193.70%
Infrastructure and Public Facilities	Non-Housing Community Development	CDBG: \$	Other	Other	1	1	100.00%	0	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 in the FY 2013-2018 Consolidated Plan, are funded during each of the subsequent five years. For FY 2017-2018, the fifth year of the Consolidated Plan, the City of Glendora used its allocation of \$245,502 in CDBG funds plus \$45,000 of program income and \$72,009.52 of unexpended prior year carryover as shown in Table 1 above to address the highest priorities identified in its FY 2013-2018 Consolidated Plan.

In FY 2017-2018, the City of Glendora addressed all of the Consolidated Plan Priorities listed above by providing CDBG funding as follows:

- 1. Affordable Housing-** The City does not provide CDBG funding for affordable housing purposes. However through coordination with the Los Angeles County Housing Authority, 35 households received assistance under the Housing Choice Voucher (HCV) program. Of those assisted 19 households included members with disabilities, 16 were headed by elderly persons, and three were veteran households.
- 2. Fair Housing-** The City allocated \$15,000 to the Housing Rights Center. A total of \$15,147.36 was expended and 61 people were provided fair housing and landlord/tenant services, which exceeded the annual goal. In addition, the City updated its Analysis of Impediments to Fair Housing Choice in FY 2017-18.
- 3. Infrastructure and Facility Improvements-** The City allocated \$244,615 to the Public Works Department, of which \$236,717.45 was expended to complete one (1) project, the Street Improvement Project (Claraday Street and Greer Avenue). This project benefitted approximately 2,615 people living in the low- and moderate-income area of Census Tract 4012.03 Block Group 2; 1,350 of which were low- and moderate-income, and thereby met the annual goal. See Figure 1 for illustration.
- 4. Economic and Human Development-** The City allocated \$25,000 to the Economic Development Department to administer the Small Business Assistance Loan Program. However, the City received comments from potential participants that \$25,000 is not usually an adequate loan. Therefore, the City is rolling over this \$25,000, along with unspent program funds from previous years (\$27,442.55 from FY 2015-16 and \$3,305.50 from FY 2016-17) and to the FY 2018-19 Economic and Human Development program to provide for larger size loans.
- 5. Administration and Planning-**The City originally allocated \$34,100 but expended \$35,796.25 for general planning and administration. The CDBG grant was administered in accordance with federal regulations, which met the annual goal.

Both Fair Housing and Administration and Planning expended slightly above the originally anticipated amounts, by less than one percent of the City's annual allocation and not considered a substantial change to the Action Plan. Furthermore, the City received \$45,000 in program income during FY 2017-18, 20 percent of which can be expended on Fair Housing and Administration. Therefore, the City's expenditures in this category was still within the 20 percent cap (see PR 26 in Appendix).

Cumulatively, accomplishments are as follows:

1) Affordable Housing- Housing Choice Vouchers have been issued by the Los Angeles County Housing Authority (As of August 2018, 35 vouchers). Cumulatively, 225 households were assisted (duplicated).

2) Fair Housing- A total of 301 people have been provided fair housing and landlord/tenant services by the Housing Rights Center. (61 people in FY 2017-18, 58 people in FY 2016-17, 59 people in FY 2015-16, 61 people in FY 2014-15, and 64 people in FY 2013-14).

3) Infrastructure and Facility Improvements- Nine (9) projects have been completed as follows:

- a. One project in FY 2017-18: The Street Improvement Project (Claraday Street and Greer Avenue) which benefitted approximately 2,615 people living in the low- and moderate-income area of Census Tract 4012.03 Block Group 2; 1,350 of which were low- and moderate-income;
- b. One project in FY 2016-17: The Street Improvement Project (Plymouth) which benefitted approximately 2,615 people living in the low- and moderate-income area of Census Tract 4012.03 Block Group 2; 1,350 of which were low- and moderate-income;
- c. One project in FY 2015-16: The Street Re-Surfacing Project (Newburgh, Bruning, Greer, and Plymouth), which benefitted approximately 2,615 people living in the low- and moderate-income area of Census Tract 4012.03 Block Group 2; 1,350 of which were low- and moderate-income;
- d. Four projects in FY 2014-15: the ADA restroom remodel projects at Finkbiner Park and the Library benefitted 525 disabled residents and 2,689 disabled residents respectively in these service areas. ADA Improvements were made at the La Fetra Senior Center, which benefitted approximately 870 seniors. The Street Resurfacing Project along Carroll and Washington benefitted approximately 940 people living in the low- and moderate-income area of Census Tract 4011.02 Block Group 1; 600 of which were low- and moderate-income.
- e. Two projects in 2013-14: ADA bathroom remodeling at Gladstone Park and South Hills Park. These parks serve approximately 5,698 and 7,339 low- and moderate-income residents respectively. Specifically, 5,392 disabled residents living in the service area of these parks benefitted.

4) Economic and Human Development- Nine (9) businesses have been assisted as follows:

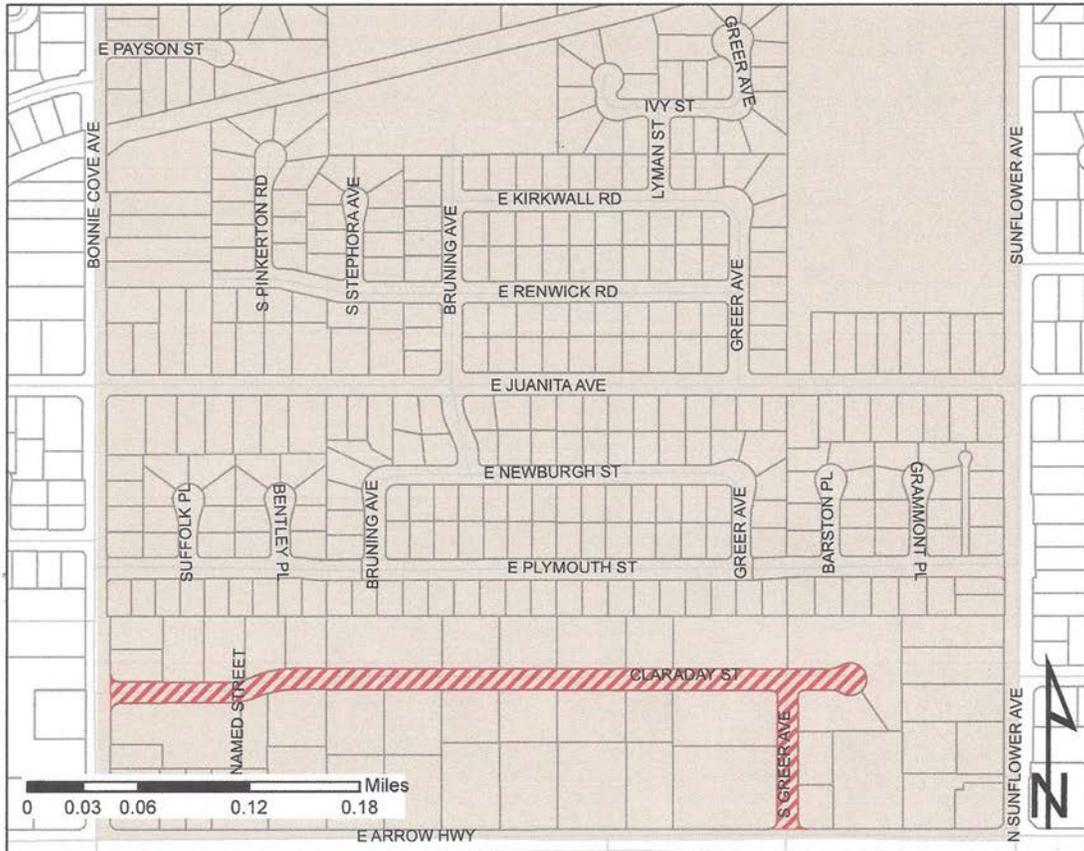
- a. During FY 2017-18: No business was assisted; funding is being combined with FY 2018-19 allocation and unspent program funds from prior years to provide for loans of larger size.
- b. During FY 2016-17: Two businesses were assisted and two (2) Full Time Equivalent (FTE) jobs for low- and moderate-income residents were created per CDBG requirements. Village Fitness created two part time jobs equivalent of 1.5 FTEs and Saints Off road created 1 FTE.
- c. During FY 2015-16: Two businesses were assisted and two (2) Full Time Equivalent (FTE) jobs for low- and moderate-income residents were created per CDBG requirements. The Advertising Specialists created 1.75 FTEs and Luca Bella created 2 FTEs.
- d. During FY 2014-15: Five businesses were provided loans to create/retain jobs for low- and moderate-income persons as follows: Cosmo's Bistro created 2 FTE jobs, DrinkUrGreens created

1 FTE, Luca Bella created 2 FTEs. Amber's Treasure Box and Gumballs Galore were assisted as Micro-Enterprise with one employee each.

- e. During FY 2013-14: No businesses were assisted, though one (1) application was reviewed and the guidelines were revised.

5) Administration and Planning-The CDBG grant was administered in accordance with federal regulations annually over the last five years.

FY 2017-2018 CDBG Eligible Areas and Street Re-Surfacing Project



	Project Area
	Census Tract 4012.03

Figure 1 - Street Improvement Project

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	32
Black or African American	5
Asian	1
American Indian or American Native	1
Native Hawaiian or Other Pacific Islander	0
Total	39
Hispanic	17
Not Hispanic	44

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 families assisted during the program year and is reflective of the households assisted through the Fair Housing Program administered by the Housing Rights Center. As shown, the demographics are consistent with the City's overall makeup with the majority of those assisted being White, not Hispanic/Latino followed by Hispanic/Latino and 22 Other (not reflected in table).

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$362,511.52	\$291,874.11
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

For FY 2017-18, the City had available \$245,502 in CDBG allocation plus \$45,000 of program income and \$72,009.52 of unexpended prior year carryover, for a total of \$362,511.52. Based on the limited amount of resources available to the City, statutory restrictions, and the Priority Needs determined to have a high priority level, staff recommendations for the FY 2017-2018 CDBG One-Year Annual Action Plan were as follows:

Activity/Amount

- General CDBG Administration: \$34,100 allocated/\$35,796.25 expended
- Fair Housing: \$15,000 allocated/\$15,147.36 expended
- Street Re-Surfacing Project: \$244,615 allocated/\$236,717.45 expended
- Business Assistance Program: \$25,000 allocated/\$0 expended (\$4,213.05 from FY 2016-17 were drawn down in FY 2017-18 but the accomplishments were reported in the previous CAPER)

Total CDBG for Fiscal Year 2017-2018: \$318,715 allocated/\$291,874.11 expended

As shown in Table 3, the City expended 80 percent of its available resources in FY 2017-18. The 20 percent of CDBG annual allocation dedicated to planning and administration activities is not subject to the requirement of benefiting low- and moderate-income persons. Of the remaining 80 percent of CDBG funds expended, 100 percent benefits low- and moderate-income persons.

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	77%	81%	Street Improvements

Table 4 – Identify the geographic distribution and location of investments

Narrative

Table 4 illustrates the geographic distribution of funding, which is based on the nature of the activity to be funded and occurred as follows:

- CDBG Administration and Fair Housing Services were provided citywide to all residents.
- The Street Re-Surfacing Project, which is administered by the Public Works Department, took place on primarily residential streets in the City's low- and moderate-income areas.
- The Business Assistance Program was available primarily to neighborhood-serving businesses located in the City's low- and moderate-income areas and citywide to low- and moderate-income business owners that will create/retain jobs for low- and moderate-income persons.

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 2017-2018, no funds were leveraged; however, the City does benefit from County funding for rental assistance provided by HUD through the Housing Choice Voucher program. Table 5 reports the number of households assisted with vouchers. As Housing Choice Vouchers are portable, the number of voucher recipients in the City tends to fluctuate.

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	51	35
Number of Special-Needs households to be provided affordable housing units	0	0
Total	51	35

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	51	35
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
Total	51	35

Table 6 – Number of Households Supported

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

During FY 2017-2018 the City addressed affordable housing needs through the following programs:

- Section 8 Rental Assistance (DH-2):** The City continued to provide Housing Choice Vouchers (Section 8 rental assistance) to extremely low- and low-income households through the Housing Authority of Los Angeles County (HACoLA). As of August 2018, 35 low-income (0-50 percent MFI) renter-households were to be assisted, which include elderly, single-parent, and disabled special needs households. These units met the Section 215 definition of affordable housing.

Actual accomplishments in FY 2017-2018 resulted in 35 vouchers being issued by the Housing Authority, of which 16 were elderly headed and 19 included disabled members. Overall, 225 duplicated households were assisted.

- **Fair Housing Program (DH-1):** The City’s Fair Housing Program is administered by 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 20 low-income (0-50 percent MFI) renter-households were to be assisted, which include elderly, single-parent, and disabled special needs households.

Actual accomplishments in FY 2017-2018 resulted in 61 people assisted with fair housing services by the Housing Rights Center. Among those assisted, nine were disabled, two were female-head of households, and ten were seniors. Cumulatively, 301 renter-households have been assisted to date with fair housing services.

Discuss how these outcomes will impact future annual action plans.

The City will continue to include these two housing programs in future annual action plans regardless of annual outcomes, as there are limited housing programs available to meet the Consolidated Plan goals.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	40	0
Low-income	16	0
Moderate-income	5	0
Total	61	0

Table 7 – Number of Households Served

Narrative Information

As stated above, during FY 2017-2018 the City addressed affordable housing needs through the following programs:

- **Section 8 Rental Assistance (DH-2):** The City continued to provide Housing Choice Vouchers (Section 8 rental assistance) to extremely low- and low-income households through the Housing Authority of Los Angeles County (HACoLA). As of August 2018, 35 low-income (0-50 percent MFI) renter-households were assisted. Of these households, 16 were elderly headed households and 19 included disabled members.
- **Fair Housing Program (DH-1):** The City’s Fair Housing Program is administered by 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. A total of 56 lower-income (0-50 percent MFI)

renter-households were assisted and 5 moderate income households were assisted. Additionally, two were female heads of household, ten were elderly, nine were disabled.

Cumulatively, the Housing Authority has assisted 51 renter households (44 were extremely- low-income and 7 were very- low-income), although currently only 35 households remain on the program. HRC has assisted 303 renter households (183 Extremely Low, 58 Very Low, 27 Low, and 35 Moderate-Income).

In addition, the City funded two (2) affordable housing complexes in prior years that 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, which will be affordable throughout the Consolidated Plan period.

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

According to the 2018 Point-in-Time Homeless Count by the Los Angeles Homeless Services Authority (LAHSA), the City of Glendora currently has an unsheltered homeless population of 68 persons. Given the limited resources and small amount of homeless in the City of Glendora, homeless activities were been given a low priority in the 2013-2018 Consolidated Plan and subsequent annual action plans. The City is relying on coordinated efforts with LAHSA to provide shelter opportunities; the East San Gabriel Valley Coalition for the Homeless to provider information, counseling, and referral services to homeless persons that reside in Glendora; and the Glendora Welfare Agency's Operation Improvement Program to provide financial assistance to homeless or those that are at-risk of being homeless. Motel vouchers, transportation services, food, clothing, gasoline vouchers, rental assistance, utility payments and referral services are provided through this program.

Addressing the emergency shelter and transitional housing needs of homeless persons

As stated above, the City is relying on coordinated efforts with the Los Angeles Homeless Services Authority (LAHSA) to provide shelter opportunities; the East San Gabriel Valley Coalition for the Homeless to provider information, counseling, and referral services to homeless persons that reside in Glendora; and the Glendora Welfare Agency's Operation Improvement Program to provide financial assistance to homeless or those that are at-risk of being homeless. Motel vouchers, transportation services, food, clothing, gasoline vouchers, rental assistance, utility payments and referral services are provided through this program.

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

As stated above, the City is relying on coordinated efforts with LAHSA, the East San Gabriel Valley Coalition for the Homeless, and the Glendora Welfare Agency's Operation Improvement Program make the transition to permanent housing and independent living, including shortening the period of time.

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

As stated above, the City is relying on coordinated efforts with LAHSA, the East San Gabriel Valley Coalition for the Homeless, and the Glendora Welfare Agency's Operation Improvement Program 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.

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) administers the Housing Choice Voucher program on behalf of the City of Glendora. 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 updated its Housing Element update for the 2013-2021 planning period in 2013. The update did not identify significant governmental constraints to housing development. The City will continue to monitor its zoning and development regulations. The City will continue to implement the streamlined permit processing as required by State law. The City will continue to offer incentives to foster affordable housing development through State density bonus law and local incentives through the various specific plans.

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)

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. In addition, the City will use CDBG funds to support the fair housing program that targets many of the City's underserved residents. Fair housing is a homeless prevention strategy, allowing many equal access to housing and assisting those facing unfair treatment in the housing market. CDBG funds will also be used to fund ADA improvements at public facilities, benefitting persons with disabilities that are often underserved.

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

The City's ability to address LBP hazards and increase access to housing without LBP hazards is extremely limited. 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. While the City previously provided for lead-based paint hazard testing through rehabilitation programs, funding and staff resources are no longer available to continue that level of service.

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

With limited funding, the City plans to focus CDBG funds job creation/retention activities through the Business Assistance Program (formerly the Commercial Facade Improvement Program). This program intends to assist neighborhood-serving businesses in low- and moderate-income areas and businesses with low- and moderate income owners. This program will create/retain jobs for unemployed and underemployed low- and moderate income persons; thereby, reducing the number of families living in poverty.

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

With the loss of redevelopment funds and reduced CDBG funding, 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 in order 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. No certifications of consistency were requested/signed during the fiscal year.

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 updated its Analysis of Impediments (AI) to Fair Housing Choice in FY 2017-2018. The updated 2018 identifies 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

Actions taken to overcome effects of impediments identified included:

The City of Glendora continued to contract with the Housing Rights Center (HRC) to provide fair housing services for Glendora residents and housing providers. HRC assists in preventing/reducing housing discrimination, predatory lending, and hate crimes in Glendora.

The City previously contacted the San Gabriel Valley Examiner and the San Gabriel Valley Tribune informing them to add a disclaimer for rental housing stating "no pets allowed" may still be required to rent to disabled persons with qualified service or companion animals.

In November 2013, the City adopted an updated Housing Element for the 2013-2021 planning period. As part of that update, the City reviewed the removal of housing constraints and impediments. The 2013-2021 Housing Element identifies no governmental constraints to the housing development. The State of California Department of Housing and Community Development completed its review of the City of Glendora's Housing Element on November 26, 2013 and certified the Element as being in substantial compliance with State law. The City adopted universal design guidelines for housing for disabled persons as part of the preparation of the 2008-2013 Housing Element update.

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 requires all sub-recipients to execute an agreement with specific performance requirements prior to the release of funds. Progress reports of accomplishments must be submitted quarterly along with a year-end annual report. Sub-recipients are also required to submit their annual financial audits, and all invoices submitted must include appropriate backup information to support the release of funds.

The City made a monitoring visit to each of the sub-recipients to review all of this information to ensure compliance with federal, state, and local regulations in April of 2013. Copies of the finding of each monitoring visit are available in the sub-recipient's CDBG Program file.

As a result of the annual monitoring of each sub-recipient, several agencies improved the quality of quarterly and annual reporting accomplishments and the City confirmed that all programs were in compliance with federal regulations.

In FY 2014-2015 and FY 2015-2016, only City Departments were monitored via informal meetings to track progress and timely expenditures. This monitoring resulted in the reallocation of funds from the Business Assistance Loan Program to the Street Re-Surfacing Project.

In FY 2016-2017, the City conducted on-sight monitoring of the Housing Rights Center and a desk audit of the Street Improvement and Small Business assistance programs.

In FY 2017-2018, the City conducted desk audits of projects carried out by other City departments and the Fair Housing program by HRC via quarterly reports, file checks, invoice reviews, and staff training. HRC is scheduled for an on-site monitoring in FY 2018-19.

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 24, 2018. A notice was posted on the City's website and published in the newspaper on _____, 2018. The proof of publication can be found in the Appendix. The City Council reviewed the document at their regularly scheduled meeting on September 25, 2018.

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.

During the past few years the City has not had adequate staff and redevelopment funds as leverage to achieve its goals. Since FY 2012-13, the City has used the service of a consultant to assist with the administration of the CDBG Program. An economic development coordinator was also hired towards the end of FY 2012-2013, who revised the City's Commercial Facade Program to incorporate a micro-enterprise component to the economic development program that resulted in one loan being granted at the end of the year.

The City recognized that \$25,000 may not be an adequate loan to attract participants to the Small Business Assistance Loan program. Therefore, the \$25,000 in FY 2017-18 were not expended. The City will be rolling over this allocation, along as unspent program funds from prior year, to the Small Business Assistance Loan program in FY 2018-19, potentially allowing for larger loans to qualified participants.

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?

Not applicable to the City of Glendora.

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

Not applicable to the City of Glendora.