

DRAFT

CITY OF PASADENA



Consolidated Annual
Performance and Evaluation Report
(CAPER)

2013-2014

CITY OF PASADENA

**CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION REPORT (CAPER)**

2013-2014 Program Year

Bill Bogaard, Mayor

Jacque Robinson, Vice Mayor

**Margaret McAustin
Gene Masuda
Steve Madison**

**John J. Kennedy
Victor M. Gordo
Terry Tornek**

CITY MANAGER

Michael J. Beck

HOUSING & CAREER SERVICES DEPARTMENT

William K. Huang, Housing Director

Randy Mabson, Program Coordinator

CONSULTANT

Priscila Davila-Hull

City of Pasadena
2013-2014 CAPER Report
Table of Contents

| | |
|---------------------------------|-----------------|
| Introduction..... | 1 |
| General Questions..... | 4 |
| Managing the Process..... | 12 |
| Citizen Participation..... | 13 |
| Institutional Structure..... | 14 |
| Monitoring..... | 15 |
| Housing..... | 19 |
| Homeless..... | 32 |
| Community Development..... | 34 |
| Non-Homeless Special Needs..... | 41 |
| HUD 40107-A | Attachment A |
| HUD 40107 | Attachment B |
| Anti-Poverty Strategy..... | Attachment C |
| PR-26..... | Insert in Final |
| IDIS Reports..... | Insert in Final |

GENERAL OVERVIEW

CITY OF PASADENA
FIVE YEAR CONSOLIDATED PLAN (2010-2015)
Consolidated Annual Performance and Evaluation Report (CAPER)
JULY 1, 2013 TO JUNE 30, 2014

INTRODUCTION

The City of Pasadena Five Year Consolidated Plan provides a framework to identify housing, homeless, community and economic development needs and resources to tailor a Strategic Plan for meeting those needs. The Consolidated Plan consists of a five (5) year Strategic Plan and an Annual Action Plan. The Strategic Plan contains three (3) parts: 1) a housing, homeless, community and economic development needs assessment; 2) a housing market analysis; and 3) long-term strategies to meet priority needs. The Action Plan describes the specific projects and activities that Pasadena will undertake in the coming year with its federal funds from the U. S. Department of Housing/Urban Development (HUD) to address those priority needs. The Action Plan also contains certifications indicating that the City will follow certain requirements such as furthering fair housing.

The Five Year Consolidated Plan also functions as 1) a planning document for the City, which builds on the City's citizen participation process at the grassroots levels; 2) an application for federal funds under the U.S. Department of Housing and Urban Development's formula grant programs; 3) a strategy to be followed in carrying out HUD programs; and 4) an Action Plan that provides a basis for assessing performance.

Essentially, the Plan simplifies the steps needed to receive funding under four (4) HUD formula grant programs. These federal grants are:

Community Development Block Grant (CDBG): A formula-based program that annually allocates funds to metropolitan cities, urban counties, and states for a wide range of eligible housing and community development activities. Over a one (1) year period, not less than 70 percent of a grantee's CDBG expenditures can be used for activities that benefit low- and moderate-income persons.

HOME Investment Partnership (HOME): A formula-based program that provides allocations to states and units of general local governments, known as participating jurisdictions. Its purpose is to retain and expand the supply of affordable housing principally for low- and extremely low-income families through housing rehabilitation, new construction, first-time homebuyer financing, and rental assistance.

Emergency Solutions Grant (ESG): A formula-based program that allocates funds to states, metropolitan cities, and urban counties to support emergency shelters for homeless individuals and families.

Housing Opportunities for Persons with HIV/AIDS (HOPWA): A grant program that addresses the needs of persons living with HIV or AIDS and their families.

Additionally, the Plan provides a basis for programming and allocating other federal funds including its Housing Choice Voucher Program, Continuum of Care Homeless Assistance Programs (Supportive Housing, Shelter Plus Care and Section 8 Moderate Rehabilitation for Single Room Occupancy Dwellings), etc., as well as local housing and development resources.

The overall goal of the federal community planning and development programs covered by the Consolidated Plan is to develop viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities principally for low- and moderate-income persons. The primary means towards this end is to extend and strengthen partnerships among all levels of government and the private sector. The statutory program goals are:

DECENT HOUSING -- including:

- assisting homeless persons to obtain appropriate housing;
- assisting persons at risk of becoming homeless;
- retention of the affordable housing stock;
- increase the availability of permanent housing in standard condition and affordable cost to low-income and moderate-income families; particularly to members of disadvantaged minorities, without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;
- increasing the supply of supportive housing which includes structural features and services needed to enable persons with special needs (including persons with HIV/AIDS) to live with dignity and independence; and
- providing housing affordable to low-income persons accessible to job opportunities.

A SUITABLE LIVING ENVIRONMENT -- including:

- improving the safety and livability of neighborhoods;
- increasing access to quality public and private facilities and services;
- reducing the isolation of income groups within areas through the spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating or deteriorated neighborhoods;
- restoring and preserving properties of special historic, architectural, or aesthetic value; and
- conservation of energy resources.

EXPANDED ECONOMIC OPPORTUNITIES -- including:

- job creation and retention;

- establishment, stabilization and expansion of small businesses (including micro-businesses);
- the provision of public services concerned with employment;
- the provision of jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan;
- availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- access to capital and credit for development activities that promote the long-term economic and social viability of the community; and
- empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

GENERAL QUESTIONS

1. **Assessment of the one-year goals and objectives:**
 - a. **Describe the accomplishments in attaining the goals and objectives for the reporting period.**
 - b. **Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.**
 - c. **If applicable, explain why progress was not made towards meeting the goals and objectives.**

The following narratives report the effectiveness of the City of Pasadena's performance during the 2013-2014 reporting period in achieving its five-year strategy objectives and priorities. Chart 1-1, on page 2, categorizes the priorities and accomplishments for the fourth year of the five year plan. The City realizes that many of its goals will need to be revised since the City will be unable to achieve its 5 year goals stated in the 2010-2015 Consolidated Plan. Most goals need lowered to reflect the decrease in CDBG and HOME funds experienced.

During Program Year 2013-2014, the City made progress toward accomplishing the goals of developing a viable community by providing affordable decent housing, a suitable living environment and expanding economic opportunity for low income persons as described in pertinent Consolidated Plan documents.

For Program Year 2013 – 2014, the City of Pasadena received a total of \$2,455,555 in federal funds, which included \$1,775,309 in Community Development Block Grant (CDBG), \$552,315 in HOME Investment Partnership, and \$127,931 in Emergency Solutions Grant (ESG) funds. The City of Pasadena received \$66,281.40 in CDBG Program income and \$107,895.08 in HOME program income for program year 2013-2014.

Exhibit A illustrates the total federal resources for CDBG, HOME, and ESG funds available for Program Year 2013 – 2014.

**EXHIBIT A
CITY OF PASADENA
FEDERAL FUNDING RESOURCES
2013-2014**

| CDBG | HOME | ESG | TOTAL FEDERAL FUNDING |
|--------------------|------------------|------------------|------------------------------|
| \$1,775,309 | \$552,315 | \$127,931 | \$2,455,555 |

**City of Pasadena
Program Year 2013-2014**

| Category / Activity | Priority | CDBG Funding | Expended | 2014 GOAL/ACCOMPLISHMENT | Comments |
|---|-------------|--------------------|-----------------------|-----------------------------|---|
| CDBG | | | | | |
| ADMINISTRATION | HIGH | | | | |
| General Administration | | \$365,427 | \$365,427 | N/A | |
| Fair Housing | | \$50,400 | \$0 | N/A | |
| <i>Subtotal</i> | | \$415,827 | \$365,427 | | |
| SECTION 108 LOAN | HIGH | \$358,453 | \$358,452.50 | N/A | |
| NON-PUBLIC SERVICES | HIGH | | | | |
| La Pintoresca Branch Library Fiber Connection | | \$30,000 | \$15,000 | 1/1 | |
| MASH Program | | \$575,000 | \$384,313.59 | 140/13 | |
| Villa Park – Facility, ADA and Energy Efficiency Imp. | | \$349,711* | \$0 | 1/ | PY allocation \$216,111. Sub. Amendment increased by \$133,600 |
| ADA Compliance at Police Department | | \$15,651 | \$0 | 1/ | |
| Grid Alternatives | | \$50,000 | \$0 | 4/4 | |
| Union Station Capital Improvement Project | | \$100,000 | \$0 | 1/ | |
| Villa Park ADA Lift Project | | \$35,000 | \$0 | 1/ | cancelled |
| <i>Subtotal</i> | | \$1,184,700 | \$399,313.59 | | |
| PUBLIC SERVICE PROGRAMS | HIGH | | | PEOPLE | |
| Mothers' Club | | \$25,000 | \$24,963.02 | 60/54 | |
| Nutrition Assistance Program | | \$58,500 | \$53,625 | 900/3,252 | |
| Center and Outreach Counseling | | \$25,000 | \$19,919 | 350/332 | |
| PUSD Health Services for NW Pasadena | | \$85,000 | \$81,026.20 | 700/306 | |
| Foster and Emancipated Youth Services Program | | \$29,000 | \$27,577.26 | 75/99 | |
| Project Leap | | \$25,000 | \$0 | 55/ | |
| Just for Girls School Prevention Program | | \$15,000 | \$15,000 | 75/188 | |
| Woman at Work | | \$50,000 | \$0 | 25/ | |
| <i>Subtotal</i> | | \$312,500 | \$222,110.48 | | |
| TOTAL | | \$2,249,518 | \$1,345,303.57 | | |

The following table for planned activities in years 1 through 5 and the current status of each as reported in the IDIS.

| SPECIFIC OBJECTIVE | PRIORITY NEED LEVEL Priority | Five Year Goal 2010-2015 | Annual Goal PY 2013 | Annual Accomplishment PY 2013 | 5-Year Cumulative Accomplishment PY 2010-2013 | Assessment % of Five year goal |
|--|------------------------------|-------------------------------|---------------------|-------------------------------|---|--------------------------------|
| Decent Housing | | | | | | |
| Improve and expand affordable housing/ Owner Occupied Housing | High | 330 | 144 | 13 | 62 | 19% |
| MASH (13) Grid Alternatives (4) Housing Rehab. () | | | | | | |
| Housing for Buyers (Down-payment Assistance) | High | 66 | 0 | 0 | 12 | 18% |
| Preserve affordable rental housing stock for low to moderate income persons (TBRA) | Medium | 232 | 0 | 0 | 0 | 19% |
| Section 8 | High | 1,450 | 1,378 | 1,400 | 1,810 | 100% |
| Economic Opportunities | Priority | Five Year Goal (2010-2015) | Annual Goal PY 2013 | Annual Accomplishment PY 2013 | 5- Year Cumulative Accomplishment (2010-2015) | Assessment % of Five year goal |
| Assist small businesses and assist with micro-enterprises | High | 100-Micro and create 200 jobs | 105 | 0 | 79 | 79% |

| Suitable Living Environment | Priority | Five Year Goal (2010-2015) | Annual Goal PY 2013 | Annual Accomplishment PY 2013 | 5- Year Cumulative Accomplishment (2010-2015) | Assessment % of Five year goal |
|------------------------------------|----------|----------------------------|---------------------|-------------------------------|---|--------------------------------|
| Code Enforcement | High | 15,000 | 0 | 0 | 8,047 | 54% |
| Public Services | High | 13,000 | 2,240 | 3,976 | 18,842 | 100% |
| Public Facility/parks improvements | High | 12 | 6 | 1 | 10 | 83% |

| Continuum of Care | Priority | Five Year Goal (2010-2015) | Annual Goal PY 2013 | Annual Accomplishment PY 2013 | 5- Year Cumulative Accomplishment (2010-2015) | Assessment % of Five year goal |
|---|----------|-----------------------------------|---------------------|-------------------------------|---|--|
| Shelter Plus Care | High | 75 | 75 | 75 | 80 | 100% |
| Homeless Prevention | High | 500 | 100 | 91 | 435 | 87% |
| Transitional Housing | High | 870 | 174 | 175 | 534 | 61.3% |
| To improve services to homeless and special needs populations | High | 2725 individuals & 900 households | Not provided | Not provided | Not provided | Unable to determine no numeric goals provided. |

2. Describe the manner in which the recipient would change its program as a result of its experiences.

No changes in the program would be changed.

3. Affirmatively Furthering Fair Housing:

a. Provide a summary of impediments to fair housing choice.

b. Identify actions taken to overcome effects of impediments identified.

The City of Pasadena has established a commitment towards providing equal housing opportunities for its existing and future residents. Through the federally funded Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs, and other state and local programs, the City works to provide a decent living environment for all.

Pursuant to CDBG regulations, to receive CDBG funds, a jurisdiction must certify that it “actively furthers fair housing choice” by:

- Completing an Analysis of Impediments to Fair Housing Choice (AI);
- Taking action to eliminate identified impediments; and
- Maintaining fair housing records.

The following is a list of impediments and key recommendations from the AI documents.

Impediment 1: Racial Concentration and Linguistic Isolation

- Patterns of racial and ethnic concentration are present within particular areas of the City. A "concentration" is defined as a block group whose proportion of minority households is greater than the overall Los Angeles County average of 72.2 percent. Concentrations of minorities can be found in the northwest portions of the City, north of Interstate 210 and west of Lake Avenue.
- In 2000, approximately 45 percent of all Pasadena residents over age five spoke languages other than English at home and approximately half of those residents spoke English “less than very well.” The prevalence of limited English proficiency appears to be greatest among Hispanic households. Approximately 29 percent of Pasadena residents spoke Spanish at home and 54 percent of these persons spoke English “less than very well.” In comparison, just seven percent of the City’s residents spoke Asian languages at home in 2000 and 47 percent of these persons spoke English “less than very well.”
- A significant correlation can also be seen between the Low and Moderate Income (LMI) areas of Pasadena and the portions of the City where a minority concentration exist. Generally, Census data shows that the City’s LMI areas encompass Northwest Pasadena and a narrow strip parallel to Interstate 210 extending southward to Colorado Boulevard. These areas also have the highest concentrations of African American, Hispanic, and Native American households.

Impediment 2: Fair Housing Outreach

- Many residents are unclear on where to look for assistance with fair housing issues. Other residents feel that reporting their fair housing issues may result in retaliation and often do not result in satisfactory resolutions.
- Participation in fair housing activities and programs has been mostly limited despite extensive outreach efforts.

Impediment 3: Outreach to Homeowners Associations

Public outreach efforts for this AI included consultations with a number of housing professionals that serve the Pasadena/Glendale area. During these meetings, a number of real estate professionals noted that many of the older homes in the area have CC&Rs that include potentially discriminatory clauses but that, as realtors, they have no authority to monitor and modify these documents. Homeowners Associations may not be aware that condominium/townhome developments are also subject to fair housing laws, and rules and regulations must be applied equally to all tenants and homeowners with respect to all protected classes.

Impediment 4: Access to Financing

- Compared to other racial/ethnic groups, Hispanic households had lower approval rates for home mortgage financing.
- Residents have expressed frustration at the difficulties of navigating the home loan modification process. Many have cited complicated and confusing processes and a lack of access to bank personnel as common issues that need to be addressed.

Impediment 5: Persons with Disabilities

- Confusion about the reasonable accommodations process is common among both tenants and landlords. Residents are uncertain about the types of requests they are able to make under fair housing laws. Similarly, landlords have expressed uncertainty in determining what is reasonable under the reasonable accommodations process.

Impediment 6: Housing for the Previously Homeless

- Housing advocates indicate that previously homeless persons, regardless of their current ability to pay, have difficulty getting into permanent housing.

To affirmatively promote equal housing opportunity, a community must work to remove impediments to fair housing choice. Furthermore, eligibility for certain federal funds requires the compliance with federal fair housing laws.

Currently, the City promotes fair housing through its contract with the Housing Rights Center (HRC) founded in 1968 as a non-profit non-partisan educational agency dedicated to promoting the enforcement of fair housing laws and encouraging an atmosphere of open housing through education, enforcement activities, counseling

services, and outreach programs. The Housing Rights Center is funded as part of the general CDBG Administrative activities.

Amount expended for Fair Housing Program - \$50,400

During the 2013-2014 Program Year, HRC conducted fair housing workshops, distributed educational materials, and completed surveys to determine the extent of unfair housing conditions in the City. These efforts were aimed at tenants, homeowners, and landlords. Overall, the results of these efforts revealed that discrimination within Pasadena is minimal. Nevertheless, in the few instances that complaints are received, the City is referring these individuals to the Housing Rights Center. The City has contracted with this organization for many years. A total of 1,374 people received general housing services and 20 people received discrimination services. Clients were provided with fair housing counseling, mediation, resolution and referral services. Eleven (11) cases were opened and all have been resolved.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Like most cities, funding is a major obstacle in meeting the needs of the community. Over the years community partnerships with county, state and federal agencies have been integral to meeting the needs of the underserved community. During the 2013 program year, the City provided ESG funds to a number of social service organizations to address the needs of those that are homeless and those at risk of becoming homeless. Services included emergency and transitional housing, food and transportation.

The City of Pasadena maintains communication with all of its registered social service providers located within the City that provides services to the residents. City staff utilizes the list as a method of disseminating information on a timely and equitable basis. The City of Pasadena will continue to promote its existing relationships as well as aggressively continue to foster new ones to ensure that all the needs of our community are adequately fulfilled.

To address the continuing needs of the underserved community, the City promotes its housing and community service programs citywide using the Chamber of Commerce, local newspaper, city website, and community events to promote all services and programs to low income residents of Pasadena.

5. Leveraging Resources

- a. Identify progress in obtaining “other” public and private resources to address needs.**
- b. How Federal resources from HUD leveraged other public and private resources.**
- c. How matching requirements were satisfied.**

The City of Pasadena utilizes the General Fund to leverage CDBG funds for the MASH and Administration Program. In addition, all of the public service sub-recipients receive other funds to leverage the City CDBG Program funds.

LEAD-BASED PAINT

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

The City’s Public Health Department is aggressively working to prevent lead poisoning and to identify children who may already be affected. The Pasadena Childhood Lead Poisoning Prevention Program (PCLPPP) works with local health care providers to identify children who may be affected by lead poisoning. Public Health nurses provide blood lead screening for children six (6) years of age and under and any diagnosed cases of childhood lead poisoning are targeted for public health intervention. Support services for intervention provided through PCLPPP include case management by a Public Health Nurse and environmental testing for possible sources of lead in the child’s environment by a registered Environmental Health Specialist. The program also provides community outreach, educational seminars and workshops on the dangers of lead-based paint, including preventative measures to avoid lead exposure and how to assess the risk of lead exposure.

Currently, information on the dangers of lead-based paint hazards are integrated into housing rehabilitation programs to protect children of homeowners who decide to rehabilitate their homes. All public information materials are available in both English and Spanish. The City’s Rehabilitation Specialist is responsible for notifying homeowners of the dangers of lead-based paint hazards. If lead-based poisoning is suspected, the Housing Rehabilitation Specialist will recommend necessary testing by a certified laboratory in the area. If a unit is found to have a significant level of lead content, the family will be referred to the City’s Health Department for testing and medical assistance. Similar procedures are incorporated into the housing programs provided by the Pasadena Neighborhood Housing Services and Heritage Homeownership Partners, two local housing rehabilitation and preservation organizations.

The City works as part of a statewide effort to educate and to develop public awareness about the dangers of lead-based paint poisoning. The City's Public Health Department also provides medical blood testing services.

The City administers the MASH Program - Maintenance Assistance Services to Homeowners. This project receives Community Development Block Grant (CDBG) funding and provides minor housing rehabilitation services to residents of the CDBG Benefit Service Area (BSA). Project activities include the exterior painting of properties in the area. The project targeted homes in the BSA to provide lead base paint stabilization services. Project staff has received state approved certification (State of California) in lead based paint stabilization and safe work practices. Additionally, MASH staff is available to provide general information to the public and participates in the PCLPPP. During PY13-14, the MASH program provided lead-based paint stabilization services to 10 homeowners.

MANAGING THE PROCESS

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

The City of Pasadena receives formula grant funds from HUD, and is required to develop a Consolidation Plan. The overall purpose of the Consolidation Plan is to provide a master plan that conveys a unified vision for housing and community development needs from a consolidated and collaborative planning effort. The vision and goals from the master plan are then communicated to the public. Guidelines and initial requirements for use of CDBG, HOME, and ESG funds are mandated and audited by HUD (see Code Federal Regulations Title 24 Part 91).

The City of Pasadena's Five-Year Consolidation Plan (2010-2015) is the comprehensive planning document identifying the needs and respective resource investments in satisfying the City's housing, homeless, non-homeless special population, community development, and economic development needs. Activities for each year within the five-year period are subsequently planned annually and conveyed in the One-Year Action Plan. The annual performance report, the CAPER, then evaluates and assesses the City's accomplishments relative to the corresponding Action and Consolidation Plans.

The City of Pasadena Housing Department has been designated as the Lead Agency responsible for administering the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) Programs and for ensuring compliance with all program requirements. The Housing & Career Services Department formally solicits proposals once a year for Non-Public Service projects and every two years for ESG and Public Service projects. The Housing and Career Services Department reviews all applications received by the deadline to determine eligibility against the priority need

and specific objectives outlined in the Consolidated Plan. Upon approval of the Annual Action Plan by HUD, each sub-recipient executes with the City a funding agreement which sets forth the specific terms and conditions under which the financial assistance is being provided and other program requirements that must be met. Trainings are provided periodically to sub-recipients to ensure compliance with current regulations and procedures.

CITIZEN PARTICIPATION

1. Provide a summary of citizen comments.

Public Review and Comment Period

Notification of the availability of the (draft) CAPER for Program Year period July 1, 2013 through June 30, 2014 was published in the Pasadena Journal on August 28, 2014, with a 15-day public comment period through September 12, 2014. The City's annual performance report was made available at various locations throughout the City, the City's Housing & Career Services Department, and the City's website.

Locations were listed in the Public Notice.

Public Comments Received

This section will be updated once the public comment period is over.

- 2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.**

CDBG

The City of Pasadena received \$1,775,309 in Community Development Block Grant (CDBG) funds for the 2013-2014 Program Year. The City had re-program funds from previous years of \$176,600 and program income of \$66,281.40. A total of \$2,018,190.40 was available for Program Year 2013-14.

CDBG funds are distributed throughout the City of Pasadena. The CDBG eligible census tracts are predominately located in Northwest Pasadena. No specific census tracts received a concentration of CDBG funds.

HOME

The City of Pasadena received \$552,315 in HOME funds for the 2013-2014 Program Year. The City had re-program funds from previous years of \$367,518 and program income in the amount of \$107,895.08, for a total of \$1,027,728.08.

No specific census tracts received a concentration of CDBG funds.

ESG

The City of Pasadena received \$127,931 in HOME funds for the 2013-2014 Program Year and had no re-programmed funds.

No specific census tracts received a concentration of CDBG funds.

INSTITUTIONAL STRUCTURE

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The City of Pasadena, Housing & Career Services Department is the lead agency for implementing the City's Five Year Consolidated Plan. The Housing Department continued to meet with public and private entities which included committees, coalitions, non-profit agencies, neighborhood associations, and business associations/groups.

The Housing and Career Services Department functions as the lead agency in assessing the strengths and gaps in the City's housing and homeless programs. City staff is responsible for the implementation of the Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), Emergency Solutions Grant (ESG) Program, Housing Choice Voucher (HCV) Program and other community development activities/programs.

Each of the above programs includes goals/objectives, performance measures, and expected outcomes that are monitored for City/Federal compliance. The Housing & Careers Services Department provides periodic scheduled project performance assessments to the sub-recipients, advisory bodies (Commissions/Committees), City Council, etc. Annually as a federal requirement, the Consolidated Annual Performance and Evaluation Report (CAPER) is submitted to HUD. The CAPER provides an opportunity for the City as grantee to report on goals and objectives as well as an opportunity for the City to evaluate itself in terms of performance issues.

The City of Pasadena concerted effort to eliminate institutional gaps, and enhance coordination of programs includes the City and non-profit organizations working closely

with other governmental entities to determine the critical needs of households based on limited resources and expanding demand for services. The City continues its outreach efforts through public meetings and public hearings to solicit public and non-profit agencies comments on how the City of Pasadena allocates its CDBG funds.

CDBG funds were used to support a number of city sponsored and non-profit public service programs. As part of its grant administration, the City monitors its sub-recipients performance in meeting both client needs and capacity to comply with regulatory requirements.

The City will continue to coordinate and share ideas with residents, affordable housing providers, other local government entities and social service agencies to maximize the effectiveness of planned activities. The City will also continue to coordinate services, as appropriate, with surrounding HUD entitlement communities.

The City of Pasadena encourages intra- and inter-departmental discussions to identify productive service delivery options and ideas. Within the Housing & Careers Services Department, staff conducts regular meetings to discuss projects and programs. Through daily contact and working relations, staff will continue to implement programs and services, provide sufficient financial resources, and track issues of concern. This process allows easy access to the tracking of building activities, housing conditions, code requirements, zoning, and other demographic data.

MONITORING

- 1. Describe how and the frequency with which you monitored your activities.**
- 2. Describe the results of your monitoring including any improvements.**

Monitoring Standards

The City of Pasadena's Housing Department will ensure that all activities carried out will comply with the requirements of the CDBG, HOME, ESG and other funding sources as required to achieve their performance objectives, on schedule, and within the allotted budget.

Once an agency is allocated funding from the City of Pasadena, the projects are formalized through a sub-recipient agreement. This sub-recipient agreement outlines all of the requirements, regulations, procedures and accomplishments. The sub-recipient will submit monthly invoicing and programmatic reports to demonstrate progress toward their outcomes. Reports will be reviewed for compliance with the sub-recipient agreement. Expenditure of funds will be reviewed on an ongoing basis to ensure compliance with all program regulations.

Individual meetings will occur with the agency as needed to respond to questions and assess project progress. Depending on the complexity of the project and the funding

requirements, the City may provide an orientation training and technical assistance to help assure timely and successful completion of the project.

During the 2013-14 program year, City staff performed desk reviews for each CDBG-funded project. The results of those reviews have revealed opportunities for improvements to enhance the implementation of the CDBG program.

Financial Standards and Procedures:

The Housing Department Staff and the City's Grants Accounting Division of the City's Finance Department work closely to ensure that funds drawn through IDIS are used for authorized activities on approved projects. Activity agreements, expense documentation and approvals must be in place before funds may be reimbursed. The Grants Accounting Division conducts onsite financial audits of each sub-recipient to ensure compliance with HUD requirements.

Programmatic Standards and Procedures:

The Housing Department Staff continuously monitors program results through the monitoring process. Progress towards the sub-recipients defined goals are reviewed on a quarterly basis after receiving reports from the sub-recipients. All sub-recipients are monitored onsite on an annual basis. The onsite visit includes a review of income and expense documentation, beneficiary information, programming, purchasing and all other special requirements as described in the sub-recipient agreement. Sub-recipients are trained annually, during an orientation meeting, on reporting requirements and documentation needs. City staff provides technical assistance to sub-recipients on an ongoing basis.

Environmental Standards and Procedures:

All projects and individual activities requiring environmental reviews per HUD regulations are completed before the execution of the sub-recipient agreements. Housing Department staff, with the assistance of other departments and outside agencies, completed the Environmental Review Record.

Labor Standards and Procedures:

Labor standards are monitored by the City's Housing and Public Works staff and outside consultants. Labor requirements are included in all of the bid documents and reviewed again during the pro-construction meeting.

Problems with Sub-Recipient Performance

There are three increasingly serious stages that will be utilized as the basis for addressing sub-recipient problem areas.

Stage 1 - Early Intervention:

- A strategy will be developed with the sub-recipient that includes additional training or technical assistance;
- Sub-recipient will be required to provide more frequent and/or more thorough reporting;
- City will conduct more frequent monitoring reviews of the sub-recipient.

Stage 2 - Penalties for More Serious or Persistent Problems:

- City will restrict the sub-recipient's payment request;
- City will disallow sub-recipient expenses (or require repayment);
- City will impose probationary status.

Stage 3 - Sanctions:

- Temporarily suspend the sub-recipient;
- Do not renew the sub-recipient the next program year;
- Terminate the sub-recipient's activity for the current program year;
- Initiate legal action.

3. Self-Evaluation

- Describe the effect programs have in solving neighborhood and community problems.**
- Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**
- Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low- and moderate-income persons.**
- Indicate any activities falling behind schedule.**
- Describe how activities and strategies made an impact on identified needs.**
- Identify indicators that would best describe the results.**
- Identify barriers that had a negative impact on fulfilling the strategies and overall vision.**
- Identify whether major goals are on target and discuss reasons for those that are not on target.**
- Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.**

GRANTEE'S SELF EVALUATION

The activities and strategies administered during the 2013-14 program year are making an impact on the identified needs. The Accomplishment Chart included in this section of the CAPER demonstrates the progress that is being made under each objective. The City is meeting the established goals and objectives and as indicated.

Since the development of the Five Year Consolidated Plan (2010-2015) the City of Pasadena has experienced reductions in its CDBG and HOME entitlement funding which have had a negative impact on achieving programmatic goals as set forth in the Plan. In addition, some of the barriers that may have a negative impact on meeting the affordable housing goals include an inadequate level of financial resources, the high cost of available vacant land in the City, and more recently, the downturn in the for sale housing market and the credit market crisis. Although, all federally-funded activities administered by the City of Pasadena are on track to be completed by the end of the program year, meeting major goal targets has been negatively affected by reductions to CDBG and HOME entitlement funding.

Overall, the federal grant programs administered by the City of Pasadena are meeting requirements. Improvements to maintain timely expenditure standards are being developed. The actual disbursements are consistent with the letter of credit in IDIS upon execution of the master agreements between the City and HUD. The Housing & Career Services Department works closely with the City's Department of Finance to ensure accurate reimbursements to Sub-recipients, developers, CHDOs, etc.

HOUSING

HOUSING NEEDS

1. Describe Actions taken during the last year to foster and maintain affordable housing.

During 2013-2014 the City worked to foster and maintain affordable housing by utilizing its resources to:

- Support and provide for fair and equal housing opportunities for all persons regardless of race, age, income, disability, sexual orientation, marital status, household size, ancestry, national origin, religion, or color.
- Provide an adequate supply and range of housing opportunities throughout the City by assisting in the development of new housing, preservation of existing housing, and being responsive to the special needs of certain resident populations.
- Reduce or mitigate governmental constraints which hinder the production, preservation, maintenance and improvement of housing, particularly affordable housing, for Pasadena residents.
- Ensure that Pasadena residents, especially those with extremely low to moderate incomes and special needs, are assisted in meeting their housing needs through the provision of assistance for rental housing, residential rehabilitation, homeownership, housing counseling, and other housing-related supportive services.
- Convert and improve the condition of the existing affordable housing stock, which may include ways to mitigate the loss of dwelling units.
- Preserve the existing assisted housing stock for lower income households.

SPECIFIC HOUSING OBJECTIVES

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

The following report provides the key objectives and annual accomplishments:

New Construction (2010-2015)

In the 2010-2015 Consolidated Planning Document the City will utilize all available resources to promote the new construction of **650** housing units (ownership and rental).

New Construction Projects – Completed during FY 2013-2014

| Project Name | Tenure | Status | Total Units | Affordable Units |
|--|--------|--------|-------------|------------------|
| | | | | |
| Newly constructed affordable units completed this PY | | | 0 | 0 |

Accomplishments: 0 newly constructed affordable housing units completed during this program year.

Rehabilitation (2010-2015)

In the 2010-2015 Consolidated Planning Document the City will utilize all available resources to promote the rehabilitation of **330** housing units (ownership and rental).

Rehabilitation Projects – Completed during FY 2013-2014

| Project Name | Tenure | Status | Total Units | Affordable Units |
|--|--------|-----------|-------------|------------------|
| NHS Single-Family Rehab Loan | Owner | Completed | 1 | 1 |
| Villa Parke Homes | Rental | Completed | 9 | 9 |
| Rehabilitated affordable units completed this PY | | | 10 | 10 |

Accomplishments: 10 rehabilitated affordable housing unit completed during this program year.

PROJECTS IN PROGRESS (2013-2014 Program Year)

Ownership Housing

The following projects with homeownership units were in progress as of June 30, 2014:

- 288 S. Oakland Avenue (*non-assisted Inclusionary project*): 28 units - **2 very low income affordable**. Placed under Inclusionary agreement during reporting period.

Rental Family Housing:

The following projects with family rental units were in progress as of June 30, 2014:

- 686 E. Union St. (non-assisted Inclusionary project): 118 units - **11 very low income affordable**. Placed under Inclusionary agreement during reporting period.
- 218 S. Oakland Ave. (non-assisted Inclusionary project): 20 units - **2 very low income affordable**. Placed under Inclusionary agreement during reporting period.

Senior Housing:

The following projects with senior units were in progress as of June 30, 2014:

- 750 – 790 N. Fair Oaks Ave. (Heritage Square): **70 rental units – 69 affordable**. On June 16, 2014 the City approved total loan assistance in the amount of \$1,400,000 to enhance the project's competitiveness in securing tax credits in the 2014 2nd funding round for which developer Bridge Housing will submit an application in July, 2014.

Special Needs Housing:

The following projects serving special needs populations were in progress as of June 30, 2014:

- 131-135 N. Mar Vista Ave. (Mar Vista Union): A permanent supportive housing project with up to **20 affordable rental units** serving chronically homeless families. The project was fully entitled with Final Design Review approval on June 10, 2014. Developer National CORE will seek tax credits in the 2014 2nd funding round and submit an application in July, 2014.

AFFORDABLE HOUSING PRODUCTION (July 1, 2010 to June 30, 2014)

| Address/Project Name | Tenure | Status | Total Units | Affordable Units | Workforce Units |
|--|--|--|--------------------|-------------------------|------------------------|
| NEW CONSTRUCTION -- OWNERSHIP | | | | | |
| 288 S. Oakland Ave. | Ownership | Under Inclusionary Agmt in Jan. 2014 | 28 | 2 | 0 |
| 531-537 Cypress Avenue (Cypress Garden Homes) | Ownership | Terminated in March 2014 – construction lender foreclosure | 4 | (2) | 0 |
| 415 N. Raymond Avenue (Herkimer Gardens) | Ownership | Completed | 1 | 1 | 0 |
| 1350 N. El Molino Avenue (Classics at Washington Square) | Ownership | Completed | 8 | 4 | 0 |
| 1150 N. Allen Ave. (Allen-Brigden Classics) | Ownership | Completed | 6 | 5 | 0 |
| 859 N. Fair Oaks Ave. | Ownership | Completed | 14 | 2 | 0 |
| 1424 N. Fair Oaks Avenue (Fair Oaks Garden) | Ownership | Completed | 12 | 2 | 0 |
| 315 N. Hill (Gardens on Hill) | Ownership | Completed | 68 | 11 | 0 |
| 138 S. Bonnie | Ownership | Completed | 10 | 1 | 0 |
| 584-612 N. Fair Oaks Ave. 6-46 Peoria St. 504-506 Cypress Ave. 173-175 Carlton St. 1191-1193 N. Summit Ave. (Fair Oaks Court) | Ownership | Completed | 44 | 37 | 0 |
| 1701 – 1715 N. Fair Oaks (Fair Oaks Summit) | Ownership | Completed | 24 | 5 | 0 |
| 215 S. Marengo Ave. (Cinema Lofts) | Ownership | Completed | 37 | 6 | 0 |
| TOTAL | | | 256 | 74 | 0 |
| NEW CONSTRUCTION -- RENTAL | | | | | |
| 686 E. Union St. | Rental | Under Inclusionary Agmt March 2014 | 118 | 11 | 0 |
| 218 S. Oakland Ave. | Rental | Under Inclusionary Agmt Jan. 2014 | 20 | 2 | 0 |
| 164-180 S. Orange Grove Blvd. (Ambassador West) | Rental | Under construction | 70 | 7 | 0 |
| 750-790 N. Fair Oaks Ave. (Heritage Square) | Rental (senior) | Developer to submit tax credit application in July 2014. | 70 | 69 | 0 |
| 131-135 N. Mar Vista (Mar Vista Union) | Rental Permanent supportive housing | Developer to submit tax credit application in July 2014. | 20 | 20 | 0 |
| 213 S. De Lacey Ave. (Westgate Apartments) Buildings #5-9 of 9 | Rental | Completed | 308 | 53 | 0 |
| 422 Linda Rosa Ave. | Rental | Completed | 7 | 1 | 0 |
| 636 N. Holliston | Rental | Completed | 10 | 1 | 0 |
| 213 S. De Lacey Ave. | Rental | Completed | 172 | 43 | 0 |

| | | | | | |
|---|--------|-----------|--------------|------------|----------|
| (Westgate Apartments) Buildings #1-4 of 9 | | | | | |
| 1299 E. Green Street (Green Street SRO) | Rental | Completed | 89 | 89 | 0 |
| 240 E. Del Mar Blvd. (Del Mar Gardens) | Rental | Completed | 31 | 4 | 0 |
| 252-284 E. Orange Grove (Orange Grove Gardens) | Rental | Completed | 38 | 37 | 0 |
| 252 S. Raymond Avenue (Del Mar Station) | Rental | Completed | 347 | 21 | 0 |
| 456 E. Orange Grove (Renaissance Court) | Rental | Completed | 31 | 5 | 0 |
| 265 N. Madison (Fuller Seminary) | Rental | Completed | 179 | 169 | 0 |
| 169 W. Green Street (Pasadena Place) | Rental | Completed | 38 | 3 | 0 |
| 33 S. Wilson Ave. | Rental | Completed | 45 | 4 | 0 |
| TOTAL | | | 1,593 | 539 | 0 |

HOUSING REHABILITATION

| Address/Project Name | Tenure | Status | Total Units | Affordable Units | Workforce Units |
|---|--------------------|--|--------------------|-------------------------|------------------------|
| 760 Elmira Ave., #2 (NHS Single-Family Rehab Loan) | Owner | Completed in this report period | 1 | 1 | 0 |
| 422 N. Raymond Ave. 488 N. Raymond Ave. 557 N. Los Robles Ave. (Villa Parke Homes) | Rental | Completed in this report period | 9 | 9 | 0 |
| 1267 N. Hudson Ave. (Hudson Oaks) | Rental (senior) | Completed | 45 | 44 | 0 |
| 270 Parke St. (Parke St. Apartments) | Rental | Completed | 8 | 8 | 0 |
| 411-413 N. Raymond Avenue (Herkimer Gardens) | Ownership | Completed | 3 | 3 (historic rehab) | 0 |
| 50 E. Green St. (Green Street Hotel) affordability preservation | Rental (senior) | Completed | 139 | 138 | 0 |
| 824-834 E. California Blvd. (Haskett Court) | Ownership | Completed | 6 | 6 | 0 |
| 168 N. Wilson (Inclusionary off-site units) | Ownership | Under construction | 23 | 23 | 0 |
| TOTAL | | | 234 | 232 | 0 |

SENIOR AND SPECIAL NEEDS RENTAL HOUSING

(also included in counts above)

| Address/Project Name | Tenure | Status | Total Units | Affordable Units | Workforce Units |
|---|--------------------|--|--------------------|-------------------------|------------------------|
| 50 E. Green St. (Green Street Hotel) affordability preservation | Rental (senior) | Restrictive covenants recorded in PY 2008-2009 | 139 | 138 | 0 |
| 1267 N. Hudson Ave. (Hudson Oaks) | Rental (senior) | Completed | 45 | 44 | 0 |
| 750-790 N. Fair Oaks Ave. (Heritage Square) | Rental (senior) | Developer to submit tax credit | 70 | 69 | 0 |

| | | | | | |
|---|--|---|-----------|-----------|----------|
| | | application in July 2014. | | | |
| 131-135 N. Mar Vista (Mar Vista Union) | Rental Permanent supportive housing | Developer to submit tax credit application in July 2014. | 20 | 20 | 0 |
| TOTAL | | | 90 | 89 | 0 |

New construction projects are subject to the City's Inclusionary Housing Ordinance and/or the Density Bonus Ordinance and will require affordability as part of the project. - *Affordable: Very low, low and moderate income households-up to 120% of AMI; Workforce Housing-121% - 180% of AMI).*

Accomplishments: 10 affordable rehabilitation units were completed and 15 affordable units commenced construction or were placed under contract during the report period July 1, 2013 through June 30, 2014.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

The City administers several rental assistance programs and a homeless prevention program to assist persons with worst-case housing needs and persons with disabilities. In addition to 1,317 Housing Choice Vouchers (HCV), the City also administers 25 VASH vouchers and 100 Non-Elderly Disabled (NED) vouchers. Applicants for the HCV Program generally pay over 50% of their income towards rent at the time of eligibility determination. VASH serves homeless veterans, including those with disabilities. NED participants are disabled non-elderly persons that are either living in a skilled nursing facility where they have remained despite the ability to independently due to lack of access to affordable housing, or have been on the HCV Program waiting list.

PUBLIC HOUSING STRATEGY

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Violence Against Women Act (VAWA)

In accordance with the Violence Against Women Act and Department of Justice Reauthorization Act of 2005, the City of Pasadena Housing Department (CoPHD) developed and implemented policies and procedures protecting victims of domestic violence, dating violence, and stalking from discrimination in 2007. Participants may be issued a voucher and move in violations of their lease or move under portability to escape a life threatening situation.

Program Integrity

The CoPHD is very concerned about misuse of funding provided for the administration of the rental assistance programs. For this reason, staff places great emphasis on educating program applicants and participants about their responsibilities under the program guidelines. The CoPHD will continue to enforce the rules and regulations of the rental assistance programs administered by having a “zero tolerance for fraud” in accordance with the U.S. Housing and Urban Development (HUD).

House Notes – CoPHD’s Newsletter

The CoPHD publishes the House Notes newsletter containing program updates and useful information for all program participants and owners. In an effort to have an open communication between program participants and owners, the CoPHD notify program participants and owners about changes in the rental assistance program rules and regulations, and the CoPHD’s Administrative Plan. Housing Department also has a website for free affordable listings that the public can utilize. That website address is www.PasadenaHousingSearch.com.

Repayment Agreement

A Repayment Agreement is a document entered into between the CoPHD and a family who owes a debt to the CoPHD. If the family has a Repayment Agreement in place and incurs additional debt to the CoPHD, the CoPHD will enter into an additional or amended Repayment Agreement. The current Repayment Agreement in place will be considered in default and the family will be required to pay all debts in full within 90 days of the date of notification to the family

The CoPHD will propose the termination of rental assistance for program participants found to be repeat offenders of the rules and regulations of the rental assistance programs.

Applicants Debt

Applicants must have paid any outstanding debt owed the CoPHD or another housing agency as a result of prior participation in any Federal housing program. Families will have 90 days to pay any outstanding debts in full once their name has been reached.

Landlords/Owners

During PY 2013-2014, the CoPHD collected, from participating landlords, over \$13,167 in overpayments of Housing Assistance Payments (HAP). The CoPHD was stringent in placing abatements on behalf of subsidized units that did not meet the CoPHD’s Housing Quality Standards (HQS). In all cases, the owners were able to correct the deficiencies and payments were restored.

Project-Based Voucher Program

CoPHD began implementation of the Project-Based Voucher (PBV) Program in 2003. There are currently 202 units under HAP contracts for the PBV Program. Most of which serve special needs households including: disabled, homeless, and chronically homeless persons.

Housing Needs:

- Continue marketing the HCV Program at local community and governmental events to the general public.

- Assist HCV tenants to locate units outside areas of high poverty and minority concentration.
- Market HCV Program to owners outside areas of high poverty and minority concentration.
- Utilize Fair Housing and Resident Advisory Board to conduct presentations for the residents and the CoPHD participants.
- Provide free listings of affordable properties in the City of Pasadena.

The Section Eight Management Assessment Program (SEMAP) Score

During Program Years 2012-2014, the CoPHD was rated a High Performer. The CoPHD is focused on maintaining its SEMPA score and providing service to our community.

BARRIERS TO AFFORDABLE HOUSING

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

HUD requires the City to (jurisdiction) to explain whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. In addition, HUD requires the jurisdiction to identify the strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing. Such public polices and strategies to remove or ameliorate negative effects of public policies include:

A. Land Use Policies

The City permits a wide range of conventional single- and multi-family housing in Pasadena. The City’s policies for citing residential uses have been successful in facilitating and encouraging a broad range of special housing, including emergency shelters, transitional housing, residential care facilities, alcohol and drug rehabilitation homes, senior and assisted living housing. Pasadena’s proactive policies have helped facilitate the citing of more than 150 such facilities distributed throughout the community. Moreover, in 1997, the City also adopted a series of code amendments to improve housing opportunity in Pasadena. However, a review of the Zoning Code revealed several additional items which need to be refined to improve clarity.

Actions: The City will:

- Eliminate the occupancy restriction of 10 persons for emergency shelters in commercial and industrial zones as approved by the Planning Commission after adoption of the 2000-2005 Housing Element;

- Review the Zoning Code to ensure that the “Residential Care” use classification includes all types of group homes permitted under State law.

B. Development Standards

Residential development standards in the Zoning Code are flexible enough to encourage and facilitate a range in types and prices of housing for all economic and social segments of Pasadena’s population. Moreover, the City provides numerous incentives to facilitate the development of affordable and special needs housing through density bonuses, fee waivers, waivers of development standards, direct financial assistance and loans, and land write downs. Through a combination of regulatory and financial incentives, the City has been particularly successful in facilitating and encouraging a wide-range of housing types and prices in the community.

In the 1980s, the City enacted standards to ensure that high-density apartments and condominiums incorporate landscaped common open space rather than bulky mass designs. These standards have been successful in improving the livability of apartments and contributing to the high quality of life for Pasadena residents today. Although the Zoning Code allows for the waiver or modification of development standards to facilitate density bonus projects, concern has been expressed that it may be difficult to achieve maximum permitted density under the City of Gardens standards.

C. Rental Assistance

The Housing Choice Voucher (HCV) Program preferences are afforded to veterans, disabled persons, victims of domestic violence, homeless persons, and persons living or working in Pasadena. At the end of PY 2013-2014, the City of Pasadena Housing Department (CoPHD) had a total of 1,295 households that received HCV vouchers, 697 of which were issued to seniors.

In recent years, the CoPHD reports that lease-up rates (the number of persons whose vouchers have been accepted versus the total number of allocated vouchers) have declined to 94%. Pasadena’s lease-up rate is much lower than it was in the early 1990s, but still higher than many other jurisdictions in the San Gabriel Valley. The decline in lease-up rates is due to a number of factors: 1) the voucher does not cover the difference between HUD’s allowable rent and the market rent, 2) tenants must compete against non-Section 8 tenants for housing; and 3) landlords do not believe that working with HUD will be a benefit to them.

Actions: The City will:

- Re-examine the Housing Choice Voucher Program voucher preferences after 2010 Census data is released to determine the greatest areas of need in Pasadena;
- Extend preferences to families with children, youth leaving the foster care system, and other special needs groups;

- Continue to educate and enlist additional landlords to accept Section 8 vouchers;
- Continue to apply to HUD for increases in the payment standard;
- Continue to educate Rental Assistance program participants on how to effectively compete for housing.

D. Distribution of Community Services

Pasadena's General Plan sets forth various policies to ensure that each neighborhood receives an equitable level of services. This includes: 1) promoting the location of public and private community service facilities, and public and private recreation facilities throughout the community as a function of population distribution and need; and 2) promoting the accessible location of public and private community services facilities. Moreover, the reconfiguration of the City's transit system has also helped residents to access employment centers and health facilities located outside their immediate neighborhood.

In analyzing the distribution of community services and facilities, Northwest and Southeast Pasadena have one-half the park acreage per capita as other parts of Pasadena. This is particularly problematic for Northwest Pasadena, given the high percentage of families with children living in that area. To increase park space, the City may consider the following:

Actions: The City will:

- Continue to examine various sites in Pasadena for the potential location and development of neighborhood and community parks;
- Analyze ways to use public transit, such as extending routes, to allow residents of Northwest Pasadena to access other park facilities.

E. Transit Accessibility

Overall, the City's transportation system supplements services provided by MTA and addresses overall goals of the General Plan, such as linking residents to community services, human service providers, park and recreational facilities. During the past year, the addition of two routes specifically for Northwest residents has improved access to local employment centers and helped integrate Northwest Pasadena into other segments of the community. Comments received by the public have been generally favorable. Pasadena's proposed transit services will eventually improve mobility for residents when funding is available.

During the public input process, the Accessibility and Disability Commission noted that seniors and disabled persons who are transit-dependent have limited opportunities to participate in late evening meetings of the City Council and Planning Commission. Most

buses run only once an hour after 9:00 pm and service stops on many routes after 11:00 pm. The Area Rapid Transit System (ARTS) bus and Dial-A-Ride stops service at about 8:00 pm. Even if night meetings do not run later than service is provided, the Dial-A-Ride and Access system are overburdened and may be unavailable. To address these issues, the Committee recommended the following:

Actions: The City will:

- Continue to seek funding alternatives for expanding the ARTS system;
- Examine transit alternatives after late night meetings;
- Continue to examine ways to increase the capacity of Access and Dial-a-Ride.

F. Housing Conditions

As compared to many larger and older jurisdictions, Pasadena's housing stock is in relatively good condition. The City implements a variety of housing inspection programs to identify code violations and ensure that the housing stock is repaired in a timely manner. The Occupancy Program inspects every single-family home at the time of sale. The Quadrennial Inspection Program (Code Enforcement) inspects every apartment complex once every four years. At the same time, Code Enforcement and building officials respond to complaints. Finally, the City implements a comprehensive neighborhood revitalization program. However, in drafting various housing plans, it was evident that the City has not conducted a housing conditions survey in many years. Thus, it is not possible to determine, empirically, where housing investment is most needed and how neighborhood and housing conditions change over time. Although not having a housing conditions survey does not impede housing opportunity, a survey would help in targeting limited City resources.

Action: The City will:

- Conduct a citywide housing conditions survey.

G. Housing Accessibility

Persons with disabilities have particular difficulties finding affordable housing. For instance, to secure an apartment, persons with disabilities must typically have family members search for housing which meets building accessibility standards, are in proximity to transit alternatives, and are safe and affordable. Even professional rental search agencies/services rarely provide information to a prospective renter on whether a unit is accessible or not. As a result, finding an accessible apartment can be a daunting task for a person with disabilities.

An additional problem or challenge to locating accessible housing is the general lack of accessible units in the housing market today. Pasadena is an older and mature community with the majority of its housing stock built well before federal accessibility (ADA) requirements were in place. Thus, a large portion of the multi-family housing stock is less accessible to persons with disabilities.

Actions: The City will:

- Place a disability access symbol on “Project Place (internet) rental listings,” offered by the Housing Rights Center (HRC), which advertises apartments and denotes that the rental unit is accessible for persons with disabilities;
- Distribute fliers to apartment owners during the quadrennial inspection explaining disability laws, the benefits of long-term tenancy offered to persons with disabilities, and the relative low cost of accessibility modifications;
- Develop marketing brochures that explain the benefits of including accessibility and universal design features.

HOME/AMERICAN DREAM DOWN PAYMENT INITIATIVE (ADDI)

Assessment of Relationship of HOME Funds to Goals and Objectives

- 1. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**

The City continues to make steady progress in utilizing HOME monies to meet affordable housing goals, despite reduced funding and staffing levels (refer to tables in Annual Accomplishments and Projects In-Progress for details). During PY 2013-2014 the City entered into HOME contracts with: a) a CHDO for interior rehabilitation of a single-room occupancy permanent supportive housing project that serves over 141 homeless single persons; and b) a nonprofit sub-recipient to provide assistance to rehabilitate at least nine (9) owner-occupied single-family homes.

HOME Match Report

- 1. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.**

See Attachment A.

HOME MBE and WBE Report

- 1. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs).**

See Attachment A.

Assessments

1. Detail results of on-site inspections of rental housing.

All HOME rental units completed in any given program year shall be inspected by the City to ensure that Housing Quality Standards (HQS) are met and that the units are in compliance with HOME program guidelines. In Program Year 2013-2014 no HOME rental units were constructed or rehabilitated.

2. Describe the HOME jurisdiction's affirmative marketing actions.

The City has in place the mechanisms to affirmatively market HOME-assisted programs including advertising housing programs in local publications. The City offers information in both English and Spanish. The City collects and maintains statistical information on race and ethnicity.

3. Describe outreach to minority and women owned businesses.

The City advertises its contracting opportunities in the local newspaper and on the City's website. The City will continue its efforts to offer contracting opportunities to minority and women-owned businesses.

HOMELESS

HOMELESS NEEDS

1. Identify actions taken to address needs of homeless persons.

The City of Pasadena Housing Department is the Consolidated Applicant for Continuum of Care (CoC) funding for the Pasadena CoC. Pasadena receives approximately \$2.9 Million in Continuum of Care funding and \$140,000 in Emergency Solutions Grant funding to prevent and end homelessness. CoC funds go to eleven Permanent Supportive Housing projects, including 4 legacy Shelter Plus Care grants, rental assistance, and PSH projects; one transitional housing program; HMIS; and one supportive service only project that serves as the entry point for Pasadena's homeless services. In the past PY, Pasadena has implemented a Coordinated Entry System (CES) that serves homeless individuals. All placements in PSH for individuals is through the CES, which prioritizes placement for vulnerable and chronically homeless persons.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

The Pasadena CoC utilizes Rapid Rehousing; Permanent Supportive Housing including rental assistance; and case management services to assist homeless persons to make the transition to permanent housing. Homeless individuals are assessed and placed utilizing a CES, which links to both CoC PSH resources and permanent housing resources available through other means, including Los Angeles County housing resources.

The majority of persons exiting homelessness are placed in community-based housing with no subsidy. Those with greater needs are housed in permanent supportive housing. Centennial Place, a 142-unit SRO utilizes Project-Based Housing Choice Vouchers allocated by the City of Pasadena Housing Department to ensure affordability to very low-income homeless persons with disabilities. Clients are referred to Centennial Place through CES. Other PSH includes Hestia House, which provides 8 units of housing for chronically homeless transitional age youth; Navarro House, which provides 6 units of PSH for homeless chronic substance abusers; and Alliance for Housing & Healing, which provides 10 scattered site units for homeless families living with HIV/AIDS. Additional PSH resources are provided through legacy Shelter Plus Care and rental assistance units, totaling 80 scattered site units.

The Pasadena CoC works with two primary organizations, Housing Works and Pacific Clinics, to provide follow up case management to persons placed in permanent housing. Services provided include housing stability case management, mental health services, substance abuse treatment, assistance with increasing income, and community integration.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

The City of Pasadena as Consolidated Applicant received the following funding as part of the 2012 CoC Competition:

| | |
|---|------------------|
| Casa Maria 2011 | \$155,416 |
| CHOISS 1 2011 | \$106,095 |
| CHOISS 2 2011 | \$121,404 |
| Euclid Villa 2011 | \$163,700 |
| Hestia House 2011 | \$235,695 |
| HMIS 2011 | \$137,754 |
| Navarro House 2011 | \$43,724 |
| Passageways 2011 | \$960,122 |
| Shelter Plus Care Renewal 2011 | \$724,944 |
| Union Station Transitional Housing 2011 | \$122,097 |
| Shelter Plus Care 05 Chronic Renewal 2011 | \$53,256 |
| Shelter Plus Care Chronic 06 Renewal 2011 | \$55,632 |
| Planning Grant | |

SPECIFIC HOMELESS PREVENTION ELEMENTS

1. Identify actions taken to prevent homelessness.

The City of Pasadena funds a Homeless Prevention Program with Emergency Solutions Grants Funds. The program provides case management and short-term rental assistance to households determined to be at risk of homelessness. For PY 2013, the Homeless Prevention Program was funded with \$19,250 from the 2013 Emergency Solution Grant allocation. The Ecumenical Council of Pasadena Area Churches is the sponsor agency for the program, and have been providing services to low-income at-risk and homeless residents of Pasadena for over 100 years. Their onsite services additional to the Homeless Prevention Program and funded through other sources include a food pantry and the Women's Room, which provides case management and a safe space for homeless and at-risk women.

Accomplishments: 35 households were assisted in PY 2012 and 27 households (79 persons) were assisted in 2014. All remained housed for at least 90 after the end of financial assistance.

EMERGENCY SHELTER GRANTS (ESG)

To be added in final version.

COMMUNITY DEVELOPMENT

Assessment of Relationship of CDBG Funds to Goals and Objectives

1. Assess use of CDBG funds in relations to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.

Five-Year Priority Goals and Objectives

Through the City’s consolidated and collaborative planning effort, four (4) goals and twenty (20) objectives for the 2010-2015 Five-Year Consolidated Plan were developed and defined. Table 1.1 (below) lists the four (4) Priority Needs along with the goals and defined objectives for each.

| Priority Need | Goals & Objectives |
|---|---|
| <p style="text-align: center;">Housing</p> | <p>Goal #1 To improve and expand affordable housing options.</p> <ul style="list-style-type: none"> ➤ <u>Owner occupied housing</u>: Improve the quality of existing owner-occupied housing stock to support community and neighborhood stability relative to neighborhood revitalization efforts (i.e., housing made accessible, brought up to code, made safer and/or more energy efficient). ➤ <u>Housing for buyers</u>: Increase homeownership opportunities for low- or moderate- income residents through the construction of affordable homes, rehabilitation efforts or down payment assistance. ➤ <u>Rental housing</u>: Expand the number of affordable rental units and improve the quality of rental units available to low- or moderate-income individuals throughout the Pasadena community (i.e. renovation for accessibility and code issues). |
| <p style="text-align: center;">Homeless and Special Programs</p> | <p>Goal #2 To improve services to the homeless and special populations.</p> <ul style="list-style-type: none"> ➤ <u>Homeless</u>: Provide homeless prevention and intervention services including housing and supportive services (i.e. job training, childcare and access to services). ➤ <u>Special Programs</u>: Improve the availability of support services to specials populations. |
| <p style="text-align: center;">Community Development</p> | <p>Goal #3 Expand opportunities for small business activities that generate new employment opportunities and assist with the development of micro-enterprise.</p> <p>Goal #4 Increase access to resources for low/moderate income residents and community groups.</p> |

- Micro-enterprise:
 - ❖ Create opportunities for business retention, expansion and education activities that limit adverse community impacts and generate new employments opportunities for low – and moderate-income residents.
 - ❖ **Support capital improvement activities for economic** development programs, and financial assistance for small business development.

- Public Facility:
 - ❖ Support renovation of neighborhood facilities including schools that provide educational support, cultural enrichment, and community activities.
 - ❖ Support renovation of parks and recreation facilities that provide academics, sports and recreation, and other community activities.
 - ❖ Support renovation for health facilities that provide greater access to quality health to very low-, low- and moderate-income households.

- Public Service:
 - ❖ Support education programs that provide academic and family enrichment services.
 - ❖ Support employment and training which includes job replacement/retention services, referral services, and other supportive services.
 - ❖ Support career development programs that provide job preparation services to homeless and very low income individuals including youth and young adults ages 14-21 for entry or re-entry into the workforce.
 - ❖ Support food and nutrition programs that promote access to affordable nutritious food and nutrition education.
 - ❖ Support healthcare services that provide health assessments, medical, dental and mental health treatment, and education to families.

- Anti-Crime:
 - ❖ Support community violence and safety initiatives that provide violence and gang prevention/intervention activities that will result in a safer community.

- Youth Program:
 - ❖ Support youth programs that provide mentorship programs, recreational activities, educational opportunities, enrichment opportunities, youth participation in government, and other supportive services.
 - ❖ Support child care programs that provide services to low- and moderate-income households.

| | |
|--|--|
| | <ul style="list-style-type: none"> ➤ <u>Planning and Administration:</u> <ul style="list-style-type: none"> ❖ Support activities that include fair housing, housing, neighborhood revitalization, and economic development. ❖ Develop, guide and manage activities including fair housing services, that have both a long and short term impact of the community while meeting the National and local objectives |
|--|--|

2. Evaluate progress made towards meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

The City of Pasadena implements its housing programs through the use of HOME and ESG funds. During the 2013-14 program year, CDBG funds were not used towards affordable housing. Instead CDBG funds are used for other elements in support of providing affordable housing, including: activities that improve residential units, such as single-family housing; and activities that support fair housing and tenant/landlord housing counseling efforts. In PY 2013-2014, CDBG funds were used to rehabilitate 17 single-unit housing.

3. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

CDBG funds benefitted low- and moderate-income persons through a variety of activities meeting the National Objectives of LMC – Limited Clientele Activities, with subcategories of: Requiring Income Documentation (§570.208(a)(2)(i)(B)); and Programs Limiting Services to Low- and Moderate-Income (§570.208(a)(2)(i)(C)). In PY 2013-2014, \$(*) was expended for activities with a LMC National Objective. These funds helped serve (*) people. * To be added in final version.

Changes in Program Objectives

1. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

No changes were made to program objectives.

Assessment of Efforts in Carrying Out planned Actions

1. Indicate how grantee pursued all resources indicated in the Consolidation Plan.

* To be added in final version.

2. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

All project activities were reviewed to ensure that they met all program requirements and were consistent with the Consolidated Plan

3. Indicate how grantee did not hinder Consolidation Plan implementation by action or willful inaction.

The City of Pasadena did not hinder the implementation of its 2010-2015 Consolidation Plan by action or willful inaction.

For Funds Not used for National Objectives

1. Indicate how use of CDBG funds did not meet national objectives.

All CDBG-funded activities completed in PY 2013-2014, except those used for administration and planning, met one of the three National Objectives: Low/Mod; Slum/Blight; or Urgent Need. The City of Pasadena did not fund any activities under the Urgent Need or Slum/Blight national objective during PY 2013-2014.

2. Indicate how did not comply with overall benefit certification.

According to Federal regulations, at least 70% of CDBG Program expenditures must benefit low- and moderate-income persons over the City's one-year certification period. For PY 2013-2014, \$(*) or (*)% of the total qualified CDBG expenditures of \$(*), benefited low- and moderate-income persons. The City did not fund any activities that did not meet a National Objective (except for allowable planning and administration activities). * To be added in final version.

Anti-Displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- 1. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**
- 2. Describe steps taken to identify households, businesses, farms or non-profit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**
- 3. Describe steps taken to ensure timely issuance of information notices to displaced household, businesses, farms, or non-profit organizations.**

The City of Pasadena provided no CDBG funding for activities that involved acquisition, rehabilitation, and demolition of occupied real property during PY 2013-2014.

Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

1. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
2. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
3. If any of the jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

The City of Pasadena provided no CDBG funding for economic development activities during PY 2013-2014.

Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

1. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

Client income was verified for all CDBG-funded activities completed in PY 2013-2014, qualified under the National Objective of Low/Mod Limited Clientele (LMC), excluding the presumed group category, met the minimum 51% low- and moderate-income clientele requirement. In PY 2013-2014, \$(*) was expended for activities qualified as LMC. * To be added in final version.

Program Income Received

1. Detail the amount of program income reported that was returned to each individual revolving fund, e.g. housing rehabilitation, economic redevelopment, or other type of revolving fund.

The City of Pasadena received \$66,281.40 in program income during PY 2013-2014, which was returned to housing rehabilitation.

2. Detail the amount repaid on each float-funded activity.

The City of Pasadena did not have to repay any float-funded activities during PY 2013-2014.

3. Detail the amount of income received from the sale of property by parcel.

The City of Pasadena did not receive any income from the sale of property during PY 2013-2014.

Prior Period Adjustment – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:

- 1. The activity name and number as shown in IDIS;**
- 2. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;**
- 3. The amount returned to the line-of-credit or program account; and**
- 4. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.**

The City of Pasadena did not have any HUD-disallowed expenditures during PY 2013-2014.

Loans and Other Receivables

- 1. List the principle balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.**
- 2. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**
- 3. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**
- 4. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.**
- 5. Provide a list of parcels of property owned by the grantee or its sub-recipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.**

The City of Pasadena made a Section 108 Loan repayment of \$358,452.50 to close out the outstanding loan.

Lump Sum Agreements

1. Provide the name of the financial institution.
2. Provide the date the funds were deposited.
3. Provide the date the use of funds commenced.
4. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

The City of Pasadena had no lump sum agreements in PY 2013-2014.

Housing Rehabilitation – for each type of rehabilitation program for which project/units were reported as completed during the program year

1. Identify the type of program and number of projects/units completed for each program.
2. Provide the total CDBG funds involved in the project.
3. Detail other public and private funds involved in the project.

CDBG funds are used to implement residential rehabilitation activities in single-unit rehabilitation. Table 1.2 following list the rehabilitation activities and the total units completed in PY 2013-2014.

**Table 1.2
2013-2014 Housing Rehabilitation Units Completed (Single-Unit)**

| Agency | Project Title | Goal | Completed | Ratio | Budget | Expenditure |
|---|--|------|-----------|-------|-----------|-------------|
| Grid Alternatives | Pasadena Solar Affordable Housing Project | 4 | 4 | 100 % | \$50,000 | \$(*) |
| City of Pasadena- Planning & Development Department | Maintenance Assistance Services to Homeowners (MASH) Program | 14 | 13 | 93% | \$575,000 | \$(*) |

* To be added in final version.

Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies

1. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZ's or EC's that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

The City of Pasadena did not have a Neighborhood Revitalization Strategy in PY 2013-2014.

NON-HOMELESS SPECIAL NEEDS

NON-HOMELESS SPECIAL NEEDS

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons living with HIV/AIDS and their families).

The City of Pasadena Housing Department receives HOPWA Tenant-based Rental Assistance through the Los Angeles Housing and Community Investment Department (LAHCID). The City currently receives \$220,000 of funding to serve approximately 12 households headed by persons living with HIV/AIDS at any given time, an increase from prior years' funding of \$50,000, which allowed us to serve 5 households. These households are primarily made up of individuals, but also include families. The City receives referrals for this program through the Pasadena Public Health Department's Andrew Escajeda Clinic, Alliance for Housing & Healing, and utilizing the Pasadena Continuum of Care's Coordinated Entry System. These referring agencies provide supportive services to the clients, once housed, to assist them to remain stably housed. HOPWA participants transition to the Housing Choice Voucher Program (HCVP) after 12 months of HOPWA-funded rental assistance.

Accomplishments: 5 very low-income households with HIV/AIDS served in 2011; 5 served in 2012, 12 served in 2013.

The City also administers 100 Non-Elderly Disabled (NED) Housing Choice Vouchers. These NED Vouchers serve persons under age 62 with a disability. Of these, 60 are designated for Category 1 NEDs, or persons on the HCVP waiting list who meet the disability criteria, and 40 are for Category 2 NEDs, which serves persons exiting care facilities. The City receives referrals for Category 2 NEDs from agencies serving persons with disability, including SCAN Health; Westside Center for Independent Living; Alternative Home Care; County of Los Angeles Department of Mental Health; and the Independent Living Center of Southern California. These agencies also provide supportive services to NED participants once they are housed to assist with housing stability.

Accomplishments: An average of 50 households at any given time was served with the NED 1 Vouchers in 2013, and an average of 27 was served with the NED 2 Vouchers during the same period.

SPECIFIC HOPWA OBJECTIVES

The City of Pasadena is not a direct HOPWA grantee.

ATTACHMENT A

ATTACHMENT B

Annual Performance Report HOME Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0171
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

| | | | |
|---|--|----------------------|-----------------------------|
| Submit this form on or before December 31. | This report is for period (mm/dd/yyyy) | | Date Submitted (mm/dd/yyyy) |
| Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410 | Starting 07/01/2013 | Ending 06/30/2014 | 09/___/2014 |

Part I Participant Identification

| | | | |
|--|---|---|----------------------|
| 1. Participant Number M-13-MC-06-0527 | 2. Participant Name City of Pasadena | | |
| 3. Name of Person completing this report James Wong | | 4. Phone Number (Include Area Code) 626-744-8316 | |
| 5. Address 649 N. Fair Oaks Avenue, Suite 202 | 6. City Pasadena | 7. State CA | 8. Zip Code 91103 |

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

| | | | | |
|--|---|---|--|--|
| 1. Balance on hand at Beginning of Reporting Period \$0 | 2. Amount received during Reporting Period \$107,895 | 3. Total amount expended during Reporting Period \$107,895 | 4. Amount expended for Tenant-Based Rental Assistance \$0 | 5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 \$0 |
|--|---|---|--|--|

Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

| | a. Total | Minority Business Enterprises (MBE) | | | f. White Non-Hispanic |
|-------------------------|----------|--------------------------------------|------------------------------|-----------------------|-----------------------|
| | | b. Alaskan Native or American Indian | c. Asian or Pacific Islander | d. Black Non-Hispanic | |
| A. Contracts | | | | | |
| 1. Number | 1 | 0 | 0 | 1 | 0 |
| 2. Dollar Amount | 25,000 | 0 | 0 | 25,000 | 0 |
| B. Sub-Contracts | | | | | |
| 1. Number | | | | | |
| 2. Dollar Amount | | | | | |
| | a. Total | b. Women Business Enterprises (WBE) | c. Male | | |
| C. Contracts | | | | | |
| 1. Number | 1 | 0 | 1 | | |
| 2. Dollar Amount | 25,000 | 0 | 25,000 | | |
| D. Sub-Contracts | | | | | |
| 1. Number | | | | | |
| 2. Dollar Amounts | | | | | |

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

| | a. Total | Minority Property Owners | | | | f. White Non-Hispanic |
|------------------|----------|--------------------------------------|------------------------------|-----------------------|-------------|-----------------------|
| | | b. Alaskan Native or American Indian | c. Asian or Pacific Islander | d. Black Non-Hispanic | e. Hispanic | |
| 1. Number | 0 | | | | | |
| 2. Dollar Amount | | | | | | |

Part V Relocation and Real Property Acquisition

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

| | a. Number | b. Cost |
|--|-----------|---------|
| 1. Parcels Acquired | 0 | |
| 2. Businesses Displaced | 0 | |
| 3. Nonprofit Organizations Displaced | 0 | |
| 4. Households Temporarily Relocated, not Displaced | 0 | |

| Households Displaced | a. Total | Minority Business Enterprises (MBE) | | | | f. White Non-Hispanic |
|----------------------------------|----------|--------------------------------------|------------------------------|-----------------------|-------------|-----------------------|
| | | b. Alaskan Native or American Indian | c. Asian or Pacific Islander | d. Black Non-Hispanic | e. Hispanic | |
| 5. Households Displaced - Number | 0 | | | | | |
| 6. Households Displaced - Cost | | | | | | |

ATTACHMENT C

ANTI-POVERTY STRATEGY

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level

Based on the 2012 American Communities Survey, approximately 12.9% of the residents of the City of Pasadena live in poverty. The City's goal is to reduce the number of households with incomes below the poverty level. In order to achieve this goal, the City will implement several innovative programs and services to assist families impacted by the constraints of poverty. These efforts include the coordination with other public/private entities to provide a comprehensive approach to reduce the number of families living in poverty. The key components to this anti-poverty strategy consist of: personal/individual development, employment training/placement, counseling and other supportive services including rental housing assistance.

The City of Pasadena will seek to work in partnership with the County of Los Angeles Department of Public Social Services (DPSS), the Employment Development Department (EDD), Welfare Investment Act (WIA), Foothill Workforce Investment Board (WIB), Pasadena City College and other service providers to effectively implement its anti-poverty strategy. The following programs provide the most readily available array of services to facilitate the transition of individuals and families out of poverty. It is the City's intent that the provision of these programs and services will achieve the greatest positive impact possible upon households presently living in poverty.

1. Foothill Workforce Investment Board

The mission of the Foothill WIB is to provide quality education services, job training and skill development that will enable clients to secure employment opportunities. The WIB serves the Foothill region of the San Gabriel Valley, which includes the Cities of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre and South Pasadena. The principal programs operated by the WIB are as follows:

a. Workforce Investment Act (1998)

The Foothill WIB coordinates the delivery of services and programs for Pasadena residents under the Workforce Investment Act of 1998 (WIA). This is a federally funded program of the U.S. Department of Labor. WIA replaces the Job Training Partnership Act (JTPA) and is designed to assist economically disadvantaged youth, older workers, lower-income dislocated and unemployed workers, or workers recently laid-off due to company closures, downsizing, etc. WIA reforms federal job training programs and creates a new comprehensive, workforce investment system. The system is customer focused and will help residents access the tools they need to manage their careers. The Foothill Workforce Investment Board is also partnering with the Pasadena One-Stop Center to the deliver integrated, comprehensive system of employment and training services.

b. Pasadena One-Stop Center

ANTI-POVERTY STRATEGY

The Pasadena One-Stop Center provides an extensive array of employment training services, including information and referral, job training, computer training and assistance, job fairs, technical assistance and other supportive services for the unemployed and/or under-employed. The One-Stop Center has direct access to career planning and development information.

2. Pasadena Community College

Pasadena City College (PCC) is the local California community college with a seventy-five (75) year history of providing outstanding educational and economic opportunities for San Gabriel Valley residents and beyond. Fully accredited by the Western Association of Schools and Colleges, the college offers degree or certification programs in sixty academic areas and seventy vocational areas.

The PCC received \$1.1 million in CalWORKS funding from the California Community Colleges Chancellor's Office to provide education/training programs to CalWORKS recipients. In partnership with DPSS, PCC has developed the CalWorks Partnership Program to assist recipients enrolled in county approved education/training programs, work in paid work-study jobs, and participate in job preparation workshops. Students receive paid childcare during school/work hours and job placement assistance.

Services available through the PCC CalWORKS Partnership Program include: intake, assessment and referral; education/training program selection; childcare funds; referrals to childcare agencies; paid work-study jobs; job preparation workshops; job placement after vocational training; and educational planning.

3. County of Los Angeles Department of Public Social Services

The mission of the Los Angeles County Department of Public Social Services (DPSS) is "to provide effective services to individuals and families in need, which both alleviate hardship and promote personal responsibility and economic independence." DPSS administers the Temporary Assistance to Needy Families (TANF) program (known as CalWORKS in California) for Los Angeles County as well as the L.A. GAIN program, which is the welfare-to-work program for families receiving TANF.

The primary objective of L.A. GAIN is to help CalWORKS participants reach financial self-sufficiency through employment. L.A. GAIN uses a network of over three-hundred (300) outside service providers, including community college and school districts, job search providers, vocational assessors, child care resource and referral agencies, and adolescent family life agencies. GAIN participants are referred to services such as motivational training, job search and development and other training and education programs. Supportive services such as payment for

ANTI-POVERTY STRATEGY

childcare, transportation, and work-related expenses (books, clothing and supplies) are provided.

5. Union Station Homeless Services, Inc. - Sources: Job Training Program

Union Station Homeless Services, Inc. provides a unique and innovative job-training program - Sources. The Sources program serves the target population of homeless and very low-income individuals who are experiencing difficulty in finding employment. Services include job search, career counseling, interview techniques, workshops/seminars, etc. In addition, mentors and other supportive services are provided for clients as needed. Tracking and follow-up services are ongoing. Clients are able to use the resource room, which includes access to the fax machine, telephone, computer, voice mail messaging center, the Internet, e-mail, etc.