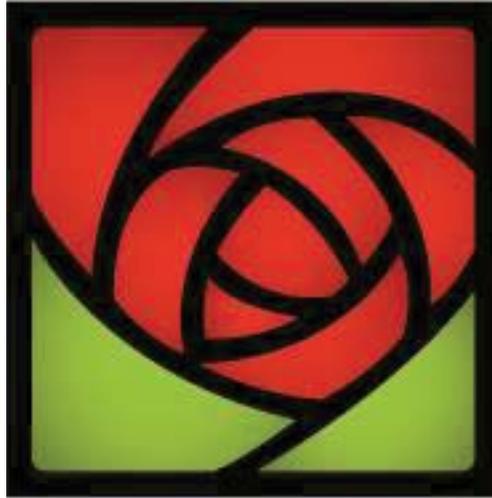


# CITY OF PASADENA



## **DRAFT** Consolidated Annual Performance and Evaluation Report (CAPER)

**2018-2019**

**CITY OF PASADENA**

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

**2018-2019 Program Year**

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This draft version contains incomplete sections highlighted in **Yellow**. These sections will be added in the finalized version submitted to HUD.

# **INTRODUCTION**

## **CITY OF PASADENA**

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

**July 1, 2018 to June 30, 2019**

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 Consolidated Annual Performance and Evaluation Report (CAPER) is an assessment of the (City) of Pasadena's activity performance funded by the three HUD formula grant programs: Community Development Block Grant (CDBG); Home Investment Partnership Act (HOME); and Emergency Solutions Grant (ESG).

The CAPER describes the City's performance for all HUD formula grant programs with respect to meeting the objectives and goals established in the City's Five-Year Consolidated Plan and in corresponding Annual Action Plan. Fiscal Year (FY) 2018-2019 is the fourth year in the Five-Year Consolidated Planning Period (Program Years 2015-2019) for the City.

## GOALS AND OUTCOMES (CR-05)

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

During Program Year 2018-2019, 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 2018 – 2019, the City of Pasadena received a total of \$2,962,470 in federal funds, which included \$1,984,992 in Community Development Block Grant (CDBG), \$818,655 in HOME Investment Partnership, and \$158,823 in Emergency Solutions Grant (ESG) funds. The City of Pasadena also received \$314,833 in CDBG Program income and \$198,807 in HOME program income for program year 2018-2019. Of noteworthy success, ESG funding provided homelessness prevention assistance to 32 persons in this fourth year of the Consolidated Plan, bringing the total to 252 which is 252% of the five-year goal.

**2018-2019 Federal Annual Allocation**

CDBG	HOME	ESG	TOTAL FEDERAL FUNDING
\$1,984,992	\$818,655	\$158,823	\$2,962,470

Table 1 – Funding Sources

### Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals are described in Table 2 below.

**HOME:** During PY 2018, the HOME-assisted rehabilitation of the Villa Los Robles project was completed; this project provides affordable rental housing for eight (8) families. Also, the HOME-assisted Decker Court and Gill Court homeownership projects were under construction with completion scheduled for PY19. Two homeowner rehabilitation projects are currently in progress, to be completed in PY19.

**CDBG:** During PY2018, significant achievement was made towards public facility and infrastructure improvements throughout the City. In addition, a total of six (6) owner-occupied housing units were rehabilitated.

Goal	Category	Source / Amount	Needs Addressed	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing	HOME: \$393,750	Rental units rehabilitated and/or preserved affordability	Household Housing Unit	317	19	5%	4	3	75%
Affordable Housing	Affordable Housing	HOME: \$3,882,982	Housing Constructed	Household Housing Unit	24	0	0%	7	0	0%
Business Facade Improvements	Non-Housing Community Development	CDBG: \$0	Facade treatment/business building rehabilitation	Business	5	2	40%	0	0	0
Homeless Intervention and Prevention	Homeless	ESG: \$4,650	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	200	118	59%	12	6	50%
Homeless Intervention and Prevention	Homeless	ESG: \$26,592	Homeless Person Overnight Shelter	Persons Assisted	2,950	1320	48%	373	330	88%
Homeless Intervention and Prevention	Homeless	ESG: \$20,000	Homelessness Prevention/ Coordinated Entry/Street Outreach	Persons Assisted	100	252	252%	20	32	160%

Goal	Category	Source / Amount	Needs Addressed	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase Jobs to Low-Income Persons	Non-Housing Community Development	CDBG: \$0	Economic Development	Jobs Created/Retained	10	0	0%	0	0	0%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$400,000	Public Facility or Infrastructure Activities	Persons Assisted	50,000	46,115	92%	21,800	21,800	100%
Owner-Occupied Housing Rehabilitation	Affordable Housing	CDBG: \$135,940 HOME: \$149,099	Housing	Housing Unit	100	69	69%	26	6	23%
Public Facility Improvements	Non-Homeless Special Development	CDBG: \$189,172	Public Facility or Infrastructure Activities	Persons Assisted	125,000	145,036	116%	0	43,735	n/a
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$161,172	Public Service Activities	Persons Assisted	6,500	2,229	34%	575	284	49%
Economic Development: Microenterprise Assistance	Non-Housing Community Development	CDBG: \$21,270	Economic Development	Micro-Enterprises	0	45	n/a	30	19	63%

**Table 2 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City’s 5-Year Consolidated Plan contains eleven objectives that represent high priority needs in the community. These objectives serve as a basis for implementing and administering entitlement funds. In no particular order, the following categories have been identified as high priority:

- Housing
- Public services
- Economic development
- Homelessness
- Public facility improvements
- Infrastructure improvements

## RACIAL & ETHNIC COMPOSITION OF FAMILIES ASSISTED (CR-10)

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME	ESG
White	15	3	238
Black or African American	95	0	110
Asian	8	0	4
American Indian or American Native	3	0	3
Native Hawaiian or Other Pacific Islander	2	0	2
<b>Total</b>	<b>123</b>	<b>3</b>	<b>357</b>
Hispanic	110	3	137
Not Hispanic	174	0	233

**Table 3 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

For CDBG, there are some assisted families that do not fall into the racial categories provided in the table above. A total of 84 assisted families did not fall into a race category provided in the above table. Of that amount, 73 were of Hispanic ethnicity.

The HOME households information in Table 2 are for the HOME-assisted units in the Villa Los Robles affordable rental project (473 N. Los Robles Ave.). The project (which has a total of 8 affordable units) was rehabilitated during the Program Year.

ESG program intake forms list five race categories from which participants can self-identify. Additionally, participants can identify as “multiple races” or select “client doesn’t know/client refused”. Three hundred fifty seven ESG program participants fell into the first five race categories, and an additional 15 participants selected either “multiple races” or “client doesn’t know/client refused.” Program participants must also select either “Hispanic” or “Not Hispanic” as their ethnicity and also have to the option to refuse to state an ethnicity or reply “don’t know.” One thirty seven participants identified as “Hispanic,” 137 participants identified as “Not Hispanic,” and 2 participants refused to state an ethnicity or replied “don’t know.”

# RESOURCES & INVESTMENT (CR-15)

Identify the resources made available.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	HUD	\$2,299,825	\$1,614,116
HOME	HUD	\$1,017,472	\$547,488
ESG	HUD	\$245,737	\$82,763

Table 4 - Resources Made Available (Includes Program Income)

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Pasadena	100%	100%	Jurisdiction

Table 5 – Identify the geographic distribution and location of investments

## Narrative

In Table 4, HOME funds not been expended during the Program Year are allocated to the Single-Family Housing Rehabilitation Loan program for which a Request For Proposals is planned to be issued in FY 2020. CDBG funds for the housing rehabilitation program were not totally expended, some public service costs were disallowed, and the program received more program income than expected. ESG funds were allocated to several new programs this year, including two Rapid Rehousing programs. These programs experienced significant ramp up periods during which the sub-recipient agencies hired new staff and conducted training. Due to a very tight rental market, and the extreme challenges of finding contract rents below FMR, both rapid rehousing programs also experienced considerable difficulty in finding apartments for their participants to lease, which limited their spending.

**Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

**HOME:** In PY 2018 HOME funds in the amount of \$393,750 were committed to the Villa Los Robles rehabilitation project (8 rental units). In addition, the City committed local Housing Successor funds in the amount of \$656,250 to this project. At the end of PY 2018, the City exceeded the HOME matching requirement by \$11.8M.

**ESG:** Matching funds were satisfied through the allocation of City General Funds to match the portion of ESG retained by the City for HMIS and administration. ESG funds that were distributed to sub-recipients were matched with sub-recipient agency funding, primarily obtained through fund-raising efforts.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$11,220,634.22
2. Match contributed during current Federal fiscal year	\$656,250
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$11,876,884.22
4. Match liability for current Federal fiscal year	(\$25,588.71)
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$11,851,295.51

**Table 6 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated Labor	Bond Financing	Total Match
1449	7/2/18	\$656,250	\$0	\$0	\$0	\$0	\$0	\$656,250

**Table 7 – HOME Match Contribution for the Federal Fiscal Year**

Program Income Report		
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period
\$1,244,875	\$198,807	\$0
		Amount expended for TBRA
		0
		Balance on hand at end of reporting period
		\$1,443,682

**Table 8 – HOME Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	1	0	0	0	0	0
Dollar Amount	\$900,242	0	0	0	0	\$0
<b>Sub-Contracts</b>						
Number	16	0	0	0	0	0
Dollar Amount	\$519,633	\$0	\$51,200	\$0	\$68,000	\$400,433
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number	1	0	1			
Dollar Amount	\$900,242	0	\$900,242			
<b>Sub-Contracts</b>						
Number	16	2	2			
Dollar Amount	\$519,633	\$51,000	\$468,633			

**Table 9 – Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 10 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 11 – Relocation and Real Property Acquisition**

## AFFORDABLE HOUSING (CR-20)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	11	3
Number of special-needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>11</b>	<b>3</b>

Table 12 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	7	0
Number of households supported through the rehab of existing units	26	9
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>35</b>	<b>9</b>

Table 13 – Number of Households Supported

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

### HOME

The difference is due to the timing between committing HOME funds to new projects, and the completion of those projects. Typically, this timeframe bridges two consecutive program years. In Tables 11 and 12, the One-Year Goals reflect anticipated commitment of HOME funds to new projects during the 2018-2019 Program Year. The Actual figures reflect completion of existing projects that received HOME funding commitments in prior Program Years. Another challenge has been identifying CHDO-eligible projects.

### CDBG

The City's housing rehabilitation had more work than workers available for work. As a result, the program was able to completed 6 of the expected 22 housing units.

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

HOME

Through the Substantial Amendment process, adjustments will be made to future annual action plans to achieve better alignment of One-Year Goals and Actual outcomes.

CDBG

The housing rehabilitation program will hire new staff to increase productivity.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	114	0
Low-income	26	3
Moderate-income	103	0
<b>Total</b>	<b>243</b>	<b>3</b>

**Table 14 – Number of Persons Served**

The three (3) units noted in Table 14 for HOME are from the Villa Los Robles affordable rental project (473 N. Los Robles Ave.). The project was rehabilitated during the reporting year with HOME and other local housing funds. Three (3) of the 8 project units are HOME-assisted.

## HOMELESS & OTHER SPECIAL NEEDS (CR-25)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Homeless persons are reached through a Coordinated Entry System (CES) process that is designed to identify, engage, and assist homeless individuals and families to ensure that those who request or need assistance are connected to proper housing and services. The CES is linked to street outreach throughout the CoC so that people sleeping on the streets and others least likely to access services are prioritized for assistance in the same way as all other homeless persons. The VI-SPDAT is used as a tool that helps determine chronicity and vulnerability. Outreach workers administer VI-SPDAT on the streets, encampments, and other areas to identify best type of support and housing interventions including PSH and RRH with a HF approach. The CoC advertises the CES process in various ways that include: 1) leaving business cards of outreach workers; 2) leaving flyers that describe the process and includes contact information; 3) leaving information at service sites; 4) leaving information at public locations; 5) educating mainstream service providers; 6) at events that attract people experiencing homelessness; 7) seasonal shelter programs; 8) 211 help line; and 9) meal programs at community centers and parks.

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

Goal: Provide hypothermia prevention emergency bed services for up to 350 unduplicated homeless persons.

Action: Implement up to 150 weather-activated emergency shelter beds for use by homeless persons during cold or inclement weather.

Outcomes: The Bad Weather Shelter provided hypothermia prevention emergency beds for 322 unduplicated persons who received 906 bed-nights of emergency shelter service. Additionally, a TAY motel voucher program was implemented which provided 163 bed-nights of emergency shelter services to 8 unduplicated persons.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or**

## youth needs.

Goal: Provide expanded homelessness prevention assistance for extremely low-income individuals and families.

Action: Implement additional homelessness prevention activities to provide homeless prevention to 20 at-risk extremely low-income households.

Outcome: ESG-funded homelessness prevention assisted 32 extremely low-income persons.

Goal: Prevent persons exiting institutions and systems of care from exiting into homelessness.

Action: Continue to work with Huntington Hospital to strengthen in-reach to homeless persons who are in in-patient placements, to assess for housing and services prior to discharge.

Outcome: Representatives from the Pasadena CES continued meeting regularly with Huntington Hospital social workers to discuss discharge plans for homeless persons prior to hospital exit. In the past year the Pasadena CoC reconvened its Healthcare Committee which now meets monthly to improve systems integration in order to improve access to emergency shelter and other homeless services for people exiting the hospital.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Pasadena has an established coordinated entry system (CES) which quickly connects homeless people with PH. The system uses a hybrid approach, with a 24-hr central phone system for families and decentralized systems for individuals and youth that allows assessment by any agency or street outreach worker. Additionally, families can now be referred directly by partner agencies, bypassing the 24-hr phone system. CES uses the VI-SPDAT, FVI-SPDAT, and Next Step Tool (all embedded in HMIS) to assess LOT homeless which, combined with entry & exit dates, allows the CoC to track LOT homeless. Persons are prioritized for housing using an HMIS-generated prioritization list based on HUD Notice CPD-16-11 (prioritizing longest LOT homeless) and working groups from the individual, family, and youth CES meet regularly to review the list. Families are prioritized for RRH, non-chronic veterans for SSVF, and chronically homeless veterans for HUD-VASH. Recent increased efforts to outreach to and prioritize for housing those with the longest histories of homelessness has resulted in an increase in the Pasadena

Continuum of Care average length of time homeless. The CoC continues to increase PSH & RRH through federal, state, county & private sources, and ESG prioritization of funds.

Households placed in permanent housing either through Rapid Rehousing or other affordable housing are provided follow-up case management, which includes linkages to mainstream benefits and job training if appropriate.

## **PUBLIC HOUSING (CR-30)**

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

The City of Pasadena does not own or operate any Public Housing units; therefore, there were no actions taken to address the needs of Public Housing.

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

The City of Pasadena does not own or operate any Public Housing units; therefore, this is not applicable.

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

The City of Pasadena Housing Department (CoPHD) administers the Housing Choice Voucher program. CoPHD is identified as a high performing Housing Authority according to HUD's Section 8 Management Assessment Program (SEMAP); therefore no actions taken to provide assistance to a troubled PHA.

## **OTHER ACTIONS (CR-35)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

During the Program Year, the City Council directed staff to develop recommendations to strengthen the City's Tenant Protection ordinance. Staff returned to City Council on with recommendations which were approved.

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

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; and 3) reconfiguring the City's transit system to help residents access job centers and health facilities located outside their immediate neighborhood. The City will continue to examine various sites in Pasadena for the development of parks, analyze ways to use public transit to allow residents of Northwest Pasadena to access other park facilities, and evaluate the fee structure to determine whether it is sufficient to fund the acquisition, development, and maintenance of parks.

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

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.

In addition, the City annual funds a lead-paint stabilization project through CDBG. Risk

assessments are performed on the interior and exterior of households.

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

The City will work to implement Collaborate Pasadena, as well as continue to fund programs aimed at increasing employment, enhancing educating, and reducing food insecurity. Collaborate Pasadena is a framework for the Pasadena Unified School District, and the City of Pasadena to work together to build a commitment toward a shared vision to create better outcomes for children, youth, families and all residents. The City is also partnering with the Housing Rights Center to address issues of fair housing, provide credit counseling services, and 1st time homebuyer seminars.

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

During the past year The City of Pasadena created the Homeless Project Committee, a partnership of ten city departments to alleviate quality of life issues in Pasadena directly related to homelessness by using a holistic and collaborative approach. City departments such as Police, Housing, Public Health, Library, Transportation, and Public Health have coordinated efforts and resources to more effectively and efficiently serve residents experiencing homelessness.

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

The Pasadena Partnership to End Homelessness meets semi-annually, with monthly working committee meetings, including the Housing Committee, Planning & Research Committee, Faith Community Committee, Healthcare Committee, and the Street Outreach Collaborative. The Partnership and the working committees each contain representatives from public and private agencies serving homeless and at-risk populations. Additionally, the CES holds a bi-weekly housing navigator meetings for each population (individuals, families, youth) at which staff from share resources and participate in case conferencing. This meeting includes staff from the Department of Veteran's Affairs, City of Pasadena, HIV/AIDS providers, and other local non-profits.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

HOME: Under City guidance, affirmative marketing activities were implemented by developers of HOME-assisted projects which focused on marketing and the selection of housing applicants within the local Pasadena community.

ESG: An impediment identified through the Analysis of Impediments (AI) was “Housing for previously homeless persons”.

Recommendation Action: Utilize ESG funds for Rapid Rehousing to assist formerly homeless people transition back to permanent housing.

Outcome: 6 homeless persons in families were assisted in permanent housing using ESG-funded Rapid Rehousing.

## MONITORING (CR-40)

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

### CDBG

The City seeks to monitor each of its CDBG sub-recipients annually to determine program compliance and progress. The goal of the monitoring is to help each sub-recipient to succeed in administering and utilizing its CDBG funds. All CDBG projects are reviewed by an In-Progress Monitoring (IPM) approach. On-site field monitoring visits are conducted through detailed review and analysis of a representative sampling of client files; and a review of supporting documentation to ensure compliance with City standards & HUD regulations. Desk-top reviews are conducted, which include analysis of data gathered through the *CDBG Tracking Log* related to the following areas: timely submission of quarterly reports; timely expenditure of funds; and compliance with contract provisions.

### ESG

ESG Programs are monitored annually, either as a desk monitoring using HMIS and financial submittals data, or as an on-site monitoring. Each project is given an on-site monitoring at least once every two years and annually if there are findings in the prior program year.

ESG Program recipients who do not meet local and/or HUD performance targets and/or do not meet expectations and compliance of program and grant management of their program may be subject to having their projects reduced in whole or in part and may not be funded in future competitions.

### HOME

The City monitors HOME activities as required by HUD in accordance with the agreement between the City and HOME funding recipient (the "Recipient").

For construction or rehabilitation activities, the City monitors to ensure that Recipients adheres to the scope of work and schedule of performance.

For completed projects after first year of operation, recipients are required to submit annual program reports, financial statements, and certifications. Annual monitoring includes ensuring that the Recipients comply with the terms of their agreements, including compliance with beneficiary income and other eligibility requirements, and rent limits. Staff utilizes both "desk-monitoring" and on-site monitoring to assess project compliance over the duration of the HOME affordability period.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

### **Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

#### Public Review and Comment Period

This draft version of the 2018-2019 CAPER was made available for public review and comment during a 15-day public notice period, as mandated by HUD. The public notice was published in the Pasadena Now newspaper. A printed copy of the draft CAPER was made available at the Housing Department, located at 649 N. Fair Oaks Ave., Suite 202, Pasadena, CA 91103. The Draft was also distributed to 9 public libraries, and 4 community centers throughout the City. A digital copy was also made available for viewing and downloading on the Housing Department website: [www.cityofpasadena.net/housing](http://www.cityofpasadena.net/housing). The Final CAPER, in its complete form, will be posted to the website shortly after submission to HUD. Translators are provided at all public hearings upon request.

No public comments were received.

## **CDBG (CR-45)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Pasadena will amend 5-Year Con Plan goals to reflect modest and reasonable outcomes.

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

The City does not receive BEDI grants.

## HOME (CR-50)

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations.**

**Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Five (5) projects were scheduled for HOME inspections during the Program Year 2018-2019 and all projects were inspected by the end of the Program Year: Agape Court (46 units for families), Hudson Oaks (44 units for seniors), Pasadena Silvercrest (75 units for seniors), Sierra Rose (group home), and Wynn House (group home). No significant issues were detected.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City requires that the appropriate affirmative fair housing marketing policies are followed by recipients of HOME funds. Where HOME-assisted projects are located within a community which is comprised of a significant percentage of minority populations, the City requires developers of such projects to conduct affirmative, targeted marketing within these communities. This requirement is further supported by a City policy which gives preference to household applicants who live in Pasadena. These efforts have resulted in positive outcomes overall. Please refer to IDIS project completion reports, which evidence that a significant proportion of beneficiary households belong to minority and/or underserved populations. In addition, construction projects subsidized with HOME funds are subject to Section 3 regulations. Furthermore, developers of City-funded construction projects are required to comply with the City's local hiring ordinance.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During Program Year 2018-2019, only HOME Entitlement funds and IU funds program were expended (disbursed) for projects under construction, which consisted of Decker Court (9 units), Gill Court (7 units), Villa Los Robles rehabilitation (8 units), and two (2) single-family rehabilitation units. Decker Court will provide affordable homeownership housing for nine (9) low income families. Gill Court will provide affordable homeownership housing for seven (7) low income families. Villa Los Robles (completed during the Program Year) provides affordable rental housing for eight (8) low income families. The single-family rehabilitation projects are owner-occupied by two (2) low income families.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

- HOME funds in the amount of \$393,750 plus \$656,250 in local Housing Successor funds were committed for the rehabilitation of Villa Los Robles, an 8-unit affordable rental housing project for families. The useful life of the project, as well as its affordability period, were extended.
- Action was taken by the City Council to proceed with the development of the City-owned "Heritage Square South" site as a mixed-used project, with a residential component consisting of up to 70 units of permanent supportive housing for seniors.

# ESG (CR-60)

## Recipient Information

### Basic Grant Information

Recipient Name	PASADENA
Organizational DUNS Number	028900439
EIN/TIN Number	956000759
Identify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

### ESG Contact Name

Prefix	Ms
First Name	Jennifer
Last Name	O'Reilly-Jones
Title	Project Coordinator

### ESG Contact Address

Street Address 1	649 N. Fair Oaks Avenue
Street Address 2	Suite 202
City	Pasadena
State	CA
ZIP Code	91109-
Phone Number	
Email Address	

### ESG Secondary Contact

Prefix	Mr
First Name	Randy
Last Name	Mabson
Title	Project Coordinator
Phone Number	626-744-8321
Email Address	rmabson@cityofpasadena.net

## Reporting Period

Program Year Start Date	07/01/2018
Program Year End Date	06/30/2019

## Subrecipient Form

**Subrecipient or Contractor Name:** Hathaway-Sycamores Child and Family Services

**City:** Pasadena

**State:** CA

**Zip Code:** 91124

**DUNS Number:** 083776674

**Is subrecipient a victim services provider:** No

**Subrecipient Organization Type:** Non-profit

**ESG Subgrant or Contract Award Amount:** \$64,606, \$33,000 (2 contract awards)

**Subrecipient or Contractor Name:** Ecumenical Council of Pasadena Area Churches  
(Friends in Deed)

**City:** Pasadena

**State:** CA

**Zip Code:** 91104

**DUNS Number:** 168957306

**Is subrecipient a victim services provider:** No

**Subrecipient Organization Type:** Non-profit

**ESG Subgrant or Contract Award Amount:** \$25,000; \$20,000 (2 contract awards)

**Subrecipient or Contractor Name:** Housing Works

**City:** Pasadena

**State:** CA

**Zip Code:** 91107

**DUNS Number:** 794122882

**Is subrecipient a victim services provider:** No

**Subrecipient Organization Type:** Non-profit

**ESG Subgrant or Contract Award Amount:** \$25,000

**Subrecipient or Contractor Name:** Foothill Unity Center

**City:** Pasadena

**State:** CA

**Zip Code:** 91107

**DUNS Number:** 787910546

**Is subrecipient a victim services provider:** No

**Subrecipient Organization Type:** Non-profit

**ESG Subgrant or Contract Award Amount:** \$25,000

# ESG PERSONS ASSISTED (CR-65)

Number of Persons in Households	Total
Adults	24
Children	8
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>32</b>

Table 15 – Household Information for Homeless Prevention Activities

Number of Persons in Households	Total
Adults	6
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>6</b>

Table 16 – Household Information for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	330
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>330</b>

Table 17 – Shelter Information

Number of Persons in Households	Total
Adults	9
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>9</b>

Table 18 – Household Information for Street Outreach

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	364
Children	8
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>372</b>

**Table 19 – Household Information for Persons Served with ESG**

	<b>Total</b>
Male	249
Female	121
Transgender	2
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>372</b>

**Table 20 – Gender Information**

	<b>Total</b>
Under 18	8
18-24	37
25 and over	327
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>372</b>

**Table 21 – Age Information**

## Special Populations Served

### Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	17	0	0	17
Victims of Domestic Violence	62	5	1	56
Elderly	32	1	0	31
HIV/AIDS	6	2	0	4
Chronically Homeless	113	0	1	112
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	135	1	4	130
Chronic Substance Abuse	68	0	1	67
Other Disability	146	3	0	143
Total (unduplicated if possible)	349	4	5	340

**Table 22 – Special Population Served**

### NARRATIVE

Pasadena continued outreaching to its most vulnerable populations this program year, resulting in a decrease in the chronically homeless population.

# ESG ASSISTANCE PROVIDED & OUTCOMES (CR-70)

## Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	2,250
Total Number of bed - nights provided	1,069
Capacity Utilization	47.5%

Table 23 – Shelter Capacity

### Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The Consolidated Applicant for the Pasadena CoC, the City of Pasadena Housing Department, is also the responsible party for the Con Plan and the ESG/CDBG entitlement jurisdiction administrator. Staff responsible for CoC planning is also responsible for ESG planning and coordinates on an ongoing basis with CDBG staff to ensure that the Con Plan fully represents and addresses the needs of homeless individuals and families. Consolidated Plan goals are discussed and developed at the Pasadena CoC meetings. The City of Pasadena Housing Department, in consultation with homeless services and housing providers, established the Pasadena Partnership to End Homelessness, consisting of community and faith-based organizations, educational institutions, non-profit organizations, private industry, and federal, state, and local government. The Pasadena Partnership seeks to establish a network of service delivery to aid the people experiencing homelessness and those at-risk of homelessness through coordination of services and resources, collaboration, communication, and planning. The Partnership seeks to continually develop and implement performance standards to measure the effectiveness at targeting those who need the assistance most, reducing the number of people living on the streets or emergency shelters; shortening the time people spend homeless, and reducing each participant’s housing barriers or housing stability risks. In addition to measuring performance related to sheltering of the homeless, the Partnership also measures prevention, community integration, outreach, and income and support services.

## ESG EXPENDTURES (CR-75)

### ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	\$9,500	13,092	\$11,695
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$0	\$3,000	\$0
Expenditures for Housing Relocation & Stabilization Services - Services	\$10,500	\$13,500	\$13,500
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	\$0	\$0	\$0
<b>Subtotal Homelessness Prevention</b>	<b>\$20,000</b>	<b>\$29,592</b>	<b>\$25,195</b>

Table 24 – ESG Expenditures for Homelessness Prevention

### ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Expenditures for Rental Assistance	\$26,000	\$26,886	\$15,365
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	\$0	\$0	\$0
Expenditures for Housing Relocation & Stabilization Services - Services	\$24,000	\$23,114	\$26,060
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	\$0	\$0	\$0
<b>Subtotal Rapid Re-Housing</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$41,425</b>

Table 25 – ESG Expenditures for Rapid Re-Housing

### ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Essential Services	\$26,060	\$26,060	\$26,041
Operations	\$0	\$0	\$0
Renovation	\$0	\$0	\$0
Major Rehab	\$0	\$0	\$0
Conversion	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$26,060</b>	<b>\$26,060</b>	<b>\$26,041</b>

Table 26 – ESG Expenditures for Emergency Shelter

## Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2016	2017	2018
Street Outreach	\$40,300	\$40,800	\$53,300
HMIS	\$2,400	\$2,400	\$0
Administration	\$12,069	\$12,069	\$11,234

Table 27 - Other Grant Expenditures

## Total ESG Grant Funds

Total ESG Funds Expended	2016	2017	2018
	\$150,829	\$160,921	\$143,864

Table 28 - Total ESG Funds Expended

## Match Source

	2016	2017	2018
Other Non-ESG HUD Funds	\$2,400	\$0	\$0
Other Federal Funds	\$0	\$0	\$0
State Government	\$0	\$0	\$0
Local Government	\$12,069	\$11,234	\$11,234
Private Funds	\$136,360	\$133,117	\$133,117
Other	\$0	\$0	\$0
Fees	\$0	\$0	\$0
Program Income	\$0	\$0	\$0
<b>Total Match Amount</b>	\$150,829	\$144,351	\$144,351

Table 29 - Other Funds Expended on Eligible ESG Activities

## Total

Total Amount of Funds Expended on ESG Activities	2016	2017	2018
	\$301,658	\$305,272	\$288,215

Table 30 - Total Amount of Funds Expended on ESG Activities

# **ATTACHMENT A**

**PUBLIC NOTICE BY THE CITY  
OF PASADENA OF A SCHEDULED  
PUBLIC HEARING BY THE  
CITY COUNCIL RELATING TO  
THE 2018-2019 CONSOLIDATED  
ANNUAL PERFORMANCE  
AND EVALUATION REPORT  
(CAPER) FOR THE COMMUNITY  
DEVELOPMENT BLOCK GRANT  
PROGRAM, EMERGENCY  
SOLUTIONS GRANT PROGRAM,  
AND THE HOME INVESTMENT  
PARTNERSHIPS PROGRAM**

The City of Pasadena announces that a draft copy of the Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year (PY) 2018-2019, as required by the United States Department of Housing and Urban Development (HUD), will be available for public review and comment commencing on September 12, 2019 and continuing through September 23, 2019.

The CAPER assesses the City's progress in carrying out the final year (July 1, 2018 - June 30, 2019) of the Strategic Plan which is described in the 5-Year (2015-2019) Consolidated Plan, regarding federal entitlement funding from the Community Development Block Grant (CDBG) Program, the Emergency Solutions Grants (ESG) Program, and the Home Investment Partnerships (HOME) Program.

The Pasadena City Council and the Housing and Career Services Department are vitally interested in improving and increasing communication with Pasadena citizens in the area of housing, community development, and economic development. The scheduled opportunity for the public to make comments regarding the PY 18-19 CAPER will be provided at the following location and time:

City Council Public Hearing  
Monday, September 23, 2019, at 7:00 p.m.  
Pasadena City Hall - City Council Chambers  
100 N. Garfield Avenue, Pasadena, CA 91109

A copy of the draft PY18-19 CAPER will be available for public review on the City's website (<http://www.cityofpasadena.net/>) and at the following locations commencing on September 12, 2019 and continuing through September 23, 2019:

**1. HOUSING DEPARTMENT:**  
Renaissance Plaza -649 N. Fair Oaks Ave., Suite 202,  
Pasadena, California (626)744-8321  
Mondays and Tuesdays, September 16, 17 and 23  
between 8:00a.m. and 1:00p.m., Wednesday, September  
18, and Thursdays, September 12 and 19 between 12:00  
p.m. and 5:00 p.m.

**2. COMMUNITY FACILITIES:**  
Jackie Robinson Center -1020 North Fair Oaks Ave,  
Pasadena (626)744-7300\*  
Villa-Parker-Neighborhood Center -363 East Villa Street,  
Pasadena (626)744-6530\*  
Pasadena Senior Center -85 East Holly Street, Pasadena  
(626)795-4331\*  
Victory Park Center - 2575 Paloma Street, Pasadena  
(626)744-7500\*

**3. ALL BRANCHES OF THE PUBLIC LIBRARY:**  
Allendale - 1130 South Marengo Avenue, Pasadena  
(626) 744-7260\*; Central Library - 285 East Walnut  
Street, Pasadena (626) 744-4066\*; Hastings - 3325  
East Orange Grove Blvd., Pasadena (626) 744-7262\*;  
Hill Avenue - 55 South Hill Avenue, Pasadena (626)  
744-7264\*; La Pantoesea - 1355 North Raymond  
Avenue, Pasadena (626) 744-7268\*; Laminda Park -  
140 South Altadena Drive, Pasadena (626) 744-7266\*;  
Linda Vista - 1281 Bryant Street, Pasadena (626) 744-  
7278\*; San Rafael - 1240 Nithsdale Road, Pasadena  
(626) 744-7270\*; Santa Catalina - 999 East Washington  
Blvd., Pasadena (626) 744-7272\*  
**\*Check these facilities for hours of availability**

4. City of Pasadena website: <http://www.cityofpasadena.net/>

The final version of the CAPER will be available for public review following the required HUD submission. Comments in writing, from the public, regarding the draft CAPER will be received by the Housing Department, located at Renaissance Plaza, 649 N. Fair Oaks Ave., Suite 202, Pasadena, from 8:00 a.m. on September 12, 2019 through 5:00 p.m. on September 23, 2019. Comments may also be submitted verbally or in writing to the City Council at the public hearing on September 23, 2019. If you have any questions, you may contact Randy Mabson, CDBG Coordinator at the City of Pasadena Housing & Career Services Department, at (626) 744-8321.

Steve Mermell, City Manager, P.O. Box 7115,  
Pasadena, CA 91109

Published: September 12 & 19, 2019  
Pasadena Journal

# **ATTACHMENT B**

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: 1015 Lake Building Renovation**

Operating Agency: Housing Department - City of Pasadena

Contract Period: 7/1/18 - 6/30/20

Activity Code: 03E Neighborhood Facilities

National Objective: 570.208 (a)(2)(i)(B) LMC (51%)

**Project Summary**

This project will renovate a public facility located at 1015 N. Lake Ave. The building is in need of rehabilitation including ADA improvements, roof replacement, HVAC, electrical & plumbing improvements, and facade improvements.

**Accomplishments**

Performance Indicator: Facility

Quantitative Goal: 1 Cumulative: 37 Ratio: 3700.00%

**Annual Narrative**

the building's deteriorate roof was replaced for \$121,000, which covered over 10,000 square feet. Staff is in the process of hiring an architect, to help in the development of a capital improvement plan for the building. In addition, service for a site survey are also being procured. A design plan and schematic is expected to be presented in Q3 of the 201-20 program year. In between that time the property manager continues to look for prospective non-profit tenants to occupy the building.

**Accomplishment Quantity: 37**

	Non-Hispanic	Hispanic
White	17	0
Black/African American	11	0
Asian	3	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	1	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	0	5

**Household**

Female Headed Household 0

**Income Level**

Extremely Low 23  
Very Low 0  
Low-Moderate 14  
Above Moderate 0

Public Facility  
Year 2 CDBG Performance Report (Annual Report)

**Project Title: Fair Oaks Health Center Expansion**

Operating Agency: CHAP Care

Contract Period: 7/1/17 - 6/30/19

Activity Code: 03P Health Facilities

National Objective: 570.208 (a)(1) LMA (Area Benefit)

**Project Summary**

Under the proposed CDBG project, ChapCare will convert office and storage space at our Fair Oaks health center into two additional behavioral health counseling rooms (for a total of 4). We will also punch a hole through a wall to create a connecting hallway that will more easily allow our medical and behavioral health departments to coordinate services, thereby enhancing our existing integrated behavioral health model. Upon completion of the renovation work, ChapCare will hire a full-time behavioral health counselor (a Licensed Clinical Social Worker (LCSW) or Clinical Psychologist) to increase access to counseling services.

**Accomplishments**

Performance Indicator: Facility

Quantitative Goal: 1 Projected Completed: Yes

Annual Narrative

ChapCare completed its CDBG project during Year 2, Quarter 3. During the second year of the project period, construction and final inspections from the City were completed. Upon project completion, ChapCare initiated expanded behavioral health services at its Fair Oaks health center in Pasadena. The organization is currently providing approximately 450 behavioral health visits per month, with over 200 per month being provided at this site. We expect to continue to increase this number as we maximize workflows in and around the new space.

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: Youth Promise Program**

Operating Agency: Flintridge Center  
Contract Period: 7/1/18 - 6/30/19  
Activity Code: 05D Youth Services  
National Objective: 570.208 (a)(2)(i)(B) LMC (51%)

**Project Summary**

This project will provide case management services to youth (3rd grade - high school) with incarcerated family members through an after school and community program. Working in partnership with Friends outside, this project will build social, emotional and academic competencies, while connecting youth and their families to supportive resources.

**Accomplishments**

Performance Indicator: Persons Assisted  
Quantitative Goal: 48 Cumulative: 48 Ratio: 100.00%

Annual Narrative

The project provided case management services to families impacted by incarceration. The participants were 48 youth and their families in Flintridge Center's Youth of Promise program and Friends Outside L.A.'s (FOLA) After School Group (ASG) on the campus of Roosevelt School.

Students in the ASG spent Monday afternoons working with the FOLA facilitator using the curriculum A Window between Worlds, complemented with theater activities to provide opportunities for further exploration of their emotions. The ASG required several months of relationship building and got started in January of 2019 with four children, which increased to eight by the program closure in May. A second site will begin at Madison Elementary this fall.

YOP students had the opportunity to receive 84 hours of tutoring between September 5th and May 20th. 90% of students participated in tutoring at least twice during the year; 60% of students attended tutoring at least once a week. All students participating in tutoring promoted to the next grade although four 8th grade students were promoted without completing all of the qualifications for middle school. Student GPA's increased by 10.26%. YOP students received between 40 and 50 hours of case management services from YOP staff and/or interns through one-on-one or group sessions. The outings, service learning and events helped to address some of the social/emotional challenges experienced by YOP students. Improvements in behavior and attitude were demonstrated in school reports and interactions with parents. Students also showed increases in youth development indicators in pre/post surveys.

This project year, students participated in:

Special Events:

Movie & Chat: Period. End of Sentence – the YOP girls watched the award winning film followed by food and discussion.

Joint FOLA/Flintridge Center Holiday Party – sponsored by Yes, Virginia. Parents were able to shop for toys, play games and eat a delicious meal with their families.

The 10 member YOP Girls on the Run team was selected to participate in a Dick's Sporting Goods Media spot that included selecting a free pair of new running shoes and a short run with Aaron Donald of the L.A. Rams.

The YOP boys spent the day fishing with male mentors at the Long Beach Pier.

CADCA Conference – 4 youth had the opportunity to travel to Baltimore MD to learn about substance misuse and community advocacy.

Additional outings included tours of USC, PCC and Occidental College; National Mentoring Month Breakfast, Angels game, UCLA Football game, a performance of Native Gardens at Pasadena Playhouse, Bolsa Chica Beach – Friendsgiving; L.A. Clippers - Career Day @City National Bank ; Clippers v. Cavaliers game at Staples. Students also supported the community by collecting over 800 pounds of produce over the school year volunteering with Food Forward. They also cooked and served a three-course meal to residents at Door of Hope and worked with Heal the Bay on a beach cleanup.

Students and families were referred to the following program partners: Friends in Deed, Hathaway

Public Service  
CDBG Performance Report (Annual Report)

Sycamores, Pasadena Public Health Department, Mother's Club, CHIRLA, Public Counsel. and College Access Plan.

**Accomplishment Quantity: 48**

	Non-Hispanic	Hispanic
White	0	23
Black/African American	22	0
Asian	0	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	0	3

**Household**

Female Headed Household 26

**Income Level**

Extremely Low 39  
Very Low 4  
Low-Moderate 3  
Above Moderate 2

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: Entrepreneurial Training (PY18-20)**

Operating Agency: Foothill Workforce Development Board

Contract Period: 9/1/18 - 6/30/20

Activity Code: 18C Microenterprise Assistance

National Objective: 570.208 (a)(2)(i)(C) LMC (Exclusive)

**Project Summary**

This project will provide entrepreneurial training workshops to low to moderate income Pasadena residents. Training will include workshops, one-on-one, and group consulting sessions. Funds will be used towards personnel and non personnel costs. Training and consulting will be contracted out.

**Accomplishments**

Performance Indicator: Persons Assisted

Quantitative Goal: 80 Cumulative: 19 Ratio: 23.75%

Annual Narrative

Multiple Information Sessions were held throughout the community to bring awareness to the program.

Outreach begins 6 weeks prior to starting a round of training.

Outreach material were distributed utilizing multiple media channels; Social, Door to Door, Community based organizations, and faith based organizations.

One round of training was completed with 12 sessions on topics that included, How to Start a Business, Access to Capital, Business Accounting and Taxes, Preparing a Business Plan, Branding, Marketing, and Licensing. Seven participants completed the program.

A second round began on 06/10/2019 with 12 participants.

A total of 54 individuals inquired about the program. We were not able to extend the services to all due to them not meeting the residency requirement.

The program received Congressional Recognition from the Office of Congresswoman Judy Chu.

**Accomplishment Quantity: 19**

	Non-Hispanic	Hispanic
White	3	1
Black/African American	13	0
Asian	1	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	0	1

**Household**

Female Headed Household 13

**Income Level**

Extremely Low 12

Very Low 4

Low-Moderate 3

Above Moderate 0

Housing  
CDBG Performance Report (Annual Report)

**Project Title: Pasadena Single Family Rehab (PY18-19)**

Operating Agency: Housing Department - City of Pasadena

Contract Period: 7/1/18 - 6/30/19

Activity Code: 14A Rehab; Single-Unit Residence

National Objective: 570.208 (a)(3) LMH (Housing)

**Project Summary**

The Pasadena Single Family Residential Rehabilitation (PSFRR) program will provide housing rehabilitation and related services in areas of Northwest Pasadena that have been neglected and are in poor condition. Activities include exterior paint preparation and painting, lead paint abatement, major and minor repairs of code violations, installation of wheelchair ramps, and installation of solar electric systems (through partnership with contractor).

**Accomplishments**

Performance Indicator: Housing Units

Quantitative Goal: 26 Cumulative: 6 Ratio: 23.08%

**Annual Narrative**

For Fiscal Year 2018-2019, the Pasadena Single Family Residential Rehabilitation (PSFRR) Program assisted 6 low moderate income homeowners in the City of Pasadena with repairs to improve livability, remove blight, major and minor repairs of code violations in areas of Pasadena that have been neglected and are in poor condition. PSFRR performed paint stabilization on five homes and installed one wheel chair ramp access at one home. In addition we replaced 30 solar screens. We are following methods and standards procedures for lead hazard activities including pamphlet distribution, paint testing, risk assessment, evaluations, and clearance reports.

**Accomplishment Quantity: 6**

	Non-Hispanic	Hispanic
White	0	1
Black/African American	5	0
Asian	0	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	0	0

**Household**

Female Headed Household	6
Total Units Occupied by Elderly (62 years or older)	4

**Lead Paint Detail**

# Housing Units built before 1978	6
Exempt: # of Units built 1978 or later	0
Exempt: No paint disturbed	0
Otherwise Exempt	0

**Lead Hazard Remediation Action**

Lead Safe Work Practices (Hard Costs <=\$5000)	0
Standard Practices (Hard Costs \$5000-\$25,000)	6
Abatement (Hard Costs > \$25,000)	0

**Housing Details**

Street Address	Rent/Own	Income Level	Expenditures
26 W Fair Oaks Dr. Pasadena, CA 91103	Own	Extremely Low	\$19,710.41
1220 N Summit Ave. Pasadena, CA 91103	Own	Extremely Low	\$19,847.05
1045 N Marengo Ave. Pasadena, CA 91104	Own	Extremely Low	\$12,391.91
580 MacDonald St. Pasadena, CA 91103	Own	Very Low	\$14,549.93
2069 Alta Pasa Dr. Pasadena, CA 91104	Own	Extremely Low	\$14,981.48

Housing  
CDBG Performance Report (Annual Report)

375 Flower St. Pasadena, CA 91104	Own	Extremely Low	\$13,101.79
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Public Facility  
CDBG Performance Report (Annual Report)

**Project Title: NW Sidewalk Improvements (Phase II)**

Operating Agency: Public Works Department - City of Pasadena

Contract Period: 7/1/18 - 6/30/19

Activity Code: 03K Street Improvements

National Objective: 570.208 (a)(1) LMA (Area Benefit)

**Project Summary**

This project will replace 22,500 square feet of damaged sidewalk in the northwest area of Pasadena. City crews will remove damaged portions of sidewalk, prune and/or shave tree roots as necessary, and replace with smooth concrete per City's sidewalk construction Standard S-421.

**Accomplishments**

Performance Indicator: Persons Assisted

Quantitative Goal: 0 Projected Completed: No

**Annual Narrative**

The project is 95% complete and completed 10,120 square feet of sidewalk and 2,500 square feet of driveway replacement. The project utilized four MASH (Municipal Assistance, Solutions, and Hiring) employees.

The project replaced concrete sidewalks on:

- Fair Oaks Ave from NCL to Washington Bl.
- El Sereno from Howard St to Washington Bl.
- Howard from Fair Oaks Ave to Glen Ave.

Public Facility  
Year 2 CDBG Performance Report (Annual Report)

**Project Title: Wifi Washington Park**

Operating Agency: Information Technology Department - City of Pasadena

Contract Period: 7/1/18 - 6/30/19

Activity Code: 03F Parks, Recreational Facilities

National Objective: 570.208 (a)(1) LMA (Area Benefit)

**Project Summary**

This new project will install Public WiFi in the following City park locations:

Central Park - 275 S. Raymond Ave.

Memorial Park - 85 E. Holly St.

Vina Vieja Park - 3026 E. Orange Grove Blvd.

Washington Park - Corner of Washington Blvd. and El Molino Ave.

**Accomplishments**

Performance Indicator: Facility

Quantitative Goal: 1 Projected Completed: No

Annual Narrative

The scope of work for this project involving WiFi installation at Central and Memorial Parks was completed in Q4. Public WiFi Service is now available at these parks. Installation of WiFi and point-to-point data transmission at Washington and Vina Vieja Parks is underway. Project completion is expected in Q1 of Y3.

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: Student & Family Affairs (PY18-19)**

Operating Agency: Pasadena Unified School District (PUSD)

Contract Period: 7/1/18 - 6/30/19

Activity Code: 05D Youth Services

National Objective: 570.208 (a)(2)(i)(B) LMC (51%)

**Project Summary**

The new Pasadena Unified School District Office of Student and Family Services is a new district-wide support service office focused on lessening the academic and socio-economic barriers of disadvantaged (low-income, homeless, foster, English-learners, recent immigrants, and special education) students. This office will support and/or provide case management services to students and their families by referring to or providing services related to school enrollment and preparedness, school system advocacy, academic accountability, physical health, mental health, parent education and engagement, crisis intervention, basic needs, transportation, and other social services.

**Accomplishments**

Performance Indicator: Households Assisted

Quantitative Goal: 150 Cumulative: 78 Ratio: 52.00%

**Annual Narrative**

The PUSD Office of Student & Families Services enrolled 78 families into case management during Year 1 (78/150 = 52%). (44 Hispanic/Latino families; 31 Black/African American families; 2 White/Caucasian families; 1 American-Indian family.) 48 out of 78 families are female-headed households (48/78 = 62%). 78 out of the 78 enrolled families were of low/moderate income (78/78 = 100%). During Y1 the PUSD SFS Office held 8 mini-health screenings, 55 health insurance outreach sessions, 58 ESL classes, 10 early childhood parenting sessions, 15 safe food handling/nutrition classes, 34 backpack meal sessions, 4 holiday donation events. This equals to 6,314 units of service (individuals served) for Y1.

**Accomplishment Quantity: 78**

	Non-Hispanic	Hispanic
White	2	0
Black/African American	31	0
Asian	0	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	1	0
Other Race	0	44

**Household**

Female Headed Household 48

**Income Level**

Extremely Low 0  
 Very Low 0  
 Low-Moderate 78  
 Above Moderate 0

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: STEAM SWIM (PY18-19)**

Operating Agency: Rose Bowl Aquatics Center

Contract Period: 1/1/19 - 6/30/19

Activity Code: 05D Youth Services

National Objective: 570.208 (a)(2)(i)(B) LMC (51%)

**Project Summary**

This pilot program is designed to enrich health, recreational and academic opportunities for (M) Middle School Students residing and attending school in Northwest Pasadena. We anticipate the GET IN THE SWIM! will build self-esteem encouraging students to approach intellectual tasks with confidence and it will teach life-protecting water safety skills as well as skills for participating on competitive aquatic teams. There is great need for this program. Drowning is the 2nd leading cause of unintentional injury-related death for children ages 1-19 and 70% of African-American, 60% of Hispanic and 40% of Caucasian children have low or no swimming ability. The American Academy of Pediatrics found that children enrolled in formal swimming lessons had an 88% reduced risk of drowning. Additionally, many students particularly female students, lack self-confidence to do their best. One study reports that 7 in 10 girls believe that "they are not good enough or do not measure up in some way." For both young men and women, studies have linked swimming to an improved academic performance and self-image.

**Accomplishments**

Performance Indicator: Persons Assisted

Quantitative Goal: 102 Cumulative: 176 Ratio: 172.55%

**Annual Narrative**

The program provided lessons and gave each student swimsuits, towels, goggles, free family passes, a Saturday swim session and bar-be-cue, and information about the Scholarship Fund. Transportation from Washington STEAM Magnet Academy to the Rose Bowl Aquatics Center and back to the school was provided by a grant from the Pasadena Educational Foundation.

This CDBG funded program was a pilot program to teach aquatic skills in swimming, diving, water polo, and lifeguarding, provided competitive experience and encourage students to join an aquatic team. The program also introduces students to potential employment as instructors, coaches, camp counselors, lifeguards, facility managers and others at aquatic centers. It involved families so that middle school students could share their newly acquired skills with those most likely to support their continued participation.

Prior to participating in the program, students completed self-assessments and indicated that they were afraid of a particular aspect of the program.

19% of students reported being specifically afraid of drowning

21% of students reported that they were afraid of a specific aspect of the program, i.e., jumping or diving into the deep end of the pool or playing water polo.

The 2019 program accomplished the following:

All students were able to recite safe behaviors around water and practiced these behaviors while participating in the program.

All students moved up at least one swim level and all students gained skills to advance to beginning diving and water polo.

All students were diving from the one-meter springboard, many from the three-meter springboard and even few from the five-meter platform.

All students could list and describe the tasks of being a lifeguard and the employment opportunities for young people at an aquatic center. They could explain how to enroll in junior lifeguard training and how that could be the first step in becoming a lifeguard.

The majority of students indicated that they did not think they could dive and they gained confidence as they gained the ability to dive from the 1-meter and 3-meter springboards and a few students even advanced to the 5-meter platform. One student reported that she overcame her fear "because I went to the deep end and learned to go off the diving board. I can swim and am confident to see myself at the beach." Another student reports, "I now believe I can do anything."

In sum, GET IN THE SWIM 2019 was well-received by Washington STEAM Magnet Academy students, their teachers and families. Students in this year, the third year of the pilot program, had the

Public Service  
CDBG Performance Report (Annual Report)

advantage of talking with and learning from students who participated in previous years. However, talking with previous students did not seem to lessen fears. Students needed to learn for themselves that they "could do it." 100% of students who completed the post-program assessment indicated that they had a positive experience and would recommend participation.

**Accomplishment Quantity: 176**

	Non-Hispanic	Hispanic
White	74	74
Black/African American	14	0
Asian	0	0
American Indian/Alaskan Native	3	0
Native Hawaiian/Other Pacific Islander	1	0
American Indian/Alaskan Native & White	2	0
Asian & White	1	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	7	0

**Household**

Female Headed Household 51

**Income Level**

Extremely Low 70  
 Very Low 21  
 Low-Moderate 6  
 Above Moderate 2

Public Facility  
Year 2 CDBG Performance Report (Annual Report)

**Project Title: Robinson Park Recreation Center (Construction)**

Operating Agency: Public Works Department - City of Pasadena

Contract Period: 7/1/18 - 6/30/19

Activity Code: 03F Parks, Recreational Facilities

National Objective: 570.208 (a)(1) LMA (Area Benefit)

**Project Summary**

The Robinson Park Recreation Center Renovation, located at 1081 North Fair Oaks Avenue, Pasadena, CA, 91103 (Census Tract 4616) includes the renovation of an existing recreation center. Requested CDBG funds will be used for construction of the new facility and improvements.

**Accomplishments**

Performance Indicator: Persons Assisted

Quantitative Goal: 62600 Projected Completed: Yes

Annual Narrative

The Recreation Center is opened to the public in late January.

The construction was completed in early January 2019. The grand re-opening ceremony was held on January 26.

Public Service  
CDBG Performance Report (Annual Report)

**Project Title: Girls Empowerment (PY18-19)**

Operating Agency: YWCA Pasadena-Foothill Valley

Contract Period: 8/1/18 - 6/30/19

Activity Code: 05D Youth Services

National Objective: 570.208 (a)(2)(i)(B) LMC (51%)

**Project Summary**

This project will provide year-round services for LMI girls ages 10 - 15. Services include empowerment programs - TechGyrls, Express Yourself, and Girls Rise Leadership Camp. CDBG funds will be used toward personnel costs (one Program Manager).

**Accomplishments**

Performance Indicator: Persons Assisted

Quantitative Goal: 160 Cumulative: 57 Ratio: 35.63%

**Annual Narrative**

During the 2018-19 program year, the YWCA's Girls Empowerment programs: TechGyrls, Express Yourself, and Girls Rise Leadership Summer Camp provided girls ages 10-15 with opportunities to participate in interdisciplinary Science, Technology, Engineering, Art & Mathematics (STEAM) activities. Despite setbacks the YWCA will continue to improve the next fiscal year.

The girls in Express Yourself and TechGyrls learned new skills relating to both art and science including interdisciplinary projects such as Short Film and Video Production, Photography and Photoshop, Community Service Projects and Girls Circle. By focusing on projects that required teamwork, collaboration and communication, the participants were able to experience personal growth and practice positive interpersonal skills. The girls also made use of these skills in community service field trips to helping women with cancer at the Foundation for Living Beauty and for senior residents at Villa Gardens.

In Express Yourself, girls were introduced to using art for personal expression, social change, and as a field of study/career. Girls used art to express themselves creatively, created a strong bond with one another, and explored art from other cultures. Girls also used art to interpret social issues of their generation, such as gun violence and immigrant rights, and created art using recycled materials to generate less waste. Girls created artwork using a variety of mediums including pastels, clay, water color, recycled paper and cardboard, acrylic paint, and iPads. The art pieces created by the girls were presented as professionally crafted greeting cards as a final product.

TechGyrls participants were introduced to STEM-related coursework and careers in an all-girl environment. They developed leadership skills, increased their creativity, and expanded their critical thinking processes. Participants explored 3D printing, coding & design, hands-on robotics building, simple circuitry, video game design, Photoshop, and computer programming basics with website building. TechGyrls also participated in a national Made w/ Code campaign by Google, leading to one of our girls winning a Pixelbook worth \$1200. Our "Woman in Tech" monthly guest speaker workshops highlighted representation with women currently in STEAM careers. Guest speakers included women from NASA/JPL, Raytheon, and engineering firms. The TechGyrls classes at STEAMCoders and Supplyframe DesignLab served an additional 36 girls in the community.

Girls Rise Leadership Summer Camp also furthered the personal growth of our girls and accomplished instilling healthy confidence and self-esteem through a variety of educational workshops such as:

- Cal Poly Pomona, Pasadena City College, and Fashion Institute of Design & Merchandising: Our girls connected with current college students and shared stories of finding fields of study in higher education and planned their own paths to success.
- 

Huntington Library: The girls explored artwork made by women throughout American history.

- Planned Parenthood Pasadena: Health professionals facilitated workshops relating to girls' health in a judgement free space.
- Broad Museum: The girls learned about the Civil Rights Movement through a guided activity through the exhibit "Soul of a Nation" and participated in writing poems relating to their identities and social injustices.

Public Service  
CDBG Performance Report (Annual Report)

After participating in Express Yourself:

- 100% of participants have a better understanding on how to use pastels
- 88% of participants showed increased skill in various artistic mediums
- 66% of participants felt that their writing skills had improved
- 77% of participants reported increased confidence in their artwork
- 66% of participants reported increased confidence in themselves overall

After participating in TechGyrls:

- 100% of participants feel that they are able to learn technology just as fast as boys
- 100% of participants agree that girls are just as smart as boys in STEM
- 89% of participants feel it's possible that they can become a scientist
- 89% of participants have tried new chemistry activities after attending
- 100% of participants feel more confident in their abilities to do hands on science

After participating in Girls Rise Leadership Summer:

- 92% of participants feel more confident in being able to overcome life's obstacles
- 92% of participants feel more confident in adapting to new situations
- 83% of participants feel more confident in making a plan of action
- 83% of participants feel more confident in trying new things
- 75% of participants feel more confident in speaking up

The YWCA has also nurtured relationships with community organizations including STEAMCoders, Villa Gardens, and the Foundation for Living Beauty. We served an additional 36 students through Tech Gyrls collaborative workshops and accomplished a total of 40 community service program hours per student and plan to expand our community reach.

**Accomplishment Quantity: 57**

	Non-Hispanic	Hispanic
White	3	12
Black/African American	9	1
Asian	7	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	1	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	1
Other Race	0	23

**Household**

Female Headed Household 16

**Income Level**

Extremely Low 28  
 Very Low 7  
 Low-Moderate 7  
 Above Moderate 15