

CITY OF PASADENA



Consolidated Annual Performance and Evaluation Report (CAPER)

2023-2024

CITY OF PASADENA

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

2023-2024 Program Year

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Highlighted sections will be added or revised in the final version of the report.

INTRODUCTION

CITY OF PASADENA

Consolidated Annual Performance and Evaluation Report (CAPER)

July 1, 2023 to June 30, 2024

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. Program Year (PY) 2023 is the fourth year in the Five-Year Consolidated Planning Period (Program Years 2020-2024) 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 2023-2024, the City made progress towards the goals of developing a viable community by providing affordable decent housing, a suitable living environment, and expanding economic opportunity for low to moderate income persons as described in pertinent Consolidated Plan documents.

For program year 2023–2024, the City of Pasadena allocated \$3,354,483 in federal funds, which included \$2,159,608 in Community Development Block Grant (CDBG), \$60,150 in CDBG program income, \$886,215 HOME Investment Partnership, \$61,378 in unspent HOME funds from previous years, and \$187,132 in Emergency Solutions Grant (ESG) funds.

2023 Total Annual Allocation

CDBG	HOME	ESG	TOTAL FEDERAL FUNDING
\$2,159,758	\$886,215	\$187,132	\$3,233,105

Table 1 – PY23 Annual Allocation

HOME-ARP: Funds were allocated in PY21 for tenant-based rental assistance (TBRA). However, the program did not expend any funds during the program year. The TBRA Eviction Prevention program currently serves 16 very low-income tenants, expending \$354,806 during the program year.

CDBG-CV: During PY23, \$343,444.85 was expended to continue program administration and food insecurity programs throughout the City.

ESG-CV: The ESG-CV grant expired on September 30, 2023. As a result, expenditures and outcomes only reflect one quarter. For PY23, \$140,069.31 for PY23 was utilized to for temporary emergency shelter, rapid re-housing, and administrative costs. In PY 23 fifteen (15) persons were served with temporary emergency shelter, and 87 persons were assisted with rapid rehousing services.

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.

The City is making some progress on the on meeting the goals set forth in the Consolidated Plan. However, complete recovery from the pandemic has not been

achieved. The City was shut down for 18 months which had the biggest impact on affordable housing projects. Funding from Congress in response to the pandemic is nearly expended in full for ESG-CV and CDBG-CV. Costs have gone up dramatically for construction related activity due to the high inflation & interest rate environment.

Recently, the City was able to find a site for a congregate winter shelter serving 72 individuals. A total of 195 individuals were served by the Bad Weather Shelter. State, county, and local funds were used to augment non-congregate shelter in motels during inclement weather, resulting in 248 people served. In total, 515 people were served between the Bad Weather Shelter, ESG Shelter program, and the Weather-Activated Motel programs for PY23.

Goal	Category	Source / Amount 2023	Needs Addressed	Unit of Measure	5-Year 2020-2024			Year 4 PY2023 Goals		
					Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
Affordable Housing	Affordable Housing	HOME: \$0 CHDO: \$0	Rental units rehabilitated and/or preserved affordability	Household Housing Unit	8	0	0%	0	0	0%
Affordable Housing	Affordable Housing	HOME: \$0 CHDO: \$0	Rental Units Constructed	Household Housing Unit	112	0	0%	0	0	0%
Affordable Housing	Affordable Housing	HOME: \$5,921	Tenant-Based Rental Assistance	Household Housing Unit	30	5	17%	15	5	33%
Economic Development	Non-Housing Community Development	CDBG: \$0	Business Grants	Business	40	52	130%	0	0	0%
Owner-Occupied Housing Rehabilitation	Affordable Housing	CDBG: \$219,121.29	Housing	Housing Unit	35	32	53%	17	10	9%
Homeless Intervention and Prevention	Homeless	ESG: TBD	Homeless Person Overnight Shelter	Persons Assisted	125	329	263%	25	90	360%
Homeless Intervention and Prevention	Homeless	ESG: TBD	Homelessness Prevention	Persons Assisted	150	187	120%	21	49	233%

Goal	Category	Source / Amount	Needs Addressed	Unit of Measure	Expected	Actual	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$396,167.82	Infrastructure Activities	Persons Assisted	75,000	65,854	88%	10,000	10,647	105%
Public Facility Improvements	Non-Homeless Special Development	CDBG: \$300,467	Public Facility Activities	Persons Assisted	75,000	104,810	140%	9,000	34,875	233%
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$255,809.09	Public Service Activities	Persons Assisted	6,000	6,270	501%	500	1,135	227%

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.

As part of the CDBG program application evaluations, bonus points are given to projects that meet priorities identified as a high need in the community. 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
White	648	1
Black or African American	275	1
Asian	55	0
American Indian or American Native	14	0
Native Hawaiian or Other Pacific Islander	3	0
Other	140	3
Total	1,135	0
Hispanic	338	2
Not Hispanic	797	3

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

Describe the clients assisted (including the racial and/or ethnicity of clients assisted with ESG)

	HESG
American Indian, Alaska Native, or Indigenous	1
Asian or Asian American	4
Black, African American, or African	43
Hispanic/Latina/e/o	16
Middle Eastern or North African	0
Native Hawaiian or Pacific Islander	0
White	25
Multiracial	50
Client doesn't know	0
Client prefers not to answer	0
Data not collected	0
Total	139

Table 4 – Table of assistance to racial and ethnic populations by source of funds

Narrative

In total 1,135 persons were assisted through CDBG. Of that total, 143 described themselves as themselves as “Other”. The table does not include data on families benefiting from public facility or infrastructure projects.

RESOURCES & INVESTMENT (CR-15)

Identify the resources made available.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Federal HUD	\$3,200,657	\$1,781,751
HOME	Federal HUD	\$2,549,861	\$240,373
ESG	Federal HUD	\$187,132	\$31,000
CDBG-CV	CARES Act - HUD	\$800,000	\$658,790
HOME-ARP	ARP Act - HUD	\$3,042,435	\$196,739
ESG-CV	CARES Act - HUD	\$1,590,376	\$1,450,177

Table 5 - Resources Made Available (Includes Program Income)

Narrative

During PY22, funds were allocated to continue food insecurity programs throughout the City. In addition, emergency rental assistance to support nine (9) TBRA Eviction prevention program tenants who were still recovering from the pandemic and owed back rent. In total, \$658,790 was expended during the program year.

The HOME –APR funds were awarded to the City in November 2021. However, HUD guidance did not roll out guidance until the second half of the program year. The HOME-APR allocation plan was submitted in June 2022 as part of the PY21 Annual Action Plan and will be expended over a five-year period starting in the following program year.

ESG funds in the amount of \$187,132 were made available during PY23.

Describe of how any publicly owned land or property located within the jurisdiction was used to address the needs identified in the plan (91.520(a)).

- Lake Building – 30-unit office building is currently being used as a non-profit resource center providing below-market leasing opportunities for non-profit organization proving services to the community. The property is being considered for an 100-unit affordable housing site.
- Heritage Square South – 70-unit rental permanent supportive housing project for extremely low income/homeless senior citizens was under construction during PY23 and was completed February 2024.
- Ramona Senior Housing Site – This proposed 100-unit affordable rental housing project on for seniors, on a City-owned site, made significant progress in PY23. Final design review was approved, and the state awarded funding through its

Local Housing Trust Fund program to the City of which approximately \$4.5M are allocated to the Ramona project.

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 6 – Identify the geographic distribution and location of investments

Narrative

The majority of ESG match is provided by sub-contracted agencies, and the city provides match equivalent to its administrative costs. In PY 22, a total of \$167,518.87 was submitted to meet the match requirement, all of which was cash match. Sub-contracted agencies reported cash match from private funds in the amount of 75,004.75 and \$2,081.08 from local government funds. The city reported an additional \$12,267.31 of cash match from local government funds for a total of \$90,433.04 of cash match from local government funds.

In PY 2022, the City did not commit (nor was it required to commit) any funding resources as a match towards HOME-assisted activities. At the end of PY2022, the City exceeded the cumulative HOME matching requirement by \$11.68M.

No program income was received or expended for PY2022.

The City currently has a Section 108 loan in repayment until year 2038. These funds were utilized for reconstruction of the Robinson Park Recreation Center.

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.

In PY22, the City committed \$1,329,500 in local Inclusionary Housing funds as a match towards the HOME-assisted HHP Foothill project. At the end of PY23, the City exceeded the cumulative HOME matching requirement by \$13.01M.

The majority of ESG match is provided by sub-contracted agencies, and the city provides match equivalent to its administrative costs. In PY 23, a total of \$123,757.50 was submitted to meet the match requirement, all of which was cash match. Sub-contracted agencies reported cash match from private funds in the amount of \$48,811.14, from

Homeless Housing Assistance and Prevention (HHAP) state funds, and \$72,435.61 from local government funds.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$13,014,399
2. Match contributed during current Federal fiscal year	\$0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$13,014,399
4. Match liability for current Federal fiscal year	\$0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$13,014,399

Table 7 – 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
None	None	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 8 – 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	Amount expended for TBRA	Balance on hand at end of reporting period
\$1,456,568	\$0	\$529,446	\$0	\$927,122

Table 9 – HOME Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

	Total	Women Business Enterprises	Male
Contracts			
Number	0	0	0
Dollar Amount	\$0	0	\$0
Sub-Contracts			
Number	0	0	0
Dollar Amount	\$0	\$0	\$0

Table 10 – Minority Business and Women Business Enterprises

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						
	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 11 – Minority Owners of Rental Property

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						
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 12 – 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	34	15
Number of special-needs households to be provided affordable housing units	0	0
Total	34	15

Table 13 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	15	5
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	17	10
Number of households supported through the acquisition of existing units	0	0
Total	34	15

Table 14 – Number of Households Supported

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

HOME

The difference between the 112-unit 5-year goal and outcome for affordable rental housing constructed pertains to the proposed Ramona senior housing project which underwent a lengthy environmental clearance and design process in PY23. The project received final design review approval from the City in October 2023. The difference between the 8-unit 5-year goal and outcome for affordable rental housing rehabilitated is due to the impacts of the COVID pandemic which has delayed the submittal of HOME funding applications for the HOPE multifamily apartment properties located at Worcester Ave. and Summit Ave. Both of these projects were under HOME funding contracts with the City in FY 2023.

CDBG

The City’s housing rehabilitation production was affected by the ending of the pandemic, and also was placed on hold by HUD until environmental review finders were cleared in September 2021.

Discuss how these outcomes will impact future annual action plans.

HOME

Projects identified in future annual action plans will continue to incorporate effective marketing strategies to achieve diversity in the provision of affordable housing.

CDBG

There is no impact on future allocation plans.

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

Number of Persons Served	Owners	Renters
Extremely Low-income	6	5
Low-income	4	0
Moderate-income	0	0
Homeless	0	0

Table 15 – Number of Persons Served

Is the number of owner and renter households assisted meet the Section 215 definition of affordable housing included (applicable to HOME grantees)?

No households were assisted met the Section 215 definition.

Please provide a summary of the specify efforts to address the worst-case needs and the needs of those with disabilities. Please specify how they were assisted.

Worst case housing needs are defined as low-income renter households who pay more than half their income for rent, live in seriously substandard housing, or have been involuntarily displaced. The city served the worst-case needs in PY23 by providing the following:

More than 50% of rent: CDBG funds were utilized through emergency rental assistance to assist households who resided in census tracts where 51% or more of households earn less than 50% AMI.

Substandard Housing: The Housing Choice Voucher rental assistance program ensured that substandard housing met HQS Standards, State Standards, and/or local rehabilitation standards for decent housing.

Involuntarily Displaced: During the reporting period, there was no voluntary or involuntary displacement through the City's Federal Entitlement Programs.

Disabilities: Funds were used to implement an emergency rental assistance program. Priority was given to tenants with a disabled person living in the household, large families and single income. The City identified these households as most likely to lose housing.

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. Outreach workers engage people living outside and in vehicles and work to connect them to resources such as shelter and permanent housing, all with a Housing First approach. The CoC advertises the CES process in various ways that include: 1) Flyers that describe the process and includes contact information; 2) Local 311 Citizens Service Center is set up to make referrals 3) Making information available at service sites including local meal programs; 4) Making information available at public locations; 5) Educating mainstream service providers; 7) Providing CES connection through low-barrier seasonal shelter programs; and 8) Referrals are made through a countywide 211 help line.

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

The reopening of Bad Weather Shelter in PY23, along with the CoC continuing to fund and operate weather-activated motel vouchers as well as year-around motel voucher programs, as well as the existing congregate shelter programs in Pasadena resulted in a total number of 508 congregate shelter beds, 99 transitional housing beds, 281 weather-activated motel voucher beds, and 165 year-around motel voucher beds.

Funding sources: General fund, Los Angeles County Measure H funds, State of California Encampment Resolution Fund (ERF) and Homeless Housing Assistance and Prevention (HHAP) funds, ESG and ESG-CV funds.

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.

Mainstream benefit training for homeless services and prevention providers was conducted in September of 2023 with the partnership of LA County agencies, including Los Angeles County Department of Social Services (DPSS); Los Angeles County Department of Public Health (DPH); Los Angeles County Department of Health Services (DHS), and the America's Job Center of California/Foothill Workforce Development Board (AJCC/FWDB). The training administered included information and resources on the DPSS CalFRESH & CalWORKS programs, LA County DPH & DHS's Substance Use Treatment programs, and AJCC/FWDB's various Employment programs and resources.

City funds homelessness prevention programs that provide rental assistance and supportive services to very- and extremely low-income households with a variety of public funding sources including State of California HHAP, FHC, and ESG.

In June of 2022, the Business, Consumer Services and Housing Agency's (BCSH) California Interagency Council on Homelessness (Cal ICH) awarded the Pasadena CoC \$644,211.00 for the Family Homelessness Challenge (FHC-1) Grant. The Pasadena CoC contracted with Door of Hope to administer a Homeless Prevention Program serving families with minor children, with the goal of serving a total of 180 families between Performance Years (PYs) 2023 and 2026. A total of 91 households and 305 participants have been served.

The City recently partnered with the Los Angeles County Department of Children (DCFS) to administer new Foster Youth to Independence (FYI) rental assistance vouchers to households and individuals exiting foster care.

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 households experiencing homelessness 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 be referred directly by partner agencies, bypassing the 24-hr phone system. CES uses a population-specific CES survey tool (VI-SPDAT, FVI-SPDAT, and Next Step Tool) to assess LOT homeless which, combined with entry & exit dates, allows the CoC to track LOT homeless. Matches to permanent housing are prioritized based on length of time homeless or length of time enrolled in a shelter or navigation program. 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. In addition, supportive services are offered to newly housed participant and participant households based upon need through various community partners.

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 PY22, the City keep in place its local moratorium to prevent any evictions for non-payment due to impacts on the corona virus pandemic. The City also processed 10 ADU landlord agreements to waive residential impacts fees associated with constructing accessory dwelling units (ADU).

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 Housing Department is looking to explore asset building programs targeted toward low-income areas. 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)

The City of Pasadena recently 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)

Recently the City created a process for residents to waive residential impact fees generated from building an accessory dwelling unit (ADU). Homeowners have three options to lease the ADU to a family member or a section 8 voucher holder or a low-income household for seven (7) years.

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.

CPD funded projects are monitored annually, either as a desk monitoring 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. Monitoring includes verification of compliance with regulations and proper record-keeping to reflect compliance, including compliance with comprehensive planning requirements. Program recipients who do not meet local and/or HUD performance targets and/or do not meet expectations and requirements of the programs may be subject to having their projects reduced in whole or in part and may not be funded in future competitions. Annual target goals are estimating the previous year for the city budget. The City of Pasadena tracks progress of actual performance of CPD funded projects on a quarterly basis.

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 2021-2020 CAPER was made available for public review and comment during a 15-day public notice period. The public notice was published in the Pasadena Journal 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. A digital copy was also made available for viewing and downloading on the Housing Department website: 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 during the public comment period starting August 30, 2023 to September 18, 2023 when the public hearing was closed.

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 did not amended its objectives during the program year.

[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.

Affordable rental housing that had on-site inspections in PY23 either passed their inspections or corrections were required that were subsequently addressed by owners, resulting in a passed inspection. In general, the items that needed corrections were routine maintenance matters.

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.

The following projects were scheduled for inspections, and were inspected in PY23: Hudson Oaks, Rosewood Court, Marv's Place, Orange Grove Gardens. Generally, the issues detected during these inspections were routine maintenance matters; all corrective measures were performed by the owners. The following projects were also scheduled for PY23 but were not inspected: Pasadena Silvercrest, Villa Parke Homes, Villa Los Robles, and Pasadena Accessible Apartments. These projects were not inspected due to vendor procurement matters that are being resolved so that these projects will be inspected in PY24.

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 if over \$200,000. 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 2023, \$529,446 in HOME Program Income funds were drawn down in IDIS for the HHP-Foothill TAY and HOPE-Worcester projects.

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)

In PY 23, the following actions were taken:

- a) The Burbank-Glendale-Pasadena Regional Housing Trust adopted a budget which included \$6.9M in funding to the City to assist affordable housing projects.
- b) The California Department of Transportation offered to the City in exclusive rights to acquire 17 vacant homes in the SR 710 right-of-way for subsequent resale, the proceeds from which will be used to subsidize affordable housing projects in Pasadena.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided.

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	4	0	0	0	0
Total Labor Hours	23,307.27	0	0	0	0
Total Section 3 Worker Hours	3,006.75	0	0	0	0
Total Targeted Section 3 Worker Hours	0	0	0	0	0

Table 16 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	0	0	0	0	0
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.	0	0	0	0	0
Direct, on-the job training (including apprenticeships).	1	0	0	0	0
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.	0	0	0	0	0
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).	2	0	0	0	0
Outreach efforts to identify and secure bids from Section 3 business concerns.	3	0	0	0	0
Technical assistance to help Section 3 business concerns understand and bid on contracts.	4	0	0	0	0
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.	0	0	0	0	0
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	0	0	0	0	0
Held one or more job fairs.	2	0	0	0	0
Provided or connected residents with supportive services that can provide direct services or referrals.	0	0	0	0	0
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	0	0	0	0	0
Assisted residents with finding child care.	0	0	0	0	0
Assisted residents to apply for, or attend community college or a four year educational institution.	0	0	0	0	0
Assisted residents to apply for, or attend vocational/technical training.	0	0	0	0	0
Assisted residents to obtain financial literacy training and/or coaching.	0	0	0	0	0
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.	0	0	0	0	0
Provided or connected residents with training on computer use or online technologies.	0	0	0	0	0
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.	1	0	0	0	0
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.	1	0	0	0	0
Other. Social media posts	1	0	0	0	0

Table 17 – Qualitative Efforts - Number of Activities by Program

Narrative

Four projects closed out this year. No tall met the Section 3 milestones. Contractors did provide proof of efforts to obtain Section 3 workers. One project did not, and the City withheld the 5% retention.

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	CA-607 Pasadena

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	626-744-8305
Email Address	joreillyjones@cityofpasadena.net

ESG Secondary Contact

Prefix	Ms
First Name	Daniel
Last Name	Cole
Title	Project Coordinator
Phone Number	626-744-8315
Email Address	dcole@cityofpasadena.net

Reporting Period

Program Year Start Date	07/01/2023
Program Year End Date	06/30/2024

Subrecipient Form

Subrecipient or Contractor Name: The FID Group dba Friends in Deed

City: Pasadena

State: CA

Zip Code: 91104

DUNS Number: 168957306

UEI: QBXTZ5HPWVH3

Is subrecipient a victim services provider: No

Subrecipient Organization Type: Non-profit

Contract Award Amount: \$82,330

Subrecipient or Contractor Name: Housing Works

City: Pasadena

State: CA

Zip Code: 91107

DUNS Number: 794122882

UEI: SWAFRQ9LSVL1

Is subrecipient a victim services provider: No

Subrecipient Organization Type: Non-profit

ESG Subgrant or Contract Award Amount: \$80,838

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	101,105
Total Number of bed - nights provided	85,775
Capacity Utilization	85%

Table 18 – 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.

ATTACHMENT A

**PUBLIC NOTICE BY THE CITY OF PASADENA
OF A SCHEDULED PUBLIC HEARING BY THE CITY COUNCIL
RELATING TO THE 2023-2024 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) 2023-2024, as required by the United States Department of Housing and Urban Development (HUD), will be available for public review and comment commencing on September 5, 2024 and continuing through September 23, 2024. This action, if approved, is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines per Section 15061(b)(3).

The CAPER assesses the City's progress in carrying out the third year (July 1, 2023 – June 30, 2024) of the Strategic Plan which is described in the 5-Year (2020-2024) 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 City of Pasadena's City Council and Housing Department are vitally interested in improving and increasing communication with Pasadena citizens in the area of housing, community development, and economic development. The PY23-24 CAPER (draft) will be available for public review on the Housing Department website at: <https://www.cityofpasadena.net/housing/cdbg/#cdbg-plans>. Citizens wishing to submit written comments during the public review and comment period may mail them, postmarked no later than September 20, 2024, to the following:

City of Pasadena - Housing Department
Attention: Randy Mabson, Program Coordinator
649 N. Fair Oaks Blvd. #202
Pasadena, CA 91109

The public hearing will be held at the following location and time:

City Council - Public Hearing
Monday, September 23, 2024, at 5:30 p.m.
Pasadena City Hall – City Council Chambers
100 N. Garfield Avenue, Pasadena, CA 91109

A copy of the draft PY23-24 CAPER will be available for public review on the City's website (<http://www.cityofpasadena.net/>) and at the following locations commencing on September 5, 2024, and continuing through September 23, 2024:

1. HOUSING DEPARTMENT:

Renaissance Plaza -649 N. Fair Oaks Ave., Suite 202, Pasadena, California (626)744-8321
Mondays and Tuesdays between 8:00 a.m. and 1:00 p.m., Wednesdays and Thursdays between 12:00 p.m. and 5:00 p.m.

2.. **City of Pasadena Housing Department website:** <https://www.cityofpasadena.net/Housing/>.

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 12:00 p.m. through 5:00 p.m. on September 19, 2024. Comments may also be submitted verbally or in writing to the City Council at the public hearing on September 23, 2024. If you have any questions, you may contact Randy Mabson, CDBG Coordinator at the City of Pasadena Housing Department, at (626) 744-8321.

All interested persons may submit correspondence to correspondence@cityofpasadena.net prior to the start of the City Council meeting. During the meeting and prior to the close of the public hearing, members of the public may provide live public comment by submitting an online speaker card form at the following webpage: www.cityofpasadena.net/city-clerk/public-comment; or by calling the Speaker Card Helpline at (626) 744-4124.

Please refer to the City Council agenda when posted for instructions on to how to provide live public comment. If you challenge the matter in Court, you may be limited to raising those issues you or someone else raised at the public hearing, or in written correspondence sent to the City Council or the Housing Department's designated comment recipient at, or prior to, the public hearing.

Miguel Márquez, City Manager
P.O. Box 7115
Pasadena, CA 91109

ATTACHMENT B

ATTACHMENT C

ATTACHMENT D

ATTACHMENT E

ATTACHMENT F

Public Service
CDBG Performance Report (Annual Report)

Project Title: Community Social Services Program (PY23)

Operating Agency: Armenian Relief Society

Contract Period: 7/1/23 - 6/30/24

Activity Code: 5 Other Public Services

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

Project Summary

The ARS Community Social Services Program provides comprehensive social services to help meet the needs of eligible low-moderate income youth, adults, and older adults with limited English language capability residing in the City of Pasadena. The following services are provided by the case manager: employment services (job search, referrals, placement), senior services (case management, completion of forms, access/linkages to public benefits, assistance with housing, telecommunications, utility issues, etc), distribution of meals and food bags, distribution of toys during the holiday season. Services are provided through an office space at the Jivalagian Youth Center, located at 2242 E. Foothill Blvd., Pasadena, CA 91107.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 300 Cumulative: 304 Ratio: 101.33%

Annual Narrative

Throughout the 2023-2024 Fiscal Year, our organization was able to successfully meet and exceed its

outcomes through the Community Social Services Program. While the program had an accomplishment goal of assisting 300 individuals with public social services, we were able to serve 304 individuals with the provision of comprehensive social services to meet the public service needs of

the low-income and target population. The organization focused its services on employment services, senior services, distribution of meals/food bags, access/linkages to public benefits, completion of forms for limited English proficient clients, case management services, assistance with housing, transportation needs, utility and telecommunication issues, and more. During the program year, the organization also conducted outreach with other local community based organizations, including Sunny Land Day Care for seniors, and the annual fair Pasadena Village.

In November of 2023, our organization was also invited to participate in Congresswoman Judy Chu's annual Operation Gobble turkey donation program whereby we were able to distribute Thanksgiving turkeys to clients in need through the Pasadena office.

We were also invited to participate in the Pasadena Mayor's Annual Operation Gobble Gobble also in November of 2023 at the City Hall's Centennial Square after which Thanksgiving turkeys, which were received, were distributed to additional clients in need through the Pasadena office.

Our organization continues to witness an ongoing demand for social services through this program and we appreciate the partnership through the City of Pasadena CDBG program to be able to deliver vital services to community members in need.

Accomplishment Quantity: 304

	Non-Hispanic	Hispanic
White	299	5
Black/African American	0	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 120

Income Level

Extremely Low 265

Public Service
CDBG Performance Report (Annual Report)

Very Low	35
Low-Moderate	4
Above Moderate	0

Public Service
CDBG Performance Report (Annual Report)

Project Title: Teen Program (PY23)

Operating Agency: Boys & Girls Club of Pasadena

Contract Period: 7/1/23 - 6/30/24

Activity Code: 05D Youth Services

National Objective: 570.208 (a)(2)(i)(D) LMC (Nature & Location)

Project Summary

BGCP's Teen Program provides a safe haven where teens can have positive interactions with their peers, build academic and life skills, and develop relationships with role models who guide them in their high school journey. Club membership is free of charge to all teens, making it accessible to all regardless of financial circumstances, and providing educational support opportunities that are often unaffordable for low- to moderate-income families. BGCP is expanding mental health and wellness programming for all teens - the focus of this request – with: (1) weekly Life Skills groups; (2) Empowered Voices program; (3) case management services; and (4) growing community partnerships. Weekly Life Skills groups with MFT trainees are based on the fundamentals of Dialectical Behavior Therapy.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 40 Cumulative: 48 Ratio: 120.00%

Annual Narrative

A total of 48 Mackenzie-Scott teens participated in the Teen Program during this program year, across all quarters. This exceeds the projection of 40 “accomplishments” in the Club’s CDBG proposal. Of these, the families of 21 teens submitted intake forms and proof of residence in a CDBG-eligible census tract.

Throughout the grant period, the Teen Program focused on keeping teens at the Mackenzie-Scott Clubhouse on track to graduate from high school, with daily “Power Hour” to complete homework and receive help from staff, as well as individualized tutoring as needed. College preparation workshops in partnership with College Access Plan and a field trip to USC helped teens this year envision their post-secondary futures.

BGCP is pleased to report that 100% of Club seniors graduated on time from high school this spring. In addition, 100% of teen members progressed to the next grade on time, and 100% of Club seniors who graduated this spring plan to pursue post-secondary education in the fall at either Pasadena City College or a UC University.

BGCP offered a variety of workforce development programming to Mackenzie-Scott teens this year, including career panels and visits with local professionals, workplace field trips, a resume-building workshop, and growing Teen Café entrepreneurship program.

The Club also offered robust leadership development opportunities this school year, including a thriving Mackenzie-Scott Keystone Club which consistently planned community-building events, Teen Nights/“We Own Friday” events, and service projects. An advocacy trip to Sacramento was also a highlight, giving teens the opportunity to interact with Pasadena’s elected representatives and their staff. Leadership development programming also included Changemakers and Youth for Unity social justice programs.

In response to a sustained need for wellness programming since the pandemic, BGCP offered social-emotional learning programs throughout the year to Mackenzie-Scott teens. Programs offered included weekly Life Skills Groups, which offer a combination of DBT (Dialectical Behavior Therapy) and mindfulness approaches to developing social-emotional skills, and BGCA’s “Meta-Moment” emotional self-regulation program.

BGCP offered healthy lifestyles programming throughout the year, including gym activities, swimming, various weekly fitness challenges, pickleball, and a basketball team. Other enrichment programs included the CREATES art program, Express Yourself storytelling program, 3D Art, and Art with Purpose.

Finally, fun, community-building field trips for Mackenzie-Scott teens included trips to A Noise Within, Raging Waters, LA Auto Show, arcade/bowling, Latino Heritage and Black History parade

Public Service
CDBG Performance Report (Annual Report)

participation, and the Club's 4-day Sleep-Away Camp in the Wrightwood mountains in June.

Accomplishment Quantity: 48

	Non-Hispanic	Hispanic
White	5	2
Black/African American	10	0
Asian	3	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	3	25

Household

Female Headed Household 28

Public Facility
CDBG Performance Report (Annual Report)

Project Title: Jackie Robinson Community Center Security Enhancements

Operating Agency: Information Technology Department - City of Pasadena

Contract Period: 12/23/21 - 6/30/24

Activity Code: 03E Neighborhood Facilities

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

Project Summary

This new project will install security cameras and card access in the Jackie Robinson Community Center – 1020 N. Fair Oaks Av.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 14450 Projected Completed: Yes

Annual Narrative

Contractor – CelPlan Technologies

Sub-contractor – DIVAD Corporation

Date Contract Awarded – March 2022

Unexpected delays due to some materials being discontinued or having very long lead times for delivery and onboarding of a sub-contractor that could meet the HUD

Section 3 requirements.

Construction Started – October 2022

Construction Completed – March, 2024

Completion of this project provided security enhancement (camera and card-access) for the Jackie Robinson Community Center

Accomplishment Narrative

- July 2023: Installation continues with several challenges; additional tooling and hardware needed due to architectural protrusions and sheet metal lining.
- August 2023: Installation continues with placement of exterior cameras and installation of Siklu wireless components.
- September 2023: Installation continues with delays; new doors to be installed by Public Works and requests for additional security access points inside the building.
- October 2023 thru December 2023: Installation continues with work on interior and exterior doors to satisfy new requests for additional security access points.
- January 2024: Installation continues with completion of new exterior doors and wiring for access control.
- February 2024: Installation continues with replacement of door hardware for electrification.
- March 2024: Installation completed with bringing all doors and access control online and assigning users. Testing, training and user acceptance completed.
- April 2024 thru May 2024: Worked on finalizing vendor invoicing and closing out the project.
- June 2024: Finalized vendor invoicing and closed out the project.

Public Facility
CDBG Performance Report (Annual Report)

Project Title: La Pintoresca Park Security Enhancements

Operating Agency: Information Technology Department - City of Pasadena

Contract Period: 12/9/21 - 6/30/24

Activity Code: 03F Parks, Recreational Facilities

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

Project Summary

This new project will install security cameras in La Pintoresca Park – 45 E. Washington Blvd.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 14450 Projected Completed: Yes

Annual Narrative

Contractor – CelPlan Technologies

Sub-contractor – DIVAD Corporation

Date Contract Awarded – March 2022

Unexpected delays due to some materials being discontinued or having very long lead times for delivery and onboarding of a sub-contractor that could meet the HUD

Section 3 requirements.

Construction Started – October 2022

Construction Completed – May 2023

Completion of this project provided security enhancements (cameras) within the open areas of La Pintoresca Park.

Accomplishment Narrative

- July 2023 thru March 2024: Worked on finalizing vendor invoicing and closing out the project.

- April 2024: Finalized vendor invoicing and closed out the project.

Public Facility
CDBG Performance Report (Annual Report)

Project Title: Villa Parke Camera Installation

Operating Agency: Information Technology Department - City of Pasadena

Contract Period: 7/1/21 - 6/30/24

Activity Code: 03F Parks, Recreational Facilities

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

Project Summary

This new project will install security cameras in Villa Parke - 363 E. Villa St.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 14450 Projected Completed: Yes

Annual Narrative

Contractor – CelPlan Technologies

Sub-contractor – DIVAD Corporation

Date Contract Awarded – March 2022

Construction Started – October 2022

Unexpected delays due to some materials being discontinued or having very long lead times for delivery and onboarding of a sub-contractor that could meet the HUD

Section 3 requirements.

Construction Completed – March 2023

Completion of this project provided security enhancements (cameras) within the open areas of Villa Parke.

Accomplishment Narrative

- July 2023 thru March 2024: Worked on finalizing vendor invoicing and closing out the project.

- April 2024: Finalized vendor invoicing and closed out the project.

Public Service
CDBG Performance Report (Annual Report)

Project Title: FAME Food Pantry Program

Operating Agency: First African Methodist Episcopal Church of Pasadena

Contract Period: 1/1/22 - 12/31/24

Activity Code: 05W Food Banks

National Objective: 570.208 (a)(2)(i)(A) LMC (Presumed)

Project Summary

This project is part of the Pasadena Food Pantry Program to address food insecurity in response to the COVID-19 pandemic. CDBG funds will be used towards personnel and non-personnel costs. FAME Food Pantry strives to achieve its mission by weekly distributing a weekly supply of food to anyone who needs services. On the average, 160 unduplicated households will receive services each week. Our Client sign-in documents indicate that the average family household has 3-4 members, so about 480 unduplicated persons receive food each week. FAME Food Pantry distributes food at the FAME Church campus located at 1700 N. Raymond Ave, Pasadena, CA
Every Friday, the FAME Food Pantry distributes enough groceries to allow our clients to stock their kitchen for 1 week. Our grocery bags include a mix of fresh, frozen, and shelf-stable foods. Each client receives non-perishable items, 2 servings of meat, milk, eggs, bread, and fresh vegetables and fruit.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 480 Cumulative: 48 Ratio: 10.00%

Annual Narrative

Accomplishment Quantity: 48

	Non-Hispanic	Hispanic
White	5	7
Black/African American	11	5
Asian	10	8
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	1	1

Household

Female Headed Household 35

Public Facility
Year 2 CDBG Performance Report (Annual Report)

Project Title: 2322 Foothill Rehab

Operating Agency: Housing Department - City of Pasadena

Contract Period: 4/10/23 - 6/30/24

Activity Code: 17C C/I Building Acq., Construction, Rehabilitation

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

Project Summary

The subject property at 2322 and 2324 E. Foothill Blvd. consists of two buildings built in 1924 with five surface parking spaces. The rear building was reconstructed with a second floor around 1973. The property contains a gross building area of approximately 2,360 sq. ft. on a parcel of approximately 4,189 sq. ft. in area. The property will be rehabilitated for a total of 6 residential units: (2) 1-BR units in the front building, (4) studio units in the rear building.

Accomplishments

Performance Indicator: Facility

Quantitative Goal: 1 Projected Completed: No

Annual Narrative

Construction of the project proceeded throughout this annual report period (July 2023 - June 2024), and was substantially completed with a Temporary Certificate of Occupancy issued by the City on 6/21/2024. In the next quarterly report period (July 2024 - Sept. 2024), the Housing Dept. will administer project close-out activities, and the developer will commence occupancy of the project units.

Housing
CDBG Performance Report (Annual Report)

Project Title: 940 Summit (HOPE)

Operating Agency: Housing Department - City of Pasadena
 Contract Period: 9/13/23 - 6/30/24
 Activity Code: 14B Rehab; Multi-Unit Residential
 National Objective: 570.208 (a)(3) LMH (Housing)

Project Summary

\$723,000 in HOME funds to nonprofit developer HOPE, Inc. for the rehabilitation and financial restructuring of a 3-unit apartment rental property at 940 N. Summit Ave. Pasadena, CA 91101. The Project serves low-income persons with developmental disabilities.

Accomplishments

Performance Indicator: Households Assisted
 Quantitative Goal: 3

Annual Narrative

During this annual report period (July 2023 - June 2024), the developer: a) made preparations to comply with HOME requirements as well as City local hiring requirements; b) solicited contractors for the rehab work; and c) obtained a mortgage commitment from a refinance lender. In the next report quarter (July - September 2024), the project will incur its first expenditure of HOME funds to partially pay down the existing mortgage.

Accomplishment Quantity: 0

	Non-Hispanic	Hispanic
White	0	0
Black/African American	0	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	0
Total Units Occupied by Elderly (62 years or older)	0

Lead Paint Detail

# Housing Units built before 1978	0
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)	0
Abatement (Hard Costs > \$25,000)	0

Housing Details

Street Address	Rent/Own	Income Level	Expenditures
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Public Service
CDBG Performance Report (Annual Report)

Project Title: TBRA-EP (HOME)

Operating Agency: Housing Department - City of Pasadena

Contract Period: 5/1/24 - 6/30/26

Activity Code: 05Q Subsistence Payments

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

Project Summary

The project will provide funding for tenant based rental assistance for Pasadena residents. Disabled seniors that are at high risk of homelessness are the target population.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 25 Cumulative: 5 Ratio: 20.00%

Annual Narrative

During the reporting period, a total of five persons were enrolled into the TBRA-EP (HOME Program). These persons were transitioned over from the TBRA-EP (HOME-ARP) program which is sun setting. Over the next year, the program plans to enroll an additional 12 persons that at high risk of becoming homeless.

Accomplishment Quantity: 5

	Non-Hispanic	Hispanic
White	0	2
Black/African American	1	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	2	0

Household

Female Headed Household 4

Income Level

Extremely Low 5

Very Low 0

Low-Moderate 0

Above Moderate 0

Housing
CDBG Performance Report (Annual Report)

Project Title: 760 Worcester (HOPE)

Operating Agency: Housing Department - City of Pasadena

Contract Period: 9/13/23 - 6/30/24

Activity Code: 14B Rehab; Multi-Unit Residential

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

Project Summary

\$1,274,000 in HOME funds to nonprofit developer HOPE, Inc. for the rehabilitation and financial restructuring of a 6-unit apartment rental property at 760 Worcester Ave. Pasadena, CA 91101. The Project serves low-income persons with developmental disabilities

Accomplishments

Performance Indicator: Housing Units

Quantitative Goal: 6

Annual Narrative

During this annual report period (July 2023 - June 2024), the developer: a) made preparations to comply with HOME requirements as well as City local hiring requirements; and b) solicited contractors to perform the rehab work. In the next report quarter (July - September 2024) the project will commence rehabilitation work.

Accomplishment Quantity: 0

	Non-Hispanic	Hispanic
White	0	0
Black/African American	0	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	0
Total Units Occupied by Elderly (62 years or older)	0

Lead Paint Detail

# Housing Units built before 1978	0
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)	0
Abatement (Hard Costs > \$25,000)	0

Housing Details

Street Address	Rent/Own	Income Level	Expenditures
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Public Service
CDBG Performance Report (Annual Report)

Project Title: TBRA-EP (ARP-HOME)

Operating Agency: Housing Department - City of Pasadena

Contract Period: 7/1/22 - 6/30/25

Activity Code: 05Q Subsistence Payments

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

Project Summary

This program will provide short term tenant-based rental assistance for up to 24 months.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 0

Annual Narrative

This program started the year with 16 participants, however during the program year it was determined by City staff to re-allocate funding to another affordable housing program. As a result, participants in this TBRA-EP (ARP-HOME) project will be transitioned over to another TBRA-EP project funded by HOME. At the end of the program year, 12 participants remained in the program. During the next year, all participants will be transitioned, and the project will be closed.

Accomplishment Quantity: 0

	Non-Hispanic	Hispanic
White	0	0
Black/African American	0	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 0

Income Level

Extremely Low 0

Very Low 0

Low-Moderate 0

Above Moderate 0

Public Service
CDBG Performance Report (Annual Report)

Project Title: PY23 Fair Housing Service

Operating Agency: Housing Rights Center

Contract Period: 7/1/23 - 6/30/24

Activity Code: 05J Fair Housing Activities-SUBJ. to Pub Ser. Cap

National Objective: 570.208 (a)(2)(i)(D) LMC (Nature & Location)

Project Summary

To combat housing discrimination by providing fair housing/landlord-tenant services to Pasadena residents with the goal of preventing homelessness. Services are to include housing counseling, pre-eviction assistance, and housing discrimination investigations. The program also includes education and outreach to residents, landlords and community members.

Accomplishments

Performance Indicator: Households Assisted

Quantitative Goal: 1200 Cumulative: 519 Ratio: 43.25%

Annual Narrative

Performance Highlights

Through the conclusion of FY 23/24, the Housing Rights Center's (HRC's) Fair Housing Program for the City of Pasadena provided housing-related services to 1,289 Pasadena household contacts. Based on this total number of household contacts, HRC served 519 residents in-person through our physical locations at HRC's Lake Avenue office and at the Jackie Robinson Center. The remaining 770 resident contacts were served through our phone intake line, e-mail requests, website requests, or through an outreach event or clinic. One-hundred thirty-five residents presented HRC with complaints or questions regarding housing discrimination, with the balance (1,154) seeking counseling on general landlord-tenant and other housing matters. HRC also provided the city with a comprehensive outreach and education program, which included presentations covering a wide range of housing- and discrimination-related topics, media participation, property management training sessions, social media releases, and literature distribution.

Demographic Overview

Of the 1,289 Pasadena residents contacted and served in-person, 1,239 (96.1%) reported their income level as low to extremely low, 411 (31.9%) were of Hispanic/Latino ethnicity, 245 (19.0%) were seniors, 183 (14.2%) were disabled, and 54 (4.2%) were female heads of households.

Summary of Investigations

Of the 135 discrimination inquiries received by HRC, the agency opened 16 discrimination investigation cases, seven of which alleged discrimination based on physical disability, four on mental disability, three on source of income, and two on race. To date, six of these cases have been successfully conciliated by HRC staff, five were closed for lack of a meaningful enforcement option or upon the client's withdrawal, with the remaining five cases pending further investigation.

General Landlord/Tenant Assistance

During this program year, 1,154 Pasadena residents contacted and served in-person turned to HRC for counseling on general landlord-tenant questions and complaints. HRC staff resolved 412 (35.7%) of these matters, with the remainder receiving referrals to appropriate agencies or other service providers.

Accomplishment Quantity: 519

	Non-Hispanic	Hispanic
White	79	8
Black/African American	152	2
Asian	40	2
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0

Public Service
CDBG Performance Report (Annual Report)

American Indian/Alaskan Native & White	0	1
Asian & White	0	0
Black/African American & White	2	0
American Indian/Alaskan Native & Black/African Am	1	1
Other Race	33	198

Household

Female Headed Household 54

Housing
CDBG Performance Report (Annual Report)

Project Title: PY23 MASH Residential Rehabilitation

Operating Agency: Housing Department - City of Pasadena

Contract Period: 7/1/23 - 6/30/24

Activity Code: 14A Rehab; Single-Unit Residence

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

Project Summary

The MASH Residence Rehabilitation (MRR) program proposes to provide housing rehabilitation and related services in areas of Northwest Pasadena that have been neglected and are in poor condition. The MRR program, in addition to mitigating blight, also serves as a job training mechanism for up to (50) fifty individuals who have experienced barriers to employment when applying through traditional avenues. The program provides trainees with job skills, career development, hands-on-training and work experience in various City departments.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 0

Annual Narrative

FY23, MASH accomplished its performance goal by completing 10 residential rehabilitation projects for homeowners in the City of Pasadena. MASH staff completed six exterior paint rehabilitation projects, three wheelchair ramp or rail projects, and one rodent-proofing and window screen replacement for a total of 10 homes. Homeowner demographics included nine residents over 62, 8 Female HOH, 3 white (non-hispanic), 4 Black, and 3 hispanic homeowners,

MASH experienced several challenges throughout the FY including staff injuries, three homeowners declining services after approval, and several homeowners moving or not meeting eligibility requirements. Despite several setbacks, MASH achieved FY23 performance goals positively impacting the Pasadena community and residents.

Accomplishment Quantity: 10

	Non-Hispanic	Hispanic
White	3	3
Black/African American	4	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	8
Total Units Occupied by Elderly (62 years or older)	9

Lead Paint Detail

# Housing Units built before 1978	10
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)	10
Abatement (Hard Costs > \$25,000)	0

Housing Details

Street Address	Rent/Own	Income Level	Expenditures
843 N Wilson Ave. Pasadena, CA 91104	Own	Extremely Low	\$24,308.97

Housing
CDBG Performance Report (Annual Report)

1679 Fiske Ave. Pasadena, CA 91104	Own	Extremely Low	\$9,681.80
1634 Monte Vista Ave. Pasadena, CA 91106	Own	Extremely Low	\$24,290.03
2226 Las Lunas St. Pasadena, CA 91107	Own	Very Low	\$18,848.64
665 Everts St. Pasadena, CA 91103	Own	Very Low	\$24,643.17
860 N Raymond Ave. Pasadena CA 91103	Own	Extremely Low	\$24,543.18
192 E Montana St. Pasadena, CA 91103	Own	Extremely Low	\$24,970.21
1055 E Howard St. Pasadena, CA 91104	Own	Very Low	\$24,074.44
1390 Valencia Ave. Pasadena, CA 91104	Own	Very Low	\$15,085.91
552 E Claremont St. Pasadena, CA 91104	Own	Extremely Low	\$3,536.69

Public Service
CDBG Performance Report (Annual Report)

Project Title: Families In Transition

Operating Agency: Pasadena Unified School District (PUSD)

Contract Period: 7/1/23 - 6/30/24

Activity Code: 05D Youth Services

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

Project Summary

Families in Transition (FIT) is an existing program that currently provides health and social services to the Pasadena Unified School District's highest-needs population including homeless students, unaccompanied youth, and low-income students with unaddressed needs. The goal is to reduce the socio-economic and health barriers of children and their families so that students can succeed in school. The objectives are to: 1) Connect disadvantaged students, parents and caregivers to needed services as appropriate for a positive learning experience; 2) Increase student attendance and parental involvement; and 3) Increase the capacity of schools and our community partners to respond to the holistic needs of children, youth, and families.

Activities include direct services and referrals related to: physical health and mental health; emergency shelter and basic needs; school enrollment and preparedness; enrollment in out-of-school time academic and enrichment programs; parent/caregiver education; and family counseling, crisis intervention and case management. FIT staff collaborate with community-based organizations, including Door of Hope, Peace Over Violence, and the Salvation Army to connect clients to emergency services, and to provide services to improve the health and financial stability of students and families. Services are provided at the PUSD Center for Student & Family Services, located at 750 N. Los Robles Avenue in Northwest Pasadena in the CDBG service area.

Accomplishments

Performance Indicator: Households Assisted

Quantitative Goal: 87 Cumulative: 326 Ratio: 374.71%

Annual Narrative

A total of 110 unduplicated households and 370 individuals, including 188 PUSD students, were enrolled in the CDBG program for the 2023-2024 school year, exceeding our accomplishment goal of 87 households and 303 individuals. The Families in Transition (FIT) staff made 203 referrals for families to community agencies that provide assistance with housing, food insecurity, medical and dental needs, health insurance, and legal services. The FIT staff participated in 22 outreach events in order to raise awareness of the number and needs of our unhoused students, promote parental involvement, and provide access to services. Training focusing on eligibility, the referral process, and services available through the FIT office was provided for 183 PUSD employees including 44 district and school administrators, 26 administrative assistants, 59 school registrars, and 54 support staff including community assistants. Additionally, the FIT team was invited to the SPA 3 Provider Meeting to describe their services and procedures. The FIT staff distributed 80 backpacks to students at the start of the year, provided cold-weather clothing for 10 families, referred secondary students to formal-wear giveaways during prom and graduation season, supplied 48 families with shelf-stable food for the summer, and secured 23 scholarships for students to attend the Pasadena Educational Foundation summer enrichment program.

Unanticipated budgetary circumstances presented challenges to utilizing all of the award funds. The coordinator position was vacated at the start of Quarter 2 and the position was soon eliminated. The funding allocations of the community advocates could not be modified to include CDBG funding until Quarter 3. Although the full CDBG award was not used, the Families in Transition team accomplished the outcome goals of the CDBG program.

Accomplishment Quantity: 326

	Non-Hispanic	Hispanic
White	14	223
Black/African American	63	4
Asian	6	0
American Indian/Alaskan Native	6	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	3
Black/African American & White	0	0

Public Service
CDBG Performance Report (Annual Report)

American Indian/Alaskan Native & Black/African Am	0	0
Other Race	7	0

Household

Female Headed Household	185
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Income Level

Extremely Low	0
Very Low	0
Low-Moderate	326
Above Moderate	0

Public Facility
CDBG Performance Report (Annual Report)

Project Title: Alkebu-Lan Cultural Center Rehabilitation

Operating Agency: Public Works Department - City of Pasadena

Contract Period: 1/1/22 - 6/30/24

Activity Code: 03E Neighborhood Facilities

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

Project Summary

This project will provide funding for rehabilitation at Alkebu-Lan Cultural Center i located at 1435 N Raymond Ave. Rehabilitation will include removal and replacement of the roof systems in these areas including the sheathing and underlayment; removal and replacement of damaged drywall interior finishes; and removal of damaged vinyl tile and replacement with new flooring. In addition, sinks and counter tops in each of the men's and women's restrooms will be replaced to ensure ADA compliance and the doors to the exterior patio will be repaired to ensure proper building security and access/egress.

Accomplishments

Performance Indicator: Facility

Quantitative Goal: 1 Projected Completed: Yes

Annual Narrative

Due to staffing shortage and work load, it was determined that the major work for the project would not start until Fiscal Year 2023. Project has been assigned and work will start in the first quarter of year 2. Minor planning and discussion of scope of work was done in Q4 for the project. The revised projected schedule for Fiscal Year 2023 is as followed:

Design: July thru Oct

Bidding & Award: Nov thru Feb

Construction: March thru May

Close-out: June

Public Facility
CDBG Performance Report (Annual Report)

Project Title: NW Sidewalk Improvements (Phase VI)

Operating Agency: Public Works Department - City of Pasadena

Contract Period: 7/1/23 - 6/30/24

Activity Code: 03L Sidewalks

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

Project Summary

This project will continue the existing CDBG sidewalk project in the North of the City of Pasadena: in census tracts 4620.01 and 4320.02

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 20000 Projected Completed: No

Annual Narrative

Public Works City Crews replaced sidewalks and grinded sidewalks in Northwest Pasadena.

The total broken down by quarter are below.

Q1 City of Pasadena crews replaced sidewalk at 40 locations for a total of 2919 square feet at the following locations: Jackson N between 1061 and 383, Jackson S between 386 and 414, N. Summit Ave (W) between 925 and 1089, E. Hammond (S) between 1109 and 1108, N. Summit Ave(W) between 801 and 897, N. Summit Ave W and N. Summit (E) between 904 and 816. There were sidewalk grinding at 19 locations for a total of 241 linear feet.

Q2 City of Pasadena crews replaced sidewalk at 67 locations for a total of 3000 Square feet at the following locations: W Hammond between 1135 and 1100, E Claremont Street between 664 and 1177, Palm Terrace (W) 1141 and 737, Palm Terrace (E) 1098 and 1200. There were sidewalk grinding at 6 locations for a total of 175 square feet

Q3 Public Works City Crews replaced sidewalks at 102 locations and grinded 12 separate locations of sidewalks, from the NW area for a total of 6167 square feet. Here are the break downs:

Barthe (N/W) between 235 to 347 from Mountain St to Lincoln Ave. Replaced 865 square feet and grinded one location for a total of 895 square feet.

Barthe (S/E) between 372 to 208 from Mountain St to Lincoln Ave. Replaced 695 square feet and grinded 3 locations for a total of 780 square feet.

Painter (S) between 762 to 182 from Raymond to Summit. Replaced 1395 square feet and grinded 1 location for a total of 1425 square feet.

Painter (N) between 815 to 43 from Marengo to Fair Oaks. Replaced 445 square feet and grinded 3 locations for a total of 545 square feet.

Palm Terr between 1156 to 1210 from E Claremont to Belvidere. Replaced 380 square feet of sidewalks.

E Claremont St (S) between 1210 to 1213 from Palm Terr to Lake Ave. Replaced 695 square feet of sidewalks.

E Claremont St. (N) between 1247 to 751 from Lake Ave. to Palm Terr. Replaced 860 square feet and grinded 4 locations to a total of 912 square feet.

E Claremont St. (N) between 783 to 1226 from Palm Terr to El Molino. Replaced 685 square feet of sidewalks.

PW crews grinded the follow streets:

Prospect between 1080 to 1060 grinded 6 locations and salvaged 175 square feet of sidewalks.

Seco Street between 810 to 1054 grinded 24 locations and salvaged 725 square feet of sidewalks.

236 Mountain St at Seco grinded 16 locations and salvaged 400 square feet of sidewalks.

235 Barth Dr. at Brenner Park grinded 10 locations and salvaged 250 square feet of sidewalks.

Public Facility
CDBG Performance Report (Annual Report)

La Pintoresca Dr. between 1236 to 1268 grinded 7 locations and salvaged 156 square feet of sidewalks.

*PW crews replaced a total of 5870 square feet of sidewalks at 102 locations, and grinded a total of 75 locations for a total of 2003 square feet of sidewalks. a combined total of 8143 square feet of sidewalks.

Q4 Pasadena City crews replaced a combined total of 4010 square feet of sidewalks at 43 locations, and addition to grinding of 33 locations. These are the following locations: Cedar St between 455 to 119, N Euclid St between 895 to 896; (both E and W side of the streets). Ashtabula (N & S) side of the street 758 to 780. The combined total square footage includes 249 square feet of sidewalk being salvaged from grinding.

Sidewalk Griding Operations:

La Pintoresca Dr. between 1236 to 1235 started from E Claremont St. (13 locations and 345 square feet)

Pointer St between 102 to 43 from Wheeler Ln and Raymond St. (3 locations and 110 square feet)

Buckeye St between 799 to 814 from Euclid and Los Robles north and south side of the street. (18 locations and 500 square feet)

Ashtabula St between 386 to 395 north and south side of the street from Los Robles to Garfield. (5 locations and 135 square feet)

Raymond/ Iowa St between 1450 to 1396 east side of street from Grandview to E Washington. (18 locations and 635 square feet)

Iowa St between 1400 to 1440 from Grand view to E Washington. (13 locations and 315 square feet)

Summit St between 150 to 1426 from Grandview to E Washington east and west side of street. (22 locations and 360 square feet)

Los Robles between 1890 to 2026 from Highland to Woodbury east side of the street. (21 locations and 370 square feet)

1st - Qt 2024

Date reported:	Spots	Square footage	Grinding	Sidewalk restored
10/15/2023	40	3123	19	204 square feet Grinded

2nd - Qt 2024

Date reported:

1/16/2024	71	3365	6	175 square feet Grinded
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3rd- Qt 2024

Date reported:

Public Facility
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4/2/2024 102 6167 12 297 square feet Grinded

4th - Qt 2024

Date reported:

7/15/2024 45 4010 33 340 square feet Grinded

Sub Total	258	16,665	70	1016 square feet Grinded
Total Grinding		3110	225	3110 Square feet salvaged
Grand Total	483	19,775		

Project Title: Individualized Literacy Support

Operating Agency: Reading Partners
Contract Period: 7/1/23 - 6/30/24
Activity Code: 05D Youth Services
National Objective: 570.208 (a)(2)(i)(C) LMC (Exclusive)

Project Summary

Our core program is centered around one-on-one in-person literacy support for kindergarten through fourth-grade students from Title 1 schools. In each of our partner schools, Reading Partners transforms a dedicated space into a reading center, recruiting at least 50 volunteer tutors to serve at least 40 students. Student-tutor pairs work together for 45 minutes twice per week, following an individualized reading plan tailored to each student's particular needs and strengths. To execute this plan, tutors use Reading Partners' curriculum, a series of research-based, structured lesson plans that progress from phonics instruction to comprehension strategy instruction. For the 2022-23 school year, we are utilizing our traditional, in-person program and our virtual curriculum. With this hybrid program, students connect with their tutors either virtually or face-to-face in our reading centers under the guidance and support of our AmeriCorps members and full-time staff.

Accomplishments

Performance Indicator: Persons Assisted
Quantitative Goal: 410 Cumulative: 287 Ratio: 70.00%

Annual Narrative

Reading Partners is deeply grateful for the City of Pasadena's generous grant to support our proven, one-on-one literacy intervention program through our high-impact Literacy Intervention Tutors. During the 2023-24 school year, we delivered research-based, one-on-one tutoring to Pasadena public school students striving to read at grade level. Reading Partners is proud to have partnered with 7 schools in Pasadena to reach 363 students, providing 11,098 tutoring sessions.

To ensure our program is effective, we tracked each student's progress against their primary end-of-year literacy growth goal. Our results show that we helped our younger students—those in kindergarten through second grade—make strides to develop mastery of foundational reading skills appropriate for their grade level. We supported our older students by ensuring they are on track to read at grade level by the end of the year. Thus we are pleased to report on the following outcomes of our program for the 2023-24 school year:

83% of all Reading Partners' students met or exceeded their primary, individualized end-of-year literacy growth goal.

85% of all kindergarteners through second-graders mastered grade-appropriate foundational literacy skills.

78% of all third- and fourth-grade students demonstrated growth in reading scores compared to a national group of peers in the same grade.

78% of students showed improvement in general academic behaviors as reported by teacher surveys.

100% of teachers and principals identified Reading Partners as a valuable asset to their school, as measured by surveys

In each of our partner schools, Reading Partners transformed a dedicated space into a reading center, recruiting at least 50 volunteer tutors to serve at least 40 students. Student-tutor pairs worked together for 45 minutes twice per week, following an individualized reading plan tailored to each student's particular needs and strengths and Reading Partners' strategic goals for student reading achievement. Our virtual tutors used video conferencing and our online curriculum, Reading Partners Connects. Our in-person tutors utilized our traditional program curriculum, Reading Partners Traditional. Both our virtual and in-person curriculums are created in-house and present a series of research-based, structured lesson plans that progress from phonics instruction to comprehension strategy instruction. A seasoned educator supervised a portfolio of reading centers and ensured consistent results and program implementation fidelity. We are thrilled to report that 80% of all Reading Partners students met or exceeded their primary literacy growth goal.

We faced some challenges at the beginning of the year that delayed the initial launch of our programming and affected our ability to meet enrollment benchmarks throughout the year. Firstly, we had a few AmeriCorps program coordinator vacancies in Pasadena at the beginning of the year,

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CDBG Performance Report (Annual Report)

delaying our student enrollment at some school sites. Anticipating AmeriCorps member turnover, we were able to move new candidates through our pipeline and onboard additional AmeriCorps members throughout the fall to fill positions.

Additionally, Reading Partners, like many other volunteer-driven organizations, has faced challenges with volunteer recruitment in line with declining volunteerism nationwide over the last few years. While we successfully partnered with 27 community organizations, ranging from faith-based organizations, corporate partners, universities, and high schools, we faced persistent challenges throughout the year in recruiting enough volunteer tutors to support our students. Our part-time Literacy Intervention Tutors played a crucial role in helping us address this challenge. Tutors in these part-time positions support students with the same one-on-one lessons as our volunteer tutors but could work with 16 students each over the course of the year. These high-impact tutors have played a vital role in supporting our program amidst a myriad of lingering challenges in the education landscape that have made it difficult for us to return to the pre-pandemic numbers of students we can serve.

Every year we strive to continue improving our program. This past school year, we launched a new and more interactive RPCx platform and were thrilled to incorporate our own proprietary curriculum books. Written by our team of experts in curriculum development and published both in print and as ebooks, these new curriculum books have increased diverse representation in our curriculum and introduced contexts more relevant to present day. Our previous curriculum books were written in 1999 and thus did not reflect the race, equity, diversity and inclusion values of our organization or the communities we serve. These new books, however, have created an exciting opportunity to enhance our curriculum to be more inclusive and to show the lived experiences of our students, ultimately enriching their learning exper

Accomplishment Quantity: 287

	Non-Hispanic	Hispanic
White	23	84
Black/African American	32	4
Asian	3	1
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	1	2
American Indian/Alaskan Native & White	0	7
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	8	122

Household

Female Headed Household 183

Income Level

Extremely Low 0
 Very Low 0
 Low-Moderate 287
 Above Moderate 0