

CITY OF PASADENA



Consolidated Annual Performance and Evaluation Report (CAPER)

2024-2025

CITY OF PASADENA

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

2024-2025 Program Year

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Highlighted sections will be added in the final version to HUD.

INTRODUCTION

CITY OF PASADENA

Consolidated Annual Performance and Evaluation Report (CAPER)

July 1, 2024 to June 30, 2025

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) 2024 is the fifth and final 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 2024-2025, 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 2024–2025, the City of Pasadena allocated \$3,542,870 in federal funds, which included \$2,159,608 in Community Development Block Grant (CDBG), \$381,550 in CDBG program income, \$685,489 HOME Investment Partnership, \$126,416 in unspent HOME funds from previous years, and \$189,807 in Emergency Solutions Grant (ESG) funds.

2024 Total Annual Allocation

CDBG	HOME	ESG	TOTAL FEDERAL FUNDING
\$2,541,158	\$811,905	\$189,807	\$3,542,870

Table 1 – PY24 Annual Allocation

HOME-ARP: Funds were allocated in PY21 for tenant-based rental assistance (TBRA). A total amount of \$233,728 was expended for PY24.

CDBG-CV: During PY24, all remaining funds totaling \$237,224.16 was expended to close out program administration and food insecurity programs.

ESG RUSH: In February 2024, the City received an allocation of \$1,000,000 of ESG Rapid Unsheltered Survivor Housing (RUSH) funds in response to Eaton Wildfires Disaster. Programs for rapid re-housing came online in May and four (4) persons had been assisted as of June 30, 2025. Additional expenditures and persons assisted under rapid rehousing, in addition to emergency shelter and homelessness prevention, are expected in the PY25.

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 met or exceeded majority of its goals set forth in the Consolidated Plan. The area a new rental construction fell significantly short due to an extended design review timeframe and a revised financing plan.

Goal	Category	Source / Amount	Needs Addressed	Unit of Measure	5-Year 2020-2024			Year 5 PY2024 Goals		
					Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
Affordable Housing	Affordable Housing	HOME: \$353,300	Rental units rehabilitated and/or preserved affordability	Household Housing Unit	8	6	75%	0	6	600%
Affordable Housing	Affordable Housing	HOME: \$0	Rental Units Constructed	Household Housing Unit	112	0	0%	100	0	0%
Affordable Housing	Affordable Housing	HOME: \$135,925.89 HOME-ARP: \$220,675	Tenant-Based Rental Assistance	Household Housing Unit	15	25	167%	15	10	67%
Economic Development	Non-Housing Community Development	CDBG: \$0	Business Grants	Business	40	52	130%	0	0	0%
Owner-Occupied Housing Rehabilitation	Affordable Housing	CDBG: \$45,492	Housing	Housing Unit	35	34	97%	41	2	5%
Homeless Intervention and Prevention	Homeless	ESG:	Homeless Person Overnight Shelter	Persons Assisted	125	540	432%	85	211	248%
Homeless Intervention and Prevention	Homeless	ESG:	Homelessness Prevention	Persons Assisted	150	187	125%	80	0	0%

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: \$92,044.42	Infrastructure Activities	Persons Assisted	75,000	76,189	102%	10,000	10,335	103%
Public Facility Improvements	Non-Homeless Special Development	CDBG: \$700,000	Public Facility Activities	Persons Assisted	75,000	114,075	152%	7,500	9,265	124%
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$200,489.34 CDBG-CV: 46,446.54	Public Service Activities	Persons Assisted	6,000	6,682	111%	500	1,167	316%

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	693	5
Black or African American	195	4
Asian	67	0
American Indian or American Native	2	0
Native Hawaiian or Other Pacific Islander	4	0
American Indian/Alaskan Native & White	1	0
Asian & White	1	0
Black/African American & White	7	0
American Indian/Alaskan Native & Black/African American	5	0
Other	6	7
Total	1,579	16
Hispanic	583	8
Not Hispanic	996	8

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	56
Hispanic/Latina/e/o	19
Middle Eastern or North African	1
Native Hawaiian or Pacific Islander	0
White	39
Multiracial	41
Client doesn't know	6
Client prefers not to answer	1
Data not collected	47
Total	215

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

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	\$189,807	\$56,012
ESG RUSH	Federal HUD	\$1,000,000	\$8,830
CDBG-CV	CARES Act - HUD	\$800,000	\$658,790
HOME-ARP	ARP Act - HUD	\$3,042,435	\$196,739

Table 5 - Resources Made Available (Includes Program Income)

Narrative

Annual ESG funds in the amount of \$189,807 and ESG RUSH funds in the amount of \$1,000,000 were made available during PY24. Annual ESG funds were used to support the operation of the seasonal Bad Weather Shelter and the administration of the Homeless Management Information System (HMIS) database. ESG RUSH funds were obligated to two local agencies to provide homelessness prevention, emergency shelter, and rapid rehousing services. One of the ESG RUSH rapid rehousing project began operations in PY24, with the remaining programming set to begin in early PY25.

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 providing services to the community. The City-owned property, combined with an adjacent privately-owned property, are being considered for a 100-unit affordable housing site. The Pasadena City Council is expected to adopt a resolution declaring the City-owned property as exempt surplus land pursuant to the State Surplus Land Act.
- Ramona Senior Housing Site –This proposed 100-unit affordable rental housing project for seniors, on a city-owned site, made progress in PY24 on its financing plan. The developer secured over \$8.19M in funding assistance plus Project-Based Vouchers for 48 units from the County of Los Angeles.

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

In PY 24, the City did not commit (nor was it required to commit) any funding resources as a match towards HOME-assisted activities.

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 PY 24, a total of \$56,012 was utilized to meet the annual ESG match requirement, all of which was cash match. The full amount of ESG matching funds were city general funds utilized to support the city's seasonal Bad Weather Shelter. ESG RUSH funds do not have a match requirement.

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	\$51,236.67
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
\$927,122	\$0	\$0	\$0	\$0

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	156	18
Number of special-needs households to be provided affordable housing units	0	0
Total	156	18

Table 13 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	15	10
Number of households supported through the production of new units	100	6
Number of households supported through the rehab of existing units	41	2
Number of households supported through the acquisition of existing units	0	0
Total	156	18

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. In PY 24 the project received final design review approval from the City and made a significant step in the financing plan with the developer securing over \$8.19M in funding assistance plus Project-Based Vouchers for 48 units from the County of Los Angeles.

CDBG

The City's housing rehabilitation production was affected by the termination of its single-family rehabilitation programs. The MASH program costs increased to

an infeasible amount under federal regulations. The HOME-funded HOME Enhancement Loan Program (HELP) did not identify any eligible homeowners.

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 a wide variety of residents 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	-	10
Low-income	-	6
Moderate-income	-	2
Homeless	-	-

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 PY24 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 senior and/ or 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 prioritize individuals and families experiencing homelessness 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 connected to resources. Outreach workers engage people living outside and in vehicles and work to connect them to resources such as shelter and permanent housing. 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; 6) Providing CES connection through low-barrier seasonal shelter programs; and 7) Referrals are made through a countywide 211 help line.

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

In Program Year 2024 (PY24), Pasadena continued to expand and maintain its emergency shelter and transitional housing resources to meet the needs of individuals experiencing homelessness. The Bad Weather Shelter remained operational following its reopening in PY23, while the Continuum of Care (CoC) sustained its support for both weather-activated and year-round motel voucher programs, in addition to Pasadena's existing congregate shelter programs. These combined efforts provided a total of 169 congregate shelter beds and 57 transitional housing beds, in addition to weather-activated and year-round motel voucher beds. Funding was also allocated to support Door of Hope and the David & Margaret Lee Home, further enhancing transitional housing capacity. These programs were supported through a combination of funding sources, including the City of Pasadena General Fund, Los Angeles County Measure H, the State of California's Encampment Resolution Fund (ERF), Homeless Housing Assistance and Prevention (HHAP) funds, and federal ESG 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.

The 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, Family Homelessness Challenge (FHC) grant, and federal ESG. Additionally, the City has allocated \$100,000 of ESG RUSH funds to prevention activities which will commence in PY25.

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 aims to quickly connect households experiencing homelessness with permanent housing. 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 tools along with program entry and exit dates 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. 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. 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 PY24, the City implemented a local moratorium to prevent any evictions for non-payment due to impacts Eaton wildfire disaster. The City Council also passed an ADU ordinance to waiving permit fees associated with constructing accessory dwelling units (ADU) for homeowners that agreed to lease the unit to a Section 8 voucher holder or family member.

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 Housing Department continues to act as the lead agency for the execution of the Consolidated Plan and as the lead agency responsible for the administration of CDBG, HOME, and ESG funds. ESG funds are administered in close consultation with the Continuum of Care. In the wake of the Eaton Fire disaster, Housing Department staff have worked in close collaboration with state, county, and local public entities, as well as private agencies, on recovery efforts.

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 regular working committee meetings, including the 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 monthly 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-4o)

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 2024 CAPER was made available for public review and comment during a minimum 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 199 S. Los Robles Ave. Pasadena, CA 91101. 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 September 11, 2025 to September 29, 2025 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 amend 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 PY24 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 PY24: 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 PY24 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 PY25.

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 2024, \$353,300 in HOME Program Income funds were drawn down in IDIS for the HOPE-Summit project.

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 24, the following actions were taken:

- a) The Burbank-Glendale-Pasadena Regional Housing Trust entered into a funding agreement with the City to provide \$3,250,000 to assist development of the Walnut Crossing for-sale housing project.
- b) Escrow closed on the City's acquisition from the California Department of Transportation ("Caltrans") on 14 of 17 vacant homes. These homes, located in the State Route 710 right-of-way, were offered to the City exclusively pursuant to state law. The City will resell most of these homes at market price, the proceeds from which will be used to subsidize the production of 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	0	1	0	0	0
Total Labor Hours	0	707	0	0	0
Total Section 3 Worker Hours	0	609	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					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).		X			
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.		X			
Provided or connected residents with supportive services that can provide direct services or referrals.					
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.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other. Social media posts		X			

Table 17 – Qualitative Efforts - Number of Activities by Program

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	199 S. Los Robles
Street Address 2	Suite 450
City	Pasadena
State	CA
ZIP Code	91101
Phone Number	626-744-8305
Email Address	joreillyjones@cityofpasadena.net

ESG Secondary Contact

Prefix	Mr.
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	07/01/2024
Program Year End Date	06/30/2025

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

ESG RUSH Contract Award Amount: \$481,250

Subrecipient Organization Type: Non-profit

ESG ASSISTANCE PROVIDED & OUTCOMES (CR-7o)

Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	107,675
Total Number of bed - nights provided	87,235
Capacity Utilization	81%

Table 18 – Shelter Capacity

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

ESG program performance standards are set in consultation with the CoC based on HUD System Performance Measures and overall goals for ending homelessness. Emergency shelter goals include the total number of people served. Rapid rehousing, Housing Stability goals include 85% of participants obtaining permanent housing, 90% of participants maintaining housing for at least 12 months, and 80% of participants exiting to permanent housing. Additionally, the rapid rehousing Employment and Income Growth goal is 30% of participants increasing total non-employment and/or earned income.

ATTACHMENT

A

**PUBLIC NOTICE BY THE CITY OF PASADENA
OF A SCHEDULED PUBLIC HEARING BY THE CITY COUNCIL
RELATING TO THE 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 (City) announces that a draft copy of the Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2024 (PY24), as required by the United States Department of Housing and Urban Development (HUD), will be available for public review and comment commencing on September 11, 2025 and continuing through September 29, 2025. This action, if approved, is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, Section 15061(b)(3).

The CAPER assesses the City's progress in carrying out the third year (July 1, 2024 – June 30, 2025) 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 PY24 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 26, 2025, to the following:

City of Pasadena - Housing Department
Attention: Randy Mabson, Program Coordinator
199 S. Los Robles Ave. #450
Pasadena, CA 91101

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

City Council - Public Hearing
Monday, September 29, 2025, at 6:00 p.m.
Pasadena City Hall – City Council Chambers
100 N. Garfield Avenue, Pasadena, CA 91109

A copy of the draft PY24 CAPER will be available for public review on the City's website (<http://www.cityofpasadena.net/>) and at the following locations commencing on September 11, 2025, and continuing through September 29, 2025:

1. HOUSING DEPARTMENT:

199 S. Los Robles Ave., Suite 450, 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, 199 S. Los Robles Ave., Suite 450, Pasadena, from 12:00 p.m. through 5:00 p.m. on September 25, 2025. Comments may also be submitted verbally or in writing to the City Council at the public hearing on September 29, 2025. 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 91109-7215

ATTACHMENT D

Public Service
CDBG Performance Report (Annual Report)

Project Title: PY24 Community Social Services Program

Operating Agency: Armenian Relief Society

Contract Period: 7/1/24 - 6/30/25

Activity Code: 5 Other Public Services

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

Project Summary

The program will provide social services for low-income families with limited English language capability through needs assessment, case management, employment services, linkages with public benefits, referrals to community resources and other wrap around services. CDBG funds will be used for personnel and non-personnel costs.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 360 Cumulative: 303 Ratio: 84.17%

Annual Narrative

Over the course of the fiscal year, the Armenian Relief Society Social Services department provided a wide variety of services to 303 unduplicated clients. On the whole, 267 clients were from extremely-low income households, and 25 from very low-income households. The first quarter saw a lower overall number of clients due to a combination of factors, but by December 2024, over 150 unduplicated clients were served. Dedicated case managers provided tailored services to each client based on their needs, with everything from employment services to public benefits access and linkages, assistance with form completion, and overall case management.

The beginning of 2025 was an especially difficult time for Pasadena and adjacent communities. The Eaton Fire proved devastating, and our Pasadena office remained closed for many days out of an abundance of caution. Our Glendale office also closed, but only for a short time, and following the devastation, many area residents sought assistance. We experienced a shift in our clientele, with many having never sought social services assistance in the past, but now needing help with public benefits. On the other hand, we saw fewer clients than expected, as the Eaton Fire created a shift in people's immediate needs. Almost 150 unduplicated clients were seen from January through June.

We concluded our year with 62 clients seeking employment services, 67% of which secured employment. Our food pantry was utilized by 90 unduplicated clients, and though not tied directly to this grant, the ARS provided additional food and emergency needs support to hundreds of community members impacted by the Eaton Fire. During the holidays, 20 families were given toys and gifts as part of our community outreach efforts. A variety of social services was provided to 135 unduplicated clients as well.

Accomplishment Quantity: 303

	Non-Hispanic	Hispanic
White	303	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 162

Income Level

Extremely Low 267
Very Low 25
Low-Moderate 11
Above Moderate 0

Public Service
CDBG Performance Report (Annual Report)

Project Title: PY24 College Champions

Operating Agency: College Access Plan

Contract Period: 7/1/24 - 6/30/25

Activity Code: 05D Youth Services

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

Project Summary

College Champions (CCs) is a youth leadership program for low-income, first generation college-going students who attend Pasadena Unified high schools. This program provides students in-depth college readiness support, deep peer mentoring skills, and prepares students for the transition to college and career, which aligns with key initiatives of both PUSD and the City of Pasadena. CCs' secondary benefits are to create greater capacity for CAP to promote opportunities to the student body, to increase CAP's capacity to provide individualized attention during drop-in sessions, and to leverage student capital to highlight youth voices and experience.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 18 Cumulative: 19 Ratio: 105.56%

Annual Narrative

All 19 enrolled students successfully completed College Access Plan's College Champions youth leadership program. The program began with the 19 enrolled students completing a summer training to be certified as peer mentors. 13 students completed the three-week, in-person training (33 hours), and 6 students completed a weeklong virtual training (12.5 hours). Throughout the school year, the students participated in four Saturday Retreats to receive additional training and college application support. Additionally, students met with the CAP advisor to ensure they were making progress towards their college and career goals, accounting for a total of 153 1:1 appointments throughout the school year. Finally, the 2024-2025 College Champions cohort completed 389 hours of volunteer service, assisting their peers navigate the college application process. 89% completed more than 75% of their volunteer shifts. While we experienced challenges due to the Eaton fires, we were able to retain all 19 students throughout the entirety of the program.

Accomplishment Quantity: 19

	Non-Hispanic	Hispanic
White	1	14
Black/African American	3	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	1

Household

Female Headed Household 11

Income Level

Extremely Low 0
Very Low 19
Low-Moderate 0
Above Moderate 0

Public Service
CDBG Performance Report (Annual Report)

Project Title: PY24 Youth of Promise

Operating Agency: Flintridge Center

Contract Period: 7/1/24 - 6/30/25

Activity Code: 05D Youth Services

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

Project Summary

The Youth of Promise (YOP) program provides youth development and diversion services to Pasadena youth ages 11-18 who have experienced one or multiple Adverse Childhood Experiences (ACEs), and/or who have been diverted by local police departments in lieu of justice involvement. CDBG funds will be used for personnel costs.

Accomplishments

Performance Indicator: Persons Assisted

Quantitative Goal: 75 Cumulative: 60 Ratio: 80.00%

Annual Narrative

During the grant period, we were pleased to provide services designed to support youth in improving or developing their ability to self-manage, allowing them to navigate challenges using prosocial skills. The services provided included case management, academic support through tutoring and advocacy, weekly sessions consisting of art, fitness and mindfulness, weekly gender specific life skill sessions, monthly community service with the Los Angeles Food Bank, outdoor education and camping, and field trips to museums and sporting events. On average, Youth of Promise provided more than 200 interactions with registered youth each month. While the majority of youth served were residents of Pasadena, the changing demographics in the city as well as the expansion of our work in March 2025 to include youth reentry services has expanded our geographic reach. We were pleased to reach 78% of our goal, registering 59 Pasadena youth for services. Of these youth: 90% showed improvements in interpersonal communication, conflict resolution and self-management; 100% of high school seniors graduated on time; 92% of students attending tutoring demonstrated improved grades, 90% of diverted youth completed their care plan, allowing youth to move forward with no record of justice involvement. These numbers do not reflect the estimated 700 youth annually our staff engages with on school outreach visits. Staff visits 5 PUSD schools weekly with opportunities to play games, create art, grab a snack, or talk to a caring adult. We anticipate that we will be able to reach 100% of our goal as students get to know us on our visits, and as we launch Boys and Girls Circles at schools in fall. We are thankful for the support of the CDBG funds.

Accomplishment Quantity: 60

	Non-Hispanic	Hispanic
White	0	37
Black/African American	14	4
Asian	1	0
American Indian/Alaskan Native	0	0
Native Hawaiian/Other Pacific Islander	0	0
American Indian/Alaskan Native & White	0	0
Asian & White	0	0
Black/African American & White	0	0
American Indian/Alaskan Native & Black/African Am	0	0
Other Race	0	4

Household

Female Headed Household 32

Income Level

Extremely Low 16
Very Low 26
Low-Moderate 16
Above Moderate 2

Public Service
CDBG Performance Report (Annual Report)

Project Title: Support for Better Health Coverage

Operating Agency: Young & Healthy

Contract Period: 7/1/24 - 6/30/25

Activity Code: 05D Youth Services

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

Project Summary

This program will provide health insurance enrollment services and social services to low income residents of Pasadena, including personalized assistance in navigating the enrollment process for Medi-Cal or a Covered California plan.

Accomplishments

Performance Indicator: Households Assisted

Quantitative Goal: 267 Cumulative: 297 Ratio: 111.24%

Annual Narrative

A total of 297 unduplicated clients were assisted with health insurance enrollment and social services exceeding our accomplishment goal of 267. Our clients include low income residents of Pasadena. Clients received personalized assistance in navigating the enrollment process for Medi-Cal or a Covered California plan. Most of the enrollment services were completed in our offices where our certified enrollment counselors led clients through the process of enrollment while also identifying other needs that could be addressed immediately. Over the year we hosted 162 clients at our Mobile Dental Clinic in partnership with the USC Herman Ostrow School of Dentistry providing over \$250,000 worth of dental services completely free of charge to Pasadena residents, 120 residents were given eye exams and glasses at no charge to them through our partnership with Helen Keller International, and 346 residents filed their income taxes free of charge through our partnership with California State Los Angeles Volunteer Income Tax Assistance program.

Accomplishment Quantity: 297

	Non-Hispanic	Hispanic
White	20	84
Black/African American	25	4
Asian	14	3
American Indian/Alaskan Native	0	1
Native Hawaiian/Other Pacific Islander	3	0
American Indian/Alaskan Native & White	1	0
Asian & White	0	1
Black/African American & White	1	0
American Indian/Alaskan Native & Black/African Am	1	0
Other Race	4	135

Household

Female Headed Household 165

Income Level

Extremely Low 138
Very Low 28
Low-Moderate 127
Above Moderate 4