



Agenda Report

September 29, 2025

TO: Honorable Mayor and City Council

FROM: Housing Department

SUBJECT: PUBLIC HEARING: APPROVE THE SUBMISSION OF THE DRAFT CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (2024-2025 PROGRAM YEAR) FOR PROJECTS FUNDED FROM COMMUNITY DEVELOPMENT BLOCK GRANT, EMERGENCY SOLUTIONS GRANT, AND HOME INVESTMENT PARTNERSHIP ACT

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b)(3), the "common sense" provision that CEQA only applies to projects that may have a significant effect on the environment; and
2. After public hearing approve the submission to the U.S. Department of Housing and Urban Development, of the Consolidated Annual Performance and Evaluation Report for projects funded in the 2024 Program Year under the Community Development Block Grant, Emergency Solutions Grant, and the HOME Investment Partnership Act programs which assist low to moderate income individuals and families and address community development, affordable housing and homelessness needs.

BACKGROUND:

The City of Pasadena receives annual entitlement funds from the U.S. Department of Housing and Urban Development (HUD) under the following programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnership Act (HOME)
- Emergency Solutions Grant (ESG)

As a recipient of these funds the City is required to prepare and submit to HUD a Consolidated Annual Performance and Evaluation Report ("CAPER") detailing the City's

accomplishments toward achieving the Five-Year Consolidated Plan goals. The 2024 Program Year (PY24) CAPER, the fifth and final program year of the 2020-2024 Five-Year Consolidated Plan, contains performance assessments for projects and programs supported with CDBG, ESG and HOME funds. Goals and accomplishments are summarized in Attachment A. The draft PY24 CAPER is included in Attachment B.

The public hearing notice for the subject action and the draft PY24 CAPER was published in the Pasadena Journal on September 11, 2025, and posted to the Housing Department website commencing the public review/comment period. Staff will report on any comments received at the time of the Public Hearing.

The Housing Department performs the oversight and program administration for the funding received under the CDBG, ESG and HOME programs. An annual monitoring assessment (fiscal and programmatic) is conducted on each funded project. The monitoring review is performed in accordance with the provisions set forth in the Code of Federal Regulations which require the City, as a grantee, to make annual determinations that all sub-recipients are following the federal statutes and have the continuing capacity to administer and/or implement the project for which federal assistance has been provided. As part of the ongoing program administration, each sub-recipient is also required to provide quarterly performance reports. The results of these performance assessments are contained in the CAPER.

SUMMARY OF PROGRAM ACCOMPLISHMENTS IN YEAR 5:

During PY24, seven service projects were funded using CDBG, HOME, and ESG funds, serving 1,392 unduplicated persons. These projects provided programming that included education, homeless services, and affordable housing. Through CDBG non-public service funds, four (4) projects were funded including public facility improvements, infrastructure improvements, and single-family rehabilitation. ESG funds were utilized to provide overnight shelter and rapid re-housing in addition to supporting the administration of the Homeless Management Information System database utilized by homeless services providers.

PROGRESS TOWARDS FIVE-YEAR GOALS:

The CAPER includes goal accomplishments for projects that have been completed during the fifth-year reporting period of July 1, 2024 – June 30, 2025. As shown in Attachment A, the City tracked well in many categories. Some activities have exceeded their respective five-year goals due to an influx of emergency funding to address impacts from the coronavirus pandemic. The new construction of rental units from the proposed 100-unit Ramona senior housing project was the one area that did not meet the targeted goal. This resulted from an extended design review timeframe and a revised financing plan for the senior housing project, that is now expected to start construction in FY27. Overall, accomplishments were close to or exceed set goals in the 2020-2024 Five-Year Consolidated Plan.

COUNCIL POLICY CONSIDERATION:

This proposed action supports the City Council Strategic Planning Three-Year Goals in the areas of improving, maintaining, and enhancing public facilities and infrastructure; improving mobility and accessibility throughout the City of Pasadena; and supporting and promoting the quality of life and the local economy.

ENVIRONMENTAL ANALYSIS:

The proposed action is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed activity, City approval and submission of the PY24 CAPER to HUD, will not have a significant impact on the environment and, therefore, is not subject to CEQA.

FISCAL IMPACT:

There is no fiscal impact as a result of this action and the action will not have any indirect or direct support cost requirements. Compliance with the federal requirement that the CAPER be submitted is necessary in order for the City to continue receiving annual CDBG, ESG, and HOME federal entitlement funds, which totaled approximately \$3.03 million in the PY24.

Respectfully submitted,



James Wong (Sep 23, 2025 15:17:29 PDT)

JAMES WONG

Director

Housing Department

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Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachments:

Attachment A – CAPER Goals
Attachment B – 2024 CAPER