

# **City of Glendora**

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

**FY 2011-2012 (July 1, 2011 through June 30, 2012)**

For

**Community Development Block Grant (CDBG) Program**



Glendora Department of Planning and Redevelopment  
116 East Foothill Boulevard  
Glendora, California 91741

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## Fourth Program Year CAPER

This Consolidated Annual Performance and Evaluation Report (CAPER) addresses the City of Glendora's progress in implementing its five-year Consolidated Plan using Community Development Block Grant (CDBG) funds.

### GENERAL

#### Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

#### Program Year 4 CAPER Executive Summary response:

In 2008, the City of Glendora adopted a five-year Consolidated Plan which identified the housing and community development needs for the City. The 2008-2013 Consolidated Plan was prepared as part of the application process to receive Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). The Plan consists of strategies, goals and funding resources to address community needs. Each year of the Five-Year Plan requires the development of a one-year annual action plan to prioritize programs and identify financial resources for the program year.

The following report summarizes the accomplishments and progress made toward the strategies outlined in the FY 2011-12 Action Plan. This annual review consists of providing detailed narrative on the progress of Glendora's community development programs and status reports on accomplishments of the CDBG funding programs.

The City demonstrates how it used a three-part approach to eliminate poverty in Glendora. The three-part approach includes providing affordable housing opportunities, strengthening the economic base in Glendora to create and retain jobs, and providing public services to help individuals help themselves.

The Glendora City Council will hold a public hearing at their meeting on September 25, 2012 to obtain comments on the City's Consolidated Annual Performance and Evaluation Report (CAPER). This public meeting was advertised in the September 6, 2012 edition of the San Gabriel Valley Examiner. The CAPER will also be posted on the City's website. Initial public review of the draft report will be made available on September 10, 2012. Comments will be received from Glendora residents at the public hearing.

The City of Glendora continued to provide a variety of programs and resources to implement its strategy for housing and community development programs for the year. The City of Glendora elected to use the 80% of area median income figures as published by HUD for all CDBG programs. Provided in the chart on the following page are the income limits for the different income levels in the program year for the CDBG programs.

INCOME LEVEL	NUMBER OF PERSONS IN THE HOUSEHOLD							
	1	2	3	4	5	6	7	8
<b>EXTREMELY LOW-INCOME</b> (30% OF MEDIAN INCOME)	17,950	20,500	23,050	25,600	27,650	29,700	31,750	33,800
<b>VERY LOW-INCOME</b> (50% OF MEDIAN INCOME)	29,900	34,200	38,450	42,700	46,150	49,550	52,950	56,400
<b>LOW-INCOME</b> (80% OF MEDIAN INCOME)	47,850	54,650	61,500	68,300	73,800	79,250	84,700	90,200

U.S. DEPARTMENT OF HUD Effective June 30, 2011

## General Questions

### Program Year 4 CAPER General Questions response:

#### 1. Assessment of the one-year goals and objectives:

##### a. Describe the accomplishments in attaining the goals and objectives for the reporting period.

Table 1 shown below illustrates the City's progress in meeting the one-year goals and objectives outlined in the FY 2011-2012 Annual Action Plan, as related to the Consolidated Plan priority.

<b>Table 1 FY 2011-2012 Action Plan Summary of Projects</b>					
<b>Program</b>	<b>FY 2011-2012 Budget</b>	<b>FY 2011-2012 Annual Goal</b>	<b>FY 2011-2012 Annual Accomplishments</b>	<b>Objective Outcome</b>	<b>Five-year Con Plan Priority Need</b>
<b>Administration</b>					
General Administration	\$42,713	N/A	Administered the City's CDBG funded programs; monitored sub-recipients; maintained IDIS; and completed required reports.	SL-1	N/A
Fair Housing Program	\$19,000	20 people	Assisted 53 Glendora Households	DH-2	Number 2 Priority Fair Housing High Need
Return to HUD	\$7,837	N/A		N/A	N/A
<b>Infrastructure</b>					
ADA Renovation at City Hall – Installation of an Elevator	\$14,370 from FY 2010-11	923 Disabled persons	One (1) Facility was improved to benefit 923 disabled residents.	SL-1	Number 4 Priority Adequate Infrastructure and Public Facilities Medium Need
ADA Curb Ramp Project	\$30,000 from FY 2010-11	1 Public Facility	Project went out to bid August, 2011, with award October 11 and construction in November, 2011. One (1) Facility was improved.	SL-1	Number 4 Priority Adequate Infrastructure and Public Facilities Medium Need
<b>Rehabilitation and Preservation</b>					
Code Enforcement Program	\$53,165	200 property inspections	Completed 1,785 property inspections during the 2011-2012 program year.	DH-3	Number 3 Priority Neighborhood Preservation Medium Need
Glendora Rotary Minor Home Repair Program	\$8,000	15-20 properties	Assisted 10 Households	DH-1	Number 1 Priority Affordable Housing High Need
Housing Rehabilitation Deferred Loan Program	\$164,875	20 Households	One project underway	DH-1	Number 1 Priority Affordable Housing High Need

**Table 1  
FY 2011-2012 Action Plan Summary of Projects**

<b>Program</b>	<b>FY 2011-2012 Budget</b>	<b>FY 2011-2012 Annual Goal</b>	<b>FY 2011-2012 Annual Accomplishments</b>	<b>Objective Outcome</b>	<b>Five-year Con Plan Priority Need</b>
<b>Public Services</b>					
Citrus College Orfaea Family Children's Center	\$5,820	5 youth	Provided child care to 2 low-income Glendora youth during the 2011-2012 program year.	SL-1	Number 6 Priority Economic and Human Development  Medium Need
Cory's Kitchen Food Bank Program	\$3,000	280 persons	Provided food, clothing, and referral services to 292 Glendora residents during the 2011-2012 program year.	SL-1	Number 5 Priority Comprehensive Assistance to the Homeless  High Need
East San Gabriel Valley Coalition for the Homeless	\$5,000	25 persons	Assisted 281 Homeless and at-risk homeless persons during the 2011-2012 program year.	SL-1	Number 5 Priority Comprehensive Assistance to the Homeless  High Need
Glendora Welfare Association Operation Improvement	\$6,789	110 people	Assisted 712 Homeless and at-risk residents during the 2011-2012 program year.	SL-1	Number 5 Priority Comprehensive Assistance to the Homeless  High Need
EYE-DAS	\$5,000	25 persons	Assisted 33 vision impaired residents during the 2011-2012 program year.	SL-1	Number 6 Priority Economic and Human Development  High Need
Glendora Reads Community Adult Literacy Program	\$6,554	40 people	The Glendora Reads Program assisted 120 Glendora residents during the 2011-2012 program year.	SL-1	Number 6 Priority Economic and Human Development  High Need
Shepherd's Pantry Emergency Food Program	\$10,000	900 persons	Provided food, clothing, and referral services to 1,016 Glendora residents during the 2011-2012 program year.	SL-1	Number 5 Priority Comprehensive Assistance to the Homeless  High Need
Meals on Wheels Program – YWCA	\$5,000	35 people	Provided two meals daily to 50 Glendora residents during the 2011-2012 program year.	SL-1	Number 6 Priority Economic and Human Development  High Need
Wings Domestic Violence Program - YWCA	\$5,000	10 Residents	The Wings Program provided emergency shelter, prevention and intervention services to 43 abused Glendora residents during the 2011-2012 program year.	SL-1	Number 5 Priority Comprehensive Assistance to the Homeless  High Need

The City of Glendora identified Affordable Housing as its top priority during the preparation of its 2008-2013 Consolidated Plan. The City was using redevelopment funding to meet its Affordable Housing priority. However, with the dissolution of the Redevelopment Agency as of February 2012 and suspension of the majority of the redevelopment housing set aside funds since January 2011, the City has not pursued any new housing projects. In 2011-2012, the Glendora Community Redevelopment Agency expended approximately \$550,000 for Tenant Based Rental Assistance and zero for Housing Rehabilitation Programs.

Appendix A at the end of this report provides information that reconciles the expenditures made in the City of Glendora’s 2011-2012 budget and those made in the U.S. Department of Housing and Urban Development’s Integrated Disbursement and Information System. Appendix A also has a detailed analysis of the assessment of the one-year goals to the five-year strategic plan goals and objectives.

**b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.**

The following reflects completed activities awarded funding in 2011-2012, as well as projects awarded funding in prior years but not completed until FY 2011-2012.

In FY 2011-2012, the City of Glendora received \$304,178 in entitlement CDBG grant funding, \$3,575 of prior year carryover from cancelling the Access Glendora program, and \$40,000 in Program Income for a total in CDBG funds of \$347,753. These funds were used to complete the following the following goals and objectives:

**Housing Goal:** To increase the affordable housing stock, accessible and available to extremely low, very low income and low income residents of Glendora, including special needs subpopulations. These projects and programs meet HUD’s objectives for Decent Housing (DH).

<u>2011-2012 CDBG Entitlement Grant funding:</u>	<u>Approved Budget</u>
<b>Decent Housing</b>	
Fair Housing Program	\$19,000
Code Enforcement Program	\$53,165
Glendora Rotary Minor Home Repair Program	\$8,000
Housing Rehabilitation Deferred Loan Program	\$186,115

**Homelessness Goal:** To promote new and existing day centers, emergency shelters, transitional housing facilities and services that will coordinate and improve the continuum of care system for homeless residents of the City of Glendora. This meets HUD’s objective for Suitable Living Environment (SL).

<b>Suitable Living Environment</b>	
Emergency Assistance Center –	
East San Gabriel Valley Coalition for the Homeless	\$5,000
Glendora Welfare Association Operation Improvement	\$6,641
Food Bank – Cory’s Kitchen	\$3,000
Food Bank – Shepherd’s Pantry	\$10,000
WINGS Domestic Violence Prevention	\$5,000

**Non-Housing Community Development Goal:** To assist in creating and/or replacing infrastructure systems, public facilities and non-housing services that meet the needs of the extremely low, low- and moderate income residents of the City of Glendora, including the homeless and special needs subpopulations. This meets HUD’s objective for Suitable Living Environment (SL).

Citrus College Child Development Center	\$5,820
EYE-DAS Eye Disease Educational Program	\$5,000
Meals on Wheels Program – YWCA	\$5,000
Literacy Program Glendora Reads	\$11,455

Community Development Block Grant Funding from the American Recovery and Reinvestment Act of 2009

Glendora City Hall ADA Project – Elevator Installation Project \$90,790

This project was funded with funding from the American Recovery and Reinvestment Act of 2009. This ARRA project expended \$76,893 during FY 2010-2011 and \$13,897 in FY 2009-2010. The \$13,897 were used to fund engineering and design costs for the City Hall ADA and Elevator project in 2010. Construction started on September 15, 2010. The balance of the funds was used in FY 2010-2011 to fund three apprentice workers and provide tools for their use on the project as well as in their future work. The project completed construction on July 22, 2011.

Creating Economic Opportunities

The City of Glendora did not use CDBG funding to fund activities that created economic opportunities in FY 2011-2012.

**c. If applicable, explain why progress was not made towards meeting the goals and objectives.**

The City of Glendora has been making progress toward meeting its goals and objectives for its public service programs as contained in the 2008-2013 Consolidated Plan. Although some of the agencies have had difficulty meeting annual goals and objectives, most agencies, such as the Glendora Reads Literacy and EYE-DAS Programs, have made significant progress to meet their Non-Housing Community Development Goals in spite of funding constraints. Others, such as the YWCA WINGS – Domestic Violence Program, need to be diligent in compiling reporting information.

The City of Glendora started construction of the City Hall Elevator Project on July 15, 2010. This project had CDBG funding from FYs 2008-2009, 2009-2010 and 2010-2011. This project had some design and funding issues that were finally resolved. Although the project was referred to as the “City Hall Elevator Project”, due to engineering and design reasons, the project consisted of several accessibility improvements. These included: path of travel on four floors, ADA restroom reconfigurations, redesign and construction of the rear entrance to City Hall, and ADA accessible counters in the Public Works/Building and Planning Departments. Because the nature of the project, beneficiaries, and funding level remained unchanged, no substantial amendment was required.

Finally, every one of the public service agencies stated they could use more funding to meet the increased demands being placed on their agency to provide assistance to the homeless and at-risk homeless.

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

For FY 2011-2012, the City received requests for \$114,172 from non-profit agencies to provide public services in Glendora. Due to reduction in the City's CDBG allocation and the 15-percent cap for public service activities, the City was able to fund only \$57,064 for public services in FY 2011-2012. The City had to make difficult choices in selecting agencies to receive funding. Two non-profit agencies were denied funding in FY 2011-2012.

**3. Affirmatively Furthering Fair Housing:**

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

The following is a list of impediments to fair housing choice in Glendora as identified in the City's Analysis of Impediments (AI) to Fair Housing Choice for 2011-2015.

- (1) Increase outreach and education activities.
- (2) Increase fair housing enforcement activities.
- (3) Monitor lending, housing provider, and real estate practices.
- (4) Investigate and fair housing claims and violations.
- (5) Promote land use policies that further fair housing.
- (6) Increase geographic housing choice.

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

- (1) The City has contacted the San Gabriel Valley Examiner and the San Gabriel Valley Tribune informing them to add a disclaimer for rental housing stating "no pets" allowed may still be required to rent to disabled persons.
- (2) During the preparation of the 2008-2013 Housing Element update, the City reviewed the removal of housing constraints and impediments. The State of California Department of Housing and Community Development completed its review of the City of Glendora's Housing Element on March 23, 2010. The constraints and actions in the Housing Element have been incorporated into the 2011-2015 AI. On June 28, 2011, the City adopted an ordinance addressing:
  - (a) Emergency Shelters for homeless persons that is limited to occupancy of six months or less.
  - (b) Single Room Occupancy (SRO) for use as primary residence of its occupants.
  - (c) Supportive Housing as housing with no limit on length of stay that is linked to various services.
  - (d) Transitional Housing operated under program requirements that call for the termination of assistance and recirculation of the assisted unit to another eligible program recipient.

The adoption of the ordinance on June 28, 2011 by the City Council went into effect on July 28, 2011.

(3) During FY 2011-2012, the City contracted with the Housing Rights Center (HRC) to provide fair housing services for Glendora residents. HRC assisted in preventing housing discrimination, predatory lending and hate crimes in Glendora.

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

The City Council prioritized affordable housing in the 2008-2013 Consolidated Plan and placed their commitment to affordable housing into action.

In FY 2010-2011, 73 Glendora households received rental assistance and/or subsidized rent using Redevelopment funds. Most of the participants in the rental assistance program were elderly, single female-head of households, or disabled. They ranged from extremely-low to very-low income households. In addition, in FY 2010-2011, the City also provided \$2,750,000 in redevelopment housing set-aside funds in the form of a permanent loan to TELACU Homes. This 87-unit Elwood Family Apartments project provides affordable housing for lower income families. The project also received a Low Income Housing Tax Credit.

In the past, the City utilized redevelopment housing set-aside and CalHome program funds to leverage CDBG funding for housing and community development activities. These funding sources were used to provide affordable housing opportunities for City residents through rehabilitation and rental assistance. Availability of these funding sources allowed the City to focus CDBG funds in providing public services, housing, and completing an annual capital improvement project. However, the Glendora Redevelopment Agency was dissolved as of February 2012 and uncommitted funds as of January 2011 must be returned to the State. The City's ability to provide affordable housing has been virtually eliminated during FY 2011-2012 and limited housing activities will be pursued in the future years.

With the end of the Redevelopment Agency, the City has activated to Glendora Housing Authority to accept housing assets and obligations of the former Glendora Redevelopment Agency. These assets include a portfolio of loans, and obligations include monitoring low-income housing covenants at the Heritage Oaks and Elwood Apartments.

**Managing the Process**

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

**Program Year 4 CAPER Managing the Process response:**

The City of Glendora continues its efforts to improve compliance with program and comprehensive requirements. The City requires grant recipients to provide accurate demographic and financial information so that reporting information to HUD is accurate. The City of Glendora monitored each of its CDBG grant recipients during the 2011-2012 reporting period. The City has used negative findings as a way to educate its sub-recipients on the rules and regulations for the CDBG program. Correction of these findings has led to better programs and services for Glendora residents.

The City continues to enhance budgetary controls and management reporting to better coordinate and monitor City grant resources. Procedures have been implemented to ensure that grant funds are encumbered and utilized within regulatory periods established by HUD.

During the reporting period all encumbrance and spending deadlines for the CDBG program have been met.

## Citizen Participation

### Program Year 4 CAPER Citizen Participation response:

#### 1. Provide a summary of citizen comments.

The Draft CAPER was available for public review from September 10 through September 25, 2012. The City Council will conduct a public hearing on September 25, 2012 to receive comments on the Draft CAPER.

#### 2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan.

The City of Glendora received \$304,178 in entitlement CDBG grant funding in FY 2011-2012 and \$60,576 in re-allocated CDBG funding from cancelling the Wheelchair Lift Project and Unexpended Fund Balance from prior years for a total in CDBG funds of \$424,703. In addition the City received program income of \$45,000 from FY 2010-2011. Most of the City's CDBG funding was expended on the Glendora City Hall ADA and Elevator Project. The project is located at 116 East Foothill Boulevard and has been allocated a total of \$638,237.82 in CDBG funding. Appendix A at the end of this report provides a complete description of the 2011-2012 CDBG Program budget.

## Institutional Structure

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

### Program Year 4 CAPER Institutional Structure response:

For purposes of the CDBG program, the City's institutional structure involves the following entities: Department of Planning and City Council.

The Department of Planning is responsible for regulating the development of the City through the General Plan, the Zoning Ordinance, and other applicable development laws and regulations. The Department includes the following areas of responsibility:

- **Planning** provides residents, businesses, and developers with information regarding property development, zoning, setback requirements, variances, conditional use permits, etc.
- **Glendora Housing Authority** administers a portfolio of loans and monitors affordability covenants of the former Glendora Redevelopment Agency
- **Environmental Services** provides information and administers programs that assist the public and the City in reducing waste and increase recycling.

The City of Glendora Police Department has a Community Preservation Division that enforces the ordinances of the Glendora Municipal Code on private property.

The City provides funding and technical assistance to outside public and private non-profit agencies to help carry out the City's housing and community development plan. Ten agencies administered the following public service programs in 2011-2012:

- YWCA– Meals on Wheels Program
- East San Gabriel Valley Coalition for The Homeless – Emergency Assistance Center
- YWCA Of San Gabriel Valley – WINGS Domestic Violence Services
- Housing Rights Center – Fair Housing Programs and services for Tenants and Landlords
- Citrus College - Child Care Program
- EYE-DAS Foundation - Eye Disease Educational Program
- Glendora Welfare Association - Operation Improvement Program
- Glendora Public Library – Adult Literacy Program
- Shepherds's Pantry – Emergency Food Bank
- Cory's Kitchen – Food Bank

The Glendora Community Redevelopment Agency, established in 1972, was responsible for carrying out the City's redevelopment plans including the renovation and revitalization of the City's main commercial corridors and historic downtown district. However, the Agency was dissolved as of February 1, 2012 pursuant to AB1X26. With the loss of redevelopment funds and reduction in CDBG allocation, the City is no longer able to maintain a team of housing staff to administer housing and community development programs. Staff capacity has been reduced to the core, and a consultant is being used on an interim basis to help administer the CDBG program for FY 2012-2013.

## **Monitoring**

### **Program Year 4 CAPER Monitoring response:**

<b>1. Describe how and the frequency with which you monitored your activities.</b>
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The City requires all sub-recipients to execute an agreement with specific performance requirements prior to the release of funds. Progress reports of accomplishments must be submitted quarterly along with a year-end annual report. Sub-recipients are also required to submit their annual financial audits, and all invoices submitted must include appropriate backup information to support the release of funds.

The City conducted affordable housing monitoring visits to each of the units in the Elwood Apartments during FY 2011-2012. Due to staff layoffs with the dissolution of the Redevelopment Agency, there was not capacity to monitor the public service sub-recipients during the fiscal year. Staff has hired a consultant to help with the administration of the CDBG grant and the annual on-site monitoring visits with the CDBG sub-recipients will be conducted in FY 2012-13. Monitoring will include a review of overall project administration and ensure compliance with federal, state, and local regulations. Copies of the findings (if any) during each monitoring visit will be available in the sub-recipient's CDBG Program file, as has been done in each prior fiscal year.

<b>2. Describe the results of your monitoring including any improvements.</b>
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As a result of the annual monitoring of each sub-recipient, several agencies improved the quality of quarterly and annual reporting accomplishments. The East San Gabriel Valley

Coalition for the Homeless and the Glendora Welfare Association Operation Improvement made great strides in improving the quarterly report information they provide to the City of Glendora.

Last year it was discovered that the YWCA – WINGS Domestic Violence Program had been under reporting accomplishments. The WINGS program provides program information and referrals to Glendora residents to other public service agencies. They also provided counseling services and a crisis line. This information is now being provided to the City of Glendora so the YWCA can get credit for providing services to Glendora residents.

### **3. Self Evaluation**

#### **a. Describe the effect programs have in solving neighborhood and community problems.**

The CDBG program addressed a number of community needs. During FY 2011-2012, the CDBG Program completed a public improvement project that made City Hall accessible for disabled residents. Prior years' CDBG funds were used in construction of an elevator and path of travel to three floors, ADA compliant restrooms, counters available to disabled residents in the Planning and Public Works and a rear entrance to City Hall that is ADA accessible. The project completed in FY 2011-2012.

The current economy continues to make it difficult for the poor and people affected by the downturn of the economy. There has been an increase in the number of Glendora residents using public services such as the East San Gabriel Valley Coalition for the Homeless, Glendora Welfare Operation Improvement Program, and the Shepherd's Pantry and Cory's Kitchen Food Banks. When Glendora residents do not have a place to go for help, these organizations are often the last resort for assistance in the community, and may be their last opportunity for shelter, food, and clothing.

#### **b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**

Over the last four years the City has taken steps to provide affordable housing for lower income Glendora residents. The City of Glendora has applied for and received HOME funding for Tenant Based Rental Assistance (TBRA) to provide eligible Glendora residents rental assistance in three grant funding cycles. However, the City did not receive HOME funds in 2011, so redevelopment funds were used to continue funding the 54 TBRA households that were receiving grant funds. In addition, the Agency provided rental assistance to 32 senior households at the Heritage Oaks apartment complex. With the dissolution of the Redevelopment Agency in February 2012 and requirement to return all unencumbered funds as of January 2011 to the State, the City will no longer be able to continue the TBRA program.

The City of Glendora applied to the State of California Department of Housing and Community Development for a 2011 HOME Grant to continue the provision of Tenant Based Rental Assistance and was awarded \$700,000 which will be expended in FY 2012-13.

**c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**

The City of Glendora reviewed its 2008-2013 Consolidated Plan to determine its progress to develop a viable community by furthering decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons.

**Decent Housing:** The City of Glendora has provided loans and grants to extremely-low, very-low and low-income households to preserve and maintain housing quality standards of their homes. The City of Glendora's housing rehabilitation programs provide financing to correct building and health and safety code violations.

During FY 2011-2012, the City assisted ten households with minor repairs. One household was assisted with a deferred loan for rehabilitation. However, that project was not completed by the end of the fiscal year, and will continue and be completed in FY 2012-13. Overall, with reductions in the redevelopment funds and staffing capacity, the City did not meet its affordable housing goals.

In addition, the City of Glendora used Community Redevelopment Agency funding to provide Tenant Based Rental Assistance (TBRA) to low, very-low income, and extremely-low income persons. Previously the HOME grant funding provided affordable housing to 54 Glendora households for this program. However, the City was not awarded a grant in 2011; therefore, the Agency expended set-aside funding during the 2011-2012 program year. In addition, the Glendora Community Redevelopment Agency provided Rental Assistance and or subsidies to approximately 30 low-income senior households at the Heritage Oaks Apartments.

**Suitable Living Environment:** The following public service programs were identified by the City of Glendora as providing a suitable living environment in Glendora:

1. ***The Meals on Wheels Program*** - Provides two meals, delivered daily to disabled or frail Glendora citizens. If it were not for this program, these disabled and seniors might be unable to receive balanced nutritional meals. These recipients tend to be bed ridden and are not mobile enough to prepare healthy meals on their own. While the volunteers are in the home, they make an assessment as to the individual's ability to provide for their own personal hygiene and their mental alertness. If a problem is suspected, a family member or emergency contact is notified.

During FY 2011-2012, this program improved the quality of life for 50 residents, of which 49 were elderly, 31 were female-headed households, and one was disabled. This program exceeded its goal to assist 35 residents during the 2011-2012 CDBG program year.

2. ***The Fair Housing Program for Landlords and Tenants*** - Improves housing opportunities for low to moderate income Glendora residents. Programs provide educational and counseling resources to residents to maximize their housing choices and opportunities.

During FY 2011-2012, this program improved the quality of life for 53 residents, exceeding its program goal to assist 20 Glendora residents for the year. Of the residents 4 were elderly, 5 were female-headed households, and 13 were disabled.

The City's new Fair Housing Service Provider, the Housing Rights Center made 54,024 contacts through various outreach and attendance at functions in Glendora, where Glendora residents were invited. They distributed 3,664 pieces of literature (brochures and flyers) at several Glendora locations throughout the City and at City Hall offices.

3. ***The East San Gabriel Valley Coalition for the Homeless*** - Provides a valuable resource for information, counseling, and referral services to homeless persons that reside in Glendora.

During FY 2011-2012, this program improved the quality of life for 281 residents, 24 of which were female headed households, one was elderly, and 277 were homeless. This program did exceed its goal to assist 25 homeless and at-risk persons.

4. ***The Citrus College Child Care Program*** - Provides child care services to low- and moderate-income Glendora residents. This program is available through the Citrus College Child Development Center, which is located at 1000 West Foothill Boulevard.

During FY 2011-2012, this program improved the quality of life for 2 Glendora households, one of which was female-headed. This program did not meet its goal to assist 5 households for its program goal.

5. ***The Wings Domestic Violence Program*** - Provides emergency assistance to battered Glendora women and their children up to age of 20 with emergency shelter, clothing, counseling and legal services.

During FY 2011-2012, this program improved the quality of life for 43 Glendora residents, of which three were female-headed and two were elderly. This program exceeded its goal to assist 10 shelter residents.

6. ***The EYE-DAS Program – (Eye Diseases are Serious)*** - Provides educational and social benefits to low to moderate income people.

During FY 2011-2012, this program improved the quality of life for 33 Glendora residents. The program exceeded its goal to assist 25 residents. The majority of beneficiaries are diagnosed legally blind. Of the 33 Glendora residents, all were disabled seniors.

7. ***Glendora Welfare - Operation Improvement*** - Provides financial assistance to homeless or those that are at-risk of being homeless. Motel vouchers, transportation services, food, clothing, gasoline vouchers, rental assistance, utility payments and referral services are provided through this program.

During FY 2011-2012, this program improved the quality of life for 712 Glendora residents, of which 81 were female-headed, 45 were elderly, 21 were disabled, and 64 were homeless. This program exceeded its goal to assist 110 people.

8. ***Shepherd's Food Pantry Emergency Food Program*** - Provides emergency food, clothing, referral services, and counseling to low income Glendora residents.

During FY 2011-2012, this program provided assistance to 1,016 Glendora residents, of which 137 were female headed, 227 were elderly, 148 were disabled, and 29 were homeless. The program exceeded its goal to assist 900 people.

9. **Cory's Kitchen Food Bank**- Provides emergency food and clothing to low- income Glendora residents.

During FY 2011-2012, this program provided assistance to 292 Glendora residents, of which 35 were female headed, 13 were elderly, 3 were disabled, and 3 were homeless. The program exceeded its goal to assist 280 people.

10. **Glendora Reads - Community Adult Literacy Program** - Provides educational and social benefits to low to moderate income people.

During FY 2011-2012, this program improved the quality of life for 120 residents, of which 11 were female headed, 13 were elderly, and 9 were disabled. This program exceeded its goal to assist 40 people in 2011-2012.

11. **Expanded Economic Opportunities** - The expansion of economic opportunities, principally for low and moderate-income persons is an overall goal for community planning and development that has not been adequately addressed. The City of Glendora did not directly address this issue when developing its 2008-2013 Consolidated Plan in the context of CDBG funds. Economic development activities in Glendora were primarily funded with redevelopment tax increment funding. However, with the elimination of the Redevelopment Agency, the City will not be able to address economic development in a meaningful manner.

Furthermore, some low-income jobs were created through work generated from the Housing Rehabilitation Program. In addition, the completion of the 2010-2011 ADA Elevator Improvement Project at City Hall created temporary low-income jobs during their construction. Employment opportunities for a general contractor and 11 sub-contractors, along with the training of three apprentices were available during FY 2010-2011.

Traditionally, statistics indicate that the City of Glendora has a very low unemployment rate. The City Council determined that maintaining a decent housing stock to be of paramount importance during development of Glendora's 2008-2013 Consolidated Plan and thus the City's focus for the use of CDBG funds has been in the area of affordable housing. In the 2011-2012 program year, the City allocated \$186,115 for housing rehabilitation in order to maintain the affordable housing stock. Again, the elimination of all housing staff has hindered progress in this area.

With the recession lingering, the City may consider using CDBG funds to expand economic opportunities in the future.

**d. Indicate any activities falling behind schedule.**

There had been a delay in moving forward on the 2008-2009 City Hall Elevator Installation Project. Staff worked closely with the State of California Office of Historic Preservation (SHPO) to approve the elevator design, which was finally accomplished in August of 2010. The contract award was made October 11, 2010, with construction beginning mid-November, 2010.

The process took longer than anticipated. CDBG projects funded with 2009-2010 entitlement grant funding were also affected. The City Hall ADA projects for the Rear Entry, 1<sup>st</sup> & 2<sup>nd</sup> Floor Path of Travel Improvements, and the Planning and Public Works Department Counter Areas ADA Projects were all delayed by the SHPO review. The construction of the

elevator project was scheduled to be completed by June 30, 2011; however, the actual completion occurred on July 22, 2011.

Total CDBG funds expended during the FY 2010-2011 was \$638,237, with a contingency on the contract being held until all of the certified payrolls have been completed and the few "fix-it's" taken care of. The \$638,237 represented a combination of 2008-2009, 2009-2010 and 2010-2011 CDBG funding and included \$76,893 in American Recovery and Reinvestment Act of 2009 (ARRA) funds.

**e. Describe how activities and strategies made an impact on identified needs.**

The City of Glendora used Community Redevelopment Agency funding to provide Tenant Based Rental Assistance (TBRA) to low, very-low income, and extremely- low income persons. Previously HOME grant funding provided affordable housing to 54 Glendora households for this program. However, the City was not awarded a grant in 2011; therefore the Agency expended redevelopment set-aside funding during the 2011-2012 program year. In addition, the Glendora Community Redevelopment Agency provided Rental Assistance and or subsidies to approximately 30 low-income senior households at the Heritage Oaks Apartments.

Since the development of the 2008-2013 Consolidated Plan, the City and Redevelopment Agency policies have provided rental assistance to approximately 73 households annually in FY 2010-2011 and FY 2011-2012. However, the City does not anticipate additional housing funds to be available for this program in FY 2012-2013.

The City has made an impact in the area of public services provided by non-profit agencies. The non-profit agencies funded with CDBG funding provides an array of services for low income Glendora residents that include the following: the Meals on Wheels Program, EYE-DAS Program, Citrus College Child Care Program, WINGS Domestic Violence Program, East San Gabriel Valley Coalition for the Homeless, Operation Improvement, Corey's Kitchen Food Bank, Shepherd's Pantry Food Bank, the Housing Rights Center and Glendora Reads Adult Literacy Program.

These public service agencies assist Glendora's lower income residents when they need emergency shelter, food, clothing, counseling, referral services, or have fair housing issues or disputes. Approximately 2,500 Glendora residents received assistance from these public service agencies in 2011-2012. As the economy worsens, these agencies will be pressured to provide more assistance to lower income Glendora residents.

**f. Identify indicators that would best describe the results.**

Ten households were assisted with minor repairs and over 2,500 persons/households in the City were assisted with a variety of supportive services. Another major indicator is the successful completion of a public improvement project that significantly improved the accessibility of City Hall, allowing disabled residents not only easy access to City services.

**g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.**

The barrier that has the most negative impact on the City of Glendora fulfilling the Consolidated Plan strategies is having sufficient CDBG funding to provide more public facilities projects or assist all public service agencies that apply for CDBG funding. For the FY 2011-2012 CDBG allocation, ten non-profit agencies received funding. However, twelve

public service agencies that applied for funding. Also, the total amount of funding requested was higher than the City's available public service cap. The City was only able to fund \$57,064 to public service agencies with 2011-2012 CDBG funding. If the City wishes to make a greater impact to assist lower income Glendora residents, the City needs to find alternative funding sources to fund public service agencies. As previously stated the City could use more funding to provide more affordable housing and public services.

**h. Identify whether major goals are on target and discuss reasons for those that are not on target.**

Goals and objectives for 2011-2012 public service programs and general administrative expenditures are on target to meet their programming goals. Some of the public service programs did not complete their organizational goals, but cumulatively as a group they did exceed their goals.

The City fell short of its affordable housing goals. Due to the elimination of the Redevelopment Agency, the City had to make significant changes to its staffing capacity, which was primarily funded by the Glendora Redevelopment Agency. As a result, the City did not have adequate staff and redevelopment funds as leverage to achieve its affordable housing goals.

**i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.**

The City needs to be proactive in coordinating the public facilities projects. It is important that all City departments communicate when planning and implementing a CDBG funded project or program.

It is especially critical in light of HUD's commitment to ensure entitlement cities expend their CDBG funding in a timely manner to meet their annual and five year goals of the Consolidated Plan.

## **Lead-based Paint**

<b>1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.</b>
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**Program Year 4 CAPER Lead-based Paint response:**

The City of Glendora has made it an administrative procedure to reduce Lead-based paint hazards. The City requires that programs and projects funded with CDBG and other State and federal funds comply with federal lead-based paint disclosure and remediation requirements. CDBG funding was not being used to fund any of the City of Glendora's housing programs during the first two years of the City's Consolidated Plan; however beginning in FY 2010-2011, \$164,875 in CDBG funds was used for Housing Rehabilitation Deferred Loans and \$186,115 in CDBG funds was budgeted for FY 2011-2012, though only one household was assisted.

The City will comply with HUD's Lead Base Paint disclosure and remediation regulations for all funding for housing rehabilitation activities. The City requires that before work is commenced, lead-based paint inspections and risk assessments are conducted. Abatement

and/or containment of any identified hazards are addressed per federal standards and requirements as listed in CFR 35.900 Subpart J.

The City contracts with Lead Tech Environmental, which provides lead inspections, risk assessments, and clearance testing. Lead Tech Environmental also writes abatement and O&M Plans and performs project monitoring to ensure that contractors perform containment, abatement, and disposal activities in compliance with appropriate regulations.

**HOUSING**

**Housing Needs**

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

**Program Year 4 CAPER Housing Needs response:**

The City of Glendora is a built-out community and does not have large, vacant residentially zoned properties available for development. Any housing opportunities will require development of small in-fill residential lots. Without redevelopment as a tool, the City faces significant challenges in providing affordable housing.

During FY 2011-2012, the City provided emergency repair grants to ten households, with another household being processed for a deferred loan for rehabilitation.

**Specific Housing Objectives**

**Program Year 4 CAPER Specific Housing Objectives response:**

**1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.**

The City of Glendora’s specific objective to preserve existing affordable housing fell short by 49% during the 2010-2011 fiscal year, completing 17 loans and grants, instead of 35. The following information provides a comparison of the goals and accomplishments achieved in 2010-2011 to preserve affordable housing in Glendora:

<b>Affordable Housing - FY 2010-2011</b>				
<b>AFFORDABLE HOUSING PRESERVATION PROGRAMS</b>	<b>FUNDING SOURCE</b>	<b>BUDGET</b>	<b>EXPENDITURES</b>	<b>GOALS/ ACCOMPLISHMENTS</b>
Deferred Housing Loan Program	Glendora Redevelopment Agency	\$325,000	\$181,077	Goal was to complete 8 loans; 7 loans were completed.
Emergency Housing Grant Program	Glendora Redevelopment Agency	\$80,000	\$41,597	Goal was to complete 12 grants; 5 grants were completed

<b>Affordable Housing - FY 2010-2011</b>				
<b>AFFORDABLE HOUSING PRESERVATION PROGRAMS</b>	<b>FUNDING SOURCE</b>	<b>BUDGET</b>	<b>EXPENDITURES</b>	<b>GOALS/ ACCOMPLISHMENTS</b>
Mobile Home Grant Program	Glendora Redevelopment Agency	\$100,000	-\$0-	Goal was to complete 12 grants; zero grants were completed. Program cancelled.
Deferred Housing Loan Program	CalHome Bond Funding	\$134,123	\$133,963	Goal was to complete 3 loans; 5 loans were completed.
<b>TOTALS</b>		<b>\$639,123</b>	<b>\$356,637</b>	<b>Goal was to complete 35 loans &amp; grants; 17 loans &amp; grants were completed.</b>
<b>Affordable Housing - FY 2011-2012</b>				
<b>AFFORDABLE HOUSING PRESERVATION PROGRAMS</b>	<b>FUNDING SOURCE</b>	<b>BUDGET</b>	<b>EXPENDITURES</b>	<b>GOALS/ ACCOMPLISHMENTS</b>
Deferred Housing Loan Program	CDBG	\$186,115/ \$164,875	\$50,000	Goal was to complete 20 loans; 1 loan was made due to staff layoffs from Redevelopment dissolution.
Emergency Housing Grant Program	Glendora Redevelopment Agency	\$0	-\$0-	Goal was to complete 12 grants; zero grants were completed. Program cancelled.
Mobile Home Grant Program	Glendora Redevelopment Agency	\$0	-\$0-	Goal was to complete 12 grants; zero grants were completed. Program cancelled.
<b>TOTALS</b>		<b>\$186,115/ \$164,875</b>	<b>\$50,000</b>	<b>Goal was to complete 44 loans &amp; grants; 1 loans was completed.</b>

**2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.**

While the City of Glendora does not receive HOME entitlement funding, all the units assisted with redevelopment funds meet the Section 215 definition of affordable housing. This includes the following programs:

- The City of Glendora’s 2010-2011 Redevelopment Agency TBRA Program assisted 54 households. 31 Households were extremely-low income, 13 were very-low income, and 10 were low-income. In FY 2011-12, \$377,673 of set-aside funds was used to assist 45 households.
- The City of Glendora Community Redevelopment Agency’s 2010-2011 Rental Assistance Program at Heritage Oaks Senior Apartments assisted 52 households. 27 Households were extremely-low income, 19 were very-low income, and 6 were low-income. In FY 2011-12, \$152,262 of set-aside funds was used to assist 30 households.
- The 87 rent-restricted units at Elwood Family Apartments include 13 extremely-low income, 55 very-low income, and 19 low-income households.

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

Families that earn less than 50 percent of area median (50% AMI) that are overburdened with rents consuming more than half their incomes or that live in severely substandard housing, or both are considered “worst-case” housing needs. The following program participants were predominately in the less than 50% AMI income bracket:

- The City of Glendora’s 2010-2011 Redevelopment Agency TBRA Program - Assisted 54 households. 31 were extremely-low income, with another 13 being very-low income households and 10 low-income households. In FY 2011-12, the TBRA Program assisted 45 low-income households.
- The City of Glendora Community Redevelopment Agency’s 2010-2011 Rental Assistance Program at Heritage Oaks Senior Apartments Assisted 52 households. 27 were extremely-low income, with another 19 being very-low income persons and 6 low-income households. In FY 2011-12, the TBRA Program assisted 30 low- income households.
- The Elwood Family Apartment households consisted of 13 extremely-low income, 55 very-low income and 19 low-income households.
- The City of Glendora Community Redevelopment Agency’s 2010-2011 Housing Rehabilitation Program for Deferred Loans and Grants – Assisted 12 households - three were extremely-low income, with another six being very-low income persons and three being low-income households. In FY 2011-12, the City did not fund any loans with redevelopment funds, though one loan was provided using CDBG funds.
- The City of Glendora’s CalHome Deferred Loan Program provided 5 loans during the 2010-2011 program year. Zero were extremely-low, with another three being very-low income and two being low-income households. In FY 2011-12, the City did not fund any loans with CalHOME, though a new grant was applied for and \$700,000 received for FY 2012-13.

**Public Housing Strategy**

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

**Program Year 4 CAPER Public Housing Strategy response:**

No public housing project is located in the City of Glendora. The 2008-2013 Consolidated Plan does not include plans for the City of Glendora to construct or operate public housing.

## Barriers to Affordable Housing

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

#### Program Year 4 CAPER Barriers to Affordable Housing response:

The City of Glendora identified that funding is the major barrier to providing affordable housing in the City. The City of Glendora is one of the most expensive housing markets in Southern California. Without redevelopment tax increment funds and with State and federal funding continues to decline, the City faces significant challenges in meeting its affordable housing goals as established in the Consolidated Plan.

### HOME/ American Dream Down Payment Initiative (ADDI)

#### Program Year 4 CAPER HOME/ADDI response:

The City of Glendora does not receive a home formula grant. This section is not applicable.

## HOMELESS

### Homeless Needs

#### Program Year 4 CAPER Homeless Needs response:

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

The City of Glendora funded five agencies that addressed needs of homeless persons during the 2011-2012 CDBG Program Year. These agencies provided emergency assistance to homeless and those that are in danger of becoming homeless. Service units provided include emergency shelter, food, clothing, and direct counseling assistance or referral for counseling. The City provided financial assistance to the following Agencies:

AGENCY	2011-2012 BUDGET	ACCOMPLISHMENTS
Wings Domestic Violence Program	\$5,000	Provided assistance/referral/counseling to 43 abused Glendora residents
East San Gabriel Valley Coalition for the Homeless	\$5,000	Assisted 281 homeless and at risk of being homeless Glendora residents.
Glendora Welfare Association Operation Improvement	\$6,789	Assisted 712 homeless and at risk of being homeless Glendora residents.
Shepherd's Pantry Emergency Food Program	\$10,000	Assisted 1,016 homeless and at risk of being homeless Glendora residents.
Cory's Kitchen Food Bank	\$3,000	Assisted 292 homeless and at risk of being homeless Glendora residents.

The East San Gabriel Valley Coalition for the Homeless coordinates the winter shelter program in the area during the months of December through March. Two Glendora churches provide shelter for the homeless for two weeks each during this time period. Three meals a day are provided in addition to evening shelter, showers, hygiene kits and clothing.

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

The City of Glendora is not eligible to receive a HOME, HOPWA, or Emergency Solutions Grants. The City of Glendora only received \$347,753 in annual CDBG Program allocation in FY 2011-2012.

The City of Glendora's CDBG budget for public service programming in FY 2011-2012 was \$57,064. CDBG funding is not sufficient to provide financial assistance to develop transitional housing. Current resources for the homeless are limited to emergency shelter, food, clothing, and referral services.

**3. Identify new Federal resources obtained from Homeless Super NOFA.**

The City of Glendora does not qualify to receive Homeless Super NOFA funding. This section is not applicable for the City of Glendora's CDBG Program. The City will monitor both federal and State NOFA to find funding opportunities to apply for Homeless funds.

**Specific Homeless Prevention Elements**

**1. Identify actions taken to prevent homelessness.**

**Program Year 4 CAPER Specific Housing Prevention Elements response:**

The City of Glendora funded five non-profit agencies that provide emergency assistance to persons that are homeless or are about to be homeless. These non-profits provide emergency shelter, food, clothing and referral services for additional assistance. The following information identifies the homeless prevention organizations:

- 1) YWCA - Wings Domestic Violence Program: This organization provides emergency housing for persons that are in an abusive relationship. The program also provides clothing, food, counseling and legal services to participants.
- 2) The East San Gabriel Valley Coalition for the Homeless Program: This organization provides emergency housing for homeless persons. The program also provides clothing, food, counseling and legal services to participants.
- 3) Glendora Welfare Association Operation Improvement - This agency provides emergency housing for homeless persons. The program also provides, food, bus tokens, counseling and legal services to participants.
- 4) Shepherd's Pantry Emergency Food Program - The program provides clothing, food, counseling and legal services to participants.
- 5) Cory's Kitchen Food Program - The program provides clothing, food, counseling and referral services to participants.

During the 2011-2012 CDBG Program Year these programs assisted 2,344 low-income Glendora residents.

## Emergency Solutions Grants (ESG)

### Program Year 4 CAPER ESG response:

The City of Glendora did not qualify for an ESG formula grant in FY 2011-2012.

## Relationship Five-Year Consolidated Plan Objectives

### Cumulative Accomplishments toward Five-Year Objectives

This section evaluates the City of Glendora’s progress to meet its goals and objectives contained in its current 2008-2013 Consolidated Plan. The following information discloses the accomplishments completed to-date and identifies which programs or projects are not on schedule to meet its cumulative goals and objectives. The City of Glendora will take steps to correct the identified deficiency so it can meet its Consolidated Plan goals and objectives.

#### 1. Infrastructure and Public Facility Needs

##### Implementing Programs:

- 1. ADA Public Facility Improvements:** The City will provide ADA improvements to public facilities, including the installation of accessible ramps at intersections and sidewalks. Public facilities also include non-profit owned facilities that serve primarily low- and moderate-income persons and special needs groups.
- 2. Street Improvements:** This program will provide for street improvements such as sidewalk repairs, drainage improvements, and traffic improvements.
- 3. Installation of Streetlights:** This program will provide for the installation of streetlights in low- and moderate-income neighborhoods.

Priority Need	Adequate Infrastructure and Public Facilities (High)
<b>Five-Year Goals and Objectives:</b>	<b>Public Facility:</b> 10 projects (2 projects annually) <b>Street Improvement:</b> 5 projects (1 project annually)
<b>Performance Indicators</b>	Suitable Living Environment - Availability/accessibility (SL-1)
<b>Performance Measure:</b>	Estimated number of low to moderate income persons living in the target areas
<b>Sources of Funds:</b>	CDBG funds
<b>Geographic Distribution:</b>	Public improvements occur in the low to moderate income block groups of primarily residential neighborhoods for the benefit of those residents.
<b>Accomplishments Cumulative Completed to-Date:</b>	<b>Public Facility:</b> 5 projects <b>Street Improvement:</b> 4 projects
<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	The City accomplished half of its public facility goal, because the Elevator Project expended most of the entitlement funds budgeted for this category each year. The City is on target to meet its Street Improvement Infrastructure goal. The City did not undertake installation of street lights since the ADA pushbutton project was a higher priority for the Public Works Department.

### Cumulative Accomplishments

During the last four years of the Consolidated Plan the City has completed projects as follows:

**2008-2009:**

One Street Improvement Infrastructure project: The Automated Pedestrian Push Button that installed 52 pedestrian push buttons and expended \$51,566 (HUD Act. 158).

Two public facilities projects:

1. City Hall ADA Renovation Rear Entrance Improvements - \$63,050 (HUD Act. 159)
2. City Hall ADA Improvement Project – 1<sup>st</sup> & 2<sup>nd</sup> Floor \$84,950 (HUD Act. 161)

The Planning & Public Works Departments ADA Counter Area Improvements - \$11,750 cancelled (HUD Act. 160).

**2009-2010**

Two Street Improvement Infrastructure projects: The Automated Pedestrian Push Button that installed 54 pedestrian push buttons and expended \$53,250 (HUD Act. 174) and the Handicap Curb Ramp Project \$262,956 (HUD Act. 131).

Two public facility projects:

1. ADA Accessible Doors to Legion Building (HUD Act. 113)
2. ADA Accessible Doors to Youth Center (HUD Act. 114)

**2010-2011**

One public facility project: The City Hall ADA Improvement Project, which was done in five phases and expended \$235,789 of 2009-10 CDBG, \$90,790 in CDBG-R funds, and \$222,374 of 2010-11 CDBG (HUD Act. 175, 176, and 185).

**2011-2012**

One street improvement project: The Curb Ramp Project from FY 2010-11 expended \$30,000 (HUD Act. 183).

**2. Public Services Needs**

**Implementing Programs:**

1. **Youth Services:** The City will provide a variety of youth services to income-qualified families. Such services may include child care, recreation, health, and other services.
2. **Senior Services:** The City will provide a variety of senior services. Such services may include health, safety, meals and nutrition programs, transportation, recreation, and other services.
3. **Disabled Services:** The City will provide services for persons with disabilities, including outreach and education.
4. **Employment Training:** The City will provide employment training such as literacy programs to assist those who are challenged in attaining educational, employment, and family goals.

Priority Need	Economic and Human Development (High)
<b>Five-Year Goals and Objectives:</b>	Youth: 250 (50 annually) Seniors: 400 (80 annually) Disabled: 200 (40 annually) General: 200 (40 annually)
<b>Performance Indicators</b>	Suitable Living Environment - Availability/accessibility (SL-1)
<b>Performance Measure:</b>	Estimated number of low to moderate income persons in the City
<b>Sources of Funds:</b>	CDBG funds
<b>Geographic Distribution:</b>	Public services are available primarily to income qualified persons in need citywide
<b>Accomplishments Cumulative Completed to-Date:</b>	Youth: 83 through Citrus College, Charter Oak, and Washington School Seniors: 434 through YWCA and Project Sister (most of the EYE-DAS beneficiaries are also elderly, which would make this number higher) Disabled: 137 through EYE-DAS General: 327 through Glendora Reads Literacy
<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	The City has accomplished its public service goals, with the exception of the youth category.

### Cumulative Accomplishments

During the last four years of the Consolidated Plan the City has completed projects as follows:

#### Glendora Youth

##### **2008-2009**

Washington School Language Workshop – Assisted 45 youth  
Charter Oak School District Early Reader Program - Assisted 25 youth  
Citrus College Child Care Program - Assisted 2 youth

##### **2009-2010**

Citrus College Child Care Program - Assisted 5 youth

##### **2010-2011**

Citrus College Child Care Program - Assisted 4 youth

##### **2011-2012**

Citrus College Child Care Program - Assisted 2 youth

**Total Glendora youth assisted= 83**

#### Glendora Senior residents

##### **2008-2009**

Project Sister Senior Safety Program – Assisted 51 seniors  
YWCA Meals on Wheels Program – Assisted 96 seniors

##### **2009-2010**

YWCA Meals on Wheels Program – Assisted 28 seniors

##### **2010-2011**

YWCA Meals on Wheels Program – Assisted 72 seniors

##### **2011-2012**

YWCA Meals on Wheels Program – Assisted 50 seniors

**Total Glendora seniors assisted= 434**

Disabled Glendora residents

**2008-2009**

Eye-Das Program - Assisted 26 disabled residents

**2009-2010**

Eye-Das Program - Assisted 37 disabled residents

**2010-2011**

Eye-Das Program - Assisted 41 disabled residents

**2011-2012**

Eye-Das Program - Assisted 33 disabled residents

**Total Glendora disabled assisted= 137**

Glendora General Population

**2008-2009**

Glendora Reads Literacy Program – Assisted 32 residents

**2009-2010**

Glendora Reads Literacy Program – Assisted 45 residents

**2010-2011**

Glendora Reads Literacy Program – Assisted 130 residents

**2011-2012**

Glendora Reads Literacy Program – Assisted 120 residents

**Total of Glendora general residents assisted= 327**

**3. Building, Health and Safety Code Enforcement Needs**

**Implementing Programs:**

1. **Code Enforcement:** Administered by the City of Glendora Police Department, the City will continue code enforcement activities, targeting improvement of the business corridor in Project Area 3 and additionally on Arrow Highway.

Priority Need	Neighborhood Preservation (High)
<b>Five-Year Goals and Objectives:</b>	5,000 properties (1,000 properties annually)
<b>Performance Indicators</b>	Suitable Living Environment - Availability/accessibility (SL-1)
<b>Performance Measure:</b>	Number of substandard housing units made safe, as a proportion of the housing units inspected.
<b>Sources of Funds:</b>	CDBG funds, General Funds
<b>Geographic Distribution:</b>	Code enforcement funded with CDBG funds will be performed in the low- and moderate-income/slum and blight areas; focusing on building code violations. Code Enforcement staff will refer residents for assistance under the City's housing rehabilitation programs
<b>Accomplishments Cumulative Completed to-Date:</b>	7,016 properties have been inspected in four years since this program has been active.

<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	The City of Glendora has exceeded its goal of the 2008-2013 5 Year Consolidated Plan Goal and Objective to assist 5,000 Glendora properties with inspections for health and safety coded enforcement.
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### Cumulative Accomplishments

During the last four years of the Consolidated Plan the City has completed code enforcement activities as follows:

- 2008-2009-** Completed 650 property inspections.
- 2009-2010-** Completed 2,478 property inspections
- 2010-2011-** Completed 2,103 property inspections
- 2011-2012-** Completed 1,785 property inspections

**Total Inspections= 7,016 properties**

## 4. Commercial Rehabilitation

### Implementing Programs:

1. **Commercial Rehabilitation:** Rehabilitation in the form of loans or grants may be provided to businesses in the low- and moderate-income areas to perform exterior improvements, code corrections, and removal of architectural barriers.

Priority Need	Neighborhood Preservation (High)
<b>Five-Year Goals and Objectives:</b>	25 businesses (5 businesses annually)
<b>Performance Indicators</b>	Suitable Living Environment - Availability/accessibility (SL-1)
<b>Performance Measure:</b>	Number of properties improved
<b>Sources of Funds:</b>	CDBG funds
<b>Geographic Distribution:</b>	Commercial rehabilitation funded with CDBG funds will be performed in the low and moderate-income areas
<b>Accomplishments Cumulative Completed to-date:</b>	There have no accomplishments for this Neighborhood priority need.
<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	CDBG funding for this program has been unavailable. The City has allocated most of its CDBG funding to complete its public service programs, public facilities and street improvement projects. This program will be unable to meet its goal to assist 25 businesses at the conclusion of the 2008-2013 Consolidated Plan. The City of Glendora through its Community Redevelopment Agency had funding to complete store front facade and signage improvements. However, at this time the Agency is unable to use redevelopment funds as a result of AB1X26 and AB1X27 and the recent legal issues between the California Redevelopment Association/California League of Cities and the California Supreme Court. The City hopes to assist businesses through Economic Development activities in FY 2012-2013.

### Cumulative Accomplishments

There have been no accomplishments for this priority need. CDBG funding for this program has been unavailable. The City has allocated most of its CDBG funding to complete its public service programs, public facilities and street improvement projects.

## 5. Administration and Planning Needs

CDBG program funds have been used to cover costs for salaries, services, supplies, and general overhead. The City of Glendora Department of Planning and Redevelopment is responsible for the implementation of the CDBG program and has expended approximately \$162,918 on administration over the last four years of the Consolidated Plan.

**6. Homeless and those At-Risk of Homelessness Needs**

**Implementing Programs:**

- 1. Homeless Housing and Supportive Services:** Provide homeless housing and supportive services to assist the homeless and those at risk of becoming homeless. Services may include, but not limited to, emergency clothing and food, shelter, counseling and case management, emergency rental assistance and utility payments, bus tokens, motel coupons, and employment services.

<b>Priority Need</b>	<b>Comprehensive Assistance to the Homeless (High)</b>
<b>Five-Year Goals and Objectives:</b>	Assist 10,650 homeless and at-risk homeless persons (2,130 annually)
<b>Performance Indicators</b>	Suitable Living Environment - Availability/accessibility (SL-1)
<b>Performance Measure:</b>	As a proportion of the estimated 86 homeless in Glendora
<b>Sources of Funds:</b>	CDBG funds
<b>Geographic Distribution:</b>	Homeless services are available to persons in need citywide.
<b>Accomplishments Cumulative Completed to-date:</b>	The following agencies/programs have assisted a combined total of 8,467 homeless and those at-risk of homelessness: <ul style="list-style-type: none"> <li>• Cory’s Kitchen Emergency Food Program – Food Bank (Food &amp; public service assistance referrals) 734 Glendora residents</li> <li>• East San Gabriel Valley Coalition for the Homeless- Emergency Assistance (Shelter, Clothing &amp; Food) 409 Glendora residents</li> <li>• Glendora Welfare Association Operation Improvement – Emergency Assistance (Shelter, Clothing &amp; Food) 2,878 Glendora residents</li> <li>• Shepherd’s Pantry Emergency Food Program – Food Bank (Food &amp; public service assistance referrals) 4,318 Glendora residents</li> <li>• WINGS – Domestic Violence Program – Provides shelter to battered women and their children (Public service assistance and referrals) 128 Glendora residents</li> </ul>
<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	The City of Glendora’s Homeless Services Programs are at 80% of their goal to provide assistance to 10,650 Glendora homeless and at-risk homeless persons during the 2008-2013 Consolidated Plan.

**Cumulative Accomplishments**

During the last four years of the Consolidated Plan the City has completed projects as follows:

Glendora Homeless and At-Risk of Homelessness Population

**2008-2009**

- Emergency Assistance Center- Assisted 53 residents
- Glendora Welfare Association Operation Improvement- Assisted 498 residents
- YWCA- WINGS Domestic Violence Program- Assisted 7 residents
- Shepherd’s Pantry Emergency Food & Clothing Program- Assisted 1,381 residents

**2009-2010**

- Cory’s Kitchen Food Bank- Assisted 164 residents
- Emergency Assistance Center- Assisted 35 residents

Glendora Welfare Association Operation Improvement- Assisted 831 residents  
 YWCA- WINGS Domestic Violence Program- Assisted 10 residents  
 Shepherd's Pantry Emergency Food & Clothing Program- Assisted 962 residents

**2010-2011**

Cory's Kitchen Food Bank- Assisted 278 residents  
 Emergency Assistance Center- Assisted 40 residents  
 Glendora Welfare Association Operation Improvement- Assisted 837 residents  
 YWCA- WINGS Domestic Violence Program- Assisted 68 residents  
 Shepherd's Pantry Emergency Food & Clothing Program- Assisted 959 residents

**2011-2012**

Cory's Kitchen Food Bank- Assisted 292 residents  
 Emergency Assistance Center- Assisted 281 residents  
 Glendora Welfare Association Operation Improvement- Assisted 712 residents  
 YWCA- WINGS Domestic Violence Program- Assisted 43 residents  
 Shepherd's Pantry Emergency Food & Clothing Program- Assisted 1,016 residents

**Total of Glendora homeless and at-risk of homelessness assisted= 8,467 persons**

**7. Housing Objectives**

Priority Needs	Affordable Housing Fair Housing Neighborhood Preservation
<b>Five-Year Goals and Objectives:</b>	<b>Rental Assistance:</b> 132 households <b>Fair Housing and Tenant/Landlord:</b> 550 persons (110 annually) <b>Rehabilitation:</b> 100 households (20 annually) <b>Homeownership:</b> 25 households (5 annually)
<b>Performance Indicators</b>	Decent Housing- Availability/accessibility (DH-1) Decent Housing- Affordability (DH-2)
<b>Performance Measure:</b>	As a proportion of the 3,869 low and moderate-income households in Glendora with increased decent housing opportunities
<b>Sources of Funds:</b>	CDBG; HOME funds; Low-Income Housing Tax Credits; Section 8 funds; Redevelopment Housing Set-Aside funds; among others
<b>Geographic Distribution:</b>	All housing programs are offered for the benefit of low and moderate-income persons on a communitywide basis.
<b>Accomplishments Cumulative Completed to-Date:</b>	Cumulatively the City of Glendora's Housing Programs have assisted 938 households over the last four years of the 2008-2013 Consolidated Plan. The following information identifies the agency, the type of services, and number of persons they assisted in the first three years: <ol style="list-style-type: none"> <li>1. Deferred Loan Program assisted 24 Glendora households.</li> <li>2. Emergency Grant Program assisted 27 Glendora households.</li> <li>3. Mobile Home Grant Program assisted 27 Glendora Households.</li> <li>4. Rotary Handyman Repair assisted 25 Glendora Households.</li> <li>5. The Home Grant from the State of California Department of Housing and Community Development provided Tenant Based Rental Assistance to 239 Glendora Households.</li> <li>6. Funding from the Glendora Community Redevelopment Agency provided Tenant Based Rental Assistance to 197 Glendora Households (includes Rental Subsidy at Elwood Apartments 87 Glendora Households).</li> <li>7. Fair Housing 168 households and 256 household Landlord/Tenant.</li> </ol>
<b>Progress Toward Meeting The Five Year Public Service Goals Contained In The 2008-2013 Consolidated Plan:</b>	The City of Glendora's Housing Program assistance has exceeded the goal of assistance to 759 Glendora households during the 2008-2013 Consolidated Plan. The percentage increase of the number of households that the Housing Programs will assist is 475% over the goal contained in the 2008-2013 Consolidated Plan.

**Cumulative Accomplishments**

During the last four years of the Consolidated Plan the City has completed projects as follows:

**2008-2009** The City of Glendora’s Housing Programs assisted 279 Households

**2009-2010** The City of Glendora’s Housing Programs assisted 331 Households

**2010-2011** The City of Glendora’s Housing Programs assisted 288 Households

**2011-2012** The City of Glendora’s Housing Programs assisted 139 Households

**Total Glendora residents assisted through housing programs= 1,037 households as shown in the following table:**

<b>Cumulative Housing Accomplishments</b>					
<b>Program</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>Totals</b>
Deferred Loans	7	5	10	1	<b>23</b>
Emergency Grants	12	8	7	0	<b>27</b>
Mobile Home Grants	11	16	0	0	<b>27</b>
Rotary Handyman Repair	0	15	0	10	<b>25</b>
Tenant Based Rental Assistance from HCD's State HOME Grant	79	54	106	0	<b>239</b>
Tenant Based Rental Assistance from the Glendora CRA LCH funds	48	62	87	75	<b>272</b>
Fair Housing	15	22	78	53	<b>168</b>
Landlord Tenant	107	149	0	0	<b>256</b>
<b>Totals</b>	<b>279</b>	<b>331</b>	<b>288</b>	<b>139</b>	<b>1,037</b>

**8. Summary analysis of actions needed to complete the five-year goals and objectives of the 2008-2013 Consolidated Plan**

The City of Glendora has four areas that may pose a problem for the City to meet the goals and objectives of the 2008-2013 Consolidated Plan. The following information identifies the areas of concern:

- 1) The City will be unable to meet its goals and objective to complete its goal to assist 25 businesses to resolve code enforcement issues, remove architectural barriers and provide improvements and complete exterior improvements. The City has yet to implement this program. There has been no redevelopment funding to complete this program.
  
- 2) The City of Glendora may have difficulty achieving the target of assisting 250 youth as established in the 2008-2013 Consolidated Plan. Due to the reduction in CDBG allocation, the City had difficulty funding all the public service agencies it would like to assist. During the first year Action Plan of the current Consolidated Plan, the City funded three youth service programs, but in FY 2009-2010, the City assisted only one organization. Specifically, the Citrus College Child Care Program only assisted a total of 83 youth, which is substantially less than the 50 youth per year the City stated in the 2008-2013 Consolidated Plan. Given the current funding situation, the City does not anticipate meeting its objective for youth assistance.

- 3) The City will not meet its goal and objective to assist 25 First Time Home Buyer households. The City and its former Redevelopment Agency had been unable to allocate funding to assist First Time Home Buyer households. The amount of the subsidy required to assist First Time Home Buyer households is significant and both the City and former Agency did not have the resources to provide First Time Home Buyer loans at this time. The Redevelopment Agency was dissolved in February 2012.
- 4) During the implementation of the 2008-2013 the City of Glendora stated it would complete 10 Public Facility Projects. The City has only completed five Public Facility project during the 2008-2013 Consolidated Plan reporting period. The City completed construction of ADA improvements and installation of an elevator at its City Hall, which used most of the budget for other projects.

City staff will continue to pursue the goals and objectives established in the 2008-2013 Consolidated Plan. Staff will meet with program and project representatives to ensure that the City's non-profit Agencies are aware of the importance of meeting their CDBG goals and objectives.

## COMMUNITY DEVELOPMENT

### Community Development

#### Program Year 4 CAPER Community Development response:

#### 1. Assessment of Relationship of CDBG Funds to Goals and Objectives

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

The City of Glendora has identified the provision of preservation and rehabilitation of existing housing stock its first priority when preparing its Consolidated Plan. The City of Glendora CDBG funding is not sufficient to accomplish this priority. The City's annual allocation continued to decrease, impacting the effectiveness of this program.

With the elimination of the Redevelopment Agency, the State has taken away the most effective tool the City had to achieve affordable housing and community development objectives.

FY 2010-2011				
ASSISTED PROGRAMS	FUNDING SOURCE	BUDGET	EXPENDITURES	ACCOMPLISHMENTS
Heritage Oaks Senior Housing Tenant Based Rental Assistance Program	Glendora Redevelopment Agency	\$185,000	\$166,087	Provided rental assistance to 52 Households
Citywide Tenant Based Rental Assistance Program	Glendora Redevelopment Agency	\$510,000	\$450,617	Provided rental assistance to 54 Households
FY 2011-2012				
ASSISTED PROGRAMS	FUNDING SOURCE	BUDGET	EXPENDITURES	ACCOMPLISHMENTS
Heritage Oaks Senior Housing Tenant Based Rental Assistance	Glendora Redevelopment Agency	\$165,000	\$152,262	Provided rental assistance to 30Households

Program				
Citywide Tenant Based Rental Assistance Program	Glendora Redevelopment Agency	\$475,000	\$377,673	Provided rental assistance to 45 Households

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

In 2011-2012 the City of Glendora used \$58,000 of CDBG funding to provide affordable housing; \$8,000 to the Rotary Club that assisted 10 households with minor repair and \$50,000 to one household with a deferred loan. The City of Glendora used the Glendora Community Redevelopment Agency funding to provide affordable housing.

The Rental Assistance program goal was to provide 106 grants during FY 2011-2012. The Glendora Community Redevelopment Agency (CRA) provided 45 rental assistance grants to low-income Glendora residents citywide during FY 2011-12 and 54 grants during 2010-2011. The CRA also provided 30 rental assistance units to seniors and the disabled at Heritage Oaks Senior Apartments in FY 2011-12, plus 52 units in FY 2010-11. The City of Glendora prepared a 2011 Grant Application to the State Department of Housing and Community Development for its Home Investment Partnership Program (HOME) to provide Tenant Based Rental Assistance and was awarded \$700,000, which will be utilized in FY 2012-13.

During FY 2011-2012 the housing preservation program goals were to provide 6 loans and 20 grants. The housing preservation programs completed only one loan due to staff layoffs from the dissolution of Redevelopment agencies, though 10 housing preservation loans and 7 grants to homes owned by low-income Glendora residents were made during the 2010-2011 fiscal year.

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

During FY 2011-2012 public service activities used CDBG funding to benefit extremely low-income, very low-income, and low-income persons. The following information identifies public service programs funded with 2011-2012 CDBG funding:

- Meals on Wheels Program – YWCA of the San Gabriel Valley
- Emergency Assistance Center - East San Gabriel Valley Coalition for the Homeless
- Wings Domestic Violence Services - YWCA of the San Gabriel Valley
- Housing Rights Center – Fair Housing Services
- Child Care Program – Citrus College
- Eye Disease Educational Program – EYE-DAS
- Operation Improvement – Glendora Welfare Association
- Adult Literacy Program – Glendora Public Library
- Cory’s Kitchen Food Bank
- Shepherd’s Pantry

**2. Changes in Program Objectives**

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

The City did not make any change to its FY 2011-2012 Action Plan.

**3. Assessment of Efforts in Carrying Out Planned Actions**

**a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

The City of Glendora will continue to pursue CDBG formula grant funding and HOME funds from the State of California Department of Housing and Community Development during the current Consolidated Plan.

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

The City of Glendora has not received a request for certification of consistency for its Consolidated Plan.

**c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

The City of Glendora has been diligent in implementing its CDBG funding during FY 2011-2012. Cost for the City Hall ADA improvement project was significantly higher than anticipated. Therefore, the City had to implement this project as a multi-phase project and utilized the majority of its CDBG allocations for the past few years.

**d. For Funds Not Used for National Objectives Indicate how use of CDBG funds did not meet national objectives.**

All projects that were allocated CDBG funding for FY 2011-2012 meet a national objective.

**e. Indicate how grantee did not comply with overall benefit certification.**

This is not applicable to the City of Glendora's CDBG Program. It was not necessary for the City to average its CDBG benefits over three years in order to achieve 70 percent of funding expended to benefit low income persons.

All CDBG funded activities met one of the national objectives. During FY 2011-2012, the City expended over 70% of its CDBG funding on activities benefitting low income Glendora residents. Only \$53,165 in CDBG funding in 2011-2012 was expended on programs and projects that addressed slum and blight alleviation. The amount of CDBG funding expended to address the slum and blight national objective totaled 15% of all CDBG expenditures for 2011-2012.

**4. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property.**

**a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**

**b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.**

**c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

The City of Glendora did not use CDBG funding for activities that involve acquisition or demolition of occupied real property during FY 2011-2012. This section does not require further response from the City for the submittal of its 2011-2012 CAPER.

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

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

The City of Glendora did not conduct any economic development activities where jobs were made available but not taken by low-or moderate-income persons in 2011-2012 with CDBG funding. This section does not require further response from the City for the submittal of its 2011-2012 CAPER.

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

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

The City funded one youth service program – Child Care Program through Citrus College. This program benefitted a limited clientele but was not eligible under “presumed benefit.” Under HUD regulations, “presumed benefits” refer to those beneficiaries who are presumed to be low- and moderate-income persons based on the location and nature of the program.

Two other public service programs (Shepherd’s Pantry and Cory’s Kitchen) conduct a client intake process and applicants are evaluated on their need as well as their income. They report quarterly on the income qualified low- and moderate-income individuals/households for 2011-2012 with CDBG funding.

The remaining public service programs were eligible under presumed benefits, as these programs were serving homeless, at-risk homeless, victims of domestic violence, elderly, and disabled persons.

**7. Program Income Received**

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

The City of Glendora received \$98,406.57 of program income during its FY 2011-2012, all of which were repayments of housing rehabilitation loans. A total of six housing rehabilitation loans were repaid in 2011-2012.

**b. Detail the amount repaid on each float-funded activity.**

Not applicable to the 2011-2012 CDBG Program for the City of Glendora. The City of Glendora did not use float funding during FY 2011-2012.

**c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.**

There were six housing rehabilitation loans that were repaid to CDBG funding in 2011-2012.

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

The City did not receive any income from the sale of property.

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

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

The City of Glendora repaid \$7,837 to HUD in FY 2011-12, due to a prior year over expenditure in this category.

**9. Loans and Other Receivables**

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

The City of Glendora did not have any loans or receivables for its CDBG Program in 2011-2012. This section is not applicable for the 2011-2012 CAPER.

## **10. Lump Sum Agreements**

- a. Provide the name of the financial institution.**
- b. Provide the date the funds were deposited.**
- c. Provide the date the use of funds commenced.**
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.**

The City of Glendora did not have any lump sum agreements for its CDBG Program in 2011-2012. This section is not applicable for the 2011-2012 CAPER.

## **11. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year.**

The City of Glendora provided one loan through its Deferred Rehabilitation Loan Program with CDBG funding during 2011-2012, which is still underway.

- a. Identify the type of program and number of projects/units completed for each program.**

The City of Glendora provided one loan through its Deferred Rehabilitation Loan Program with CDBG funding during 2011-2012, which is still underway.

- b. Provide the total CDBG funds involved in the program.**

The City of Glendora provided one loan through its Deferred Rehabilitation Loan Program with CDBG funding during 2011-2012, which is still underway.

- c. Detail other public and private funds involved in the project.**

\$700,000 in CalHome Grant funds from the State of California was the only funding source the City of Glendora was applied for and will be used to finance its rehabilitation activities in 2012-2013.

## **12. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies.**

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

The City of Glendora does not have a Neighborhood Revitalization Strategy for its CDBG Program. This section is not applicable for the 2011-2012 CAPER.

## **Antipoverty Strategy**

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

**Program Year 4 CAPER Antipoverty Strategy response:**

According to the 2008-2010 American Community Survey by the Census Bureau, 8.2% of all Glendora residents had incomes below the poverty level. Specifically, 7.1% of all families with children under 18 were living below the poverty level.

Many poverty level families and individuals are currently assisted through Los Angeles County General Relief, Aid to Families with Dependent Children (AFDC), or other emergency assistance programs. As welfare reform plays out, fewer families will receive federally financed aid with unknown consequences. There is a need for programs specifically targeting households in poverty and assisting these households to improve their long-term financial and social positions, to eventually move them out of poverty.

***The City of Glendora’s anti-poverty strategy addresses only those least able to help themselves, particularly at-risk youth.***

- 1. Increased employment opportunities:** The City of Glendora pursued job opportunities for underprivileged citizens through partnerships with the Employment Development Division and non-profit agencies. The City also participates in a Youth Employment Program, which is supported through Los Angeles County Park Bond funds. The program mandates ten percent of bond entitlement funds be utilized to hire at-risk and low-income youth. The City will continue to foster business development, particularly small businesses.
- 2. Breaking the cycle of poverty:** The City of Glendora Community Services Department will target at-risk youth in an effort to increase their prospect of rising above poverty as they reach adulthood. This includes the youth programs that assist low-income families with costs of recreational, educational, and cultural programs.
- 3. Provide supportive services for those most vulnerable:** While some segments of the community may be able to move out of or avoid poverty on their own or with some initial assistance, such as job training, other, more vulnerable segments of the community may require ongoing assistance. These include frail elderly, children, youth, and individuals with certain disabilities.

Programs to assist these groups include the youth programs noted above as well as the Meals on Wheels Program, East San Gabriel Valley Coalition for the Homeless Program, Glendora Welfare Association, Citrus College Child Care Program, WINGS Domestic Violence Program, Glendora Reads Program, Cory’s Kitchen, the Shepherd’s Pantry and EYE-DAS. These programs enhance the City of Glendora and contribute to a better community environment.

## NON-HOMELESS SPECIAL NEEDS

### Non-homeless Special Needs

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

**Program Year 4 CAPER Non-homeless Special Needs response:**

The priority needs for non-homeless and special needs persons, as identified in the 2008-2013 Five Year Consolidated Plan for the City of Glendora include housing and supportive services for special needs populations – seniors, and persons with disabilities.

The City of Glendora former Redevelopment Agency provided grants and deferred loans through its low- and moderate-income housing fund. The deferred loan programs provided funding to complete home assistance modifications such as wheelchair ramps, grab bars, and ADA accessible bathroom improvements. However, the City discontinued these programs due to the elimination of the Redevelopment Agency pursuant to State law.

In addition the City of Glendora Meals on Wheels provided meals to 50 frail and elderly Glendora residents in 2011-2012. Most of the participants in this program are over 70 years old.

### **Specific HOPWA Objectives**

#### **Program Year 4 CAPER Specific HOPWA Objectives response:**

Not applicable, the City of Glendora was not eligible to receive HOPWA funding during FY 2011-2012.

### **OTHER NARRATIVE**

Include any CAPER information that was not covered by narratives in any other section.

#### **Program Year 4 CAPER Other Narrative response:**

There are no other narrative responses at this time.