

# CITY OF BALDWIN PARK



## 2015/2016 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

JULY 1, 2015 THROUGH JUNE 30, 2016

**DRAFT**

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## CR-05 - Goals and Outcomes

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

This 2015-2016 Consolidated Annual Performance and Evaluation Report (CAPER) is the City of Baldwin Park's report to the U.S. Department of Housing and Urban Development (HUD) describing the use of federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. The CAPER reports on the first program year of the 2015-2019 Consolidated Plan, covering the period from July 1, 2015 to June 30, 2016.

The City receives CDBG and HOME funds from HUD on a formula basis each year, and in turn, implements projects and awards grants and loans to nonprofit, for-profit or public organizations for projects in furtherance of the adopted Consolidated Plan. Each of these programs provide for a wide range of eligible activities primarily for the benefit of low- and moderate-income Baldwin Park residents.

The City receives CDBG and HOME funds from HUD on a formula basis annually, and in turn, implements projects and awards grants and loans to nonprofit, for-profit or public organizations for projects in furtherance of the adopted 2015-2019 Consolidated Plan. The CDBG and HOME programs generally provide for a wide range of eligible activities for the benefit of low- and moderate-income Baldwin Park residents.

For the 2015-2016 program year, the City received \$952,636 of CDBG funds, which were combined in the Action Plan with \$762,850 of prior years' CDBG funds for a total investment of \$1,715,486. In addition, the City received \$230,309 of HOME funds plus \$210,079 in HOME program income in 2015-2016 with \$1,650,746 of prior years' HOME funds and \$99,921 in prior years' program income for a total HOME investment of \$2,191,055. This investment of CDBG and HOME funds was a catalyst for positive change in the community. Together with other federal, state and local investments, HUD resources allowed the City and its partners to:

- Provide fair housing services to 133 residents
- Provide sports and recreational scholarships to 136 lower income young persons
- Create part-time jobs for 11 young persons
- Provide various social services to 190 seniors
- Provide anger management and behavioral counseling to 10 lower income persons
- Provide support to a food bank that served 7,776 lower income persons in need
- Provide emergency services in 328 domestic violence cases
- Provide a variety of social services to 1,120 persons

- Provide a variety of services to 540 homeless persons and those at-risk of being homeless
- Remove graffiti from four parks and one public service agency
- Provide code enforcement in 1,513 cases
- Begin construction of a major drainage project
- Initiate rehabilitation of three owner-occupied housing units.
- Acquire land and construct 11 units of affordable rental housing

Most of the above public services met or exceeded their goals. Those that did not meet their goals will be discussed later in this report.

**Table 1** provides a summary of the five-year and one-year accomplishments for the period ending June 30, 2016, arranged by each of the Strategic Plan Goals included in the 2015-2019 Strategic Plan of the Consolidated Plan.

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

**Table 1** provides a comparison of the proposed and actual outcomes as provided in the 2015-2016 Annual Action Plan.

The greatest challenge that the City faced in 2015-2016 was the resignation of their rehabilitation specialist and support staff in the building department. These positions have finally been filled and it is expected the program will meet its goals in 2016-2017. The other challenge was with their homebuyer program. Home prices have escalated in the past year so that most houses on the market exceed the HOME Program limits. The program is under review.

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

Goal	Category	Action Plan Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing Development	Affordable Housing	HOME: \$1,900,000	Rental units constructed	Household Housing Unit	70	0	0%	70	0	0%
Community Facility/ Infrastructure	Non-Housing Community Development	CDBG: \$690,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,900	0	0%	1,900	0	0%
Community Facility/ Infrastructure	Non-Housing Community Development	CDBG: \$0	Other	Other	5	0	0%	0	0	0%
Fair Housing Services	Affordable Housing	CDBG: \$2,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	700	133	19%	140	133	95%
Homelessness Prevention	Homeless	CDBG: \$10,000	Homelessness Prevention	Persons Assisted	1,000	540	54%	200	540	270%
Housing Preservation	Affordable Housing	CDBG: \$85,000 / HOME: \$268,000	Homeowner Housing Rehabilitated	Household Housing Unit	25	1	4%	7	1	14 %

**Table 1 (Cont.) - Accomplishments – Program Year & Strategic Plan to Date**

Goal	Category	Action Plan Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Neighborhood Services	Non-Housing Community Development	CDBG: \$30,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	337,600	67,520	20%	67,520	67,520	100%
Neighborhood Services	Non-Housing Community Development	CDBG: \$100,000	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	1,000	1,513	151%	200	1,513	756%
Public Services for low- and moderate-income res.	Non-Housing Community Development	CDBG: \$84,399	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8,500	8,993	106%	1,880	8,993	478%
Special Needs Services	Non-Homeless Special Needs	CDBG: \$18,300	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,125	518	46%	225	518	230%
Section 108 Loan Repayment	Section 108 Loan Repayment	CDBG: \$507,260	Other	Other	-	-	-	-	-	-
Administration	Planning and Administration	CDBG: \$188,027 HOME: \$23,055	Other	Other	-	-	-	-	-	-

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

As shown in **Table 1**, during the program year, the City and its partners made significant progress with several 2015-2016 activities as well as some multi-year activities that continued during the program year. All CDBG and HOME funded activities addressed specific high priority objectives identified in the 2015-2019 Consolidated Plan.

Providing needed public services to the City's low- and moderate-income residents was identified as a high priority in the Consolidated Plan. The CDBG-funded Redeemer Food Bank, Domestic Violence Advocate, ESGV Coalition for the Homeless, Family Service Center, Recreation/Sports Scholarship and Youth Employment activities met that priority and each served more people than was anticipated in the Action Plan, confirming that a high need exists for these services in the community.

Providing needed public infrastructure and neighborhood improvements were high priority needs identified in the Consolidated Plan. The majority of CDBG funds were allocated to constructing drainage improvements, addressing code enforcement and graffiti removal issues. The Corak Drainage project has made progress over the last year and is expected to be under construction and completed during the 2016-2017 program year.

Most of the public services were fully expended and met or exceeded their goals. The one exception was the Pride Platoon which was cancelled because changes in personnel. The City is in the process of training new staff and it is anticipated that the program will be reactivated in the future. The other exception was the Recreation/Sports Scholarship Program, where low registration prevented them from fully accessing the funds provided them.

The City's housing program approved three housing rehabilitation loans. One is under construction and was tested for lead. A second has delayed due the discovery of unpermitted items and the owners are working with the City Building Department to resolve those issues. A third homeowner passed away as construction was about to begin. The City is working with the heirs to see whether this project will proceed or be cancelled.

The City has completed a HOME-funded acquisition/rehabilitation project involving eleven units in a 70-unit apartment complex. Tenants began to occupy the complex on July 28, 2016 and it should be fully occupied by the end of August. Of the eleven units, five will be accessible to persons with disabilities. Due to the occupancy of the units taking place after the end of the 2015-2016 Program Year, the accomplishments will be reported in the 2016-2017 CAPER.

Figure 1 – Use of CDBG and HOME Funds

Strategic Plan Goal / Activity	Source	Allocation	Spent through 6/30/16	Percent Spent
<b>1. Affordable Housing Development</b>				
2015 Affordable Housing Development	HOME	\$1,900,000.00	\$ 1,760,351.86	92.65%
<b>2. Fair Housing Services</b>				
2015 Fair Housing Services	CDBG	\$2,500.00	\$2,500.00	100.00%
<b>3. Public Services</b>				
Redeemer Food Bank	CDBG	\$8,000.00	\$8,000.00	100.00%
Family Service Center	CDBG	\$28,500.00	\$28,500.00	100.00%
Pride Program (BPPD)	CDBG	\$19,000.00	\$0.00	0.00%
Recreation/Sports Scholarship	CDBG	\$12,300.00	\$5,349.50	43.49%
St. Johns Church Social Services	CDBG	\$2,150.00	\$2,150.00	100.00%
Youth Employment*	CDBG	\$17,437.49	\$17,437.49	100.00%
	<b>Subtotal:</b>	<b>\$87,387.49</b>	<b>\$61,436.99</b>	<b>70.30%</b>
<b>4. Special Needs</b>				
Domestic Violence Advocate*	CDBG	\$25,000.00	\$25,000.00	100.00%
Santa Anita Family Services	CDBG	\$3,300.00	\$3,300.00	100.00%
	<b>Subtotal</b>	<b>\$28,300.00</b>	<b>\$28,300.00</b>	<b>100.00%</b>
<b>5. Homeless Prevention</b>				
ESGV Coalition for the Homeless	CDBG	\$10,000.00	\$10,000.00	100.00%
<b>6. Neighborhood Services</b>				
2015 Graffiti Removal	CDBG	\$30,000.00	\$30,000.00	100.00%
2015 Code Enforcement	CDBG	\$100,000.00	\$100,000.00	100.00%
	<b>Subtotal</b>	<b>\$130,000.00</b>	<b>\$130,000.00</b>	<b>100.00%</b>
<b>7. Public Facilities and Infrastructure Improvements</b>				
Corak Street Storm Drain	CDBG	\$690,000.00	\$360.00	0.05%
<b>8. Affordable Housing Preservation</b>				
2015 Housing Rehabilitation Grant Program	CDBG	\$20,000.00	\$0.00	0.00%
2015 Lead Testing	CDBG	\$5,000.00	\$670.00	13.40%
2015 Home Rehabilitation Program	HOME	\$268,000.00	\$28,185.00	10.52%
2015 Rehabilitation Administration Program	CDBG	\$60,000.00	\$40,440.24	67.40%
	<b>Subtotal</b>	<b>\$378,000.00</b>	<b>\$41,110.24</b>	<b>10.88%</b>
<b>9. Section 108 Loan Repayment</b>				
2015 Section 108 Loan Repayment	CDBG	\$507,260.00	\$374,831.06	73.89%
<b>10. Planning and Administration</b>				
2015 Administration	CDBG	\$188,027.00	\$180,225.45	95.85%
2015 Administration	HOME	\$23,055.00	\$23,030.90	99.90%
	<b>Subtotal</b>	<b>\$188,027.00</b>	<b>\$180,225.45</b>	<b>95.85%</b>
	<b>Total CDBG</b>	<b>\$1,728,474.49</b>	<b>\$828,763.74</b>	<b>47.95%</b>
	<b>Total HOME</b>	<b>\$2,191,055.00</b>	<b>\$1,811,567.76</b>	<b>82.68%</b>
* Minor amendments increased budgets from what was shown in the Action Plan. Increase in allocation provided with prior year funds.				

**Figure 2 – Program Year Accomplishments by Strategic Plan Goal**

<b>Strategic Plan Goal / Activity</b>	<b>Unit of Measure</b>	<b>Expected</b>	<b>Actual</b>
<b>1. Affordable Housing Development</b>			
2015 Affordable Housing Development	Households	70	0
<b>2. Fair Housing Services</b>			
2015 Fair Housing Services	Persons	140	133
<b>3. Public Services</b>			
Redeemer Food Bank	Persons	1,200	7,716
Family Service Center	Persons	500	1,120
Pride Program (BPPD)	Persons	40	-
Recreation/Sports Scholarship	Persons	120	136
St. Johns Church Social Services	Persons	10	10
Youth Employment	Persons	10	11
	-	-	-
<b>4. Special Needs</b>			
Domestic Violence Advocate	Persons	100	328
Santa Anita Family Services	Persons	125	190
<b>5. Homeless Prevention</b>			
ESGV Coalition for the Homeless	Persons	200	540
<b>6. Neighborhood Services</b>			
2015 Graffiti Removal	Persons	67,520	67520
2015 Code Enforcement	Housing Units	200	1513
<b>7. Public Facilities and Infrastructure Improvements</b>			
Corak Street Storm Drain	Persons	1,900	0
<b>8. Affordable Housing Preservation</b>			
2015 Housing Rehabilitation Grant Program	Households	3	-
2015 Lead Testing	Households	-	1
2015 Home Rehabilitation Program	Households	7	0
2015 Rehabilitation Administration Program	Households	-	-
<b>9. Section 108 Loan Repayment</b>			
2015 Section 108 Loan Repayment	Other	-	-
<b>10. Planning and Administration</b>			
2015 Administration	Other	-	-

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

	CDBG	HOME
White	6,708	0
Black or African American	45	0
Asian	2,611	0
American Indian or American Native	6	0
Native Hawaiian or Other Pacific Islander	0	0
Multi-racial	815	0
<b>Total</b>	<b>10,185</b>	<b>0</b>
Hispanic	5,628	0
Not Hispanic	4,557	0

\* Note: The data in this table is supplied by HUD's database. The figures in this table represent the sum of the reported number of people, families, households or housing units reported during the fiscal year, without regard to the number of people in each family, household or housing unit.

### Narrative

**Table 2** provides an aggregate of race and ethnicity data for the combined number of people, families, households or housing units reported as complete during the program year based on accomplishment data from all CDBG and HOME activities reported in HUD's Integrated Disbursement and Information System (IDIS).

Based on the information in **Table 2**, a diverse array of persons, families, households or housing unit occupants benefitted from CDBG and/or HOME funded housing, public facilities or public service projects during the program year.

## CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Table 2 - Resources Made Available

Source of Funds	Resources Made Available	Amount Expended During Program Year
CDBG	\$1,715,486	\$828,764
HOME	1,901,055	\$13,062

### Narrative

The federal, state, local and private resources available for the implementation of projects during the 2016-2017 program year are identified in **Table 3**. The CDBG resources include \$952,636 of CDBG formula grant funds and \$762,850 of unexpended CDBG funds from prior years for a total CDBG investment of \$1,715,486. The HOME resources include \$250,309 of HOME grant funds and \$1,650,746 of unexpended HOME funds from prior years for a total HOME investment of \$1,901,055. A grand total of \$3,616,541 of CDBG and HOME funds were allocated to projects in the 2015-2016 Action Plan.

Identify the geographic distribution and location of investments

Table 3 – Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Low- and Moderate-Income Areas	14%	14%	Note: Corak Storm Drain was a carryover project (40%)

### Narrative

For the 2015-2016 program year, the City allocated no new CDBG funds to Public Facilities and Infrastructure activities designed to benefit the Low- and Moderate-Income Areas, but was completing a prior-year Corak Storm Drain project, which constitutes 40% of available CDBG funds (including carryover funds). In addition, the City allocated and spent CDBG funds for Code Enforcement (\$100,000) and Graffiti Removal (\$30,000) benefiting the Low- and Moderate-Income Areas.

## Leveraging

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

To address housing and community development needs in Baldwin Park, the City leverages its CDBG and HOME entitlement grants with a variety of funding resources in order to maximize the effectiveness of available funds. The City requires the public services to report their leveraging amount. In 2015-2016, the leveraged amount provided by public service agencies was \$948,498.22 from State, federal and private sources.

HUD requires HOME Participating Jurisdictions (PJs) to match 25 percent of their HOME annual allocation. In accordance with 24 CFR 92.222, PJs satisfying the distress criteria established by the HOME Program regulations are provided a match reduction. Match reductions are granted due to fiscal distress, severe fiscal distress, and Presidential disaster declarations. For the 2015-2016 program year, the City of Baldwin Park received a 100 percent match reduction from HUD. However, starting in 2016-2017, the City will be required to provide a 12½ percent match contribution.

**Table 4 – Fiscal Year Summary - HOME Match Report**

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

**Table 5 – Match Contribution for the Federal Fiscal Year**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contrib.	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Prep., Const. Materials, Donated labor	Bond Financing	Total Match
-	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Table 6 – Program Income**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$0.00	\$210,078.95	\$0	\$0.00	\$0.00

**Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period**

**Table 7 – Minority Business and Women Business Enterprises**

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0
	Total	Women Business Enterprises		Male		
<b>Contracts</b>						
Number	0	0		0		
Dollar Amount	\$0	\$0		\$0		
<b>Sub-Contracts</b>						
Number	0	0		0		
Dollar Amount	\$0	\$0		\$0		

**Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted**

**Table 8 – Minority Owners of Rental Property**

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	\$0	\$0	\$0	\$0	\$0	\$0

**Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition**

**Table 9 – Relocation and Real Property Acquisition**

Parcels Acquired		0	\$0
Businesses Displaced		0	\$0
Nonprofit Organizations Displaced		0	\$0
Households Temporarily Relocated, not Displaced		0	\$0

  

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	\$0	\$0	\$0	\$0	\$0	\$0

## CR-20 - Affordable Housing 91.520(b)

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

**Table 10 – Number of Households**

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

**Table 11 – Number of Households Supported**

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	70*	0
Number of households supported through the rehab of existing units	5	0
Number of households supported through the acquisition of existing units	0	0
<b>Total</b>	<b>75</b>	<b>0</b>

Note\*: The number of units in the ROEM apartment complex had been reduced from 73 units to 70 units during the design phase. See comment below on status.

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

The City did not meet its housing goals since the City's rehabilitation specialist and support staff in the building department resigned. The City faced challenges in filling the position but both positions are now filled and staff is being trained. The City has set aside its new homebuyer program, since sales prices now exceed the HOME limits. The City unsuccessfully conducted a home sales survey to increase the HOME limits. The City may make another attempt in the coming year and will then reconsider funding a new homebuyer program.

The City has completed a HOME-funded acquisition/rehabilitation project involving eleven units in a 70-unit apartment complex. Tenants began to occupy the complex on July 28, 2016 and it should be fully occupied by the end of August. Due to the occupancy of the units taking place after the end of the 2015-2016 Program Year, the accomplishments will be reported in the 2016-2017 CAPER.

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

Despite the challenges the City faced in 2015-2016, the City intends to fully fund its rehabilitation programs in 2016-2017, since the need for housing rehabilitation remains great. On the other hand, the City will need to reevaluate whether the City’s new homebuyer program is still feasible given the increase in home prices within the City.

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

**Table 12 – Number of Families or Households Served**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Narrative Information**

The 2015-2019 Consolidated Plan - Strategic Plan identified high priority affordable housing needs including preserving the supply of affordable housing and providing rental assistance to extremely-low income seniors that were specifically addressed in the 2015-2016 Action Plan. During the 2015-2016 program year, the City nearly completed eleven units in a 70 unit acquisition/new construction project. Three CDBG housing rehab loans have been approved but none were completed during the program year.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

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

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

In Los Angeles County, the Los Angeles Homeless Services Authority (LAHSA) is the lead agency coordinating the Continuum of Care (CoC). LAHSA is a joint powers authority for the City and County of Los Angeles (with the exception of the Cities of Long Beach, Pasadena and Glendale). A ten-member Commission governs LAHSA. Each of the County's five Supervisors appoints one (1) commissioner while the Mayor and City Council of Los Angeles appoint another five (5) members. LAHSA plans, coordinates and manages resources for the County's homeless programs. In addition, LAHSA provides technical assistance, data and other planning resources to many of the incorporated cities within the County, including the City of Baldwin Park. LAHSA develops and oversees a comprehensive strategy to address homelessness.

According to the Ten-Year Plan to End Homelessness, the CoC has implemented several regional strategies that enhances local coordination to more effectively assist people in need. To more rapidly identify and assess people experiencing homelessness, the CoC has created regional homeless access centers that offer fully coordinated systems of outreach and facilitate universal assessment, intake, referral and transportation to resources. The CoC also has resources of information (such as 2-1-1) to better serve individuals who are homeless or at risk of becoming homeless. In addition, the CoC has implemented a database using real time information from intake and assessment that is housed in the Homeless Management Information System (HIMS). Collectively these strategies help minimize duplication of effort and better connect the most vulnerable individuals and families, chronically homeless, and people at risk of becoming homeless to appropriate resources.

To reach out to unsheltered homeless persons and assess their individual needs for the purpose of connecting them with available emergency shelter and transitional housing resources, the City of Baldwin Park provided information and referrals — primarily to 2-1-1 Los Angeles County. Additionally, to reduce and end homelessness, the City of Baldwin Park provided a total of \$28,300 in CDBG public service funds to the following activities:

- East San Gabriel Valley Coalition for the Homeless (540 people)
- Domestic Violence Advocate (328 people)
- Santa Anita Family Services (190 people)

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

The ultimate solution to ending homelessness is transitional to permanent housing closely aligned with supportive services that ensure housing stability can be maintained. However, because the demand for affordable housing far outpaces the region's supply, the CoC continues to rely on its emergency and transitional housing system in order to address the immediate needs of Los Angeles County's homeless population.

The City has supported local nonprofit agencies that provide emergency rental assistance and transitional housing needs for homeless or those at risk of becoming homeless. To address the emergency shelter and transitional housing needs of homeless persons, the City supported the East San Gabriel Valley Coalition for the Homeless that provides transitional housing, emergency assistance and winter shelter assistance to homeless families or families at risk of homelessness. Last year, the East San Gabriel Valley Coalition for the Homeless served 540 unduplicated people.

Additionally, the City supported Domestic Violence Advocate and Santa Anita Family Services, organizations that provide emergency shelter and support services to victims of domestic violence. These programs provided a number of services to include but not limited to supportive services for survivors and perpetrators of domestic violence, batterer's program, and anger management, and assistance in guiding victims through the criminal justice system. Last year these programs served 548 unduplicated people.

Lastly, the City of Baldwin Park continues to support the efforts of the Los Angeles County Continuum of Care (CoC) and its member organizations that address homelessness.

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

An individual or family is considered to be at-risk of becoming homeless if it experiences extreme difficulty maintaining their housing and has no reasonable alternatives for obtaining subsequent housing. Homelessness often results from a complex set of circumstances that require people to choose between food, shelter and other basic needs. Examples of common circumstances that can cause homelessness include eviction, loss of income, insufficient income, disability, increase in the cost of housing, discharge from an institution, irreparable damage or deterioration to housing, and fleeing from family violence.

As mentioned above, the City supported the East San Gabriel Valley Coalition for the Homeless, which provides transitional housing, counseling and case management to families at risk of homelessness. Last year, the East San Gabriel Valley Coalition for the Homeless served 540 unduplicated people through its transitional housing program. When paired with financial counseling, career coaching and other available case management services, the agency made certain that families are ready to succeed in their transition to permanent housing.

The City of Baldwin Park funds the Housing Rights Center to provide fair housing, tenant/landlord mediation and legal services for residents through attorney consultations and preparation of legal documents for the residents to represent themselves in family law and landlord/tenant actions. Some of these services are provided to prevent undue evictions that could lead to homelessness.

The Baldwin Park Housing Authority receives funding directly from HUD to administer the Section 8 Tenant-Based Housing Choice Voucher (HCV) Program for the City as well as four neighboring cities. The HCV Program provides rental assistance to extremely low- and very low-income households located within the City limits. The Section 8 program gives priority to households that are at risk of becoming homeless or currently residing in inadequate housing.

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

In support of CoC efforts, the 2015-2019 Strategic Plan provides for the use of CDBG funds to support activities implemented by local nonprofit organizations that provide services to help prevent and eliminate homelessness, including families at risk of homelessness. The City will provided CDBG funds to East San Gabriel Valley Coalition for the Homeless as well as Domestic Violence Advocate and Santa Anita Family Services.

## CR-30 - Public Housing 91.220(h); 91.320(j)

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

The Baldwin Park Housing Authority (BPHA) was created and authorized to develop and operate housing and housing programs for low-income families. The BPHA receives its funding from the Department of Housing and Urban Development (HUD) for the administration of the Section 8 tenant-based Housing Choice Voucher (HCV) assistance program for the cities of Baldwin Park, West Covina, El Monte, South El Monte, and Monrovia in the County of Los Angeles. The data presented in tables below is for these cities as well as the management of a single public housing development in the City of Baldwin Park. The narrative reflects the conditions of BPHA's entire jurisdiction and the City of Baldwin Park.

The BPHA's mission statement is to provide safe, decent and sanitary housing conditions for very low-income families and to manage resources efficiently. The BPHA is to promote personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing. BPHA currently manages an active portfolio of 12 public housing units and 483 Section 8 vouchers. Of the vouchers, 471 are tenant-based vouchers.

**Table 13 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
				Veterans Affairs Supportive Housing	Family Unification Program	Disabled *			
# of units vouchers in use	0	0	12	483	12	471	0	0	0

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

BPHA continued to actively encourage residents to be involved in the organization through resident councils and active participation in housing authority decisions via surveys and other forms of engagements. BPHA implemented the use of social media to improve and maximize the outreach to owners and tenants and increase the accessibility of information. Residents also maintain a resident advisory board.

BPHA continued to encourage residents to explore homeownership opportunities. The City of Baldwin Parks offers a Housing Assistance program to low- and moderate-income first-time homebuyers, known as the Silent Second Program. It provides a loan that funds the difference between the purchase price of the home and the first mortgage. The homebuyer is required to put a 1.5% down payment. The Silent Second Program or “gap financing” program assists homebuyers in purchasing their home by filling in the affordability gap. The gap is defined as a difference between the purchase price of the home and the first mortgage plus a 1.5% down payment.

The Silent Second Program is funded through the HOME Investment Partnership Program (HOME) and Housing (20%) set aside funds.

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

The BRHA and the Housing Authority of the County of Los Angeles are both designated as a High Performing Public Housing Agencies.

### **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

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

The two primary barriers to affordable housing identified in the 2015-2019 Consolidated Plan included housing affordability and the lack of monetary resources for affordable housing. As discussed in the Consolidated Plan's Strategic Plan section, a significant portion of the monetary resources that were used for affordable housing in the past included tax increment financing through the former redevelopment agency that was eliminated as a result of changes in State policy.

The development of additional housing units affordable for low- and moderate-income households has been rated as the highest priority need due to the number of severely cost burdened households in Baldwin Park. In addition, a growing percentage of housing units is in need of rehabilitation to allow them to remain safe and habitable. The situation has been of particular concern for low- and moderate-income home owners who are generally not in a financial position to properly maintain their homes.

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

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state and other local sources, the high cost of housing that is not affordable to low-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City has invested CDBG and HOME funds through the 2015-2016 Action Plan in projects that supported the development of new rental housing units and the rehabilitation of existing rental housing units. To address underserved needs, 100 percent of the City's 2015-2016 expenditure of CDBG and HOME funds (excluding Section 108 Debt Service and Administration) was for projects that benefit low- and moderate-income people.

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

The Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) emphasizes prevention of childhood lead poisoning through housing-based approaches. To reduce lead-based paint hazards, the rehabilitation of housing units built prior to January 1, 1978 includes a lead-based paint testing and risk assessment. Where lead-based paint is identified, the City ensures that developers and contractors incorporate safe work practices or abate the lead-based paint as part

of the scope of work to effectively reduce lead-based paint hazards to children in accordance with 24 CFR Part 35.

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

The implementation of CDBG and HOME activities meeting the goals established in the 2015-2019 Consolidated Plan - Strategic Plan and the 2015-2016 Action Plan addressed the needs of poverty-level families and made strategic investments to reduce the number of poverty-level families in the future by:

- Supporting activities that expand the supply of housing that is affordable to low- and moderate-income households;
- Supporting activities that preserve the supply of decent housing that is affordable to low- and moderate-income households;
- Supporting a continuum of housing and public service programs to prevent and eliminate homelessness;
- Supporting housing preservation programs that assure low-income households have a safe, decent and appropriate place to live;
- Supporting public services for low- and moderate-income residents including those with special needs and those at-risk of homelessness offered by nonprofit organizations receiving CDBG funds; and

In addition to these local efforts, mainstream state and federal resources also contributed to reducing the number of individuals and families in poverty. Federal programs such as the Earned Income Tax Credit and Head Start provide pathways out of poverty for families who are ready to pursue employment and educational opportunities. Additionally in California, the primary programs that assisted families in poverty were the Section 8 Housing Choice Vouchers, CalWORKs, CalFresh (formerly food stamps) and Medi-Cal. Together, these programs provided individuals and families with housing, employment assistance, subsidy for food, medical care, child care and cash payments to meet basic needs such as housing, nutrition and transportation. Other services were available to assist persons suffering from substance abuse, domestic violence and mental illness.

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

The institutional delivery system in Baldwin Park is high-functioning and collaborative — particularly the relationship between local government and the nonprofit sector comprised of a network of capable community-based organizations that are delivering a full range of services to residents. Affordable housing development and preservation activities are being carried out by the Housing Division of the Community Development Department in partnership with housing developers and contractors. Public service activities were carried out by nonprofit organizations and City Departments to achieve the Strategic Plan goals. The Housing Division and the Public Works Department have been working together with contractors and other jurisdictions to implement Corak Storm Drain improvement project, which is currently under construction.

One of the key ways the City is developing and expanding institutional structure to meet underserved needs has been by funding a wide variety of services targeted to youth, seniors, special needs populations and individuals or families at risk of homelessness with CDBG public service grants.

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

To enhance coordination between public and private housing and social service agencies, the City continued consulting with and inviting the participation of a wide variety of agencies and organizations involved in the delivery of housing and supportive services to low- and moderate-income residents in Baldwin Park—particularly the low-and moderate- income areas.

Representatives of the Department of Community Development – Housing Division participated in coordinated efforts with the Los Angeles Homeless Services Authority, the Continuum of Care Lead Agency. Additionally, the Housing Division and other City staff regularly participated in meetings during the year to coordinate with local organizations that are working in neighborhoods to address poverty through direct community engagement.

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

The 2015 Analysis of Impediments to Fair Housing Choice (AI) adopted by the Baldwin Park City Council on May 6, 2015 included three impediments to fair housing choice in the 2015-2019 Fair Housing Plan. During the 2015-2016 program year, the City of Baldwin Park Department of Neighborhood Services and the Housing Rights Center affirmatively furthered fair housing choice through the implementation of recommendations contained within the Fair Housing Plan.

### **Impediment No. 1: Discrimination against Persons with Disabilities**

The AI revealed that physical and mental disability fair housing discrimination complaints are the most common basis for fair housing discrimination complaints in Baldwin Park. To address the lack of understanding and sensitivity to the fair housing needs of physically and mentally disabled people, the City contracted with Housing Rights Center to provide workshops in Baldwin Park and throughout the region that were geared toward disabled housing issues including reasonable accommodation and emphasizing that landlords may not refuse to rent on the basis of disability or any arbitrary factor. These workshops specifically addressed the housing needs and rights of persons with disabilities by expanding the base of knowledge concerning specific types of housing discrimination against the mentally and physically disabled.

### **Impediment No. 2: Unfair Lending Practices**

The AI found in analyzing Home Mortgage Disclosure Act (HMDA) data that loan approval rates were higher for Asians and Whites than it was for Hispanics in Baldwin Park. Home loan approval rates increased as income increased but Hispanic applicants had lower approval rates in comparison to similarly-situated racial/ethnic groups with respect to income. The AI recommended bi-annual review of the HMDA data beginning in May 2017 to ensure that minority racial groups are not disproportionately receiving lower loan approval rates.

### **Impediment No. 3: Lack of Awareness of Fair Housing Laws**

The AI confirmed that there continues to be a lack of knowledge of fair housing rights and responsibilities among Baldwin Park residents and housing providers. Statistics demonstrate that over two thirds of all cases can be successfully conciliated. This shows that housing providers and consumers are able to resolve their differences when the City's contracted fair housing service provider, as a neutral convener, provides clarifying information to resolve actual or perceived discrimination.

During the 2015-2016 program year, the City contracted with Housing Rights Center to provide fair housing services in Baldwin Park.

## **CR-40 - Monitoring 91.220 and 91.230**

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

To ensure that CDBG and HOME funds were used efficiently and in compliance with applicable regulations, the City provided technical assistance to all subrecipients at the beginning of the program year and monitored subrecipients throughout the program year.

### **Technical Assistance**

To enhance compliance with federal program regulations, the City provided an annual Notice of Funding Availability (NOFA) workshop to review the Plan goals, program requirements and available resources with potential applicants. Subsequent to the approval of the Annual Action Plan, a mandatory subrecipient workshop was held to review program regulations in detail, to provide useful forms and resources for documenting compliance and to review the City's compliance procedures and requirements. Additionally, individualized technical assistance is provided on an as-needed basis throughout a program year.

### **Activity Monitoring**

All activities were monitored, beginning with a detailed review upon receipt of the application to determine eligibility, conformance with a National Objective and conformance with a Strategic Plan goal. This review also examined the proposed use of funds, eligibility of the service area, eligibility of the intended beneficiaries and likelihood of compliance with other federal requirements such as the National Environmental Policy Act, the System for Award Management (SAM) debarment list, prevailing wage, Minority and Women Business Enterprise, Section 3 and federal acquisition and relocation regulations, as applicable.

Subrecipients are required to submit an audit and other documentation to establish their capacity, and any findings noted in the audit are reviewed with the applicant. Eligible applications are then considered for funding. Once funded, desk monitoring includes ongoing review of required quarterly performance reports. For CDBG public service activities, an on-site monitoring is conducted once every two (2) years, except new subrecipients are monitored on-site the first year. These reviews include both a fiscal and programmatic review of the subrecipient's activities. The reviews determine if the subrecipient is complying with the program regulations and City contract. Areas routinely reviewed include overall administration, financial systems, appropriateness of program expenditures, program delivery, client eligibility determination and

documentation, reporting systems, and achievement toward achieving contractual goals. Following the monitoring visit, a written report is provided delineating the results of the review and any findings of non-compliance and the required corrective action. Subrecipients normally have 30 days to provide the City with corrective actions taken to address any noted findings. Individualized technical assistance is provided, as noted above, as soon as compliance concerns are identified. For CDBG capital projects, monitoring also includes compliance with regulatory agreement requirements. For HOME funded activities, annual monitoring is undertaken to ensure that for renter occupied units, household income, rents and utility allowances are in compliance with applicable limits pursuant to the affordability covenant. For ownership units, annual monitoring of occupancy is conducted throughout the affordability period.

HOME rental projects are inspected and monitored annually in September throughout the affordability period.

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

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

In accordance with the City's adopted Citizen Participation Plan, a public notice was published in the San Gabriel Valley Examiner in English and in Spanish on September 8, 2016 notifying the public of the availability of the Consolidated Annual Performance and Evaluation Report for a 15-day public review and comment period. A copy of the public notices is included in Appendix A.

Baldwin Park City Clerk's Office  
14403 Pacific Avenue  
Baldwin Park, CA 91706

Baldwin Park Community Development Department  
Housing Division  
14403 Pacific Avenue  
Baldwin Park, CA 91706

City website at [www.baldwinpark.com](http://www.baldwinpark.com)

Baldwin Park Housing Department Facebook

## **CR-45 - CDBG 91.520(c)**

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

CDBG funds are making a significant impact on strategies to address the high priority needs identified in the 2015-19 Consolidated Plan – Strategic Plan. As shown in **Figure 1** in section CR-05 of this document, CDBG funds are contributing to eight of the ten Strategic Plan goals including Fair Housing Services, Public Services, Special Needs, Homelessness Prevention, Neighborhood Services, Public Facilities and Infrastructure Improvements, Section 108 Loan Repayment and Planning and Administration. The remaining two Strategic Plan goals are better suited for HOME-funded activities to address the Affordable Housing Development and Affordable Housing Preservation goals.

### **Public Services/Special Needs**

Pride Platoon was canceled due to staff changes. The City is in the process of identifying and training new staff and it is anticipated that the program will be reactivated in the future. With the cancelation, the City provided additional funds for the Domestic Violence Advocate program. Based on the City's Citizen Participation Plan, this transfer of funds did not constitute a substantial amendment. The Youth Employment program also received a small increase, which allowed the agency to provide services to an additional young person. There were no further changes with the other public services except that some exceeded their annual goals.

### **Homelessness Prevention and Assistance**

To support a continuum of services in Baldwin Park to prevent and eliminate homelessness including but not limited to emergency services, homeless prevention programs, case management and transitional housing, the City funded the East San Gabriel Valley Coalition for the Homeless served 540 people, exceeding the annual goal of 200 people served.

## **CR-50 - HOME 91.520(d)**

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

Maintaining HOME-assisted affordable housing is a high priority. During the program year, the City inspected the HOME-assisted properties listed below to determine compliance with the housing codes and other applicable regulations. Where any deficiencies existed, the property owner and property management were notified to make repairs and City staff followed up to ensure completion.

- TELACU Senior Court, 14442 Pacific Avenue – 75 units – passed
- 16351 Los Angeles Street – 5 units – passed
- Ramona/Badillo Apartments – 79 units – passed

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

The aforementioned HOME-assisted properties maintain an Affirmative Fair Housing Marketing Plan. During annual monitoring, the annual Affirmative Fair Housing Marketing Report and waitlist are reviewed to ensure compliance with HUD requirements to affirmatively further fair housing choice.

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

According to the PR-09 report for the HOME program, \$210,078.95 of HOME program income was receipted during the 2015 program year. The funds have not been committed at this point.

### **Describe other actions taken to foster and maintain affordable housing. 91.220(k)**

In the implementation of the 2015-2016 Action Plan, the City committed to invest HOME funds to preserve and maintain affordable housing by partnering with development partners and nonprofit service providers to support the development of new rental housing units and to provide rental assistance. While the City did not accomplish their goal due to staffing vacancies, they are expecting to meet their goals in 2016-2017.

