

FY 2017-2018 CAPER

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**2017-2018 Consolidated Annual  
Performance and Evaluation Report**

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Community Development Commission/  
Housing Authority of the County of Los Angeles

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Executive Director



## **PREFACE**

The Consolidated Annual Performance and Evaluation Report (CAPER) is an assessment of the County of Los Angeles (County)'s activity performance funded by the three U.S. Department of Housing and Urban Development (HUD) formula grant programs: Community Development Block Grant (CDBG); HOME Investment Partnership Act (HOME); and Emergency Solutions Grant (ESG).

The CAPER describes the County's performance for all HUD Formula Grant Programs with respect to meeting the objectives and goals established in the County's Five-Year Consolidated Plan and the corresponding Annual Action Plan. Fiscal Year (FY) 2017-2018 is the fifth year in the Five-Year Consolidated Planning Period (Program Years 2013-2018) for the County.

A draft of the 2017-2018 CAPER was made available for public review and comment during a 15-day public notice period, as mandated by HUD. A printed copy of the CAPER was available at the CDC, located at 700 West Main Street, Alhambra, CA 91801. The Draft was also distributed to 30 public libraries throughout the County. Information included in the Draft CAPER is preliminary and subject to change prior to final submittal to HUD. The Final CAPER is submitted to HUD through its online system, the Integrated Disbursement and Information System (IDIS), by the due date, ninety days after the end of a grantee's fiscal year. The Draft CAPER is also made available for viewing or download on the CDC's website: [www.lacdc.org](http://www.lacdc.org) during the public notice period, and the Final CAPER is available online shortly after submission to HUD.

## CR-05 - Goals and Outcomes

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

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The County of Los Angeles (County) strives to maximize and effectively utilize its available funding to implement housing and community development activities meeting each of the ten Priority Need categories identified in its Five-Year Consolidated Plan (2013-2018). In 2017-2018, the County successfully met 75% or more of its annual goals in nine of the ten quantified Priority Need categories, with six of the ten categories meeting 100% or greater achievement. Accomplishment ratios were adjusted for projects that were either cancelled in Fiscal Year (FY) 2017-2018 or extended into FY 2018-2019 and beyond. Many construction activities have multi-year contracts or are extended in order to complete construction. This creates a number of projects that continue over multiple CAPERs.

#### **2017-2018 PRIORITY NEED ACCOMPLISHMENTS**

**Anti-Crime: 100%   Economic Development: 102%   Homelessness: 100%   Housing: 100%   Infrastructure: 100%**  
**Public Facilities: 86%   Public Services: 100%   Senior Programs: 84%   Special Needs/Non-Homeless: 79%   Youth Programs: 58%**

The County performed well in meeting federal grant program requirements in each of its three formula grant funds. In the Community Development Block Grant (CDBG) Program, the County: expended 97.13% of total qualified expenditures to benefit low- and moderate-income persons, in the third year of the three-year certification period; held planning and administration expenditures to 18.41% of the annual grant plus program income amount; and expended only 8.42% of the sum of the grant plus last fiscal year's program income for public service activities. The County HOME Investments Partnerships (HOME) Program met its Match Liability, achieving the required match of federal to non-federal funds. Twenty-five percent of the match requirement was met with Single-Family and Multifamily Mortgage Revenue Bonds, and the remaining 75% was met through other non-federal funds. Similarly, the County Emergency Solutions Grant (ESG) Program achieved more than its dollar-for-dollar match, providing \$4,234,217 in County General Funds for the \$1,856,207 in funding awarded through the 43rd Consolidated Plan program year, and also adhered to the 7.5% administrative cap on costs for the grant.

Fair housing activities, provided for the County by the Housing Rights Center (HRC) and its subcontracted agencies, achieved goals and strategies outlined in the County's Housing Strategy and were met through a variety of direct services, outreach and marketing efforts, providing a total of 211,794 client contacts during the program year and serving 2,548 direct clients with general or fair housing inquiries.

Program year 2017-2018 marks the fifth and final year in the County’s five-year consolidated planning period (2013-2018). Aggregated over the five-year planning period, the County achieved high marks in all of its Priority Need Categories.

**2013-2018 PRIORITY NEED ACCOMPLISHMENTS**

**Anti-Crime: 92% Economic Development: 140% Homelessness: 181% Housing: 115% Infrastructure: 103%**  
**Public Facilities: 7550% Public Services: 276% Senior Programs: 105% Special Needs/Non-Homeless: 227% Youth Programs: 104%**

Nine of the ten categories met over 100%, with Anti-Crime accomplishing 92%. The category of Public Facilities was overinflated from an unplanned tree planting project in FY 2013-2014, that counted the number of trees as accomplishments rather than structures completed, as the consolidated plan goal was originally based on.

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

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Anti-Crime Programs - Accessibility	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	60	65	108.33%	20	14	70.00%
Anti-Crime Programs - Sustainability	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400000	367845	91.96%	70158	70158	100.00%
Economic Development - Accessibility	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	40	134	335.00%	13	37	284.62%

Economic Development - Sustainability	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	70	51	72.86%	38	5	13.16%
Economic Development - Sustainability	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	40	0	0.00%			
Economic Development - Sustainability	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	5000	7058	141.16%	497	640	128.77%
Economic Development - Sustainability	Non-Housing Community Development	CDBG: \$	Other	Other	15	4	26.67%	1	1	100.00%
Homelessness Programs	Homeless	CDBG: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250000	502820	201.13%	100608	100549	99.94%
Homelessness Programs	Homeless	CDBG: \$ / ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	500	6015	1,203.00%	35	17	48.57%
Homelessness Programs	Homeless	CDBG: \$ / ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	35000	9416	26.90%	200	133	66.50%
Homelessness Programs	Homeless	CDBG: \$ / ESG: \$	Homelessness Prevention	Persons Assisted	100	0	0.00%			
Housing - Accessibility (Fair Housing)	Affordable Housing	CDBG: \$	Other	Other	0	924				

Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Rental units constructed	Household Housing Unit	250	317	126.80%	53	22	41.51%
Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Rental units rehabilitated	Household Housing Unit	2500	4552	182.08%	1732	1734	100.12%
Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Homeowner Housing Added	Household Housing Unit	0	232		0	0	
Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	3000	3473	115.77%	468	503	107.48%
Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	250	0	0.00%	0	0	
Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Housing for Homeless added	Household Housing Unit	0	49		0	0	

Housing - Affordability	Affordable Housing	CDBG: \$ / HOME: \$ / ESG: \$0	Other	Other	15	0	0.00%	2	0	0.00%
Housing - Sustainability (Code Enforcement)	Affordable Housing	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	1000	1056	105.60%	205	255	124.39%
Housing - Sustainability (Code Enforcement)	Affordable Housing	CDBG: \$	Other	Other	2500000	2861211	114.45%	646111	646111	100.00%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150000	154089	102.73%	121138	80083	66.11%
Public Facilities and Improvements	Non-Housing Community Development	CDBG: \$	Other	Other	2	151	7,550.00%	1	0	0.00%
Public Services - Accessibility	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	17417	116.11%	4059	3353	82.61%
Public Services - Sustainability	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	65000	203429	312.97%	150479	150479	100.00%



Senior Services and Centers	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20000	21003	105.02%	6070	4753	78.30%
Senior Services and Centers	Non-Housing Community Development	CDBG: \$	Other	Other	1	3	300.00%			
Special Needs Services & ADA Improvements	Non-Homeless Special Needs	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	116368	232.74%	62683	36539	58.29%
Special Needs Services & ADA Improvements	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	4091	136.37%	825	739	89.58%
Special Needs Services & ADA Improvements	Non-Homeless Special Needs	CDBG: \$	Other	Other	4	37	925.00%	22	12	54.55%
Youth Services and Centers (Including Child Care)	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	8000	8281	103.51%	2864	1670	58.31%
Youth Services and Centers (Including Child Care)	Non-Housing Community Development	CDBG: \$	Other	Other	1	4	400.00%	1	1	100.00%

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

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

The County focused first on its high priority needs that were identified through a process that included needs assessments, market analysis, and additional data collection efforts, including public input. Available resources for each priority need were assessed as well.

Anti-Crime Programs – Accessibility was addressed through the use of \$32,968 for a homeowners fraud prevention program.

Anti-Crime Programs – Sustainability was addressed through the use of \$157,503 for graffiti removal and community-based policing.

Economic Development – Accessibility was addressed through the use of \$567,395 for business loan programs.

Economic Development – Sustainability was addressed through the use of \$1,583,753 for façade improvements; technical assistance, financial assistance, and capacity building; disposition of property; and other commercial/industrial improvements.

Homelessness Programs were addressed through the use of \$223,321 for homeless shelter and service programs. Other (non-CDBG) resources were utilized for this need in the areas of rapid rehousing and homelessness prevention.

Housing – Accessibility was addressed through the use of \$195,623 for the Fair Housing Assistance Program.

Housing – Affordability was addressed through the use of \$7,018,991 for housing rehabilitation activities, public housing improvements, disposition of property, and off-site improvements. CDBG was not used for development of new housing or homebuyer or rental assistance. As with rapid rehousing and homelessness prevention, other resources were directed to these activities.

Housing – Sustainability was addressed through the use of \$1,423,688 for code enforcement and housing rehabilitation to address spot slum/blight conditions.

Infrastructure Improvements were addressed through the use of \$2,127,451 for street, alley, and sidewalk improvements; community signage; and installation of security cameras at a public park.

Public Facilities and Improvements were addressed through the use of \$2,710,390 for property acquisition for a public park, improvements to parks, and improvements to a public library.

Public Services – Accessibility was addressed through the use of \$671,174 for a variety of recreational, educational, nutritional, employment, and health-related activities.

Public Services – Sustainability was addressed through the use of \$150,925 for a neighborhood clean-up program and purchase of educational and recreational equipment and supplies for a senior and community center.

Senior Services and Centers were addressed through the use of \$1,150,799 for design and construction of a facility serving seniors, as well as a variety of recreational, educational, nutritional, housing-related, and health-related activities for seniors.

Special Needs Services & ADA Improvements were addressed through the use of \$3,658,335 for public facility improvements and services to assist disabled persons and victims of domestic violence.

Youth Services and Centers were addressed through the use of \$762,267 for a variety of recreational and educational activities for youth and rehabilitation of a childcare center.

The County's Program Year 2017-2018 expenditures for the various types of activities are listed in **Attachment 1**, "2017-18 CDBG Expenditures by Activity 9-13-18".

## 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)

	CDBG	HOME	ESG
White	24,750	4	9,510
Black or African American	52,640	22	6,052
Asian	2,167	24	165
American Indian or American Native	3,182	0	308
Native Hawaiian or Other Pacific Islander	36	0	198
<b>Total</b>	<b>82,775</b>	<b>50</b>	<b>16,233</b>
Hispanic	79,567	18	8,327
Not Hispanic	33,387	48	7,906

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

### Narrative

The County's federally-funded CDBG, HOME and ESG activities service a variety of clients throughout the five Supervisorial Districts of the County of Los Angeles, within its participating cities and among Countywide targeted areas. Racial and ethnic counts were adjusted in CR-10 to reflect individual clients served, as individual persons rather than families are tracked by the Community Development Commission (CDC) and Los Angeles Homeless Services Authority (LAHSA) databases. Not included in the table above are the FY 2017-2018 additional CDBG client racial categories of: Other Race: 30,179 and HOME client racial categories of Other Race: 16.

The use of ESG funds in Los Angeles to serve racial and ethnic groups are consistent with race and ethnic demographics seen in the Los Angeles Point-In-Time count capturing demographics of those experiencing homelessness. Those identifying as Black or African American are disproportionately (4x) represented in persons experiencing homelessness in Los Angeles. LAHSA has begun hosting an Ad Hoc Committee to look at the needs of black persons experiencing homelessness and how to improve its system response within and beyond the homeless service system.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	53,043,718	28,414,153
HOME	HOME	19,226,167	8,538,161
HOPWA	HOPWA		
ESG	ESG	6,090,424	4,951,947
Other	Other		

Table 3 - Resources Made Available

### Narrative

The IDIS PR-26 Financial Summary Report for the County of Los Angeles for FY 2017-2018 is included in **Attachment 2**. The following is an Explanation of Adjustments to the CDBG Financial Summary for Program Year 2017: **Part II – Line 7**: A negative adjustment of \$471,000 was entered on Line 7 to account for Section 108 Guaranteed Loan Funds that was previously reported in Fiscal Year 2016-2017. An additional negative adjustment of \$5,452.34 was entered to correct for reversal of program income resulting from cancellation of project 601588. **Part II – Line 10**: A negative adjustment of \$471,000 was entered on Line 7 to account for Section 108 Guaranteed Loan Funds that were previously reported in Fiscal Year 2016-2017. An additional negative adjustment of \$5,452.34 was entered to correct for a reversal of program income resulting from the cancellation of project 601588. **Part III – Line 20**: A negative adjustment of \$471,000 was entered to account for the Section 108 funds that were previously reported on FY 2016-2017. An additional negative adjustment of \$5,452.34 was necessary to correct for the reversal of program income resulting from the cancellation of project 601588. **Part IV – Line 44**: A negative adjustment of \$5,452.34 was entered on Line 44 to correct for the reversal of program income resulting from the cancellation of project 601588.

HOME Program expenditures included \$8.5 million of funds from carryover and program income. ESG Program expenditures included \$4.2 million in matching County general funds.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Countywide	35		
Dist 1. Avocado Heights-Bassett			
Dist 1. Covina Islands (Citrus)			
Dist 1. East Azusa Islands			
Dist 1. East Los Angeles			
Dist 1. Florence			

Dist 1. Graham (Firestone)			
Dist 1. North Claremont Islands			
Dist 1. North Whittier			
Dist 1. South San Gabriel			
Dist 1. South San Jose Hills			
Dist 1. South Whittier			
Dist 1. Valinda			
Dist 1. Walnut Park			
Dist 1. West Puente Valley			
Dist 1. West Whittier-Los Nietos			
Dist 1. Whittier Narrows			
Dist 2. Alondra Park			
Dist 2. Athens-West Athens-Westmont			
Dist 2. East Compton II			
Dist 2. East Compton III			
Dist 2. Graham (Firestone)			
Dist 2. Lennox			
Dist 2. West Compton			
Dist 2. Willowbrook			
Dist 4. Northwest Whittier			
Dist 4. Rowland Heights			
Dist 4. South Whittier			
Dist 5. West Santa Clarita Valley (Stevenson Ranch)			
Dist 5. Altadena I			
Dist 5. Altadena II			
Dist 5. East Antelope Valley (Lake Los Angeles/Roosevelt) I			
Dist 5. East Antelope Valley (Lake Los Angeles/Roosevelt) II			
Dist 5. East Pasadena			
Dist 5. Littlerock-Pearblossom (Juniper Hills/Longview/Llano)			
Dist 5. Monrovia-Arcadia-Duarte (Islands)			
Dist 5. Quartz Hill (Del Sur/Green Valley/Leona Valley) I			
Dist 5. Quartz Hill (Del Sur/Green Valley/Leona Valley) II			
Dist 5. South Antelope Valley I			

**Table 4 – Identify the geographic distribution and location of investments**

## **Narrative**

Funds are distributed among the 47 participating cities and the unincorporated areas within the five County Supervisorial Districts. The distribution of funds among these entities utilizes the U.S. Department of Housing and Urban Development (HUD) formula as adopted by the Board of Supervisors in 1975. The formula is based on a combination of 2000 Census data and other most recent population estimates provided by HUD.

Funding decisions for County programs are based on the needs and strategies discussed in the County's Consolidated Plan. Participating cities retain local control by designing and operating CDBG projects based on local needs. Funding for participating cities activities account for 65% of the County's formula grant funds distribution. The CDC works with each County Supervisorial Board Office to identify and develop viable projects in the unincorporated areas of the County. Funding for activities in the unincorporated areas of the County account for the remaining 35% of the County's formula grant funds distribution. ESG funds are administered by the lead agency for the County and City of Los Angeles, LAHSA, who works with local government agencies and nonprofit housing and social service providers to address a wide range of issues related to homelessness within the Los Angeles Continuum of Care (CoC).

CDBG and HOME-funded activities in the unincorporated areas target geographic areas with the greatest socio-economic distress. The goals of these programs are to maintain and improve neighborhoods and communities within the unincorporated County. To this end, a variety of public services, public works projects, housing production and rehabilitation programs and economic development activities are undertaken. Public funds are leveraged with private resources to maximize the effects of formula grant investment.

## 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.**

The CDC enlists a variety of public and private resources to meet its planned outcomes and objectives to serve County residents. The County uses resources from CDBG, HOME, ESG, Public Housing Assistance, and special grants awarded by HUD as the foundation for implementing its consolidated plan strategies. CDBG dollars are expanded through the Section 108 Loan Guarantee Program, which allows the County and its participating cities to borrow additional funds against their grant funds to meet immediate community development needs. In FY 2017-2018, a total of \$3,371,606 was made in repayments for \$36,380,000 in outstanding Section 108 loans, for the cities of Bell Gardens, Commerce, the unincorporated County area of West Altadena, and the four County projects of La Alameda, South Health Center, Florence Parking Lot, and Willowbrook Library. The County also received funds from the State of California and City of Los Angeles for projects that involved joint funding by these jurisdictions. In addition to these public resources, the CDC worked with the lending community to provide private dollars to help meet the County's needs.

The CDC leveraged resources among various programs, which can be used jointly with CDBG to fund projects. Subrecipient agencies use a variety of resources, including General Funds and local funding, to leverage their CDBG dollars. About \$42.8 million was leveraged with CDBG funds and expended during FY 2017-2018: \$8,386,759 by community based organizations/other public agencies; \$30,469,810 by CDC Divisions; \$368,000 by County Departments; and \$3,545,171 by participating cities. The HOME Program leveraged \$41,738,300 with the one project completed in FY 2017-2018.

The HOME Program requires Participating Jurisdictions (PJs) to match HOME funds with non-federal dollars. The match requirement was satisfied for FY 2017-2018 with carryover and previous fiscal year contributions. Twenty-five percent of the match requirement was met with Single-Family and Multifamily Mortgage Revenue Bonds, and the remaining 75% was met through other non-federal funds. The HOME APR (HUD 40107) and HOME Match Report (HUD 40107-A) are included in **Attachment 3**. For the ESG Program match, LAHSA provided match dollars in the amount of \$4,234,217 to the County's ESG grant monies through County General Funds.



<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	160,710,218
2. Match contributed during current Federal fiscal year	18,066,031
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	178,776,249
4. Match liability for current Federal fiscal year	2,789,712
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	175,986,537

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
C18A01	11/01/2016	765,010	0	0	0	0	0	765,010
C18A02	07/21/2016	1,002,576	0	0	0	0	0	1,002,576
C18S05	11/04/2016	655,273	0	0	0	0	0	655,273
C19S02	01/19/2017	1,227,098	0	0	0	0	0	1,227,098
C19S03	08/01/2016	1,116,589	0	0	0	0	0	1,116,589
C19S05	06/24/2016	1,050,415	0	0	0	0	0	1,050,415
C20S03	04/19/2017	100,572	0	0	0	0	0	100,572
F5L004	11/04/2016	673,269	0	0	0	0	0	673,269
HE0114	05/29/2015	507,544	0	0	0	0	0	507,544
HE0116	07/12/2016	1,749,867	0	0	0	0	0	1,749,867
HE0117	04/19/2017	3,184,541	0	0	0	0	0	3,184,541
HSCF17	07/12/2016	122,370	0	0	0	0	0	122,370
HSCF19	12/29/2016	295,734	0	0	0	0	0	295,734
HSCF20	04/19/2017	491,075	0	0	0	0	0	491,075
HSCF21	09/01/2016	500,000	0	0	0	0	0	500,000
MF Bonds	10/24/2016	0	0	0	0	0	4,250,000	4,250,000
SF Bonds	07/01/2016	0	0	0	0	0	374,098	374,098

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

<b>Program Income – Enter the program amounts for the reporting period</b>				
<b>Balance on hand at begin-ning of reporting period</b> \$	<b>Amount received during reporting period</b> \$	<b>Total amount expended during reporting period</b> \$	<b>Amount expended for TBRA</b> \$	<b>Balance on hand at end of reporting period</b> \$
2,333,289	3,728,272	2,000,000	0	4,061,560

**Table 7 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	27,194,999	0	0	0	0	27,194,999
Number	1	0	0	0	0	1
<b>Sub-Contracts</b>						
Number	56	0	3	0	4	49
Dollar Amount	22,307,007	0	2,332,640	0	222,129	19,752,238
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	27,194,999	0	27,194,999			
Number	1	0	1			
<b>Sub-Contracts</b>						
Number	56	7	49			
Dollar Amount	22,307,007	3,348,369	18,958,638			

**Table 8 - Minority Business and Women Business Enterprises**

<b>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</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

## 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.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	53	22
Number of Non-Homeless households to be provided affordable housing units	1,923	44
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>1,976</b>	<b>66</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	63	22
Number of households supported through Rehab of Existing Units	2,400	2,104
Number of households supported through Acquisition of Existing Units	0	44
<b>Total</b>	<b>2,463</b>	<b>2,170</b>

Table 12 – Number of Households Supported

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

The First-Time Homebuyer Program falls under the Acquisition of Existing Units in the HOME Program's Integrated Disbursement & Information System (IDIS) input; however, under the County's CDBG Program, it is referred to as Direct Financial Assistance to Homebuyers.

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

The County continues to report accomplishments in the future as planned for in the Five-Year Consolidated Plan. Adjustments to one-year goals will be considered for the Number of non-homeless households to be provided affordable housing units and Number of households supported through the rehabilitation of existing units.

**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.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	1,422	22
Low-income	379	0
Moderate-income	217	138
<b>Total</b>	<b>2,018</b>	<b>160</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The CDC has been able to assist in the financing of the development of new, affordable rental units, for-sale housing for low-income households, as well as special needs housing. Rental units financed by the CDC using HOME funds are reserved for occupants with incomes that do not exceed 50% of the Los Angeles County Area Median Income (AMI). During FY 2017-2018, approximately \$4.3 million in HOME funds was expended to finance the development of 6 housing projects at various development stages. A total of 22 rental HOME-assisted units were completed and received a certificate of occupancy in FY 2017-2018. There are an additional 138 units in progress.

The CDC's Home Ownership Program (HOP) assists households in Los Angeles County by making home ownership accessible by facilitating affordable home purchases for low-income households, providing deferred payment loans for down payment assistance, individual credit counseling, and homebuyer education. The HOP funded 44 deferred payment loans, totaling \$2.6 million in HOME funds during FY 2017-2018.

CDBG funds were used to financially assist eligible homeowners and renters under the single-family and multi-family home improvement, handyworker, and public housing modernization programs. During FY 2017-2018, CDC completed 357 units of housing rehabilitation for extremely low-, low-, and moderate-income owners, and 1,661 units of housing rehabilitation for extremely low-, low-, and moderate-income renters, with an emphasis on health and safety repairs.

## **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**

The Los Angeles Continuum of Care has implemented a structured outreach system that has regional leadership coordinating all outreach workers, regardless of funding source. In addition to the improved coordination, there has been investment in the number of persons conducting outreach on the streets of Los Angeles, with nearly 500 outreach workers engaging people who are on the street. All outreach workers use the same standardized assessment and triage tool to understand the needs and available resources for the persons they are engaging.

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

LAHSA used ESG and County General Funds to operate 846 Winter Shelter Program (WSP) beds, with a total of 1,518 winter shelter beds throughout the County funded by all sources. LAHSA extended the operation of the WSP to 121-days, from December through March, during the 43rd Consolidated Plan year (2017-2018), and anticipates having 121-day operations for future year WSP operations. Bed capacity was expanded when needed during extreme weather conditions, as well as shelters going to 24-hour operations. Additionally, LAHSA utilized County ESG funds for the operation of crisis housing which provided year-round overnight shelter to youth and single adults. Finally, ESG funds supported the operation of a Day Shelter program on the west side of Los Angeles County. The majority of people that the LAHSA WSP, Crisis Housing and Access Center program serve are either chronically homeless persons or have high service needs, and do not typically access other services.

In the past five-years, the Los Angeles CoC has reallocated nearly all of its HUD CoC funded transitional housing (TH), except for those fleeing domestic violence. All the transitional-aged youth (TAY) TH was transitioned to a local funding source with more flexibility to better serve the needs of TAY. The non-TAY and Domestic Violence TH that was reallocated received engagement and support from the CoC lead to work to preserve sites and work to alter programs to be in alignment with the interim housing funded in Los Angeles.

Increased funding through County Measure H funding and City General funds, along with CoC, CDBG, ESG, Department of Public Social Services (DPSS) and Independent Living Program (ILP), has allowed LAHSA an increase of approximately 3,000 beds over the past five years. The increased funding has also allowed for all publicly-funded shelters to move to 24-hour operation, with an increased reimbursement for each bed/unit in order to provide a higher level of service. This has increased the outcomes and flow within the Los Angeles shelter system. Currently Los Angeles has a goal to add an additional 3,000 interim housing beds in the 44th Consolidated Plan year.



There are currently a number of County Departments and agencies who contract for shelter beds who are working to set standards for LAHSA shelter sites. This includes creating universal standards and then working towards universal standards for supportive services provided in shelter. The goal of this effort is to improve the quality of the physical locations of shelter and for continuous improvement of the supportive services provided. Additionally, the County is working to create a bed availability application which will help in locating and filling all publicly-funded shelter beds in the County.

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

The development of the Coordinated Entry System (CES) for adults, families and youth is the collaboration and coordination of community partners, public and privately-funded service and support systems. CES providers and partners have established a systematic approach for linking support available to persons at risk of homelessness, and how to access those resources as quickly and efficiently as possible. Further, by fully understanding the challenges that individuals, youth and families face in being at-risk for homelessness, the CES systems will be better able to divert people away from the homeless shelter system into viable alternative housing while they work to become stabilized. Los Angeles continues to improve the practice of diversion and helping persons reconnect with family and friends when possible. In reviewing HMIS data, 15% of persons exiting programs in HMIS are reconnecting with family and friends on a permanent or temporary basis. Currently within the Los Angeles CoC, there are four systems providing targeted homeless prevention services to subpopulations: the adult, family, youth and veteran systems.

Through the local tax revenue initiative, Measure H, homeless prevention funding in the 43rd Consolidated Plan year was increased to \$6 million annually for families and \$11 million for adults and youth, and will continue in the future with this level of funding. In addition to standard supportive services and financial assistance, a portion of this funding is used for the operation of a legal assistance program that supports persons at risk of homelessness to resolve any legal barriers they may be encountered that impact housing stability. Supportive Services for Veteran Families programs have funding to provide prevention/diversion services to single, adult veterans, and families with a veteran member. Targeting for these programs have been informed through extensive research and data to develop and improve targeting tools for homeless prevention, in order to maximize the impact in preventing future homelessness.

Among the collaborative partners joining these efforts are the City of Los Angeles, the Los Angeles County Departments of: Public Social Services (DPSS), Children and Family Services (DCFS), Mental Health (DMH), Health Services (DHS), the Housing Authority of the City of Los Angeles (HACLA), Housing

Authority of the County of Los Angeles (HACoLA), the US Interagency Council on Homelessness, Corporation for Supportive Housing (CSH), The Hilton Foundation, Rapid Results Institute, the Veterans Administration of Greater Los Angeles (VA-GLA), Los Angeles Police Department (LAPD), permanent housing developers, outreach teams, emergency shelters, transitional housing providers, and permanent supportive housing providers.

**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 2017-2018, Los Angeles began to use funding received through a local sales tax measure, bringing an estimated additional \$350 million for services annually. The County went through a community input process identifying 20 strategies that would receive ongoing funding to address homelessness in Los Angeles. Funding went to several strategies specifically aimed to assist more persons into housing and decreasing the amount of time persons experience homelessness.

Funding created a capacity to serve an additional 5,500 households with rapid re-housing services and an additional 2,500 persons with supportive housing. Capacity in both of these intervention types were expanded to serve all populations; adults, youth and families. Additional services providing support with housing navigation, housing location, legal services, and representative payee were also added to better assist people in obtaining housing quickly and being able to successfully retain the housing going forward.

In the 43rd Consolidated Plan year, LAHSA transitioned to a new HMIS vendor to better meet the data needs of the Los Angeles CoC. This data system allows for better coordination and efficiency with the system. As the HMIS Lead, LAHSA can better track performance and make program and system adjustments to improve its performance and better serve persons experiencing homelessness.

Los Angeles has used a portion of new funding to provide services that will better assist persons who have made it into permanent housing. This funding was used to create lower ratios for case management so that persons who are most vulnerable are receiving regular supportive services. Additional supportive employment programs have been created and partnered with rapid re-housing providers. In the coming fiscal year, the Los Angeles CoC along with funding partners, will be going through a process to create service standards for different interventions to ensure higher quality services and expectations for all funding sources.

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

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

The Housing Authority of the County of Los Angeles (HACoLA) owns 3,229 housing units of public and multi-family housing properties, located throughout the unincorporated areas of the County of Los Angeles. HACoLA helps to strengthen neighborhoods, empower families, support local economies, and promote local achievement. Over 20,000 families have benefited from the programs administered by HACoLA, which empowers low-income families by providing opportunities to obtain affordable rental housing; employment and job training; youth programs; childcare; case management; and elderly assistance.

HACoLA meets residents' needs by providing various services at HACoLA's housing developments located throughout the unincorporated areas of the County. The following resident service programs were offered to public housing residents during FY 2017-2018:

- **Family Resource Centers** - This program provided case management and clinical services to public housing residents, such as: family and individual counseling; academic and career counseling; grief counseling; supportive services referrals; child abuse and domestic violence prevention; and conflict resolution. These services promoted resident success and achievement. **Service Area/Target Population:** This program served 183 residents at all of the housing developments located in the 1st, 2nd, 3rd, 4th and 5th County Supervisorial Districts owned by HACoLA and targets low- and extremely low-income residents that benefit from case management and clinical services.
- **Juvenile Justice Crime Prevention Act (JJCPA)** - The JJCPA provides case management and programs for at-risk and probation youth and their families at four public housing sites. Services aid the families in becoming more self-sufficient, thereby reducing the risk factors associated with juvenile delinquency. Services include: tutoring; social/recreation activities; mentoring; substance/alcohol abuse counseling; gang prevention; and community service. **Service Area/Target Population:** This program served 165 youth and families at four housing developments, located in the 1st, 2nd, and 4th County Supervisorial Districts owned by HACoLA and targets youth, ages 11-17.
- **Resident Services Programs** - This project provided support programs to residents of the County of Los Angeles' public housing developments. Resident services programs included: after school programs; adult literacy; recreation; creative arts; youth leadership; senior/disabled services; workforce development; and housing community activities/events. Many of these programs were administered through the collaboration of community partners. **Service Area/Target Population:** This program served approximately 2,000 residents residing at the Nueva Maravilla, Sundance Vista, Harbor Hills, Carmelitos and Century Wilton Housing Developments, located in the 1st, 2nd, and 4th County Supervisorial Districts. The program targets low- and extremely low-income youth residing in the housing developments.

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

HACoLA administers a Family Self-Sufficiency (PH-FSS) program to encourage residents to become more self-sufficient and has an array of resident participation activities organized by HACoLA staff:

- **Family Self-Sufficiency** - HACoLA administers a Family Self-Sufficiency (PH-FSS) program for Public Housing and Section 8 residents. The FSS program provided critical tools and supportive services to foster a resident's transition from financial and housing assistance to economic and housing self-sufficiency. The FSS program offers a unique savings opportunity known as an escrow account, which is a savings account created and maintained by HACoLA. The escrow account is established when an FSS participant's rent increases due to an increase in earned income (wages). Participants must successfully achieve all goals established in order to be eligible to receive escrow funds upon completion of the FSS program. After successful completion of the program, participants receive their escrow savings and are encouraged to use it as a down payment on their first home. **Service Area/Target Population:** This program served 86 Public Housing residents at all of the conventional public housing developments located in the 1st, 2nd, 3rd, 4th and 5th County Supervisorial Districts.

Public Housing encourages its residents to become more involved in community management and participatory roles through its Resident Councils and the Annual Plan Resident Advisory Board.

- **Resident Councils** - The role of a Resident Council (RC) is to improve the quality of life and resident satisfaction in self-help initiatives by enabling residents to create a positive living environment for individuals and families residing in public housing. RCs serve as the voice of the housing communities that elect them. RCs actively participate and are formally recognized through an executed Memorandum of Understanding with HACoLA. The RC membership consists of a democratically governing board elected by the voting membership. HACoLA holds a quarterly gathering of RC Board members and provides workshops on varying topics throughout the year which may include: HACoLA policies; community resources; how to run an effective meeting; safety issues; and the budgeting process. Currently, there are 12 active RCs.

**Resident Advisory Board** - The Resident Advisory Board (RAB) provides HACoLA and its clients with a forum for sharing information about the Annual Plan. As part of the Annual Plan process, HUD requires HACoLA to set up a RAB each year and meet with the RAB at least once in efforts to increase resident participation and input in the Annual Plan process. RAB members help HACoLA in developing its goals and provide recommendations on how to improve the Section 8 and Public Housing programs.

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

HACoLA does not have the capacity to assist troubled PHAs and does not possess an entity than can provide assistance to other PHAs.

## **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 CDC is making a significant effort to identify housing problems and reshape its policies and programs to meet the County's needs. The CDC identifies three primary barriers to affordable housing:

- Current market conditions – such as increased land costs, high construction costs, construction liabilities and lack of developable land – constrain the housing market and become barriers to affordable housing;
- Financing requirements, increasing interest rates and lending discrimination make homeownership less attainable for low- and moderate-income households; and
- Regulatory/policy measures (development fees, building codes, zoning, and the approval process) as well as environmental conditions (hillsides/slopes, fire hazards, flooding/ mudflows and seismic hazards) create obstacles to developing affordable housing.

As outlined in the Housing Element of the County's 2014-2021 General Plan, sufficient land will be allocated to accommodate the projected housing needs of the population. Through the Housing Element, the County can ensure that adequate affordable housing sites are identified and housing policies and programs are developed to address the County's projected affordable housing needs.

To address the barriers to affordable housing in FY 2017-2018, the County continued to implement the density bonus program and allowed second units under certain conditions to increase the supply of affordable housing for low- and moderate-income households and senior citizens. In addition, the County continued to reduce or exempt fees for affordable housing developers for minor modifications to conditional use permits or from payment of zoning and subdivision fees for the projects. A new pilot program the County took on relates back to the recent State law encouraging the construction or renovation of Accessory Dwelling Units (ADUs) on qualified single-family properties, to help provide affordable housing with manageable density amid the State's profound housing shortage.

The CDC has also established high priorities for fostering and maintaining affordable housing for the CDC's low- and moderate-income households. The four strategies developed by the County are: 1) expanding the supply of affordable rental and homeownership housing; 2) increase homeownership among low- and moderate-income prospective homebuyers; 3) preserve and improve the existing stock of affordable housing; and 4) ensure equal access to housing. These strategies were implemented in FY 2017-2018 through first-time homebuyer loans, housing rehabilitation, tenant-landlord counseling, fair housing activities, and the development of new affordable housing. The CDC also provided various infrastructure improvements to low- and moderate-income neighborhoods in support of housing.

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

As referenced in the County's Consolidated Plan, almost 50% of County households experienced one or more housing problems, including housing cost burden, overcrowding and inadequate housing. These circumstances are even more prevalent among minority racial and ethnic households and large families, indicating these groups represent some of the most underserved groups in the County. The California Housing Partnership identified a need of an additional 568,255 affordable housing units, an increase of 16,000 from the previous year. In response, a significant amount of the County's housing resources is directed toward development, rehabilitation and preservation of affordable housing for large families.

In the 43rd Consolidated Plan year, the Los Angeles CoC hosted two ad-hoc committees to assess and make recommendations on underserved homeless populations. The two committees focused on the needs of women and black persons experiencing homelessness. Through these committees, recommendations were made and more are being formulated to increase cultural competency and ensure programming is effectively designed to best serve these populations. Between the 2017 and 2018 annual homeless Point-In-Time (PIT) count, Los Angeles saw a 5% decrease, from 40% to 35%, in the percentage of people counted during the PIT that identified as black.

Los Angeles has identified a pipeline of new permanent supportive housing projects that will be opening over the next two years, many having received funding from a local \$1.2 billion-dollar bond initiative to create 10,000 new Permanent Supportive Housing (PSH) units; however continues to see a growing need for additional project-based PSH. Three-quarters of the County's homeless population are unsheltered, which creates a huge demand for affordable housing and PSH. Many of the persons living on the street are chronically homeless and have high vulnerability with complex mental health, substance abuse, and physical health needs.

LAHSA staff along with community partners continue to look for new opportunities to better serve those that have historically been underserved. In 2017, there was an expansion of street outreach, along with the creation of specialized teams who have mental health and medical providers to meet the complex needs of those experiencing homelessness on the street. Increased outreach and coordination in this area is allowing the CoC to better assess the needs of all persons experiencing homelessness and make effective funding decisions to meet those needs.

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

Since 2000, the CDC has implemented HUD lead-based paint regulations which require federally-funded rehabilitation projects to address lead hazards. Any property receiving HOME Program funds or other federal assistance is required to undergo a lead-based paint inspection. For the CDC's homeownership program, an inspection is ordered immediately after the reservation of loan funds, and properties must pass the inspection before loan processing occurs. If the property fails inspection, repairs are required and must be completed by an experienced contractor. All contractors participating in the CDC's home improvement programs are required to be Environmental Protection Agency (EPA)-certified. To educate

consumers and contractors, the CDC distributes the EPA's lead pamphlet to all homeowners and occupants before construction work begins, in addition to obtaining written confirmation of receipt of the lead pamphlet. Interim controls are put into place on each project to reduce human exposure to contaminants, including specialized cleaning, painting, temporary containment and ongoing monitoring of lead-based paint hazards to potential hazards.

The majority of homes served by CDC home improvement programs are older than 1978, and it is assumed that many of them have lead-based paint. CDC inspectors test the areas that will be impacted by rehabilitation and take necessary measures to abate the conditions. All occupants are advised of any lead hazard evaluations, reports and recommendations of the hazard reduction activities and clearances.

Eighty rehabilitation projects were funded with CDBG funds, and many of the County's funded Housing Rehabilitation Loan Programs included their own lead-based paint testing services as part of the program. CDC staff, County Housing Authority staff, Handyworker subrecipient agencies, community based organizations, nonprofit organizations and other participating public agency staff all receive information on lead hazards, and key staff are sent to HUD-sponsored trainings. The CDC also distributes notices to all Section 8 property owners and managers to notify them about regulatory requirements. Emergency shelter housing participating in the County's voucher program are also subject to health and safety inspections, and routine inspections are required in many of the multi-family dwellings to ensure that units are maintained in accordance with HUD requirements.

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

Factors contributing to poverty include low level of education attainment, lack of job skills, a depressed regional economy, and a shortage of affordable child care that inhibits single parents from joining the workforce. The U.S. Census Bureau estimated up to 16.3% of the population in Los Angeles County in 2017 to be living in poverty. The County's Consolidated Plan contains an Anti-Poverty Strategy that describes how the CDC's goals, programs and policies for producing and preserving affordable housing and community development activities contribute to reducing the number of poverty-level families. The CDC supports the State of California's overall anti-poverty strategy of moving low-income people to self-sufficiency, in part, by funding activities with CDBG, HOME and ESG funds. The CDC consults with many public, private and nonprofit organizations to help ensure that its funded activities are effectively coordinated to best reduce the number of poverty-level families.

According to the U.S. Bureau of Labor Statistics, the Los Angeles area unemployment rate had decreased to 4.1% in March 2018. The County funded job training programs and economic development activities to expand employment opportunities. The County also funded supportive social service activities, such as parenting classes; teen programs to avert involvement in illicit activities such as gangs and drug abuse; child care; and education programs. These programs were aimed at preventing low- to moderate-income persons and families from falling into poverty.

In addition, a critical component in assisting homeless families to become stabilized in housing is assisting them to increase their income. To this end, LAHSA and the providers in the CES for Families have partnered with the Los Angeles County Department of Public Social Services (DPSS) to ensure that eligible homeless families utilize the training opportunities and job development support offered through the Greater Avenues to Independence (GAIN) program, so that they may increase and stabilize their income at a level that allows them to afford their housing. LAHSA and its service providers continued to strengthen partner connections with the City's Economic and Workforce Development Department (EWDD) to access new job development programs specifically targeted to serve homeless persons.

Los Angeles County established a benefits advocacy program that looked to support DPSS participants, who were disabled, apply for social security benefits. Through Measure H funding, this program will continue to expand and serve any person who is homeless and disabled and is not currently receiving social security disability benefits.

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

As the lead agency for the County's Consolidated Plan, the CDC coordinates with State agencies, local governments, particularly its 47 participating cities, 25 community based organizations, 1 other public agency, 6 County Departments, 4 CDC Divisions and various businesses and financial institutions to assist in implementing its formula grant programs. The CDC's focus on the institutional structure is a broad strategy of coordination, empowerment and communication among the public, private and nonprofit sectors. The CDC continues to foster greater cooperation and coordination of efforts with other local governmental agencies and has identified a variety of programs, services and strategies suitable for collaboration with other County Departments. Strengths and gaps regarding the institutional structure emerged from focus groups, community meetings and other coordinated communication. The CDC also provided technical assistance and capacity building to agencies to increase their effectiveness in implementing programs to address the County's housing and community development needs.

The Los Angeles CoC increased the amount of funding dedicated to the coordination of services within all regions of Los Angeles. A coordinated system works to ensure the most effective and efficient utilization of resources and ensure consistency of practices in all 8 sub-regions of Los Angeles. Funding is being increased on a regional level for regional coordinators who are responsible for establishing and expanding partnerships on a regional level, and to help facilitate processes vital to creating a well-functioning coordinated system. Additional areas that were added in 2017-2018 that expand the CES structure are a regional CES Director in charge of ensuring there is integration among the three population-focused systems, additional outreach coordination, a Domestic Violence Coordinator in each region and a regional data coordinator. The Los Angeles CoC expanded the coverage of street outreach teams across the City and County to locate, engage and connect the most vulnerable chronically homeless persons, youth and families with the coordinated assessment systems that can provide right-sized interventions for their situation and help them to reenter housing as quickly as possible.



LAHSA hired new staff and created roles that support the different service types within the Los Angeles CoC. LAHSA staff can provide guidance and expertise to community providers on establishing best practices within their program. Staffing capacity has also been added to be able to provide additional active contract management, to provide real time data analysis and support based upon those findings. A Countywide training academy has been established to better assist with training of newly hired staff with the expansion of homeless service funding in the Los Angeles area, with an estimated 1,000 new staff to be hired and trained in the coming year.

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

To ensure the County's Consolidated Plan goals are based on a unified vision for meeting the housing and community development needs of its residents, widespread outreach was made to various public and private organizations, as well as to the general public, to solicit input on housing, neighborhood revitalization, economic development and homeless and human service needs. The County made efforts to implement the types of activities that helped increase collaboration among these different resources.

The passage and implementation of the Los Angeles area bond and special sales tax has strengthened the connection between the public and private sectors and has been a crucial piece of the success to date. Los Angeles has homeless strategies focused on the integration and partnership of County and City Departments/agencies being integrated to focus on addressing the homelessness. These stakeholders and community partners include, but are not limited to: the Chief Administrative Office (CAO), Chief Executive Office (CEO), United Way, LAHSA, the Department of Mental Health (DMH), Department of Health Services (DHS), Department of Public Social Services (DPSS), Department of Children and Family Services (DCFS), Department of Probation (DPO), Department of Housing and Urban Development (HUD), Housing Authority of the City of Los Angeles (HACLA), Housing Authority of the County of Los Angeles (HACOLA), the Los Angeles County Office of Education (LACOE), the Department of Workforce Development and Community Services (WDACS), US Interagency Council on Homelessness, Corporation for Supportive Housing (CSH), Hilton Foundation, Rapid Results Institute, the Veterans Administration of Greater Los Angeles (VA-GLA), Los Angeles Police Department (LAPD), permanent housing developers, outreach teams, emergency shelters, transitional housing providers, and permanent supportive housing providers. These public and private partners continue to meet regularly, in many different forums, to discuss challenges and adjust the design and operations of the CESs serving all populations of homeless persons to expand collaboration and increase system efficiency. Many existing relationships/partnerships have been enhanced through this process, as well as many new partnerships being formed.

Los Angeles also has the funders collaborative, which is a public/private partnership where strategies and efforts are discussed with the ability for private partners to provide funding that is flexible and able to be strategically applied to gap areas that public funding is not able to cover.

Los Angeles is in the process of applying for State funding to provide an additional expansion of funding for housing and supportive service resources to the Los Angeles CoC. Those funds went through a public

input process and will be used to expand areas of funding with the greatest need in the coming year.

The Los Angeles CoC has been undertaking a process to align processes and services throughout the Los Angeles area for all funding sources for homeless services. This includes creating common documentation for PHA's to adopt, as well as service standards. There has been some areas that have been finalized, but much of this process is targeted to be completed in the upcoming year.

**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 CDC contracts with the Housing Rights Center (HRC) and its subcontractors, the Fair Housing Foundation and the Fair Housing Council of San Fernando Valley, to provide fair housing services to County residents and meet the goals set forth in the County's fair housing strategic plan. HRC services West and Eastern Los Angeles County; the Fair Housing Foundation primarily focuses on Southern County areas; and the Fair Housing Council of San Fernando Valley provides service to the Northern County. Combined, they provide a broad and significant level of outreach and education, conducting advertising campaigns, offering management training, and having housing walk-in clinics, community events, and general presentations to various units of government. These agencies also offer counseling efforts and the pursuit of fair housing testing and enforcement activities.

HRC and its subcontractors met and exceeded various categories of fair housing services assistance in relation to the County's goals and strategies for FY 2017-2018. As compared to the annual goal of 3,700 general and fair housing services, the County fair housing contractors provided service to 2,548 direct clients, or 85% of their annual goal. Their services also provided 211,794 client contacts through their outreach and education efforts. A total of 278 fair housing inquiries were received, with 192 clients counseled, 67 cases opened, 14 cases referred, and 5 cases pending. Outreach and education activities included a variety of fair housing activities, such as: public awareness campaigns in advertisements and public service announcements; community events and educational forums, such as community presentations; walk-in clinics; and tester trainings. Over 16,133 pieces of fair housing literature were distributed by fair housing staff throughout the County. Fair housing service providers organized 21 informational booths and attended 10 community meetings and events during the program year. Fair housing services information was also distributed through 159 advertisements, public service announcements, and other media formats. Fair housing staff provided 21 presentations/workshops, conducted 5 management trainings, and attended 3 special events. Also, 12 walk-in clinics and 3 training sessions for civil rights investigators were conducted in FY 2017-2018.

## **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**

As lead agency for the County, the CDC developed a standard approach to monitoring to ensure federal funds received from HUD are used only for approved activities and administered in accordance with applicable statutory and regulatory requirements. This monitoring approach identifies potential problems in meeting applicable requirements. This approach also helps to prevent fraud, waste, and mismanagement. Finally, through an active process of agency interaction, including instructional training, ongoing technical assistance, routine site visits, quarterly reporting, and annual monitoring, the CDC promotes efficient and effective grantee performance.

The CDC conducted programmatic and financial compliance monitoring of CDBG-funded activities primarily through the In-Progress Monitoring (IPM) protocol, a proactive strategy that implements the following methods: individual meetings with each subrecipient city or agency during the planning phase for their new year; desktop monitoring; annual field visits; and timely communication on deficiencies found. Through this approach, CDBG-funded activities were reviewed as they were implemented. Continuous monitoring enabled timely identification of deficiencies, the provision of tailored technical assistance to address the noted deficiency, implementation of corrective actions, and mitigation and/or prevention of questioned or disallowed costs.

The Annual Monitoring Plan included two different approaches for agency and project monitoring – Full Monitoring Review and Limited Monitoring Review. Agencies and projects selected for full monitoring were reviewed by a team of CDC staff to ensure compliance with all programmatic and financial requirements focusing primarily on: compliance with meeting the CDBG National Objective; procurement and contracting; and other specific activity requirements. Limited Monitoring Reviews primarily focused on using the Quarterly Performance Report (QPR) as the primary source of information to determine when staff requested programmatic supporting documentation and CDBG Funding Requests were used to verify eligible expenditures. All contracts between a participating agency and construction contractors were monitored for compliance with federal prevailing wage and other federal and state requirements to ensure the successful administration of these contracts.

As a condition of receiving HOME funds, recipients agreed to maintain all HOME-assisted rental units as affordable housing, and in compliance with Housing Quality Standards (HQS). A total of 266 units were monitored for HQS during FY 2017-2018. A site visit was made to each development and multifamily rehabilitation project in order to conduct mandatory tenant file reviews and physical inspections. All sampling was performed randomly. Tenant file reviews consisted of evaluating documentation, verifying rent amounts, conducting income calculations, and reviewing leases. On-site inspections are performed in accordance with HQS. All deficiencies encountered were referred to the property management

company and owner for corrective action. Site visits were made at a later date to ensure that all deficiencies have been addressed. Additionally, first time homeowner units were monitored. Each homeowner was sent a letter requesting verification that the home continued to be their primary residence and that they maintained the property. Title reviews were completed on a sampling of the units monitored and random curbside visits were also made to ensure the sites were being maintained. The CDC also performs 100% desktop monitoring for HOME-assisted developments.

### **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.**

Citizen participation is a priority for the County, in addition to the public review requirements of the Consolidated Annual Performance and Evaluation Report (CAPER). To encourage citizen participation, the CDC coordinates efforts to provide citizens the opportunity to make comments on the preparation of its Consolidated Plan, Action Plans, and its CAPER.

A printed copy of the Draft CAPER is available for review at the CDC, located at 700 West Main Street, Alhambra, California 91801, and at 29 public libraries throughout the County of Los Angeles for at least 15 calendar days. Prior to submitting the Final CAPER to HUD, a notice is published indicating when and where copies of the Draft CAPER are available for public review. The notice for review of the FY 2017-2018 Draft CAPER was published in the non-legal section of the Los Angeles Times (English), La Opinion (Spanish), Chinese Daily News (Chinese), Panorama (Russian) and Korean Times (Korean) newspapers on September 12, 2018, and the Public Notice period lasted from September 12 through September 26, 2018. Copies of the Draft and Final CAPER are available for review in hard copy print at the CDC office, as well as online through the LACDC.org website. Copies are available upon request and may be requested in person, by mail, by email, or by telephone.

No comments on the FY 2017-2018 CAPER were received during the public notice period.

## **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.**

The County's program objectives for PY 2017-2018 were adjusted based upon actual performance in PY 2015-2016 and preliminary projections for PY 2016-2017. Based upon experience in PY 2017-2018, the following adjustments will be considered for PY 2018-2019 and/or PY 2019-2020: Reduce the objectives for Anti-Crime Programs - Accessibility (Public Service Activities) [Persons Assisted], Economic Development – Sustainability (Façade Treatment/Business Building Rehabilitation, Housing - Affordability (Homeowner Housing Rehabilitated) [Housing Units], Infrastructure Improvements (Public Facility or Infrastructure Activities) [Persons Assisted], and Youth Services and Centers (Public Service Activities) [Persons Assisted]; and increase the objective for Economic Development - Accessibility [Jobs Created/Retained]. In addition, the County will have to consider reducing its objectives if the amount of its CDBG allocation is reduced. The unpredictability of grant cuts acts as an impediment to effective planning.

The following data compares the objectives established in the One-Year Action Plan (as amended) for PY 2017-2018 by Priority Need category to the CDBG accomplishments of the County.

**Priority Need Anti-Crime:** (planned) 70,178 people (actual) 70,172 people

**Priority Need Economic Development:** (planned) 540 businesses (actual) 643 businesses; (planned) 13 jobs (actual) 29 jobs; (planned) 1 organization (actual) 1 organization; (planned) 10,270 people (actual) 10,270 people

**Priority Need Infrastructure:** (planned) 121,138 people (actual) 80,083 people

**Priority Need Public Facilities:** (planned) 10 public facilities (actual) 4 public facilities

**Priority Need Public Services:** (planned) 154,538 people (actual) 153,832 people

**Priority Need Senior Programs:** (planned) 6,070 people (actual) 4,753 people; (planned) 4 public facilities (actual) 2 public facilities

**Priority Need Youth Programs:** (planned) 2,864 people (actual) 1,670 people

**Priority Need Homelessness:** (planned) 100,643 people (actual) 100,566 people

**Priority Need Housing:** (planned) 2,645 housing units (actual) 2,638 housing units; (planned) 646,111 people (actual) 646,111 people

**Priority Need Special Needs/Non-Homeless:** (planned) 63,508 people (actual) 37,278 people; (planned) 22 public facilities (actual) 12 public facilities

The County's CDBG Program contributed significantly to its accomplishments in achieving substantial accomplishment of its five-year consolidated plan goals for the period 2013-2018. This was especially true in the areas of housing rehabilitation, infrastructure improvement, and public services.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A

## 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**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

As a condition of receiving HOME funds, recipients agree to maintain all HOME-assisted rental units as affordable housing and remain in compliance with HQS. A total of 266 units were monitored for HOME-assisted developments. A list of affordable rental housing assisted on-site inspections is included in **Attachment 4**.

A site visit was made to each development and multifamily rehabilitation project in order to conduct mandatory Tenant File Reviews (TFR) and site inspections. During the period of affordability, HOME-assisted rental units were inspected and tenant files were reviewed in accordance with the requirements of Section 92.252:

<b>Units</b>	<b>Frequency</b>	<b>Sample Size</b>
1-4	Every 3 years	25%
5-25	Every 2 years	15%
26+	Every year	10%

\*TFR is done every 6 years

All sampling was performed randomly. TFR consisted of evaluating documentation, verifying rent amounts, conducting income calculations and leave review. On-site inspections were performed in accordance with HQS. All deficiencies encountered were referred to the property management company or owner for corrective action. A recommended plan of action was also made available to the property management company or owner. Additional site visits may be required at a later date to ensure all deficiencies have been addressed.

A total of 1,394 first-time homeowner units were monitored. Each homeowner was sent a letter requesting verification that the home continued to be their primary residence and that they were maintaining the property. Title reviews were completed on a sampling of the units monitored.

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

In accordance with 24 CFR 92.351, the CDC has adopted affirmative marketing procedures and requirements for HOME-assisted housing. Affirmative marketing consists of actions that provide information and attract eligible persons from all racial, ethnic and gender groups to the housing market. The CDC is committed to affirmative marketing and has developed specific procedures for informing affected parties about Federal Fair Housing laws. The CDC keeps records that: 1) demonstrate the actions taken, 2) evaluate the success of affirmative marketing actions, and 3) develop corrective actions where affirmative marketing requirements are not met. The CDC informs the general public of affirmative marketing via website training, lenders' pre-lease up orientation, and community outreach.

Each HOME participant is required to adhere to established affirmative marketing requirements and practices, such as the use of fair housing logos, use of community contacts, Equal Housing Opportunity logotype, and the display of fair housing posters. A property owner's or designee's Affirmative Marketing Plan shall consist of a written marketing strategy designed to provide information and to attract eligible persons in the housing market area to the available units without regard to race, color, national origin, sex, religion, marital and familial status, handicap (disability), sexual orientation, ancestry or source of income. It shall describe initial advertising, outreach (community contacts) and units. It shall also outline an outreach program which includes special measures designed to attract those groups identified as least likely to apply without special outreach efforts, (because of existing neighborhood racial or ethnic patterns, location of housing or other factors) and other efforts designed to attract persons from the total eligible population.

In order to ensure adequate marketing efforts, the CDC also collects statistical information on homeowner households assisted, such as: status of prior homeownership; age of applicant; marital status; number of wage earners in the household; household size; and ethnicity. Applicants are advised that the information requested from them is optional and will only be used for statistical purposes.

**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**

The CDC received approximately \$3.7 million in HOME program income during FY 2017-2018. Loan repayments generated the majority of program income received. At the end of FY 2017-2018, approximately \$4 million remained in unspent program income. The total amount of program income expended during the reporting period is \$2 million. Program income was utilized to fund loans to assist first-time homeowners, the costs of housing development and preservation, and for program administration. Program income was applied for partial loan payments for rental activities in the amount of \$955,792, and 18 loans for the first-time homebuyer program in the amount of \$1,044,208. Household characteristics for the 18 first-time homeowners are included in **Attachment 4**.



**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

This Section does not apply to the County of Los Angeles.

# CR-60 - ESG 91.520(g) (ESG Recipients only)

## ESG Supplement to the CAPER in *e-snaps*

### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	LOS ANGELES COUNTY
Organizational DUNS Number	961608163
EIN/TIN Number	953777596
Identify the Field Office	LOS ANGELES
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Los Angeles City & County CoC

##### ESG Contact Name

Prefix	Mr
First Name	Scott
Middle Name	0
Last Name	Stevenson
Suffix	0
Title	Director, C&ED Division

##### ESG Contact Address

Street Address 1	700 West Main Street
Street Address 2	0
City	Alhambra
State	CA
ZIP Code	91801-
Phone Number	6265861790
Extension	0
Fax Number	0
Email Address	scott.stevenson@lacdc.org

##### ESG Secondary Contact

Prefix	Ms
First Name	Linda
Last Name	Jenkins
Suffix	0
Title	Manager, GPPA
Phone Number	6265861765
Extension	0
Email Address	linda.jenkins@lacdc.org

## **2. Reporting Period—All Recipients Complete**

<b>Program Year Start Date</b>	07/01/2017
<b>Program Year End Date</b>	06/30/2018

## **3a. Subrecipient Form – Complete one form for each subrecipient**

**Subrecipient or Contractor Name**  
**City**  
**State**  
**Zip Code**  
**DUNS Number**  
**Is subrecipient a victim services provider**  
**Subrecipient Organization Type**  
**ESG Subgrant or Contract Award Amount**

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	374
Children	528
Don't Know/Refused/Other	0
Missing Information	2
<b>Total</b>	<b>904</b>

Table 16 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	1,659
Children	2,396
Don't Know/Refused/Other	7
Missing Information	0
<b>Total</b>	<b>4,062</b>

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	3,204
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>3,204</b>

Table 18 – Shelter Information

#### 4d. Street Outreach

Number of Persons in Households	Total
Adults	6,018
Children	62
Don't Know/Refused/Other	306
Missing Information	0
<b>Total</b>	<b>6,386</b>

Table 19 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	11,255
Children	2,986
Don't Know/Refused/Other	313
Missing Information	2
<b>Total</b>	<b>14,556</b>

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	7,793
Female	6,372
Transgender	47
Don't Know/Refused/Other	53
Missing Information	291
<b>Total</b>	<b>14,556</b>

Table 21 – Gender Information

## 6. Age—Complete for All Activities

	<b>Total</b>
Under 18	2,986
18-24	1,071
25 and over	10,181
Don't Know/Refused/Other	60
Missing Information	258
<b>Total</b>	<b>14,556</b>

Table 22 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans	206	0	2	204
Victims of Domestic Violence	351	5	50	296
Elderly	392	6	13	373
HIV/AIDS	31	0	5	26
Chronically Homeless	608	0	136	471
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	1,383	65	450	868
Chronic Substance Abuse	608	1	136	471
Other Disability	1,313	54	233	1,026
Total (Unduplicated if possible)	4,892	132	1,025	3,735

Table 23 – Special Population Served

## CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	78,919
Total Number of bed-nights provided	64,106
Capacity Utilization	81.23%

Table 24 – Shelter Capacity

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

Performance targets are established, by program type, for each program in the Los Angeles CoC. The performance targets are informed by HUD's CoC performance standards, feedback from service providers collected in quarterly outcomes roundtable meetings, and input from local funders and stakeholders in the CoC, and are approved by the LAHSA Board of Commissioners. For crisis housing, performance measurements included the number of clients exiting to permanent housing, increased income overall for adults at exit or by the end of the operating year, and program bed utilization. For outreach, performance measurements included the number of clients exiting to housing and linkages to condition-specific services. For rapid re-housing, performance measurements included the number of clients exiting to permanent housing, increased income overall for adults at exit or by the end of the operating year, rapid housing placement, and returns to homelessness. For homelessness prevention, performance measurements included the number of clients diverted from homelessness and the number of clients exiting to permanent housing.

Additional ESG Program data addressing Questions 4 – 8, specifically SAGE HMIS reporting data, are included in **Attachment 5**.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	57,658	76,058	14,275
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	46,138	50,572	15,030
Expenditures for Housing Relocation & Stabilization Services - Services	281,740	237,456	38,947
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>385,536</b>	<b>364,086</b>	<b>68,252</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	348,296	328,526	111,212
Operations	785,353	805,123	333,945
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>1,133,649</b>	<b>1,133,649</b>	<b>445,157</b>

Table 27 – ESG Expenditures for Emergency Shelter



**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	102,770	102,770	9,189
HMIS	116,487	116,487	65,711
Administration	140,954	139,215	129,421

**Table 28 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2015	2016	2017
	1,879,396	1,856,207	717,730

**Table 29 - Total ESG Funds Expended**

**11f. Match Source**

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	5,580,855	4,125,219	4,234,217
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>5,580,855</b>	<b>4,125,219</b>	<b>4,234,217</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2015	2016	2017
	7,460,251	5,981,426	4,951,947

**Table 31 - Total Amount of Funds Expended on ESG Activities**

**2017-18 CDBG EXPENDITURES BY ACTIVITY**

Attachment 1

	<u>Expenditures</u>	<u>Percent</u>
Acquisition	\$1,761,337.50	6.5%
Disposition	\$196,688.34	0.7%
Public Facilities and Improvements	-\$14,539.95	-0.1%
Construction or Rehabilitation of Public Facilities	\$444,328.00	1.6%
Neighborhood Facilities	\$97,188.46	0.4%
Parks, Recreational Facilities	\$1,123,839.82	4.2%
Water/Sewer Improvements	\$37,561.00	0.1%
Street Improvements	\$1,718,762.00	6.4%
Sidewalks	\$2,499,344.00	9.3%
Child Care Centers/Facilities for Children	\$100,291.74	0.4%
Operating Costs of Homeless/AIDS Patients Programs	\$223,321.00	0.8%
Clearance and Demolition	\$153,468.00	0.6%
Public Services (General)	\$544,941.00	2.0%
Senior Services	\$546,484.00	2.0%
Services for the Disabled	\$53,237.00	0.2%
Youth Services	\$239,460.00	0.9%
Battered and Abused Spouses	\$113,137.00	0.4%
Employment Training	\$61,022.00	0.2%
Crime Awareness/Prevention	\$190,471.00	0.7%
Child Care Services	\$419,304.00	1.6%
Health Services	\$135,980.00	0.5%
Neighborhood Cleanups	\$1,817.00	0.0%
Food Bank	\$80,657.00	0.3%
Rehabilitation: Single-Unit Residential	\$6,379,953.69	23.6%
Rehabilitation: Multi-Unit Residential	\$206,734.75	0.8%
Public Housing Modernization	\$1,223,593.72	4.5%
Rehabilitation: Publicly or Privately-Owned Commercial/Industrial	\$921,460.67	3.4%
Rehabilitation Administration	\$33,467.79	0.1%
Code Enforcement	\$1,289,855.00	4.8%
Other Commercial/Industrial Improvements	\$183,772.00	0.7%
ED Direct: Direct Financial Assistance to For Profit Business	\$580,799.94	2.1%
ED Direct: Technical Assistance	\$182,916.00	0.7%
CDBG Non-Profit Organization Capacity Building	\$24,577.00	0.1%
Repayments of Section 108 Loan Principal	\$534,488.58	2.0%
General Program Administration	\$4,530,942.18	16.8%
Fair Housing Activities	\$195,623.00	0.7%
	<b>\$27,016,284.23</b>	

# PR 26 CDBG Financial Summary



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2017  
 LOS ANGELES COUNTY , CA

DATE: 09-14-18  
 TIME: 10:00  
 PAGE: 1

## ATTACHMENT 2

### PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	26,860,061.99
02 ENTITLEMENT GRANT	21,822,789.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	982,000.00
05 CURRENT YEAR PROGRAM INCOME	3,855,318.75
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(476,452.34)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	53,043,717.40

### PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	22,826,381.55
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(476,452.34)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	22,349,929.21
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	4,726,565.18
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	1,337,658.58
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	<b>28,414,152.97</b>
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	24,629,564.43

### PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	1,298,832.57
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	20,887,035.97
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	(476,452.34)
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	21,709,416.20
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	<b>97.13%</b>

### LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(FY) COVERED IN CERTIFICATION	PY: 2015 PY: 2016 PY: 2017
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	56,412,458.93
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	54,123,421.66
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	95.94%



Office of Community Planning and Development  
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 PR26 - CDBG Financial Summary Report  
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 LOS ANGELES COUNTY , CA

DATE: 09-14-18  
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**ATTACHMENT 2**

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	2,609,831.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	2,609,831.00
32 ENTITLEMENT GRANT	21,822,789.00
33 PRIOR YEAR PROGRAM INCOME	9,168,900.58
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	30,991,689.58
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	<b>8.42%</b>

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	4,726,565.18
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	4,726,565.18
42 ENTITLEMENT GRANT	21,822,789.00
43 CURRENT YEAR PROGRAM INCOME	3,865,318.75
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(5,452.34)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	25,672,655.41
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	<b>18.41%</b>

# HOME APR and Match Reports

## Annual Performance Report HOME Program

U.S. Department of Housing  
and Urban Development  
Office of Community Planning  
and Development

OMB Approval No. 2506-0171  
(exp. 05/31/2007)  
ATTACHMENT 3

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	This report is for period (mm/dd/yyyy) Starting 07/01/2017	Ending 06/30/2018	Date Submitted (mm/dd/yyyy) 8/24/2018
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### Part I Participant Identification

1. Participant Number 95-3777596	2. Participant Name Community Development Commission - County of Los Angeles		
3. Name of Person completing this report Irene Heng		4. Phone Number (Include Area Code) 626-586-1802	
5. Address 700 West Main Street	6. City Alhambra	7. State CA	8. Zip Code 91801

### Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
\$2,333,288.59	\$3,728,271.73	\$2,000,000	\$-0-	\$4,061,560.32

### Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
<b>A. Contracts</b>					
1. Number	1				1
2. Dollar Amount	\$27,194,999				\$27,194,999
<b>B. Sub-Contracts</b>					
1. Number	56	0	3	0	49
2. Dollar Amount	\$22,307,007		\$2,332,640		\$222,129
<b>C. Contracts</b>					
1. Number	1		1		
2. Dollar Amount	\$27,194,999		\$27,194,999		
<b>D. Sub-Contracts</b>					
1. Number	56	7	49		
2. Dollar Amounts	\$22,307,007	\$3,348,369	\$18,958,638		

**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
1. Number					
2. Dollar Amount					

**Part V 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. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost	Minority Business Enterprises (MBE)			f. White Non-Hispanic
1. Parcels Acquired						
2. Businesses Displaced						
3. Nonprofit Organizations Displaced						
4. Households Temporarily Relocated, not Displaced						
Households Displaced	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic	
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number						
6. Households Displaced - Cost						

**HOME Match Report**

**U.S. Department of Housing and Urban Development**  
Office of Community Planning and Development

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

<b>Part I Participant Identification</b>		Match Contributions for <b>Federal Fiscal Year (yyyy) 95-3777596</b>
1. Participant No. (assigned by HUD) 07/01/2017	2. Name of the Participating Jurisdiction 06/30/2018	3. Name of Contact (person completing this report) 8/24/2018
5. Street Address of the Participating Jurisdiction Irene Heng		4. Contact's Phone Number (include area code) Community Development Commission - County of Los A
6. City 626-586-1802	7. State 700 West Main Stri	8. Zip Code Alhambra

<b>Part II Fiscal Year Summary</b>		
1. Excess match from prior Federal fiscal year	\$	CA
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$	91801
3. Total match available for current Federal fiscal year (line 1 + line 2)		\$ 2,333,288.59
4. Match liability for current Federal fiscal year		\$ 3,728,271.73
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		\$ 2,000,000

<b>Part III Match Contribution for the Federal Fiscal Year</b>								
1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
\$-0-	\$4,061,560.3	1					1	\$27,194,999
				\$27,194,999	56	0	3	0
4	49	\$22,307,007		\$2,332,640		\$222,129	\$19,752,238	1
	1	\$27,194,999		\$27,194,999	56	7	49	\$22,307,007
\$3,348,369	\$18,958,638							
								655,273
F5L004	11/04/16	673,269						673,269
HE0117	04/19/17	3,184,541						3,184,541
C20S03	04/19/17	100,572						100,572

Name of the Participating Jurisdiction	Federal Fiscal Year (yyyy)
06/30/2018	95-3777596

1. Project No. or Other ID	2. Date of Contribution <small>(mm/dd/yyyy)</small>	3. Cash <small>(non-Federal sources)</small>	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
HSCF20	04/19/17	491,075						491,075
HSCF19	12/29/16	295,734						295,734
HE0114	05/29/15	507,544						507,544
HSCF21	09/01/16	500,000						500,000
SF Bonds	07/01/16						374,098	374,098
MF Bonds	10/24/16						4,250,000	4,250,000



Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

## Instructions for the HOME Match Report

### Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

### Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF  
Room 7176, HUD, 451 7th Street, S.W.  
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

### Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.

4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress." The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II, line 3) minus the match liability for the current Federal fiscal year (Part II, line 4). Excess match may be carried over and applied to future HOME project match liability.

### Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/MI System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PI" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PI, 93.03.NON, etc.  
  
Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]

- Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]
2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.
  3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ's HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]
  4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]
  5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]
  6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]
  7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]
  8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.
  9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.
- Ineligible forms of match include:**
1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
  2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
  3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
  4. Sweat equity [§92.220(b)(4)]
  5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
  6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
  7. Administrative costs

# HOME HQS and PI Activities

ATTACHMENT 4

## HOME INSPECTION STATUS REPORT FY 17-18

Seq.	Project Name	CDC Units	HQS	Freq.	HQS Inspection Date	Issues Identified	Follow up Date	F/U Inspection
1	1321-1323 E 68th Street	3	1	3	05/08/18	Install smoke detectors in hallway and in bedrooms, install carbon monoxide detector in livingroom.	5/25/2018	Pass
2	3rd & Woods Family (HE0096)	59	6	1	02/14/18	Shampoo/replace stained carpet, tenant to improve housekeeping, unclog toilet, replace 2 damaged bedroom doors.	2/28/2018	Pass
3	Apple Street	1	1	3	05/10/18	None		
4	Athens Glen Apts (Budlong)	11	2	1	02/15/18	None		
5	Avalon Apts.	37	3	1	04/16/18	None		
6	Avalon Seniors	41	5	1	03/12/18	None		
7	Birch Grove Homes	20	3	2	02/26/18	None		
8	Canyon Creek (HE0098)	53	6	1	05/15/18	Shampoo stained carpet,	5/29/2018	Pass
9	Casa Dominguez	69	7	1	02/28/18	Reglaze chipped bathroom sinks, replace stained worn carpet.	4/9/2018	Pass
10	Castaic Lake Seniors	11	2	1	05/22/18	Reglaze chipped bathtub, stretch loose carpet.	5/30/2018	Pass
11	Catanmar, Catalina	11	2	1	06/25/18	None		
12	Cedar Springs Apartments	25	3	1	11/13/17	None		
13	Clara Street Seniors	17	2	1	12/05/17	Replace worn deteriorated carpet, reglaze chipped bathtub.	12/20/2018	Pass
14	Compton Gardens LP	11	3	2	04/11/18	Repair/replace rusted medicine cabinets.	4/17/2018	Pass
15	Courier PI (Claremont)	10	1	1	11/09/17	None		
16	Courtyard at La Brea	31	4	1	11/16/17	None		
17	Crossroads (Elizabeth St)	5	2	2	12/06/17	Grind/level lifted exterior concrete walkways,replace non-operable smoke detectors, resurface upper and lower kitchen cabinets, replace worn toilet seat, replace damaged vanity cabinet, repair damaged bedroom door,reglaze chipped bathtub.	2/2/2018	Pass
18	Crossroads (Santa Ana St)	8	2	2	12/06/17	Grind/level lifted exterior concrete walkways,replace non-operable smoke detectors, resurface upper and lower kitchen cabinets, replace worn toilet seat, replace damaged vanity cabinet, repair damaged bedroom door,reglaze chipped bathtub.	2/2/2018	Pass
19	Detroit Lexington LP	10	2	2	10/25/17	None		
20	Detroit Street Seniors	10	2	2	10/25/17	None		
21	Elizabeth Court Gardens	13	2	1	12/05/17	Replace worn deteriorated carpet, reglaze chipped bathtub.	12/20/2017	Pass
22	Encanto (105th & Normandie)	61	7	1	03/15/18	Replace worn deteriorated carpet, tenant to improve haousekeeping.	4/5/2018	Pass
23	Guadalupe Terrace (Bonnie Beach)	31	4	1	05/08/18	Replace rusted medicine cabinet, replace non-opaable GFI outlets in kitchen and bathroom.	5/8/2018	Pass
24	Hale Morris Lewis Manor	40	4	1	02/13/18	Replace cracked sink in bathroom replace non-operable smoke detector at hallway, repair/paint rusted medicine cabinet, repair/paint rusted kitchen rangehood.	2/16/2018	Pass
25	Harding Apartments	28	3	1	01/22/18	None		
26	Harmony Creek/Los Robles	74	8	1	06/12/18	Shampoo stained carpet, replace non-operable faucet.	7/3/2018	Pass
27	Harshfield (Mayflower)	74	8	1	04/18/18	None		
28	Havenhurst Apartments	20	3	2	10/24/17	None		
29	Hayworth House	47	5	1	11/15/17	None		
30	Heritage Park - Arcadia	11	2	1	10/11/17	Replace worn deteriorated carpet, repair patch bedroom window sill.	10/26/2017	Pass
31	Heritage Park - Monrovia	11	2	1	10/11/17	None		
32	Hojas de Plata Apartments	52	6	1	03/17/18	Replace worn deteriorated carpet, prep and paint through out unit.	4/30/2018	Pass

## HOME INSPECTION STATUS REPORT FY 17-18

Seq.	Project Name	CDC Units	HQS	Freq.	HQS Inspection Date	Issues Identified	Follow up Date	F/U Inspection
33	Homes For Life - Harbor Gateway	1	1	3	10/17/17	None		
34	Immanuel House of Hope	6	1	2	04/17/18	None		
35	Imperial Highway Apartments	31	4	1	06/04/18	Replace rusted kitchen rangehood, prep and paint upstairs bathroom. Remove non-permitted ceiling fans throughout unit, reglaze chipped bathroom sink.	6/18/2018	Pass
36	Indiana/Percy	2	1	2	02/16/18	None		
37	L.A. Retarded Citizens Foundation	4	1	2	05/10/18	None		
38	Las Brisas I	39	4	1	03/14/18	Replace rusted mbathroom medicine cabinet, prep and paint rusted ceiling vent, replace rusted kitchen rangehood, replace rusted bathroom light fixture.	3/29/2018	Pass
39	Las Brisas II	59	6	1	03/14/18	unit.	4/16/2018	Pass
40	Little Lake Village (Fulton)	11	2	1	06/07/18	Repair/replace chipped kitchen countertops, Reglaze chipped bathroom shower enclosure and sink.	6/17/2018	Pass
41	Los Girasoles	11	2	2	04/17/18	Replace/repair leaky water heater in garage, replace rusted medicine cabinet.	5/17/2018	Pass
42	Margarita Mendez Apts.	9	2	2	02/14/18	None		
43	Mason Court	12	3	2	04/11/18	Prep and paint throughout unit bathrooms and bedrooms.	5/11/2018	Pass
44	Monrovia 612 aka Regency Court	56	6	1	10/11/17	Replace worn deteriorated carpet, replace water damaged vanity sink, prep and paint unit	12/13/2017	Pass
45	Oaks on Florence (Bell Sr.)	31	4	1	06/05/18	Shampoo stained carpet throughout unit, replace vinyl flooring at kitchen and bathroom		
46	Orange Tree Village	21	3	2	01/30/18	Prep and paint bedroom window sills, Repair/replace damaged bedroom door.	2/13/2018	Pass
47	Palm View LP	11	2	1	11/15/17	None		
48	Palm Village Partners L.P.	29	3	1	03/12/18	None		
49	Park View Pt. (S.F. Comm Hsng)	30	3	1	04/10/18	None		
50	Park View Terrace (Bell Gardens Sr.)	71	8	1	06/05/18	None		
51	Potrero Senior Housing (Jasmine Ct.)	52	6	1	06/11/18	Reglaze chipped kitchen countertops.	7/5/2018	Pass
52	San Fernando Seniors	96	10	1	04/12/18	Tenant must improve housekeeping throughout unit, Replace worn deteriorated carpet.	5/11/2018	Pass
53	Seasons @Compton	32	4	1	02/21/18	None		
54	Second Street	10	2	2	04/10/18	Replace rusted vanity light fixture, replace non-operable GFI outlets in bathrooms, reglaze chipped bathroom sink and rusted ceiling vent.	5/21/2018	Pass
55	Sierra Bonita	32	4	1	10/24/17	None		
56	Sierra Vista Sr. Apts. (aka Sierra Madre)	11	2	1	03/17/18	None		
57	Slauson Station	29	3	1	02/15/18	None		
58	Step-Out	11	2	2	01/30/18	Replace chipped/cracked bathroom sink.	1/30/2018	Pass
59	Sun Sage Homes	49	5	1	01/31/18	Replace non-operable bedroom smoke detector, repair ceiling fan, repair noise air pocket at water line, replace rusted rangehood, replace cracked bathroom sink.	2/28/2018	Pass
60	Telegraph Seniors	74	8	1	01/23/18	None		
61	Terra Bella	64	7	1	12/07/17	None		
62	Terracina Apartments	71	8	1	06/07/18	Replace non-operable bedroom smoke detector, repair air pocket noise at water line prepa and paint interior unit.	7/12/2018	Pass
63	Villa Nueva	20	3	2	02/16/18	None		
64	Villa Serena	83	9	1	05/09/18	None		
65	Vista Alicante (La Mirada Srs.)	49	5	1	01/29/18	None		

## HOME INSPECTION STATUS REPORT FY 17-18

Seq.	Project Name	CDC Units	HQS	Freq.	HQS Inspection Date	Issues Identified	Follow up Date	F/U Inspection
66	Vista Valle (Claremont Townhomes)	48	5	1	11/09/17	Replace worn toilet seat, install smoke detectors in hallway and bedrooms, instal a carbon monoxide detector in unit, repair kitchen light fixture.	12/2/2017	Pass
67	Walker (Oldtimers)	26	3	1	12/07/17	None		
68	Westwood Transitional	40	4	1	11/08/17	Repair non-operable stove, replace broken kitchen and bathroom faucets. Replace damaged kitchen countertops, replace damaged door, replace non-operable GFI outlets.	12/6/2017	Pass
69	Whittier Supportive Housing	24	3	2	01/24/18	None		
70	Willow Apartments	11	2	2	02/15/18	Replace rusted medicine cabinet, repair broken vanity door, repair broken toilet paper haolder prep and paint window sills.	3/26/2018	Pass
71	Willowbrook Townhomes	8	2	2	04/16/18	None		
	<b>TOTAL</b>		<b>266</b>					

## HOME Program Income List of Activities

IDIS #	Occupant	% Median	Hispanic Y/N	Race	Size
10794	Owner	60-80	Y	Other	4
10796	Owner	60-80	N	Asian	3
10797	Owner	60-80	N	Asian	4
10798	Owner	60-80	N	Asian	3
10799	Owner	60-80	N	Asian	3
10805	Owner	50-60	Y	Other	1
10806	Owner	60-80	Y	White	6
10808	Owner	60-80	N	Black/African American	2
10809	Owner	60-80	N	Asian	3
10810	Owner	60-80	Y	Other	3
10811	Owner	30-50	N	Asian	6
10812	Owner	60-80	N	Asian	4
10815	Owner	60-80	N	Asian	1
10817	Owner	60-80	Y	Other	1
10818	Owner	60-80	N	Asian	5
10819	Owner	60-80	Y	Other	2
10820	Owner	60-80	Y	White	5
10821	Owner	60-80	Y	White	3

# ESG SAGE CAPER

Sage: Reports: HUD ESG CAPER 2017

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ATTACHMENT 5



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## HUD ESG CAPER 2017

Grant: **ESG: Los Angeles County - CA - Report** Type: **CAPER**

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### Report Date Range

7/1/2017 to 6/30/2018

### Q01a. Contact Information

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First name	Linda
Middle name	
Last name	Jenkins
Suffix	
Title	
Street Address 1	700 W Main Street
Street Address 2	
City	Alhambra
State	California
ZIP Code	91801
E-mail Address	<a href="mailto:linda.jenkins@acdc.org">linda.jenkins@acdc.org</a>
Phone Number	(626)986-1765
Extension	
Fax Number	

[https://www.sagehmis.info/secure/reports/filterpages/galactic.aspx?reportID=40&client\\_ID=78778&157.4340=...](https://www.sagehmis.info/secure/reports/filterpages/galactic.aspx?reportID=40&client_ID=78778&157.4340=...) 9/25/2018

CAPER

60

ATTACHMENT 5

**Q01b. Grant Information**

As of 9/21/2018

	FISCAL YEAR	GRANT NUMBER	CURRENT AUTHORIZED AMOUNT	TOTAL DRAWN	BALANCE	OBLIGATION DATE	EXPENDITURE DEADLINE
<b>ESG Information from IDIS</b>	2018						
	2017	E17UC060505	\$1,868,101.00	\$739,077.00	\$1,129,024.00	8/28/2017	8/28/2019
	2016	E16UC060505	\$1,856,207.00	\$1,856,207.00	\$0	8/9/2016	8/9/2018
	2015	E15UC060505	\$1,879,396.00	\$1,879,396.00	\$0	8/11/2015	8/11/2017
	2014	E14UC060505	\$1,766,718.00	\$1,766,718.00	\$0	7/22/2014	7/22/2016
	2013	E13UC060505	\$1,532,729.00	\$1,532,729.00	\$0	8/2/2013	8/2/2015
	2012	E12UC060505	\$2,311,484.00	\$2,311,484.00	\$0	8/9/2012	8/9/2014
	2011	E11UC060505	\$2,025,392.00	\$2,025,392.00	\$0	8/17/2012	8/17/2014
	Total		\$13,240,027.00	\$12,111,009.00	\$1,129,024.00		

**CAPER reporting includes funds used from fiscal year:**

**Project types carried out during the program year:**

Enter the number of each type of projects funded through ESG during this program year.

Street Outreach	1
Emergency Shelter	2
Transitional Housing (grandfathered under ES)	0
Day Shelter (funded under ES)	0
Rapid Re-Housing	2
Homelessness Prevention	2

**Q01c. Additional Information**

**HMIS**

**Comparable Database**

Are 100% of the project(s) funded through ESG, which are allowed to use HMIS, entering data into HMIS?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes
Are 100% of the project(s) funded through ESG, which are allowed to use a comparable database, entering data into the comparable database?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes

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**Q04c: Project Identifiers in HMIS**

Organization Name	St. Joseph's Center
Email unique ID record link	ILn2Uo9HBJ
Organization ID	62
Project Name	STJ FSC Homelessness Prevention
Project ID	1590
HMIS Project Type	12
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County
Project type (user-specified)	Homelessness Prevention
Organization Name	Union Station Homeless Services
Email unique ID record link	Qr9SgBZxE
Organization ID	69
Project Name	USHS FSC Homelessness Prevention
Project ID	1588
HMIS Project Type	12
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County - US
Project type (user-specified)	Homelessness Prevention
Organization Name	Los Angeles Homeless Services Authority (LAHSA)
Email unique ID record link	x2ko9myxZ
Organization ID	122
Project Name	County ESG
Project ID	1714
HMIS Project Type	4
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County
Project type (user-specified)	Street Outreach
Organization Name	The Salvation Army
Email unique ID record link	124OH3J0x
Organization ID	65
Project Name	CES Bridge Housing Program Reserved
Project ID	1495
HMIS Project Type	1
Method of Tracking ES	3
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes

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Project name (user-specified)	LA County
Project type (user-specified)	Emergency Shelter
Organization Name	Bridge To Home
Email unique ID record link	N203iekTo
Organization ID	10
Project Name	Winter Shelter Program Santa Clarita
Project ID	2091
HMIS Project Type	1
Method of Tracking ES	3
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County - US
Project type (user-specified)	Emergency Shelter
Organization Name	People Assisting the Homeless
Email unique ID record link	jehCOOK7iH
Organization ID	50
Project Name	PAT FSC Rapid Re-Housing
Project ID	1343
HMIS Project Type	13
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County
Project type (user-specified)	PH - Rapid Re-Housing
Organization Name	Union Station Homeless Services
Email unique ID record link	05yesCHHd
Organization ID	69
Project Name	USHS FSC Rapid Re-housing
Project ID	1229
HMIS Project Type	13
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Project name (user-specified)	LA County - US
Project type (user-specified)	PH - Rapid Re-Housing

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**Q05a: Report Validations Table**

Total Number of Persons Served	14381
Number of Adults (Age 18 or Over)	11077
Number of Children (Under Age 18)	2986
Number of Persons with Unknown Age	318
Number of Leavers	7737
Number of Adult Leavers	6225
Number of Adult and Head of Household Leavers	6427
Number of Stayers	6644
Number of Adult Stayers	4852
Number of Veterans	424
Number of Chronically Homeless Persons	1091
Number of Youth Under Age 25	911
Number of Parenting Youth Under Age 25 with Children	162
Number of Adult Heads of Household	10472
Number of Child and Unknown-Age Heads of Household	348
Heads of Households and Adult Stayers in the Project 305 Days or More	1529

**Q06a: Data Quality: Personally Identifying Information (PII)**

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	% of Error Rate
Name	164	25	251	0.03 %
Social Security Number	2134	875	1494	0.32 %
Date of Birth	204	253	165	0.04 %
Race	791	721	0	0.11 %
Ethnicity	196	384	0	0.04 %
Gender	50	288	0	0.02 %
Overall Score				0.36 %

**Q06b: Data Quality: Universal Data Elements**

	Error Count	% of Error Rate
Veteran Status	460	4.15 %
Project Start Date	25	0.17 %
Relationship to Head of Household	146	1.02 %
Client Location	1	0.01 %
Disabling Condition	3591	24.97 %

**Q06c: Data Quality: Income and Housing Data Quality**

	Error Count	% of Error Rate
Destination	4802	62.07 %
Income and Sources at Start	3170	29.30 %
Income and Sources at Annual Assessment	1507	98.56 %
Income and Sources at Exit	3884	60.43 %

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**Q06d: Data Quality: Chronic Homelessness**

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	9270	0	0	4015	3989	3941	0.48
TH	0	0	0	0	0	0	--
PH (All)	1474	1	32	45	52	44	0.09
Total	10744	0	0	0	0	0	0.43

**Q06e: Data Quality: Timeliness**

	Number of Project Entry Records	Number of Project Exit Records
0 days	4408	3359
1-3 Days	2441	466
4-6 Days	870	259
7-10 Days	552	238
11+ Days	2606	3415

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	2097	2020	90.71 %
Bed Night (All Clients in ES - NBN)	140	14	10.00 %

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	11077	9124	1952	0	1
Children	2986	0	2967	118	1
Client Doesn't Know/ Client Refused	60	0	0	0	60
Data Not Collected	258	0	7	0	251
Total	14381	9124	4826	118	313

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	10620	9053	1419	38	310

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	4647	3408	840	52	147
April	4180	3168	847	51	114
July	2491	1714	641	40	96
October	3171	2233	788	47	103

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## Q09a: Number of Persons Contacted

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	4061	87	3827	132
2-5 Times	930	22	855	49
6-9 Times	69	1	62	3
10+ Times	50	0	46	1
Total Persons Contacted	5110	110	4790	185

## Q09b: Number of Persons Engaged

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	1454	23	1404	30
2-5 Contacts	361	11	340	9
6-9 Contacts	30	1	25	2
10+ Contacts	17	0	15	0
Total Persons Engaged	1872	35	1784	41
Rate of Engagement	0.37	0.32	0.37	0.22

## Q10a: Gender of Adults

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	6074	5594	480	0
Female	4907	3373	1433	1
Trans Male (FTM or Female to Male)	24	24	0	0
Trans Female (MTF or Male to Female)	7	6	1	0
Gender Non-Conforming (i.e. not exclusively male or female)	3	3	0	0
Client Doesn't Know/Client Refused	21	4	17	0
Data Not Collected	141	120	21	0
Subtotal	11077	9124	1952	1

## Q10b: Gender of Children

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	1477	1424	53	0
Female	1454	1382	61	1
Trans Male (FTM or Female to Male)	1	1	0	0
Trans Female (MTF or Male to Female)	2	2	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	28	24	4	0
Data Not Collected	24	24	0	0
Subtotal	2986	2867	118	1

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## Q10: Gender of Persons Missing Age Information

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	127	0	4	0	123
Female	57	0	2	0	55
Trans Male (FTM or Female to Male)	2	0	0	0	2
Trans Female (MTF or Male to Female)	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	8	0	0	0	8
Client Doesn't Know/Client Refused	1	0	0	0	1
Data Not Collected	123	0	1	0	122
Subtotal	318	0	7	0	311

## Q10d: Gender by Age Ranges

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	7678	1477	510	5009	555	29	98
Female	6318	1454	538	3951	318	19	38
Trans Female (MTF or Male to Female)	27	1	4	19	1	1	1
Trans Male (FTM or Female to Male)	9	2	0	6	1	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	11	0	0	2	1	0	8
Client Doesn't Know/Client Refused	50	28	3	18	0	1	0
Data Not Collected	288	24	10	129	2	10	113
Subtotal	14381	2986	1065	9134	878	60	258

## Q11: Age

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	973	0	937	36	0
5 - 12	1387	0	1337	49	1
13 - 17	626	0	593	33	0
18 - 24	1065	725	340	0	0
25 - 34	2509	1760	748	0	1
35 - 44	2525	1983	542	0	0
45 - 54	2570	2316	254	0	0
55 - 61	1530	1480	50	0	0
62+	878	860	18	0	0
Client Doesn't Know/Client Refused	60	0	0	0	60
Data Not Collected	258	0	7	0	251
Total	14381	9124	4826	118	313

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## Q12a: Race

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	7839	5541	2128	43	127
Black or African American	4156	2111	1975	53	17
Asian	130	88	39	0	3
American Indian or Alaska Native	252	189	61	1	1
Native Hawaiian or Other Pacific Islander	151	101	49	1	0
Multiple Races	341	182	151	7	1
Client Doesn't Know/Client Refused	791	418	333	10	30
Data Not Collected	721	494	90	3	134
Total	14381	9124	4826	118	313

## Q12b: Ethnicity

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	7647	5087	2418	69	73
Hispanic/Latino	6154	3735	2291	45	83
Client Doesn't Know/Client Refused	196	94	72	4	26
Data Not Collected	384	208	45	0	131
Total	14381	9124	4826	118	313

## Q13a1: Physical and Mental Health Conditions at Start

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	2227	1721	489	14	3
Alcohol Abuse	317	312	4	0	1
Drug Abuse	494	488	5	0	1
Both Alcohol and Drug Abuse	367	363	3	0	1
Chronic Health Condition	1686	1256	420	8	2
HIV/AIDS	58	53	5	0	0
Developmental Disability	933	582	344	7	0
Physical Disability	1601	1323	274	3	1

## Q13b1: Physical and Mental Health Conditions at Exit

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	752	542	200	7	3
Alcohol Abuse	107	106	0	0	1
Drug Abuse	215	211	3	0	1
Both Alcohol and Drug Abuse	175	175	0	0	0
Chronic Health Condition	607	397	204	4	2
HIV/AIDS	17	15	2	0	0
Developmental Disability	308	148	154	6	0
Physical Disability	510	383	123	2	2

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## Q13c1: Physical and Mental Health Conditions for Stayers

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	847	576	262	7	2
Alcohol Abuse	94	90	3	0	1
Drug Abuse	159	156	3	0	0
Both Alcohol and Drug Abuse	139	137	1	0	1
Chronic Health Condition	656	451	199	4	2
HIV/AIDS	23	21	2	0	0
Developmental Disability	405	222	182	1	0
Physical Disability	624	478	144	1	1

## Q14a: Domestic Violence History

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	911	473	434	2	2
No	4099	2642	1437	10	10
Client Doesn't Know/Client Refused	419	398	6	2	15
Data Not Collected	5996	5613	76	24	283
Total	11425	9124	1953	38	310

## Q14b: Persons Fleeing Domestic Violence

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	193	140	52	1	0
No	685	313	371	0	1
Client Doesn't Know/Client Refused	18	12	6	0	0
Data Not Collected	15	8	5	1	1
Total	911	473	434	2	2

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Q15: Living Situation

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	1094	497	593	2	2
Transitional housing for homeless persons (including homeless youth)	128	30	97	0	1
Place not meant for habitation	5759	5187	522	4	46
Safe Haven	67	61	3	3	0
Interim Housing	21	14	7	0	0
<b>Subtotal</b>	<b>7069</b>	<b>5789</b>	<b>1222</b>	<b>9</b>	<b>49</b>
<b>Institutional Settings</b>	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	34	32	1	0	1
Substance abuse treatment facility or detox center	97	81	16	0	0
Hospital or other residential non-psychiatric medical facility	117	115	2	0	0
Jail, prison or juvenile detention facility	61	60	1	0	0
Foster care home or foster care group home	5	5	0	0	0
Long-term care facility or nursing home	9	8	1	0	0
Residential project or halfway house with no homeless criteria	2	1	1	0	0
<b>Subtotal</b>	<b>325</b>	<b>302</b>	<b>22</b>	<b>0</b>	<b>1</b>
<b>Other Locations</b>	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	15	6	9	0	0
Owned by client, no ongoing housing subsidy	4	1	3	0	0
Owned by client, with ongoing housing subsidy	6	5	1	0	0
Rental by client, no ongoing housing subsidy	346	82	264	0	0
Rental by client, with VASH subsidy	0	0	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy (including RRH)	33	6	26	1	0
Hotel or motel paid for without emergency shelter voucher	138	51	87	0	0
Staying or living in a friend's room, apartment or house	229	124	105	0	0
Staying or living in a family member's room, apartment or house	379	216	163	0	0
Client Doesn't Know/Client Refused	28	19	9	0	0
Data Not Collected	2853	2523	42	28	260
<b>Subtotal</b>	<b>4031</b>	<b>3033</b>	<b>709</b>	<b>29</b>	<b>260</b>
<b>Total</b>	<b>11425</b>	<b>9124</b>	<b>1953</b>	<b>38</b>	<b>310</b>

Q20: Type of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	2879	10	1250
WIC	65	0	27
TANF Child Care Services	8	0	3
TANF Transportation Services	7	0	4
Other TANF-Funded Services	4	0	1
Other Source	26	0	10

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## Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	6911	36	2643
Medicare	438	1	142
State Children's Health Insurance Program	12	0	7
VA Medical Services	100	0	39
Employer Provided Health Insurance	57	0	27
Health Insurance Through COBRA	1	0	0
Private Pay Health Insurance	66	0	27
State Health Insurance for Adults	14	0	3
Indian Health Services Program	1	0	0
Other	88	2	28
No Health Insurance	3431	2	868
Client Doesn't Know/Client Refused	287	0	438
Data Not Collected	3241	2102	3693
Number of Stayers Not Yet Required to Have an Annual Assessment	0	4503	0
1 Source of Health Insurance	7189	35	2761
More than 1 Source of Health Insurance	253	2	77

## Q22a2: Length of Participation – ESG Projects

	Total	Leavers	Stayers
0 to 7 days	3129	3008	121
8 to 14 days	647	537	110
15 to 21 days	456	300	156
22 to 30 days	468	329	139
31 to 60 days	1128	630	498
61 to 90 days	1012	520	492
91 to 180 days	2304	1098	1206
181 to 365 days	2831	1031	1800
366 to 730 days (1-2 Yrs)	2086	269	1817
731 to 1,095 days (2-3 Yrs)	264	13	251
1,096 to 1,460 days (3-4 Yrs)	28	1	27
1,461 to 1,825 days (4-5 Yrs)	10	1	17
More than 1,825 days (> 5 Yrs)	10	0	10
Data Not Collected	0	0	0
Total	14381	7737	6644

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Q22c: RRH Length of Time between Project Start Date and Housing Move-in Date

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	54	0	54	0	0
8 to 14 days	19	0	19	0	0
15 to 21 days	15	0	15	0	0
22 to 30 days	58	0	58	0	0
31 to 60 days	136	0	136	0	0
61 to 180 days	358	5	353	0	0
181 to 365 days	354	0	354	0	0
366 to 730 days (1-2 Yrs)	122	3	119	0	0
Data Not Collected	958	13	936	9	0
<b>Total</b>	<b>2084</b>	<b>21</b>	<b>2054</b>	<b>9</b>	<b>0</b>

Q22d: Length of Participation by Household Type

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	3129	2970	119	14	26
8 to 14 days	647	529	117	1	0
15 to 21 days	456	364	87	1	4
22 to 30 days	468	353	113	1	1
31 to 60 days	1128	761	361	6	20
61 to 90 days	1012	572	337	0	103
91 to 180 days	2304	1220	988	8	88
181 to 365 days	2831	1200	1575	29	27
366 to 730 days (1-2 Yrs)	2086	1075	946	39	26
731 to 1,095 days (2-3 Yrs)	264	64	175	7	18
1,096 to 1,460 days (3-4 Yrs)	28	9	15	4	0
1,461 to 1,825 days (4-5 Yrs)	18	8	3	7	0
More than 1,825 days (> 5 Yrs)	10	9	0	1	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>14381</b>	<b>9124</b>	<b>4826</b>	<b>118</b>	<b>313</b>

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## Q23a: Exit Destination – More Than 90 Days

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	11	0	11	0	0
Owned by client, with ongoing housing subsidy	2	0	2	0	0
Rental by client, no ongoing housing subsidy	431	2	429	0	0
Rental by client, with VASH housing subsidy	1	0	1	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	151	0	151	0	0
Permanent housing (other than RRH) for formerly homeless persons	29	0	29	0	0
Staying or living with family, permanent tenure	66	0	66	0	0
Staying or living with friends, permanent tenure	11	0	11	0	0
Rental by client, with RRH or equivalent subsidy	26	0	26	0	0
<b>Subtotal</b>	<b>728</b>	<b>2</b>	<b>726</b>	<b>0</b>	<b>0</b>
<b>Temporary Destinations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	25	2	23	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	16	0	16	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	40	0	40	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	39	0	39	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	1	0	1	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	7	0	7	0	0
<b>Subtotal</b>	<b>128</b>	<b>2</b>	<b>126</b>	<b>0</b>	<b>0</b>
<b>Institutional Settings</b>	0	0	0	0	0
Foster care home or group foster care home	3	0	3	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	7	0	7	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	1	0	1	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	<b>11</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>
<b>Other Destinations</b>	0	0	0	0	0
Residential project or halfway house with no homeless criteria	2	0	2	0	0
Deceased	0	0	0	0	0
Other	27	0	27	0	0
Client Doesn't Know/Client Refused	17	1	16	0	0
Data Not Collected (no exit interview completed)	262	1	254	7	0
<b>Subtotal</b>	<b>308</b>	<b>2</b>	<b>299</b>	<b>7</b>	<b>0</b>
<b>Total</b>	<b>1175</b>	<b>6</b>	<b>1162</b>	<b>7</b>	<b>0</b>
Total persons exiting to positive housing destinations	728	2	726	0	0
Total persons whose destinations excluded them from the calculation	3	0	3	0	0
Percentage	62.12 %	33.33 %	62.64 %	0.00 %	--

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## ATTACHMENT 5

## Q23b: Exit Destination – 90 Days or Less

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	2	0	2	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	25	0	25	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	32	0	32	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	7	0	7	0	0
Staying or living with friends, permanent tenure	8	0	8	0	0
Rental by client, with RRH or equivalent subsidy	13	0	13	0	0
<b>Subtotal</b>	87	0	87	0	0
<b>Temporary Destinations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	17	0	17	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	5	0	5	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	7	0	7	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	13	0	13	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	107	2	105	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	4	0	4	0	0
<b>Subtotal</b>	153	2	151	0	0
<b>Institutional Settings</b>	0	0	0	0	0
Foster care home or group foster care home	3	0	2	1	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	9	0	9	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	3	0	3	0	0
Long-term care facility or nursing home	0	0	0	0	0
<b>Subtotal</b>	15	0	14	1	0
<b>Other Destinations</b>	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	0	0	0	0	0
Other	23	3	20	0	0
Client Doesn't Know/Client Refused	9	0	9	0	0
Data Not Collected (no exit interview completed)	213	3	209	1	0
<b>Subtotal</b>	245	6	238	1	0
<b>Total</b>	500	8	490	2	0
Total persons exiting to positive housing destinations	87	0	87	0	0
Total persons whose destinations excluded them from the calculation	3	0	2	1	0
Percentage	17.51 %	0.00 %	17.83 %	0.00 %	--

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## ATTACHMENT 5

## Q23: Exit Destination - All persons

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Moved from one HOPWA funded project to HOPWA PH	3	3	0	0	0
Owned by client, no ongoing housing subsidy	10	2	7	1	0
Owned by client, with ongoing housing subsidy	1	1	0	0	0
Rental by client, no ongoing housing subsidy	374	25	345	4	0
Rental by client, with VASH housing subsidy	3	3	0	0	0
Rental by client, with GPD TIP housing subsidy	1	1	0	0	0
Rental by client, with other ongoing housing subsidy	54	22	32	0	0
Permanent housing (other than RRH) for formerly homeless persons	40	27	13	0	0
Staying or living with family, permanent tenure	73	48	21	3	1
Staying or living with friends, permanent tenure	18	16	2	0	0
Rental by client, with RRH or equivalent subsidy	19	19	0	0	0
<b>Subtotal</b>	<b>596</b>	<b>167</b>	<b>420</b>	<b>8</b>	<b>1</b>
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	488	471	14	2	1
Moved from one HOPWA funded project to HOPWA TH	1	1	0	0	0
Transitional housing for homeless persons (including homeless youth)	83	83	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	54	28	26	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	18	14	3	1	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	325	297	8	3	17
Safe Haven	10	10	0	0	0
Hotel or motel paid for without emergency shelter voucher	12	7	5	0	0
<b>Subtotal</b>	<b>991</b>	<b>911</b>	<b>56</b>	<b>6</b>	<b>18</b>
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	2	2	0	0	0
Substance abuse treatment facility or detox center	49	49	0	0	0
Hospital or other residential non-psychiatric medical facility	10	10	0	0	0
Jail, prison, or juvenile detention facility	5	5	0	0	0
Long-term care facility or nursing home	5	5	0	0	0
<b>Subtotal</b>	<b>71</b>	<b>71</b>	<b>0</b>	<b>0</b>	<b>0</b>
Residential project or halfway house with no homeless criteria	2	2	0	0	0
Deceased	8	7	1	0	0
Other	93	90	2	0	1
Client Doesn't Know/Client Refused	25	24	0	0	1
Data Not Collected (no exit interview completed)	4276	4064	42	6	164
<b>Subtotal</b>	<b>4404</b>	<b>4187</b>	<b>45</b>	<b>6</b>	<b>166</b>
<b>Total</b>	<b>6062</b>	<b>5336</b>	<b>521</b>	<b>20</b>	<b>185</b>
Total persons exiting to positive housing destinations	748	740	0	6	2
Total persons whose destinations excluded them from the calculation	19	19	0	0	0

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## ATTACHMENT 5

**Q24: Homelessness Prevention Housing Assessment at Exit**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start--Without a subsidy	242	2	240	0	0
Able to maintain the housing they had at project start--With the subsidy they had at project start	9	0	9	0	0
Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start	7	0	7	0	0
Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit--With on-going subsidy	0	0	0	0	0
Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	34	0	34	0	0
Moved in with family/friends on a permanent basis	28	0	28	0	0
Moved to a transitional or temporary housing facility or program	1	0	1	0	0
Client became homeless -- moving to a shelter or other place unfit for human habitation	11	4	7	0	0
Client went to jail/prison	0	0	0	0	0
Client died	1	0	1	0	0
Client doesn't know/Client refused	22	2	20	0	0
Data not collected (no exit interview completed)	22	0	22	0	0
Total	521	9	507	5	0

**Q25: Number of Veterans**

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	64	62	2	0
Non-Chronically Homeless Veteran	360	346	14	0
Not a Veteran	10193	8299	1893	1
Client Doesn't Know/Client Refused	192	175	17	0
Data Not Collected	268	242	26	0
Total	11077	9124	1952	1

**Q26: Number of Chronically Homeless Persons by Household**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	1081	963	127	0	1
Not Chronically Homeless	9571	4813	4648	94	16
Client Doesn't Know/Client Refused	400	374	11	0	15
Data Not Collected	3319	2974	40	24	281
Total	14381	9124	4826	118	313

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**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# 1st District

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601810-15      **Jurisdiction:** 1st District  
**Project Title:** City Terrace Park Dome Improvements  
**IDIS Number:** 10380  
**Operating Agency:** Construction Management Unit  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 6/16/2016 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide for general park improvements at City Terrace Park, located at 1126 North Hazard Avenue, and serves a predominately low- and moderate-income residential area of unincorporated East Los Angeles. Construction activities will include: repairing the dome surface, installing acoustical ceiling tile and lighting, replacing skylights, replacing the basketball floor surface, and refurbishing the existing bathroom and bleacher area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$383,000.00      This Year: \$313,749.35      Cumulative: \$364,599.35      Ratio: 95.2%

### **Annual Narrative:**

The City Terrace Park Dome Improvement Project involves the minor cosmetic refurbishment of a community basketball gym. It includes refurbishment of a dome structure, basketball court surface/backstops and equipment replacement, new lighting, skylights/vents, acoustical paneling installation, restroom refurbishment and Americans with Disabilities Act (ADA) compliance, and bleacher refurbishment. The project is funded by Community Development Block Grant (CDBG) and County Capital Funds.

Carde-Ten Architects was contracted to complete architectural and engineering services, including construction documents, to submit to County jurisdictional review for plan check approval. On January 9, 2018, a Board motion was approved to authorize the use of a Job Order Contract (JOC).

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, final plans and specifications were finalized and submitted to Community Development Commission (CDC) on September 25th. JOC Procurement will commence in October and be completed late October/early November. Construction is expected to start in December, the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the second quarter, final plans and specifications were finalized and submitted to CDC on September 25, 2017. Plans have been submitted to Los Angeles County Department of Public Works (LACDPW) for plan check approval and await plan check fee payment prior to over-the-counter approval. JOC pricing was received on December 22, 2017. JOC pricing is currently under review and will be returned to JOC contractor January 2018. Construction is anticipated to start in late February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

In the third quarter, delays with plan check and permitting forced construction to begin in mid-March 2018. Contractor has begun preparation work for the new elastomeric roof. Construction should be completed early June 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During his quarter, the Notice to Proceed was issued to the general contractor on March 12, 2018. Construction is 70% complete. Due to increased scope of work by the Department of Parks and Recreation, the project will be completed end of July.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 1JP02X-17      **Jurisdiction:** 1st District  
**Project Title:** Affordable Housing Disposition - District 1  
**IDIS Number:** 10623  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This project provides funding for the cost of disposing CDC-owned properties in the 1st Supervisorial District as well as the temporary property management of Community Development Commission-owned properties being held for the purposes of developing low- and moderate-income housing.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$7,967.46      Cumulative: \$7,967.46      Ratio: 39.8%

### **Annual Narrative:**

Maintenance and clean-up of the property located at 4341 Eagle Street is ongoing.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property located at 4341 Eagle Street, Los Angeles will undergo plan-check approval with the Department of Public Works (DPW) and Building & Safety (B&S). As required by building code, the Developer has agreed to incorporate the accessibility requirements and included the additional costs in a revised development budget. Both the Community Development Commission (CDC) and the Developer have agreed to move forward with the project. The CDC is reviewing the revised development budget while the Developer is pursuing final building permit issuance. Final approval of the development budget and building permits issuance are both anticipated in Fiscal Year (FY) 2017-2018.

Property maintenance visits were conducted and property maintenance continues by landscape contractor Alliance Landcare Services.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property located at 4341 Eagle Street, Los Angeles is still under plan check review with the County.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property located at 4341 Eagle Street, Los Angeles has a financial gap due to increase in hard costs from having to include accessibility requirements. Therefore, the project is not moving forward and will be closed out.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

Maintenance and clean-up of the property located at 4341 Eagle Street is ongoing.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601588-13      **Jurisdiction:** 1st District  
**Project Title:** Eagle St. Affordable Housing Offsite Improvement  
**IDIS Number:** 9688  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2013 to 6/30/2018      **Quarter Completed:** 3  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project consists of the development of 4 units of single family for-sale housing on the site located at 4341 Eagle Street, in unincorporated Los Angeles County. All units will be sold to buyers whose household incomes are at or below 80% of area median income.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 4      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$412,500.00      This Year: (\$47,075.95)      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Project has a financial gap due to increased site development and construction hard costs. Therefore, the project is not moving forward and will be closed out.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During this quarter, the project continues to undergo plan-check approval with the Department of Public Works (DPW) and Building & Safety (B&S). As required by building code the Developer has agreed to incorporate the accessibility requirements and included the additional costs in a revised development budget. Both the Community Development Commission (CDC) and the Developer have agreed to move forward with the project. The CDC is reviewing the revised development budget while the Developer is pursuing final building permit issuance. Final approval of the development budget and building permits issuance are both anticipated in Fiscal Year 2017-2018.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project is still under plan check review with the County. Approval and building permit issuance is anticipated to occur in FY 2017-2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project has a financial gap due to increased site development and construction hard costs. Therefore, the project is not moving forward and will be closed out.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601774-16      **Jurisdiction:** 1st District  
**Project Title:** First District-Wide CBR  
**IDIS Number:** 10348  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14E Rehabilitation: Publicly or Privately-Owned Commercial/Industrial  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing Community Business Revitalization Program provides grants up to \$300,000 to yet to be identified property owners for design and construction of improvements to the exterior of commercial buildings. Exterior improvements may include painting, signage, windows, awnings, lighting, correction of code violations including ADA improvements and lead-based paint and/or asbestos abatement. This activity will also allow for interior work when necessary to correct violations of the County Building Code and other public health and safety issues. The program is offered to local businesses in the unincorporated areas of the First Supervisorial District. Of the total funding, 21% will target the East Los Angeles area, 21% South East Los Angeles, 48% South El Monte, and 10% the Pomona area. Services will be provided on a first-come, first-serve basis.

The commercial businesses receiving revitalization must be located within census tracts identified in the service area of this contract.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 35      This Year: 2      Cumulative: 2      Ratio: 5.7%  
**Net Expenditures:** Budgeted: \$2,799,603.00      This Year: \$540,519.96      Cumulative: \$785,440.87      Ratio: 28.1%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$131,464.00
<b>Total Leverage Funds</b>	<b>\$131,464.00</b>

### **Annual Narrative:**

Ensenada Market and Pellissier Market were completed this fiscal year. Both businesses are local markets catering to the immediate community.

### **Businesses Assisted:**

<u>Business Name</u>	<u>Duns Number</u>	<u>Type of Business</u>
Pellissier Market	N/A	Existing Expanded
Ensenada Market	N/A	Existing Expanded

### **Grants/Loans:**

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	1	0
4	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

One Community Business Revitalization (CBR) project is under construction. Issued Notice to Proceed (NTP) to 18 CBR projects (storefronts).

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

17 Businesses are 85% through construction with two businesses approximately 95% through construction for a total of 19. Following up on due diligence items on three businesses.

**Quarter:** 3      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

Pellisier Market was completed this quarter.

Staff will complete one additional CBR (two Facades) and two Notices to Proceed before the 4th quarter ends.

**Quarter:** 4      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

Ensenada Market was completed this quarter. This is a local market catering to the immediate community in La Puente.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601469-17      **Jurisdiction:** 1st District  
**Project Title:** Maravilla/Disposition  
**IDIS Number:** 10671  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing activity provides funding for the cost of disposing CDC-owned properties located in Maravilla as well as the temporary property management of properties being held until they can be disposed of for neighborhood commercial-retail or medical/office uses.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 4,640      This Year: 4,640      Cumulative: 4,640      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$35,000.00      This Year: \$30,611.45      Cumulative: \$30,611.45      Ratio: 87.5%

### **Annual Narrative:**

Maintenance of properties is ongoing. An appraisal for the Floral properties was completed in preparation for disposition of the site.

**Quarter:** 1      **Accomplishment Quantity:** 4,640

### **Accomplishment Narrative:**

Property management and maintenance provided by Alliance Landcare Services to the following properties:

4552 and 4768 Floral Drive, Los Angeles, CA 90022  
4527, 4525, 4651, and 4655 E. 3rd Street, Los Angeles, CA 90022  
4529 and 4529 1/2 E. 3rd Street, Los Angeles, CA 90022

Drafted Request For Proposal (RFP) to dispose of the following properties:

4651 and 4655 E. 3rd Street.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

4651 and 4655 E. 3rd Street, Los Angeles Request For Proposal of Development on Site was released on October 6, 2017. November 29th proposal conference was held.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property Management and maintenance provided by Alliance Landcare Services to the following properties:

4639 E. 3rd Street, Los Angeles, CA 90022.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Preparing to sell properties: 4552 Floral Drive and 4768 Floral Drive Los Angeles, CA 90022. The title report and appraisal were ordered. During negotiations for the sale of the property, a 15 day notice will be posted if there is any "change of use" from that for which the property was originally acquired.

Issued a request for proposals for development of the following sites: 4651 E. 3rd Street; 4655 E. 3rd Street; and 4639 E. 3rd Street, Los Angeles, CA 90022. The proposals are being evaluated.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The title report and appraisal were completed.

Completed the request for proposals process for development of the following sites: 4651 E. 3rd Street; 4655 E. 3rd Street; and 4639 E. 3rd Street, Los Angeles, CA 90022. Proposals were evaluated and a developer is being recommended for approval by the Board.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 1KE14A-16      **Jurisdiction:** 1st District  
**Project Title:** Single Family Rehabilitation Loan Program (District 1)  
**IDIS Number:** 10350  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing activity provides loans not to exceed \$20,000 per household. Loan amounts for households approved for energy efficiency may be increased but not exceed \$30,000. Units must be owner occupied, single-family residential units located within the targeted areas of East Los Angeles, Walnut Park and Puente Valley. Improvements are for small scale safety related repairs including, but not limited to, roofing, electrical, plumbing, and lead-based paint hazard measures.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 45      This Year: 23      Cumulative: 44      Ratio: 97.8%  
**Net Expenditures:** Budgeted: \$1,491,198.00      This Year: \$810,115.29      Cumulative: \$1,477,855.00      Ratio: 99.1%

### **Annual Narrative:**

The project performed very well. A total of 23 units were completed during this fiscal year. A total of five projects will be carried over and will be reported in the next period. Pending final sign-off from Building & Safety (B&S). The program is in great demand and adjustments to the program are being proposed to allow for additional repairs, which will ultimately continue to preserve the housing stock.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native - Non-Hispanic	1	0
Asian and White - Non-Hispanic	1	0
Black/African American - Non-Hispanic	1	0
Other Race - Hispanic	1	0
White - Hispanic	19	0
<b>Total</b>	<b>23</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	4	0
Low	4	0
Moderate	15	0
<b>Total</b>	<b>23</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

1444 Mountain Vista Drive	Rosemead	CA	91770	Owners	Extremely Low	\$22,080
731 Big Dalton Ave	La Puente	CA	91746	Owners	Extremely Low	\$26,998
798 S 4th Avenue	La Puente	CA	91746	Owners	Extremely Low	\$10,000
658 S Ditman Ave	Los Angeles	CA	90023	Owners	Low	\$23,104
704 Harding Avenue	Los Angeles	CA	90022	Owners	Low	\$29,550
1145 Willow Avenue	La Puente	CA	91746	Owners	Moderate	\$16,810
13132 Newmarket Street	Whittier	CA	90601	Owners	Moderate	\$20,370
14149 Donaldale Street	La Puente	CA	91746	Owners	Moderate	\$29,850
16437 Doublegrove Street	La Puente	CA	91744	Owners	Moderate	\$29,390
18019 Ghest Street	Azusa	CA	91702	Owners	Moderate	\$18,540
5220 N Vogue Avenue	Azusa	CA	91702	Owners	Low	\$16,000
729 Frandale Ave	La Puente	CA	91744	Owners	Low	\$11,304
1120 Aldgate Avenue	La Puente	CA	91744	Owners	Moderate	\$23,745
1126 Vineland Avenue	La Puente	CA	91746	Owners	Moderate	\$13,710
12966 Arillo Street	La Puente	CA	91746	Owners	Moderate	\$29,635
14209 Dillerdale Street	La Puente	CA	91746	Owners	Moderate	\$17,735
209 Ramada Avenue	Bassett	CA	91746	Owners	Moderate	\$24,610
6042 Hubbard Street	Los Angeles	CA	90022	Owners	Moderate	\$28,110
18664 E Glenlyn Drive	Azusa	CA	91702	Owners	Extremely Low	\$30,000
1004 Grandview Avenue	Rosemead	CA	91770	Owners	Moderate	\$19,749
1318 Luella Drive	Los Angeles	CA	90063	Owners	Moderate	\$19,400
714 N California Avenue	La Puente	CA	91744	Owners	Moderate	\$12,890
768 Millbury Avenue	La Puente	CA	91746	Owners	Moderate	\$27,075

**Total Number of Housing Units Assisted : 23**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	10	0

### Lead Paint Detail:

Number of housing units constructed before 1978	18
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	11
Otherwise exempt	13

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	12
Abatement (Hard costs > \$25,000)	6

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
2	0	8	2	Deferred Payment/Forgiveable Loan	0.00 %	0	\$164,849
3	0	5	3	Deferred Payment/Forgiveable Loan	0.00 %	0	\$109,114
4	0	10	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$226,692
<b>Total</b>	<b>0</b>	<b>23</b>					

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

Five units that were reported completed last fiscal year will be reflected during the next reporting period due to a glitch in the system. Three units are under construction, seven applications are being processed and 13 pre-applications are pending. Ongoing marketing and collaborative marketing events have been planned to ensure that eligible applicants are aware of the

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

program. It is the program's intent to meet the established goals.

**Quarter:** 2      **Accomplishment Quantity:** 8      **Female-Headed Households:** 6

### **Accomplishment Narrative:**

During this period, the project completed eight units, seven units are under construction, and 13 applications are being processed. 15 pre-applications have been approved. Also, two units that were reported completed last fiscal year will be reflected in the 3rd quarter. Ongoing marketing strategies are in place and continue to inform the 1st District communities of the availability of the program. At this pace, the project is expected to meet its projected goal.

**Quarter:** 3      **Accomplishment Quantity:** 5      **Female-Headed Households:** 2

### **Accomplishment Narrative:**

During this period, five units were completed, 11 units are currently under construction, nine applications are being processed, and 30 pre-applications were accepted. Aggressive marketing is ongoing. The project is expected to meet the projected goal and expend all of the budget.

**Quarter:** 4      **Accomplishment Quantity:** 10      **Female-Headed Households:** 4

### **Accomplishment Narrative:**

During this period ten units were completed, five units are currently under construction, 14 applications are being processed and 31 pre-applications were accepted.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601893-16      **Jurisdiction:** 1st District  
**Project Title:** Arizona & Olympic Kitchen & Bathroom Rehabilitation  
**IDIS Number:** 10594  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 6/26/2017 to 6/30/2019  
**Activity Code:** 14C Public Housing Modernization  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project provides for the remodel of the kitchens and bathrooms at the Arizona & Olympic Public Housing Development.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 18      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$500,000.00      This Year: \$331,034.59      Cumulative: \$331,034.59      Ratio: 66.2%

### **Annual Narrative:**

The first part of the project was completed June 2018. This work included the kitchen rehabilitation. The contractor was DHI Construction. This project was carried over to FY 18-19 and will include the second phase for bathroom rehabilitation.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the first quarter, the construction contract was awarded to DHI Construction for \$261,000. The project will start in the second quarter, in October, and be completed in the third quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the second quarter this project began construction, by DHI Construction, for kitchen rehabilitation. This project will be extended and carried over for Fiscal Year 18-19 to complete the rehabilitation of the bathrooms at the Arizona & Olympic Public Housing Development.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, DHI Construction completed nine (9) of eighteen (18) units. The project is scheduled to be completed by July 30, 2018. This is a carryover project.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The first part of the project was completed June 2018. This work included the kitchen rehabilitation. The contractor was DHI Construction. This project was carried over to FY 18-19 and will include the second phase for bathroom rehabilitation.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96125-17      **Jurisdiction:** 1st District  
**Project Title:** Project S.T.A.R. (Studying, Tutoring, and Reading)  
**IDIS Number:** 10740  
**Operating Agency:** County of L.A. Public Library  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides assistance to predominately low and moderate-income "at risk" children to meet their homework and tutorial needs in order to be successful in school.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 175      This Year: 213      Cumulative: 213      Ratio: 121.7%  
**Net Expenditures:** Budgeted: \$90,000.00      This Year: \$90,000.00      Cumulative: \$90,000.00      Ratio: 100.0%

### **Annual Narrative:**

Client visits for all three Homework Centers totaled 11,586, which was down from last year's total of 14,164. We continue to notice increased after-school homework programs in the local schools, which leads to less use of the library Homework Centers. Staff continued to promote the Homework Centers through outreach to teachers and parents. Parents and students expressed their appreciation for the Homework Centers and Homework Center Helpers.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Hispanic	2
American Indian/Alaskan Native - Hispanic	1
Asian - Hispanic	1
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	3
Other Race - Hispanic	103
Other Race - Non-Hispanic	8
White - Hispanic	93
White - Non-Hispanic	1
<b>Total</b>	<b>213</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	2
Extremely Low	163
Low	42
Moderate	6
<b>Total</b>	<b>213</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

There were 2,823 client contacts in this quarter. City Terrace Library hosted a Homework Center Open House, and East Los Angeles Library hosted a special Back to School Storytime to provide information to parents and children about this service.

**Quarter:** 2      **Accomplishment Quantity:** 28

**Accomplishment Narrative:**

There were 3,313 client contacts made during the quarter. The Homework Centers were busy with children going back to school, but slowed down in December due to the holidays.

**Quarter:** 3      **Accomplishment Quantity:** 7

**Accomplishment Narrative:**

There were 2,414 client contacts. East Los Angeles Library was closed for refurbishment from January 29-March 15, 2018, so there was no Homework Center usage at East Los Angeles Library during that time.

**Quarter:** 4      **Accomplishment Quantity:** 178

**Accomplishment Narrative:**

There were 3,038 client contacts. The last day of school was June 7, so Homework Center usage slowed down a lot during this period.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601638-17      **Jurisdiction:** 1st District  
**Project Title:** Project STAR (Sunkist)  
**IDIS Number:** 10678  
**Operating Agency:** County of L.A. Public Library  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides assistance to predominately low and moderate-income "at risk" students to guide them to meet their homework and tutorial needs resulting in students becoming more successful in school.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 60      This Year: 36      Cumulative: 36      Ratio: 60.0%  
**Net Expenditures:** Budgeted: \$40,000.00      This Year: \$35,369.00      Cumulative: \$35,369.00      Ratio: 88.4%

### **Annual Narrative:**

This was the fifth year that Sunkist Library Homework Center was part of Community Development Block Grant (CDBG) Funding. Throughout the year, the Homework Center was open six days a week for a total of 21 hours each week. The Homework Center was open Monday through Thursday from 3pm to 7pm, Fridays 3pm to 5pm, and Saturdays from 12pm to 3pm. We provided homework help for children of all ages, whether they qualified under CDBG parameters or not. Library-funded staff assisted students needing homework help but who did not meet CDBG parameters.

We saw an increase of submitted applications during the beginning of the academic school year when new (and regular) library patrons were first signing up to participate in the Homework Center. As the school year went by, the number of submitted applications dwindled.

- Total number of applications received: 150
- Total number of approved clients: 36
- Total client contacts: 2,234
- Total client accomplishments: 807

The Children's Services and Teen Services Librarians visited schools, classrooms, and school events to promote the Homework Center throughout the year. Despite these efforts, we did not reach our target client goal. The following are factors that may have affected participation:

- The Bassett Unified School District has an after school program called: Think Together. Think Together is a structured program that starts from the moment school lets out and ends at 6pm. This program offers free activities and free homework help to the students who participate. It is easy to see that this program would be appealing to working parents. This program is available for Elementary School-Aged children.

- During the last two quarters of this fiscal year, the library addressed homeless issues and suspicious/illegal activities. This still necessitate routine intervention on the part of law enforcement. Parents may have been reluctant to let their children walk to the library to receive homework help because of this sustained law enforcement presence and illegal activity.

- An increase in temperature particularly in May and June may have affected the number of students willing to walk to our homework center.

- Academic Year ends in May, which had a negative effect on our numbers for May and June.

Despite these setbacks, Sunkist Library Homework Center was very useful and helpful to all the children who participated. Even though the number of qualified CDBG clients were fewer than last year, these clients used the services on a more frequent

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

basis as compared to the previous year. The children were given help with their homework and they were able to successfully complete their assignments. These assignments included many common core subjects such as math, reading, writing, social studies, and science. Overall the subjects that received the most assistance were math (all forms and grade levels) and reading comprehension/vocabulary.

### Direct Benefit (Race/Ethnicity):

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	2
Other Race - Hispanic	34
<b>Total</b>	<b>36</b>

### Direct Benefit (Income):

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	27
Low	6
Moderate	3
<b>Total</b>	<b>36</b>

**Quarter:** 1      **Accomplishment Quantity:** 19

#### Accomplishment Narrative:

During the first quarter, a total of 510 client contacts were provided with the homework support and guidance, while 212 of these contacts were eligible for CDBG. We had a total of 50 new students register for the Homework Center, with 19 of these students being eligible for CDBG.

The following are possible factors that may have had a positive effect on the number of students utilizing the homework center:

- Homework Center Open House - 9/7/17
- Back to school events at local elementary schools
- Continued promotion at outreach events.

**Quarter:** 2      **Accomplishment Quantity:** 6

#### Accomplishment Narrative:

During the second quarter, the Homework Center provided homework assistance and guidance to a total of 774 students. 30 new students registered for the Homework Center. However, in accordance with the CDBG-funding program requirements, only six of those students resided within the unincorporated 1st District service area. In the next quarter, we are planning to continue to reach out to our local schools and look for new ways to reach students in the unincorporated areas to increase participation.

**Quarter:** 3      **Accomplishment Quantity:** 7

#### Accomplishment Narrative:

During the third quarter, a total of 650 client contacts were provided with homework support and guidance; 226 of these contacts were eligible for CDBG. We had a total of 20 new students register for the Homework Center, with five of these students being eligible for CDBG.

The following are possible factors that may have had a positive effect on the number of students utilizing the homework center:

- Availability of print and e-resources to assist with Homework Help
- Continued promotion at outreach events and through our bookmobile within CDBG areas.

The following are possible factors that may have had a negative effect on the number of students utilizing the homework center:

- Parents always ask if our homework center is a one-on-one tutoring service. When the purpose and service provided by the homework center is explained, parents often opt to not to register their child.
- Recently, the library has had an influx of homeless customers and a rise in suspicious/illegal activities. This has necessitated routine intervention on the part of law enforcement. Parents may be reluctant to let their children walk to the library to receive homework help because of this.

In the next quarter, we are planning to continue to reach out to local schools and look for new ways to connect with students to increase enrollment. However, even though school year ends next quarter, we expect enrollment in our homework center to remain consistent.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 4

### **Accomplishment Narrative:**

During the fourth quarter, a total of 300 client contacts were provided with the homework support and guidance, while 120 of these contacts were eligible for CDBG. We had a total of 20 new students register for the Homework Center, with six of these students being eligible for CDBG.

The following are possible factors that may have had a positive effect on the number of students utilizing the Homework Center:

- Promoting Homework Center at faculty meetings and school visits

Conversely, the following factors may have had a negative effect on the number of students utilizing the homework center

- Local school district has an after-school program targeting first through fifth grade students that offer a wide array of services which includes homework help.

In the next quarter, we are planning to continue to reach out to our local schools and build on new partnerships established with local schools from the previous year. We are also planning a Homework Center Open house in early August to register students in our library and drum up attendance.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601827-17      **Jurisdiction:** 1st District  
**Project Title:** Unincorporated Areas Small Business Initiative  
**IDIS Number:** 10692  
**Operating Agency:** Department of Consumer and Business Affairs  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18B ED Direct: Technical Assistance  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing program funds a Small Business District Liaison (“Liaison”) to interact directly and consistently with the community, business associations, and local merchants to receive ongoing feedback on their needs to stimulate local business growth. The Liaison maintains business relationships and provides technical assistance to local business organizations in low- and moderate-income areas.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development

**Performance Indicator:** Businesses

**Quantitative Accomplishments:** Goal: 150      This Year: 452      Cumulative: 452      Ratio: 301.3%

**Net Expenditures:** Budgeted: \$111,000.00      This Year: \$87,322.00      Cumulative: \$87,322.00      Ratio: 78.7%

### **Annual Narrative:**

Annual CDBG Report

The following highlights the accomplishments of the Unincorporated Areas Small Business Initiative Project for Fiscal Year July 1, 2017 and June 30, 2018.

A total of 452 businesses were engaged and / or assisted directly by visiting them, or through workshops and events held throughout Supervisorial District 1.

Small Businesses were informed of the services provided free of charge by Los Angeles County and partner non-profit organizations that can assist them with opening or growing their business in the targeted unincorporated communities in Supervisorial District 1. They were also informed about neighboring communities bringing jobs, goods and services to these communities. Some of the major projects / events held during this time period were as follows:

The Liaison and staff from the Office of Small Business, in conjunction with other Los Angeles County Departments (Public Health, Public Works, Regional Planning, and Community Development Commission) and staff from Supervisorial District 1’s office, worked together as part of the Healthy Design Workgroup to be held on June 16, 2018 in Camina en Walnut Park. The meetings were held every other month; as time drew closer, they were held more regularly to finalize the logistics of the project. The demonstration project aims to implement temporary infrastructure installations that show the different improvements that have been identified for Pacific Blvd. It was put in the Pedestrian Plan, Community Parks and Recreation Plan in order to gather further input on the community preferences to support implementation of permanent improvements. The project will create an engaging community event with programming / entertainment and provide residents / businesses opportunities to connect with the County departments to learn more about resources available to them.

The Liaison, with assistance of staff from the Office of Small Business, launched the Los Angeles County Contracting Centers to assist small businesses become vendors with LA County and get their certifications. The services are being provided in partnership with the Los Angeles Latino Chamber of Commerce made possible through a Citibank grant. The five-weeks Bootcamps will assist businesses to get registered as vendors and get certified with Los Angeles County, as well as other services provided are being offered at 5161 Pomona Blvd., East Los Angeles, CA 90022.

The Liaison participated in multiple business walks, and visited business in the targeted unincorporated Supervisorial District 1 communities with the Business Assistance Manager from the San Gabriel Valley Partnership.

The Liaison held a “How to Open Your Business” workshop for free. 228 individuals/business owners attended the workshops held at the following locations in the targeted and neighboring communities:

- 8/26/2018 – LAC Pico Rivera Public Library, 9001 Mines Ave., Pico Rivera, CA 90660. Attendance 29

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

- 10/19/2018 – Adult Bassett School Career Training Center, 943 Sunkist Ave., La Puente, CA 91746. Attendance: 48
- 2/24/2018 - LAC Terrace Library, 4025 E City Terrace Dr., Los Angeles, CA 90063. Attendance: 42
- 3/22/2018 – LAC Hacienda Heights Library, 16010 La Monde St., Hacienda Heights, CA 91745. Attendance: 43
- 4/18/18 – Southeast LA America’s Job Centers (AJCC) of CA, 2677 Zoe Ave., Huntington Park, CA 90255. Attendance: 7
- 4/26/18 – Pomona Valley AJCC, 264 E Monterey Ave, Pomona, CA 91767. Attendance: 26
- 6/28/18 – Veterans Valley AJCC, 1816 S Figueroa St, Los Angeles, CA 90015. Attendance: 33

The Liaison and/or staff from the Office of Small Business participated in the following workshops and events held in the targeted or neighboring communities within Supervisorial District 1:

- 9/20/2018 – Hosted resource table at El Monte / So. El Monte Chamber of Commerce Business Expo, 10300 Block of Vacco St., El Monte, CA 91733. Constituents visited table: 20
- 4/6/18 – Training on “How to Certify with Los Angeles County” was provided at 133 N Sunol Dr., Los Angeles, CA 90063. In attendance was the Senior Vice President from Citibank, staff from Small Business Development Centers and Los Angeles Latino Chamber of Commerce. Training was provided by the Liaison and two additional staff from the Office of Small Business.
- 4/26/18 – Subcontracting & Certification presentation was given through the LA County Contracting Centers partnered with LA Latino Chamber of Commerce and Citibank. This was held at 333 S Grand Ave., Los Angeles, CA 90071. The presenter was Fernando Nieto from the Office of Small Business on behalf of the Liaison. Attendance: 40
- 6/16/18 – Camina Walnut Park event, 7500-7800 Block of Pacific Blvd., Walnut Park CA 90255. Attendance: 300+

**Quarter:** 1      **Accomplishment Quantity:** 63

### Accomplishment Narrative:

During the first quarter, from July 1, 2017 through September 30, 2017, the Small Business District Liaison (Liaison) was actively involved in the Unincorporated Areas Small Business Initiative, along with the assistance of the Department of Consumer and Business Affairs' Small Business Services Unit. These activities included, but were not limited, to the following:

#### Networking and Public Meetings:

Regularly participated in separate bi-weekly conference calls (Southeast Community, Pomona Community, South El Monte Community, and East LA Community), which were used as a way to strategize, update, or suggest new projects specific to the targeted service areas. The participants of the service calls consisted of staff from the following offices: Supervisor Hilda Solis’ office, CEO, Community Development Commission of Los Angeles County, Department of Public Works, Department of Public Health, Department of Consumer and Business Affairs, and other Los Angeles County Departments.

During this period, the Liaison was in regular contact with various County Departments and potential vendors in the ongoing development of the East Los Angeles Entrepreneur Center. The Center is projected to be opened in the fall and will be located at Centro Maravilla (4716 E Cesar E Chavez Ave., Los Angeles, CA 90022). As part of the process, the Liaison met with Public Works and Building & Safety (July 24, 2017), Regional Planning (July 25, 2017) and Public Health (July 25 and 28, 2017) in order to create a permit panel to assist those looking to open a business. He also met with Registrar Recorder/County Clerk (August 14, 2017) to see if they could set up an onsite Fictitious Business Name Service to help future entrepreneurs set up their business entity and avoid the drive to their Norwalk, LAX or Van Nuys office. He also met with Agricultural Commissioner/Weights and Measure (October 28, 2017) to learn how they interact with small business owners to provide the correct referrals as needed.

The Liaison attended the Cannabis Advisory Work Group on July 10 and July 17 to better understand the recommendations being put forward to the Board of Supervisors and see how they might impact Small Business owners who are interested in opening this type of business in the future.

The Liaison met with the Business Assistance Manager from the San Gabriel Valley Partnership to discuss their recent Community Development Block Grant (CDBG) award and outreach; they will begin to do in Supervisorial District 1 unincorporated areas to help existing business owners and future entrepreneurs. The meeting was to provide the Manager information on the services available by the County and our business survey they could use when doing the business walks in order to obtain feedback. We also spoke about doing joint business walks in the near future.

The Liaison met with the owner of Esco Aerospace on August 16, 2017 along with the Senior Regional Manager from the Los Angeles County Economic Development Corporation, Loan office from the Community Development Commission, and Client

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Advisor from the California Manufacturing Technology Consulting. Purpose of this meeting was to tour their business and assist them with access to capital so they can grow their business.

The Liaison met with a future entrepreneur during a one-on-one counseling on September 11, 2017, to provide assistance with her future business. Her business plan, including financials, were reviewed thoroughly and feedback was provided.

The Liaison met with Principal Engineer and Supervising Civil Engineer regarding preparing a future Americans with Disabilities Act (ADA) Compliance presentation for Small Business owners who have been requesting information in Unincorporated Walnut Park. General information has been provide to the Supervisorial District Manager of this territory to make available in the meantime until the presentation can be created and given.

The Liaison attended the Healthy Design Workgroup meeting, on August 30, 2017, to discuss the Pacific Boulevard (Unincorporated Walnut Park) Revitalization project. In attendance was Public Works, Community Development Commission, Supervisorial District 1 District Manager with staff, and Regional Planning. Discussions revolved around the Pacific Boulevard Pop-Up Urbanism Demonstration Project, Business Outreach, Façade Improvements, Security Camera Installations, and other topics related to improving this business corridor.

The Liaison presented a workshop at Los Angeles County Pico Rivera Public Library located at 9001 Mines Ave., Pico Rivera, CA 90660. The workshop was from 10:30 am – 12:30 pm on August 26, 2017 and had 29 attendees. The workshop was on how to open a business in Los Angeles County and address the following topics: How to become an entrepreneur, Steps to opening a business, Where to seek financing for your business, as well as other related topics. The Los Angeles County Office of the Assessor and Treasurer and Tax Collector also presented information specific to their Departments.

The Liaison hosted an information table at the El Monte/South El Monte Chamber of Commerce Business Expo on September 20, 2017 from 5 – 8 pm. A total of 20 people stopped by the booth for information on what services are available to them.

The Liaison assisted 63 business/constituents, of which 13 were personally visited at their place of business and 49 through the various events the Liaison participated in during this period.

**Quarter:** 2      **Accomplishment Quantity:** 49

### **Accomplishment Narrative:**

During the second quarter, from October 1 through December 31, 2017, the Liaison, was involved in the Unincorporated Areas Small Business Initiative, along with the assistance of the Department of Consumer and Business Affairs Small Business Services unit. These activities included, but were not limited, to the following:

#### Networking and Public Meetings

Regularly participated in separate monthly conference calls (Southeast Community, Pomona Community, South El Monte Community, and East LA Community) which are used as a way to strategize, update, or suggest new projects specific to the targeted service areas. The participants of the services calls consist of staff from the following offices: Hilda Solis Supervisor's office, CEO, Los Angeles Community Development Commission, County Department of Public Works (DPW), County Department of Public Health, County Department of Consumer and Business Affairs (DCBA), and other departments.

During this period, the Liaison met weekly with staff from the DCBA and Workforce Development, Aging, and Community Services (WDACS) to discuss the revamped proposal and provide updates on negotiations with strategic partners, costs, funding, and other key items for the Entrepreneurial Center to be opening in the near future at Centro Maravilla, located at 4716 E Cesar Chavez Ave., Los Angeles, CA 90022.

The Liaison gave a two hour "How to Be an Entrepreneur" evening workshop on October 19th at Adult Bassett School Career Training Center, located at 943 Sunkist Ave., La Puente, CA 91746. The workshop was done in partnership with Supervisorial District 1 and the school's principal. The workshop attendance was 48.

The Liaison met with the business/property owner, located at 16711 E Arrow Hwy, Azusa, CA 91702, at the request of the Supervisorial District 1 District Manager. The Liaison met with and spoke over the phone multiple times with the owner and their design engineer, in order to provide assistance due to their tire shop business being non-compliant. The Liaison explained the need to be compliant or the need to shut down the non-compliant business. They also emphasized the County's willingness to work with them. At this time, the owner is having their engineer draw up plans to see if the changes are not cost prohibitive. Once the plans are completed, the Liaison will schedule a meeting with key departments to review the plans to provide

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

feedback or initial approval prior to them being submitted formally. The last conversation was in mid-December, with the engineer, over the phone to clarify a few points as the plans were continuing to be drawn up.

The Liaison met with the San Gabriel Valley Supervisorial District 1 office on October 24th to finalize the San Gabriel Valley Minority-Owned Business Expo which was held on October 30th at the DPW, located at 900 S Fremont Ave., Alhambra, CA 91803. Businesses through the San Gabriel Valley unincorporated areas were invited for workshops and further assistance in becoming contract ready and gathering information from other County Departments, local Chambers of Commerce, and other services available to them to continue to grow their business.

The Liaison met with the Chapter President of SCORE Association for the Los Angeles area. The first meeting was a conference call on November 20th and the second meeting was in person on November 29th in the Liaison's office at 133 N. Sunol Drive, Los Angeles, CA 90063. SCORE provides free mentoring and workshops to entrepreneurs to help them open and stay in business. The meeting was to see if they were interested in partnering up for the Entrepreneurial Center in East Los Angeles and provide their mentoring and workshops on site, and to partner up in the future for other workshops and projects in District 1.

The Liaison met with the Regional Manager and Community Center Director on November 27th regarding the Entrepreneurial Center in East Los Angeles to discuss the possibility of adding a space for the Registrar Recorders/County Clerk as well as operational work hours among other logistical items not discussed, to try and cover all needs and requirements to the best of our ability prior to the center's opening.

The Liaison met with a Representative from Amazon on November 30th in one of the activity rooms at 133 N. Sunol Drive, Los Angeles, CA 90063. The Small Business Services manager from the DCBA office and the Assistant Director from the Business and Professional Services unit from WDACS also attended. The meeting was to discuss the partnership, which could be developed between the County of Los Angeles and Amazon in providing technical classes and special credits to allow individuals and business how to create websites, applications and other technology-related items. Amazon would provide an amount of credits, which could be distributed on a case-by-case basis, to allow the users to login, start taking online courses, and creating the content. Not all content has a cost. By the County showing how to register and where to go, they would be able to accomplish similar items. Another topic of discussion was bringing in Amazon partners to provide free multi-week workshops at the Entrepreneur Center to further assist the individuals looking to become entrepreneurs by creating their own content and looking to create or update their existing websites to improve their reach via the Internet.

The Liaison attended a Cross Training between various County Departments to further lean and understand the services available by each department to better provide information to the public on December 6th. The meeting was held at WDACS headquarters, located at 3175 W Sixth St., Los Angeles, CA 90020. Other County Departments in attendance were DCBA, Regional Planning and Building & Safety. Staff from the various County Departments listened to DCBA and Regional Planning's services offered. The Liaison presented on the Liaison and Concierge services offered. In the next training, WDACS and Building & Safety will be providing their training on their Departments.

The Liaison met with the Assistant-Registrar/County Clerk, Division Manager, and Assistant Division Manager on December 5th at Centro Maravilla to discuss the ability to provide onsite Fictitious Business Names at the Entrepreneur Center.

The Liaison attended a meeting with Supervising Fire Prevention Engineering Assistant and Head Fire Prevention Engineer on December 19th. The meeting was geared to get Fire Department onboard for the Entrepreneurial Center and to learn more about their role in building plan inspections for entrepreneurs looking to open a new business and how they may be impacted.

The Liaison met with the Business Assistance Manager from the San Gabriel Valley Partnership on December 21st to discuss their recent CDBG award and outreach. They will begin to do in Supervisorial District 1 unincorporated areas to help existing business owners and future entrepreneurs. The meeting was to provide her thorough information on the services available by the County and our business survey they could use when doing the business walks in order to obtain feedback. It was requested that with any surveys obtained, a copy would be made available to the Liaison for further review and follow up on services the businesses they may need. We also spoke about jointly doing business walks starting in late January.

The Liaison assisted 49 businesses/constituents through various events they participated in during this period.

**Quarter:** 3 **Accomplishment Quantity:** 130

### **Accomplishment Narrative:**

During the third Quarter, from January 1, 2018 through March 31, 2018, the Liaison Ernesto Bobadilla, was involved in the

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Unincorporated Areas Small Business Initiative, with the assistance of the Department of Consumer and Business Affairs (DCBA) Small Business Services unit. These activities included, but were not limited, to the following:

Juan's Rotisserie Chicken's landlord, located at 223 S Mednik Ave., Los Angeles, CA 90022, was referred to the Liaison by the Supervisorial District 1 District Manager for guidance on permits and license. The business owner was looking to grow their catering food services by offering equipment rentals (chairs, tables, other) and provide a more complete service to their customers. The Liaison advised the owner what they needed to do to ensure the business was were compliant with all rules and regulations as well as including information on business license and sales / use tax on rental equipment.

The Liaison and staff from Los Angeles County Workforce Development, Aging and Community Services (WDACS) had a follow up meeting with Representatives from Amazon on January 25, 2018 in Koreatown. Further clarification was requested to see how their Amazon Web Services (AWS) platform could be implemented as coding classes and website development at low cost or free for entrepreneurs and small businesses seeking assistance at the Entrepreneur Center.

The Liaison attended the Healthy Design Workgroup meeting on February 5, March 12 and March 28. This was the kick-off meeting and continual meetings for the June 16, 2018 event to be held in Walnut Park. The meeting was attended by staff from Los Angeles County (LAC) Public Health, LAC Public Works, Huntington Park Chief of Police, Global Green, Southern California Association of Governments, LANI, and the Young Women's Christian Organization. Due to the lack of park space available, the project was to demonstrate the added benefits of taking away a car lane. Benefits included the creation of additional jogging/biking/walking space for the community to go out and exercise. One of the meeting included walking along Pacific Blvd. in Walnut Park to visualize the event over 4-5 blocks as the planning continues.

The Liaison met with the owners of Acme Markets to provide assistance with their ongoing project. This was the fourth meeting with them over the last six months. In this meeting, the owners were looking for a larger space since the current space they were working with in East LA was too small and they planned to outgrow in 2-3 years. They were referred to the Los Angeles Economic Development Corporation for assistance in finding a location. They were also provided a list of rebates offered by the State of California for them to take into consideration as they design their manufacturing plant to maximize these rebates by meeting the requirements. They were also reconnected to WDACS. As they move forward and look towards hiring, they also leverage their services.

The Liaison met with the Executive Director and Program Coordinator with the Los Angeles Latino Chamber of Commerce on February 7, 2018. The meeting was to prepare for an upcoming program launch of the Contracting Centers which will assist existing business become contract ready so they may bid on opportunities with Los Angeles County. The program will provide hand on assistance with the process, including but not limited to: credit repair, access to capital, and certifications. These services will be available to all businesses in the First District. As the Liaison continues to move with the opening of the center, there has been ongoing communication and a programmed three hour training for April 6, 2018 at 133 N Sunol Ave., Ste. 114, Los Angeles, CA 90063.

The Liaison met with the Director with the Pacific Coast Regional / Small Business Development Center on February 8, 2018.

The Liaison assisted in the Office of Small Business' Quarterly Contracting Connections event bringing 450 business, of which includes many local small businesses. The event allows these businesses to network with fellow business owners and small business advocates from Los Angeles County, the State of California and Federal Government, among other local strategic partners who provide a variety of resources to succeed and win government contracts. The event also provides workshops to assist businesses in succeeding. Of the 450 local businesses which attended this event, 6 were local small businesses located in unincorporated District 1 serving the low to middle income communities.

The Liaison presented a free two hour intro to business workshop on February 24, 2018 from 10:30 am – 12:30 pm at LAC City Terrace Library located at 4025 E City Terrace Dr., Los Angeles, CA 90063. In attendance were 42 entrepreneurs and business owners at the beginning stages of forming their business.

The Liaison attended a three day Orientation to Basic Principles of County Contracting held on March 1, March 8, and March 15. The benefit of taking the training is for the Liaison to be able to accurately provide information and explain the contracting process to businesses, in District 1, who are looking to contract with LA County.

The Liaison, on March 13, 2018, went out on a business walk with San Gabriel Valley Partnership's Business Assistant Manager in unincorporated San Gabriel Valley. A total of ten businesses were visited advising them of the services available and took in feedback of possible needs they may have. Of these businesses, many did not have the LA County's new



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

mandatory minimum wage poster and left them open to be fined. The Liaison advised them he would return to provide them the required posters to ensure they are not fined.

Regularly participated in separate monthly conference calls (Southeast Community, Pomona Community, South El Monte Community, and East LA Community) which are used as a way to strategize, update, or suggest new projects specific to the targeted service areas. The participants of the services calls consist of staff from the following offices: Hilda Solis Supervisor's office, CEO, LAC Community Development Commission, LAC Dept. of Public Works, LAC Dept. of Public Health, LAC Consumer and Business Affairs, and other departments as needed depending on the projects being implemented and need for feedback.

The Liaison had a conference call with the Senior Vice President & Southern CA Market Manager from Citi (Citigroup Investment Banking Company) on March 7 and 12. The call was a follow up and in preparation for the launch of the Contracting Centers. Programming, event launch, marketing plans and budgets were discussed in preparation for the launch. One of the centers will be located at 333 South Grand Ave #3310, Los Angeles, CA 90071, in order to provide the services locally.

The Liaison presented a free two hour Intro to Business workshop on March 22, 2018 from 10:30 am – 12:30 pm at LAC Hacienda Heights Library located at 16010 La Monde St., Hacienda Heights, CA 91745. Even though the workshop was held in unincorporated Hacienda Heights neighborhood which does not meet the low to middle income target service areas, it was held at this venue due to the ability to have it for free and provide to the neighboring unincorporated communities which do fall in the target service areas in District 1. In attendance were 43 entrepreneurs and business owners.

The Liaison presented a free two hour intro to business workshop on March 22, 2018 from 10:30 am – 12:30 pm at the American Job Center of CA located at 5301 Whittier Blvd., Los Angeles, CA 90022. In attendance were 23 entrepreneurs and business owners.

The Liaison has had multiple calls and emails in March with the Regional Director of Opportunity Fund on March 22, 2018. The call was to prepare for the upcoming program launch of the Contracting Centers which will assist existing business become contract ready so they may bid on opportunities with Los Angeles County. Opportunity Fund will be providing access to capital to help small business owners be contract ready. These services will be available to all businesses in the First District. The Director will be presenting at the April 6th training to advise of the exact services and how to make them available to the clients who need access to capital.

The Liaison has been in contact with the Vice President of Business Development and local Manager from Clearpoint, A division of Money Management International, via email during the month of March. The calls were to prepare for the upcoming program launch of the Contracting Centers. Clearpoint will help small business owners with credit repair, as needed, to get them contract ready.

During this period, the Liaison had semi-regular conference calls with staff from the Department of Consumer Business Affairs (DCBA) and Workforce Development, Aging, and Community Services (WDACS) to discuss the revamped proposal and provide updates on negotiations with strategic partners, costs, funding, and other key items for the Entrepreneurial Center to be opening in the near future at Centro Maravilla located at 4716 E Cesar Chavez Ave., Los Angeles, CA 90022.

The Liaison met with the Engineering firm hired by the business / property owner located at 16711 E Arrow Hwy, Azusa, CA 91702 at the request of Supervisorial District 1 District Manager. The Liaison provided guidance as they prepared the plans to present to Regional Planning for approval to proceed with the construction of a new Tire Shop that would replace the existing Tire Shop which is not in compliance. The meeting between the business / property owner, their engineer, and LAC Regional Planning is scheduled for April 5, 2018.

The Liaison had multiple calls and email exchanges with the Chapter President of SCORE for the Los Angeles area. The ongoing communication was to continue to form a strategic partnership where SCORE provides mentoring to entrepreneurs and small business owners which are referred to them through the workshops. SCORE also helps in promoting the intro to business workshops.

The Liaison assisted 130 businesses / constituents during this period.

**Quarter:** 4 **Accomplishment Quantity:** 210

**Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

During the fourth Quarter, from April 1, 2018 through June 30, 2018, Liaison was involved in the Unincorporated Areas Small Business Initiative, along with the assistance of the Department of Consumer and Business Affairs Office of Small Business. These activities included, but were not limited, to the following:

### Community Meetings

4/19/18 – The Liaison, in conjunction with other additional support staff from the Department of Consumer and Business Affairs, Treasurer & Tax Collector, Workforce Development, and Aging and Community Services held the Business Registry Roundtable at the East LA Library (4837 E 3rd Street, Los Angeles, CA 90022) to discuss with local business owners the intended program and field questions and concerns. Local small business owners and community business leaders attended the meeting to learn, discuss, and provide feedback. There were a total of 30 in attendance.

4/25/18 – Speaking engagement at the East LA Chamber of Commerce monthly member meeting to present on the Business Registry program. The meeting was held at 4645 E Cesar Chavez Ave., Los Angeles, CA 90022. There were 35 members of the Chamber of Commerce in attendance.

### Businesses visited

4/2/18 – In partnership with the Business Assistance Manager from the San Gabriel Valley Economic Partnership (non-profit organization which provides free, individualized support to businesses located in or relocating to the San Gabriel Valley in order to facilitate their success) visited ten business in unincorporated San Gabriel Valley located along the 1300-1600 Blocks of Potrero Grande Dr., Rosemead, CA 91770. Advised the businesses of the available resources through both organizations. Left literature noting the resources and workshops available.

4/12/18 – In partnership with the Business Assistance Manager from the San Gabriel Valley Economic Partnership, the Liaison visited 14 business in unincorporated Valinda located along the 500 North Block of Azusa Ave, La Puente, CA 91744. Advised the businesses of the available resources through both organizations. Left literature noting the resources and workshops available.

### Businesses Assisted directly

4/5/18 – Coordinated and participated in a meeting between the Business Owner of Baja Tires (16711 Arrow Hwy, Azusa, CA 91702), their Engineer, and LAC Regional Planning to review site plan to ensure compliance prior to the business owner submitting formal plans to Regional Planning and Building and Safety for permits. Ongoing phone calls and emails exchanges continued through June 27, 2018 when they now had question which will need to be directed to LAC DPW and B&S. Addressed the site plans with the concerns related to possible code violations to a Senior Civil Engineer with LAC Dept. of Public Works Building and Safety for review and feedback. This business was referred to DCBA by a District Manager from the Supervisorial District 1 office.

4/9/18 – Provided one-on-one counseling to Mr. Ornelas, who was a referral from Supervisorial District 1 office. Counseling provided included, but was not limited to, expanding their business and government certifications. Due to their interest in government contracting, they were referred to our Procurement Technical Assistance Center (PTAC) for further assistance with government contracting at the Federal and State level. The PTAC staff provided additional one-on-one counseling on the noted topics.

5/18/18 & 6/4/18 – Provided assistance, on the noted dates, between Acme Market and LAC Department of Public Health to assist the business owner with challenges they'd come across with their canning equipment and possible missing certifications. This was as a referral from the Supervisorial District 1 office. The assistance has been ongoing as they continue their progress to open a canning business in East Los Angeles.

6/25/18 – Met with the President of East Los Angeles Dog and Cat Hospital at 5655 Whittier Blvd, East Los Angeles, CA 90022 as a referral from LA Economic Development Corporation. Information was provided on the various resources available to his business, and recommended the President to meet with our Procurement Technical Assistant Center and Certification Business Counselor for further assistance in government contracting and getting certified with Los Angeles County.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Projects / Programs:

The Liaison, DCBA staff, and upper management participated in numerous meetings, calls and emails relating to the Entrepreneur Center which will be located at 4716 E Cesar Chavez Ave, Los Angeles, CA 90022. The participants in the various meetings, emails and calls were from the Supervisorial District 1 office, LAC Public Works, B&S, and LAC Internal Services Department. Specifically, meetings were held on June 11, 2018 and June 20, 2018 to discuss the new layout of the Entrepreneur Center and review provided building plans.

Los Angeles County Contracting Centers (CCC) is a partnership with DCBA, Small Business Development Centers, Los Angeles Latino Chamber of Commerce (LALCC) and Citibank. The Liaison, in conjunction with the Office of Small Business, organized and held an event on May 3rd to officially launch the LACCC. The event was held at 801 E Carson St, Carson, CA 90745 and over 350 small businesses attended the event, which consisted of workshops, resource tables and networking component allowing small businesses to meet and interact with key procurement staff. As a result of the launch of the CCC, LALCC is providing five weeks Bootcamp courses to get small businesses registered as vendors with LA County and get the appropriate certifications, in addition to one-on-one counseling. The bootcamps and counseling sessions started in May 2018 and are being held at 5161 Pomona Blvd., Ste. 108, Los Angeles, CA 90022. The first bootcamp graduated 11 small businesses.

The Liaison, with support of staff from the Office of Small Business, attended logistical meetings in preparation for the Camina Walnut Park event held on June 16, 2018. The Healthy Design Workgroup meetings were held on April 25, 2018, May 1, 2018, and May 30, 2018. The meetings were also attended by staff from LAC Public Health, LAC Public Works, Huntington Park Chief of Police, Global Green, Southern California Association of Governments, Los Angeles Neighborhood Initiative (LANI), and the Young Women's Christian Organization. On May 21, 2018 and May 29, 2018, staff from the Office of Small Business in conjunction with LANI and other members of the workgroup, visited over 100 businesses to connect with them, advise them of the upcoming event, drop off posters and flyers, and seek their participation in the upcoming 6/16/18 event date. The event was held successfully on 6/16/18 and over 300 local residents and businesses participated learning about the plan and resources available to residents and businesses offered by various government and non-profit organizations.

### Other

- 6/15/18 – Participated in panel to provide feedback to graduates of LA County Contracting Centers' Bootcamp. The event was held at 5161 Pomona Blvd., Ste. 108, Los Angeles, CA 90022. The first bootcamp graduated 11 small businesses. Additional details provided below in Projects and Programs.

The Liaison and /or staff from the Office of Small Business assisted approximately 210 businesses / entrepreneurs during this period.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601899-17      **Jurisdiction:** 1st District  
**Project Title:** Rimgrove Park Recreation Program  
**IDIS Number:** 10782  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The new Teen Club program offered at Rimgrove Park is designed to meet the needs of low- and moderate-income families, from the targeted unincorporated areas of the County of Los Angeles First Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 10      This Year: 27      Cumulative: 27      Ratio: 270.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$12,469.00      Cumulative: \$12,469.00      Ratio: 62.3%

### **Annual Narrative:**

1,141 contacts were accomplished from 27 new and returning clients. Goals were exceeded.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
American Indian/Alaskan Native & White - Hispanic	1
Black/African American - Non-Hispanic	1
Other Race - Hispanic	15
White - Hispanic	9
<b>Total</b>	<b>27</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	1
Extremely Low	2
Low	11
Moderate	13
<b>Total</b>	<b>27</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Rimgrove Park enrolled three new clients and had 77 duplicated client contacts. The Teens participated in a Teen Summit and enjoyed having a game night, a movie night on a jumbo screen, as well as playing kickball on the baseball field. There were no

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

activities in July and August due to the summer school break.

**Quarter:** 2      **Accomplishment Quantity:** 19

**Accomplishment Narrative:**

Ringrove Park enrolled 16 new clients and had 86 duplicated client contacts. The Teen Night participants enjoyed various sports activities including kickball and volunteering at Thanksgiving Dinner and Sports Winter Camp. The program held a Mario Bros. Tournament and had a potluck party. The teens played Minute-to-Win It, Christmas, and Board games throughout this season, and many of them joined singing Karaoke.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Ringrove Park served seven new clients and had 519 duplicated client contacts. The new clients were submitted during the reporting period, but they were un-submitted at the time of submitting the third quarterly report due to the system error. They will be reported in the fourth quarter. Teens enjoyed various activities provided by the program, such as movie nights, video games, sports, team building exercises, and other outdoor games. As the result, the number of the Community Development Block Grant (CDBG) participants has increased more than twofold from 10 to 25. Teens volunteered at the Easter Egg Hunt and went on a field trip to the Universal Studios.

**Quarter:** 4      **Accomplishment Quantity:** 8

**Accomplishment Narrative:**

Ringrove Park served seven new clients and had 459 duplicated client contacts. Teens participated in a field trip to Disneyland on April 5, and 19 clients participated in games and activities during the El Dia de los Ninos 2018 event. Teens also volunteered in the Parks After Dark (PAD) events and spread the news about the CDBG program. Now, most of the clients are entering high school as freshmen and taking Advanced Placement classes. Two teens graduated from high school and are going to a college next fall.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601829-17      **Jurisdiction:** 1st District  
**Project Title:** Salazar Park Recreation Program  
**IDIS Number:** 10693  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing educational and recreational program offered at Salazar Park is designed to meet the needs of low- and moderate-income families, from the targeted unincorporated areas of the County of Los Angeles First Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 145      This Year: 66      Cumulative: 66      Ratio: 45.5%  
**Net Expenditures:** Budgeted: \$42,000.00      This Year: \$37,678.00      Cumulative: \$37,678.00      Ratio: 89.7%

### **Annual Narrative:**

4,871 contacts were accomplished from 66 clients. The Park staff reported difficulties in enrolling applicants who resided outside of census tract areas as the main reason for underachievement. Therefore, not all of them were eligible for participation. The staff is hoping that the newly purchased items will help to enhance the service, attract more clients from the surrounding area, and strengthen the achievement of goals.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Hispanic	2
American Indian/Alaskan Native - Hispanic	7
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	4
Other Race - Hispanic	9
White - Hispanic	41
White - Non-Hispanic	2
<b>Total</b>	<b>66</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	63
Low	3
<b>Total</b>	<b>66</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

Salazar Park enrolled 36 new clients and had 1045 duplicated client contacts. Clients will be reported in the 2nd Quarter. The Community Development Block Grant (CDBG) activities started in September. The After School Club worked on wood squirrels and piñata crafts. Clients received homework assistance and participated in outdoor activities. Most of the parents expressed their appreciation with homework assistance offered for their children, since the parents don't speak English at home. The clients in the Senior Program enjoyed crafts and dances that kept them socially engaged and physically active.

**Quarter:** 2      **Accomplishment Quantity:** 47

### Accomplishment Narrative:

Salazar Park enrolled 11 new clients and had 1582 duplicated client contacts. Afterschool Program clients had a Christmas visit from Santa with a lot of fun activities and toys. The Seniors joined a Christmas event with lots of holiday cheers and performed a dance for the rest of the attendees. During this reporting period, the Seniors enjoyed dancing and singing with live entertainment that encouraged them to improve their physical strength and build their self-esteem.

**Quarter:** 3      **Accomplishment Quantity:** 12

### Accomplishment Narrative:

Salazar Park enrolled 14 new clients and had 1,137 duplicated client contacts. The Park held a Valentine's Dance. The clients participated in Loteria (Mexican bingo), crafts, board games, knitting, and ceramics classes. The Park continued to promote the CDBG Park Programs to the community to meet the annual goals.

**Quarter:** 4      **Accomplishment Quantity:** 7

### Accomplishment Narrative:

Salazar Park enrolled four new clients and had 1,107 client contacts. Special holiday celebrations included: Mother's Day, Father's Day, and Cinco de Mayo. Clients attended well-received health sessions on Emergency Preparedness, Stress Reduction, Senior Nutrition, Protection from Mosquito-Borne Illness, and Hydration. One of the Senior clients was recognized for an outstanding volunteer service at the 53rd Annual Older Americans Recognition Day Awards Luncheon at the Music Center in May. It was a well-deserved reward for the client's outstanding volunteering service.

With Community Development Block Grant (CDBG) assistance, the program purchased items for seniors, such as two pool tables, sound box speakers and folding chairs, shelving units, cubbies storage, balls, and a video gaming system for afterschool program. All purchased items will be utilized by the program participants who in turn will benefit from improved quality of the service.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601897-16      **Jurisdiction:** 1st District  
**Project Title:** Security Cameras at Ruben Salazar Park  
**IDIS Number:** 10618  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 5/16/2017 to 6/30/2019  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide for the installation of a turn-key video surveillance system including the installation of eight (8) high definition cameras at Ruben Salazar Park. Improvements will serve as a deterrent to criminal activity and will provide a safer environment within the Unincorporated area of East Los Angeles.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 16,255      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$95,157.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

The project could not be completed during this fiscal year due to an extensive solicitation process that resulted in modifications of specifications as well as cancellation of requisition orders. As a result, the purchase order could not be approved and awarded as the previously expected. However, in the end of the fiscal year, the project was awarded, and now it is well set up for completion.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During this reporting period, the Department of Parks and Recreation started soliciting for a bid to perform the work specified in requisition RQN# 18002454; submitted to Internal Systems Department (ISD) on eCAPS on July 5, 2017. The RQN was modified September 12, 2017 and September 28, 2017, and now it is waiting for the final approval. After the bidders responses are finalized, the project will move to the next stage.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During this reporting period, RQN #18002454 was again modified and got a final approval on December 22, 2017. Now, a bid walk is scheduled for January 26, 2018. The Notice to Proceed (NTP) will be forthcoming after the bid walk.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During this reporting period, the Department of Parks and Recreation started soliciting bids to perform the work specified in RQN# 18002454. However, after receiving the bidders' responses, the RQN was cancelled on March 12, 2018 due to budgetary constraints. A new RQN# 18029858 was created on March 21 and received final approval. A bid walk is scheduled for April 10, 2018. After the bidders' responses are finalized, the project will be awarded and the construction phase will tentatively start in mid-May. We anticipate completing the construction phase by late May or mid-June.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Payments and requests for reimbursements will most likely not be processed until after mid-June.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

A bid walk was performed on April 19, 2018. After the final evaluation of solicitation responses, a purchase order, PO-PK-18325274 was issued and the project was awarded to Convergent Technologies LLC, V#172804 on May 24, 2018. The construction phase has commenced with a pre-construction meeting and ordering of material. We anticipate completion of the construction phase by end of July. After all the financial documentation is provided, we plan to ask for reimbursement in the first quarter of the new fiscal year.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601826-17      **Jurisdiction:** 1st District  
**Project Title:** Valleydale Park Recreation Programs  
**IDIS Number:** 10691  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing educational and recreational CDBG programs offered at Valleydale Park are designed to meet the needs of youth from low-to-moderate income households, of the unincorporated areas of the County of Los Angeles First Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 135      This Year: 81      Cumulative: 81      Ratio: 60.0%  
**Net Expenditures:** Budgeted: \$35,000.00      This Year: \$27,747.00      Cumulative: \$27,747.00      Ratio: 79.3%

### **Annual Narrative:**

23,769 contacts were accomplished from 81 clients. Although the program had difficulties in reaching its goals due mainly to transfer and shortage of staff, this year's client enrollment increased approximately three times over the last year's goals achievement.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	5
Asian - Non-Hispanic	2
Black/African American & White - Hispanic	1
Black/African American - Non-Hispanic	2
Other Race - Hispanic	23
Other Race - Non-Hispanic	2
White - Hispanic	40
White - Non-Hispanic	6
<b>Total</b>	<b>81</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	5
Extremely Low	5
Low	52
Moderate	19
<b>Total</b>	<b>81</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 45

**Accomplishment Narrative:**

Valleydale Park enrolled 45 new clients and had 4,590 duplicated client contacts. After School participants enjoyed tutoring with homework, crafts, drama activities, snacks, and getting to know other participants in physical activities such as basketball and other sports. Many clients were enrolled in the program due to the fact that the parents were pleased with the quality of services offered by the program and that other parents spoke highly of the program.

**Quarter:** 2      **Accomplishment Quantity:** 19

**Accomplishment Narrative:**

Valleydale Park enrolled 19 new clients and had 7,465 duplicated client contacts. During this reporting period, the Afterschool Program clients received assistance with reading and homework. Many parents expressed their gratitude for providing homework assistance and keeping kids involved in many physical activities. The Afterschool Program held the Christmas Party and every kid got a toy.

**Quarter:** 3      **Accomplishment Quantity:** 10

**Accomplishment Narrative:**

Valleydale Park enrolled eight new clients and had 6,426 duplicated client contacts. Afterschool clients participated in hands on activities to stimulate their minds and creativity. Teen sessions consisted of speaking about education and planning for their future as well as giving back to the community by visiting and making packages for the elderly. Continued to promote the Community Development Block Grant (CDBG) Park Programs to the community.

**Quarter:** 4      **Accomplishment Quantity:** 7

**Accomplishment Narrative:**

Valleydale Park enrolled seven new clients and had 5,288 client contacts. At the end of the year, the participants celebrated their achievements and were joined by their parents who provided snacks to all the kids. Parents praised the program staff for positive change in their children's behavior at home and school.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601975-17      **Jurisdiction:** 1st District  
**Project Title:** 3rd and Dangler Storm Drain Relocation - Design  
**IDIS Number:** 11012  
**Operating Agency:** Department of Public Works  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 5/22/2018 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for the design of architectural and engineering plans for the relocation of a storm drain at 3rd and Dangler Ave in the unincorporated First District community of East Los Angeles to accommodate future housing development.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,085      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$250,000.00      This Year: \$1,555.00      Cumulative: \$1,555.00      Ratio: 0.6%

### **Annual Narrative:**

For the Fiscal Year (FY) 2017-18 program year, a kick off meeting was held in May 2018 to discuss the design requirements for the project.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The design specifications are expected to be completed during the FY 2018-19 program year.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601894-16      **Jurisdiction:** 1st District  
**Project Title:** Community Signage Project  
**IDIS Number:** 10792  
**Operating Agency:** Department of Public Works  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 6/15/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This project provides for community and street signage in CDBG eligible, low-and moderate income unincorporated areas within the West San Gabriel Valley.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 54,668    This Year: 54,668    Cumulative: 54,668    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$140,000.00    This Year: \$21,047.00    Cumulative: \$21,047.00    Ratio: 15.0%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$368,000.00
<b>Total Leverage Funds</b>	<b>\$368,000.00</b>

### **Annual Narrative:**

During the Fiscal Year (FY) 2017-2018, the Department of Public Works' Operational Services Division fabricated and installed community and street signage in the low- and moderate-income level areas of the unincorporated West San Gabriel Valley. The unincorporated areas of the West San Gabriel include the communities of East Valinda (San Jose Hills), South San Gabriel, Valinda, South El Monte, West Puente Valley, Bassett, North Whittier just to name a few. All community street signage was installed as planned. The erection of the street signage established community identity by its high visibility and aesthetic signage improvements.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, Public Works has conducted a field survey to identify the locations and the number of signs to fabricate and install. The vendor is expected to deliver fabricated signs by the end of November 2017. Installation will start around the second week of December 2107. Public Works will continue to have the signs fabricated and installed in other areas identified as low- and moderate-income level as indicated in Exhibit A of this project.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

As of the end of the second quarter, fabrication and installation of signage for the communities of East Valinda (San Jose Hills), South San Gabriel, Valinda and South El Monte are expected completion by the end of January 2018. Fabrication of signs for West Puente Valley and Bassett is currently underway. Installation of street signage in these remaining communities is expected to be completed by the end of March 2018 which will be reported in the third quarter report.

**Quarter:** 3      **Accomplishment Quantity:** 54,668

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

As of the third quarter, fabrication and installation of signage for the communities of East Valinda (San Jose Hills), South San Gabriel, Valinda and South El Monte were completed January 2018. Fabrication and installation of signage for West Puente Valley and Bassett were completed in March 2018. Fabrication of signage in North Whittier is currently underway and expected to be installed by June 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Fabrication and installation of the signage was completed in the North Whittier. These improvements have enhanced the community's visibility and identity. This project is now completed.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601956-17      **Jurisdiction:** 1st District  
**Project Title:** Code Enforcement - First District  
**IDIS Number:** 10835  
**Operating Agency:** Department of Regional Planning  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 1/22/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new code enforcement program aids in arresting the decline of primarily residential, low-moderate income census tracts/block groups in the unincorporated areas of the First District, which have been deemed to be deteriorating or deteriorated.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 209,980    This Year: 209,980    Cumulative: 209,980    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$188,000.00    This Year: \$188,000.00    Cumulative: \$188,000.00    Ratio: 100.0%

### **Annual Narrative:**

For this program year, overall quality of work in Code Enforcement has improved due to the increase in technological support and better operating practices. Identifying deteriorating conditions, in conjunction with other rehabilitation and public improvement projects, has helped to improve the health and well-being of residents in the unincorporated areas of the 4th District.

No leverage funds were used for this project.

**Quarter:** 3      **Accomplishment Quantity:** 209,980

### **Accomplishment Narrative:**

In the third quarter of Fiscal Year 2017-2018, the Department of Regional Planning staff achieved compliance on 111 cases, opened 259 cases, and conducted 499 inspections. Regional planning staff attended two community meetings during this reporting period.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the fourth quarter, Department of Regional Planning staff achieved compliance on 173 cases, opened 340 cases, and conducted 681 inspections. Regional Planning staff attended three community meetings.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601929-17      **Jurisdiction:** 1st District  
**Project Title:** ALPR Mobile Cameras - East Los Angeles  
**IDIS Number:** 10841  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 2/27/2018 to 6/30/2019  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for the purchase of two mobile Automated License Plate Recognition (ALPR) cameras to be used primarily residential areas of unincorporated East Los Angeles to deter criminal activity and traffic violations and assist with providing a safer community environment.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 122,849    This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$50,000.00    This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

There is still no funding for this project.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This grant was executed February 18, 2018. However, there is no activity this quarter. Funding will be available the new fiscal year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There is no funding available.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601907-17      **Jurisdiction:** 1st District  
**Project Title:** ALPR Stationary Cameras - East Los Angeles  
**IDIS Number:** 10840  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 2/27/2018 to 6/30/2019  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for the purchase and installation of Automated License Plate Recognition (ALPR) cameras in strategic areas of unincorporated East Los Angeles to deter criminal activity and traffic violations and provide a safer community environment.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 15,650      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$123,639.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

No funding until the new fiscal year.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This grant was executed February 18, 2018. However, there is no activity this quarter. Funding will be available the new fiscal year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There is still no funding.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601937-17      **Jurisdiction:** 1st District  
**Project Title:** Bike Patrol Pilot Program - Whittier Boulevard  
**IDIS Number:** 10842  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 2/27/2018 to 6/30/2019  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides one-time funding for enhanced Crime Prevention through the Sheriff's Bike Patrol along Whittier Boulevard in the unincorporated East Los Angeles areas between Garfield Avenue to the East and West to Indiana Street.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 53,004      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$60,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

There is still no funding available for this project.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This grant was executed February 18, 2018. However, there is no activity this quarter. Funding will be available the new fiscal year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No funding available.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601938-17      **Jurisdiction:** 1st District  
**Project Title:** Enhanced Patrol - Walnut Park  
**IDIS Number:** 10848  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 3/14/2018 to 6/30/2019  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides one-time funding for enhanced Sheriff patrol presence for the residential areas in the unincorporated community of Walnut Park.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 16,685      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$60,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Los Angeles County Sheriff's Department (LASD) does not have the internal funds to support the program yet until the next fiscal year, starting July 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

An extension was requested, but the QPR and Expenditure Reports (even with no activity or zero claim) are still required to be completed.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This grant start period is March 14, 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601936-17      **Jurisdiction:** 1st District  
**Project Title:** Equestrian Patrol Pilot Program  
**IDIS Number:** 10851  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 3/20/2018 to 6/30/2019  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides one-time funding for enhanced Equestrian Patrol in the unincorporated areas of Bassett, Avocado Heights, North Whittier, and West Valinda.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 21,720      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$60,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Project deployment will begin in July.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No information to report.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project deployment expected for Fiscal Year (FY) 2018/2019.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601841-16      **Jurisdiction:** 1st District  
**Project Title:** Security Cameras - Unincorporated Walnut Park  
**IDIS Number:** 10591  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 2/16/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide for the installation of two (2) high definition cameras at the intersections of Pacific Boulevard and Florence Avenue, and Pacific Boulevard and Grand Avenue to deter criminal activity and traffic violations and provide a safer environment within the unincorporated areas of Walnut Park.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 16,685      This Year: 16,685      Cumulative: 16,685      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$0.00      Cumulative: \$50,000.00      Ratio: 100.0%

### **Annual Narrative:**

The contractor has supplied us with all of the documentation we needed to close out the grant. Although this will close out the grant, the cameras are covered under warranty for the next four years and have quarterly maintenance as part of the contract.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

By the end of the first quarter in 2017, 95% of the project has been completed. Two high definition Pan, Tilt, Zoom (PTZ) Cameras have been installed and are fully functional. The wireless radios and Cisco switch located on the South Gate Water tower have been aligned and programmed. The final step is to program the server to accept the new video feeds and add the cameras to the network video recorder. These steps will be complete by November 3, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The work is complete, but payroll paperwork is pending. Project closeout will occur once the paperwork has been completed.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Installation of cameras and related equipment have been completed. Awaiting finalization of all closing documents, and will request a review of the project file by Community Development Commission (CDC).

**Quarter:** 4      **Accomplishment Quantity:** 16,685

### **Accomplishment Narrative:**

The cameras are working as planned. We are noticing a reduction in the number of calls service, regarding vehicles performing illegal stunts and racing on Pacific Boulevard. There has also been a visible reduction in the amount of prostitution occurring on Pacific Blvd near Walnut Street.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601756-17      **Jurisdiction:** 1st District  
**Project Title:** Empowerment for Victims of Domestic Violence  
**IDIS Number:** 10685  
**Operating Agency:** East Los Angeles Women's Center  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05G Battered and Abused Spouses  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program, Promotoras Contra La Violencia, provides an 8-week educational and support group to increase the knowledge of sexual assault, domestic and dating violence. This program is offered at churches, schools, community centers or housing developments. Program topics include grief and loss, domestic violence, stalking, Post-Traumatic Stress Disorder, reporting a sexual assault, teen dating violence, and healing from trauma. The support group consists of participants who are victims of domestic violence residing in East Los Angeles.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 40      This Year: 81      Cumulative: 81      Ratio: 202.5%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$46,252.00      Cumulative: \$46,252.00      Ratio: 92.5%

### **Annual Narrative:**

During the grant period Promotoras convened a total of ten educational and support groups consisting of eight sessions each to 80 Latina women. The educational support groups provided opportunities for participants to discuss issues that are usually not voiced by Latinas. The extended number of contacts at each session made to participants by Promotoras provided an opportunity for women to connect with one another, build a safe space, allow them to engage, reflect, and practice self-care. Participants were educated on domestic violence, sexual assault and mental health topics that included depression, anxiety, self-esteem and Post-Traumatic Stress Disorder (PTSD). During these groups participants often disclosed information about their own victimization. Those who made disclosures were offered services at East Los Angeles Women's Center (ELAWC). The support groups provided a service within the communities and broke barriers and isolation of those who have been historically silenced. Women in the support groups shared that during the support groups they found strength by connecting to other participants. While every survivor's experience is unique, being in a group with other women who have had the same journey, speak the same language, share a culture and have similar experiences was a powerful form of support and validation. The Promotora support groups promoted a feeling of empowerment, as survivors saw each other's strengths and gained hope.

#### A survivor's testimony:

Attending the Promotora support group has empowered me in a way I never imagined. Thanks to the information I've received, I know what is inappropriate. Now, in an affirmative way, I can tell the men at my work to stop making flirtatious remarks. When I'm at work, I'm no longer afraid of the supervisor, or of being fired. After completing the support group, I realized that I also needed to heal and receive counseling. The dialogue among the women in the training made me feel comfortable and allowed a space for me to share my story without being judged or blamed. Thanks to the staff and the therapy, I received at ELAWC, I feel I have begun to heal, and to feel truly free.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Other Race - Hispanic	80
Other Race - Non-Hispanic	1
<b>Total</b>	<b>81</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 24

**Accomplishment Narrative:**

During the first quarter, Promotoras continued to provide outreach to schools, churches, recreational parks, parent centers and libraries. During outreach, Promotoras reached out to women who are isolated, alienated and silent about domestic violence and sexual assault to participate in the eight week women's support group. During this reporting period, Promotoras facilitated three support groups in the unincorporated East Los Angeles and surrounding areas. Participants had the opportunity to engage in conversations that allowed them to share their stories without being judged but instead supported.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

In an attempt to reduce the incidence of domestic violence and sexual assault, the East Los Angeles Women's center continued offering Support Groups for women in rural communities. During this reporting period, Promotoras were able to educate females on domestic violence, sexual assault, mental health, bullying, depression, self-esteem, PTSD, LGBT and how to communication with children. The women learned about the cycle of violence, which laid the foundation for the development of healthy relationships so they can be good role models for their children.

The Promotora Community Education program allowed East Los Angeles Women's Center to focus on women in the community which included families who have a history of Domestic Violence and Sexual Assault, families involved with Probation, women who are victims of Domestic Violence, women who are homeless and/or living in homeless shelters, and families who would like more information on prevention and intervention education.

Outreach was conducted by two program Promotora Facilitators in elementary, middle, and high schools throughout the surrounding areas. Outreach was also conducted through the community partners and agencies. During this second quarter reporting period, Promotoras conducted three women's support groups to 21 women.

**Quarter:** 3      **Accomplishment Quantity:** 57

**Accomplishment Narrative:**

During the third quarter, Promotoras convened four educational workshops of eight sessions. The extended number of contacts made to participants by Promotoras provided an opportunity for trust to develop. Promotoras Contra La Violencia facilitated four educational support groups to 57 women.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During this reporting period, Promotoras convened three 8-week educational and support groups for women who have come forward for help. The group enabled participants to develop trusting relationships with the Promotoras and staff. Survivors of domestic violence and sexual assault shared that the support groups were part of their healing process.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601905-17      **Jurisdiction:** 1st District  
**Project Title:** 1st District Clean-Up and Graffiti Deterrent Projects  
**IDIS Number:** 10852  
**Operating Agency:** Los Angeles Conservation Corps, Inc.  
**Subrecipient Type:** CBO  
**Contract Period:** 3/28/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for a short-term clean-up campaign in community commercial areas of the Unincorporated 1st District implemented by the Los Angeles Conversation Corps.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 122,849    This Year: 122,849    Cumulative: 122,849    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$253,105.00    This Year: \$108,523.00    Cumulative: \$108,523.00    Ratio: 42.9%

### **Annual Narrative:**

Our contract was initiated in the 4th quarter, thus our "annual" narrative is the same.

Our participants provided pressure washing services to approximately 4.5 miles (23,800 linear feet) of sidewalk in the East Los Angeles area finishing two requested corridors.

**Quarter:** 4      **Accomplishment Quantity:** 122,849

### **Accomplishment Narrative:**

One community cleanup event was held involving approximately 15 volunteers. Our crews, along with the volunteers, conducted litter abatement covering 8,000 linear feet of sidewalk and removing approximately 600 pounds of trash/debris (about 20 42-gallon bags).



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601224-17      **Jurisdiction:** 1st District  
**Project Title:** F.I.E.S.T.A. Program  
**IDIS Number:** 10661  
**Operating Agency:** New Horizons Caregivers Group  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This project will provide funds to run the FIESTA (Family Incentives Equals Students Taking Action) Program, which provides emergency food and free educational supplies to low-income families with at-risk students who attend Title I schools and live in the First Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 335      This Year: 325      Cumulative: 325      Ratio: 97.0%  
**Net Expenditures:** Budgeted: \$60,000.00      This Year: \$59,371.00      Cumulative: \$59,371.00      Ratio: 99.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$30,000.00
<b>Total Leverage Funds</b>	<b>\$30,000.00</b>

### **Annual Narrative:**

New Horizons Caregivers Group (NHCG) was able to serve 325 low-income families from Los Angeles County First District Unincorporated La Puente area with free groceries, school supplies, backpacks, holiday gifts, and toy incentives on a monthly basis from July 3, 2017 through June 30, 2018. Of the 325 families served 300 reported extremely low-income, 22 reported low-income, and two reported moderate income. The amount of grocery items provided monthly equated to providing enough food for 20,000 meals monthly. Based on an average income of \$31,600 for a family of five, NHCG was able to reduce family monthly budgets by 6%.

The NHCG FIESTA Program Mission is to "Eradicate Poverty Through Education". This is being accomplished by partnering with local low-income area elementary schools. These schools provide excellent parent education classes, but have found it difficult to get parents to attend the highly informative classes. The solution that NHCG has given, with providing free groceries and school supplies at the end of these classes, has increased parent attendance by over 300%. All schools participating with the NHCG FIESTA Program promote these distributions through flyers, banners, signs on the school marquee, and through electronic telephone calls in both English and Spanish. The FIESTA Program has proven that by giving a little assistance to struggling families, they will become engaged with their child's education.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	3
Black/African American - Non-Hispanic	2
Native Hawaiian/Other Pacific Islander - Non Hispanic	1
Other Race - Hispanic	312
Other Race - Non-Hispanic	3
White - Hispanic	1

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

White - Non-Hispanic	3
<b>Total</b>	<b>325</b>
<b>Direct Benefit (Income):</b>	
<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	1
Extremely Low	300
Low	22
Moderate	2
<b>Total</b>	<b>325</b>

**Quarter:** 1      **Accomplishment Quantity:** 90

**Accomplishment Narrative:**

New Horizons Caregivers Group was able to identify, register and provide emergency food bags and school supplies to 90 low-income families with at-risk children. These families reside within the Unincorporated First District of Los Angeles County in the areas of La Puente and Valinda. New Horizons also provided 675 backpacks filled with school supplies directly to low-income children within the same area. These backpacks were distributed through elementary schools to children in need during the first few days of the new school year. Every filled backpack was valued at a retail price of \$85 each. 467 individuals benefited from New Horizons services during each month of July, August and September 2017. This is in addition to the 675 children in need who received filled backpacks from the school sites served during the month of August. New Horizons held one distribution to register families in July, two distributions in August and six distributions at six school sites within the First District during the month of September, 2017.

The total amount of emergency food, school supplies, backpacks that were provided to low-income families living within the Los Angeles County First District during the months of July, August and September, 2017 equals to over \$105,255.

Assistant Field Deputy/Caseworker Jimmy Tang was able to attend one of the backpack distributions at Glenelder Campus. He handed out flyers, pencils and pins from the First District. Jimmy also assisted in helping the kids find the right backpack for their needs.

**Quarter:** 2      **Accomplishment Quantity:** 52

**Accomplishment Narrative:**

New Horizons Caregivers Group continued identifying and registering low-income families with at-risk youth during the second quarter. A total of 52 families that reside within Unincorporated Los Angeles First District were newly registered and served emergency food and free school supplies during each month in the second quarter. Each month the donation of food and school supplies to the families served was approximately \$95.00. This equates to a 5-7% monthly savings for each family served based on the income levels reported to New Horizons by the families.

In addition to serving monthly the 142 families who have now been registered during the first and second quarters, New Horizons provided 940 individuals with thanksgiving meal items and 278 of the families received Christmas gifts. The 278 families adopted for Christmas gifts were given clothing, blankets, groceries, pajamas for the children, two toys for every child in the family and \$100 gift card for the parents. The Christmas Distributions occurred at three school sites: Valinda school of Academics, Glenelder Campus, and Equity and Access; this occurred during the final week of school before the holiday break. The Estimated amount of Groceries, school supplies, Thanksgiving meal items, and Christmas gifts given to low-income families that reside within the First District during the months of October 2017, November 2017 and December 2017 was approximately \$94,425.

**Quarter:** 3      **Accomplishment Quantity:** 172

**Accomplishment Narrative:**

New Horizons Caregivers Group continued to identify and register 172 new low-income families with at-risk youth during the third quarter. 1,400 family members benefited within 172 new families registered as low-income. All new low-income families registered during the third quarter reside within Unincorporated Los Angeles First District and were served emergency food and free school supplies during January, February and March 2018. The food items and school supplies given to each family monthly was approximately \$105. Based on the reported income levels, this represents a 5-7% monthly savings for each family

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

served by the F.I.E.S.T.A. (Family Incentives Equals Students Taking Action) Program. This 5-7% savings helps these low-income families pay for housing, car payments, gasoline and other basic life necessities.

In addition to helping each family with products, all parents commit to helping their child succeed in school and to have less than 3 absenteeism days the entire school year. Low-income parents attending classes learn many helpful techniques for becoming a better parent and how to help their child succeed in school and life. Some of the topics taught during our third quarter distributions were: How to Prepare for Parent Conference (What to Ask), Home Study Skills, Internet Safety, Communication with Your Child, Goal Setting and Motivation At-Risk Students.

By providing low-income families as opportunity to receive assistance with free products through the local elementary school and tying it in with parent education classes, Principals have reported an increase in parent attendance from 200% up to over 800%. The FIESTA Program is a big win for the families, the at-risk youth, the Principals, teachers and all schools participating.

The estimated amount of groceries, school supplies and classroom incentive gifts donated to local low-income schools within the Unincorporated Area Los Angeles First District for the third quarter was approximately \$110,597.

**Quarter:** 4      **Accomplishment Quantity:** 11

### **Accomplishment Narrative:**

New Horizons Caregivers Group (NHCG) provided grocery and school supplies to eight different low-income elementary school sites and the homeless families in the district during the fourth quarter. FIESTA (Family Incentives Equals Students Taking Action) Distributions served 314 low-income families previously identified and registered with NHCG. All families served live within the unincorporated Los Angeles County First District area. A total of 325 families were served monthly during this period. Each family served received free groceries and school supplies valued at \$99 per family. Based on family incomes reported this equates to each family reducing their monthly budget by 6%. Families are served on a monthly basis at the end of parent education classes. The value of products provided to low-income constituents of the First District of Los Angeles County Unincorporated La Puente area during the months of April 2018, May 2018, and June 2018 is estimated to be over \$85,000. In addition to the food and school supplies given, NHCG also provided 8 different elementary schools within the First District with toy incentives to be used to encourage student attendance especially during the final testing week. Toys were given to Baldwin Academy, California Elementary, Grandview Prep, Sparks Elementary, Sparks Middle School, Temple Academy, Valinda Academics and Wing Lane Elementary, all located within the Unincorporated First District of Los Angeles County.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601913-17      **Jurisdiction:** 1st District  
**Project Title:** Business Outreach & Assistance  
**IDIS Number:** 10822  
**Operating Agency:** San Gabriel Valley Economic Partnership  
**Subrecipient Type:** CBO  
**Contract Period:** 11/13/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18B ED Direct: Technical Assistance  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This new project will provide businesses access to support services through outreach and service delivery. Surveys and face-to-face meetings with businesses will be conducted at no cost to identify problems and offer referrals and resources for technical guidance. Public and private partner information will be provided to assist businesses on best business practices, incentive programs, tax credits, marketing, and business plan development.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 200      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$23,851.00      This Year: \$2,191.00      Cumulative: \$2,191.00      Ratio: 9.2%

### **Annual Narrative:**

In late November 2017, the San Gabriel Valley Economic Partnership (Partnership) was awarded funding for the implementation of Business Outreach & Assistance in unincorporated areas of First Supervisorial District within the San Gabriel Valley. The following is the annual performance report detailing the program outcome.

During 2017 ( half year for this project), the Business Assistance staff completed the following:

Scope of Work: To assist Los Angeles County First Supervisorial District in filling an existing void in outreach and business service outreach to businesses in unincorporated areas, the Partnership will contact all businesses within the unincorporated areas of the First District within the San Gabriel Valley that provides services and products to the residents of the unincorporated areas.

#### Accomplishments:

- Met with 102 businesses representing about 600 employees.
- Of those business visited, 35 businesses received or will receive follow-up meetings/actions to mitigate the stated problems/concerns including, but not limited to: assistance with local government, regulatory compliance, access to markets and access to workforce development resources, and connecting to business-related workshops or seminars. All business visited were provided of SGVEP outreach letter with contact information, Los Angeles County Consumer and Business Affair literatures. Some businesses received the SGV Connection guide, incentive programs and services such as California Competes Tax Credit, New Employment Tax Credit, Financing Programs, and Los Angeles County Procurement Program. Businesses were encouraged to contact the Partnership if an issue should arise in the future.
- Sent out business outreach letter, Business Need Assessment Survey Form and SGV Economic Powersite Flyer to 147 businesses offering free-of-charge business assistance services. Introduced SGV Economic Powersite and provided the resources and information for the use of business marketing strategies.

#### Accomplishments:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The Partnership Business Assistance Manager Annie Wei, who speaks fluent Chinese and English, worked with Ernesto Bobadilla, Community Economic Development Liaison, Department of Consumer and Business Affairs Office of Small Business, who speaks fluent Spanish and English, for business visits or follow-up action (Business Visit Log has the detailed information). Partnership was trying to and will continue to invite businesses in unincorporated area of First Supervisorial District within the San Gabriel Valley to attend the workshops or seminars hosted by Partnership, Los Angeles County, SBDC, SCORE, etc.

From the business visits in the unincorporated area in this year, we learned that most of the businesses are very small with average of 3-5 employees, and the biggest challenge they are facing is the lack of marketing strategies. We will work with SBDC and Score to develop some programs teaching those businesses about marketing strategies and business plan development in English, Spanish and Chinese.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There are no activities in this quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter of 2017, the Business Assistance staff completed the following:

Objective 1- Research and Identification of Businesses.

Accomplishments:

Through Partnership's on-line data tool known as the SGV Powersite at [www.sgvpowersite.com](http://www.sgvpowersite.com), identified location and contact information of 646 business establishments. This includes the unincorporated areas of the First District as well as Avocado Heights, South San Gabriel and Valinda. We have collected and archived those business data for business outreach and assistance effort either by personal site visit or by mail.

Objective 2- Contact with Business.

Objective 3- Identification/Assessment of Problems, Challenges and Needs

Objective 4- Delivery of Business Assistance

Accomplishments:

- Met with 20 businesses representing over 70 employees in South San Gabriel and Valinda. (Attachment 1: Business Visit Log for 3rd Quarter, 2017)
- Conducted "Business Need Assessment" with each business during personal site visit. Through the assessment and conversation with business operators, the Partnership and its strategic business assistance partners identified the problems and challenges of the businesses and provided the solutions of either immediate support or follow-up business assistance. (detailed at Business Visit Log for 3rd Quarter attachment) (Attachment 2: Business Need Assessment Survey Form)
- Of those business visited, 12 businesses received or will receive follow-up meetings/actions to mitigate the stated problems/concerns including, but not limited to: assistance with local government, regulatory compliance, access to funding, access to markets and access to workforce development resources, and connections to business-related workshops or seminars. All business visited were provided the information and literature on best practices and incentive programs and services such as California Competes Tax Credit, New Employment Tax Credit, TSE 8-month incentive program, Employee Training Funding, Edison and Gas Company Utility programs, Financing programs, Los Angeles County Procurement Programs, and literature from Los Angeles County Consumer & Business Affairs, i.e. Small Business Concierge, Community Business Enterprise Program, Our Services for Consumers & Business, etc. Businesses were encouraged to contact the Partnership if an issue should arise in the future. (Attachment 3-6: Literature provided to the businesses including 4 documents)

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

- Sent out business outreach letter & Business Need Assessment Survey Form to 65 businesses in South San Gabriel and Valinda.  
(Attachment 7: Business outreach letter by mail  
Attachment 8-9: Business List outreached by mail in South San Gabriel and Valinda)

Objective 5- Contact in Native Languages

Objective 6- Team of Strategic Business

Objectiv 7- Access to Business Training and Programs:

Accomplishments:

- 4/27/18, 5/3/18, 6/29/18 - Small Business Workshop hosted by SCORE partnering with City of West Covina (In progress)
- 5/16/18 - Power Lunch “Understanding Your Growth Potential and Borrowing Capacity” hosted by Partnership ( n progress)
- 6/21/18 - Power Lunch “International Trade” hosted by Partnership (In progress)
- Working with Los Angeles County Department of Consumer & Affairs to get feedback from business community in unincorporated area about proposed business registration program (In progress)

Partnership Business Assistance staff will perform 20-30 weekly site visits in April, May and June, and send out business outreach letter to those businesses that we would not have a chance to visit within fourth quarter (2017). Will perform personal visit in next fiscal year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the period of 4th quarter of 2017, the Business Assistance staff completed the following:

Accomplishments:

- Met with 82 businesses representing over 510 employees in Avocado Heights, La Puente, and Bassett.  
(Attachment 2: Business Visit Log for 4th Quarter, 2017)

(Attachment 3: Business Need Assessment Survey Form)

- Of those business visited, 23 businesses received or will receive follow-up meetings/actions to mitigate the stated problems/concerns.  
(Attachment 4, 5, 6, 7: Literatures provided to the businesses)

- Sent out business outreach letter, Business Need Assessment Survey Form and SGV Economic Powersite Flyer to 82 businesses identified in Attachment 1.

(Attachment 8, 9 : Business outreach letter, SGV Economic Powersite Flyer)

Accomplishments:

From the business visits in the unincorporated area in this quarter, we learned that most of the businesses are very small with an average of 3-5 employees. The biggest challenge they are facing is the lack of marketing strategies. We will work with Small Business Development Centers (SBDC) and SCORE to develop some programs teaching those businesses about marketing strategies and business plan development in English, Spanish, and Chinese.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601811-17      **Jurisdiction:** 1st District  
**Project Title:** East Los Angeles Farmer's Market  
**IDIS Number:** 10689  
**Operating Agency:** Volunteers of East Los Angeles (VELA)  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 17D Other Commercial/Industrial Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

The Volunteers of East Los Angeles (VELA), a designated Community Based Development Organization (CBDO), manages a Farmers' Market, with the goal of increasing economic opportunity and stimulating businesses within the unincorporated area of the East Los Angeles, a predominately low- and moderate-income area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 28      This Year: 27      Cumulative: 27      Ratio: 96.4%  
**Net Expenditures:** Budgeted: \$183,781.00      This Year: \$183,772.00      Cumulative: \$183,772.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$8,643.00
<b>Total Leverage Funds</b>	<b>\$8,643.00</b>

### **Annual Narrative:**

Volunteers of East Los Angeles (VELA) is proud of the success of the East Los Angeles Farmers Market; the development and implementation of the first Farmers Market was brought to the East Los Angeles Community and maintained for 12 years. The East Los Angeles Farmers Market was made successful, due to VELA's loyal, dedicated, and determined staff as well as the Board of Directors. Staff secured volunteers and sought partnerships with other Community Based Organizations, Charter Schools, Community and State Colleges, including UCLA, USC, Health Plans, Hospitals, Foundations, etc.

The East Los Angeles Farmers Market Program continues to be an essential weekly event in the community that provides both access to healthy food and economic growth in East Los Angeles. The Farmers Market offers community cohesiveness and healthy living through volunteering, educational activities, health services, and resources all while shopping for fresh produce.

The Farmers Market operates every Saturday, rain or shine, from 9:00 AM to 2:00 PM at the East Los Angeles Civic Center; this has been the site for the last 11 years. Staff secured and contracted 25 vendors which included 13 certified vendors (11 were local farmers from Fresno, Riverside, San Diego, San Bernardino and Los Angeles Counties who grew their products as close as Compton, South and East Los Angeles). Each certified vendor offered a variety of agricultural products, including fruits, vegetables, herbs, bee products, eggs, potted plants and sprouts. Seven non-certified vendors offered pre-packaged food, artisan bread, pita bread, hummus, dried fruit, and peanuts that were favored by many customers. Also, in the mix of vendors included two hot food vendors and three artisans. On average, the Farmers Market had about 25 vendors participating on a given Saturday.

VELA was successful in its financial, programming, and logistical management. The group also ensures a clean and organized look of the market. Some of the programming includes the administration of Healthy Cooking classes and incentive programs with donated items from vendors, and minimal leverage funds, programmed health and wellness activities, a marketing strategy that included grass roots door-to-door distribution of flyers and postcards, strong presence on various social media platforms, and continued partnerships with other VELA programs, VELA volunteers, local businesses, community based organizations

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

and academic institutions.

The East Los Angeles Farmers Market successfully continued to accept food benefit programs for the convenience of customers and vendors such as CalFresh, Women, Infants and Children (WIC), Fruit and Vegetable Checks, and Farmers Market Nutrition Program (FMNP) Checks. On June 16, 2018, WIC staff directly distributed over 740 FMNP Checks to WIC participants. Last year ,over 1000 participants benefited; however this year, due to loss of funding, the distribution was only held on two Saturdays.

VELA's collaboration with Hunger Action Los Angeles (HALA) and their Market Match program. Offered customers the opportunity to match up to \$10 of their purchase of fresh fruits and vegetables if they met eligibility criteria (CalFresh recipients, WIC recipients, Social Security Insurance recipients) every Saturday.

In addition, HALA, with funding through First 5 LA, doubled Market Match benefits through an expansion of services exclusively to families who have children five years of age or younger. This service allowed the Farmers Market to sustain sales for farmers and attract new customers.

Furthermore, partnerships with Community Projects, such as the University of Southern California (USC)/University of California, Los Angeles (UCLA) East Los Angeles Health Promotion Project, offers to grant free \$5.00 Farmers Market gift certificates to their study respondents. The certificates are redeemed with our farmers for the purchase of fresh fruits and vegetables. The continued implementation of these programs and projects, the agency's partnerships with community based organizations and academic institutions have made Market produce more affordable and attainable food for customers and have increased revenue for vendors. The vendors also directly benefit from the agency's vested interest in these programs, which also strengthened the local economy due to an economic multiplier effect.

The Farmers Market also collaborated with the County Parks community event, Winter Wonderland, at the Civic Center by providing resources: goodie bags filled with peanuts from farmers market vendor and kids activities.

In partnership with other VELA programs and community partners (Queens Care, UCLA and Volunteers of America), the Farmers Market served as a venue where community residents received direct health services, access to resources and participated in interactive health and wellness classes and workshops. The agency's partnership with academic research institutions (UCLA, USC and CSULA) also provided health and wellness activities, which provided a place for people to learn and implement public health strategies.

A total of 85 customers, who are a part of the Amigo Club, participated in the monthly raffle and received \$20.00 in vouchers. A total of 45 Amigo Club Cards were completed.

Overall, the East Los Angeles Farmers Market continued to sustain 24 vendors by attracting 106,002 in foot traffic, 100 new customers and 1000 revisits through all the strategies described above. The market has effectively increased consumption of fresh fruits and vegetables among community residents.

Sadly, VELA had to say goodbye to its Vendors, CBO's and Partners, and the community of East Los Angeles, our clients. We wish them well in all their future endeavors.

Goodbye Community Development Block Grant (CDBG), we've enjoyed working with you all!

**Quarter:** 1      **Accomplishment Quantity:** 27

### **Accomplishment Narrative:**

The East Los Angeles Farmers Market (ELA FM) opened this new Fiscal Year (FY) 2017-2018 with a high rate of return vendors, securing a total of 27 vendors (food and non-food). This figure includes ten certified vendors, six artisans, three prepared-foods vendors, six non-certified, and two community based organizations. Over the course of the quarter, we had on average 20 vendors participate on a weekly basis. ELA FM has been able to maintain long-term partnerships with many of the vendors establishing a strong sense of familiarity and name-recognition among regular customers.

Overall, the ELA FM continues to operate successfully and regularly collaborates with other community based partners to augment the value of shared resources. This benefits residents because they get the value of high-quality produce, food, and goods in addition to information, referrals, and educational resources. In the last quarter, we had 8,064 customers with an average of 800 a week.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Hunger Action Los Angeles (HALA) has been a successful partnership for over 5 years and has allowed our program to serve more families and seniors. The ELA FM staff worked with WIC staff on the yearly distribution of WIC Farmers Market Nutrition Program (FMNP) checks. These checks were first issued by the WIC and Senior Centers at the beginning of July, which caused a surge of new customers at this time. These clients were able to redeem these benefits in addition to HALA's "market match". The program ran from July through September. Each WIC customer was able to receive a FMNP voucher worth \$20. These food benefit programs continue to make healthy foods more readily accessible to those individuals and families who are facing financial hardships.

The ELA FM offers the community an opportunity to be part of the Amigo Club Program. A rewards program that has been offered since the early years of the farmer's market, the program awards a stamp on a card for every 5 pounds of produce purchased per visit. Once all twelve stamps have been collected within a period of 4 months, customers enter a monthly raffle for a chance to win a prize which could range from a kitchen utensil or a \$20 voucher. This quarter, 202 of these vouchers, with a total value of \$404.00, were redeemed. This provides a clear incentive to increase sales at the market.

The ELA FM staff and interns from Cal State University Los Angeles (Public Health and Nutritional Services students) provided free healthy cooking classes every first Saturday of the month. Participants are typically provided with a small food sample and a copy of the recipe with tips on healthy eating. The recipes are concise and easy to understand to ensure that healthy cooking at home is made more effortless.

Agencies, such as Volunteers of America and AltaMed, participated in 21 of the market events to provide Head Start and Medicare information to families and seniors. VELA volunteers provided coloring, face painting and physical exercise activities for the children at three of the market events this quarter. In addition, the ELA FM staff presented cooking demonstrations inside local community centers to encourage and attract more customers to the weekly farmers market and to promote the value of healthy living. In all, VELA staff outreached to approximately 135 local residents. This provided the students and adults at these meetings with the opportunity to learn about healthy lifestyle choices and the benefits that local farmers markets offer.

Furthermore, we are happy to report that the ELA FM continues to have a presence on social media with frequent posts on Facebook and Instagram. To date, there are 1,094 followers on Facebook and 308 on Instagram. Posts inform followers of the latest news as well as promote giveaways and partnerships with other agencies.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Agencies such as Volunteers of America and AltaMed and our newest Community Based Organization, Human Services Association, participated at the market, providing valuable resources. These agencies have the opportunity to conduct outreach, promoting free community services such as educational outreach, application assistance for Medi-Cal and Cover, which not only drives customers to the market but reinforces the importance of networking to bring quality services to the community.

In addition, VELA staff conducted and presented cooking demonstrations each first Saturday of the month and inside local community centers to encourage and attract more customers to the weekly farmers market and to promote the value of healthy living. In all, VELA outreached to approximately 237 local residents.

Overall, the ELAFM continues successfully, and regularly collaborates with other community based partners to augment the value of shared resources. These resources truly benefit the community because they get the value of high-quality produce, food, goods and services in addition to information, referrals, and educational resources.

The market drew 4,902 in foot traffic, an average of 400 patrons on a weekly basis, a total of 264 new customers and 235 revisit customers.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Healthy Cooking Classes and Rewards

VELA's volunteers and our Cal State Public Health Interns hosted Healthy Cooking Classes on the first Saturday of each month at the farmers market. These cooking classes demonstrate to our clients how to incorporate fresh fruits and veggies into their meals. Attendees were given a sample to taste along with a printed recipe, and were entered into a raffle. Raffle prizes were donated from the vendors at the Farmers Market. The Farmers Market also conducted monthly raffles for Amigo card members

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

after each cooking class. This quarter, 60 families received either a \$2.00 or \$5.00 voucher to purchase produce at the market. This provided a clear incentive to increase sales at the market, which resulted in a total of \$43,691.53 in market sales for the participating vendors.

### Social Networking

The East Los Angeles Farmers Market continued to have a presence on social media with frequent posts on Facebook, Instagram and Twitter platforms. These posts informed followers of the latest news, programming at the Farmers Market, promotions, giveaways, partnerships with other agencies and volunteer opportunities.

VELA offers Farmers Market customers an opportunity to participate in the Amigo Club Program, a customer rewards program. Customers receive a card, and each time a member visits, and purchases 5 pounds of produce or more, at the East Los Angeles Farmers Market the card is stamped. The intent of the rewards programs is to have twelve stamps on the card within a four month period, resulting in over 80 pounds of fresh fruit and vegetable consumption by the customer. Once the member reaches all twelve stamps they are entered in a monthly raffle for a chance to win a \$20 voucher, redeemable only at the market. The program incentivizes the customer to stay on track in consuming healthy foods, and increase sales at the market.

VELA staff and volunteers worked hard each week to ensure smooth operations of the East Los Angeles Farmers Market. This included creative marketing promotions to drive in foot traffic, program development to enhance the market, and positive customer and vendor relations to increase consumer visits and sales. Market days began at 6:30 am, rain or shine, where the market was set up diligently and effectively to ensure safety. Market days ended at 4:30 pm, where the market was properly closed down in the effective manner as it was set up. Many who have participated and patronized the market has shared positive reviews with its operations.

VELA is proud to continue to manage and operate the East Los Angeles Farmers Market since its inception in November 2006 and will commemorate 12 years of loyalty and dedication. The East Los Angeles Farmers Market, in its last 12 years, has become a footprint for the community. Stories have been shared throughout these years from expressed gratitude towards the accessibility to fresh fruits and vegetables to fond memories of healthy cooking demonstrations, community agency collaborations, children's and senior citizens' activities, and the overall team work between VELA and the 1st District to enhance and promote big events such as Rock the 4th, Día De Los Muertos, East Los Angeles Winter Wonderland, Christmas Posada just to name of few.

Year To Date (YTD) Foot Traffic: 191,000

YTD Total Sales: \$145,000; of which \$108,000 is Certified Farm sales

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Unfortunately in April, one certified vendor passed away; therefore, only 24 vendors participated on a continuous basis: 12 certified vendors, seven non-certified, three artisans, and two prepared foods vendors.

VELA staff continued to offer weekly programming to complement the Farmers Market, which in turn benefited FM customers. In addition, Rose Hills Memorial Park, Cal State LA Public Health and Funeraria Del Angel provided residents with information, referrals, and educational resources.

Sadly, June 30, 2018 we had to say goodbye to VELA's ELAFM Program, our vendors and clients who have been loyal participants in the program for the last 12 years. We thanked each person for coming out to the market and for being supporters and friends to our ELAFM.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601906-17      **Jurisdiction:** 1st District  
**Project Title:** Handyworker Program  
**IDIS Number:** 10793  
**Operating Agency:** WINTER  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new program provides grants within targeted neighborhoods for minor home repairs to eligible low- and moderate income households.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 12      This Year: 4      Cumulative: 4      Ratio: 33.3%  
**Net Expenditures:** Budgeted: \$100,000.00      This Year: \$76,237.00      Cumulative: \$76,237.00      Ratio: 76.2%

### **Annual Narrative:**

WOMEN IN Non Traditional Employment Roles (WINTER) has experienced some challenges within the first year of the program. The first quarter was utilized to implement the structure of the program, develop all marketing materials, train and hire staff, and to develop and implement proper application guidelines and documentation.

The second quarter was used to outreach the program and we were able to start the repairs on the first home. As a new program, we had to inform and educate constituents of the program and establish good referral systems.

During the third quarter, the first and second home repairs were completed. This was a rather productive quarter, as our marketing and referral system began working and the referrals began coming in. Unfortunately, many of the homes referred to our program fell outside of the approved areas, and the homes were not eligible for repairs.

The fourth quarter was successful as we were able to identify the third and fourth home repairs. The process was rather smoother and we felt more confident with the process. Again, more homes that fell outside the approved areas were identified, but we continued seeking new homes.

WINTER was successful in completing repairs to 4four homes during this last year. We have learned from this process and are ready to commence the second year of this grant. WINTER has already identified two perspective homes for the second year and will be successful.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	1	0
Other Race - Hispanic	1	0
White - Hispanic	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Extremely Low	2	0
Low	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

### Housing Detail:

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
3014 Cudahy Street	Walnut Park	CA	90255	Owners	Extremely Low	\$5,000
16616 Gumbiner Dr	LA Puente	CA	91744	Owners	Low	\$2,000
13708 E Shaver St	La Puente	CA	91746	Owners	Extremely Low	\$2,000
2825 Hope St	Huntington Park	CA	90255	Owners	Low	\$2,000

**Total Number of Housing Units Assisted : 4**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	3	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	3
Otherwise exempt	1

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	2	0
4	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 0**

### Accomplishment Narrative:

WINTER utilized the first quarter of this new grant as a planning stage, ordering marketing material, creating manual applications and establishing policies and procedures. Training and hiring of staff took place during this quarter, as well as developing and implementing correct program application forms to utilize for this project. In addition, marketing materials were developed for this project. Fiscal training also took place during this first quarter.

Although a house was not secured for this first quarter, we submitted an application for a home during our second quarter and are awaiting for environmental approval to start the work. We have staff recruiting and securing homes for this project, and we are confident we will be back on track with this project.

**Quarter: 2      Accomplishment Quantity: 0**

### Accomplishment Narrative:

Women In Non Traditional Employment Roles (WINTER) is happy to report that during the last quarter, a home was secured as reported during the first quarter, and the home underwent all repairs and was completed on December 18, 2017. This home completion will not show on the second quarter, but will show under the third quarter due to the timing of input into the Community Development Block Grant (CDBG) System. At the client's home, we were able to repair attic plumbing that was causing leaks and mold in the kitchen and two bathrooms. We replaced all damaged drywall and relocated the water heater which was causing health issues to the special needs children in the home. Additionally, to make the home safe for all, we installed a metal box to secure the heater outside.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Although no additional homes were secured during the last quarter, we have secured three additional homes for repairs. We are in the process of inspecting those homes to assure they qualify for this program. Again, these addresses will not appear under the second quarter, but will appear under the third Quarter.

WINTER also encountered the challenge of replacing the construction instructor during this quarter due to circumstances outside our control. Hiring and training of a new construction instructor were addressed during the quarter. This created a challenge for the program, and we feel that we have overcome that challenge. Current new staff has met for training on all aspects of this program, including extensive training on correct application procedures and all policies and procedures. Staff also discussed our low performance within the first two quarters and have developed a strategic plan to meet our goals moving forward. Intense recruitment via social media and in-person has commenced and will continue to be a priority.

**Quarter:** 3      **Accomplishment Quantity:** 2      **Female-Headed Households:** 1

### Accomplishment Narrative:

Women In Non Traditional Employment Roles is happy to report that two homes within the authorized service areas have been completed. The Bellido home was completed in December 2017, and we were able to repair plumbing leaks in the attic that was causing leaks and mold in kitchen and two bathrooms. We replaced all damaged drywall and relocated the water heater which was causing health issues to the special needs children in the home.

The Jimenez home was completed on March 18th and presented many hidden safety issues that had to be addressed. The plan was to make the bathroom American Disabilities Act (ADA) compliant and install handrails in the front and back entrance of the home. Upon starting the bathroom renovations, it was discovered that the bathroom's floor foundation was insecure; therefore, the entire flooring and foundation under the home had to be restored. Plumbing had to be completely redone to safely install ADA shower and fixtures. After addressing the plumbing and foundation issues, we then proceeded to repair and install sub floor, tile floor, new vanity and sink, new medicine cabinet, repaired drywall, a new walk in shower, and safety bars in the front and back of the home entrances.

A third home, located in the unincorporated area of West Valinda, is in the process of submitting all paperwork to await authorization, and a fourth home will be assessed for qualifications this week.

Women In Non Traditional Employment has secured a construction instructor and are confident that we will be on track to meet grant objectives.

**Quarter:** 4      **Accomplishment Quantity:** 2      **Female-Headed Households:** 2

### Accomplishment Narrative:

Women In Non Traditional Employment Roles is happy to report that an additional two homes were completed during this last quarter for this fiscal year.

At the Pace home, we were able to repair a continued leak under the kitchen sink which also housed a hole into the wall. In addition, all electrical outlets in the home were incorrectly installed, and we were able to install new outlets and provide correct grounding work. The ceiling fan was installed and secured for daily use as the garage window. In addition, the broken floor tiles in the front of the entrance were removed and replaced with new flooring.

At the Villegas home, we were also able to remove the non working water heater and replace it with a new fully functioning water heater. For the first time in months, the Villegas household was able to have warm water in their home. The popcorn ceiling was also removed from the living room and dining room. The family no longer has to worry about pieces of the popcorn ceiling falling on them. Lastly, the window screen was replaced with a new screen.

Women in Non Traditional Employment Roles is appreciative of this opportunity and is determined to make year two completely successful.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601387-17      **Jurisdiction:** 1st District  
**Project Title:** Senior Empowerment Program - Union Pacific  
**IDIS Number:** 10666  
**Operating Agency:** YWCA of Greater Los Angeles  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program assists seniors in remaining healthy and active through participation in recreational, educational and leisure activities.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 100      This Year: 60      Cumulative: 60      Ratio: 60.0%  
**Net Expenditures:** Budgeted: \$30,000.00      This Year: \$25,828.00      Cumulative: \$25,828.00      Ratio: 86.1%

### **Leverage Funds Expended:**

Source	Amount
Other Private	\$12,500.00
<b>Total Leverage Funds</b>	<b>\$12,500.00</b>

### **Annual Narrative:**

The Union Pacific Empowerment Center (UPEC) continues to be the focus of the community as seniors stay active by attending the center for many great reasons. Socialization amongst the group is keeping seniors engaged as it increases the immune system and decreases isolation. It also helps their memory and creates positive relationships. Seniors look forward to waking up, enjoying a cup of coffee with their friends, and a healthy lunch meal. As socialization occurs, it shows that older adults who participate in senior center programs can learn to manage and delay the onset of chronic disease and experience measurable improvements in their physical, social, spiritual, emotional, mental, and economic well-being. This center serves as a hub for many seniors who live alone and do not have positive communication with other adults.

Human Services Association (HSA) continues to provide seniors with very healthy balanced meals. The low cost suggested donation of \$2.50 a meal is very affordable to seniors who month to month live on a fixed income. This past year over 4,660 meals were served. Seniors also appreciate that HSA will do surveys to ask for their input in regards to certain meals that might not be of their taste. Some seniors have shared that this lunch meal is the only balanced meal they have a day. Due to their medical needs, whether it is diabetes, high blood pressure, or high cholesterol, seniors need to be attentive to their medical needs; thus, senior education on health is very important.

Seniors have received over 700 hours of assistance, and instruction from our own YWCA Greater Los Angeles Digital Learning Academy Interns in the Edison International Lab. Seniors learned how to create flyers and holiday cards. Some seniors asked for assistance on how to use their iPhone to communicate by text, Facebook, Instagram and email with each other, and using Google to search for different inquiries they might have. The Union Pacific staff is dedicated to bringing resources as needed.

UPEC staff will continue to promote the senior program as we attend community fairs, local churches, community events as well as the regular child development parent meetings that are held once a month, with hopes of recruiting grandparents to the senior program.

### **Direct Benefit (Race/Ethnicity):**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
White - Hispanic	59
White - Non-Hispanic	1
<b>Total</b>	<b>60</b>

**Quarter:** 1      **Accomplishment Quantity:** 32

**Accomplishment Narrative:**

The Senior Empowerment Program at the Union Pacific Empowerment center continues to assist seniors in remaining healthy and active through participation in recreational, educational, social and leisure activities. During the first quarter, 32 seniors have been reported to reside in the participating zip codes required by CDBG.

The Union Pacific Empowerment Center has rolled over to partner with Human Services Association (HSA) in continuing to provide meals to seniors. An average of 30 seniors attends the center on a daily basis. Providing a healthy meal to seniors in the community is important to keep seniors healthy. Many of the seniors walk to the center which keeps them active as they look forward to having a warm meal. For some seniors, this is the only well balanced meal they might eat. Being able to have access to a full meal at little to no cost also contributes to their financial well being. During their lunch, seniors socialize which is also an important factor of helping seniors live a well balanced life. This program alone benefits them in various aspects.

In the past first quarter, a total of 1165 meals were served. Seniors are very happy with the new menu and meals. They are also pleased that the suggested donation has decreased to \$2.50 per meal. 99% of seniors are on a fixed monthly income which makes it difficult for them to utilize their money eating out in restaurants. This very low cost meal gives them the opportunity to not only eat well, but use their money towards other necessities.

The Union Pacific Empowerment Center has replaced the 17 desk top computers in the Edison International Lab with newer and updated software. The seniors' computer classes will resume with a community volunteer who will be providing instruction twice a week for a total of six hours. The group of seniors is anxiously waiting, and some have already stopped by to refresh their skills. Seniors have embraced the Edison International Laboratory because it has opened many opportunities to explore technology. Technology education is highly requested amongst seniors as they are becoming more tech savvy.

Seniors continue to participate in playing Loteria, which consist of a 54 card game with many different images similar to bingo. Loteria is a traditional game from their culture which involves socializing, recognition, and memorization. Seniors take turns being the "caller" which also provide a riddle after the image. The game keeps seniors engaged using eye and hand coordination as well as their hearing skills. Seniors remain in the center for an average of seven hours daily.

Live music is a component that continues to provide monthly live dancing entertaining seniors during the lunch hours. Seniors are encouraged to dance and sing with the entertainment. Twice a week UPEC hosts Bingo before lunch is served and winners take home essential supplies that may be needed at their homes such as dish soap, napkins, paper towels, etc. This also allows seniors to use their money to pay for other things they may need daily.

Lastly, The Union Pacific Empowerment Center is partnering with Alzheimer's of Greater Los Angeles to provide seniors with a "Telenovela" that addresses the challenges of dealing with Alzheimer's and Dementia. This program will be set up as a series of educational workshops. These workshops are beneficial for the seniors as they will provide them with the tools they need to improve their lives, help family, friends and others who might be facing Alzheimer's signs, which include mental decline, or inability to recognize common things, and speech. The "telenovela" style of the program was created to keep seniors in this community engaged and interested while learning about real life situations that they may be facing either directly or indirectly. They will have time to ask questions and have discussions with the workshop facilitator after every session to assure they have all the information they need.

In order to continue to keep new seniors attending our programs, the YWCA continues to outreach at different community fairs to let people know about the services we provide. Seniors are also very happy to let other community members know about the things they do here at the YWCA which in return brings in new participants. The Senior Empowerment program will continue to strive in bringing new educational programs for the seniors to participate in. It is important to keep them engaged with other members of the community so that they feel supported. While many of them live alone, they find comfort in knowing there is a space close to home that provides social, economical, and healthy living activities that benefit their daily lives.

**Quarter:** 2      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

During the second quarter, 32 seniors have been reported to CDBG who reside in the participating zip codes required of 90022, 90023 and 90063.

Partnership with Human Services Association (HSA) continues to flourish as seniors enjoy the lunch meals served. This past quarter, a total of 1,260 meals were served to seniors.

Seniors gather prior to lunch for a free coffee and a Bingo or Loteria game. Seniors enjoy the fun times they have. The two games are geared towards assisting them with memory loss. Two seniors who donate their time at various centers visit the Union Pacific Empowerment Center on a monthly basis. They play live music and take song requests from the seniors. While some seniors sing, others dance or clap.

On October 25, 2017, A teacher presented a workshop to a group of 10 seniors on the "Benefits of Attending a Senior Center". She explained to seniors the benefits of having a center that can provide a lunch meal, educational workshops, socialization, computer classes, and how they are motivated to get up and have something to look forward to. Seniors gave examples of why they attend the Union Pacific Empowerment Center. Some reasons mentioned were the following: friendships, it's a fun place to be, the meals are very healthy, and, lastly, they enjoy the socialization that takes place. Seniors received information on how to be empathic, how to be a good listener, how to be kind, and how to be humble. Seniors participated in a group discussion and were very content with the reminders that were provided.

The YWCA Greater Los Angeles and Alzheimer's Greater Los Angeles have established a partnership that commenced October 18, 2017. Leticia Meza, Community Educator and Outreach Specialist, presented to the seniors the first "Telenovela" series titled "Let's Talk About It".

On November 21, 2017, seniors participated in turkey raffle which was a donation from 1st District Supervisor Hilda Solis. Five seniors received a dinner bag which included a turkey and side items for their Thanksgiving dinner.

Two students from the YWCA Digital Learning Academy have begun a series of computer workshops in the Edison International Lab. Classes are held from Monday through Friday from 9:00 a.m. to 11:00 a.m. and 12:00 p.m. to 2:00 p.m. Workshops include introduction to Excel, introduction to images and virtual reality, how to burn music, and saving on computers and CDs. Seniors also learned how to create holiday cards by designing their own special cards for the Holidays and other special occasions. For some seniors it was very challenging; however, they enjoyed the workshops. Seniors have received a total of 104 instruction hours.

YWCA Greater Los Angeles (GLA) staff continues to recruit for the senior program by attending community fairs, visiting the nearby church, and other locations that seniors gather.

**Quarter:** 3      **Accomplishment Quantity:** 16

### Accomplishment Narrative:

The YWCA Union Pacific Empowerment Center (UPEC) continues to provide services to seniors from the surrounding East Los Angeles communities. The focus is to provide tools and educational skills that will help empower their lives. In this third quarter there have been 16 new seniors and a total of 48 seniors who meet the CDBG requirements. These seniors are actively involved in activities that improve their socialization and decrease isolation and depression. The YWCA staff works closely with seniors to provide them with the resources in their community by ensuring educational workshops, offering opportunities for exercises, and socialization events to keep seniors active and strong.

Seniors maintain a healthier lifestyle by attending workshops that have helped increase their knowledge on healthier eating and active living. This new year began with a session of Supplemental Nutrition Assistance Program Education (SNAP-Ed), which was titled "Eat Healthy, Live Healthy", a 4-session one hour workshop. During these workshops, an average attendance of 12 seniors were able to gain the tools to make better choices in eating healthier, keeping track of the daily food intake and learning how to plan well balanced meals by using recommended guidelines in measurements. Seniors were provided with a weekly schedule to measure their fruit, vegetable and physical activity. The class began with 10 minutes of exercise followed by 40 minutes of educational information. Handouts and pamphlets are given to seniors so that they can continue reading at home. This information provided seniors with statistics on how incorporating healthy eating and exercise in their daily routine will ultimately benefit their health. The sessions ended by reinforcing the workshop with another 10 minutes of exercise. The SNAP-ed program was brought to us by the Food and Nutrition Management Services (FNMS) and classes are led by registered dietitian Joya Melissa RDN, selected by Los Angeles County Area Agency on Aging (LACOAAA). Seniors who attended all four workshops received a tote bag full of goodies. Seniors were happy to open their bags which included fresh fruits and vegetables, a water bottle, guidelines to continue eating healthy, and resources for them to continue to expand their



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

knowledge.

A group of seniors planned an outing to eat dinner away from the center. The groups of seniors have developed a good relationship as they have spent many hours and years together socializing at the Union Pacific Empowerment Center. Seniors continue to meet outside the center after they leave the center. This is a result of friendships and relationships that began at the Union Pacific and continues to foster a safe place for them to gather and socialize. The seniors have helped each other, listened to one another and have been one another's support group.

There are currently two LA Rise interns that lead a new computer class for the seniors. Computer classes are conducted in Spanish/English from Monday thru Thursday, 10:00 am to 2:00p.m. This third quarter, seniors have received 84 hours of instruction. The participants have been progressing from using Microsoft Word and Excel to create Easter and April Fool's Day cards. The goal is to keep seniors engaged in learning new skills as the Edison Lab is a draw for seniors to visit the center. In using the computers, seniors are able to keep their minds busy by problem solving, using hand coordination and learning up-to-date technology. Many seniors look forward to learning something new and applying what they learn to create content to show to their families. In addition to seniors becoming computer savvy, they also asked for assistance in learning how to use their smart phones. Seniors are now doing video conference with each other to get familiar with using the different commands their phones. Seniors also practice their typing skills on a web page to improve speed and accuracy when typing. Typing Web is a free typing tutor run directly from a user's web browser and is compatible with all modern browsers. Seniors enjoy the practice as they are able also play games and lessons and able to take tests.

The Union Pacific Empowerment Center continues to provide daily socialization before and after the lunch program for seniors. By giving seniors the opportunity to socialize, they are able to enrich and fulfill their day with something positive. Seniors enjoy playing Bingo and Loteria, a Mexican game which is part of their culture. For many seniors, repetition from the games helps their memory, as well as reminds them of their childhood. This past quarter, a total of 1,125 healthy lunches were served to our seniors supporting their health and continuation on making healthier choices. YWCA staff continues to participate in community fairs, SPA seven meetings, and distributing flyers internally to child development families. UPEC will continue to provide a space for seniors to gather and share stories, learn new skills and live healthier lives.

**Quarter:** 4      **Accomplishment Quantity:** 12

### **Accomplishment Narrative:**

The YWCA Greater Los Angeles continues to provide resources to the surrounding community of East Los Angeles, specifically the Union Pacific area where our center is the only place where seniors can join and spend the day while in a safe and nurturing environment. Making sure that seniors are engaged in educational workshops, stay physically active by walking to and from the center, and providing socialization opportunities offered to them is imperative.

This past year 60 seniors were served that live in the zip codes 90022, 90023, and 90063. The Union Pacific Empowerment Center also served 30 other seniors that do not belong in the required zip codes.

Maria Elena Flores a representative from Deco Familia Funeral Home provided a free presentation to the seniors on April 18, 2018 to let them know of the services they provide. For seniors, this topic is sensitive, and they had an opportunity to ask questions in regards to the memorial services. Maria Elena had one-on-one meetings with several seniors after the group meeting.

On May 9, 2018, the seniors participated in a special day craft activity that allowed them to decorate their art items to their liking. Seniors were treated to a cup of hot tea, cookies and some chocolate candy bags. During this activity the male seniors who were in the computer lab walked in and surprised the ladies with Mother's Day Cards created by them in the Edison Lab. Seniors were very appreciative of the special activity, the time they spend laughing, sharing stories, and being together.

On June 12, 2018, representatives from Boomer's Insurance stopped by Union Pacific to present a workshop for the seniors. The workshop entailed information about how to use Medical Insurance to benefit individuals, particularly seniors. They went over the basics of Medical and Medicare Insurance, which is what most participants have. The presenters held raffles for those who participated and were great in keeping them engaged throughout the presentation. Many of them found the information valuable and useful.

Seniors look forward to visiting the site on a daily basis. They gather to play Bingo on Mondays and Wednesdays, and the Loteria game before and after lunch. Specifically, during the summer time, the activity rooms remain open for seniors as it is the hottest days, we are pleased to assist in keeping seniors cool. We gladly remain open for them.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601753-17      **Jurisdiction:** 1st District  
**Project Title:** Senior Empowerment Program - Walnut Park  
**IDIS Number:** 10684  
**Operating Agency:** YWCA of Greater Los Angeles  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new program assists seniors in remaining healthy and active through participation in educational seminars to increase and maintain health, recreation activities to increase movement and empowerment skills, social networking events to increase socialization and decrease isolation, financial literacy seminars to increase financial stability, and strategic ways to eliminate racism.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 75      This Year: 44      Cumulative: 44      Ratio: 58.7%  
**Net Expenditures:** Budgeted: \$30,000.00      This Year: \$21,214.00      Cumulative: \$21,214.00      Ratio: 70.7%

### **Leverage Funds Expended:**

Source	Amount
Other Private	\$12,500.00
<b>Total Leverage Funds</b>	<b>\$12,500.00</b>

### **Annual Narrative:**

The YWCA Supervisor Gloria Molina Community Empowerment Center provides comprehensive enrichment activities to seniors from Walnut Park and residents throughout South East Los Angeles. Our Senior Empowerment Program aims to provide seniors with the tools to maintain a healthy and active lifestyle through participation in recreational and educational activities in a safe and culturally empowering environment. This calendar year, senior participants have benefited from existing partnerships as well as new ones which have resulted in new program offerings such as Zumba, provided by Care More and TEMP, and our daily Senior Lunch Program made possible by the Human Services Association. Senior program participants continue to be actively engaged in YWCA Greater Los Angeles (GLA) initiatives to improve walkability and the built environment in Walnut Park. This has been an extremely exciting year for the YWCA GLA Senior Empowerment Program. We have increased the capacity of our own staff to provide Nutrition Education and Physical Activity promotion workshops through the Champions for Change Healthy Communities Initiative funded by the Los Angeles County Department of Public Health. We have maintained partnerships with existing community partners and forged relationships with new ones. Our partnerships have resulted in a wide variety of opportunities for seniors to improve health outcomes through increased access to information and resources.

Earlier this year, East Los Angeles College South Gate Campus offered Basic Computer Skills classes at the center for seniors. They were able to learn how to identify computer hardware and how to use it. We are currently in the process of working with East Los Angeles College to schedule English classes in the Fall. Our partnership with PIH Health Downey provided diabetes prevention workshops for seniors many of whom suffer from diabetes. They found the workshops extremely beneficial. Those who did not have diabetes also benefited as they were able to pick up helpful tips on how to manage stress for wellness. Our partnership with Partners in Care has continued to result in popular program offerings. Their Arthritis Foundation Exercise Program was offered once again by popular demand. On average 30 senior participants attended each workshop. This evidence-based program was developed by a physical therapist and its goal is to address the pain, fatigue, and decreased strength that often accompanies chronic illness.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Consistent outreach efforts by the YWCA GLA have resulted in the Senior Empowerment program and its participants being included in community wide donations of turkeys during the holidays by Assemblyman Reggie Jones-Sawyer (D-53) and Supervisor Hilda L. Solis (D-1). They were also offered free citrus trees by The Tree People. Additionally, there were two exciting field trips that seniors participated in this year. The first was an invitation to participate in the Grand Park Rangers Expedition hosted by Los Angeles County Grand Park Foundation. 25 seniors were invited by Congresswoman Nanette Diaz Barragan on Friday August 25th to attend an Annual Senior Briefing Luncheon at the Carson Community Center in Carson. Seniors were provided transportation via a chartered bus to the free event, which featured an interactive forum as well as a health and resource fair. The goal of the free event was to educate, empower and encourage socialization via entertainment.

We look forward to continuing to grow partnerships in the coming year and bring additional resources to seniors. We are confident that between our rich program offerings and the senior lunch program we will also continue to register more Community Development Block Grant (CDBG) qualified seniors within the Senior Empowerment Program. The YWCA GLA appreciates the support by CDBG throughout the years that has allowed us to create a solid foundation for our program allowing us to increase the resources being offered each year.

### Direct Benefit (Race/Ethnicity):

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Other Race - Hispanic	37
Other Race - Non-Hispanic	2
White - Hispanic	5
<b>Total</b>	<b>44</b>

**Quarter:** 1      **Accomplishment Quantity:** 29

### Accomplishment Narrative:

The YWCA Supervisor Gloria Molina Community Empowerment Center provides comprehensive enrichment activities to seniors from Walnut Park and residents throughout South East Los Angeles. This quarter, senior participants have benefited from our existing partnerships with LA Care, the Los Angeles County Departments of Mental Health and Public Health, the Partners In Care Foundation, the Los Angeles Universal Preschool, and East Los Angeles College. This quarter we have served a total of 29 seniors that reside within the designated service area.

In July, LA Care wrapped their series of workshops that provided instruction on a variety of health and wellness topics such as How to Communicate with Your Doctor, Pre-Diabetes Parts 1 and 2, Colon Cancer, Caring for a Loved One with Dementia, Preventive, Urgent, and Emergency Care. The workshops were very interactive and were new topics for many of the seniors who have enjoyed the workshops. The month of July also concluded the workshops given by the Los Angeles County Department of Mental Health. These workshops covered topics such as Mental Health Stigma, Stages of Grief and Loss, Domestic Violence Prevention, Depression, Anxiety Disorders, and Suicide Prevention. Though these topics covered difficult themes, seniors were encouraged to have an open mind and participated in tough discussions during the interactive workshop. The Promotora has provided instruction in the past, has since established a rapport with the seniors and created a safe place during the workshops resulting in seniors feeling free to discuss their ideas, feelings, and opinions without fear of judgment.

Our YWCA GLA Health Educator has added nutrition education into her health and wellness instruction in addition to physical activity promotion. This new development is made possible by the Champions for Change Healthy Communities Initiative grant from the Los Angeles County Department of Public Health. Workshop topics covered in the nutrition education workshops include: Enjoy Healthy Food That Tastes Great, Tips for Quick Preparation, Healthy Meals and Snacks, Eating Healthy on a Budget, Tips for Losing Weight and Keeping It Off, Making Healthy Eating Part of Your Total Lifestyle, and Physical Activity is Key to Living Well. The training provided by the grant has equipped our Health Educator with the necessary resources to provide comprehensive health and wellness programming for seniors. In addition to the nutrition education workshops, there was also a physical activity workshop for the seniors. Seniors are very active and enjoy physical activity engagement at least twice a week at the center. During nutrition education workshops seniors were informed that a minimum of two hours and a half of physical activity a week is recommended for optimal health. They are also taught that physical activity has many benefits which can help them increase their life span, sleep better, fight depression, and build strength. The physical activity workshop was held for an additional hour following the nutrition education workshop.

The first series of the evidence-based program called The Arthritis Foundation Exercise Program, provided by the Partners in Care Foundation last quarter was such a success that they agreed to return and offered it again following an overwhelming

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

demand. This second round of classes was offered twice a week for an hour from August 10, 2017 to September 19, 2017. The majority of seniors taking the class reported that they have experienced an increase of energy, sleeping better, a decrease in pain, and increased flexibility and range of motion.

The secondmost requested class amongst seniors is the Basic Computer Class which was made possible through our partnership with East Los Angeles College. The class was held twice a week for an hour and a half each session from September 18, 2017 through October 18, 2017. The course is designed for people with little experience in the use of computers. The class highlights the topics of the mouse, keyboard, writing documents, using the internet, and the use of e-mail. The class is instructed in English; however, East Los Angeles College has provided a translator for those who are primarily Spanish speaking. Currently the class is full to capacity with 16 students attending consistently and there is a growing waiting list.

This quarter we were fortunate to be invited to participate in the Grand Park Rangers Expedition hosted by Los Angeles County Grand Park Foundation. The pilot program promotes community wellness and environmental stewardship. A total of 25 seniors and two staff members attended the outing that took place on Thursday, August 24th with a bus for transportation provided by the Los Angeles County Grand Park Foundation. The Program encourages an active and healthy lifestyle and fosters champions of urban parks and green space among all ages. The day was full of fun education workshops such as morning yoga in the park, green space preservation, and environmental stewardship. The nutrition class also included a free healthy lunch. The majority of senior participants had never been to Grand Park and greatly appreciated the opportunity to learn about this great local resource.

25 seniors were invited by Congresswoman Nanette Diaz Barragan on Friday, August 25th to attend an Annual Senior Briefing Luncheon at the Carson Community Center in Carson. Seniors were provided transportation via chartered bus to the free event, which featured an interactive forum as well as a health and resource fair. The goal of the free event was to educate, empower, and encourage socialization via entertainment. Many of the seniors had not had the opportunity to meet Congresswoman Barragan and learned about the resources available through her office. They enjoyed participating in this event along with two staff members who emphasized the importance of civic engagement amongst the seniors.

On September 21st, Seniors were invited to attend a Town Hall meeting with Senator Ricardo Lara held at the YWCA GLA in Walnut Park. Senator Lara was invited as a special guest of the Walnut Park Parent Civic Engagement Project, a project made possible by the Los Angeles Universal Preschool. Before the senator's arrival, a parent leader provided an informational presentation on the role of a senator as well as the importance of civic engagement in improving the livelihood of a community. Many had never met the senator and during the meeting, had an opportunity to learn about him and his work in Sacramento. He also dedicated ample time to a question and answer period that followed.

Center staff continued to dedicate time to community outreach to promote the senior program and recruit participants. On the evening of August 1st, center staff participated in National Night Out, an event hosted by the Los Angeles County Sheriff Department's Century Station and carried out in partnership with local community partners including YWCA GLA Walnut Park. The event held at Plaza La Alameda in Walnut Park drew hundreds who had the opportunity to visit resource tables and enjoy live entertainment. On Thursday, August 3rd, Center Staff participated in Roosevelt Park's Parks After Dark community event and resource fair which provided an opportunity to meet many seniors who were not aware of the program available in Walnut Park. On August 19th, Center Staff participated in a local Women's Expo at Plaza La Alameda. The expo featured a resource fair and live entertainment for hundreds of attendees of which many were residents of Walnut Park and Huntington Park and were interested in learning more about the senior program.

Additional outreach efforts in this quarter include making regular announcements and distributing Senior Program flyers at local schools and community events as well as our regularly attended monthly and/or quarterly collaborative meetings held by the SPA7 Community Partnership, the Florence Firestone Walnut Park Community Partnership, the Best Start South East Los Angeles Community Partnership and the Los Angeles County Department of Public Health's SPA7 Regional Network Meeting. This provides an opportunity to share resources with parents, seniors, representatives from area agencies and local schools.

**Quarter:** 2      **Accomplishment Quantity:** 9

### **Accomplishment Narrative:**

During the second quarter, senior participants benefited from our existing partnerships with the Partners In Care Foundation and East Los Angeles College. Senior program participants continued to be actively engaged in YWCA GLA initiatives to improve wellness in Walnut Park. Year To Date (YTD), we have served a total of 38 seniors that reside within the designated service area.

On Wednesday October 4th, senior program participant volunteers joined hundreds of children and their families by participating in National Walk to School Day in Walnut Park. Center Director Maria Elena Chavez served as one of the main

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

coordinators of the Safe Routes to School community effort. The event, which is part of a national effort, emphasized the importance of walking and pedestrian safety. Students, families and community members joined together in the early morning hours at Walnut Nature Park for fitness activities, raffles and pedestrian safety engagement. Senior program participants assisted with preparing 500 resource bags which were handed out to participating students. Local county and community based organizations, many of whom are members of the local collaborative known as Florence Firestone Walnut Park Community Partnership, donated the tote bags, resource materials regarding services, incentives and water. Additional county agencies and partners who provided support leading up to this effort included: the Office of First District Supervisor Hilda Solis, Los Angeles County Departments of Parks and Recreation, Public Health and Public Works, Central Basin Municipal Water District, First 5 LA - South East Los Angeles, Florence Firestone Merchants Association, Huntington Park Library, Los Angeles Universal Preschool (LAUP), L.A. Care Health Plan, Los Angeles Job Corps, and the Ricardo F. Icaza Worker Center. The event was a great success and the participation of senior program participants was greatly appreciated.

On the morning of Saturday October 21st, seniors joined community members, including parents and stakeholders, by participating in a Walnut Park Community Walk on a route determined by the Los Angeles County Department of Public Health to learn about a handful of the infrastructure recommendations being proposed in the first draft of the Walnut Park Pedestrian Plan project. They also had an opportunity to share their preferences regarding infrastructure improvements by completing a survey. They were informed that the community at large would also have an opportunity to share their feedback on these same improvements as well as the initial draft of the plan in the coming months. Senior program participants appreciated the invitation to participate, and it is important that their perspective and concerns are represented in the Walnut Park pedestrian plan.

The Basic Computer Class, made possible through our partnership with East Los Angeles College, continued to be held twice a week culminating on October 30, 2017. The course has been a perfect fit for senior program participants as it is designed for people with little experience in the use of computers. The class highlights the topics of the mouse, keyboard, writing documents, using the internet, and the use of e-mail. East Los Angeles College has provided a translator and teachers assistants for those whose primary language is Spanish. The class continued to be filled to capacity with 16 students consistently in attendance and completing the class. All students were presented a certificate of appreciation at on the last day.

Senior program participants were amongst well deserving community members in Walnut Park who benefited from Turkey Give Away events hosted by local representatives in an effort to assist needy families during the Thanksgiving holiday season.

On November 15th, the YWCA GLA Walnut Park hosted a Turkey Give Away made possible by the Office of First District Supervisor Hilda Solis, in which the Supervisor was present to personally hand out the turkeys. On November 21st, our center hosted a Turkey Give Away made possible by the Assemblyman Reggie Jones-Sawyer in which the assemblyman was present to meet and greet community members. A total of eleven senior program participants were amongst those who received a turkey just in time for Thanksgiving and all were extremely grateful.

Our successful partnership with the Partners In Care foundation continued this quarter with their offering the eight series evidence based Matter of Balance Program. The class, which culminated on November 21, 2017, remained at full capacity with average of 30 senior participants attending each workshop. This series consists of eight workshops that are once a week on Thursdays for two hours. The goal of the Matter of Balance Program is for seniors to become more active with more strength and confidence without the fear of failing. Seniors shared that they were happy to learn tools that they could begin using immediately to help prevent falls.

A Health Educator held a new series of Champions for Change Nutrition Education and Physical Activity promotion workshops beginning in November and culminating on December 14th. The six-part workshop was held twice a week on Tuesdays and Thursdays for two hours. Senior program participants were very happy with the format of the class with the first hour being dedicated to Nutrition Education and the second hour to Physical Activity engagement. The curriculum used for these Nutrition Education workshops is the Eat Healthy, Be Active, and Community Workshops. The goal of these workshops is to provide advice for making food choices that promote good health, healthy weight, and prevent disease. Seniors appreciated learning topics such as how to eat healthy on a budget and learning tips for losing weight and keeping it off. Throughout the series they learned the importance of making healthy eating part of their total lifestyle while complementing those efforts with consistent physical activity engagement.

Center staff continued to dedicate ample time to community outreach to promote the senior program and recruit participants. On Sunday, October 8th, the YWCA GLA Walnut Park served as the host site for a Hispanic Heritage Month Celebration organized and sponsored by Assemblymember Reggie Jones-Sawyer. The assemblyman was present at the event which featured live entertainment, free food, and a resource fair held in the center's parking lot. Program Specialists Louie Rodriguez and Jocelyn Sanabria oversaw at an outreach table promoting center programming. It was an exciting event and a great opportunity

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

for the community, including seniors, to gather in celebration of all of the many Latino cultures that are present in Southeast Los Angeles.

Additional outreach efforts in this quarter included making regular announcements and distributing Senior Program flyers at local schools and community events as well as our regularly attended monthly and/or quarterly collaborative meetings held by the Florence Firestone Walnut Park Community Partnership, the Best Start South East Los Angeles Community Partnership and the Los Angeles County Department of Public Health's SPA7 Regional Network Meeting which provide an opportunity to share resources with parents, seniors, representatives from area agencies and local schools.

**Quarter:** 3      **Accomplishment Quantity:** 2

### **Accomplishment Narrative:**

This quarter senior participants have benefited from our existing partnership with PIH Health Downey. Senior program participants continue to be actively engaged in YWCA GLA initiatives to improve wellness in Walnut Park. In the third quarter we have served a total of 40 seniors that reside within the designated service area.

Senior program participants are among the community members including parents and stakeholders serving as members of the Community Advisory Committee for the Walnut Park Pedestrian Plan. On the evening of January 22nd, the CAC met at YWCA Walnut Park to learn about updates on the draft of the Pedestrian Plan and the Pacific Boulevard Demonstration Project, a large scale community event which will showcase temporary installations of some of the improvement recommendations. Members were informed that recommendations received from the community during outreach efforts have been included in the plan which is moving along in the process. Also, they were informed that a second round of comments received through outreach will also be considered. They shared their ideas on the branding design for the demonstration event as well as their thoughts on which community groups should be invited to participate.

A Health Educator held a series of Champions for Change Nutrition Education and Physical Activity promotion workshops in January and February. The four-series workshop was held once a week on Tuesdays. Senior program participants were very happy with the format of the class with the first hour being dedicated to Nutrition Education and the second hour to Physical Activity engagement. Evidence-based curriculum used for these Nutrition Education workshops provide advice for making food choices that promote good health and a healthy weight and prevent disease. Seniors especially appreciated the Valentine's Day Food Demo. The recipe used was Fudy Fruit and it focused on fruits and chocolate. The seniors were also encouraged to bring in their favorite fruit. After the food demonstration, seniors were invited to play Loteria with a twist as physical activity was incorporated during the game of Loteria.

Seniors continue to meet on a weekly basis for the knitting club on Thursday mornings. The club allows seniors to meet new people and socialize with one another. Many have knitted dolls and other figures around holiday themes. One senior shared that the knitting helps her keep her mind occupied so that she does not get stressed out.

In March, a Health Educator of PIH Health Downey facilitated a series of three hour and a-half long diabetes prevention workshops for senior program participants called Live Your Best Life. The workshop, which was well attended, provided information regarding how diabetes can be prevented. It also provided tips for how to prepare tasty but nutritional meals by implementing small changes. Finally, the workshop provided seniors with the tools to create a personal exercise plan so that they can better manage stress for wellness. Seniors appreciated the class and have requested additional classes on different topics.

On Wednesday March 14th, the Cristina Basurto, Regional Manager of Southeast Los Angeles Tree People and staff were on hand to deliver free trees to Senior Program participants who reside in Walnut Park and Huntington Park. The trees were part of an effort to green the area and improve the air quality in the community. Seniors were amongst those who received five gallon trees ranging from oranges to lemons and Mexican limes. Seniors expressed their deep appreciation for the free trees.

On Saturday January 6th, the Center Director participated in the Walnut Nature Park Three Kings Day Celebration, in which she hosted an outreach table and shared information about senior programming. The event was well attended with many who visited the table expressing interest in attending a health and wellness workshop. On January 26th, a Health Educator attended the First 5 LA Best Start South East Los Angeles Leadership Group (SELA) Family Game Night Event in which she hosted an outreach table. The event was hosted at South Region High School in Maywood from 5pm-8pm with many families and their children in attendance.

Additional outreach efforts in this quarter included making regular announcements and distributing Senior Program flyers at local schools and community events as well as our regularly attended monthly and/or quarterly collaborative meetings held by the Best Start South East Los Angeles Community Partnership and the Los Angeles County Department of Public Health's

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

SPA7 Regional Network Meeting which provide an opportunity to share resources with parents, seniors, representatives from area agencies and local schools.

**Quarter:** 4      **Accomplishment Quantity:** 4

### Accomplishment Narrative:

This quarter senior participants have benefited from existing partnerships as well as new ones which have resulted in new program offerings such as Zumba and a daily senior lunch program. Senior program participants continue to be actively engaged in YWCA GLA initiatives to improve wellness in Walnut Park. This quarter we served a total of 44 seniors that reside within the designated service area.

Since opening our doors, it has been our intention to provide a senior lunch program in an effort to reduce food insecurity amongst seniors in Walnut Park. In February, we were contacted by the Human Services Association who notified us that they were in the position to add a new site for their senior lunch program and wanted to see if we were interested in hosting the program. We welcomed the offer with open arms and were very excited to finally bring this long-sought goal to fruition. The next few months were dedicated to planning and preparations with lunch service beginning on June 1st. Some diners have also taken the opportunity to engage in other programming while others have not yet signed up. Residents are excited about the lunch program, and slowly the word is getting out with a handful of new seniors showing up each week. We believe that this will continue to serve as a great resource for seniors. We also anticipate many new seniors registering for the senior program as time goes on.

A Health Educator held a series of seven Champions for Change Nutrition Education and Physical Activity promotion workshops in April and May for senior program participants. She utilized a new curriculum which is part of the SNAP-Ed Strategies & Interventions Toolkit called the HEAL. The curriculum begins with two key lessons that focus on the recommended daily amount of fruits and vegetables and recommended amount of physical activity for adults. These lessons are followed by seven nutrient lessons, a community empowerment lesson, six physical activity lessons, reproducible educational handouts, and an evaluation. The Seasonality Guide includes information specific to the state of California which is beneficial for participants hoping to replicate recipes. This continues to be a very popular program offering for seniors many of whom share the positive benefits that the workshops have had on their health with newcomers.

On June 5th, the YWCA GLA Walnut Park launched an exciting new partnership with Food Finders. Funded in 1989, the organization works with local food vendors, grocery stores, restaurants and caterers to distribute donated food to other nonprofit organizations that feed impoverished families, children and elderly. Food Finders' mission is to eliminate hunger and food waste while improving nutrition in food insecure communities. After a series of planning meetings, we agree to co-teach a Nutrition Education workshop as part of their Healthy Choices Ahead program. The class was limited to 15 participants and had a waiting list after registration filled up rather quickly. What was unique about this class was a giveaway of groceries featuring fresh produce consisting of seasonal vegetables and fruits. Live cooking demonstrations were a feature of the workshop which highlighted one of the fruits or vegetables included in the produce bag for that given week. Program participants were also provided valuable techniques that can be utilized to extend the life of their produce as well various storage options such as freezing vegetables. In addition to co-teaching the Nutrition Education workshop, a Health Educator led a half-hour long exercise workshop. This has been an extremely popular program offering which we hope to offer again in the future. The partnership has also served to benefit our Health Educator by giving her an opportunity to learn valuable information that she can integrate into future nutrition education workshops.

Senior program participants exercised leadership and civic engagement through their participation in planning efforts leading up to a community wide event called Camina en Walnut Park (Walk in Walnut Park). The half day event, which took place on Saturday June 16th, was organized by County of Los Angeles Supervisor Hilda L. Solis - First District, community partners, and Los Angeles County Departments. The event featured temporary roadway demonstrations to showcase improvements that support people walking, biking, and spending time along Pacific Boulevard. Senior program participants were among the members of the Community Advisory Committee to provide community input on shaping the event, recommending agencies for the resource fair and local talent for the family friendly programming. They also served as volunteers on the day of the event by assisting with the gathering of surveys completed by community members attending the event which provided an opportunity to share feedback on the improvements and other recommendations they may have to improve walkability in Walnut Park. The event was a major success, with Supervisor Hilda L. Solis kicking off the festivities and a press event in that morning. Center Director Maria Elena Chavez was amongst the invited speakers during which time she acknowledged the hard work of senior program participants, community residents' efforts, and contributions to the event.

On June 7th, we launched a new partnership with Care More and TEMP who have begun providing Zumba workshops for Senior Program participants at the center once a week. The classes, taught by a certified instructor, are geared towards seniors,

## **2017-2018 CAPER CDBG Activity Listing**

### **(Activities Included in Analysis)**

encouraging the use of chairs for those who prefer to use them. Those who find the routine challenging are encouraged to dance at their own pace or do any kind of movement that feels right to them. The seniors have enjoyed the relaxed and welcoming environment and the class participation has continued to steadily increase. Our community partners have offered to provide more activities to encourage health and wellness and socialization such as senior dances featuring live entertainment. We are very excited about this great resource which comes at no cost to the association or program participants.

On Friday April 20th, Maria Elena Chavez and four Senior Program participants were featured on Univision's Pop Up 34 Facebook Live show which was taping at Plaza La Alameda. During the show, seniors, who were interviewed by anchor Leon Krauze, shared their personal stories of participating in various programs and initiatives at the center and encouraged those who were not members to get involved. The taping was arranged by the Communications and Public Affairs Unit at the Community Development Commission of the County of Los Angeles. Everyone was a little nervous leading up to the taping, but they all did an excellent job in representing the center and senior programs. They were able to showcase the important resource that Community Development Block Grant is in the community.

Outreach efforts this quarter included the YWCA GLA Walnut Park's participation in participation in two different Dia De Los Ninos events in Walnut Park. On April 21st, the Office of Los Angeles County Supervisor Hilda L. Solis – First District held a County Resource Fair which also featured family friendly entertainment. The second event was held on the evening of Saturday April 29th at Plaza La Alameda which also featured a resource fair and live performances. On May 19th, center staff participated in the Best Start Southeast Los Angeles County Spring Fest 2018, a large community wide event which took place at Salt Lake Park in Huntington Park. This was an excellent opportunity to promote senior programs.

Additional outreach efforts during this quarter included making regular announcements and distributing Senior Program flyers at local schools and community events, as well as our regularly attended monthly and/or quarterly collaborative meetings held by the Best Start South East Los Angeles Community Partnership and the Los Angeles County Department of Public Health's SPA7 Regional Network Meeting, which provide an opportunity to share resources with parents, seniors, representatives from area agencies and local schools.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601388-17      **Jurisdiction:** 1st District  
**Project Title:** Youth Development Program - Union Pacific  
**IDIS Number:** 10667  
**Operating Agency:** YWCA of Greater Los Angeles  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing youth program provides educational tools, life skills, financial literacy, cultural awareness, preparation for the California High School Exit Exam to both girls and boys aged 13 to 19 during the critical hours after school.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 50      This Year: 43      Cumulative: 43      Ratio: 86.0%  
**Net Expenditures:** Budgeted: \$29,697.00      This Year: \$10,911.00      Cumulative: \$10,911.00      Ratio: 36.7%

### **Leverage Funds Expended:**

Source	Amount
Other Private	\$25,000.00
<b>Total Leverage Funds</b>	<b>\$25,000.00</b>

### **Annual Narrative:**

This year YWCA Greater Los Angeles Union Pacific Empowerment Center (UPEC) had another very successful and well rounded educational outcome along with providing a safe place during the afterschool, summer, and school break hours. The youth program provided a safe place for youth to socialize, learn, develop confidence and self-esteem, attain educational and empowerment tools along with life skills, to enable them to strive for success to achieve their future dreams. A total of 16 high school seniors in the program graduated this June and are all pursuing higher education.

Youth have gained knowledge in Empowerment Workshops through guest speakers, presentations, and lessons on the computers in the Edison International Computer Lab. Without the Empowerment Workshops given at UPEC, most youth wouldn't have access or the exposure to such topics and valuable information. Some workshops given this year have been:

1. 2017 High School Graduates speaking to their peers about the importance of doing well in school and moving on to college.
2. Los Angeles Regional Food Bank Summer Session Free Lunch Program.
3. End of Summer Volunteer Excellence Awards Recognition.
4. High School Volunteer Opportunities.
5. Girls' Club-Girls Only Self-Esteem Workshops (Girls Only is a prevention education toolkit designed to promote self-esteem, develop life skills, and inspire positive motivation in young girls).
6. Supervisor Hilda Solis' Office Thanksgiving Dinner Turkey Giveaway.
7. American Red Cross Holiday Blood Drive.
8. Susan B. Anthony Day PowerPoint Presentation and Question Handout.
9. Women's History Month-viewing the "Breadwinner".
10. Earth Day Art Project-recycling magazines.
11. Denim Day/Peace Over Violence.
12. Denim Day T-shirt & Pockets Clothesline Project.
13. Sexual Assault Awareness Month Self-defense Class.
14. Mother's Day Craft/gifts.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

15. American Red Cross Summer Blood Drive.
16. Juneteenth discussion and poster making.
17. Domestic Violence Awareness Month Workshop.
18. NO NAME CALLING WEEK, bullying free school zones.
19. Cesar Chavez Day of Service.
20. Healthy Relationships.

Life skills workshops were also provided with most of the workshops taking place during summer, winter, and spring break sessions. Some of the workshops are as follows: Healthy Cooking and Eating, Botvin Life Skills Training (an evidence based program), Yoga & Relaxation, Art, and Fridays at the park, during summer session. Throughout the year these were other lessons youth were provided: Day of the Girl Poster Making of Malala Yousafzai, The Great Shake Out Drill and Activity, National Hispanic Heritage Month, Breast Cancer Awareness Month, Domestic Violence Awareness Month, Bullying Prevention Month, World AIDS Day Presentation/Workshop, No Name Calling Week, Girls' Club Spa Day, and Champions For Change Workshop.

This year all of our participants are of Hispanic descent, we strive to teach the importance of tolerance. We teach about different ethnic backgrounds, celebrate all people and cultures, historic events and holidays, and provide a safe place if youth need to discuss or open up about any particular topic. Some of the Cultural Awareness and Racial Justice Workshops given this year have been:

1. Georges Seurat and Vincent Van Gogh Artists and Art Work.
2. Civil Rights Leaders and Rosa Parks.
3. The Montgomery Bus Boycott.
4. YWCA GLA 10 Simple Ways to Eliminate Racism.
5. Racism discussions and definitions: Students brought up other forms of racism in World History such as: The Holocaust, civil unrest at the local park during the Vietnam War, The Japanese Concentration Camps and racism in America today.
6. Hispanic Heritage Month HBO documentary "The Latino List" and Questionnaire.
7. Rosh Hashanah, Jewish New Year PowerPoint Presentation.
8. Día de los Muertos Skulls discussion and craft.
9. National American Indian Heritage Month Handouts.
10. Día de los Santos Reyes.
11. Día de la Candelaria.
12. Chinese New Year-Dumplings, tea, and the Chinese Zodiac Chart.
13. Black History Month - "42" movie.
14. "The Breadwinner" Afghanistan Life.
15. Cesar Chavez Observance Day poster making.
16. Cesar Chavez "Viva La Causa" DVD.

The UPEC youth program has also assisted many youth with awards and recognitions, which were awarded by the program and their schools. One student was chosen because of his good grades and ethics to participate in a Southern California college tour with his High School during Spring Break. Two Girls' Club members ran and completed the Los Angeles Marathon. Two youth had the honor of making The National Honor Society of High School Scholars. 16 youth participants are graduating and moving on to college. The graduates are attending Universities or Community Colleges.

Throughout the years, UPEC has provided the youth a safe haven during the after school hours and school breaks such as winter, spring, and summer. Most of the youth complete their community/volunteer hours throughout their high school years with the program. Youth obtained information regarding college applications, admissions, financial aid, legal documentation assistance, Dream Act documents, job seeking, and resume writing. The program specialist assisted many of the graduates with letters of recommendation and support for college applications, jobs, and Dream Act documents. The youth program has become a family where the members come to gather information, support, and guidance. We welcome the new fiscal year and look forward to what the new year will bring to the UPEC Youth Program. Union Pacific Empowerment Center continues to provide a safe environment where youth can live, learn, and grow to flourish into becoming positive members in their communities.

We served 43 Community Development Block Grant (CDBG) youth and 75 youth program participants for the year.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
White - Hispanic	43
<b>Total</b>	<b>43</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Direct Benefit (Income):

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	1
Extremely Low	30
Low	8
Moderate	4
<b>Total</b>	<b>43</b>

**Quarter:** 1      **Accomplishment Quantity:** 6

### Accomplishment Narrative:

This first quarter has been very productive with the youth program participating in Summer Programming and beginning the new school year. Youth have been participating and attaining important information from Empowerment and Life skills workshops. Currently, Union Pacific Empowerment Center has served six participants who meet the CDBG requirements and have served a total of 41 youth since the beginning of the fiscal year. Since the onset of the fiscal year, we have provided high school volunteer and community service hours to youth program volunteers,; this aids towards their graduation requirements. Union Pacific Empowerment Center's youth program provides a safe place for youth to socialize, learn and develop confidence and self-esteem, attain educational and empowerment tools along with life skills, enabling them to strive for success to achieve their future dreams.

This summer the youth participated in Empowerment and Life skills workshops along with learning and brushing up on their Yoga skills. Some of the workshops were Art; drawing the Grand Canyon, Pointillism-Artist Georges Seurat; Q-tip pointillism and Victorian handout with colored pencils pointillism, and printed out coloring pages. Empowerment workshops were in Cultural Awareness and Racial Justice with youth learning about civil rights leaders/events such as Rosa Parks, The Montgomery Bus Boycott, and the YWCA Greater Los Angeles (GLA) 10 Simple Ideas to Eliminate Racism Wheel. Discussions about racism and the definition of racism were reviewed and the Program Specialist and students brought up other forms of racism in world history such as the Holocaust, Civil Unrest at the local park during the Vietnam War, the Japanese Concentration Camps, and Racism in American today. Life Skills workshops were given by the Program Specialist, using Botvin Evidence Based Lessons. Youth learned how smoking and drugs affect the body physically and mentally. This summer the youth were taught three workshops on the topic. Another life skill workshop covered healthy eating and meal preparation. The youth learned how to make healthy smoothies using milk, bananas, oatmeal granola bars, and a dash of cinnamon. Youth also had a couple movie days, and a Just Dance Completion with the Wii.

In July, during the summer session, two high school graduates came to talk to the youth about the importance of doing well in school and moving on to college. The graduates shared their stories, advice, and struggles with the youth program. Both graduates are the first in their families to graduate high school and attend universities. Youth asked questions and the graduates answered and shared advice about what to do at each grade level in preparation for college. They also advised to take advantage of every scholarship available because "Life is expensive", as one graduate strongly advised. He shared that he has been working since his senior year in preparation for college. He also shared that he already makes more money than both parents at minimum wage. He strongly suggested to the youth to begin caring and prepping for college and their future as early as middle school because "Working is hard work" and "You don't want to work at Jack's all your life".

For the fifth year in a row, we collaborated with the Los Angeles Regional Food Bank to serve healthy meals to the children in the community: Open to all children one to 18 years old and served Monday through Friday. This summer we served over 800 meals to the children of the Union Pacific Community, making it another successful year.

The Summer Session came to a closing on August 2nd, and the Program Specialist provided the youth with an End of Summer Party/Celebration. Youth were treated to Fried Chicken, Potato Salad, Iced Tea, Dinner Rolls, and a delicious cake from Costco which the youth made a special request for. Along with the End of Summer Celebration, the youth also celebrated the Program Specialist's 40th birthday by singing to Ms. Morales and dedicating the cake to her. Aside from the delicious food, youth also played the left/right game along with other fun party games to win prizes. Youth won raffle tickets for school supplies purchased by the Program Specialist.

This summer, a High School Volunteer was recognized for her service hours during the End of Summer Celebration. She completed 60 hours during the Summer Session assisting the Program Specialist with the daily Free Food Program prep, service, and clean-up, daily workshops set-ups and clean-ups, and clerical work. She has completed her required hours,

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

however she would like to continue to volunteer throughout her senior year whenever her schedule allows her to. The Program Specialist thanked and recognized Dulce for her service with a Certificate and Starbucks gift card. Dulce also thanked the Program Specialist and gave her beautiful flowers for her birthday.

On the last day of Summer Session, the youth completed their Pointillism Lesson by creating their own Georges Seurat scene. The youth used markers to create their period piece. The youth's assignment was to be creative, use nothing but dots, and had to have a park scene with at least two trees, a bench, a woman with an umbrella, a pond, and grass.

At the end of August, the Girls' Club participated in the first meeting of the academic school year. The girls participated in a workshop regarding self-esteem. The workshop is aimed for the girls to gain a confidence and satisfaction in oneself. The day began with the Program Specialist explaining the Ice Breaker Activity. The Ice Breaker was "Would You Ever". The Program Specialist asked funny questions while the girls sat at the living room area of the club room. One side was for yes as the other side served for no answers. The girls began in the middle couch and moved from one side to the other regarding their responses to the questions. After the Ice Breaker game, the Program Specialist introduced the topic of Beauty and the unrealistic/unhealthy body expectations that girls face. She also showed the girls pictures of famous women/girls that had been photoshopped next to the actual photo. Making sure that the girls realized that what they see on TV, movies, social media, magazine, etc., are what someone's idea of beauty is. First of all, it's fake because those women/girls don't look like the photoshop picture. Sometimes it may not be healthy for them to look like the stick figure that society believes to be beautiful. She then asked the girls to write three things that they see or feel about their bodies when they look in the mirror and fold them up and place them in a bowl in the middle of the table. She made sure to tell them that their answers were going to be anonymous, but that as a group we would be discussing the answers and categorizing them into positive and negative thoughts to see what the bigger pile would look like. Right off the bat, some girls did not want to do the exercise and felt uncomfortable. However, the other girls and the Program Specialist assured them that everything was ok and that whatever happens in Girls' Club stays in Girls' Club. After the exercise, the largest pile was negative thoughts. The Program Specialist then asked the girls to name beautiful things. She reminded them and led the discussion that everyone sees beauty in a variety of ways. She also asked if beauty was only what we see on the outside of ourselves. She also told the girls that everyone in the room was beautiful for various reasons. After the discussion, the girls were to look at the person to their right and tell them three reasons why they are beautiful. At the closing of the workshop, the Program Specialist told the girls that they were all beautiful because they are smart, unique, and creative and that's how they are beautiful to her. She also reminded them to be confident in themselves and to love themselves for exactly who they are at that very beautiful moment! The Program Specialist used a lesson from Girls Only, a prevention education toolkit designed to promote self-esteem, develop life skills, and inspire positive motivation in young girls.

In September, the Girls' Club participated in another workshop using a lesson from Girls Only. The Lesson was on Qualities I Love. The Program Specialist brought up the discussion question which was: "What characteristics do you love about yourself?". She explained to the girls that they were going to think about all the things they like about themselves, physical and other characteristics. For example, "I love my hair or feet that allow me to walk and dance" and "I love the way I try hard in school and how I treat people with respect". The Program Specialist reminded the girls that this workshop wasn't about bragging it was about being proud of their own strengths and loving yourself. The girls then had to write such qualities into their personalized journals, which the Program Specialist purchased for them. When the girls were done, they chose different color construction paper in the shape of flower petals. They had to write, referencing their journals, a different quality about themselves that they love on each petal to finally form a flower with their name at the center of the flower. Once the flowers were created, the participants were to share their qualities they love about themselves with the group.

During another Girls' Club, the girls partook in another workshop from Girls Only. The Lesson was titled: Compliments for Free, a lesson providing the discussion of how young girls are sometimes unable to receive a compliment for fear of how people will perceive them and because they just do not have the self-esteem to accept or believe the compliment. The Program Specialist asked the girls questions regarding how they feel when they receive and or give a compliment, how a compliment can affect someone's day, and how a compliment that you receive or give relate to self-esteem. The girls began the discussion stating that it feels good to receive a compliment, but sometimes they feel that if they say thank you, they will look conceited in front of all their friends. They also mentioned that you can make someone's day by giving them a compliment, especially if their day wasn't going so well.

The Program Specialist told the girls that most compliments are genuine and that it's ok to believe it and reply with a thank you. This shows people that you are secure and that you like yourself. She also explained that self love equals self esteem and how important it is to have that. She then asked the girls to put their names on a precut square then she asked them to crumple it up into balls and throw them in the center of the room. They were then asked to make a circle around them. She put on music and when the music stopped, they were to choose a crumpled up ball of paper and unravel it to reveal someone's name. They were asked to write a complement about that girl and then crumple up the paper again and throw it into the circle again. This was repeated several more times until everyone was able to pay a compliment to everyone. Once this exercise was over, the

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

participants were allowed to read their own squares aloud and receive their compliments.

To commemorate the first day of National Hispanic Heritage Month, the youth club watched the HBO documentary, The Latino List. The documentary highlights various celebrities, artist, singers/musicians, and other people in the art field by interviewing them and sharing bits of their lives with the viewer. They all share their views, passions, and personal stories regarding what it means to them to be Latino. After the viewing, the youth filled out a handout that the Program Specialist created with questions pertaining to the documentary. Some of the youth asked the Program Specialist questions regarding their shock to find out that certain people identify themselves as Latino.

In honor of Rosh Hashanah, the youth learned about Jewish New Year and the customs that are involved with the Holiday. The YWCA GLA Hallmark is to teach tolerance and cultural awareness such as the CDBG grant. The Program Specialist thought that the youth should know exactly why they were getting the day off from school, to fully understand and be able to respond as to why they got the day off from school. The Program Specialist reviewed two short PowerPoints about Jewish New Year and the customs involved with the holiday that she downloaded from the internet. They also completed Jewish New Year Word Search from the website, School Family, and learned new vocabulary pertaining to the holiday along with holiday coloring pages.

As we begin our second quarter, the Program Specialist continues in supporting youth with afterschool homework assistance, informative workshops, and writing various forms of letters of recommendation. Youth participants are completing homework, using the new updated Edison Computer Lab for computer usage for research and free time. The new quarter will continue to bring forth Empowerment and Life Skills Workshops to its youth program along with providing a place where youth feel comfortable and rely on the Program Specialist and UPEC Staff for the answers. They also help with everyday life questions and challenges. Union Pacific Empowerment Center continues to provide a safe environment where youth can live, learn, and grow to flourish into becoming positive members in their communities.

**Quarter:** 2      **Accomplishment Quantity:** 8

### **Accomplishment Narrative:**

During the second quarter, we have served 14 participants who met the CDBG requirements, and have served a total of 46 youth since the beginning of the fiscal year. During this quarter, the youth celebrated and observed holidays and awareness months and were thanked for their continued participation in the program through holiday parties and goodies.

The quarter ended on a very happy note with the youth celebrating Christmas with a party and, aside from the usual gift, an added bonus gift thanking them for their continued participation. Small gestures like this really help make the youth feel special and gain a sense of belonging which adds to their confidence and self-esteem. The Program and Center are more than just a place to come after school; it is definitely a second home, safe haven, and family.

At the beginning of the quarter, two high school seniors filled out applications to become high school volunteers. They passed their informal interviews and have been completing their community service hours while volunteering during the youth program hours.

The youth program was treated to a Halloween Party on October 31st. The youth came in their Halloween Costumes and ate pizza, nachos, candy, and cake while listening to Halloween music. Most of the youth sat and discussed their trick-or-treat plans for the night, while others were pooped out from their schools activities. Each participant went home with goodie bags and some even took a piece of cake to share with their families.

During Thanksgiving break, the youth program participated in a raffle to win Supervisor Hilda Solis' Thanksgiving Dinner Turkey giveaway. Four lucky youth program participants won the raffle. The youth enjoy this time of year and all the goodness which comes along with it. The Thanksgiving Dinner Donation really comes in handy for many of the youth program families. Many families are not used to preparing a Thanksgiving dinner, especially for the added expenses which may come from the dinner. It is great that our center still receives the special donations to assist its clients throughout the Holiday Season.

As a special Thanksgiving Treat, the Center Director provided the youth with a pasta lunch during Thanksgiving Break. Along with the lunch, the Program Specialist provided the youth with pumpkin pie and their favorite pie topping, "cool whip". For many of the program participants, this is the only time they will get to eat pumpkin pie, many come from families that do not celebrate or have not yet picked up on the American custom. The youth love this special yearly treat. The program specialist even has a special raffle, which she raffles off a whole pumpkin pie to one lucky program participant to take home and share with their family.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The youth program spent the first full week of December decorating the youth club room for the holidays. They hung lights, decorations, and put the Christmas tree up. The majority of the decorations come from the Program Specialist's own ornament collection that she loans out to the program, so that the youth can prepare the room and get into the holiday spirit. Christmas music plays while the youth prepare the room for the season and snack on holiday cookies. The Program Specialist enjoys helping make the entire season fun for the youth, knowing that some may not even have a tree to decorate at home. During this time, names for a voluntary gift exchange were chosen as well. This gift exchange is strictly on a volunteer basis and the youth decide the amount of the gift. About ten youth participated in the gift exchange this year.

During Winter Break, we hosted our second blood drive in collaboration with the American Red Cross on the 19th of December. This was a special request from the American Red Cross to help replenish the blood supply which was taken to Las Vegas, after the horrible mass shooting that occurred in September. Even with a small turnout, we were able to help the American Red Cross with their blood supply. Child development parents, staff, and the community came out to support the cause during the busy holiday season. Four of the youth program participants volunteered during the day at the sign-in table.

On the 21st of December, the youth program celebrated the holidays with a Christmas Party. With a generous donation to the UPEC Youth Program, the Program Specialist was able to provide the youth with a delicious meal, raffle prizes, a gift, and an extra special something to thank the youth for their continued participation in the program. Due to lack of funding, the youth haven't been on a recreational or educational field trip in about three years and the UPEC backpack giveaway hasn't occurred in over four years. So for the youth who have been in the program for several years and who participate throughout the year (summer, after school, winter, and spring sessions), they received 20 dollar gift cards to Starbucks for their continued support and dedication to the program/center. The youth loved the Panda Express Chinese food, their presents, the raffle prizes, games, and most of all, being recognized and thanked with the Starbucks gift cards. The Program Specialist was so happy to see the students so thankful and happy as well.

International Day of the Girl always falls on October 11th and, on this day, the youth program discussed the day's meaning. The Program Specialist asked the youth if any of their schools celebrated the day. When the group answered "no", she then asked if any teachers brought the day up. The group answered "no", then one participant said that her teacher brought it up and that they briefly discussed what the day was about. One high school student stated, "Ms. It seems as if nobody cares about this day". The Program Specialist said "Yes, unfortunately yes. That is why the day was created. Therefore, that is why we need to celebrate and discuss the importance of the day". The youth program then discussed past celebrations and subjects that the Girls' Club has brought forth because of the day.

In October, the Girls' Club participated in another workshop using a lesson from Girls Only. The lesson was Silhouette Reflection and the discussion question that the Program Specialist brought up was "What do you admire about your friends?". The girls' first response was "I don't know". The Program Specialist then explained the importance of teaching young girls to recognize good qualities in others, and to give/accept compliments because it aides in maintaining healthy friendships and assists them in being proud of their own strengths. This will help in the resistance of peer pressure, avoidance of friends who don't treat them with respect, and aids in their own self-esteem. After the discussion the Program Specialist explained the activity and girls were excited about the task given to them. They traced one another's body outline as each one laid on the floor over laid out butcher paper. Once all bodies were outlined, the girls had to pay compliments to one another. Each girl had to write two to three positive things of their friend's outlined image. As the girls were performing the task, the Program Specialist continued to discuss the importance and meaning of the activity. She reminded them that sometimes we forget or don't see the positive things about us; that sometimes we need other people to remind us of such things. She also asked how the activity was making them feel. The girls said that they were happy excited, and that they feel good writing nice things about their friends, and that they like reading the nice things that their friends are writing about them. The girls all had smiles on their faces while giving and receiving the written compliments.

Another activity that the Girls' Club participated in was Day of the Girl Poster making. The girls were to make posters of any girl/female topic important to them. Some girl's topics were the importance of education for all girls world wide, respect for all girls in the world, and girl pride. The girls also discussed Malala Yousafzai, a Pakistani activist for female education and the youngest Nobel Peace Prize winner. One of the participants, Samantha Alvarado, gave the group a beautiful description of who Malala is and the horrible shooting that she survived. Malala is a very important figure and heroine to our Girls' Club.

On October 19th, the youth program participated in the Great Shake Out during the after school program hours. Although the youth participated with their schools during schools hours, the Program Specialist feels the importance to participate as well; to remind the youth of the emergency drill procedures that they must follow if an actual emergency/disaster occurs. The youth dropped and went under tables covering their heads, when the so called shaking was over. The Program Specialist had them exit the building through the nearest exit to meet up at the parking lot. Cruz Sainz got the emergency bag and the Program Specialist got her registered youth binder and the group made their way to the parking lot where the Program Specialist took

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

role call and explained emergency procedures before they reentered the building. Once they were back into the club room, the youth completed emergency questionnaires and all went home with check lists from the American Red Cross Earthquake Preparedness Information Sheets.

Throughout the month of October, the youth completed much academic enrichment such as coloring pages, reading comprehensions, and other handouts in commemoration of the awareness months such as: National Hispanic Heritage Month, Breast Cancer Awareness Month, Domestic Violence Awareness Month, and Bully Prevention Month.

On Veterans Day, the youth program enjoyed a pupil day off and special program hours. During the program, the youth club created pumpkins using balloons and yarn. They brushed glue over the balloons and covered the entire radius of the balloons with yarn. Once the glue was dried and the yarn hardened, they were able to pop the balloons to end up with a festive pumpkin yarn craft to decorate their homes for the Fall/Thanksgiving Season.

In mid November, the Girls' Club was asked what they were thankful for during the Thanksgiving/Fall Holiday Season. A small discussion was held between the program specialist and the girls with many saying that they were thankful for their family and friends. After the discussion the program specialist explained and showed the girls an example of the day's craft/project. With construction paper, markers, and creativity, the girls created "I'm Thankful Pumpkins". On eight strips of orange construction paper, the girls had to write out what they were thankful for. Once they had written this out, they had to glue all the pieces together to form the pumpkin shape. They also used green construction paper to create leaves and fuzzy shiny green pipe cleaners to create stems. The girls enjoyed creating the craft and were anxious to take them home to use as a centerpiece for the season and to share with their families everything they are thankful for.

During Thanksgiving Break, the youth program created Thanksgiving Turkey Pins. This past summer, a large supply of felt material was donated to the youth program, so the program specialist, knowing how much the youth enjoy making crafts, looked up various holiday felt crafting ideas. After creating the felt turkeys, the youth used googling eyes, jewels, and sequins to adorn the Turkey pins. As a result of their creativity, the girls from the program decided to make Thanksgiving Turkey purses along with their pins.

In honor of World AIDS day, which occurs on December 1st, the youth program participated in a workshop. The workshop/presentation was given by two educators from Bienestar and it gave the youth information regarding HIV/AIDS awareness. Those in attendance were age 13 years and over, mostly in high school, and were very active in the presentation; answering questions and asking questions of the presenters. The presentation covered the difference between HIV/AIDS, facts regarding how one can become infected, how one can live with the virus, and myths about contacting or being in contact with someone infected with the virus or living with AIDS. The program specialist was very pleased with the way the youth handled themselves with the very straight out terms and information, which could sometimes make the youth feel uncomfortable, but they handled themselves well and with maturity.

In honor of Día de los Muertos, the youth program celebrated by discussing the cultural significance of the day of celebration and created skulls by using colored construction paper. The program specialist also had a small altar where she displayed a female bride skull and a purple painted clay skull. The youth enjoy and believe that it is important for them to continue to celebrate, learn, and teach this important cultural tradition as a way to remember those loved ones who have passed. On this day (Day of the Dead), families may visit the graves of their loved ones. The graves are adorned with altars and are usually decorated with candles, sugar skulls, food, and flowers. Those who celebrate and believe in the cultural tradition, which dates back to the Aztec Empire, believe that the gates of heaven are opened and the spirits can reunite with the living.

Throughout the month of November, the youth completed coloring pages, reading comprehension, and other handouts in commemoration of the awareness months such as: National American Indian Heritage Month, Día de los Muertos, and Thanksgiving as their daily academic enrichments.

We are now beginning the Third Quarter and youth participants are continuing completing homework, using the new updated Edison Computer Lab for computer usage for research and free time. The new quarter will continue to bring forth Empowerment and Life Skills Workshops to its youth program along with providing a place where youth feel comfortable and rely on the Program Specialist and UPEC Staff for the answers and help with everyday life questions and challenges. Union Pacific Empowerment Center continues to provide a safe environment where youth can live, learn, and grow to flourish into becoming positive members in their communities.

**Quarter:** 3 **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The Union Pacific Empowerment Center Youth Program continues in providing a safe environment where youth are continuing to develop the life skills they obtain through the empowerment workshops, daily encouragement, and a safe haven during the after school hours where they continue to live, learn, and grow; they flourish into positive members in their communities. During the third quarter, 15 participants were served who meet the CDBG requirements and we have served a total of 52 youth since the beginning of the fiscal year. Throughout the quarter, the youth have been receiving empowerment and life skills workshops aiding in cultural awareness and social justice, women's history, black history, bullying awareness, self-confidence, and self-acceptance. We also have continued to provide high school volunteer and community service hours to youth program volunteers, aiding towards their graduation requirements.

Volunteer/Community Service hours are obtainable for High School Youth who are already in the program or are new to the program. In assisting with their High School Graduation Requirements, part of the application process is to have an informal interview in order to get to know the youth, where their services will work best and give them an opportunity to sit through an interview process. Three students have been performing their volunteer/community service hours this quarter.

To commemorate Susan B. Anthony Day, the youth program participated in a workshop which they had to use the Edison Computer Lab to view a PowerPoint presentation to answer a questionnaire/survey regarding the pioneer in women's rights activism. The youth were given a pre-questionnaire/survey as they walked into the program for the day. The Program Specialist was curious about their knowledge or lack of knowledge on the subject. After they completed the handout, they were then given a post questionnaire/survey, directed into the Edison Computer Lab, and asked to go to a particular website where they could attain the specific PowerPoint that they needed to obtain the information in order to complete the second part of the workshop. The majority of the youth initially had no idea who Susan B. Anthony was. Out of the nine youth who participated in the workshop, four showed previous knowledge in the women's rights pioneer, while the rest gained knowledge viewing the presentation and answering the questions that the Program Specialist created. As they completed the handout they were asked to choose a coloring page to complete the workshop. Many chose to color the page that had Susan B. Anthony's image on the dollar coin.

In March, during Women's History Month, the No Girl Left Behind Tour made a stop at Garfield High School where a number of Girls' Club participants attend school. During the youth program, two members walked in and began sharing their day with the Program Specialist. Some girls were so excited, happy, and feeling great because of the experience from the tour. Their mission is to unite girls globally, creating a sisterhood that empowers girls from all walks of life by educating and liberating them from false, limiting perceptions and destructive patterns so that they may acknowledge their self-worth, gain a sense of confidence, identify their uniqueness and access their full potential all while supporting one another. The girls really enjoyed the day and felt positive about sharing their experiences such as being bullied and issues with self-esteem with their peers and group leaders. They both mentioned that they wish there could be more days such as that day at school. It was great to see these girls feeling wonderful and wanting to share their day with the Program Specialist.

During Spring Break, the Youth Program held special program hours. Although, there were a few participants who showed up during the week, the girls who showed up had a fun filled week. Most participants were out of town while others needed a break from all school settings. Those who did attend played board games, Just Dance on the Wii, created an Easter Craft, and participated in a raffle and Easter Egg Hunt. Mostly Elementary and Middle School girls attended the program during Spring Break and the Easter Craft kept them busy as they created Easter baskets out of Popsicle sticks, glue, and yarn. Once the basket was completed, they were able to fill it with spring colored ribbon for grass and colorful plastic Easter eggs. A daily game of Monopoly was played and the girls enjoyed teaming up and winning the Program Specialist by buying better properties, houses and hotels, and frankly balancing their money much better than the Program Specialist. On the day of the Easter Egg Hunt, the Program Specialist filled plastic eggs with candy, coins, and dollars before hiding the eggs throughout the second floor hallway, conference room, and computer lab of our center for the hunt. The girls had a blast searching for the eggs and the egg with the special prize. The winner of the special prize won a \$5.00 gift card to Starbucks. After the Easter Egg Hunt and while the girls were opening their eggs and eating their goodies, the Program Specialist passed out raffle tickets for a grand prize. The winner of the grand prize won an Easter bunny bag filled with Easter themed puzzle, coloring book, candy, pencils, deck of cards, and a \$5.00 Starbucks gift card. The winner, The winner was over the moon with her prize. The girls had a great day celebrating the holiday with the Easter Egg Hunt and receiving filled eggs with goodies. They especially enjoyed the raffle and taking their goodies home.

During Spring Break, one Youth Program Participant went on a college tour to San Diego. This is his second trip with the Upward Bound Program. Last year the student was chosen to go to the East Coast College Tour because of his high GPA; normally the college tours are only open to juniors. He has been involved in the Upward Bound Program since being accepted at the end of his 8th grade year, has participated in the special program while taking courses at California State University Los Angeles during the summer. He was very excited about this year's college tour as well as the visits to the zoo and sea world.



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## (Activities Included in Analysis)

The Girls' Club participated in a workshop during No Name Calling week, which included a lesson from the No Name Calling Week website: [noamecallingweek.org](http://noamecallingweek.org). They signed the No Name Calling Week pledge and remembered Martin Luther King Jr. No Name Calling Week recognizes the importance of a No Bullying Zone, how being bullied can make one feel, how one can intervene in bullying situations, and how to support the efforts to end bullying and name-calling. The girls began the lesson by creating a human chain by interlocking arms after each one shared about knowing someone who has been bullied. The activity demonstrates that they are not alone, everyone present knows someone who has been bullied, and that together we can support an end to bullying. One of the girls shared how she was bullied and how horribly it affected her. After this activity, the girls were given a sheet of paper with three response cards that they had to cut out. Each girl had three different responses that they needed to raise up after the Program Specialist read various scenarios. The first choice was, take a stand, the second, ask for help, and the third, not sure. In most of the scenarios, the girls responded with take a stand. The girls said that they would take a stand next time they heard or saw someone being bullied if they felt that it was safe to do so. That is when the Program Specialist introduced the four ways to stay SAFE. SAFE is an acronym for Say what you feel, Ask for help, Find a friend, Exit the area. These are responses to say or do when you witness name-calling or bullying. At the closing of the day, the girls were asked to remember Martin Luther King Jr.'s non-violent ways, teachings, and activism. The girls completed a coloring page and each wrote their own "dream" on the bottom of the coloring page. Most of the girls wrote about a world where racism doesn't exist, having basic human rights and how everyone should help and care for one another.

In February, the Girls' Club received a special treat from the Program Specialist, she provided the girls with a "Spa Day" to bring the final workshop lesson from a segment of Girls Only to a closing. Over the past month, the girls have been learning about inner beauty, working on their self-esteem, creating a sisterhood, and self-love. The final lesson of the segment was on hygiene and the Program Specialist decided to create a fun and special day for the girls. The girls were invited to "Spa Day" and needed to RSVP in advance in order for the Program Specialist to acquire the materials needed to create the special day. Once she knew the number of guests, she purchased baskets and items to create "Spa day goodies" for each participant. Each girl received a basket upon arrival which consisted of terrycloth headbands, manicure sets, two washcloths, a hairbrush mirror compact, chap stick, an empty jar to take home their DIY body sugar scrubs, and a shower loofa. Program Assistant/Receptionist Yolanda Gutierrez assisted the Program Specialist by providing nail polish, her manicure skills, and a lesson/workshop on how to wear appropriate colors and amounts of makeup for everyday use and special occasions. During "Spa Day" the girls made DIY facial scrub and learned how and when to exfoliate. They were also treated to cucumber and lemon water, fruit parfaits, and a candy dish during their "Spa Day". While they waited for their manicures, they were able to relax on the couches with cucumber slices over their eyes, listened to relaxing music, and enjoyed the ambiance the Program Specialist provided for the day. After the hygiene lesson, the girls spoke about how much they enjoyed the day and felt so relaxed and special. They loved taking home their basket of goodies and couldn't stop talking about how delicious the parfaits were. They also wanted a list of the ingredients we used to create the sugar facial and body scrubs to share with their mothers.

The youth and the Program Specialist celebrated the cultural tradition of Día de los Santos Reyes on January 8th. The day is traditionally celebrated on January 6th in remembrance of the biblical story of the baby Jesus. In addition to getting presents from baby Jesus on Christmas Eve, Mexican children and other Latin American children receive gifts from the three wise kings (Reyes magos) on January 6th. Not only is it a Christian Tradition, but it is also a Cultural tradition with food, gifts, and parties. It is also customary to eat Rosca de Reyes, a wreath-shaped fruity bread baked with a figure of baby Jesus inside. Whoever receives the piece with baby Jesus is to host a celebration with food on February 2nd, Día de la Candelaria. The Program Specialist, Rhianna Morales, purchased a Rosca, which is a bit like pan dulce, Mexican sweet bread, shaped into a wreath. The youth really enjoy celebrating and feel the importance of keeping such a cultural tradition going and everyone shares various stories of the presents that los Reyes Magos left them or have left in the past. There were four participants who got the piece of Rosca with the figure in it. These participants will bring something for the group on February 2nd in celebration of Día de la Candelaria in keeping up with the cultural tradition.

In honor of Día de la Candelaria, the Youth Program Specialist treated the youth to a lasagna meal. February 2nd, is a cultural and religious tradition that many of the program participants partake in at the center with their families. On this day, it is customary for those who received the baby Jesus in their pieces of Rosca (Día de los Reyes, in January) to provide a meal for those who partook in the Rosca Celebration. Although this year, the Program Specialist did not receive the baby Jesus, she still provided the youth with a meal. The youth enjoyed their lasagna meal, Caesar salad, and iced tea. Those youth, who did receive the baby Jesus in their piece of the Rosca, brought sweets and chips for everyone to enjoy.

In celebration of the Chinese New Year, the youth were treated and introduced to Chinese dumplings, tea, and the Chinese Zodiac Chart. The youth participated in this cultural lesson on February 16th to commemorate the New Year. The Program Specialist explained the Chinese Zodiac Chart and the youth discover their animal and traits of the year they were born. She also introduced some Chinese meal customs and showed the youth how to eat dumplings. The dumplings that the youth sampled were steamed and filled with chicken and vegetables and shrimp. She also provided different dipping sauces and hot tea. Some youth used their hands, while others tried chop sticks for the first time. The youth enjoyed being introduced to

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

another culture and tasting some of the festive cuisine. As a dessert, the youth ate delicious Chinese almond cookies while the Program Specialist passed out red envelopes and explained the meaning of the gesture.

In honor of Black History Month, the youth viewed the movie "42". "42" tells the story of two men's, the great Jackie Robinson and legendary Brooklyn Dodgers general manager Branch Rickey, brave stand against prejudice that forever changed the world of baseball. The movie highlights the year in 1947 when the manager of the Brooklyn Dodgers brings Jackie Robinson up from the minor leagues to play major league baseball. This was the first time in history that a black man was allowed to play on a major league baseball team. This was when segregation occurred throughout the nation and especially in the Deep South. The youth watched the movie and made comments when racist comments and scenes were shown. Their generation sometimes forgets that segregation was once the law in this country and are always taken aback by the language and actions from this segment in time.

In honor of Women's History Month, the Girls' Club viewed the movie "The Breadwinner". The movie is a story about a young girl, Parvana, who lives in Kabul, Afghanistan which is under control of the Taliban. Life as Parvana's life changes the day her father gets arrested and taken from their home by the Taliban. Without means to support the family, as they are not allowed to go out without a male relative, Parvana helps her family perform daily duties cutting her hair, dressing like a boy, and working to support her mother, older sister, and little brother. Parvana now is pretending to be her father's nephew, Aatish, and is able to purchase food and work in order to support her family. The movie shows the daily struggles for females in countries where they are not allowed to walk or be on their own, work, and where they must cover themselves up. The youth enjoyed the movie and asked questions throughout the movie. At the end of the movie, the youth were asked to complete a handout with questions pertaining to the movie. One of the questions on the handout, which the program specialist prepared was, "How you are like Parvana?" and "How are you different?". Most of the youth answered that they were the same because they too would feel that they had to help to support their families if needed. They would do whatever it took. Not only did the Girls' Club view the movie, but so did the Youth Program because a couple of the girls wanted to see the movie again.

With the fourth quarter upon us, the Program Specialist continues to provide the youth with informative workshops, homework assistance, writing letters of recommendations, and volunteer work for high school students who need to fulfill their high school community service hours. Youth participants are continuing to complete homework and using the new updated Edison Computer Lab. High School Volunteers are performing their community service hours towards their graduation requirements and the high school seniors are receiving college acceptance letters, seeking employment, and going on job interviews; seeking continuous advice and assistance from the Program Specialist. She always provides a safe place for youth to gather and socialize, encourages and assists youth in learning and developing confidence and self-esteem, and enables youth to strive for success to grasp and reach their educational and life long dreams. Union Pacific Empowerment Center's youth club continues to flourish.

**Quarter:** 4      **Accomplishment Quantity:** 28

### **Accomplishment Narrative:**

During the fourth quarter, Union Pacific Empowerment Center's youth program served 39 participants who meet the CDBG requirements and has served a total of 75 youth since the onset of the fiscal year. This year, 15 high school youth participants have graduated and are moving on to Universities and Community Colleges. Union Pacific Empowerment Center is a program where youth are not only nurtured educationally, but emotionally and physically. Although there was lower enrollment than previous years, UPEC and the program is still a place where youth feel important, are loved, and treated like family.

The youth program created Earth Day Works of Art by recycling magazines and using the pages to create vibrant backgrounds for their projects. After discussing the earth and global warming, the youth discussed different objects that could be recycled and reused to create something useful. They came up with various ideas and said that the program should begin recycling plastic bottles and aluminum cans. The Program Specialist said that was a great idea. After the discussion, the Program Specialist explained the art/craft and left it to the youth to create their final work of art. The youth gathered magazines and flipped through them cutting strips of various photos from the magazine pages and glued them onto cardstock. Once the entire page was filled with the magazine strips, they used an earth coloring page as a stencil.

The Program Specialist let the youth choose the construction paper color they wanted to use and made copies of the stencil page onto the construction papers. The youth then cut out the earth and words, and left beautiful openings on the page. They then glued this onto the magazine strip cardstock to finish their recycled works of art. The works of art are hung in the youth club room around a beautifully drawn earth by a program participant. It looks beautiful and is the perfect touch to the Earth Day Works of Art that the youth created.

In honor of Denim Day/Peace Over Violence, the youth program partook in a workshop/presentation given by the Program

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Manager at YWCA GLA-South Bay Empowerment Center. She asked the youth to tell her the story behind Denim Day, because she saw many familiar faces in the group. Many participants told the story and shared that their schools were going to participate on the 25th and wear denim. As a group, the program read YWCA GLA's Annual Denim Day Facts and ways to end sexual violence handout. After this, Olivia explained the activity which the group had previously done over the years. Olivia presented them with a teal t-shirt (sexual assault awareness month) then the group had to design and decorate the program's shirt so we could create a clothesline project. The youth were excited to create something new and to continue creating jean pockets with various sayings and slogans against sexual assault. The end result looks great hanging in the youth club room. The workshop ended with the youth filling out an evaluation form and a small pizza party from the Program Specialist thanking them for their participation.

On Denim Day, the youth program and a high school volunteer hung up their jean pockets and teal t-shirt to create Union Pacific's Youth Program's Clothesline Project. They used yarn as a clothesline and plastic clothes pins to hang their Denim Day creations. Usually, a Clothesline Project has a number of t-shirts in an array of colors, with each color signifying different forms of assault and violence. The t-shirts are designed and decorated by a survivor of a specific form of violence.

The Program Specialist continues aiding high school students by writing letters of recommendation. During the month of April, she wrote a letter for a program and girls' club participant. The participant emailed the Program Specialist asking for a recommendation letter to complete her senior portfolio. After the Program Specialist acquired information regarding the portfolio, she wrote Aura's letter. Also in this month, a high school volunteer completed her community service/volunteer hours and on her last day thanked the Program Specialist for always being so kind and for allowing her to fulfill her hours here at the center. She gave the Program Specialist a rose and a card. The Program Specialist was very touched and surprised the student. The Program Specialist thanked her for all her volunteer work and for tutoring the youth with math homework which ranges from 5th grade math to 11th grade geometry.

The Girls' Club participated in a self-defense class for Sexual Assault Awareness Month. The Program Manager at YWCA GLA-South Bay Empowerment Center came out to teach the girls some important skills pertaining to violence. She went over the Principles of Self-Defense and how it begins with self-respect, a knowledge of one's rights, and the determination and ability to protect those rights. The girls learned how to be aware, assertive, and some physical techniques. After the discussion and workshop, the class went down to the first floor to practice the techniques on "Bob", a kick bag. The girls practiced striking and kicking the target areas of the body. The girls always giggle and have fun during this time, but are fully aware that what they are practicing/learning are important and may be useful if they ever need to defend themselves in such a way.

This year two high school participants were selected into The National Honor Society of High School Scholars. Both received their membership confirmation through mail and were extremely excited to share and show the news to the Program Specialist.

The youth created picture frames for their Mother's Day Craft, which they created specially for their mothers, aunts, godmothers, grandmothers, and any special women in their lives. The Program Specialist found this craft while she was researching an Earth Day Craft. The picture frames were created by using old CD cases, card stock, gems, jewels, and printed out photos. The youth enjoyed creating the gifts for their "Moms" and created beautiful pictures frames decorating them with photographs. They used their "Moms" favorite colors for the card stock backgrounds, gem, and jewels décor. Once the frames were completed, the youth used tissue paper and ribbon to wrap/package their gifts. Some of the youth also used the Edison Computer Lab to create Mother's Day Cards to go with their gifts.

During the month of May, another high school student began her volunteer hours. Two students completed their service as well and thanked the Program Specialist for the opportunity. One student asked if he could continue to serve his senior year and if he could use the Program Specialist for a reference with school and work affairs.

As another school year came to a close, 15 program participants graduated High School. Some of them have been in the program since 5th grade, while others joined during their middle school and high school years. They are all attending Community College or Universities.

During the 4th week of June, The Free Summer Lunch Program began. This is the sixth year in a row in which we have collaborated with the Los Angeles Regional Food Bank to provide free lunch to any child one to 18 years old living in the community. This month we served 129 meals within eight days. On this day, the Food Bank also paid a visit to monitor the food service hour. We received a good grade.

On June 20th, UPEC hosted its third blood drive with a wonderful collaboration with the American Red Cross. Three of our youth program participants and volunteers performed their volunteer hours at the sign-in table and recovery/snack table. There were 20 people who were able to donate blood.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

In late June, The Program Specialist met with a High School Graduate to discuss and assist her with finding money for college. She is in a particular situation where she got accepted to a college. However, since she is undocumented and is not a “dreamer” because the program was stopped before she was able to complete and process her paperwork, she was only given a small amount of money for college.

During this month’s summer session, the youth have participated in an Empowerment Workshop in honor of Juneteenth. The youth discussed and learned about the day and its importance. They created posters using the Edison Computer Lab to research the date and look for compelling images about the day. They created their posters with what the day means to them as youth in 2018. Juneteenth is a holiday commemorating the freedom of the slaves in the United States. The name Juneteenth is a combination of the words June and nineteenth. The day is also called Emancipation Day and Freedom Day.

In April, the Girls’ Club continued with another lesson from Girls Only. Prior to the lesson, the girls were to write in their journals regarding how their day had been going. For some of the girls, journal writing comes naturally, while for some it becomes more of a task. Each girl has her own journal that the Program Specialist keeps in a safe place and hands them out only for journal time. On this particular day, journal time occurred before the lesson and for about five minutes. After the journals were collected, the Program Specialist introduced the day’s lesson. Healthy Habits-The Elements of a Healthy Body discusses how food is necessary to keep the human body functioning. Basically, what you eat affects how your body functions, looks, and feels. The Program Specialist led the discussion on healthy foods containing vitamins, minerals, and other nutrients. Healthy food choices were also discussed and how important they were to prevent unwanted weight gain, diabetes, heart disease, and other health problems. When the girls were asked to raise their hands if they knew someone with diabetes, the entire group raised their hands, including the Program Specialist. One of the girls said that diabetes is killing the Latino community. The Program Specialist said, "Yes. Unfortunately many Latinos have diabetes and that’s why it is important to begin making healthier food choices." The girls were then asked to place various pictures of food onto the whiteboard, which was categorized into "Healthy", "Unhealthy", and "I don’t know". The girls did an excellent job at putting the food onto the specific categories. The Program Specialist then handed out sheets of paper that had nutrition labels. She went over how to read nutrition facts on packaged foods. Some of the girls were surprised to see that certain ice cream can have a lot of sodium and how small certain servings are really supposed to be in comparison to what they may serve themselves. They were also shown diagrams of the human body such as the heart and arteries and bones, and relating it back to what you eat affects how your body functions, looks, and feels.

In June, the Summer Youth Program participated in their first of four Champions for Change Workshops. The workshop consisted of the youth paring up in two groups of three to interview each other about their family cultural food traditions. They used a Venn diagram to write out their comparisons, similarities, and differences between their various Latino cultures. Each group also shared their diagrams with everyone as a larger group discussion.

During this month’s summer session, the youth have participated in Art, Yoga & Relaxation Workshops. They learned about artist Vincent Van Gogh and created their own “Flowers” using oil pastels. During Yoga and Relaxation the youth learned how to stretch and breathe in flowing sequences while during Relaxation, they learned breathing techniques and stress-relieving coping skills.

On Cesar Chavez Observance Day, the youth program used the Edison Computer Lab to research information and pictures of Chavez. Two program participants really got into the project and researched Chavez from childhood to his Social Justice work. They created a beautiful poster with important facts and various pictures of Cesar Chavez. The poster is currently on display in the youth club room so that other participants can read and learn about the important Latino figure in American History.

In honor of Cesar Chavez, the youth program also viewed a movie about him and “the cause”. Titled, “Viva La Causa”, the DVD from Teaching Tolerance is about Cesar Chavez and the great movement for social justice. The youth observed through the movie, how a group of Mexican farmworkers from Delano, California decided to join in the strike against California grape growers in 1965. The movie showed Cesar Chavez speaking out to the crowded church hall trying to decide to join into the strike. The youth could see the people really trying to decide if they should strike for better working conditions in the fields and hope that they could earn more money to support their families. The youth had questions regarding why Chavez went on hunger strikes and asked if he might still be alive if he hadn’t gone on so many hunger strikes. Another student said that the hunger strikes were more than just not eating; this was how Chavez protested and fought for basic human rights.

As this fiscal year comes to an end, The Program Specialist and the Union Pacific Empowerment Center are so proud of all 15 high school graduates who are attending higher education. Over the years, they have shared their struggles, awards, recognitions, and everyday life challenges with the Program Specialist and staff. The center and youth program have become the stepping stone and for some, the foundation for so many participants to obtain important information through workshops.

## **2017-2018 CAPER CDBG Activity Listing**

### **(Activities Included in Analysis)**

Also, they had one-on-one discussions for higher education, important Dream Act Documents, Financial Aid, Resumes, and Job Searches. As the new fiscal year approaches, the youth program is continuing success and making a difference for so many youth and their families. The Program Specialist always provides a safe place for youth to gather and socialize, encourages and assists youth in learning and developing confidence and self-esteem, and enables youth to strive for success to grasp and reach their educational and life long dreams. Union Pacific Empowerment Center's youth club continues to flourish.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# 2nd District

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601953-17      **Jurisdiction:** 2nd District  
**Project Title:** Property Acquisition for Magic Johnson Park  
**IDIS Number:** 10828  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 12/22/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 01 Acquisition  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will acquire two parcels of land in the unincorporated 2nd Supervisorial District community of Willowbrook for inclusion in Magic Johnson Park.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$1,770,000.00      This Year: \$1,761,337.50      Cumulative: \$1,761,337.50      Ratio: 99.5%

### **Annual Narrative:**

Acquisition of the properties was completed during the fiscal year. The properties will be transferred to the Department of Parks and Recreation in the near future for implementation of project construction.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Escrow has been opened, and acquisition is underway.

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

The two properties were acquired, and closeout of the project was implemented.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601438-11      **Jurisdiction:** 2nd District  
**Project Title:** Abode Communities - Sun Sage  
**IDIS Number:** 8800  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 2/8/2012 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14B Rehabilitation: Multi-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This project provides for the the rehabilitation of an affordable housing development, comprised of 22 2- and 3-bedroom unit.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 22      This Year: 21      Cumulative: 21      Ratio: 95.5%  
**Net Expenditures:** Budgeted: \$410,000.00      This Year: \$1,124.37      Cumulative: \$388,264.59      Ratio: 94.7%

### **Leverage Funds Expended:**

Source	Amount
Other Private	\$4,843,000.00
<b>Total Leverage Funds</b>	<b>\$4,843,000.00</b>

### **Annual Narrative:**

Osage Apartments is located at 11128 Osage Ave., Lennox CA 90304. The 1992 built garden-style multi-family, is a single two-story building comprised of 21 units in a gated and secured environment. The rehabilitation results in 21 units for low and moderate income households. Units will remain affordable for 57 years.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	0	12
Other Race - Hispanic	0	7
Vacant	0	2
<b>Total</b>	<b>0</b>	<b>21</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	0	21
<b>Total</b>	<b>0</b>	<b>21</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
11128 Osage Ave.	Lennox	CA	90304	Renters	Low	\$575,000

**Total Number of Housing Units Assisted :** 1

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
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## 2017-2018 CAPER CDBG Activity Listing (Activities Included in Analysis)

2) Total units that are Section 504 accessible:	0	2
4) Total Number of Affordable Units:	0	21
5b) Total units subsidized with project-based rental assistance by another Federal, State, or local program:	0	2
6) (Average) Years of affordability guaranteed:	0	57

**Grants/Loans:**

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest</u> <u>Rate</u>	<u>Avg Amortization</u> <u>Period (Months)</u>	<u>Amount</u>
4	0	1	4	Deferred Payment/Forgiveable Loan	0.03 %	360	\$575,000
<b>Total</b>	<b>0</b>	<b>1</b>					

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Sun Sage  
71 Affordable Units  
Construction Started: 11/15/16

During this quarter, the project is at 90% construction completion stage.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Sun Sage  
22 Affordable Units  
Construction Started: 11/15/16

During this quarter, the construction was 100% completed. Beneficiary information will be reported by June 30, 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The rehabilitation of the project is completed. Community Development Commission (CDC) staff has monitored the project and we are currently collecting the tenant income information for reporting.

**Quarter:** 4      **Accomplishment Quantity:** 21      **Female-Headed Households:** 15

**Accomplishment Narrative:**

Improvements included: installation of new vinyl retrofit windows and sliding glass doors, new vanity mirrors, drywall repairs, floor prep all units, new carpet, new vinyl plank at kitchens and bathrooms, new vinyl sheets and base cove, new paint for entire units, kitchen and bathroom cabinets, new refrigerator, dishwasher, kitchen range hood, new range/stove, new kitchen stainless sinks, and faucets.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 2JP02X-17      **Jurisdiction:** 2nd District  
**Project Title:** Affordable Housing/Disposition - District 2  
**IDIS Number:** 10626  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing activity provides funding for the cost of disposing CDC-owned properties in the 2nd Supervisorial District as well as the temporary property management of Community Development Commission-owned properties being held for the purposes of developing low- and moderate-income housing. Specific property management tasks include weed abatement, graffiti removal, "board-ups" to prevent vandalism, bulk-item removal, and fence rentals on an as-needed basis.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$90,000.00      This Year: \$62,829.42      Cumulative: \$62,829.42      Ratio: 69.8%

### **Annual Narrative:**

Community Development Commission (CDC) disposed the following properties during the fiscal year:

11137 Budlong Avenue, Los Angeles, CA 90047;  
1228 W. 93rd Street, Los Angeles, CA 90044;  
1310 W. 94th Street, Los Angeles, CA 90044;  
1307 W. 109th Street, Los Angeles, CA 90044.

Following unsuccessful negotiations with the Los Angeles Neighborhood Land Trust, the following property is in the process of being sold to the public:

11716–11718 S. New Hampshire Avenue, Los Angeles

Following unsuccessful negotiations with the Los Angeles Neighborhood Land Trust, the following property is in the process of being sold to an adjacent owner:

11503 S. New Hampshire Avenue, Los Angeles

The Stanford project located at 14733 Stanford Avenue is currently pending an award of 9% tax credits, with awards to be announced in September 2018. The property remains under the ownership of the CDC with the transfer of the site to occur with the close of construction financing. The project is currently under a Development and Disposition Agreement.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property management and maintenance services were performed by Alliance Landcare Services on the following properties:

11649-1650 Antwerp Avenue, Los Angeles, CA 90059;

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

14733 Stanford Avenue, Los Angeles, CA 90047;  
11716-11718 S. New Hampshire Avenue, Los Angeles, CA 90044;  
11503 S. New Hampshire Avenue, Los Angeles, CA 90044;  
1346 W. 93rd Street, Los Angeles, CA 90044.

Title reports have been obtained and phase I reports have been completed.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Discussions are ongoing with Community Development Division (CDD) and LA Neighborhood Land Trust (LANLT) for disposition for Pocket Park/Community Gardens at 11503 New Hampshire, Los Angeles, CA 90044; and 11716-11718 S. New Hampshire, Los Angeles, CA 90044.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Los Angeles Neighborhood Land Trust (LANLT) is no longer interested in purchasing the following properties for a Pocket Park/Community Gardens:

110503 S. New Hampshire Avenue, Los Angeles, CA 90044 and  
11716-11718 S. New Hampshire Avenue, Los Angeles, CA 90044

Appraisal services were requested and performed for 110503 S. New Hampshire Avenue and 11716-11718 S. New Hampshire Avenue, Los Angeles, CA 90044. Updated appraisal report expected first week of April, 2018. Pursuant to the CDC's Disposition Policy, Board approval of sale is now required due to this valuation. Submitted memorandum to Executive Director formalizing recommendation for sale as surplus property and outlining process. A "Change of use" public notification required under CDBG rules prior to public sale was issued and the notification period will be completed on April 5, 2018.

The anticipated timing is TBD as it's based on if the project wins tax credits. Currently, the project is under a Disposition and Development Agreement.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The following property has been appraised at \$510,000. We are seeking Board authorization to begin the sale process as it exceeds authority granted to the Executive Director.

11649-11650 Antwerp Avenue, Los Angeles, CA 90059

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** 601374-17      **Jurisdiction:** 2nd District  
**Project Title:** Florence Parking Lot - Section 108 Loan Repayment  
**IDIS Number:** 10665  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

## Project Summary

This project funds the repayment of a \$840,000 Section 108 Loan and fees associated with permanent funding for the Florence Parking Lot. The loan was issued to the Community Development Commission to fund the purchase and development of a public parking lot located at 1616 East Florence Avenue in the Florence Firestone Revitalization Target Area.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$90,000.00      This Year: \$83,275.85      Cumulative: \$83,275.85      Ratio: 92.5%

## **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601619-13      **Jurisdiction:** 2nd District  
**Project Title:** Imperial and Central - AutoZone  
**IDIS Number:** 10051  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/30/2014 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 18A ED Direct: Direct Financial Assistance to For Profit Business  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This new project provides for a change in use from a childcare facility (under Project No. 600570-03) to a special economic development activity, which will assist in facilitating development of a retail business to serve the surrounding predominately low- and moderate-income residential area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$359.95      Cumulative: \$19,819.42      Ratio: 99.1%

### **Annual Narrative:**

Project received Certificate of Occupancy on August 16, 2017,

Business Name: AutoZone Inc.  
 DUNS Number: 157233511  
 Type of Business: Retail

### **Businesses Assisted:**

<u>Business Name</u>	<u>Duns Number</u>	<u>Type of Business</u>
AutoZone Inc.	157233511	New

**Quarter:** 1      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

Retail store was opened to public on August 23, 2017.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** 600909-17      **Jurisdiction:** 2nd District  
**Project Title:** La Alameda Shopping Center- Section 108 Loan Repayment  
**IDIS Number:** 10650  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

## Project Summary

This project funds the repayment of a Section 108 Loan for the La Alameda Shopping Center. The loan was issued to fund the commercial shopping center project located in the unincorporated Florence Firestone area.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$374,000.00      This Year: \$374,000.00      Cumulative: \$374,000.00      Ratio: 100.0%

## **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 2KR14B-16      **Jurisdiction:** 2nd District  
**Project Title:** Lennox Health & Safety Correction/Multi-Unit/District 2  
**IDIS Number:** 10355  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14B Rehabilitation: Multi-Unit Residential  
**National Objective:** SBS Slum/Blight Spot  
**Objective:** Decent Housing      **Outcome:** Sustainability

### Project Summary

This continuing activity facilitates the preservation of multi-family housing stock within the Lennox Area Airport Noise Compatibility Program boundaries (within 65 CNEL contour) by providing grants to property owners to correct health and safety code violations.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 80      This Year: 36      Cumulative: 42      Ratio: 52.5%  
**Net Expenditures:** Budgeted: \$403,000.00      This Year: \$129,004.38      Cumulative: \$328,898.78      Ratio: 81.6%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$7,500,000.00
Other Federal	\$5,000,000.00
<b>Total Leverage Funds</b>	<b>\$12,500,000.00</b>

### **Annual Narrative:**

During the fiscal year, 36 multi-family units related to code items were completed overall for the Residential Sound Insulation Program (RSIP). The RSIP unit is actively marketing the program on a bi-weekly basis.

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
4262 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,070
4330 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,727
4330 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,727
4342 1/2 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$3,764
4342 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$3,764
10714 S. Truro Avenue	Lennox	CA	90304	Renters	Not Applicable	\$1,109
4012 W. 103rd Street	Lennox	CA	90304	Renters	Not Applicable	\$1,545
4012 W. 103rd Street #A	Lennox	CA	90304	Renters	Not Applicable	\$1,545
4012 W. 103rd Street #B	Lennox	CA	90304	Renters	Not Applicable	\$1,545
4035 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,290
4035 W. 104th Street #A	Lennox	CA	90304	Renters	Not Applicable	\$2,290
4116 W. 107th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,415
4116 W. 107th Street #A	Lennox	CA	90304	Renters	Not Applicable	\$2,415
4203 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,637



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

4203 W. 104th Street #A	Lennox	CA	90304	Renters	Not Applicable	\$2,637
4235 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$3,671
4235 W. 104th Street #A	Lennox	CA	90304	Renters	Not Applicable	\$6,371
4239 W. 104th Street #A	Lennox	CA	90304	Renters	Not Applicable	\$1,438
4239 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$1,438
4260 W. 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,070
4262 1/2 104th Street	Lennox	CA	90304	Renters	Not Applicable	\$2,070
10400 Firmona Avenue	Lennox	CA	90304	Renters	Not Applicable	\$2,424
10400 Firmona Avenue	Lennox	CA	90304	Renters	Not Applicable	\$2,424
10408 S. Grevillea Avenue	Lennox	CA	90304	Renters	Not Applicable	\$150
10408 S. Grevillea Avenue #1	Lennox	CA	90304	Renters	Not Applicable	\$150
10408 S. Grevillea Avenue #2	Lennox	CA	90304	Renters	Not Applicable	\$150
10408 S. Truro Avenue	Lennox	CA	90304	Renters	Not Applicable	\$2,053
10408 S. Truro Avenue #1	Lennox	CA	90304	Renters	Not Applicable	\$2,053
10419 Mansel Avenue	Lennox	CA	90304	Renters	Not Applicable	\$3,037
10419 Mansel Avenue #A	Lennox	CA	90304	Renters	Not Applicable	\$3,037
10419 Mansel Avenue #B	Lennox	CA	90304	Renters	Not Applicable	\$3,037
10501 S. Grevillea Avenue	Lennox	CA	90304	Renters	Not Applicable	\$1,838
10501 S. Grevillea Avenue #1	Lennox	CA	90304	Renters	Not Applicable	\$1,838
10510 Ravenswood Avenue	Lennox	CA	90304	Renters	Not Applicable	\$1,921
10510 Ravenswood Avenue #A	Lennox	CA	90304	Renters	Not Applicable	\$1,921
10714 S. Truro Avenue	Lennox	CA	90304	Renters	Not Applicable	\$1,109

**Total Number of Housing Units Assisted : 36**

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	36	0
<b>Total</b>	<b>36</b>	<b>0</b>

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

We currently have 135 properties under the design inspection phase and 32 under pending applications. Community Meetings are being held twice a month to help homeowners better understand the program and assist them with the application.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

We currently have 40 properties under the design inspection phase and six under pending applications. A total of 249 units are in different stages of the Program.

**Quarter: 3 Accomplishment Quantity: 0**

### Accomplishment Narrative:

We currently have 29 under the design inspection phase and two under pending applications. We have a total of 318 units in different phases.

**Quarter: 4 Accomplishment Quantity: 36**

### Accomplishment Narrative:

During this quarter, 36 multi-family units were completed. We currently have 31 units under the design inspection phase and nine units under pending applications. We currently have 308 units in different phases.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 2KR14A-16      **Jurisdiction:** 2nd District  
**Project Title:** Lennox Health & Safety Correction/Single-Unit/District 2  
**IDIS Number:** 10354  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** SBS Slum/Blight Spot  
**Objective:** Decent Housing      **Outcome:** Sustainability

### Project Summary

This continuing activity facilitates the preservation of single-family housing within the Lennox Area Airport Noise Compatibility Program boundaries (within 65 CNEL contour) by providing grants to families for corrections to health and safety code violations.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 120      This Year: 14      Cumulative: 18      Ratio: 15.0%  
**Net Expenditures:** Budgeted: \$380,000.00      This Year: \$89,223.61      Cumulative: \$238,711.89      Ratio: 62.8%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$7,500,000.00
Other Federal	\$5,000,000.00
<b>Total Leverage Funds</b>	<b>\$12,500,000.00</b>

### **Annual Narrative:**

During the fiscal year, 14 single family related to code items were completed overall for the Residential Sound Insulation Program (RSIP). The RSIP unit is actively marketing the program to a bi-weekly basis.

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
10121 Mansel Avenue	Lennox	CA	90304	Owners	Not Applicable	\$2,678
10204 Mansel Avenue	Lennox	CA	90304	Owners	Not Applicable	\$2,185
10411 Mansel Avenue	Lennox	CA	90304	Owners	Not Applicable	\$2,363
10513 Mansel Avenue	Lennox	CA	90304	Owners	Not Applicable	\$4,435
10600 S. Truro Avenue	Lennox	CA	90304	Owners	Not Applicable	\$2,472
10806 s. Osage Avenue	Lennox	CA	90304	Owners	Not Applicable	\$2,171
4228 W. 104th Street	Lennox	CA	90304	Owners	Not Applicable	\$3,629
4236 W. 103rd Street	Lennox	CA	90304	Owners	Not Applicable	\$1,207
4240 W. 104th Street	Lennox	CA	90304	Owners	Not Applicable	\$1,482
4325 W. 104th Street	Lennox	CA	90304	Owners	Not Applicable	\$1,442
4046 W. 105th Street	Lennox	CA	90304	Owners	Not Applicable	\$1,509
4062 W. 103rd Street	Lennox	CA	90304	Owners	Not Applicable	\$1,909
4107 W. 106th Street	Lennox	CA	90304	Owners	Not Applicable	\$2,280
4134 W. 107th Street	Lennox	CA	90304	Owners	Not Applicable	\$3,919

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

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**Total Number of Housing Units Assisted : 14**

**Grants/Loans:**

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	14	0
<b>Total</b>	<b>14</b>	<b>0</b>

**Quarter: 1 Accomplishment Quantity: 0**

**Accomplishment Narrative:**

We currently have 97 properties under the design inspection phase and 22 under pending applications. Meetings are being held with property owners weekly to better understand the program and assist them with the application.

**Quarter: 2 Accomplishment Quantity: 0**

**Accomplishment Narrative:**

We currently have 73 properties under the design inspection phase and eight under pending applications. We have a total of 381 units in different phases.

**Quarter: 3 Accomplishment Quantity: 0**

**Accomplishment Narrative:**

We currently have 48 under the design inspection phase and three under pending applications. We have a total of 495 units in different phases.

**Quarter: 4 Accomplishment Quantity: 14**

**Accomplishment Narrative:**

During this quarter, 14 single family units were completed. We currently have 50 units under the design inspection phase and ten units under pending applications. We currently have 485 units in different phases.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601834-17      **Jurisdiction:** 2nd District  
**Project Title:** Second District Wide Community Business Revitalization Program  
**IDIS Number:** 10568  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 14E Rehabilitation: Publicly or Privately-Owned Commercial/Industrial  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This Community Business Revitalization Program provides grants up to \$300,000 to commercial property owners for the design and construction of improvements to the exterior of commercial buildings including, but not limited to, painting, signage, windows, awnings, lighting, and lead-based paint and/or asbestos abatement. This activity also allows for exterior and interior work when necessary to correct violations of the County Building Code, ADA, and other public health and safety issues. The program is offered to local businesses in the low- and moderate income unincorporated areas within the Second Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 2      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$400,000.00      This Year: \$233,394.56      Cumulative: \$233,394.56      Ratio: 58.3%

### **Annual Narrative:**

Due to the agency's marketing efforts and project qualifications, five projects were identified as part of the Community Business Revitalization (CBR) program. LMS Health Partners (1) and Jose's Mini Market (4) projects will be completed next Fiscal Year 2018/2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Through ongoing marketing efforts, the Program Manager solicited property owners to participate in the CBR Program. Architectural design is being performed and pending for four CBR projects.

DESIGN PENDING: 9301-9307 S. Vermont Avenue (four businesses)

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Although architectural design was performed for four CBR projects, existing code violations irrespective of CBR project were discovered during plan check phase. Now that these items were addressed and resolved by the owner, architect design is being completed and projects will be procured for construction next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Notice to Proceed was approved and issued on March 19, 2018. Pre-construction conference will be held on April 10, 2018. Anticipate physical construction will begin on April 26, 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

DESIGN PENDING: 8619 S. Vermont Avenue (1 business)

Awaiting Owner/District Office approval of design revised on April 2, 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Five projects are in process. LMS Health Partners (1) is 85% complete with construction and Jose's Mini Market & others (4) is currently under construction pending revised American Disabilities Act (ADA) compliance plans by County's Building and Safety division.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 2KC14A-17      **Jurisdiction:** 2nd District  
**Project Title:** Single Family Rehabilitation Loan Program (District 2)  
**IDIS Number:** 10627  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing activity provides loans to income-eligible homeowners of owner occupied single-family residential units located within the unincorporated areas of the Second Supervisorial District for small scale safety related repairs including, but not limited to, roofing, electrical, plumbing, and lead-based paint hazard measures.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 45      This Year: 16      Cumulative: 16      Ratio: 35.6%  
**Net Expenditures:** Budgeted: \$1,617,000.00      This Year: \$849,221.83      Cumulative: \$849,221.83      Ratio: 52.5%

### **Annual Narrative:**

The project completed 21 units this fiscal year; eight units are reflected during the fourth quarter and 13 units completed are pending Building and Safety (B&S) sign-off. These projects will be reported during the next reporting period which would represent a total of 73% of the project goal being achieved. The program is in great demand and the intent to make several changes to the program guidelines to meet the demand and be able to address the numerous repairs needed to the houses in this district, and to allow for the rising cost of doing business to preserve the housing stock.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American & White - Non-Hispanic	1	0
Black/African American - Hispanic	1	0
Black/African American - Non-Hispanic	11	0
White - Hispanic	3	0
<b>Total</b>	<b>16</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	5	0
Low	4	0
Moderate	7	0
<b>Total</b>	<b>16</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
1022 West 101st Street	Los Angeles	CA	90044	Owners	Extremely Low	\$11,661
13336 Stanford Avenue	Los Angeles	CA	90059	Owners	Extremely Low	\$14,051

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

2154 East Bliss Street	Compton	CA	90222	Owners	Extremely Low	\$19,685
2204 East 122nd Street	Compton	CA	90222	Owners	Extremely Low	\$27,032
241 West 127th Street	Los Angeles	CA	90061	Owners	Extremely Low	\$25,000
1103 West 213 Street	Torrance	CA	90502	Owners	Low	\$20,000
209 West 126th Street	Los Angeles	CA	90061	Owners	Moderate	\$12,783
2301 East 120th Street	Los Angeles	CA	90059	Owners	Moderate	\$12,594
408 Markton Street	los angeles	CA	90061	Owners	Moderate	\$17,840
435 East 131st Street	Los Angeles	CA	90061	Owners	Moderate	\$18,905
1359 West 94th Street	Los Angeles	CA	90044	Owners	Low	\$19,825
14816 South White Avenue	Compton	CA	90221	Owners	Low	\$26,450
22330 South Meyler Street #35	Torrance	CA	90502	Owners	Low	\$23,940
14632 South Bahama Avenue	Compton	CA	90220	Owners	Moderate	\$13,200
1530 East 81st Street	Los Angeles	CA	90001	Owners	Moderate	\$27,700
1934 East 122nd Street	Compton	CA	90222	Owners	Moderate	\$18,701

**Total Number of Housing Units Assisted : 16**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	5	0

### Lead Paint Detail:

Number of housing units constructed before 1978	3
Exempt: Housing construction 1978 or later	3
Exempt: No paint disturbed	8
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	2
Abatement (Hard costs > \$25,000)	1

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
4	0	16	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$309,367
<b>Total</b>	<b>0</b>	<b>16</b>					

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

During this period, one project was completed and eight units that were reported completed last fiscal year will be reflected during the next reporting period due to a glitch in the system. One additional project is under construction and six applications are currently in process. A total of 14 pre-applications are pending. Aggressive marketing is ongoing and collaborative events are scheduled to include a mass mailing of program flyers (4,000) to saturate the eligible areas to ensure eligible homeowners are aware of the program and to further ensure sufficient applications are received to complete the budget goals established.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

This period the project completed three units that will reflect during the next reporting period. Also, eight units that were reported completed last fiscal year will be reflected in third quarter. Two units are under construction, and 22 applications are currently being processed and are in various stages. 43 pre-applications have been approved. Aggressive marketing strategies have been put in place to ensure adequate applications are received and processed to meet the established goal and inform the 2nd District constituents of the availability of the program. At this pace the project is expected to meet its projected goal.

**Quarter: 3 Accomplishment Quantity: 0**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

A total of four units were completed and will be reflected in the next reporting period. Also, eight units that were completed last fiscal year will be reflected in the 4th quarter. Eight units are under construction and 23 applications are being processed and are at various stages. 36 pre-applications were reviewed during this period, indicating a very strong interest in the program.

**Quarter:** 4      **Accomplishment Quantity:** 16      **Female-Headed Households:** 15

### Accomplishment Narrative:

Eight units that were completed last fiscal year are reported this quarter. A total of 21 units were completed this fiscal year: eight units are reflected this quarter and another 13 units are awaiting Building and Safety's final sign-off and will be reported during the next reporting period. 12 applications are being processed and are at various stages. 42 pre-applications were reviewed during this period, indicating a very strong interest in the program.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 2BF02X-17      **Jurisdiction:** 2nd District  
**Project Title:** Willowbrook Community Project Area /Disposition  
**IDIS Number:** 10625  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing activity provides funding for the cost of disposing CDC-owned properties in the Second Supervisorial District as well as the temporary property management of Community Development Commission-owned properties being held for the purposes of developing low- and moderate-income housing. Specific property management tasks include weed abatement, graffiti removal, "board-ups" to prevent vandalism, bulk-item removal, and fence rentals on an as-needed basis.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 5,630      This Year: 5,630      Cumulative: 5,630      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$90,000.00      This Year: \$56,378.93      Cumulative: \$56,378.93      Ratio: 62.6%

### **Annual Narrative:**

All of these properties have been disposed of or are in the process of being disposed of.

The following properties were sold at fair market value:

1630 E. 117th St. (obtained by CDBG project 600317);  
 1634 E. 117th St. (obtained by CDBG project 600317);  
 1631-35 E. 117th St. (obtained by CDBG BB2200);  
 1649 E. 117th St. (obtained by CDBG BB2200)

Mosaic Gardens located at 12701, 12709-11 Willowbrook Ave, Los Angeles received Certificate of Occupancy on April 19, 2017 and is reported as completed and closed out this fiscal year.

**Quarter:** 1      **Accomplishment Quantity:** 5,630

### **Accomplishment Narrative:**

CDC disposed 2026-28 E. 119th Street, Los Angeles.

CDC to grant Right of Entry (ROE) to potential purchaser to conduct due diligence at the following properties:

11716 Compton Avenue, Los Angeles;  
 1649 E. 117th Street, Los Angeles;  
 1631-1635 E. 117th Street, Los Angeles

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

CDC entered into purchase and sale agreement with Integral Group, anticipate opening escrow and completing sale for the

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

following properties:

1631/33 E. 117th Street, Los Angeles, CA 90059  
1635/39 E. 117th Street, Los Angeles, CA 90059  
1630 E. 117th Street, Los Angeles, CA 90059  
1634 E. 117th Street, Los Angeles, CA 90059  
11716 S. Compton Avenue, Los Angeles, CA 90059  
1649 E. 117th Street, Los Angeles, CA 90059

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

CDC provided monthly lot management and landscape maintenance services completed by Alliance Landcare at the following properties:

1631/33 E. 117th Street, Los Angeles, CA 90059  
1635/39 E. 117th Street, Los Angeles, CA 90059  
1630 E. 117th Street, Los Angeles, CA 90059  
1634 E. 117th Street, Los Angeles, CA 90059  
1655/1731 E. 117th Street, Los Angeles, CA 90059  
1649 E. 117th Street, Los Angeles, CA 90059  
11716 S. Compton Avenue, Los Angeles, CA 90059  
11909/11/11-12 Willowbrook Avenue, Los Angeles, CA 90059

Progress continued on the transfer of properties indicated in the previous quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

The following properties were sold at fair market value to Integral:

1630 E. 117th St. (obtained by CDBG project 600317);  
1634 E. 117th St. (obtained by CDBG project 600317);  
1631-35 E. 117th St. (obtained by CDBG BB2200);  
1649 E. 117th St. (obtained by CDBG BB2200)

The following property is in the process of being sold to the public at fair market value:

11716 Compton Ave. (obtained by CDBG project 600317)

The following property is currently under negotiations to be sold to an adjacent medical school for use as parking:

1655 E. 117th St. (obtained by CDBG BB2200)

The following properties were transferred to Habitat for Humanity LA for use as affordable housing:

2026-28 E. 119th St. (obtained by CDBG project BB2200)

The following property was approved for disposition for an affordable housing development:

11909 Willowbrook Ave. (obtained by CDBG project B89201)

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601898-17      **Jurisdiction:** 2nd District  
**Project Title:** Wilmington and 118th Library Section 108 Loan Repayment  
**IDIS Number:** 10607  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

### Project Summary

This project funds the repayment of an \$1,853,000 Section 108 Loan and fees associated with interim funding for the Willowbrook Library. The loan was issued to the Community Development Commission to fund the development of a public library located on the northwest corner of 118th Street and Wilmington Avenue in the unincorporated area of Willowbrook.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$55,000.00      This Year: \$35,294.54      Cumulative: \$35,294.54      Ratio: 64.2%

### **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601837-17      **Jurisdiction:** 2nd District  
**Project Title:** Bright Futures Rehabilitation Project  
**IDIS Number:** 10601  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03M Child Care Centers/Facilities for Children  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides the exterior rehabilitation of the Bright Futures Childcare Center which provides child care services for low-income persons.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$100,000.00      This Year: \$100,000.00      Cumulative: \$100,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Public Housing	\$1,476.00
<b>Total Leverage Funds</b>	<b>\$1,476.00</b>

### **Annual Narrative:**

Project was completed in June 2018 by Harry Joh Construction.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the conclusion of the first quarter, the project continues in its development phase and a joint scope walk has been scheduled for September 2017.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the second quarter, the pre-development phase is ongoing and a joint scope meeting has been scheduled with PUB Construction for a proposal for the exterior rehabilitation of the Bright Futures Childcare Center.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Proposal is being finalized for the construction. Construction will start in April and be completed by June 30, 2018.

The contractor is Harry Joh Construction, JOC#39.

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

Rehabilitation includes all necessary exterior painting, caulking, power washing, prime, seal, roof repair with water sealing

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

membrane, and all associated work. In addition, work includes painting of the modular buildings, fences, patios, gates, rails, and playground equipment.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Identification

**Project No.:** 601842-17      **Jurisdiction:** 2nd District  
**Project Title:** Ujima Village Disposition  
**IDIS Number:** 10602  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

Project Summary

This new project temporarily maintains the vacant and demolished Ujima Village housing development pending disposition of the property to the Los Angeles County Department of Parks and Recreation (DPR). Upon transfer of the property, DPR will create a new park on the land.

Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$200,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

**Annual Narrative:**

No expenditures this fiscal year.

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

No expenditures or activity for the 1st quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

At the end of the second quarter, no activity to report.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

At the end of the third quarter, no expenditures were incurred.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

No expenditures.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96227-17      **Jurisdiction:** 2nd District  
**Project Title:** Homeowners Fraud Prevention Project  
**IDIS Number:** 10741  
**Operating Agency:** Department of Consumer and Business Affairs  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This Project will provide assistance to low- and moderate-income homeowners from being victims of fraud in the purchase of a home; equity transactions including identity theft; and in the purchase of household goods and services.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 20      This Year: 14      Cumulative: 14      Ratio: 70.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$32,968.00      Cumulative: \$32,968.00      Ratio: 65.9%

### **Annual Narrative:**

This Fiscal Year (FY) 2017/2018, we assisted 153 walk-in clients. We continue to staff a branch office in the grant-targeted Florence/Firestone community, so that residents have access to our department's services at a convenient location. Our staff assists walk-ins and callers with information on real estate fraud and is able to help consumers with a variety of other topics such as identity theft and landlord/tenant disputes.

Department of Consumer and Business Affairs (DCBA) had the opportunity to host 11 speaking engagements in the Florence/Firestone community this fiscal year, including two resource fairs. DCBA representatives gave presentations to the attendees on DCBA services and scams targeting consumers. This allowed us to warn community members of the fraud trends we see in our office, introduce them to the services we provide and educate them on how they can avoid common scams. At the resource fairs, DCBA representatives operated booths which provided presentations on topical issues, along with resources and brochures about DCBA services. They answered consumer questions and explained the services DCBA provides to the community. About 262 people attended the events; however, they were not included in the direct beneficiary count because they did not complete a demographic survey. The beneficiary count only applies to consumers who filed a complaint with our office for further investigation.

Of the 13 complaints we received this fiscal year, most came from homeowners seeking assistance with evicting their tenants. Our department counseled these landlords and advised them on their rights and landlord-tenant laws. We provided information on notices to vacate, unlawful detainers and provided contact information of resources as needed. As always, we continue to refer cases to regulatory agencies when appropriate. We also give consumers information on how to take their cases to small claims court when criminal prosecution is not feasible.

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	1
Extremely Low	5
Low	3
Moderate	5
<b>Total</b>	<b>14</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 3

### **Accomplishment Narrative:**

The Department investigated and mediated three new complaints this quarter. From the previous quarter, two were closed.

This quarter, we assisted 48 walk-in clients at our Florence Firestone branch location. Not all 48 walk-in clients were included in the direct beneficiary count and corresponding race/income information report because they did not qualify or complete a demographic survey.

The Department participated in two speaking engagements located in the Homeowners Fraud Prevention Project (HFPP) targeted areas. DCBA representatives gave presentations, including an overview of our Department's programs and services, as well as tips on money management and scholarships for youth, and a presentation of our Small Business Services program, Concierge services and information on contracting with Los Angeles County. About 35 people attended the events; however, they were not included in the direct beneficiary count because they did not complete a demographic survey.

This quarter a consumer came into our office seeking assistance with a contract misrepresentation over the installation of a water filter system. The consumer alleged that she was not made aware of the cost of a water filter system installed in her home. She stated that the vendor informed her that it was free of charge, but after being provided with a copy of the contract/invoice, the vendor had modified the contract and financed her through a third party vendor. Our investigator worked with the vendor to have the amount financed by the third party refunded to the consumer. Our investigator also worked with the third party vendor to ensure that they do not hold the consumer responsible. The third party vendor agreed to request that the account be removed from the consumer's credit report. Lastly, this case was also referred to the State License Contractors Board for further investigation into the primary vendor.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Department did not investigate or mediate any new complaints this quarter.

This quarter, we assisted 33 walk-in clients at our Florence Firestone branch location. Not all 33 walk-in clients were included in the direct beneficiary count and corresponding race/income information report because they did not qualify or complete a demographic survey.

The Department participated in two speaking engagements located in the HFPP targeted areas. About 105 people attended the events; however, they were not included in the direct beneficiary count because they did not complete a demographic survey.

**Quarter:** 3      **Accomplishment Quantity:** 8

### **Accomplishment Narrative:**

The Department investigated and mediated eight new complaints this quarter.

This quarter we assisted 31 walk-in clients at our Florence Firestone branch location. Not all 31 walk-in clients were included in the direct beneficiary count and corresponding race/income information report because they did not qualify or complete a demographic survey.

The Department participated in one speaking engagement located in the HFPP targeted areas. About 35 people attended the event; however, they were not included in the direct beneficiary count because they did not complete a demographic survey.

This quarter a consumer came into our office seeking assistance with filing a complaint against a contractor. The consumer alleged that her neighbor accidentally damaged her fence. The neighbor's insurance company hired a contractor to do the repairs, but the consumer paid the contractor herself. The contractor did a poor job and did not repair the fence correctly, leaving it dangerously constructed. Our investigator advised the consumer on how to file a complaint with the Contractors State License Board. He also suggested other options such as utilizing DCBA's Mediation program to assist in mediating the situation with the involved parties and DCBA's Small Claims Court Advisors who could assist her with information needed in order to file a Small Claims Court case against the contractor if she desires.

**Quarter:** 4      **Accomplishment Quantity:** 3



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

The Department investigated and mediated two new complaints this quarter. From the previous quarter, eight were closed.

This quarter we assisted 44 walk-in clients at our Florence Firestone branch location. Not all 44 walk-in clients were included in the direct beneficiary count and corresponding race/income information report because they did not qualify or complete a demographic survey.

The Department participated in six speaking engagements located in the HFPP targeted areas. About 87 people attended the event; however, they were not included in the direct beneficiary count because they did not complete a demographic survey. The beneficiary count only applies to consumers who filed a complaint with our office for further investigation.

This quarter a consumer came into our office seeking assistance with investigating missing funds from his back account.

The consumer alleged that \$1,900 was missing from his back account. He had no recollection of making two withdrawals of \$900 and \$1,000 from his account, respectively. Our investigator counseled the consumer on how to go about requesting and reviewing his account history. The consumer was advised to go to his bank and confirm and verify how monies were withdrawn. Our investigator provided the consumer with her contact information in case the bank manager wished to call her for further assistance. The consumer was also invited to return with his account history should he need more assistance in reviewing it.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96228-17      **Jurisdiction:** 2nd District  
**Project Title:** Team Ridley-Thomas Drug Prevention and Gang Intervention Program  
**IDIS Number:** 10742  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing recreational and educational youth program is offered at East Rancho Dominguez, Washington, Lennox, and Ted Watkins Park. Programs include: arts and crafts, sports, summer day camp art, tutoring, environmental and nature education. Guest speakers address drug prevention and gang intervention by discussing self-pride, nutrition, and career awareness. Educational field trips and cultural events are also held throughout the year.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 250      This Year: 145      Cumulative: 145      Ratio: 58.0%  
**Net Expenditures:** Budgeted: \$138,000.00      This Year: \$134,870.00      Cumulative: \$134,870.00      Ratio: 97.7%

### **Annual Narrative:**

Cumulatively, 42,532 contacts were accomplished from 145 clients from all four park programs: ERD (41), Lennox (37), Washington (39), and Ted Watkins (29). It has been a challenge for each Park Program to achieve its goals. The main reasons cited for the underachievement were shortage and rotation of staff and other after school programs, for example the Lennox Enrichment After School Program (LEASP).

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	2
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2
Black/African American & White - Hispanic	5
Black/African American & White - Non-Hispanic	2
Black/African American - Hispanic	10
Black/African American - Non-Hispanic	34
Other Race - Hispanic	65
Other Race - Non-Hispanic	3
White - Hispanic	22
<b>Total</b>	<b>145</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	120
Low	25
<b>Total</b>	<b>145</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 83

### **Accomplishment Narrative:**

The Team Ridley Thomas Project enrolled a total of 83 new clients and had 6,756 duplicated client contacts during the first quarterly reporting period.

East Rancho Dominguez Park enrolled 18 new clients and had 825 client contacts. The program offered after school activities such as tutoring, arts and crafts, computer classes, sports, and nature education. The staff passed out flyers in local community, schools, the library, and made banners to inform about the After School Program. The participants decorated the community room with a cheerful Back-to-School theme, made hats for the Fourth of July, and bracelets for the end of summer. One of the participants received an award for attending the after school program for five years. The mother of the client was very happy and thankful for the program being offered; her daughter became successful and was placed in gifted classes in her middle school.

Lennox Park enrolled 18 new clients and had 3,311 client contacts. With Community Development Block Grant (CDBG) assistance, Lennox Park After School Program offered a variety of routine afterschool activities including: homework assistance, board games, reading and other activities. No activities were reported in July due to the summer school break.

Washington Park enrolled 24 new clients and had 1,590 client contacts. With CDBG assistance, Washington Park routinely offered the After School Program and activities such as tutoring, arts and crafts, computer classes, sports, and group games. The clients participated in the Back-to-School Giveaway event on August 5th and in the Fitness Day through the Zumba Program in September. The CDBG program was mentioned as a great program at the Back-to-School Night at the Russell Elementary School on September 20. There were no activities in July due to the summer school break.

Ted Watkins Park enrolled 23 new clients and had 1,030 client contacts. During this period, the clients participated in a variety of activities such as tutoring, arts and crafts, computer class, sports and nature education. There were no activities in July due to the summer school break.

**Quarter:** 2      **Accomplishment Quantity:** 15

### **Accomplishment Narrative:**

The Team Ridley-Thomas Drug Prevention Program enrolled 15 new clients and had 8,865 duplicated client contacts during this quarterly reporting period.

East Rancho Dominguez Park enrolled seven new clients and had 1,364 client contacts. Many of the clients informed the staff that they received awards from their schools. In addition, some clients were invited to participate in the Spelling Bee. In December, the clients went on two field trips to Johns Incredible Pizza on December 2, 2017 and Knott's Berry Farm on December 23, 2017. The CDBG funding provided admission tickets to the park and meal vouchers. Transportation was provided by the parents. The participants and their parents were appreciative for the field trips since some of them visited the parks for the first time during this festive season.

Lennox Park enrolled three new clients and had 4,132 client contacts. The CDBG Program assisted the clients with homework and other school assignments. Before the children took off for their Christmas break, they picked out a gift from the toys donated to the park. The Afterschool Program is popular among the participants, so their friends and families come to the park and join the CDBG After School Program.

Washington Park enrolled three new clients and had 1,917 client contacts. With CDBG assistance, the program routinely offered the Afterschool Program and activities such as tutoring, arts and crafts, and computer class. The clients played sports, group games, and participated in an annual Christmas Party on December 21th. 25 clients joined the field trip to Mulligans Family Fun Center on Dec 29th.

Ted Watkins Park enrolled one new client and had 1,452 client contacts. During this period, the clients participated in a variety of activities such as tutoring and computer class. Previously purchased items were used for seasonal decorations and multi-cultural arts and crafts. The clients participated in the activities in a festive and joyful atmosphere.

**Quarter:** 3      **Accomplishment Quantity:** 22

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The Team Ridley-Thomas Drug Prevention Program enrolled 22 new clients and had 13,075 client contacts.

East Rancho Dominguez Park enrolled zero new clients and had 1,818 client contacts. Celebrated Dr. Martin L. King's Birthday with clients creating their own "I have a dream" speech and sharing it with the group. Performed a dance for the community during the Black History Month at the Victory Park in February. Provided a cooking class for clients to learn how to make healthy snacks on their own. Teamed up with Seniors in the Easter Egg Hunt activities in March and passed flyers in the community about the program. As a result, four new teens volunteered in the program.

Lennox Park enrolled 12 new clients and had 6,405 client contacts. Distributed flyers in the community. Utilized the CDBG funds for purchasing the Sound System and Console Games to keep the popularity of the program, attract new clients to join the program, and play games in a comfortable and relaxed atmosphere.

Washington Park enrolled six new clients and had 1,987 client contacts. Clients participated in a field trip to Mulligans on February 4th. Celebrated the Black History Month and 14 kids presented in front of parents and friends about the Great African Americans who played a prominent role in history. Nine of the CDBG participants were put on the Judith Baca Arts & Science Academy's "High Achievement" list. The parents of some students thanked the CDBG Program for its positive impact on their kids and the community.

Ted Watkins Park enrolled four new clients and had 2,865 client contacts. Participated in collaborative games that included arts and crafts, an egg hunt, and Easter Bunny. The games were offered by the Ted Watkins Park, LA South Chamber of Commerce, I Love Easter, I Love Watts, Sisters of Watts SBCC, and Kaiser Permanente. The children who improved their reading skills were awarded with a free book.

**Quarter:** 4      **Accomplishment Quantity:** 25

### **Accomplishment Narrative:**

The Team Ridley Thomas Programs enrolled 25 new clients and had 13,836 client contacts.

East Rancho Dominguez (ERD) enrolled 15 new clients and had 2,010 client contacts. Celebrated Earth Day in the month of April. The clients went out, collected recyclables, and encouraged the community to do the same. Held a surprise graduation party for one of the clients who is going to high school. With CDBG assistance, clients went to a field trip to Mulligan Family Fun Center to celebrate the successful end of school year in May, and the program was also able to purchase supplies for arts and crafts activities. During this reporting period, most of the clients showed a great school achievement of A's and B's according to their report cards. Two clients were able to significantly improve their reading skills due to the 15-minute reading practice during the program.

Lennox Park enrolled four new clients and had 5,572 client contacts. The staff conducted an outreach activity to the community for the afterschool program. Several participants were reported to achieve higher grades at school while attending the CDBG program at the Lennox Park.

Washington Park enrolled six new clients and had 2,220 client contacts. Clients participated in the Healthy Happy End of School Festival. They ran the Obstacle Course, Tug of War, and received medals. The CDBG program was mentioned by Judith Basca Elementary School as having a positive influence at the Service planning area (Spa) 6 Meeting on May 17, 2018.

Ted Watkins Park enrolled zero new clients and had 2,773 client contacts. The staff conducted Power of Play and Brave Activities, and celebrated an Easter Event. All other activities remained the same.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96232-17      **Jurisdiction:** 2nd District  
**Project Title:** Century Station Code Enforcement Project  
**IDIS Number:** 10743  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing project provides for inspections and the issuance of citations for violations pertaining to neglectful or hazardous conditions within buildings and/or on yards located within the predominantly low-to moderate-income census tracts in the specified unincorporated areas of the Second District.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 178,308    This Year: 178,308    Cumulative: 178,308    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$200,000.00    This Year: \$200,000.00    Cumulative: \$200,000.00    Ratio: 100.0%

### **Annual Narrative:**

We have completed another year of this ongoing grant. The team has continued to improve the quality of life for the residents of the unincorporated Second Supervisorial District in the Los Angeles County.

With the continued efforts of all the assisting County agencies (Building and Safety, Regional Planning, Health Department, Fire Department, Tax License Board, Environmental Services, Animal Control, and District Attorney's Office), our efforts have improved the quality of life and visual appearance to the community in the areas this grant was established to help.

For the year, we inspected 456 locations, and 2,662 violations were written. Based on these numbers, we reached our goal for the year. We have spent a lot of additional time performing multiple re inspections this year at some of our most problematic locations. Based on the extra required work to put a case together for the District Attorney's Office, we were unable to open as many new cases as we have in years past.

We have also focused on boarding up several abandoned homes in an effort to deter transients and gang members from conducting drug and gang activity. We currently conduct weekly patrol checks on 27 vacant properties

We receive numerous thanks and appraisals from the community in show of support for the efforts the County is making to improve the community for the citizens living in the areas this grant was established to help.

With the continued funding of the grant, we are able to maintain and improve the community as well as educate the residents on the importance of the county codes. These codes were established for the safety and well being of the residents, renters, and businesses in the area.

**Quarter:** 1      **Accomplishment Quantity:** 178,308

### **Accomplishment Narrative:**

During the first quarter, we conducted a total of 139 inspections. A total of 834 sites received citations for violations from

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

various County agencies assisting us on the grant. At this rate, we have achieved our goal for the quarter.

We have spent extra time this quarter conducting follow-up inspections on locations that have been under investigation for several months or years. Inspectors are also closing several cases as well as taking more cases to criminal filing during this quarter in an effort to resolve or gain compliance at these locations.

We have also continued to secure abandoned structures left vacant as well as enforcing County codes on residences and businesses in the area in an effort to improve the quality and appearance of the community. We will continue to actively address the issues and needs of the community that this grant benefits in an effort to show how successful this program will be.

**Quarter:** 2 **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, we inspected a total of 100 locations and issued 541 citations for violations from various agencies. We have achieved our goal for the quarter. As in past years, less inspections are conducted due to the number of holidays in this quarter.

We have spent extra time this quarter conducting follow-up inspections on locations that have been under investigation for several months and years.

We are able to educate the community on the importance of the County Codes for the safety of residents, renters, and businesses in the area.

**Quarter:** 3 **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, we inspected a total of 109 locations. A total of 624 cites were written for violations from various agencies. The Code Enforcement Team is on track to meet or exceed our goal of inspections for the year.

Most of the violations were closed on an individual Department basis. We have slightly reduced our number of inspections as we went out with the Team due to the fact that we have been targeting some difficult locations that have been out of compliance for an extended period of time. As a result, the inspectors have spent more time gathering case work to take to the District Attorney's office for filing and levies against the owner's property taxes.

We have also continued to secure numerous abandoned structures left vacant as well as enforcing county codes on residence and business in the area. With our continued efforts with code enforcement, we have been able to improve the visual appearance of the community.

**Quarter:** 4 **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, we conducted a total of 108 inspections. A total of 663 cites were written for violations from various agencies. We have several open pending cases from prior months and we have been trying to get them closed prior to the end of the fiscal year. These locations required several follow-ups from team members on an individual basis, and these follow-ups were not counted in our statistics.

We have continued to conduct inspections at residential locations and rental locations that have substandard living conditions and are a safety hazard to the residents as well as fire hazards to the neighbors.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96201-17      **Jurisdiction:** 2nd District  
**Project Title:** Homeless Shelter and Ancillary Services  
**IDIS Number:** 10732  
**Operating Agency:** 1736 Family Crisis Center  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05G Battered and Abused Spouses  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This project provides comprehensive shelter, 24-hour crisis hotline responses, emergency walk-in assistance, and case management at the Homeless Shelter Ancillary (HSA) Project.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 230      This Year: 239      Cumulative: 239      Ratio: 103.9%  
**Net Expenditures:** Budgeted: \$48,000.00      This Year: \$48,000.00      Cumulative: \$48,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$48,000.00
<b>Total Leverage Funds</b>	<b>\$48,000.00</b>

### **Annual Narrative:**

1736 Family Crisis Center provided comprehensive shelter; 24-hour crisis hotline responses; emergency walk-in services; case management, individual and group residential and non-residential counseling; referrals; advocacy; transportation and ancillary supportive services. Services included: financial stability development; secure and independent housing development and counseling; job development and placement; children's services; safety education; life-skills training; parenting education; advocacy and referrals; comprehensive case management and comprehensive aftercare. The project exceeded its goals for the year. Overall in the Fiscal Year (FY) 2017/2018, the agency exceeded the goal of 230 clients and served a total of 239 unduplicated clients - 127 women and children who received shelter. All of the sheltered clients were extremely low-income, female-headed households. Those clients were provided 9,990 counseling sessions, 420 case management sessions, 658 hours of supervised childcare activities, and 2,352 referrals to adults and children affected by domestic violence. The primary goal of the program is to offer participants safety and protection from domestic violence while assisting them in working towards self-sufficiency as they rebuild their lives, seek employment and education, secure safe, permanent housing, and heal from trauma.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	7
Black/African American & White - Hispanic	1
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	73
Other Race - Non-Hispanic	6
White - Hispanic	114
White - Non-Hispanic	37
<b>Total</b>	<b>239</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 81

### **Accomplishment Narrative:**

A total of 81 clients were provided services during the first quarter, including 14 single mothers with 37 children, eight single females sheltered, and 22 hot-line callers who were newly enrolled during the quarter. The accomplishments and direct benefits for some of these clients will be reported in subsequent quarters. Of the clients this quarter, 59 clients served were provided safe housing, 3,503 sessions of counseling, 263.25 hours of supervised childcare activities, 137 case management sessions, and 1,110 referrals. Approximately 6.25 hours of aftercare were provided to former clients who exited the program to check on their well-being and attend to any continued need for services. Our clients are actively engaged in the case management and counseling available to them and are working towards the goals identified in their Individualized Service Plans.

22 clients were provided with crisis counseling and were given referrals through our 24-hour hot line. This represents the portion of calls for the hot line that have been allocated to this contract.

In July, the clients and their children enjoyed a food and pastries gathering for the 4th of July holiday. During the month of August, the clients and their children enjoyed a back-to-school scavenger hunt and BBQ. The clients' children received back packs and school supplies and enjoyed food, drinks, and desserts. Finally, in September, the clients and their children participated in a Labor Day BBQ event and were able to enjoy a meal, refreshments, and desserts.

One of the clients referred by another emergency shelter has attended case management and therapy sessions on a weekly basis. In addition, she has also joined the life skills and Spanish parenting groups. Furthermore, she was able to enroll her children in school, and the children have been able to take advantage of supportive services such as, but not limited to, children's group and individual therapy. She was also referred to the agency's legal department for child custody and has actively been working with the legal department attending court dates. Also, she was referred to the program's job developer to assist with job searches and was able to secure a job development certificate. Finally, the client has been actively saving money to secure permanent housing and was referred to the agency's housing department so that she could secure permanent housing soon.

**Quarter:** 2      **Accomplishment Quantity:** 39

### **Accomplishment Narrative:**

A total of 66 clients were provided services in the second quarter, including three single mothers with six children sheltered and 30 hotline callers who were newly enrolled during the quarter. The accomplishments and direct benefits for some of these clients will be reported in subsequent quarters. Of the clients reported this quarter, 36 clients served this quarter were provided safe housing, 1,420 hours of counseling and 2,256 sessions of counseling, over 210 hours of supervised childcare activities, 76 case management sessions, and 305 referrals.

Approximately five hours of aftercare were provided to former clients who exited the program in order to check on their well-being and attend to any continued need for services. Our clients are actively engaged in the case management and counseling available to them and are working towards the goals identified in their Individualized Service Plans.

\*30 clients were provided with crisis counseling and were given referrals through our 24-hour hotline.

\*Represents the portion of calls for the hotline that have been allocated to this contract.

In October, clients and their children were provided with costumes and treats for the Halloween celebration. In addition, during the month of November, the clients and their children enjoyed a dinner, drinks and desserts for a Thanksgiving celebration dinner. In December, the clients and their children were "adopted" by various families for the holiday and were able to enjoy numerous gifts of their choice. In addition, the clients and their children were also able to attend and enjoy a holiday and New Year's dinner celebration coupled with dinner, desserts and drinks.

Client 807 is a female who entered our program seeking safety and shelter with her children after fleeing from domestic violence. Client 807 has attended case management and therapy sessions on a weekly basis. She has also joined on a weekly basis life skills group, parenting group, and empowerment group. Also, she was able to enroll her children in school, and the client's children have been able to take advantage of supportive services such as, but not limited to, children's group and individual therapy. In addition, the client was referred to the agency's legal department for divorce proceedings, and she is currently following up with pending legal matters. Furthermore, she was able to secure employment as a childcare provider and her children are receiving childcare. The client was also able to complete a budget plan during her stay and was encouraged to save money in order to secure permanent housing. Finally, Client 807 was referred to the program's housing



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

department for housing assistance. She actively worked on securing permanent housing, and she was able to successfully secure permanent housing.

**Quarter:** 3      **Accomplishment Quantity:** 44

### Accomplishment Narrative:

A total of 54 clients were provided services in the third quarter, including four single mothers with five children sheltered and 30 hotline callers who were newly enrolled. The accomplishments and direct benefits for some of these clients will be reported in subsequent quarters. Of the clients this quarter, 24 clients served this quarter were provided safe housing, 1,248 hours of counseling and 1,913 sessions of counseling, over 72 hours of supervised childcare activities, 80 case management sessions, and 855 referrals. Approximately 3.5 hours of aftercare were provided to former clients who exited the program to check on their well-being and attend to any continued need for services. Our clients are actively engaged in the case management and counseling available to them and are working towards the goals identified in their Individualized Service Plans.

\*30 clients were provided with crisis counseling and were given referrals through our 24-hour hotline.

\*Represents the portion of calls for the hotline that have been allocated to this contract.

In February, all adult clients were presented with a pampering gift for Valentine's Day.

Client 741 is a female who entered our shelter program after fleeing her abuser with her son. Client 741 has been attending case management and therapy sessions. Client 741 has also been attending life skills group, empowerment group, and parenting group. Client 741 is currently working on following up with securing permanent housing and has been working closely with her case manager on completing employment applications. Client 741 was also referred to the agency's job developer, as she is looking forward to securing employment so that she can save more money and assist her with securing and maintaining permanent housing. She was recently able to secure childcare for her son and now she can actively focus on her employment search. Finally, she is also actively working with GAIN to participate in the TSE (Transitional Subsidized Employment) program and is in the process of attending an employment interview.

Client 741 was referred to the legal department to obtain assistance with child custody and with renewing her visa. She has been very actively following through with all legal advice. We fully expect this client to have the necessary skills to be fully self-sufficient when she exits the program and transitions to a place of her own.

**Quarter:** 4      **Accomplishment Quantity:** 75

### Accomplishment Narrative:

A total of 91 clients were provided services this quarter, including eight single mothers with 18 children sheltered and 45 hotline callers who were newly enrolled during the quarter. The accomplishments and direct benefits for some of these clients will be reported in subsequent quarters. Of the clients this quarter, 46 clients served this quarter were provided safe housing, 1,548 hours of counseling and 2,318 sessions of counseling, over 112 hours of supervised childcare activities, 127 case management sessions, and 1,192 referrals. Two clients became newly employed during the quarter, overcoming great barriers to employment unique to victims of domestic violence (i.e. poor work history due to batterer not allowing client to work; history of termination of employment due to violence and stalking; having traumatized children with behavioral issues at home, etc.). This improved their prospects for independence and self-sufficiency upon exit. Our clients are actively engaged in the case management and counseling available to them and are working towards the goals identified in their Individualized Service Plans.

\*45 clients were provided with crisis counseling and were given referrals through our 24-hour hotline.

\*Represents the portion of calls for the hotline that have been allocated to this contract.

In April, the children received Easter baskets and participated in a meal arranged with food, drinks and treats.

In May, clients were provided with flowers and Mother's Day Cards as well as art created by the children. Clients and their children also enjoyed desserts, appetizers, and drinks for Mother's Day. Clients and their children participated in a Memorial Day BBQ and enjoyed lunch, drinks, and desserts.

Client 825 is a Latina female, in her 20s, who entered our program with her daughter after fleeing for her life. She immediately began attending case management and therapy sessions, life skills group, empowerment, and parenting groups. During her short stay, Client 825 was able to accomplish quite a lot. Client 825 was able to obtain TB testing, update her child's

## **2017-2018 CAPER CDBG Activity Listing**

### **(Activities Included in Analysis)**

immunizations, and obtain a physical exam for her. With the assistance of the case manager, she was able to secure MediCal for her daughter and a primary care physician for both her and her daughter. The client was referred internally to our legal department, and they assisted the client to secure a Temporary Restraining Order and child visitations. Client 825 was also referred to our job developer as she is looking forward to securing employment and saving money. The job developer assisted her to complete a resume and she has begun the job search process. Client 825 was referred to the Department of Public Social Services (DPSS) office where she secured CalWorks benefits, including Cash Aid and food stamps. She applied for Greater Avenues for Independence (GAIN) to begin the process of childcare, transportation and employment assistance. She was also able to transfer her Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) benefits to an office in a safe location unknown to her abuser. Client 825 secured permanent housing through her family and exited to safe, stable housing with many new resources for self-sufficiency and healing in hand.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600919-17      **Jurisdiction:** 2nd District  
**Project Title:** Capacity Building - 2nd District  
**IDIS Number:** 10651  
**Operating Agency:** Florence/Firestone Chamber of Commerce  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 19C CDBG Non-Profit Organization Capacity Building  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This project provides training to the Florence-Firestone/Walnut Park Chamber of Commerce (FFCC) board members and staff with the skills needed to manage projects effectively, develop new economic development programs to revitalize the Florence-Firestone commercial corridor and to run an effective board and organization. The Florence-Firestone commercial corridor provides goods and services to the predominantly low- and moderate-income residents in the surrounding area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Organizations  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$25,000.00      This Year: \$24,577.00      Cumulative: \$24,577.00      Ratio: 98.3%

### **Annual Narrative:**

For the first part of the year, the exiting Executive Director, along with the exiting staff, spent a lot of time and resources training the new incoming Director and staff. We spent time learning how to navigate the Community Development Block Grant (CDBG) portal, how to process Funding Requests and how to submit Quarterly Performance Reports (QPR). We also took the time to learn about the different County programs and procedures; including general knowledge of the Chamber objectives and day-to-day office related tasks. Los Angeles County Community Development Commission (CDC) Staff were also instrumental in helping the new staff get acclimated with the CDBG portal by answering questions and sharing training material.

The Chamber director, staff and Board Members also received extensive training in the beginning and end of the year on the following subjects:

- Executive Director and Board Approved policies
- Executive Director best practices on yearly staff evaluation and provided templates, resources, and feedback
- Staff and board of directors regarding Human Resources, typical office, staff with board issues, and provided pragmatic solutions
- Understand how to utilize Board of Directors for best overall chamber goals

**Quarter:** 1      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

For this year's first quarter, the Executive Director and the new staff, in conjunction with the exiting director, have been focusing on training and teaching the new staff. The Executive Director also attended a workshop from the Second Supervisorial District on Furthering Economic Opportunity in LA County and in response trained the staff on how to align the Chamber's goals with the County's initiatives.

Additionally, the Chamber continues to meet and recommend ideas to County Departments on how they can provide tools and resources to our local small businesses. The chamber strongly believes that through its advocacy, County Department partnerships and its local legislative involvement, it will have a positive impact on the overall success of our local economy.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During this quarter, the Chamber staff and some of our Board Members attended a Southeast Chamber Leadership training. Other attendees include chambers from the surrounding cities of Bell Gardens, South Gate, Lynwood, Huntington Park and Vernon. This training was very beneficial to the Executive Director, Staff and Board members with a range of topics from member recruitment, chamber marketing strategies and member retention. Much came out of this training and we have begun implementing these strategies to strengthen our social media presence, keep the community engaged with the chamber, and up to speed with any upcoming workshops and events. This training has also given us the tools to shift our focus to our members with different strategies on how to increase membership involvement in the workshops and how to strengthen existing partnerships in order to create a business friendly environment. We have also been in consistent communication with CDBG staff which have been helpful in training and offering training materials for the CDBG website and funding procedures. The Executive Director has been diligent in passing along the information and training the staff on all CDBG related activities in case the director is ever out of the office. We are excited for 2018 and are very motivated to support our local commercial, industrial and manufacturing business in our District.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the third quarter, the Chamber met with staff and attended a Small Business Workshop conducted by the LA County Department of Consumer and Business Affairs (DCBA). During the meeting, we discussed different ways the Chamber could partner with DCBA to bring resources and services to those who are interested in starting a small business within LA County. While speaking with small businesses and conducting outreach, we discovered the lack of knowledge in the business community when it came to starting a business and applying for a license and acquiring the appropriate permits within LA County. So in the meeting with DCBA we discussed different workshop ideas tailored to the current needs of the business community, which include general knowledge of LA County licenses and permits, tax incentives, zoning regulations and safety. We will continue to communicate with DCBA to plan and bring a workshop to the Chamber members for the next quarter.

As mentioned earlier, the Chamber staff also assisted an Entrepreneur and Small Business workshop conducted by the LA County Department of Consumer Affairs. The workshop provided a lot of useful information such as:

- Essential Steps to Starting a Business
- Writing a Business Plan
- Choosing a Business Location
- Choosing a Legal Business Structure
- Obtaining Business Licenses & Permits with L.A. County
- Registering the Business with the LAC Registrar-Recorder
- Contacting Building & Safety, Planning

The Director, in return, trained and informed the Chamber members and Board of Directors on the information collected in the workshop. The Chamber will continue to gather knowledge and recommend ideas to county departments that will improve the overall success of our local economy.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

For the fourth quarter, the Executive Director and Chamber staff attended the "SELA Financial Planning and Communication Workshop" in association with American Job Center of America. The Workshop was instrumental in helping the Chamber strategize and set financial goals, teaching techniques on how to better manage the operating budget and how to better plan, save and communicate the Chamber's financial needs with the stakeholders. The Executive Director took the key points from the workshop and shared them with the rest of the Board of Directors.

During this quarter, the Executive Director, Board of Directors and staff also received their annual Capacity Building Training provided by a hired consultant. This training is crucial to maintain clear vision of the Chamber's set goals, helps answer any lingering questions among the Board of Directors and sets the Chamber off for success in the new fiscal year. The following topics were covered:

- County, State and Federal Program Information
- Chamber of Commerce objectives
- Overview of Chamber Bylaws

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

- Minimize disruptive behavior and emphasize constructive behavior
- Overview of FFWP Chamber Organizational Chart

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600920-17      **Jurisdiction:** 2nd District  
**Project Title:** Technical Assistance - 2nd District  
**IDIS Number:** 10652  
**Operating Agency:** Florence/Firestone Chamber of Commerce  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18B ED Direct: Technical Assistance  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This project enables the Florence-Firestone/Walnut Park Chamber of Commerce to fund project coordinators and/or to fund consultants, and an Executive Director to provide technical assistance training to businesses.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 90      This Year: 90      Cumulative: 90      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$50,000.00      Cumulative: \$50,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$25,000.00
<b>Total Leverage Funds</b>	<b>\$25,000.00</b>

### **Annual Narrative:**

The Florence-Firestone Walnut Park (FFWP) Chamber of Commerce conducted outreach to many local businesses by discussing and distributing Community Development Commission (CDC) business programs and other pertinent Los Angeles County and business loan information. We also attended many focus groups and participated in various LA County projects such as the Florence Firestone Community Plan, attended Mark Ridley-Thomas' Furthering Economic Opportunity in LA County's Second Supervisorial District Workshop and participated in the roundtable discussion for the Business Registration Program.

**Quarter:** 1      **Accomplishment Quantity:** 30

### **Accomplishment Narrative:**

For this quarter, the Chamber continued to provide general business information to local businesses through phone services and/or in house inquiries. For the most part, regardless of the inquiry, the Chamber provided everyone with a conversation and materials of Community Development Commission (CDC) business programs, Los Angeles County, State, Federal and other related business and loan information. In addition to one-on-one consultations with local business, the Chamber also has a door-to-door program where we drop-off literature pertinent to their business needs and provide basic helpful information about local resources. This program helps us identify the business needs of the community to determine what workshops would be most beneficial and what resources are most helpful. The Chamber also attended school and several community events/fairs in which CDC program information and the newsletter were distributed.

The Chamber composed a newsletter detailing the smooth transition between the exiting Executive Director Efen Martinez and the new incoming Executive Director Edwin Hernandez. In this newsletter we also provided the name on the new Board of Directors and a description of the accomplishment and services provided by the offices of Supervisor Hilda Solis and Supervisor Mark Ridley-Thomas along with the contact information to our Chamber office. We have been distributing this newsletter in our door-to-door programs and to local community meetings.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The Executive Director has also been attending local community meetings and events in an effort to get familiar with the community leaders and needs. Upon attending the Florence Firestone Community Leaders monthly meeting, Mr. Hernandez saw the need to provide information to the businesses on the county's disposal services and met with the Republic Services Municipal Relationship Manager Samuel A. Peña and began the discussion of providing a workshop. Mr. Hernandez has also been in contact with Mark Ridley-Thomas' office to see what other resources and information we can provide in the upcoming workshop. This information gathering has been a continuous effort for this quarter and a workshop is scheduled to take place next quarter.

The Chamber will continue the efforts to partner, educate, stabilize, advocate and help its local business community through the quarter and through the Fiscal Year.

**Quarter:** 2      **Accomplishment Quantity:** 19

### **Accomplishment Narrative:**

During the second quarter, the Chamber continued to assist local businesses through phone services, email and one-to-one meetings with business owners. We continue to focus on shedding light to new business owners of the Chamber's presence and services through door-to-door outreach. In these visits, we share the Chamber's latest newsletter with the business owner and we distribute and discuss CDC information including the Facade Improvement Program. This outreach effort also leads us to scheduling one-to-one meetings with businesses owners along with several over the phone follow-up conversations.

We have also been working closely with LA County's Regional Planning team on the Florence-Firestone Community Plan by attending community meetings, helping distribute material to the Florence-Firestone business community and serving as a bridge between businesses owners and the regional planning team. Some concerns were raised with local business owners in regards to the funding of the Florence Firestone Community Plan; so the Chamber took lead and held a couple of meetings with the Regional Planning team and business owners to sort out these concerns and made it a priority that their concerns were being heard. We also wrote a recommendation letter where we voiced the concerns of the business community and presented it at a public hearing to the LA County Regional Planning Commission. The Florence-Firestone Community Plan was approved and will go to the Board of Supervisors for final approval. The Chamber will continue to work as a bridge between the business community and regional planning to ensure the voice of the local businesses is included in the project.

The Chamber continues to work with the local business community in gathering information to tailor the upcoming workshops to the needs of the businesses. We are currently developing a Focus Group workshop for businesses that will take place in January, where we will educate the local small businesses on upcoming LA County projects/programs and distribute helpful CDC resources. We are holding a workshop with Republic Services on the second quarter scheduled for February 14th. The Chamber continues to meet and recommend ideas to County departments and how we can work together to help the struggling business owner thrive in our local economy.

**Quarter:** 3      **Accomplishment Quantity:** 25

### **Accomplishment Narrative:**

For the third quarter, the Chamber continued to provide general business information to the business community and members through phone calls, emails, one-on-one consultations. In addition to these services, we continued to visit new businesses and offer them chamber membership and LA County business program information such as the Community Business Revitalization (CBR), the CDC Facade Improvement program and SMART Funding.

The Chamber also produced and distributed its quarterly Newsletter in the month of February to over 3,000 people featuring a recap of all the events the Chamber participated and donated to during the Holiday Season. This includes the donation of over 3,000 juices and utensils for the Angel City Celebration at Roosevelt Park, toy donations for the Toy Giveaway at Plaza La Alameda, and a donation of turkeys to the Miramonte Elementary School which were distributed in food baskets to families in need. The newsletter also included LA County updates pertinent to the business community including the new Business Registration Program that passed the Board of Supervisors on February 13th and information on reporting illegal cannabis dispensaries within LA County. We also included technical assistance information on effective techniques to boost employee morale within the workforce.

Moreover, the Chamber focused this quarter on hosting two workshops. Upon learning that the business community was misinformed about the trash removal fees and their services, the Chamber partnered to host a workshop with Republic Services on February 14th. The workshop focused on providing the community and the businesses information about Republic Service's duties and programs, their recycling services, they addressed concerns previously addressed and held a Q&A session. We also took the opportunity to distribute information on Los Angeles County programs regarding Economic Development. There were

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

20 people in attendance that received firsthand information from Republic Services, the Chamber and LA County. The office of County Supervisor Mark-Ridley Thomas was in attendance.

The second workshop was a Free Tax Workshop for Small Businesses held on April 12th. This was a bilingual workshop presented by two enrolled IRS agents from the Gonzalez Tax Group. We did several email blasts promoting this free workshop as well as one-to-one outreach to the Chamber members in the Florence-Firestone area. The main topic discussed was the New Tax Code for businesses with subtopics including home-office deduction, mileage deduction, 20% deduction and tax write-offs. We had 25 people in attendance, many of who were very active in the discussion asking specific tax questions pertaining to their business. We also took the opportunity to distribute flyers and information regarding CDC and LA County programs. The Office of County Supervisor Mark-Ridley Thomas and Supervisor Hilda Solis was in attendance.

The Chamber will continue to partner with the office of Supervisor Mark-Ridley Thomas to help educate and stabilize the local business community and continue meeting with the DCBA to coordinate a workshop for the following quarter.

**Quarter:** 4      **Accomplishment Quantity:** 16

### **Accomplishment Narrative:**

In most cases, regardless of the reason for the phone call or appointment, the Chamber follows up with materials of Community Development Commission (CDC) business programs, Los Angeles County, State and other pertinent business information programs. The Chamber staff also continued to attend school and community events where CDC and LA County information was distributed. We also point our members to the LA County website for resources and inform them of LA County's 211 phone hotline. This quarter we also made an effort to go out door-to-door to any new businesses within the 2nd District and introduce ourselves as their local chamber of commerce. Along with the visit, we shared informational pamphlets on how to apply for a county business license, gave them a copy of our Newsletter, and also shared zoning enforcement information along with a Minimum Wage Pamphlet. The Chamber also hosted the Grand Opening of "Camelo Real Estate", presented them with a plaque and guided them through the licensing process.

Upon speaking and meeting with different business owners, we realized the business community was lacking knowledge in the Minimum Wage laws. On June 8th, the chamber hosted a workshop called "Honest Work, Fair Pay: Minimum Wage Workshop". We promoted the workshop through an email blast, taking an invitation door-to-door to the businesses, promoting it on our social media and personally calling chamber members. The workshop focused on when the minimum wage would increase again, the different laws protecting against wage fraud and what happens if a business or a non-profit is contacted by a DCBA investigator. The workshop presenters were from the Coalition for Humane Immigrant Rights along with the chamber. There were 22 people in attendance that received firsthand information and details on the minimum wage increase and how to detect and report wage fraud. The Offices of County Supervisor Mark Ridley-Thomas and Hilda Solis were in attendance.

The Chamber will continue to partner with the office of Supervisor Mark Ridley-Thomas and with L.A. County Consumer & Business Affairs to continue providing programs and resources to our businesses.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601952-17      **Jurisdiction:** 2nd District  
**Project Title:** 95th and Normandie Pocket Park  
**IDIS Number:** 11013  
**Operating Agency:** Los Angeles Neighborhood Land Trust  
**Subrecipient Type:** CBO  
**Contract Period:** 5/29/2018 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for the construction of a pocket park at 95th Street and Normandie Avenue in the unincorporated community of Athens-Westmont.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$650,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

We are planning to start construction documents in July after final approval of schematic design and design development documents by the Los Angeles County Department of Parks and Recreation and Office of Supervisor Mark Ridley-Thomas. We are assessing the design alternatives with probable cost opinions to ensure affordability of the project in-line with commitments to Community Development Block Grant (CDBG).

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Los Angeles Neighborhood Land Trust (LANLT), working with landscape architectural design consultant, presented a preferred schematic design package to both the LA County Department of Parks and Recreation and the Office of Supervisor Mark Ridley-Thomas. We held one community design meeting to collect feedback on the design and are working to refine the proposed plan. We are currently seeking a license agreement to conduct geotechnical testing of the site to provide details for the drafting of construction documents. We will be holding additional community meetings in the first quarter, Fiscal Year (FY) 2018-2019 to refine design.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** L96217-17      **Jurisdiction:** 2nd District  
**Project Title:** Handyworker Program (PACE)  
**IDIS Number:** 10748  
**Operating Agency:** Pacific Asian Consortium in Employment  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides minor home repair services for low- and moderate-income homeowners residing within the unincorporated Willowbrook, Florence-Firestone, Athens-Westmont, Ladera Heights, View Park-Windsor Hills, and Camino Village areas of the Second Supervisorial District

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 34      This Year: 34      Cumulative: 34      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$157,000.00      This Year: \$157,000.00      Cumulative: \$157,000.00      Ratio: 100.0%

### **Annual Narrative:**

Pacific Asian Consortium in Employment (PACE) successfully completed 34 units/households, serving 48 seniors/disabled homeowners in the unincorporated areas of the Second Supervisorial District in the 2017-2018 program year. Comments received from homeowners consisted of: Very Happy with the program; very pleased with the work was done in my home; The work done very well manner; very much like; good work; very good work & workers very polite; very good work; Thank you; very good Excellent; job well done very good; like it very much; The job was beautifully done; I am so pleased to have what looks like a new home; Thank you very much; very good job, makes the whole neighborhood better; Highly recommended; Did in a timely manner; Very professional, I was satisfied with the work; Ramp not needed at this time; I have a temporary one in place; Great job and fast work; Did a great job; very professional; Great job very professional; nice personality and neat, on time, worker very dependable, work completed in excellent workmanship manner, would recommend, very happy with the painting your company providing, very good, I love the work; Thank you; Excellent care, excellent job & very polite & pleasant, excellent job, completed & very good workers; worker was very efficient, he showed up on time every day; Worker has a really good heart to helping the customers in need of home repairs like myself; I would give him a A+ or 10+ rating, worker was very polite and did a wonderful job; I was very please, I love it, the guy did an excellent job; Recommended perfect, very good; Thanks, workers did an excellent job, fulfilled my satisfaction, I appreciate the work that has been it makes my home much safer and it really looks nice; Thank you.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American & White - Non-Hispanic	1	0
Black/African American - Non-Hispanic	32	0
Other Race - Hispanic	1	0
<b>Total</b>	<b>34</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	19	0
Low	10	0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Moderate	5	0
<b>Total</b>	<b>34</b>	<b>0</b>

### Housing Detail:

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
13023 Mckinley Avenue	Los Angeles	CA	90059	Owners	Extremely Low	\$420
1502 East 120 Street	Los Angeles	CA	90059	Owners	Extremely Low	\$460
135 W. 121 Street	Los Angeles	CA	90061	Owners	Moderate	\$579
11206 LA Salle Avenue	Los Angeles	CA	90047	Owners	Extremely Low	\$375
13022 McKinley Ave	Los Angeles	CA	90059	Owners	Extremely Low	\$470
13227 Stanford Avenue	Los Angeles	CA	90059	Owners	Extremely Low	\$420
1325 W 95th Street	Los Angeles	CA	90044	Owners	Extremely Low	\$385
1455 W. Imperial Hwy	Los Angeles	CA	90047	Owners	Extremely Low	\$565
1612 W 110 Place	Los Angeles	CA	90047	Owners	Extremely Low	\$580
334 E 139 STREET	Los Angeles	CA	90061	Owners	Extremely Low	\$450
1432 W 101 Street	Los Angeles	CA	90047	Owners	Low	\$420
5843 La Brea	Los Angeles	CA	90056	Owners	Low	\$385
719 E 121ST Street	Los Angeles	CA	90059	Owners	Moderate	\$490
11157 Raymond Avenue	Los Angeles	CA	90044	Owners	Extremely Low	\$570
1148 W 105th Street	Los Angeles	CA	90044	Owners	Extremely Low	\$580
1308 West 96th Street	Los Angeles	CA	90044	Owners	Extremely Low	\$490
1522 W 111th Street	Los Angeles	CA	90047	Owners	Extremely Low	\$423
1527 W 111th Street	Los Angeles	CA	90047	Owners	Extremely Low	\$720
1616 E 80th Street	Los Angeles	CA	90001	Owners	Extremely Low	\$570
2128 W 109th Street	Los Angeles	CA	90047	Owners	Moderate	\$410
5937 S Corning Avenue	Los Angeles	CA	90056	Owners	Moderate	\$540
6117 Acacia Street	Los Angeles	CA	90056	Owners	Moderate	\$480
1642 W 109th Street	Los Angeles	CA	90047	Owners	Low	\$380
1716 w 108th Street	Los Angeles	CA	90047	Owners	Low	\$280
2134 West 109 Street	Los Angeles	CA	90047	Owners	Low	\$420
217 E 138th Street	Los Angeles	CA	90061	Owners	Low	\$250
715 E. 121 Street	Los Angeles	CA	90059	Owners	Low	\$480
9514 Zamora Avenue	Los Angeles	CA	90002	Owners	Low	\$440
1649 W 110Th PL	Los Angeles	CA	90047	Owners	Extremely Low	\$625
1655 W 109th Street	Los Angeles	CA	90047	Owners	Extremely Low	\$450
1736 W 107th Street	Los Angeles	CA	90047	Owners	Extremely Low	\$380
8723 Beach Street	Los Angeles	CA	90002	Owners	Extremely Low	\$485
1405 E 96th Street	Los Angeles	CA	90002	Owners	Low	\$350
1562 W 111th Street	Los Angeles	CA	90047	Owners	Low	\$280

**Total Number of Housing Units Assisted : 34**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	31	0

### Lead Paint Detail:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Number of housing units constructed before 1978	3
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	19
Otherwise exempt	11

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	3
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	3	0
2	10	0
4	21	0
<b>Total</b>	<b>34</b>	<b>0</b>

**Quarter:** 1                      **Accomplishment Quantity:** 3                      **Female-Headed Households:** 2

### Accomplishment Narrative:

During the first quarter of the 2017-2018 program year, PACE has successfully reached out to 22 residents in the Second Supervisorial District. Of those 22 contacted residents, 15 were interested in participating in the program for Handyworker minor home repairs. At the end of the quarter, PACE had successfully completed eight units. However, five out of eight were ineligible for credit and eventually were disallowed costs due to the fact that the environmental request that PACE submitted did not go through the Residential Rehab. Panel System.

**Quarter:** 2                      **Accomplishment Quantity:** 10                      **Female-Headed Households:** 10

### Accomplishment Narrative:

At the end of the second quarter, PACE had successfully completed 13 units. The initial planned repairs included installing Grab Bars, Smoke and CO Detectors, repaired/replaced leaking Faucets, replaced toilets, locks and dead bolts, entrance doors and security door, replaced wood fencing and gates; interior and exterior painting; rescreen window screens, and constructed wheelchair ramp, and handrails.

**Quarter:** 3                      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

By the end of third quarter PACE had completed eight units. But these units were entered late into the system and will show up in the fourth quarter accomplishments, for a total of 21 completed units. The scope of repairs included installing faucet, toilet, kitchen and bathroom sink, supply lines, sink trap assembly, bathroom vanity, kitchen counter top, smoke/combined CO detector, safety grab bar and handrail, safety toilet rail, replaced door, locks and window screens, wheelchair ramps, handrail, stucco patching, interior and exterior painting, etc.

**Quarter:** 4                      **Accomplishment Quantity:** 21                      **Female-Headed Households:** 17

### Accomplishment Narrative:

At the end of the Community Development Block Grant (CDBG) fourth quarter for the 2017-2018 program year, PACE had successfully completed 34 households. The scope of repairs consisted of installing smoke detectors, carbon monoxide detectors, safety grab bars, handrails, kitchen and bathroom faucets, repaired/replaced toilets, repaired wood steps, rescreened window screens, replaced broken window pane, door locks, security door, entrance interior and exterior doors, replaced flooring, sink trap assembly, water supply lines, vanity for bathroom, repaired kitchen counter top, installed wheelchair ramp, rails, and landing, installed handrails to porches/steps, and painting (interior/exterior).

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600928-17      **Jurisdiction:** 2nd District  
**Project Title:** Transition Youth Services  
**IDIS Number:** 10653  
**Operating Agency:** Peace4Kids  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides current and former foster-care youth (ages 13 to 21 years-old) with a support system and access to vital community services during the year prior-to and after their separation from the foster care system.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 18      This Year: 18      Cumulative: 18      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$30,000.00      This Year: \$30,000.00      Cumulative: \$30,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Private	\$30,000.00
<b>Total Leverage Funds</b>	<b>\$30,000.00</b>

### **Annual Narrative:**

Peace4Kids is pleased to provide this year-end report relating to our Community Development Block Grant (CDBG) through the Community Development Commission of the County of Los Angeles.

In this past fiscal year, Peace4Kids served 18 transition-age youth as part of this grant. In previous Quarterly Progress Reports, we outlined success stories that served to illustrate the impact of our intervention in the lives of youth in the foster care system, living in extreme poverty in South Los Angeles.

For this final report, we wanted to share some broader perspectives as a result of our work with this population and as a result of the support provided through CDBG.

The following were intended outcomes for the last year and how Peace4Kids performed against them:

- Youth involved with the Peace4Kids community move from feeling victimized to embracing their adaptive assets and power.
- Youth involved with the Peace4Kids community are better supported in their educational attainment, based on the goals they set.
- Youth involved with the Peace4Kids community making better decisions related to their overall health and well-being.
- Youth involved with the Peace4Kids community feel more comfortable in their foster care placements, with a noticeable improvement in quality.

Peace4Kids uses an assessment called the Clifton Strengthsfinder 2.0 as a means for youth to discover between three to five core strengths that are essential to their growth and success. 100% of teens and transition age youth (15- 21) participated in this assessment. After discovering and embracing their strengths, each participant used them as a basis for viewing their foster care experience. This strength-based approach enables transition-age youth to develop an Individualized Development Plan at Peace4Kids in which they set personal goals relating to educational attainment, employment, housing, or social-emotional skills.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

A subset of transition-age youth receives one-on-one support to help them meet specific educational goals that they articulated. Last year, 92% of youth met their goals.

Food and food equity has become a major focus area for Peace4Kids youth since we launched our Mobile Village Kitchen two years ago. For many years, cooking and food preparation was but one of the courses we offered to youth, once a week. The meal served at our Core Saturday Program was seldom prepared, but rather brought in. While Peace4Kids is continuing to form a more quantitative assessment of this impact, there are two key indicators that show that over 90% of youth have been impacted. First, the Mobile Village Kitchen and cooking are by far the most popular and sought-after activities at Peace4Kids. Participation by transition-age youth in the Mobile Village Kitchen (MVK) has translated to increased interest in food service as an entry-point for employment. Second, over 90% of youth give food-related feedback at the end of a session (versus less than 20% several years ago). Even simple feedback such as "I don't like arugula because it's bitter" indicates a level of interest in food preferences and awareness.

Peace4Kids continues to be endorsed by caregivers with 100% of those surveyed indicating a positive impact on youth.

The nature of foster care has changed. The enactment of AB12 in 2012 extended foster care benefits to age 21. Previously, transition age youth (TAY) were teenagers up through age 18. This past year, Peace4Kids felt the shifting dynamic of having an older age group (19-21) needing additional transition support. Although Peace4Kids had always engaged young adults after age 18, the nature of having youth ages 19-21 still in the system has changed the way Peace4Kids approaches our programs.

Peace4Kids has always had age-appropriate programming and services. However, what we discovered was that there were major differences emerging between our teens (ages 13-18) and our TAY (ages 19-21). In previous years, once TAY graduated high school they would transition out of foster care and Peace4Kids. Now that child welfare services extend to age 21, Peace4Kids has evolved our programming to address the specific age/life needs of the 19-21 group. These young adults have more evolved needs relating to social-emotional growth, employment, education and personal development. In addition, the support system that Peace4Kids provides has been evolving to include more foster care alumni – older peer mentors who have greater impact on the 19-21 age group.

### Direct Benefit (Race/Ethnicity):

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Black/African American & White - Non-Hispanic	3
Black/African American - Non-Hispanic	11
Other Race - Hispanic	3
White - Hispanic	1
<b>Total</b>	<b>18</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Peace4Kids has been focusing its efforts more on the transition-age youth in foster care and the changing nature of that group that has resulted from increasing the age of foster care benefits to 21. A key dynamic has been noticing the specific needs of younger teens (14-18) versus older TAY (19-21). Peace4Kids has quickly adapted to bifurcate its TAY programming approach, bringing in a cadre of foster care alumni volunteers to better support the older TAY group.

Our TAY programming is both group-based and individualized. As a group, Peace4Kids convenes its TAY as part of our Core Saturday Program. But we also host mid-week gathering and periodic leadership retreats. One such retreat was held in July 2017 at a venue in Topanga Canyon (provided in-kind by a Peace4Kids donor) that provided sleepover accommodations to 21 youth and 18 volunteers, along with Peace4Kids staff. The retreat was part of an ongoing series for our youth, who self-select into our leadership program. During the retreat, Peace4Kids staff facilitated opportunities for self-reflection and personal growth. It was also an opportunity for our youth to collectively begin the planning of their next youth-led advocacy campaign.

Each and every youth participating in our leadership programming faces their own life challenges. It is illustrative to highlight one case and success story which brings to life the situations our youth face and how Peace4Kids provides support.

CA8 (name anonymized) is an 18 year-old young man in foster care. He had recently run away from his foster care placement

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

and was living in an unapproved placement with relatives. Yet even in this home, he felt unsafe. He had dropped out of college to find work and was desperate to save money to move out on his own, much less buy food.

Peace4Kids staff intervened and provided the youth with guidance, resources and referrals. Having been part of Peace4Kids, we have his trust to offer perspective on helping him make good choices. The outcome was that the youth sat with Peace4Kids staff to create a monthly action plan, while addressing his tendency to flee his foster care placement (a pattern). Peace4Kids staff also actively connected youth with a supervisor at DCFS. The social worker presents an alternative living opportunity, SILP (Supervised Independent Living Placement), which would provide funds for the youth to live in a friend/family's home - that has been approved by his social worker.

What is encapsulated in two short paragraphs took several months, persistence and advocacy from both Peace4Kids staff and the youth. While each intervention and youth is unique, the complexity and sensitivity is typical for the transition-age youth we serve.

**Quarter:** 2      **Accomplishment Quantity:** 17

### **Accomplishment Narrative:**

As of the second quarter, Peace4Kids is currently serving 32 transition-age youth. This will be reflected in the public service module in the third quarter, as the data is being entered after January 15, 2018.

Below is just one case study that illustrate the impact services funding through CDBG:

DB8 (name anonymized) is a 19-year old male participant who served through Peace4Kids Transition Youth Services. DB8 was placed in legal guardianship and found himself ineligible for transitional housing due to having his case closed before he turned 16. He has not been able to graduate high school on time and his caregiver is threatening to kick him out if he doesn't get a job. The youth complains about not being interested in school and not being motivated to work a dead-end job.

In working with the staff at Peace4Kids, DB8 has been able to identify a primary interest will motivate him to earn his high school diploma. He loves to cook! Through Peace4Kids, he is encouraged and taught to prepare meals for special events and programs. He now knows that when he earns his high school diploma, he will be referred through Peace4Kids to a 15-week culinary training program at LA Kitchen which will ensure his opportunity to get a job as a cook in a kitchen in Los Angeles. In discussing the plan with his caregiver, they agree that if he stays the course they would be willing to provide him ongoing housing until he can find a cooking job and earn enough money to move out on his own terms.

As a result, in a period of 5 months, he earned his high school diploma and applied for a spot in the highly competitive LA Kitchen culinary program. Because he had exited foster care, he was not eligible to join the training program. Peace4Kids staff reached out to explain the situation of the young man and, as a result, they were willing to make an exception.

DB8 was able to successfully compete in the selection process and has earned a spot in the training. He began the program in January 2018 and has self-reported that he is enjoying the experience. Now that he has a very grounded purpose, his caregiver is no longer threatening to kick him out. With his housing stabilized and on a career path, DB8 is another example of a successful intervention by Peace4Kids Transition Youth Services.

**Quarter:** 3      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

Each and every youth served by Peace4Kids Transition Youth Services faces their own life challenges. It is illustrative to highlight one case and success story.

AP4 (name anonymized) is a 18-year old male participant who served through Peace4Kids Transition Youth Services. AP4 was living in Compton, but he was forced out of his foster care placement and was sent to Sylmar to complete his senior year of high school. A focused student with excellent behavior, AP4 found this abrupt move to be disruptive. AP4 was frustrated to leave his school and friends, but especially the robotics class that he loved. His new placement resulted in him being unhappy and demotivated.

Peace4Kids intervened to help AP4 stay focused on his short-term academic goals while also facilitating support with the Independent Living Program provided through DCFS. Peace4Kids staff worked with AP4 to continue college applications.

Through volunteer transportation, AP4 stayed engaged in Peace4Kids Sunday Dinners once per month. He has also been connected in the Peace4Kids group chat with volunteers and peers. He feels consistently encouraged and supported.

## 2017-2018 CAPER CDBG Activity Listing (Activities Included in Analysis)

As a result of our intervention, AP4 moved into his own place (ILP) while finishing his senior year. He is extremely happy and proud of where he is headed. He is thankful for the support and encouragement of Peace4Kids and recently did his own fundraiser for his Robotics group (for next year). He said he wants "to ensure the program will continue even when he leaves for college." A true sign of leadership and development. Upon graduation, AP4 will begin an internship at inVia Robotics. He was accepted into Cal Poly's Engineering Program and will attend in 2019.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

As of the fourth quarter, Peace4Kids was serving 18 transition-age youth.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601526-17      **Jurisdiction:** 2nd District  
**Project Title:** Rehabilitation Program (CCEO Youthbuild)  
**IDIS Number:** 10673  
**Operating Agency:** South Bay Workforce Investment Board  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This program provides housing rehabilitation grants to low- and moderate-income single-unit residences of the Unincorporated 2nd Supervisorial District and Athens-Westmont.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 18      This Year: 18      Cumulative: 18      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$350,000.00      This Year: \$288,949.00      Cumulative: \$288,949.00      Ratio: 82.6%

### **Annual Narrative:**

Century Center for Economic Opportunity's (CCEO) Home Rehabilitation and Repair Program (HRRP) met the performance goals of 18 completed projects established by our Community Development Commission contract, which included the successful completion of eight home rehabilitation projects in the Athens Village/Athens-Westmont area. CCEO-HRRP met all completion objectives for our original service area and will continue to focus outreach efforts there for Fiscal Year (FY) 2018-2019. The following is a summary of the accomplishments and challenges for the FY 2017-2018 program year:

- CCEO-HRRP was awarded additional funding from the Community Development Commission (CDC) during the second quarter to provide both construction training and home rehabilitation services to eligible residents of the Athens-Westmont and Athens Village area of the Second Supervisorial District. Marketing and outreach efforts began during the second quarter and included contacts with Supervisor Ridley-Thomas's office and CCEO staff attendance at an Community Development Commission's Community Improvement Project Grand Opening event (Casa Honduras Restaurant) in Athens. This event offered the opportunity to reach out to community members in attendance and to continue outreach coordination with the Supervisor's office staff. Outreach efforts intensified during the third quarter and included a comprehensive direct mailing to homeowners within the zip codes associated with the new service region (Athens). The response from residents was excellent — CCEO-HRRP received many calls and inquiries. However, CCEO-HRRP also received many calls from homeowners outside of the service area and also from callers whose incomes were too high or needed very minor repair work. CCEO-HRRP maintained a comprehensive list of potentially qualified homeowners we were unable to assist. These callers were referred back to the Supervisors office and/or to the Pacific Asian Consortium for Employment (PACE), which operates a Handyworker program and may offer smaller project grants to qualified residents of this area. CCEO-HRRP continued to maintain contacts with Supervisor Ridley-Thomas's office for additional promotion and support.
- CCEO-HRRP continued with limited marketing and promotional efforts in our original service areas, particularly our home community of Lennox, from which we continue to receive less than expected calls for program information (a detailed explanation of these challenges were provided in the annual narrative from FY 2016-2017 and continued during this program year).
- CCEO-HRRP received several applicant referrals from Habitat for Humanity Los Angeles, located within the previously underserved areas of Torrance and Harbor City during FY 2017-2018. CCEO-HRRP completed rehabilitation work on these client's mobile homes and received significant additional requests for grant information from homeowners within this area.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

- Outreach efforts ceased to the new service region of Athens-Westmont and Athens Village area in Second Supervisorial District during the fourth quarter due to the prior overwhelming response to the direct mailing to homeowners within the associated zip codes. CCEO-HRRP continued to receive calls from Athens community homeowners during the fourth quarter, responding to the mailed flyer and inquiring about services. Currently, these callers are being referred to PACE.
- During the first and second quarters of FY 2017-2018, CCEO-HRRP received 27 inquiries from callers within our original service area. During the third quarter, CCEO-HRRP received more than 90 documented inquiries from individuals within our new service area responding to our direct mail flyer. These inquiries continue periodically and are currently referred to PACE. To date, an estimated 85 inquiries have been received from applicants who received a mailed flyer but were found to be outside our new service area. Whenever appropriate, callers were referred to the Community Development Department associated with their city for possible further referrals and assistance.

### Direct Benefit (Race/Ethnicity):

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
Black/African American - Non-Hispanic	11	0
White - Hispanic	5	0
White - Non-Hispanic	1	0
<b>Total</b>	<b>18</b>	<b>0</b>

### Direct Benefit (Income):

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	4	0
Low	5	0
Moderate	9	0
<b>Total</b>	<b>18</b>	<b>0</b>

### Housing Detail:

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
22600 Normandie Ave. 35	Torrance	CA	90502	Owners	Extremely Low	\$6,719
24815 S. Normandie Ave 37	Harbor City	CA	90710	Owners	Extremely Low	\$5,700
2601 E. Victoria St 329	Compton	CA	90220	Owners	Low	\$9,673
19009 S. Laurel Park Rd 499	Compton	CA	90220	Owners	Moderate	\$7,900
2601 E. Victoria St 102	Compton	CA	90220	Owners	Moderate	\$12,836
22600 S. Normandie Ave. 45	Torrance	CA	90502	Owners	Extremely Low	\$13,875
24815 S. Normandie Ave. 38	Harbor city	CA	90710	Owners	Extremely Low	\$13,919
1050 E. 150th street	Compton	CA	90220	Owners	Low	\$13,716
14634 Cairn Ave	Compton	CA	90220	Owners	Low	\$13,843
22600 S Normandie Ave 38	Torrance	CA	90502	Owners	Moderate	\$13,948
1419 W 126th Street	Los Angeles	CA	90047	Owners	Low	\$13,924
2140 Cullivan Street	Los Angeles	CA	90047	Owners	Low	\$13,952
11126 S. St. Andrews Place	Los Angeles	CA	90047	Owners	Moderate	\$13,969
11546 S. Wilton ave	Los Angeles	CA	90047	Owners	Moderate	\$13,971
11606 Ruthelen St	Los Angeles	CA	90047	Owners	Moderate	\$13,943
1918 Lohengrin Street	Los Angeles	CA	90047	Owners	Moderate	\$13,921
1932 Thoreau Street	Los Angeles	CA	90047	Owners	Moderate	\$13,904
1951 W. Imperial Hwy	Los Angeles	CA	90047	Owners	Moderate	\$13,973

**Total Number of Housing Units Assisted : 18**

### Housing Data:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	12	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	5
Exempt: No paint disturbed	7
Otherwise exempt	5

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
2	5	0
3	5	0
4	8	0
<b>Total</b>	<b>18</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Century Center for Economic Opportunity's (CCEO) Home Rehabilitation and Repair Program (HRRP) received two applicant referrals located within previously under served areas of our service region during the first quarter of Fiscal Year (FY) 2017-2018. Habitat for Humanity Los Angeles referred applicants from the Torrance and Harbor City areas after determining the applicants fell within CCEO-HRRP's area of service. CCEO-HRRP completed rehabilitation work on both client's mobile homes and received significant additional requests for grant information from homeowners within these two mobile home communities. CCEO-HRRP continues with limited marketing and promotional efforts in our service areas, particularly our home community of Lennox, from which we continue to receive less than expected calls for program information. CCEO-HRRP also re-contacted qualified applicants who made inquiries during the previous program year after project spots were filled. Consideration was given to those applicants, and four of the seven clients currently in the CDBG System Rehabilitation Module are those who made original inquiries about services during the fourth quarter of FY 2016-2017.

- Seven projects have been entered in the CDBG System Rehabilitation Module: the Environmental Review staff has cleared/approved all seven projects: five projects have been completed at the end of the first quarter and will be reported to the Quarterly Performance Review (QPR) in the second quarter. One rehabilitation project due for completion during the second quarter is for a former client from the 2013-2014 program year who was found to be eligible for services again.
- Rehabilitation work for the first five completed projects consists primarily of:  
removal of old existing single pane aluminum wood trim windows and installation of new energy efficient double pane tinted windows with wood trim and interior molding; removal of old damaged sliding door and install of new energy efficient sliding door; primer and interior painting; removal of existing damaged water heater, damaged water pipes, water damaged floor and termite damaged door jamb of water heater enclosure; installation of new 40 gallon gas water heater, copper pipes, copper fittings, gas line; removal of existing water damaged floor and replacement of water damaged sub-floor with new vinyl flooring in main bathroom and dining room; removal of existing damaged toilets, and bathroom sink faucet; installation of water saver toilets, water saver sink faucets and all related connections; removal of existing carpet, repair of damaged sub-floor in master bedroom, re-installation of carpet pad and carpet; installation of smoke detectors and carbon monoxide detector; removal of existing water damaged landing with installation of new landing and steps; primer and painting of new landing and steps; installation of exterior LED motion sensor light fixtures; installation of ceiling light fixture and wall switch on bedroom ceiling with new wiring; repair of existing loose electrical outlets; removal of existing sliding shower door, installation of new water proof caulking around tub; repair of broken bathroom door and paint to match existing color.
- In the first quarter of FY 2017-2018, CCEO-HRRP received 13 inquiries from individuals within our service area. Thus far, five inquiries have been received from applicants outside our service area or with ineligible incomes. When appropriate, callers were referred to the Community Development Department associated with their city for possible further assistance.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 5      **Female-Headed Households:** 3

### Accomplishment Narrative:

CCEO-HRRP has temporarily ceased marketing and promotional efforts in our original service area in order to continue to focus on outreach efforts in our new service area.

CCEO-HRRP also received an applicant referral from the Pacific Asian Consortium for Employment (PACE) who had mistakenly taken an application from an eligible homeowner who was found to be in CCEO's service area. The project was initially submitted to and approved by LACDC by PACE, but CCEO resubmitted the project for approval and rehabilitation work is currently underway by CCEO-HRRP for that homeowner.

The following data summarizes the accomplishments for the second quarter of FY 2017-2018:

- Ten projects have been entered in the CDBG rehabilitation module: the Environmental Review staff has cleared/approved all ten projects within our original service area. Five projects were completed at the end of the first quarter and have been entered as accomplishments into the QPR reporting system. One project is currently undergoing rehabilitation and four were completed during the second quarter. Upon finalizing all project costs, the remaining five projects will be reported as accomplishments in the next quarter.
- Rehabilitation work for the first nine completed projects was done.
- For the second quarter of FY 2017-2018, CCEO-HRRP received nine inquiries from individuals within our service area. To date, nine inquiries (four from the second quarter) have been received from applicants outside our service area or with ineligible incomes. CCEO-HRRP has received no inquiries from the Athens community as of yet. Whenever appropriate, callers were referred to the Community Development Department associated with their city for possible further referrals and assistance.

**Quarter:** 3      **Accomplishment Quantity:** 5      **Female-Headed Households:** 3

### Accomplishment Narrative:

Century Center for Economic Opportunity's (CCEO) Home Rehabilitation and Repair Program (HRRP) was awarded additional funding from Community Development Commission of the County of Los Angeles (LACDC) in the second quarter to provide both construction training and home rehabilitation services to eligible residents of the Athens-Westmont and Athens Village area of the Second Supervisorial District. Outreach efforts intensified during the third quarter and included a comprehensive direct mailing to homeowners within the zip codes associated with the new service region (Athens). The response from residents has been excellent—CCEO-HRRP received many calls and inquiries. However, CCEO-HRRP also received many calls from homeowners outside of the service area and also from callers whose income was too high or needed very minor repair work. Since our rehabilitation completion target is eight projects, CCEO-HRRP has maintained a comprehensive list of potentially qualified homeowners we were unable to assist. These callers will be referred back to the Supervisors Office and/or will be referred to PACE (Pacific Asian Consortium for Employment), which offers a Handyworker program which may offer smaller project grants to qualified residents of this area. CCEO-HRRP continues to maintain contacts with Supervisor Ridley-Thomas's Office for additional promotion and support. CCEO-HRRP continues to respond to callers from the Athens community during the fourth quarter, as not all project spots are filled at the time of this report writing.

CCEO-HRRP has temporarily ceased promotional efforts in our original service area in order to continue to focus on service in our new service area.

The following data summarizes the accomplishments for the third quarter of FY 2017-2018:

- 17 projects have been entered in the CDBG rehabilitation module: the Environmental Review staff has cleared/approved all 17 projects – ten within our original service area have been completed and submitted to QPR. One of those projects in the original service area was completed during the third quarter.
- Seven Athens (new service area) projects are in varying stages of work and completion during the third quarter. Upon finalizing all project costs, these projects, including an additional eighth project, will be reported as accomplishments in the next quarter.
- Rehabilitation work for the first ten completed projects were done.
- For the third quarter of FY 2017-2018, CCEO- HRRP received more than 90 documented inquiries from individuals within

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

our new service area responding to our direct mail flyer. To date, more than 75 documented inquiries have been received from applicants who received a mailed flyer but were found to be outside our new service area. Whenever appropriate, callers were referred to the Community Development Department associated with their city for possible further referrals and assistance.

**Quarter:** 4      **Accomplishment Quantity:** 8      **Female-Headed Households:** 7

### Accomplishment Narrative:

Outreach efforts ended in the new service region of Athens-Westmont and Athens Village area in the Second Supervisorial District during the fourth quarter due to the prior overwhelming response to the direct mailing to homeowners within the associated zip codes. CCEO-HRRP continues to maintain contacts with Supervisor Ridley-Thomas's office for future promotion and support. CCEO-HRRP continues to receive calls from Athens community homeowners during the fourth quarter, responding to the mailed flyer and inquiring about services. Currently, these callers are being referred to Pacific Asian Consortium for Employment (PACE), which may offer similar grants.

The following data summarizes the housing accomplishments for the fourth quarter of FY 2017-2018:

- 18 projects have been entered in the CDBG rehabilitation module: the Environmental Review staff has cleared/approved all 18 projects – ten within our original service area have been completed and submitted to QPR.
- Work was completed for eight Athens area projects during both the third and fourth quarters, but submitted to the QPR during the fourth quarter.
- CCEO-HRRP met its goal in completing rehabilitation and repair work for eight Athens (new service area) projects.
- Rehabilitation work for the 18 completed projects were done.

For the fourth quarter of FY 2017-2018, CCEO-HRRP continues to receive many inquiries from callers who received a mailed flyer but were found to be outside our new service area. Whenever appropriate, callers were referred to the Community Development Department associated with their city for possible further referrals and assistance.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96212-17      **Jurisdiction:** 2nd District  
**Project Title:** Children's Project-CRP  
**IDIS Number:** 10733  
**Operating Agency:** Wayfinder Family Services  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05B Services for the Disabled  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing Children's Residential Program provides for the purchase of toys and equipment for behavioral and therapeutic service to young persons aged 5-22 years that are blind/visually impaired and/or have multiple disabilities.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 30      This Year: 51      Cumulative: 51      Ratio: 170.0%  
**Net Expenditures:** Budgeted: \$25,000.00      This Year: \$25,000.00      Cumulative: \$25,000.00      Ratio: 100.0%

### **Annual Narrative:**

Overall, this was a very exciting and fun-filled quarter for the kids. The first quarter started with the kids enjoying their summer by engaging in groups, games, activities, and outings. The kids then eagerly got ready to go back to school and went back to school shopping for new clothes and school supplies. The second quarter is always the most exciting quarter, filled with holiday spirit. The kids kicked off the holidays by dressing up in costumes and going trick-or-treating. Then came Thanksgiving, which was the kids say was definitely the highlight of the year. A few of the kids got to go home and spend Thanksgiving with their families, while the rest of the kids enjoyed a feast filled with food from all different cultures. The most memorable part of Thanksgiving was the tree the kids constructed, on which they hung notes that said what they are most thankful for. The kids ended the quarter by going on their annual trip to Knott's Berry Farm, and then by waking up on Christmas morning to tons of presents. During the third quarter, the kids winded down from all the holiday excitement and got back into school mode. The kids were very into poetry, novels, and journaling. Some of our older residents also started studying for the SATs and looking into college and career options. The fourth quarter was filled with fun summer activities as the kids were let out of school and were able to relax and have fun. The kids all worked together to put on the group home's very first prom. The night was a huge success and the kids are already planning more fun dances and events for all the kids to enjoy. The kids are now winding down from all the summer excitement and are getting ready to go back to school.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	1
Black/African American & White - Non-Hispanic	1
Black/African American - Non-Hispanic	20
Other Race - Hispanic	21
White - Non-Hispanic	8
<b>Total</b>	<b>51</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

This past first quarter, our residents enjoyed the end of summer and got ready to go back to school. During the summer, we kept the kids busy by having daily groups with the Therapists and Rehabilitation Specialists. The groups were a success and the kids eagerly and regularly attended the groups. Topics of the group included: processing feelings, life skills, relationships, arts and crafts, essential oils, etc. The kids also took advantage of the weather by participating in a lot of outdoor activities, such as: swimming, jump rope, flag football, soccer, basketball, and beach bonfires. The residents ended their summer by going to Raging Waters, Six Flags, and Disneyland.

The kids were excited about going back to school and had fun shopping for all their new clothes and school supplies. The residents are now back in school and engage in activities and groups in the evening. A new popular activity among the residents has been journaling. The residents are able to express their feelings in their journals, through creative writing and poetry. The residents continue to participate in physical activities afterschool. On the weekends, the residents go on group outings in the community with their fellow peers and counselors.

With the holidays, next quarter will be very eventful for the residents. We are working on planning activities and events for the kids to enjoy, while they are off of school for winter break.

**Quarter:** 2      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

The second quarter was filled with holiday spirit! It started off with Halloween in October. The residents got creative with their costumes, and many of them worked together to create their own. The kids went out trick-or-treating in the neighborhood and brought back lots of candy.

In November, the residents went on many outings in the community, such as the beach, Dave and Busters, Sky Zone, etc. They also had the opportunity to go to the USC college fair, where they learned about all the different colleges and what they have to offer. The residents returned from the fair extremely excited about going to college.

For Thanksgiving, many residents were able to go on home visits and spend time with their families. For the residents that remained, we had a huge Thanksgiving feast. All the residents participated in creating different dishes, and staff brought homemade dishes as well. We had food representing all around the world. The highlight of Thanksgiving was a thanksgiving tree the residents made. The residents constructed the tree out of arts and crafts materials, wrote what they were most thankful for on construction paper leaves, and hung them up on the tree.

After Thanksgiving, we started to prepare for Christmas. The residents eagerly made their wish lists and waited for Christmas in anticipation. Once the kids started winter break, we made sure to fill their schedules with lots of different activities. During the day, the residents played a lot of sports, like flag football, basketball, and the new favorite, double dutch. The residents also went out hiking and sight-seeing. Right before Christmas, the residents went on their annual trip to Knott's Berry Farm, where they had a blast. The kids used polaroid cameras to take lots of pictures of all the fun times they had. On Christmas morning, the residents eagerly woke up and tore open their presents. They were pleasantly surprised that they got almost everything they asked for on their wish lists. It was truly a magical Christmas and holiday season overall.

**Quarter:** 3      **Accomplishment Quantity:** 50

### **Accomplishment Narrative:**

For the third quarter, the residents brought in the New Year with a lot of fun and excitement. For New Years Eve, the kids had a pizza party and watched the countdown on TV. After an exciting holiday season, everyone was excited to go back to school and kick off the New Year.

As the weather was a lot cooler this past quarter, the residents spent more time engaging in activities indoors. The kids requested many books that they are interested in reading and spent a lot of time reading them in groups. Poetry books have become very popular among our kids, and they have even started writing their own poetry. They find writing poetry to be very therapeutic and cathartic. Another hobby the residents are newly interested in is creating jackets with different iron-on patches, to express their unique, individual styles.

We have many residents who are getting ready to graduate high school and are looking into colleges and career options. We purchased SAT and college preparatory books to help guide these residents and help them decide which path they want to take after high school. One of our residents got accepted into several different colleges and is currently deciding which to attend. We are encouraging the other residents to take on more responsibility within the program, by making them junior staff members and having them help out with taking care of duties and connecting with the residents. This has been a very successful program and we have seen residents' confidence increase in their role as junior staff members.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

The kids are currently planning exciting activities and events for next quarter. Everyone is excited for the program's first ever prom and are currently preparing for it.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The fourth quarter was very eventful, as the kids wrapped up the school year and transitioned into summertime.

The kids all joined together to put on their very own prom. The theme of the prom was Paris, and the kids decorated the gymnasium with Eiffel towers, confetti, lights, and a photo booth. The girls dressed up in beautiful dresses, and got their hair and makeup done, while the boys dressed up in suits. We had a live DJ playing music, and the kids danced the night away. At the end of the night, we crowned a prom King and Queen. It was truly a night to remember!

Due to the weather getting warmer, the kids were able to revive their gardening project and plant seeds for herbs like lavender and mint. The kids have been doing a great job of watering and tending to the garden and hope to see some results very soon.

The kids have also been taken advantage of the pool and have been soaking up the summer sun. We ordered a lot of different shaped pool floats, fun pool toys, and games. The kids have also been engaging in a lot of outdoor sports and water activities. Outings this quarter included: Hurricane Harbor, Six Flags, bowling alley, beach, park, movie theater, etc. The kids are now in the process of wrapping up their summer and getting ready to go back to school shopping.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601591-17      **Jurisdiction:** 2nd District  
**Project Title:** Food Distribution & CalFresh Applicants Outreach Project  
**IDIS Number:** 10675  
**Operating Agency:** West Angeles Community Development Corporation  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05W Food Bank  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides fresh and non-perishable foods to low- and moderate-income individuals and families to increase the immediate health outcomes of these individuals and families. In addition, participants will be assisted in accessing additional resources for food assistance.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,100      This Year: 1,049      Cumulative: 1,049      Ratio: 95.4%  
**Net Expenditures:** Budgeted: \$52,657.00      This Year: \$52,657.00      Cumulative: \$52,657.00      Ratio: 100.0%

### **Annual Narrative:**

This year, West Angeles Community Development Corporation (WACDC) served first time non-duplicated clients exceeding our goal of 1,100. Our emergency services staff provided resources through outreach and partnerships in multiple affordable living and senior citizen complexes in the communities of West Athens, West Carson, and unincorporated areas of Los Angeles. In addition, WACDC served various parks and locations where chronically homeless individuals reside. Due to the increase in homelessness in Los Angeles County, our client count has increased well beyond our goal of 1100 a year. WACDC has approached the homeless need and continuously strive to meet the demands to assist the chronically homeless. As a result, WACDC served 1,119 new clients.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Non-Hispanic	20
Asian and White - Hispanic	1
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	8
Black/African American - Hispanic	67
Black/African American - Non-Hispanic	812
Native Hawaiian/Other Pacific Islander - Hispanic	2
Native Hawaiian/Other Pacific Islander - Non Hispanic	4
Other Race - Hispanic	85
Other Race - Non-Hispanic	27
White - Hispanic	3
White - Non-Hispanic	16
<b>Total</b>	<b>1,049</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	1
Extremely Low	1,023
Low	22
Moderate	3
<b>Total</b>	<b>1,049</b>

**Quarter:** 1      **Accomplishment Quantity:** 55

**Accomplishment Narrative:**

The West Angeles Community Assistance Program continues to reach the unincorporated areas of Los Angeles County. In providing support to the homeless and low-and moderate-income population this year, we have seen a rise in the state of homelessness. The funds provided by the Community Development Block Grant (CDBG) has benefited our clients by way of food, hygiene kits, and a case worker. Each client receives up to seven resources in order to address their individual situation.

We have successfully served unduplicated clients, including homeless, low- and moderate-income individuals. Our efforts to combat hunger and homelessness contained resources provided to be placed in an emergency shelter, a transitional/ apartment, transportation and also referrals to educational and work programs.

We managed two homeless family cases, placed them in emergency shelters, and provided them food. They completed the 60-day program and were placed in permanent housing.

**Quarter:** 2      **Accomplishment Quantity:** 548

**Accomplishment Narrative:**

Providing support to the homeless, low- to moderate-income population this year, we have seen an increase in the rise of homeless families and individuals. We have successfully served 305 new, unduplicated clients this quarter, including homeless, low- to moderate-income individuals. Our efforts have been successful in combating hunger and homelessness. Our clients received resources to be placed in an emergency shelter, a transitional/apartment, transportation and also referrals to educational/work programs.

West Angeles Community Assistance supported the West Angeles Church Of God In Christ (COGIC) in the food drive to relieve the Texans from hurricane Harvey. In support, we successfully provided food, water, clothing, shoes, aide, and relief to over 5,000 people.

West Angeles Community Assistance held a “Thanksgiving Dinner giveaway”, in which we provided 200 families with a turkey and all the trimmings for a proper Thanksgiving dinner.

West Angeles Community Assistance held our annual "Community Day". We prepared a proper Thanksgiving dinner with all the trimmings to over 700 homeless individuals and families. These are individuals and families without a home or access to a kitchen where they can prepare a meal for themselves or their children.

West Angeles Community Assistance supported Convoy of Hope in the Community Day at TED Watkins Park on December 2, 2017, in which we provided a bag of groceries and shoes to over 2,000 people from the city of Watts.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

WACDC organized Utility clinics through community organizations in unincorporated areas. The program provided relief of up to \$100.00 towards the utility bill, food, and hygiene kits for low- and moderate income family households. Due to technical difficulties with the online system and the new transition in staff members, we were unable to input any new unduplicated clients. We will ensure to service over 500 additional new clients in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 446

**Accomplishment Narrative:**

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

In the closing of our fourth quarter, we have provided 1109 eligible clients with food, hygiene kits, and Cal Fresh enrollment assistance through our emergency service department, referrals from collaborative partners, and community outreach programs. As it stands, we have 1049 new non-duplicated clients inputted into the CDBG system. Due to technical difficulties, we have 60 additional clients to input in the next quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601356-17      **Jurisdiction:** 2nd District  
**Project Title:** Mary B. Henry Community Clinic  
**IDIS Number:** 10664  
**Operating Agency:** Wilmington Community Clinic  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05M Health Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This provides funding to support the operations of the Mary B. Henry Community Clinic, a satellite clinic of the Wilmington Community Clinic. The satellite clinic serves low and moderate-income persons residing in eligible areas of the unincorporated 2nd Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 60      This Year: 33      Cumulative: 33      Ratio: 55.0%  
**Net Expenditures:** Budgeted: \$84,015.00      This Year: \$84,015.00      Cumulative: \$84,015.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$30,000.00
<b>Total Leverage Funds</b>	<b>\$30,000.00</b>

### **Annual Narrative:**

Mary Henry Community Clinic (MHCC) has served a total of 51 clients from the eligible areas during this program year. The Clinic now has dedicated staff on site five days a week, although the clinic is only seeing patients 4fourdays a week, staff is there an additional day to answer any questions and to book appointments. Currently, the administrative team is actively recruiting a physician who will be providing services at the clinic four days a week. Once MHCC has a dedicated provider on site, the administrative will then shift focus and contract with an Outreach company whose focus will be to promote the services offered by MHCC out in the community. These outreach efforts are expected to help increase the number of clients served from the Second Supervisorial District.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	1
Asian - Non-Hispanic	1
Black/African American & White - Non-Hispanic	2
Black/African American - Non-Hispanic	13
Other Race - Non-Hispanic	1
White - Hispanic	15
<b>Total</b>	<b>33</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	28
Low	3

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Moderate

2

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**Total**

**33**

**Quarter:** 1      **Accomplishment Quantity:** 11

**Accomplishment Narrative:**

This quarter the Mary B. Henry Community Clinic (MHCC) continued to provide women's health, primary care, and mental health services. The type of visits that were provided were pediatric and adult physicals, preventative well-woman exams, mental health counseling, and sick visits. During this first quarter, the clinic provided services to extremely low-income families residing in the second Supervisorial District. With the Community Development Block Grant (CDBG) assistance, the clinic served 11 clients from the eligible areas. The clinic has been seeing an increase in the number of clients served compared to the first quarter in Fiscal Year (FY) 2016-2017. The clinic expects the number to keep increasing as time progresses. Currently, MHCC is looking for a full-time physician to provide additional services to the site.

**Quarter:** 2      **Accomplishment Quantity:** 11

**Accomplishment Narrative:**

The type of visits that were provided were pediatric and adult physicals, preventative well-woman exams, mental health counseling, and sick visits. During the second quarter, the clinic provided services to extremely low-, low-, and moderate-income families residing in the Second Supervisorial District. With the Community Development Block Grant (CDBG) assistance, the clinic served 11 clients from the eligible areas. The clinic continues to search for an additional physician for the clinic. The clinic's goal is to hire one before the end of the fiscal year in efforts to increase the number of patients seen at MHCC.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During this third quarter, the clinic provided services to extremely low-income, low and moderate income families residing in the Second Supervisorial District. With the Community Development Block Grant (CDBG) assistance, the clinic served eight clients from the eligible areas. However, information was entered during the fourth quarter but services were provided during the third. The clinic had now contracted with an outreach service who will go out to the community and provide families with information the serviced provided at MHCC. The clinic hopes that by contracting with this service the number of patients seen at MHCC will increase rapidly. This is projected to occur during the fourth quarter reporting period.

**Quarter:** 4      **Accomplishment Quantity:** 11

**Accomplishment Narrative:**

During this fourth quarter, the clinic provided services to extremely low and low-income families residing in the Second Supervisorial District. With the Community Development Block Grant (CDBG) assistance, the clinic served and additional 18 clients from 11 already accounted for. The additional 18 clients brought the total to 29 clients in the fourth quarter. However, due to staff turnover and inadequate training, the additional 18 clients were not added to the Public Service Module. During the fourth quarter, MHCC had a dedicated full-time physician for about two months which is the reason for the increase in the number of patients seen. Unfortunately, the physician was let go, and now MHCC is once again recruiting for dedicated physician at this site.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# 3rd District

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96302-17      **Jurisdiction:** 3rd District  
**Project Title:** Housing Alternatives for Seniors  
**IDIS Number:** 10734  
**Operating Agency:** Affordable Living for the Aging  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The project provides labor, administrative support, community outreach and educational opportunities necessary to implement a housing counseling/home sharing program for seniors, 55 years of age and older.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 12      This Year: 10      Cumulative: 10      Ratio: 83.3%  
**Net Expenditures:** Budgeted: \$24,465.00      This Year: \$24,452.00      Cumulative: \$24,452.00      Ratio: 99.9%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$8,500.00
Other Private	\$90,000.00
<b>Total Leverage Funds</b>	<b>\$98,500.00</b>

### **Annual Narrative:**

Affordable Living for the Aging (ALA) provided 115 home share referrals (16 referrals were given to Community Development Commission clients). ALA conducted 44 home visits to enroll seniors in the program so they can find compatible housemates to help them remain living independently in their homes.

ALA staff conducted 25 outreach activities throughout Los Angeles County with the goals of acquainting the public with our work, and increasing our supply of qualified housing providers.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Black/African American - Non-Hispanic	1
Other Race - Hispanic	1
White - Non-Hispanic	8
<b>Total</b>	<b>10</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In September, ALA staffed an information table at the 12th Annual Senior Adult Health Fair in Beverly Hills. The Health & Wellness Expo provided an array of valuable and interesting products, services, activities, and information for residents of Community Development Commission (CDC) funded areas of Los Angeles.

ALA provided 34 home share referrals and conducted 13 home visits to enroll seniors in the program so they can find



## 2017-2018 CAPER CDBG Activity Listing (Activities Included in Analysis)

compatible housemates to help them remain living independently in their homes.

**Quarter:** 2      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

ALA provided 32 home share referrals (three referrals were given to CDC clients). ALA conducted ten home visits to enroll seniors in the program so they can find compatible housemates to help them remain living independently in their homes.

Additionally, ALA's Home Share Program was featured on Senior Scene, a Torrance public access program. Below is the link:

<https://youtu.be/kBNoRQVKx3Q>

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

ALA provided 32 home share referrals and conducted 10 home visits to enroll seniors in the program.

ALA staff conducted five outreach activities throughout the County with the goals of acquainting the public with our work, and increasing our supply of qualified housing providers.

**Quarter:** 4      **Accomplishment Quantity:** 9

**Accomplishment Narrative:**

Affordable Living for the Aging (ALA) provided 19 home share referrals and conducted 11 home visits to enroll seniors in the program.

ALA staff conducted three outreach activities throughout the County, with the goals of acquainting the public with our work and increasing our supply of qualified housing providers.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601745-17      **Jurisdiction:** 3rd District  
**Project Title:** Domestic Violence Crisis Shelter Services  
**IDIS Number:** 10683  
**Operating Agency:** OPCC  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05G Battered and Abused Spouses  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This project provides support and a comprehensive system of care for the homeless inclusive of domestic violence prevention, mental and physical health services, substance abuse intervention, temporary and permanent housing, and a range of other services designed to end homelessness.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25      This Year: 44      Cumulative: 44      Ratio: 176.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$18,885.00      Cumulative: \$18,885.00      Ratio: 94.4%

### **Annual Narrative:**

During this year, 44 new children entered the shelter. They were provided with shelter, food, peer counseling, empowerment philosophy, therapeutic play groups, clinical counseling, gardening program, and referrals as needed.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Black/African American & White - Non-Hispanic	3
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	17
Other Race - Hispanic	18
White - Hispanic	3
White - Non-Hispanic	2
<b>Total</b>	<b>44</b>

**Quarter:** 1      **Accomplishment Quantity:** 16

### **Accomplishment Narrative:**

During this quarter 15 new children entered the shelter. They were provided with shelter, food, peer counseling, empowerment philosophy, therapeutic play groups, clinical counseling, gardening program, and referrals as needed.

**Quarter:** 2      **Accomplishment Quantity:** 13

### **Accomplishment Narrative:**

During this quarter, 13 new children entered the shelter. They were provided with shelter, food, peer counseling, empowerment philosophy, therapeutic play groups, clinical counseling, gardening program, and referrals as needed.

**Quarter:** 3      **Accomplishment Quantity:** 12

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

During this quarter, 12 new children entered the shelter. They were provided with shelter, food, peer counseling, empowerment philosophy, therapeutic play groups, clinical counseling, gardening program, and referrals as needed.

**Quarter:** 4      **Accomplishment Quantity:** 3

### Accomplishment Narrative:

During this quarter, three new children entered the shelter. They were provided with shelter, food, peer counseling, empowerment philosophy, therapeutic play groups, clinical counseling, gardening program, and referrals as needed.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E97301-17      **Jurisdiction:** 3rd District  
**Project Title:** Homeless Services Center  
**IDIS Number:** 10738  
**Operating Agency:** St. Joseph Center  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03T Operating Costs of Homeless/AIDS Patients Programs  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This program provides emergency services such as food, clothing, showers, mail, message, and phones, as well as referrals for shelter, medical, mental health, substance abuse treatment, legal services, long term housing, and case management.

### Accomplishments and Net Expenditures

**Priority Need:** Homelessness  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 408      This Year: 416      Cumulative: 416      Ratio: 102.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$20,000.00      Cumulative: \$20,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$1,005,241.00
Other Local	\$6,611,375.00
<b>Total Leverage Funds</b>	<b>\$7,616,616.00</b>

### **Annual Narrative:**

Throughout the year, we have added two new AmeriCorps volunteers and one Housing Navigator to our Homeless Services Center (HSC) team. As a result, we saw an increase in the number of clients completing orientations each day and an increase in the number of clients being linked to supportive services. The HSC team has submitted over 80 Affordable Housing referrals and 60 Rapid Rehousing referrals since quarter one. The team has become a cohesive unit and have improved processes and protocol to streamline client flow through our orientation process as well as their referral and linkages to housing related resources and programs. We have successfully connected clients to during this reporting period include CBEST, Housing for Health, the Manor Bridge Housing, Flex Fund Foundation, Family Reunification, CES for Families, FSP, SB 82, medical services and domestic violence services.

In addition this year, the Homeless Service Center Staff enhanced their knowledge base through participation in weekly interagency clinical trainings. These meetings have helped staff develop strong intervention skills in order to link the most vulnerable clients to supportive services. Staff's participation in these meetings have helped build team morale and cohesiveness. Our two Mental Health Specialists have been able to consult with each team member in clinical terms to better assist clients with co-occurring disorders. The Culver City Outreach team has continued to maintain contact with local police departments in order to better serve our homeless clients.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1
American Indian/Alaskan Native & White - Non-Hispanic	5
American Indian/Alaskan Native - Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	2
Asian - Hispanic	1

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Asian - Non-Hispanic	1
Asian and White - Non-Hispanic	1
Black/African American & White - Hispanic	3
Black/African American & White - Non-Hispanic	4
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	133
Native Hawaiian/Other Pacific Islander - Non Hispanic	2
Other Race - Hispanic	4
Other Race - Non-Hispanic	21
White - Hispanic	50
White - Non-Hispanic	185
<b>Total</b>	<b>416</b>

**Quarter:** 1      **Accomplishment Quantity:** 102

**Accomplishment Narrative:**

As we start the first part of this Fiscal Year (FY) 2017/2018, we are seeing a cohesiveness develop amongst this newly hired team, all of whom began employment with St. Joseph Center (SJC) beginning in January 2017. We are also excited to see the newly created positions for the Officer of the Day/Inreach Case Managers begin to have an impact. In the past, we had relied on volunteers in these positions but have already seen improvement in engagement and continuity of care with clients.

The team has focused on getting clients document ready, which includes having an ID, Social Security card, and benefits. This has allowed us to increase the number of referrals to various housing resources including the and the Housing Authority of the City of Los Angeles (HACLA), the Housing Authority of the County of Los Angeles (HACoLA), and Housing for Health. Over the past month, the Homeless Service Center (HSC) saw ten clients obtain their HACoLA voucher and begin their search for housing.

Measure H funds are beginning to flow in, and SJC recently applied for Access Center funding through LAHSA, which will help expand our mental health services and increase line staff to provide emergency services. Additionally, we have also applied for expansion dollars to increase our Housing Navigation capacity.

102 unduplicated clients were served during this reporting period, with a total of 204 contacts. In addition to basic services that 100% of the clients obtained, 100% were also referred to services such as medical, substance abuse, legal and government benefits.

**Quarter:** 2      **Accomplishment Quantity:** 98

**Accomplishment Narrative:**

The Homeless Service Center (HSC) experienced an increase in the number of clients accessing all services, especially permanent supportive housing. HSC case managers helped 27 clients link to HACLA and HACoLA vouchers, ten clients link to Housing for Health services through DHS and 25 clients link to Rapid Rehousing services for permanent supportive housing. HSC staff continues to assist clients with becoming housing-ready while providing access to basic services (showers, mail, and meals). With updates to our new Screening tool, HSC case managers are able to triage and link clients to appropriate services, whether that be VA, SMCHP, Rapid Rehousing, Housing for Health or FSP services. Clinical supervision and weekly group case conferencing with staff and security guards have led to an improved understanding of technique to work with the mentally ill population.

With two new, full-time AmeriCorps volunteers placed at our Homeless Service Center, this allows case management staff opportunities to focus on linking clients to medical, detox, mental health and housing services, in order to help improve independent functioning.

98 unduplicated clients were served during this reporting period with a total of 196 contacts. In addition to basic services that 100% of the clients obtained, 100% were also referred to services such as medical, substance abuse, legal and government benefits.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 3      **Accomplishment Quantity:** 108

### **Accomplishment Narrative:**

The Homeless Service Center has experienced an increase in the amount of clients who were linked to permanent supportive housing and higher level of care. The number of clients who were linked to permanent supportive housing from the previous quarter has increased from 27 to 47 clients served. Furthermore, half of these clients are in the second phase of the housing process and now have a HACLA/HACOLA voucher. As the team becomes more familiar with available services in the community, we have been able to successfully link five to six clients to higher level of care such as Full Service Partnership (FSP) programs and Assisted Outpatient Treatment.

During this quarter, we hired a full-time Housing Navigator who is focusing on helping those clients with vouchers and working on locating permanent supportive housing. He is able to help clients submit check requests for apartment application fees which can often times become a barrier for clients who have very little income. Our Housing Navigator is able provide support, transportation services and housing resources as the client continues to work on obtaining permanent supportive housing.

The Homeless Service Center experienced an increase in the number of clients accessing our Bread and Roses Café. We have increased our meal signs up from 47 to 55 clients during all three available meals slots. We are now able offer new clients a same day meal once they've completed orientation. This gives us the ability to help more homeless individuals in our service planning area link to supportive services within St. Joseph Center and in the community.

108 unduplicated clients were served during this reporting period with a total of 224 contacts. In addition to basic services that 100% of the clients obtained, 55% were also referred to services such as medical, substance abuse, legal and government benefits and 53% were referred to employment and/or educational services.

**Quarter:** 4      **Accomplishment Quantity:** 108

### **Accomplishment Narrative:**

During this quarter, the Homeless Service Center continued to experience an increase in the number of clients accessing all services especially individuals unable to make rent and reporting being served with evictions notices. HSC staff was able to access Flex Funds through the Home for Good Program as a preventative for clients who were about to face homelessness. HSC case managers have continued to link clients to housing and bridge housing services. We were able to successfully link 26 more clients from the last quarter to the Affordable Housing Program in order to work on obtaining a HACLA/HACOLA voucher. Of the 26 clients, 17 clients were linked to Intensive Case Management Services (ICMS) for higher level of care. This extra support has benefited HSC case managers in that they are able to continue focusing on with clients who are in the beginning stages of obtaining permanent supportive housing.

Furthermore, our Housing Navigator has successfully transferred 11 of his clients from his caseload to the Affordable Housing team in order to open up more slots for individuals and the Transition Age Youth (TAY) population seeking services at our Homeless Services Center. The Program manager and Housing Navigator are working on creating an internal Housing Navigation intake form in order to open up availability to all programs at St. Joseph Center.

108 unduplicated clients were served during this reporting period with a total of 230 contacts. In addition to basic services that 100% of the clients obtained, 57% were also referred to services such as medical, substance abuse, legal and government benefits and 56% were referred to employment and/or educational services.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96315-17      **Jurisdiction:** 3rd District  
**Project Title:** Topanga Youth Services  
**IDIS Number:** 10735  
**Operating Agency:** Topanga Community Club  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides activities for at least 51% low- and moderate-income youth ranging in age from 5 to 19 years old from the unincorporated areas of the Third Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 30      This Year: 31      Cumulative: 31      Ratio: 103.3%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$19,999.00      Cumulative: \$19,999.00      Ratio: 100.0%

### **Annual Narrative:**

This has been a very successful year. We fulfilled our goals, objective and much fun was had by all. We continue to offer the programs the community loves and try out new things that the youths ask for. We hope to continue creating programs that have become a much loved tradition in the community and keep working with our continuing members as well as outreach new members.

We have attached some photos from our musical this year!

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian and White - Non-Hispanic	4
White - Non-Hispanic	27
<b>Total</b>	<b>31</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	5
Extremely Low	2
Low	14
Moderate	10
<b>Total</b>	<b>31</b>

**Quarter:** 1      **Accomplishment Quantity:** 20

### **Accomplishment Narrative:**

During our first quarter, we held a summer mini camp with performing arts. We also had some group symphony concerts. We were very successful with starting out with a good ,low- and moderate-income demographic count. We have also been planning for our fall programs and outreaching the community for new workshops.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 10

**Accomplishment Narrative:**

During the second quarter, we had our annual Talent Show with some returning and some new participants. It was a big success, as usual, and we had a good audience in attendance. The parents and community all had a great time.

We were able to add and maintain our national objective and fulfill our goals. This quarter also had us in preparations for our annual musical, and we held a photography workshop.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the third quarter, we continued working on the musical (Sound of Music) and presented it last weekend, which was met with to a great success. All of the participants were very happy, as were the parents and community.

**Quarter:** 4      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

During this quarter, we held a screening of our production and started a teen Glee Club, which has been meeting once a week. We have also been updating our files, website, and photos.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **4th District**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601839-16      **Jurisdiction:** 4th District  
**Project Title:** Avalon Library and Plaza Improvements  
**IDIS Number:** 10588  
**Operating Agency:** Construction Management Unit  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 3/9/2017 to 6/30/2020  
**Activity Code:** 03E Neighborhood Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide for the rehabilitation of the Avalon Library interior and its existing exterior civic plaza.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$100,000.00      This Year: \$100,000.00      Cumulative: \$100,000.00      Ratio: 100.0%

### **Annual Narrative:**

For the Fiscal Year (FY) 2017-18 program year, the Avalon Library Interior Improvement Project, located on Catalina Island, involves interior cosmetic refurbishment of the library. The project is funded by County Capital Funds and the Community Development Block Grant (CDBG). Martinez Architects was contracted to provide architectural and engineering services for the project. On August 5, 2017, the Board approved the Board Motion committing an additional \$770,000 in County Capital Funds and an Architectural Contract of up to \$163,000. Site visit occurred on November 15, 2017 to collect field data.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the architect was selected and a professional services agreement was negotiated. Refinements were made to the consultant's contract with County Counsel. A kickoff meeting with County of Los Angeles Public Library will be scheduled during second quarter. Construction Management Unit (CMU) also prepared a feasibility study for converting the library rooftop into an accessible observation deck.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, October 2, 2017, the architectural services contract was executed. A site visit was made with the architect to measure the library interior on November 2, 2017. Staff are awaiting building programming from the County of Los Angeles Public Library.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Due to delays in receiving programming information, which was received on February 5, 2018 from Public library, the kick off meeting was held on February 21, 2018. The architect began concept plans on March 7, 2018. A conceptual plan was sent for review to Public Library on March 21, 2018. A design team meeting to discuss conceptual plan with Supervisorial District 4, Public Library, Architect and Community Development Commission (CDC) was held on March 28, 2018. Design development phase was completed and final floor plans were approved in May 2018. Lead & asbestos testing was completed July 26, 2018. In June 2018, the architect began preparation of construction documents for plan check submittal targeting July 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the fourth quarter, the design development phase was completed. Final floor plan were approved in May 2018. Lead & asbestos testing was complete. The architect began preparation of construction documents for plan check submittal in July 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601764-17      **Jurisdiction:** 4th District  
**Project Title:** Fourth District Handyworker Program - EHD  
**IDIS Number:** 10687  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

The Handyworker program provides funding for minor home repairs to eligible low-and moderate-income households within the following Fourth Supervisorial District unincorporated areas: East La Miranda, Hacienda Heights, East Whittier, Whittier, Cerritos, Rowland Heights, South Whittier, and West Whittier/Los Nietos.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 19      This Year: 21      Cumulative: 21      Ratio: 110.5%  
**Net Expenditures:** Budgeted: \$200,000.00      This Year: \$200,000.00      Cumulative: \$200,000.00      Ratio: 100.0%

### **Annual Narrative:**

We exceeded our goal during Fiscal Year (FY) 17-18. 21 units were completed by the third period. Currently, we are marketing the program aggressively.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	4	0
Other Race - Hispanic	3	0
Other Race - Non-Hispanic	1	0
White - Hispanic	8	0
White - Non-Hispanic	5	0
<b>Total</b>	<b>21</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	11	0
Low	7	0
Moderate	3	0
<b>Total</b>	<b>21</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
16255 Sigman St	Hacienda Heights	CA	91745	Owners	Extremely Low	\$2,540
1767 Fullerton Road Apt #2	Rowland Heights	CA	91748	Owners	Extremely Low	\$6,000
18538 Andrada Drive	Rowland Heights	CA	91748	Owners	Extremely Low	\$6,000

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

921 Latchford Ave	Hacienda Heights	CA	91745	Owners	Extremely Low	\$3,504
10303 Mina Ave	Whittier	CA	90605	Owners	Extremely Low	\$5,245
1709 eastleigh ave	hacienda heights	CA	91745	Owners	Extremely Low	\$5,710
2408 South Hacienda Heights Blvd #H-1	Hacienda Heights	CA	91745	Owners	Extremely Low	\$5,520
1109 Finegrove Ave	Hacienda Heights	CA	91745	Owners	Low	\$5,328
1302 South Ajanta Ave	Rowland Heights	CA	91748	Owners	Low	\$5,004
14623 Gale Avenue	Hacienda Heights	CA	91745	Owners	Low	\$5,754
18235 Los Palacios Drive	Rowland Heights	CA	91748	Owners	Low	\$5,218
2616 Garona Drive	hacienda heights	CA	91745	Owners	Low	\$5,884
19563 Searls Dr	Rowland Heights	CA	91748	Owners	Moderate	\$5,772
6727 Duchess Drive	Whittier	CA	90606	Owners	Moderate	\$5,814
7534 Halray Ave	Whittier	CA	90606	Owners	Moderate	\$4,920
1462 Batson Avenue	Rowland Heights	CA	91748	Owners	Extremely Low	\$5,440
14886 Ansford	Hacienda Heights	CA	91745	Owners	Extremely Low	\$6,000
1560 S. Otterbein 59	Rowland Heights	CA	91748	Owners	Extremely Low	\$5,370
18522 Adivino Street	Rowland Heights	CA	91748	Owners	Extremely Low	\$5,988
3497 Dolonita Avenue	Hacienda Heights	CA	91745	Owners	Low	\$5,118
9688 Lanett Avenue	Whittier	CA	90605	Owners	Low	\$6,000

**Total Number of Housing Units Assisted : 21**

### Housing Data:

Category	Homeowners	Renters
3) Total units occupied by elderly (62 years or older):	14	0

### Lead Paint Detail:

Number of housing units constructed before 1978	4
Exempt: Housing construction 1978 or later	2
Exempt: No paint disturbed	2
Otherwise exempt	13

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	4
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

Quarter	Grants	Loans
1	4	0
2	11	0
3	6	0
<b>Total</b>	<b>21</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 4      **Female-Headed Households:** 3

### Accomplishment Narrative:

During this period, four units were completed. Currently, ten are under construction and eight units are pending for inspection. The program is on target and it will meet its goal.

**Quarter:** 2      **Accomplishment Quantity:** 11      **Female-Headed Households:** 6

### Accomplishment Narrative:

During this period, 11 units were completed. Currently, four units are under construction.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 3      **Accomplishment Quantity:** 6      **Female-Headed Households:** 4

**Accomplishment Narrative:**

During this period, six units were completed. The program exceeds its goal.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During this period, there was no activity because we met our goal.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 4KA14A-17      **Jurisdiction:** 4th District  
**Project Title:** Single Family Rehabilitation Loan Program/Single-Unit/District 4  
**IDIS Number:** 10630  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing activity provides loans to income-eligible homeowners of owner occupied single-family residential units located within the unincorporated areas of the Fourth Supervisorial District for small scale safety related repairs including, but not limited to, roofing, electrical, plumbing, and lead-based paint hazard measures.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 25      This Year: 20      Cumulative: 20      Ratio: 80.0%  
**Net Expenditures:** Budgeted: \$867,916.00      This Year: \$728,732.47      Cumulative: \$728,732.47      Ratio: 84.0%

### **Annual Narrative:**

The project completed 18 units this Fiscal Year (FY) 2017-2018 and two units that were reported completed last fiscal year are also reflected. The project completed 80% of the set goal. The program is in great demand and the intent is to make several changes to the program guidelines to meet the demand, be able to address the numerous repairs needed to the houses in this district, and to allow for the rising cost of doing business to preserve the housing stock.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
Other Race - Non-Hispanic	1	0
White - Hispanic	16	0
White - Non-Hispanic	2	0
<b>Total</b>	<b>20</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	3	0
Low	8	0
Moderate	9	0
<b>Total</b>	<b>20</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
14037 Fernview St	Whittier	CA	90605	Owners	Low	\$18,000
7626 Westman Ave	Whittier	CA	90606	Owners	Moderate	\$18,378

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

10025 Guilford Avenue	Whittier	CA	90605	Owners	Low	\$16,825
11308 Mitony Avenue	Whittier	CA	90605	Owners	Low	\$19,000
3031 Caricia Drive	Hacienda Heights	CA	91745	Owners	Low	\$28,140
7653 Wexford Avenue	Whittier	CA	90606	Owners	Low	\$24,990
10727 East Aldrich Street	Whittier	CA	90606	Owners	Moderate	\$27,100
14449 Langhill Drive	Hacienda Heights	CA	91745	Owners	Moderate	\$14,575
10816 Canelo Road	Whittier	CA	90604	Owners	Extremely Low	\$27,750
13568 Acapulco Drive	Whittier	CA	90605	Owners	Extremely Low	\$29,950
9446 Guilford Avenue	Whittier	CA	90605	Owners	Extremely Low	\$27,100
11457 Balfour Street	Whittier	CA	90606	Owners	Low	\$20,000
14440 Cornishcrest Road	Whittier	CA	90604	Owners	Low	\$20,000
18223 Madonna Street	Rowland Heights	CA	91748	Owners	Low	\$34,100
10832 Canelo Road	Whittier	CA	90604	Owners	Moderate	\$29,250
1131 Tierra Luna	Walnut	CA	91789	Owners	Moderate	\$23,760
15126 Goodhue Street	Whittier	CA	90604	Owners	Moderate	\$34,000
18574 Fieldbrook Street	Rowland Heights	CA	91748	Owners	Moderate	\$19,230
2429 Agostino Drive	Rowland Heights	CA	91748	Owners	Moderate	\$23,760
7401 Broadway Avenue	Whittier	CA	90606	Owners	Moderate	\$28,430

**Total Number of Housing Units Assisted : 20**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	10	0

### Lead Paint Detail:

Number of housing units constructed before 1978	4
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	8
Otherwise exempt	7

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	3

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
1	0	2	1	Deferred Payment/Forgiveable Loan	0.00 %	0	\$36,378
3	0	6	3	Deferred Payment/Forgiveable Loan	0.00 %	0	\$130,630
4	0	12	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$317,330
<b>Total</b>	<b>0</b>	<b>20</b>					

**Quarter: 1      Accomplishment Quantity: 2**

### Accomplishment Narrative:

During this period, one project was completed and one unit that was reported completed last fiscal year is reflected this quarter. There is also another one unit from last fiscal year that will be reflected during the next reporting period due to a glitch in the system. Five projects are under construction, 16 applications are currently in process and a total of 20 pre-applications are pending. Aggressive marketing is ongoing and collaborative events are scheduled including a mass mailing of program flyers (2,000) to saturate the eligible areas to ensure eligible homeowners are aware of the program and to further ensure sufficient applications are received to complete the budget goals established.

**Quarter: 2      Accomplishment Quantity: 0**



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

This period the project completed three units that will reflect during the next reporting period. Also, one unit that was reported completed last fiscal year will be reflected in the third quarter. Ten units are under construction, and 17 applications are currently being processed and are in various stages. 36 pre-applications have been approved. Ongoing marketing strategies are in place which continue to inform the Fourth District constituents of the availability of the program. At this pace the project is expected to meet its projected goal.

**Quarter:** 3      **Accomplishment Quantity:** 6      **Female-Headed Households:** 4

### Accomplishment Narrative:

During this period five units were completed, and one unit that was reported completed last fiscal year is reflected this quarter. 12 units are currently under construction and 20 additional applications are currently being processed and are in various stages. 43 pre-applications were reviewed during this period indicating a strong interest in the program. Aggressive marketing is ongoing. The project is anticipated to meet the projected goal and expend the entire budget.

**Quarter:** 4      **Accomplishment Quantity:** 12      **Female-Headed Households:** 7

### Accomplishment Narrative:

During this period 12 units were completed, eight units are currently under construction and ten additional applications are currently being processed and are in various stages. 21 pre-applications were reviewed during this period, which indicates a strong interest in the program. Aggressive marketing is ongoing. The project completed 80% of the project goal.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601889-17      **Jurisdiction:** 4th District  
**Project Title:** Carmelitos Parking Lot and Sidewalk Repair  
**IDIS Number:** 10603  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14C Public Housing Modernization  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project repairs and replaces damaged parking lots, concrete walkways and sidewalks that restrict mobility and accessibility of elderly and severely disabled person within the Carmelitos Public Housing Site.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 713      This Year: 713      Cumulative: 713      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$200,000.00      This Year: \$200,000.00      Cumulative: \$200,000.00      Ratio: 100.0%

### **Annual Narrative:**

This project was completed in June 2018 by Harry Joh Construction. Work included repairs and replacement of damaged parking lots, concrete walkways and sidewalks that restricted mobility and accessibility of the elderly and severely disabled within the Carmelitos Public Housing Site.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native & White - Hispanic	0	3
American Indian/Alaskan Native & White - Non-Hispanic	0	3
Asian - Hispanic	0	1
Asian - Non-Hispanic	0	18
Black/African American - Hispanic	0	15
Black/African American - Non-Hispanic	0	394
Native Hawaiian/Other Pacific Islander - Hispanic	0	1
Native Hawaiian/Other Pacific Islander - Non Hispanic	0	3
Vacant	0	8
White - Hispanic	0	216
White - Non-Hispanic	0	51
<b>Total</b>	<b>0</b>	<b>713</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Above Moderate	0	7
Extremely Low	0	553
Low	0	98
Moderate	0	47

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Vacant	0	8
<b>Total</b>	<b>0</b>	<b>713</b>

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
2) Total units that are Section 504 accessible:	0	29
3) Total units occupied by elderly (62 years or older):	0	244

**Quarter:** 1      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

In the first quarter, the project is in development with an architect/engineer for the design work.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

As of the end of the second quarter, staff are awaiting a proposal from Pub Construction per the specifications for the repairs. This project is expected to be in construction in late February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

As of the third quarter, the proposal for this construction project was being finalized and should start in April 2018. The proposal will be completed by June 30, 2018.

The contractor will be Harry Joh Construction, JOC#39.

**Quarter:** 4      **Accomplishment Quantity:** 713      **Female-Headed Households:** 595

#### Accomplishment Narrative:

This project was completed in June 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601771-16      **Jurisdiction:** 4th District  
**Project Title:** Carmelitos Public Housing Development Kitchen Rehabilitation (Phase I)  
**IDIS Number:** 10493  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14C Public Housing Modernization  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project remodels the kitchens in 60 of the 275 housing units at the Carmelitos Family Public Housing Development site in Long Beach. The rehabilitation work includes installing new cabinets, countertops, and wall painting as necessary.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 60      This Year: 60      Cumulative: 60      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$894,465.00      This Year: \$446,978.06      Cumulative: \$894,465.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Federal	\$343,870.00
<b>Total Leverage Funds</b>	<b>\$343,870.00</b>

### **Annual Narrative:**

The rehabilitation work included installing new cabinets, countertops, and wall painting as necessary.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native - Hispanic	0	3
American Indian/Alaskan Native - Non-Hispanic	0	3
Asian - Hispanic	0	1
Asian - Non-Hispanic	0	8
Black/African American & White - Hispanic	0	9
Black/African American - Non-Hispanic	0	14
Native Hawaiian/Other Pacific Islander - Hispanic	0	1
Native Hawaiian/Other Pacific Islander - Non Hispanic	0	3
Other Race - Non-Hispanic	0	8
White - Hispanic	0	5
White - Non-Hispanic	0	5
<b>Total</b>	<b>0</b>	<b>60</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	0	58

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Low	0	2
<b>Total</b>	<b>0</b>	<b>60</b>

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
2) Total units that are Section 504 accessible:	0	29
3) Total units occupied by elderly (62 years or older):	0	24

**Quarter:** 1      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

Activity for the first quarter includes the construction contract awarded to Cal City Construction for \$910,000, including leverage funding from Capital Funds. The project is 75% complete, and will be complete by the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

At the end of the second quarter, the renovation of 60 kitchens for housing units at the Carmelitos Family Public Housing Development site is 100% complete and in close-out inspection phase. This project will be reported as complete in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

As of the third quarter, construction for this project has completed. 100% of Community Development Block Grant (CDBG) funds have been expended. The project will close-out in April 2018, as leveraged Capital funds are expended.

**Quarter:** 4      **Accomplishment Quantity:** 60      **Female-Headed Households:** 53

#### Accomplishment Narrative:

Project was completed in April 2018.



# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Total** **0** **713**

**Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
2) Total units that are Section 504 accessible:	0	29
3) Total units occupied by elderly (62 years or older):	0	244

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

This project is in development and under bid review for the first quarter. The project is expected to start in November when the contract is awarded.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Pre-development activity was ongoing at the end of the second quarter. Information Technology (IT) staff has been handling the procurement for the equipment. The vendor will be selected by the third quarter, with purchase and installation completing in the fourth quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Project activity for the third quarter: camera equipment procured in March 2018, with installation to begin April 2018 and be completed by June 30, 2018.

The contractor is Harry Joh Construction, JOC#39.

**Quarter:** 4      **Accomplishment Quantity:** 713      **Female-Headed Households:** 595

**Accomplishment Narrative:**

Work included the installation of new security cameras, conduit, and associated hardware within the Carmelitos Public Housing Site.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96410-17      **Jurisdiction:** 4th District  
**Project Title:** Adventure Park Recreation Programs  
**IDIS Number:** 10745  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This is a continuing program which provides pre-school age children, youth, and senior citizens, at little or no cost, programs such as afterschool programming, summer day camp, youth sports clinics, exercise/fitness, gardening and arborist classes, tiny tots, teen and senior programs, and co-behavior modification programs for developmentally disabled children. The programs includes special events, vocational and environmental activities, and field trips.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 85      This Year: 20      Cumulative: 20      Ratio: 23.5%  
**Net Expenditures:** Budgeted: \$71,300.00      This Year: \$70,250.00      Cumulative: \$70,250.00      Ratio: 98.5%

### **Annual Narrative:**

11,160 contacts were accomplished from 47 new and returning clients during the Fiscal Year 2017-2018. It was a challenge to enroll more new participants in the program due to the staff changes. In Fiscal Year 2018-2019, the program staff is hoping to attract more clients and accomplish the goals at a better rate.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
Black/African American - Hispanic	1
Native Hawaiian/Other Pacific Islander - Non Hispanic	1
Other Race - Hispanic	7
Other Race - Non-Hispanic	1
White - Hispanic	5
White - Non-Hispanic	4
<b>Total</b>	<b>20</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	5
Low	7
Moderate	8
<b>Total</b>	<b>20</b>



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 14

**Accomplishment Narrative:**

Adventure Park enrolled 14 new clients and had 411 duplicated client contacts. The participants enjoyed activities offered in the routine programs: Fitness Room, After school Camp, Co-Ed Modification Program, Seniors Line Dancing Program, Yoga, Sports, and the Summer Camp. There were no activities in July due to the summer break.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Adventure Park enrolled zero new clients and had 1,904 duplicated client contacts. Afterschool Program celebrated Halloween, Thanksgiving, and Christmas during this period. Many families from the community came to enjoy the festivities. Currently, the program staff is planning to buy new tables and chairs for the afterschool class using the Community Development Block Grant (CDBG) funds.

**Quarter:** 3      **Accomplishment Quantity:** 6

**Accomplishment Narrative:**

Adventure Park enrolled six new clients and had 2,789 duplicated client contacts. Held a Get Together Potluck for Seniors every last Sunday of each month. Celebrated Valentine's Day with a potluck for Co-Ed Modification and After School clients in February and a Spring Potluck for Co-Ed Modification group in March. Continued to promote the CDBG Park Programs to the community.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Adventure Park enrolled zero new clients and had 2,316 client contacts. Clients participated in two special events, Easter and Mother's Day. All other activities reported in the previous quarter remained the same. The participating clients will be able to use the new equipment during the afterschool activities and socialize with other participants during the fitness hours in a friendly and comfortable atmosphere.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96409-17      **Jurisdiction:** 4th District  
**Project Title:** Amigo Park Recreation Program  
**IDIS Number:** 10744  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides recreational and educational summer camp, youth sports clinic, toy loan program, arts and crafts, and a tiny tots and teen program. The program includes special events, vocational and environmental activities, and field trips.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 110      This Year: 58      Cumulative: 58      Ratio: 52.7%  
**Net Expenditures:** Budgeted: \$23,000.00      This Year: \$23,000.00      Cumulative: \$23,000.00      Ratio: 100.0%

### **Annual Narrative:**

17,868 contacts were accomplished from 58 clients.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	2
Black/African American & White - Hispanic	1
Black/African American - Hispanic	2
Black/African American - Non-Hispanic	1
Other Race - Hispanic	33
White - Hispanic	18
White - Non-Hispanic	1
<b>Total</b>	<b>58</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	40
Low	18
<b>Total</b>	<b>58</b>

**Quarter:** 1      **Accomplishment Quantity:** 52

### **Accomplishment Narrative:**

Amigo Park enrolled 52 new clients and had 4,874 duplicated client. On average 30 clients participated in the Summer Day

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Camp on average in July. The campers joined the local field trips and food days on Fridays when parents brought food and fruit. 25 clients participated in the Summer bash at Adventure Park and enjoyed the water slide, relays, crafts, dancing, and watermelon contests.

**Quarter:** 2      **Accomplishment Quantity:** 5

### **Accomplishment Narrative:**

Amigo Park enrolled five new clients and had 3,734 duplicated client contacts. In addition to their regular Community Development Block Grant (CDBG) programming, Amigo Park hosted two holiday events: Annual Thanksgiving Dinner and Here Comes Santa. About 100 luncheons were served during the Thanksgiving Dinner for the CDBG program participants from the surrounding community. The "Here Comes Santa" event offered refreshments, balloon arts, toys, snow plays, and "Meet Santa" activities.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Amigo Park enrolled zero new clients and had 4,020 duplicated client contacts. Celebrated two holiday events: Valentine's Day and St. Patrick's Day. Tiny Tots held the Valentine Party with food and refreshments provided by parents, and the children shared their crafted Valentine's cards with the participants. Tiny Tots and Afterschool celebrated St. Patrick's Day with cookies and punch and joined an Annual Easter Egg Hunt at the Amigo Park on March 1.

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

Amigo Park enrolled one new client and had 5,237 client contacts. Clients celebrated Easter, Mother's Day (with food provided by participants' parents), and an end of school year.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601957-17      **Jurisdiction:** 4th District  
**Project Title:** California High School Summer Swim Program  
**IDIS Number:** 10839  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 2/13/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new program provides a swim program for low- and moderate-income youth interested in improving health, fitness, and community activity.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 180      This Year: 57      Cumulative: 57      Ratio: 31.7%  
**Net Expenditures:** Budgeted: \$45,000.00      This Year: \$34,825.00      Cumulative: \$34,825.00      Ratio: 77.4%

### **Annual Narrative:**

The California High School Summer Swim Program (CHSSSP) started on June 9, 2018 and will continue till August 18, 2018. The project covered only the first three weeks of the program and was completed as of the contract expiration on June 30, 2018.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	4
American Indian/Alaskan Native & White - Non-Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	1
Asian and White - Non-Hispanic	1
Other Race - Hispanic	9
White - Hispanic	39
White - Non-Hispanic	1
<b>Total</b>	<b>57</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	3
Extremely Low	33
Low	10
Moderate	11
<b>Total</b>	<b>57</b>

**Quarter:** 3      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

The contract for this project was executed during this reporting period on February 13, 2018. The swim program starts on June 9, 2018; however, the East Agency staff has started preparations for the program including training staff and pool lifeguards as well as working on non-personnel orders.

**Quarter:** 4      **Accomplishment Quantity:** 57

### Accomplishment Narrative:

This project covered only the first three weeks, so there were less CDBG qualified clients enrolled than expected when considering the duration of the whole program. During the initial weeks of the program, the participating Agency was able to register 57 CDBG qualified clients. The qualified clients were presented with the activities, such as learn-to-swim, lap swim, and novice swim classes, as well as initial water polo and synchronized swimming.

With Community Development Block Grant (CDBG) assistance, the CHSSSP was able to utilize part of the personnel funds and purchase necessary items for a pool and swimming safety. All purchased items will be utilized daily by the swimming participants.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96411-17      **Jurisdiction:** 4th District  
**Project Title:** Hacienda Heights Community Recreation Programs  
**IDIS Number:** 10746  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing recreational and education CDBG programs offered at William Steinmetz Park (formerly known as Hacienda Park) are designed to meet the needs of low-to-moderate income families from the unincorporated areas of the County of Los Angeles Fourth Supervisorial District. These programs are offered to children, youth, and senior citizens. The programs include educational classes, special events, vocational activities, environmental activities, and field trips.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 150      This Year: 150      Cumulative: 150      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$23,000.00      This Year: \$23,000.00      Cumulative: \$23,000.00      Ratio: 100.0%

### **Annual Narrative:**

15,594 contacts were accomplished from 150 new and returning clients during the Fiscal Year. The goals were achieved at 100%.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Hispanic	7
Asian - Non-Hispanic	95
Asian and White - Non-Hispanic	4
Other Race - Hispanic	10
Other Race - Non-Hispanic	2
White - Hispanic	13
White - Non-Hispanic	19
<b>Total</b>	<b>150</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	5
Low	7
Moderate	138
<b>Total</b>	<b>150</b>

**Quarter:** 1      **Accomplishment Quantity:** 150

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

Hacienda Heights Community Recreation Programs at Steinmetz Park enrolled 150 new clients and had 2,820 duplicated clients contacts. With Community Development Block Grant (CDBG) assistance, the programs at the Steinmetz Park offered After School activities such as tutoring, arts and crafts, sports for school children, Yoga, Hula, Dancing with Rosie, Tai-Chi, and Music for Seniors. The staff is planning to hire a specialist to assist with the After School Program. The Hacienda Heights Community Recreation Programs met the client intake goal for this year.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Hacienda Heights Community Recreation Programs at Steinmetz Park enrolled zero new clients and had 3,393 client contacts. The participants celebrated Halloween, Thanksgiving, and Christmas. For Halloween, Afterschool Program hosted a pumpkin decorating and candy giveaway event, and Senior Club had a dance and a costume contest. For Thanksgiving, all CDBG participants came together to share the warmth and generous nature of the holiday with a nice Thanksgiving Dinner and all the trimmings. For Christmas, Seniors held a Christmas Open House to promote the CDBG program and increase enrollment for seniors 55 years old or over. The Afterschool Program participants enjoyed a Christmas performance with Santa Claus and gifts.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Hacienda Heights Community Recreation Programs at Steinmetz Park enrolled zero new clients and had 3,360 duplicated client contacts. Seniors celebrated the Spring Fling and Afterschool had an Egg Hunt event.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Steinmetz Park enrolled zero new clients and had 2,001 client contacts. Seniors Clubs celebrated Mother's Day with a Tea Party and Father's Day with Tacos Fiesta. Afterschool Program had a Pizza Party on the last day of school.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601955-17      **Jurisdiction:** 4th District  
**Project Title:** Mayberry Park Senior and Community Center Project  
**IDIS Number:** 10831  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 1/3/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This project provides for the purchase of educational and recreational equipment and supplies for the Mayberry Park Senior and Community Center in Unincorporated South Whittier.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 13,612      This Year: 13,612      Cumulative: 13,612      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$19,876.00      Cumulative: \$19,876.00      Ratio: 99.4%

### **Annual Narrative:**

The project has been completed and the Mayberry Senior Center is truly appreciative of the CDBG help to become a better asset to the residents and the surrounding community.

No leverage funds were expended.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The contract for this project was executed during this reporting period on February 13, 2018. The project was awarded non-personnel costs only, so the Mayberry Park staff started working on the orders that will be processed in the following reporting period.

**Quarter:** 4      **Accomplishment Quantity:** 13,612

### **Accomplishment Narrative:**

With Community Development Block Grant (CDBG) assistance of \$20,000, the Mayberry Park Senior and Community Center was able to purchase such equipment as High-Definition Television, tables and chairs, bingo console, and a generator. All purchased items will be utilized daily by the Senior Center participants. The participating seniors and area residents will be able to sing Karaoke, play Bingo, and have a place to sit and socialize with other participants in a friendly and comfortable atmosphere. These purchases may also increase the number of daily participants.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601590-17      **Jurisdiction:** 4th District  
**Project Title:** Pathfinder Senior Recreation Program  
**IDIS Number:** 10674  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing CDBG Senior Program offered at Pathfinder Park is designed to meet the needs of low-to-moderate income senior citizens (ages 55 years and older), from the unincorporated areas of the County of Los Angeles Fourth Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 55      This Year: 59      Cumulative: 59      Ratio: 107.3%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$19,998.00      Cumulative: \$19,998.00      Ratio: 100.0%

### **Annual Narrative:**

During this fiscal year, 10,590 contacts were accomplished from 59 new and returning clients. The Pathfinder Program offered activities that included table tennis, board and card games, tai-chi exercise, dominoes, line dance, social meeting, movies and singing. Holiday and special activities included 4th of July BBQ, Christmas, Valentine's Day, St. Patrick's Day, Easter Egg-Hunt, Mother's Day Breakfast, Father's Day Potluck, luncheon and birthday celebrations. Community Development Block Grant (CDBG) funding was utilized toward purchasing necessary supplies to enhance offered activities.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	55
Native Hawaiian/Other Pacific Islander - Non Hispanic	1
White - Hispanic	2
White - Non-Hispanic	1
<b>Total</b>	<b>59</b>

**Quarter:** 1      **Accomplishment Quantity:** 31

### **Accomplishment Narrative:**

Pathfinder Park enrolled 31 new clients and had 2,457 duplicated client contacts in the Community Development Block Grants (CDBG). About 45 seniors participated in the 4th of July BBQ activities which included games, refreshments, and music.

**Quarter:** 2      **Accomplishment Quantity:** 9

### **Accomplishment Narrative:**

Pathfinder Park enrolled nine new clients and had 2,404 duplicated client contacts. The CDBG clients celebrated Halloween, Thanksgiving, and Christmas. An estimated 50 seniors participated in activities which included a costume contest, games,

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

refreshments, and music entertainment. The Seniors enjoyed these special holiday events that helped them to interact with each other and with the community.

**Quarter:** 3      **Accomplishment Quantity:** 7

### **Accomplishment Narrative:**

Pathfinder Park enrolled seven new clients and had 2,557 duplicated client contacts. Celebrated three special events: Valentine's Day, St. Patrick's Day, and Easter. More than 55 seniors participated in the events' activities that included arts and crafts, fun games with music entertainment, and refreshments. Next quarter, the staff is going to utilize the CDBG funding to purchase supplies to support the current and new activities offered by the program.

**Quarter:** 4      **Accomplishment Quantity:** 12

### **Accomplishment Narrative:**

Pathfinder Senior Program enrolled 12 new clients and had 3,172 client contacts. The clients participated in regular activities such as: table tennis, board and card games, tai chi exercises, dominoes, line dance, social meeting; movies and singing were being offered on a weekly basis. With the Community Development Block Grant funding (CDBG), the program was able to purchase tables and chairs, arts and crafts supplies, board games and balls.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600727-17      **Jurisdiction:** 4th District  
**Project Title:** Code Enforcement - Fourth District  
**IDIS Number:** 10642  
**Operating Agency:** Department of Regional Planning  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This project provides a comprehensive code enforcement program in support of the other rehabilitation and public improvement projects in the deteriorating and deteriorated low-moderate income unincorporated areas of the Fourth Supervisorial District. Approximately, 100 property inspections will be conducted and 90 cases will be opened.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 49,532      This Year: 49,532      Cumulative: 49,532      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$35,000.00      This Year: \$35,000.00      Cumulative: \$35,000.00      Ratio: 100.0%

### **Annual Narrative:**

For this program year, overall quality of work in Code Enforcement has improved due to the increase in technological support and better operating practices. Identifying deteriorating conditions, in conjunction with other rehabilitation and public improvement projects, have helped to improve the health and well-being of residents in the unincorporated areas of the Fourth Supervisorial District.

No leverage funds were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 49,532

### **Accomplishment Narrative:**

In the first quarter of Fiscal Year 2017-18, the Department of Regional planning staff achieved compliance on 49 cases, opened 20 cases, and conducted 84 inspections. Regional planning staff did not attend any community meetings during this reporting period.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter of Fiscal Year 2017-2018, the Department of Regional Planning staff achieved compliance on 61 cases, opened 22 cases, and conducted 79 inspections. Regional planning staff did not attend any community meetings during this reporting period.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the third quarter of Fiscal Year 2017-2018, the Department of Regional Planning staff achieved compliance on 32 cases, opened 94 cases, and conducted 110 inspections.

**Quarter:** 4      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

In the fourth quarter, Department of Regional Planning staff achieved compliance on 81 cases, opened 125 cases, and conducted 204 inspections. Regional Planning staff did not attend any community meetings.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** F96415-17      **Jurisdiction:** 4th District  
**Project Title:** Youth Activities League - Carolyn Rosas Park  
**IDIS Number:** 10747  
**Operating Agency:** Sheriff's Dept., Los Angeles County  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides children and youth in the unincorporated area of Rowland Heights with year-round recreational and tutoring programs in a safe and controlled environment at Carolyn Rosas Park through the Walnut Regional Station Youth Activities League.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 65      This Year: 78      Cumulative: 78      Ratio: 120.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$49,894.00      Cumulative: \$49,894.00      Ratio: 99.8%

### **Annual Narrative:**

It was another fantastic year at our program, thanks to the Community Development Block Grant. We started off the first quarter with a field trip to the "University of the Pacific" for a "California Police Activities League" event (Life after High School). We were able to take six high school teenagers for three nights/four days to the campus. The teens stayed in the dormitories and attended classes to help them prepare for college. Our other trips included camping and a trip to the "Santa Monica Pier". In the second quarter, our field trips included; participation in the "Los Angeles County Fair Parade", a Dodger game, and a Christmas field trip to view residential Christmas lights on display. We took one field trip in the third quarter to the city of "Santa Clarita" for a three day youth leadership conference with five of our teen females in attendance. The fourth quarter was by far the most exciting quarter for the children. Upon the school year ending, we took three trips in June. We started by taking 43 youth members to "Knott's Berry Farm", next was 22 youth to "LEGOLAND", and finally 28 teenagers to "Six Flags Magic Mountain". Despite all these wonderful field trips, the children remained focused on their academics. We are proud to announce that every youth member that attended our program on a regular basis and utilized our tutoring staff and resources, promoted to the next grade level. Our pride continues with nine "Walnut Youth Activities League" (WAL.YAL) members graduating high school. An important fact we would to share with everyone, is that five of those nine graduates have been with our program eight to ten years. The youth of WAL.YAL literally grow up right before our eyes and faithfully attend because of the many activities, resources, and opportunities we have to offer them. This is made possible by everyone involved in the Community Development Block Grant and the hardworking staff at our program. On behalf of all our youth members and staff, Thank You for another wonderful year.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Hispanic	3
American Indian/Alaskan Native - Hispanic	3
Asian - Non-Hispanic	3
Native Hawaiian/Other Pacific Islander - Hispanic	1
Other Race - Hispanic	61
Other Race - Non-Hispanic	1
White - Hispanic	3

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

White - Non-Hispanic	3
<b>Total</b>	<b>78</b>

**Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	2
Extremely Low	59
Low	14
Moderate	3
<b>Total</b>	<b>78</b>

**Quarter:** 1      **Accomplishment Quantity:** 39

**Accomplishment Narrative:**

In this quarter, we had such a great time attending many fun events for the children. We started by taking three youth boys to Camp Courage for three fun filled days. They experienced the high/low ropes course, rock climbing wall, water games, night hike, crafts, archery, and many other awesome activities. We are proud to announce in a camp of 60 boys, one of our boys brought home the title of archery champion. Our next trip was to the University of Stockton for a special event called "Life after High School". We took six high school youths (four girls and two boys) to the event, where they stayed in the college dormitories and attended college classrooms. The classroom lessons covered information on how to continue their education after high school. From junior colleges, Cal States, Universities of California, trade schools, and much more. Our next trip was to Santa Monica Pier for a free event called "Pal Palooza", where the 13 teens we took had unlimited access to all the carnival rides and games. In the last part of the quarter, we embarked on two field trips. The first trip was to a "Los Angeles Dodger" game. We took our four youth council teen members, in which every one of them witnessed their very first Dodger game. We then wrapped up the quarter by participating in the Los County Fair Parade. We were a group of 15, marching proudly down the parade route representing "Rowland Heights Day". Our accomplishments totaled 2,093 client contacts.

**Quarter:** 2      **Accomplishment Quantity:** 18

**Accomplishment Narrative:**

Our program continues to focus on providing daily homework and tutoring assistance. We monitor participant's report cards and progress reports to confirm that good grades are being maintained and that students continue to increase their reading levels. We are especially proud when we read teachers comments that refer to the quality of the student's work and annotations that the student has 'no' missing homework assignments.

During the last month of the quarter, 24 children participated in a field trip of an affluent neighborhood to see the homes incredibly decorated with Christmas lights and holiday themes. The children absolutely look forward to this trip every year. We also received a generous Turkey Grant a week before Christmas from Los Angeles County Supervisor Janice Hahn's office that afforded us the opportunity to put together 20 turkey gift-box dinners with all the trimmings. We delivered the gift boxes to some needy families of our program to help ensure them of a wonderful holiday.

**Quarter:** 3      **Accomplishment Quantity:** 20

**Accomplishment Narrative:**

During the third quarter, the children continued to focus on their academics and it really showed when they received their report cards. The elementary students are making great strides in their reading levels and showed tremendous improvement in mathematics. Five teenagers participated in at youth leadership conference in Valencia. The teens were able to stay three nights in a very nice hotel while attending the conference that focused on leadership, team building, communication, self-confidence, and so much more. At the end of each conference session, the teenagers received free admission to Six Flags Magic Mountain as a reward.

Our program continues to grow by word of mouth, through our current youth members. We have far surpassed our projected goal of 65 enrolled youth and currently stand at 77, with hopes of reaching 85 by the end of the grant period. We cannot thank everyone involved with this grant enough, for allowing us to give the wonderful children of Rowland Heights a safe haven to receive the academic help and mentoring they truly need.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

Quarter: 4 Accomplishment Quantity: 1

Accomplishment Narrative:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601998-17      **Jurisdiction:** 4th District  
**Project Title:** La Rambla Neighborhood Cleanup  
**IDIS Number:** 11010  
**Operating Agency:** Clean San Pedro  
**Subrecipient Type:** CBO  
**Contract Period:** 5/10/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05V Neighborhood Cleanups  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides neighborhood cleanup activities in consultation with local neighborhood councils and community organizations for the unincorporated 4th District community of La Rambla.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 2,080      This Year: 2,080      Cumulative: 2,080      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$1,817.00      Cumulative: \$1,817.00      Ratio: 9.1%

### **Annual Narrative:**

For the Fiscal Year 2017-2018 Community Development Block Grant (CDBG) Program Year, our organization successfully completed neighborhood cleanup activities in the unincorporated community of La Rambla of Fourth Supervisorial District of Los Angeles County.

**Quarter:** 4      **Accomplishment Quantity:** 2,080

### **Accomplishment Narrative:**

The cleanup activities consisted of landscaping, litter removal, and beautification of key alleyways. Weeds, bulky items, rouge bushes and trees, along with trimming of established trees were all part of these activities.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601954-17      **Jurisdiction:** 4th District  
**Project Title:** HYC - Youth Services  
**IDIS Number:** 10838  
**Operating Agency:** Helpline Youth Counseling  
**Subrecipient Type:** CBO  
**Contract Period:** 2/13/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide one-time funding to assist Helpline Youth Counseling, Inc. with the purchase a passenger van. The van will be used for transporting at-risk, low-income youth (between the ages of 13 and 19) within the unincorporated Whittier area to Visions Learning Center (VLC) Community Day School where they will receive intensive, individualized academic and therapeutic support they need to graduate from high school.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 864      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$30,000.00      This Year: \$30,000.00      Cumulative: \$30,000.00      Ratio: 100.0%

### **Annual Narrative:**

Community Development Block Grant funds were recently used on approximately April 30, 2018 to purchase a passenger van. Through this one-time funding, the van was purchased and used for transporting at-risk, low income youth within the unincorporated Whittier area and the Fourth Supervisorial District. The van is and will continued to be used for the Visions Learning Center (VLC) Community Day School and other program activities which are focused on at-risk, low income youth. After the purchase of the van, Helpline Youth Counseling (HYC) ensured that it met all safety requirements and was not placed into service until mid-May. Unfortunately due to the timing of the purchase of the van and the low census of students in the classroom at the end of the school year, only four students have received transportation services.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

As the summer activities continue and the start of the new school year and groups, HYC will ensure that any low-income at-risk youth is provided with transportation services as needed and requested. Transportation will continue to be offered in a daily bases and during scheduled field trips.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601682-17      **Jurisdiction:** 4th District  
**Project Title:** Youth and Adult Educational Services  
**IDIS Number:** 10681  
**Operating Agency:** Office of Samoan Affairs  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program assists adults, children and youth (ages 5-19) currently residing within the Carmelitos public housing development. The youth receive homework, literacy and math tutoring. The adult residents services focus on providing job training, job search, resume development and interviewing skills.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 80      This Year: 126      Cumulative: 126      Ratio: 157.5%  
**Net Expenditures:** Budgeted: \$40,000.00      This Year: \$25,282.00      Cumulative: \$25,282.00      Ratio: 63.2%

### **Annual Narrative:**

#### Adult Programming:

The Adult Program had several effective mechanisms in the Fiscal Year 2017-2018. The Office of Samoan Affairs (OSA) continued to implement our Job Services Program. This program is designed to assist residents in their career goals. We offer job search skills, resume development, updated job boards, and interview skills. At these appointments, residents had the opportunity to have a thirty-minute or an one-hour session with our staff. Our staff assisted them in creating a resume, job searches, and performing mock interviews. 18 job service appointments were performed in the 2017-2018 year, resulting in 18 resumes, 18 job searches, and three job placements.

#### Youth Program:

With the youth program, we focused on the 2017-2018 school year. The youth start the day by doing their homework or reading, then writing or verbally reporting about their reading material to a staff member, followed by 30 minutes of computer time to enhance their computer literacy skills, ending the day with a physical activity or craft/game. This year we saw a noticeable improvement in the youths' reading and math comprehension due to implementing three new daily activities that continued to help with their enrichment. These activities included Math Monday, Trivia Tuesday, and Spelling Bees on Wednesdays. The activities not only helped the youth work on their math, reading and comprehension, but encouraged the youth to work together in teams. This year the students were introduced to a robotics team, which is a great step in encouraging them towards STEM projects.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1
American Indian/Alaskan Native & White - Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	1
Black/African American & White - Hispanic	4
Black/African American & White - Non-Hispanic	20
Black/African American - Hispanic	3
Black/African American - Non-Hispanic	65

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Native Hawaiian/Other Pacific Islander - Non Hispanic	1
Other Race - Hispanic	24
Other Race - Non-Hispanic	2
White - Hispanic	4
<hr/>	
<b>Total</b>	<b>126</b>

**Quarter:** 1      **Accomplishment Quantity:** 119

**Accomplishment Narrative:**

In the adult program, there has been a focus on informing residents of the facility about job services and updating job posts weekly. During a Back-to-School event at the facility, flyers were distributed and residents received a summary of services. We have worked with residents individually to draft resumes, navigate job search engines, review listings to search for key words and build general job search skills. In addition, we have assisted some residents in contacting potential employers for details on listings and preparing for the interview process. About four resumes were drafted and two residents are now employed.

With the youth programming, there has been a push to accustom them to a working schedule and appropriate behavior. Staff drafted a calendar so youth may review it and take it home to their parents. The kids start the day by doing their homework or reading, then writing or verbally reporting about their reading material to a staff member, followed by 30 minutes of computer time to enhance their computer literacy skills, and ending the day with a physical activity or craft/game. Once a week, the youth participate in a group bible study with a Christian church group.

Focus for next quarter:

Our focus for the second quarter is to stress attendance and engagement with both the adults and youth. We plan to do so by outreach, distributing flyers monthly and enforcing facility rules, as well as developing a job fair for the adults and creative activities for the youth.

**Quarter:** 2      **Accomplishment Quantity:** 5

**Accomplishment Narrative:**

Adult Programming:

The primary goal of the Family Learning Center for the second quarter was to assist more residents with job searching and with resumes. During the second quarter we saw a few residents utilizing the lab almost daily, eagerly seeking employment. In adult programming, we continued to work with residents individually to draft resume, navigate job search engine, review listings to search for words, and build general job skills. During the second quarter, there were eight resumes drafted, in which residents came in individually asking for assistance in learning how to create a resume. Out of those eight resume drafts, three of them were used for a potential interview. In addition, we assisted a resident with a mock interview in which the resident learned about potential questions that could be asked during their interview.

Youth Programming:

The primary goal of the Family Learning Center for the youth programming during the second quarter has been to keep students engaged and excited to learn. We have successfully implemented three new daily activities that will continue to help with their enrichment. The first activity occurs every Monday called Math Monday, in which kids are split into two teams as they tackle difficult math questions together. Every Tuesday we have Trivia Tuesday, where we split into teams as they tackle a selected topic for the day. Finally, every Wednesday we have a spelling bee, where participants are split into two teams as they spell words according to their grade level. The implementation of these new activities has the students much more engaged and willing to participate. There has also been a noticeable improvement to their reading and math comprehension because of this.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

Adult Programming:

The primary goal of the Family Learning Center for the third quarter was to continue to assist residents with job searching, assisting with resumes and mock interviews. During the third quarter, we did not get any new residents, but we continued to assist current clients. A few residents came in daily for job searching and asked for assistance when filling out job applications. During the 3rd quarter, there were three resumes drafted; residents came in individually and asked for assistance in learning how to create a resume or updating their resume. Out of those three resume drafts, two of them were used for a potential interview.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Youth Programming:

The primary goal of the Family Learning Center (FLC) for the youth programming during the third quarter has been to continue to keep students engaged and focused when it came to homework time. For this quarter, we did not enroll any new youth residents. During the third quarter, the youth returned from their extended winter break, in which extra time was needed for the youth to focus and return to the normal routine of the center. One big priority during this quarter was to finish homework assignments in the center as spring break got closer. For the period of the third quarter, we continued to assist with homework and focused on the youth's math and reading. In addition, the FLC brought in a robotics program that will service 20 children for six weeks, which is a great step in introducing them towards STEM projects.

### Focus For Next Quarter:

As for the youth, we will continue to focus on homework and plan both indoor and outdoor activities. The robotics and STEAM programming will continue as usual for another 3 weeks.

**Quarter:** 4      **Accomplishment Quantity:** 2

### Accomplishment Narrative:

#### Adult Programming:

During the fourth quarter, the Family Learning Center focused on making individual appointments in assisting residents with job searching, assisting with resumes and mock interviews. Most residents came in for job searching as to having a resume ready prior to previous visits from the center. During the fourth quarter, we worked with a resident who attended the center multiple times a week searching for employment. The resident asked for assistance when filling out job applications online. The resident was called for an interview and is now employed. In addition, another resident came in a few times to the center during this quarter. The resident was interested in attending a job fair and asked for assistance for the registering process.

#### Youth Programming:

The primary goal of the Family Learning Center (FLC) for the youth programming during the 4th quarter has been to continue to focus on math and reading when working on their homework. A few youths have been able to read with little to no assistance. When working with math, we wanted to encourage the students to solve their math problems on their own first. We taught the youth simple techniques to help them solve their math problems. The youth found a lot of interest in the robotics program that was brought to the center. The children were excited to be working with these robots and decoding them to get them to move to a certain location. During this quarter, we were able to finish homework assignments just in time for spring break and the end of the school year.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **5th District**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601888-17      **Jurisdiction:** 5th District  
**Project Title:** Business Technology Center Roofing Project  
**IDIS Number:** 10592  
**Operating Agency:** Construction Management Unit  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14E Rehabilitation: Publicly or Privately-Owned Commercial/Industrial  
**National Objective:** SBS Slum/Blight Spot  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This project provides roof replacement and repair of interior items for the Business Technology Center (BTC), as these items have been evaluated to be specific conditions detrimental to public health and safety.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development

**Performance Indicator:** Businesses

**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%

**Net Expenditures:** Budgeted: \$175,000.00      This Year: \$174,996.94      Cumulative: \$174,996.94      Ratio: 100.0%

### **Annual Narrative:**

Recap of the Fiscal Year (FY) 2017-2018 program year: the Board of Supervisors approved this project on December 19, 2017, a construction contract was executed on January 25, 2018 and construction began on January 29, 2018. Construction was completed on March 8, 2018, and the GAF Materials Corporation certified inspection approved the project on April 2, 2018. This project is closed in FY 2017-2018.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the scope of work for BTC Roofing Project was completed to include roof coating application over existing roof, IR/thermal scan to detect wet and leaky areas, patch and repair roof where necessary, reseal all perimeter and caulk z-bar and counter flashing, apply Hydrostop complete application, provide and install walking paths with GAF Rhino Top Coating, painting of guard railing, final cleaning, and all associated work.

Project was bid out on August 30, 2017. Bids were received on September 26, 2017 and the lowest bid amount is \$149,420.00. The bids are currently under Construction Management Unit's review and by late October, recommendation of the contractor for the contract award will be made.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Board of Supervisors approved the project on Dec. 19, 2017. The contract will be executed by Jan. 19, 2018, and the project is anticipated to start Jan. 29, 2018. This project is expected to be completed and closed out in early April 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The contract was executed on Jan. 25, 2018. Project was completed on March 8, 2018. GAF the manufacturer has scheduled the certified inspector to conduct the inspection on April 2, 2018. Upon receipt of the manufacturer's warranty, the project is expected to be completely closed by mid-April 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

As of the fourth quarter, the project was completed. The contract was executed on January 25, 2018. Construction was completed on March 8, 2018. GAF certified inspector inspected and approved the project on April 2, 2018, and a 20-year manufacturer warranty was obtained.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601760-17      **Jurisdiction:** 5th District  
**Project Title:** Handyworker Program - EHD  
**IDIS Number:** 10686  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This program provides funding for minor home repairs to eligible low- and moderate-income households within the unincorporated communities of the Fifth Supervisorial District in the San Gabriel Valley. The program will provide grants (not to exceed \$6,000 per household) for minor home repairs services to eligible single-family and mobile homes.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 32      This Year: 32      Cumulative: 32      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$315,000.00      This Year: \$306,820.55      Cumulative: \$306,820.55      Ratio: 97.4%

### **Annual Narrative:**

32 units were completed during Fiscal Year (FY) 2017-2018. Currently, we are marketing the program aggressively.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native - Non-Hispanic	1	0
Asian - Non-Hispanic	1	0
Black/African American & White - Non-Hispanic	8	0
Black/African American - Non-Hispanic	14	0
Other Race - Hispanic	1	0
Other Race - Non-Hispanic	1	0
White - Hispanic	3	0
White - Non-Hispanic	3	0
<b>Total</b>	<b>32</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	16	0
Low	11	0
Moderate	5	0
<b>Total</b>	<b>32</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

1086 Hollygrove Lane	Altadena	CA	91001	Owners	Extremely Low	\$5,976
2016 S Broderick	Duarte	CA	91010	Owners	Extremely Low	\$5,472
598 E. Las Flores Drive	Altadena	CA	91001	Owners	Extremely Low	\$5,337
736 W. Altadena Drive	Altadena	CA	91001	Owners	Extremely Low	\$5,815
809 W. Mariposa Street	Altadena	CA	91001	Owners	Extremely Low	\$4,175
1190 Gravelia St	Altadena	CA	91001	Owners	Low	\$5,810
2666 Lincoln Avenue	Altadena	CA	91001	Owners	Low	\$5,256
2925 Casitas Avenue	Altadena	CA	91001	Owners	Low	\$4,070
563 West Terrace St	Altadena	CA	91001	Owners	Low	\$4,900
631 Devirian Place	Altadena	CA	91001	Owners	Low	\$5,450
794 Mountain View	Altadena	CA	91001	Owners	Low	\$5,400
4171 Aralia Road	Altadena	CA	91001	Owners	Moderate	\$4,280
2548 Casitas Avenue	Altadena	CA	91001	Owners	Extremely Low	\$6,000
2766 Glen Avenue	Altadena	CA	91001	Owners	Extremely Low	\$5,136
392 W. Harriet Street	Altadena	CA	91001	Owners	Extremely Low	\$5,830
4156 Aralia Road	Altadena	CA	91001	Owners	Extremely Low	\$5,124
440 West Poppyfields Drive	Altadena	CA	91001	Owners	Extremely Low	\$5,708
4434 Risinghill Road	Altadena	CA	91001	Owners	Extremely Low	\$4,320
615 Royce Street	Altadena	CA	91001	Owners	Moderate	\$5,818
641 West Mendocino St	Altadena	CA	91001	Owners	Extremely Low	\$5,952
645 Ventura St	Altadena	CA	91001	Owners	Extremely Low	\$6,000
3239 Thurin Ave	Altadena	CA	91001	Owners	Low	\$5,910
332 Crosby Street	Altadena	CA	91001	Owners	Low	\$5,000
378 Mountain View Street	Altadena	CA	91001	Owners	Low	\$6,000
2880 Ashmont Ave	Arcadia	CA	91006	Owners	Moderate	\$5,712
149 Reeve Way	Altadena	CA	91001	Owners	Extremely Low	\$4,770
2819 North Lincoln Ave	Altadena	CA	91001	Owners	Extremely Low	\$5,207
3601 Glenrose Ave	Altadena	CA	91001	Owners	Extremely Low	\$5,600
15 W. Altadena Drive	Altadena	CA	91001	Owners	Low	\$6,000
445 West Mendocino St	Altadena	CA	91001	Owners	Low	\$2,760
231 East Las Flores Drive	Altadena	CA	91001	Owners	Moderate	\$5,986
9610 Ancourt Street	Arcadia	CA	91007	Owners	Moderate	\$4,683

**Total Number of Housing Units Assisted : 32**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	22	0

### Lead Paint Detail:

Number of housing units constructed before 1978	8
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	4
Otherwise exempt	20

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	3
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	5
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	13	0

## 2017-2018 CAPER CDBG Activity Listing (Activities Included in Analysis)

2	7	0
3	12	0
<b>Total</b>	<b>32</b>	<b>0</b>

**Quarter:** 1                      **Accomplishment Quantity:** 13                      **Female-Headed Households:** 11

**Accomplishment Narrative:**

During this period, 13 units were completed. Currently, 12 units are under construction. Ten units are pending for inspection. The program is on target. It will meet its goal.

**Quarter:** 2                      **Accomplishment Quantity:** 7                      **Female-Headed Households:** 5

**Accomplishment Narrative:**

During this period, seven units were completed. Currently, ten units are under construction. The program is on target and it will definitely meet its goal.

**Quarter:** 3                      **Accomplishment Quantity:** 12                      **Female-Headed Households:** 10

**Accomplishment Narrative:**

During this period, 12 units were completed. The program met its goal.

**Quarter:** 4                      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During this period, there was no activity because we have already met our goal. 32 units were completed by the third quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 5KT14A-17      **Jurisdiction:** 5th District  
**Project Title:** Single Family Rehabilitation Loan Program/Single-Unit/District 5  
**IDIS Number:** 10631  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing activity provides loans to income-eligible homeowners of owner occupied single-family residential units located within the unincorporated areas of the Fifth Supervisorial District for small scale safety related repairs including, but not limited to, roofing, electrical, plumbing, and lead-based paint hazard measures.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 31      This Year: 8      Cumulative: 8      Ratio: 25.8%  
**Net Expenditures:** Budgeted: \$1,218,985.00      This Year: \$686,783.94      Cumulative: \$686,783.94      Ratio: 56.3%

### **Annual Narrative:**

The project completed 18 units this fiscal year: eight units were reflected during the fourth quarter and ten units completed are pending Building and Safety (B&S) sign-off and will be reported during the next reporting period, which would represent a total of 58% of the project goal being achieved. The program is in great demand. The intent is to make several changes to the program guidelines to meet the demand, be able to address the numerous repairs needed to the houses in this district, and to allow for the rising cost of doing business to preserve the housing stock.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	3	0
Other Race - Hispanic	2	0
White - Hispanic	1	0
White - Non-Hispanic	2	0
<b>Total</b>	<b>8</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	3	0
Low	2	0
Moderate	3	0
<b>Total</b>	<b>8</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
16755 E BENBOW ST	COVINA	CA	91722	Owners	Extremely Low	\$25,000
3191 GRANDERU AVE	ALTADENA	CA	91001	Owners	Extremely Low	\$25,000

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

420 PARKMAN ST	ALTADENA	CA	91001	Owners	Extremely Low	\$20,743
321 ACACIA ST	ALTADENA	CA	91001	Owners	Low	\$30,000
40728 17TH ST WEST	PALMDALE	CA	93551	Owners	Low	\$30,000
17242 MOSSDALE AVE	LANCASTER	CA	93535	Owners	Moderate	\$30,000
4266 PENNSYLVANIA AVE	LA CRESCENTA	CA	91214	Owners	Moderate	\$30,000
5108 N BURWOOD AVE	COVINA	CA	91722	Owners	Moderate	\$25,000

**Total Number of Housing Units Assisted : 8**

### Housing Data:

Category	Homeowners	Renters
3) Total units occupied by elderly (62 years or older):	3	0

### Lead Paint Detail:

Number of housing units constructed before 1978	4
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	2
Otherwise exempt	1

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	3
Abatement (Hard costs > \$25,000)	1

### Grants/Loans:

Quarter	Grants	Loans	Quarter	Loan Type	Avg Interest Rate	Avg Amortization Period (Months)	Amount
4	0	8	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$215,743
<b>Total</b>	<b>0</b>	<b>8</b>					

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

During this period, one housing unit is under construction, 16 applications are being processed, and three pre-applications are pending. Aggressive marketing is ongoing and collaborative events are scheduled to include a mass mailing of program flyers (4,000) to saturate the eligible areas to ensure eligible homeowners are aware of the program and to further ensure sufficient applications are received to complete the budget goals established.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

This period the project completed two units that will reflect during the next reporting period. Six units are under construction, and 18 applications are currently being processed and are in various stages. 14 pre-applications have been approved. Additional marketing strategies have been put in place to ensure adequate applications are received and processed to meet the established goal and inform the Fifth Supervisorial District constituents of the availability of the program. At this pace, the project is expected to meet its projected goal.

**Quarter: 3 Accomplishment Quantity: 0**

### Accomplishment Narrative:

During this period, seven units were completed and will be reflected during the next reporting period. Two units that were completed last quarter will also be reflected next quarter. Four units are currently under construction, and 14 applications are being processed and are at various stages. 14 pre-applications have been reviewed and are awaiting additional documentation. Aggressive marketing is ongoing. The project is progressing well and is anticipated to meet the projected goal.

**Quarter: 4 Accomplishment Quantity: 8 Female-Headed Households: 3**

### Accomplishment Narrative:

During this period, eight units were completed, ten units are currently under construction and awaiting Building and Safety (B&S) sign-off and will be reported during the next reporting period. Five applications are being processed and are at various

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

stages. 16 pre-applications have been reviewed and are awaiting additional documentation.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601468-17      **Jurisdiction:** 5th District  
**Project Title:** West Altadena/Disposition  
**IDIS Number:** 10670  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 02 Disposition  
**National Objective:** SBA Slum/Blight Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing activity provides funding for the cost of disposing CDC-owned properties located in the unincorporated West Altadena area of the Fifth Supervisorial District as well as the temporary property management of Community Development Commission-owned properties which was acquired with CDBG funds to eliminate slum and blighted conditions. Specific property management tasks include weed abatement, graffiti removal, "board-ups" to prevent vandalism, bulk-item removal, and fence rentals on an as-needed basis.

This addresses the slum and blighting conditions by maintaining the sites until they can be disposed of for the development of an office building, technology school, restaurant, retail, and residential housing, which will promote the economic well-being and growth of the area and improve the visual and aesthetics of the area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Businesses  
**Quantitative Accomplishments:** Goal: 5      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$40,000.00      This Year: \$38,901.08      Cumulative: \$38,901.08      Ratio: 97.3%

### **Annual Narrative:**

Maintenance of properties has continued. Staff, together with real estate consultants, has completed a market analysis and is preparing to dispose of the properties.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property management and maintenance provided by Alliance Landcare Services to:

2144 Yucca Lane, Altadena, CA 91001  
2399 Olive Avenue, Altadena, CA 91001  
462 Archwood Place, Altadena, CA 91001  
470 Archwood Place, Altadena, CA 91001  
2300-2304 Lincoln Avenue, Altadena, CA 91001

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Property management and maintenance provided by Alliance Landcare Services to the same properties listed in the first quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Preparing to sell property 2144 Yucca Lane, Altadena, CA 91001. The Title report and appraisal were ordered. During negotiations for the sale of the property, a 15-day notice will be posted if there is any "change of use" from which the property was originally acquired for.

Conducted a feasibility analysis in preparation for issuing a Request for Proposals (RFP) for development of the following properties. Due to the small size of the properties, it may be part of a scattered sites RFP:

462 Archwood Place, Altadena, CA 91001;  
470 Archwood Place, Altadena, CA 91001;and  
2304 Lincoln Avenue, Altadena, CA 91001.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

RFP is being drafted.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601833-16      **Jurisdiction:** 5th District  
**Project Title:** Orchard Arms Community Room Doors (ADA)  
**IDIS Number:** 10577  
**Operating Agency:** Housing Authority of the County of Los Angeles - HMD  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 12/7/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14C Public Housing Modernization  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project will replace timeworn community room doors at the Orchard Arms Senior Public Housing Development site with modernized doors. Additional rehabilitation work will include the installation of common area lighting in the community room, hallways, and stairwells.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 183      This Year: 183      Cumulative: 183      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$200,000.00      This Year: \$153,015.64      Cumulative: \$200,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Federal	\$150,000.00
<b>Total Leverage Funds</b>	<b>\$150,000.00</b>

### **Annual Narrative:**

For the program year, the community room doors were installed and completed June 2018 by Pub Construction. The additional rehabilitation work included the installation of common area lighting in the community room, hallways, and stairwells.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native & White - Non-Hispanic	0	1
Asian - Non-Hispanic	0	17
Black/African American - Non-Hispanic	0	21
Vacant	0	5
White - Hispanic	0	58
White - Non-Hispanic	0	81
<b>Total</b>	<b>0</b>	<b>183</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Above Moderate	0	1
Extremely Low	0	145
Low	0	32
Vacant	0	5
<b>Total</b>	<b>0</b>	<b>183</b>



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
2) Total units that are Section 504 accessible:	0	18

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

In the first quarter, the construction contract was awarded to Pub Construction for \$157,000. The project is in pre-construction and awaiting submittals from the contractor. They are scheduled to start in October. Project will be complete and reported in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

As of the second quarter, replacement of the community room doors at the Orchard Arms Senior Public Housing Development is 30% complete and expected to be 100% by third quarter. Pub Construction is the Job Order Contracting (JOC) contractor for the project.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

As of the third quarter, construction was in progress and is scheduled for completion by June 30,2018.

**Quarter:** 4      **Accomplishment Quantity:** 183      **Female-Headed Households:** 133

**Accomplishment Narrative:**

This work will be completed by August 2018 and funded with leverage funding from Capital Fund.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600475-17      **Jurisdiction:** 5th District  
**Project Title:** Loma Alta Park Recreation Programs  
**IDIS Number:** 10632  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing educational and recreational CDBG programs offered at Loma Alta Park are designed to meet the needs of predominantly low-to-moderate income families, from the targeted unincorporated areas of the County of Los Angeles's Fifth Supervisorial District. Loma Alta's Tiny-Tot and Teen Club programs are offered at the following park location:

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 120      This Year: 85      Cumulative: 85      Ratio: 70.8%  
**Net Expenditures:** Budgeted: \$37,340.00      This Year: \$30,848.00      Cumulative: \$30,848.00      Ratio: 82.6%

### **Annual Narrative:**

5,203 contacts were accomplished from 85 clients.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2
Asian - Non-Hispanic	1
Asian and White - Hispanic	4
Asian and White - Non-Hispanic	2
Black/African American & White - Hispanic	2
Black/African American & White - Non-Hispanic	5
Black/African American - Hispanic	5
Black/African American - Non-Hispanic	36
Other Race - Hispanic	12
Other Race - Non-Hispanic	2
White - Hispanic	4
White - Non-Hispanic	10
<b>Total</b>	<b>85</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	39

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Low	20
Moderate	26
<b>Total</b>	<b>85</b>

**Quarter:** 1      **Accomplishment Quantity:** 33

**Accomplishment Narrative:**

Loma Alta Park enrolled 33 new clients and had 1,071 duplicated client contacts. With Community Development Block Grant (CDBG) assistance, Loma Alta Park offered the Tiny Tots and the Teen Club Programs. In July, Tiny Tots went on a field trip to Marina Del Rey, learned about marine life, enjoyed a boat ride, and played on the beach. They went to see Finding Dory at the El Capitan to match the "Marine Life" theme of the month. In August, they attended the End-of-Summer Pool Party at the Santa Fe Dam Recreation Area to match the "Water World" theme of the month. In September, Ronald McDonald performed a magic show.

The Teen Club hosted a Teen Night during the Parks After Dark (PAD) program in July and attended the Juvenile Justice Workshop during the PAD Resource Fair to learn how to interact with the police and the law. In September, teens participated in the Foothill Arts Collective workshops to prepare for the August Wilson Monologue Competition.

**Quarter:** 2      **Accomplishment Quantity:** 27

**Accomplishment Narrative:**

Loma Alta Park enrolled 27 new clients and had 1,352 duplicated client contacts. In October, the Tiny Tots celebrated Halloween with a Trick-or-Treat and created arts and crafts. In November, they prepared care packages for active military members, went on a trip to Adventure City, and participated in a Thanksgiving potluck. In December, they performed during the Loma Alta Park's Annual Christmas Toy Give-Away, participated in a Secret Santa event, and shared their joy in the Loma Alta Winter Wonderland snow event. Parents spoke highly of the Tiny Tots program with regards to the academics, social development, quality of care, and crafts.

Teen Club members continued to have workshops with a guest speaker regarding different laws and current events. They also focused on finalizing their decisions for the renovation and enhancement to be made to the teen club room.

**Quarter:** 3      **Accomplishment Quantity:** 17

**Accomplishment Narrative:**

Loma Alta Park enrolled 17 new clients and had 1,554 duplicated client contacts. Teen Club members celebrated Black History Month and continued to have workshops with guest speakers and discussions regarding current events. Tiny Tots went on a field trip to Disneyland in February, exchanged cards on the Valentine's Day, and learned about space and planets in March. Parents were thankful for opportunities and positive influence the CDBG funded programs continue to have on their children.

**Quarter:** 4      **Accomplishment Quantity:** 8

**Accomplishment Narrative:**

Loma Alta Park enrolled eight new clients and had 1,687 client contacts. Tiny Tots learned about the Earth, participated in a recycling game by building a small world, and went to the Altadena Garden for an exclusive tour. In the end of April, they enjoyed a visit from a Yoga Instructor that was extended for the rest of the spring term because the clients enjoyed the class very much. They celebrated Star Wars Day, Cinco De Mayo and Father's Day and went on a field trip to Knott's Berry Farm for the successful end of the school year.

Teen Club clients focused on school obligations and discussions about a successful completion of the school year and future education plans and went on an interactive field trip to SkyZone. Some clients helped to clean and organize the Teen Room for the summer in May. Many of them volunteered to help with setting up display areas at the Arcadia Park for the Memorial Day and guided Veterans to their seats during the celebration.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600482-17      **Jurisdiction:** 5th District  
**Project Title:** Pamela Park Recreation Programs  
**IDIS Number:** 10633  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

The continuing educational and recreational CDBG programs offered at Pamela Park are designed to meet the needs of low-to-moderate income families, from the targeted unincorporated areas of the County of Los Angeles's Fifth Supervisorial District. Various athletic, educational, and cultural/performing arts programs, as well as special events, are offered and are designed to foster healthy child development, strengthen family relationships, and empower communities.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 300      This Year: 104      Cumulative: 104      Ratio: 34.7%  
**Net Expenditures:** Budgeted: \$31,820.00      This Year: \$29,043.00      Cumulative: \$29,043.00      Ratio: 91.3%

### **Annual Narrative:**

23,847 contacts were accomplished from 104 clients. Despite that Pamela Park increased the number of clients from 87 to 104 in Fiscal Year (FY) 2017-2018, the program still fell short of expectation to reach the set goal of 300. As in the previous year, the goals were set too high. Therefore, the staff is planning on lowering the goals to a more realistic number in FY 2018-2019 if necessary.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	1
Asian and White - Hispanic	1
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	2
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	5
Other Race - Hispanic	62
Other Race - Non-Hispanic	1
White - Hispanic	30
<b>Total</b>	<b>104</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	76
Low	24
Moderate	4

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Total**

**104**

**Quarter: 1 Accomplishment Quantity: 73**

### **Accomplishment Narrative:**

Pamela Park enrolled 73 new clients and had 4,899 duplicated client contacts. With Community Development Block Group (CDBG) assistance, Pamela Park offered routine programs such as After school Enrichment, Sports, Computer Club, Cheer Program, Field Trips, and Teen Club. The clients participated in a field trip to the Stub Hub Center, held an Annual Back-to-School Giveaway event, hosted a We-Win Basketball Clinic, and held a 9-11 Memorial Event for the kids. The best-behaved participants were rewarded with a Field Trip to the Angels Game on September 15th.

With a start of the program, the Teens Club commenced the first Youth Soccer game of the season. Teens practiced on Thursdays and Fridays and played games on every Saturday morning, and they participated in a field trip to the Los Angeles County Fair on September 21st.

**Quarter: 2 Accomplishment Quantity: 11**

### **Accomplishment Narrative:**

Pamela Park enrolled zero new clients and had 6,735 client contacts. Throughout this reporting period, the CDBG clients had teen activities, field trips, and a video game tournament. They also participated in Flag Football games and events with other county parks. The CDBG program hired a recreation specialist to work with special needs participants. Some of the special events that took place during this reporting period were as follows:

Field trip to the Knott's Scary Farm as a reward for continued volunteer work with After School Program (October 20th); Teen Club and Afterschool Program clients attended Girls Empowerment Seminars presented by inspirational women (October 21th and November 4th); Annual Halloween Festival was held with multiple games and candy booths for the community (October 31th); Thanksgiving Community Dinner for CDBG participants and their families (November 16th); A Video Game Tournament (November 17th and December 15th); Teens attended Disney Youth Education Series: Properties of Motion Physics Lab and learned about the physics behind some of their favorite Disney rides (November 26th); Met with Assembly Woman, Blanca Rubio, and NASA/JPL Speaker (December 12th and 13th); Held Annual Christmas Toy Giveaway with toys for children and a free dinner (December 21th); and Hosted Annual Winter Wonderland with activities in the snow (December 27th). This event was greatly appreciated by the community since many of kids had never experienced snow before.

**Quarter: 3 Accomplishment Quantity: 19**

### **Accomplishment Narrative:**

Pamela Park enrolled 19 new clients and had 7,359 client contacts. Added some new educational activities such as Discover Weekly and Men's Empowerment. The special events included:

- Teens visit to the University of the Santa Barbara and the California State University Campus.
- Celebrations of the Valentine's Day, St. Patrick's Day, Black History Month, and Easter.
- Video Production Club Field Trip to the Story Development Workshop at the Disneyland (March 25th).
- Discover Weekly Educational Video Activities about various science topics prepared by staff every Wednesday.
- Video Game Club Tournament finale and awarding ceremony.
- Woman's Empowerment motivational lecture given by staff (February 10th).
- Men's Empowerment Seminar first session about bullying (March 15th).

**Quarter: 4 Accomplishment Quantity: 1**

### **Accomplishment Narrative:**

Pamela Park Program enrolled one new client and had 4,854 client contacts. Continued with the popular Video Game Club Tournament for kids (April 28th, May 25th, and June 29th), Discovery Wednesday, Woman's (April 21th and May 19th) and Men's (May 26th) Empowerment Series for which the program received a positive feedback from Maxwell Elementary School and Duarte High School. Clients went on a field trip to Universal Studios and held the Basketball Season Finale on June 16th.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600483-17      **Jurisdiction:** 5th District  
**Project Title:** Pearblossom Park Recreation Programs  
**IDIS Number:** 10634  
**Operating Agency:** Department of Parks and Recreation  
**Subrecipient Type:** L.A. County Dept.  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** N/A

### Project Summary

The recreational and educational CDBG programs offered at Pearblossom Park are designed to meet the needs of predominantly low-to-moderate income families, from the targeted unincorporated areas of the County of Los Angeles Fifth Supervisorial District.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 80      This Year: 80      Cumulative: 80      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$38,529.00      This Year: \$38,529.00      Cumulative: \$38,529.00      Ratio: 100.0%

### **Annual Narrative:**

12,139 contacts were accomplished from 80 new and returning clients during the Fiscal Year.

No leverage funds were expended.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	4
Black/African American - Hispanic	3
Black/African American - Non-Hispanic	3
Native Hawaiian/Other Pacific Islander - Hispanic	1
Other Race - Hispanic	15
White - Hispanic	30
White - Non-Hispanic	24
<b>Total</b>	<b>80</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	34
Low	35
Moderate	11
<b>Total</b>	<b>80</b>

**Quarter:** 1      **Accomplishment Quantity:** 57

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

Pearblossom Park enrolled 57 new clients and had 3,634 duplicated client contacts. With Community Development Block Grant (CDBG) assistance, the Pearblossom Park Program offered routine Tiny Tots, ABC Preschool, and After school activities during this reporting period. A special Back-to-School event was held by the Tiny Tots with the clients' parents in attendance. There were no activities in July due to the summer school break.

**Quarter:** 2      **Accomplishment Quantity:** 14

### Accomplishment Narrative:

Pearblossom Park enrolled ten new clients and had 4,438 duplicated client contacts. The Tiny Tots went on a field trip to the Pumpkin Patch where they had a lot of fun and received a personal pumpkin on October 26, 2017. The Program held a Thanksgiving Feast for children as well as an Annual Breakfast with Santa where each Tiny Tot participant received a toy. In December, the program hosted a Christmas party for the kids registered in the CDBG program and the Tiny Tots performed Christmas carols in their festive, red sweaters.

**Quarter:** 3      **Accomplishment Quantity:** 3

### Accomplishment Narrative:

Pearblossom Park enrolled four new clients and had 4,067 duplicated client contacts. Tiny Tots held an annual Valentine's Dance and participated in Pancakes and Pajamas, Career Day, and Easter Egg Hunt events with a big success.

**Quarter:** 4      **Accomplishment Quantity:** 6

### Accomplishment Narrative:

Pearblossom Park enrolled six new clients and had 3,020 client contacts. We celebrated the accomplishments of the Tiny Tot Program by hosting a Tiny Tot Graduation Ceremony. Every participant received a diploma, and some clients with the most achievement in the alphabet and numbers received special certificates.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601681-17      **Jurisdiction:** 5th District  
**Project Title:** Handyworker Program  
**IDIS Number:** 10680  
**Operating Agency:** Antelope Valley Partners for Health  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides for minor home repairs and addresses minor code deficiencies.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 35      This Year: 39      Cumulative: 39      Ratio: 111.4%  
**Net Expenditures:** Budgeted: \$170,000.00      This Year: \$158,573.00      Cumulative: \$158,573.00      Ratio: 93.3%

### **Annual Narrative:**

This Fiscal Year (FY) 2017-2018 we have completed repairs on a total of 39 housing units which exceeded our goal of 35. Moving into the Fiscal Year (FY) 2018-2019, we have nine housing units ready for repairs. We will continue to do outreach in the local newspaper and attend outreach events to promote our services. We continually receive referrals from previous clients.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1	0
Black/African American & White - Non-Hispanic	1	0
Black/African American - Non-Hispanic	5	0
Other Race - Hispanic	8	0
Other Race - Non-Hispanic	1	0
White - Hispanic	5	0
White - Non-Hispanic	18	0
<b>Total</b>	<b>39</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	14	0
Low	19	0
Moderate	6	0
<b>Total</b>	<b>39</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
12617 E Ave W	Pearblossom	CA	93553	Owners	Extremely Low	\$1,444



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

40212 178th St	Palmdale	CA	93591	Owners	Extremely Low	\$1,177
40555 177th St E	Lancaster	CA	93535	Owners	Extremely Low	\$457
16754 E Ave X 33	Llano	CA	93544	Owners	Low	\$1,495
36614 116th St	Littlerock	CA	93543	Owners	Low	\$1,448
48303 20th St 119	Lancaster	CA	93535	Owners	Low	\$981
33133 168th St E	Llano	CA	93544	Owners	Moderate	\$1,294
48303 20th St	Lancaster	CA	93535	Owners	Moderate	\$1,573
15123 Lanfair Ave	Lancaster	CA	93535	Owners	Extremely Low	\$1,431
40325 179th St	Palmdale	CA	93591	Owners	Extremely Low	\$1,463
5711 Columbia Way 116	Lancaster	CA	93536	Owners	Extremely Low	\$1,945
9659 Ave S-6	Littlerock	CA	93543	Owners	Extremely Low	\$1,058
16109 Chuka Ave	Palmdale	CA	93591	Owners	Low	\$942
40586 166th St	Lancaster	CA	93535	Owners	Low	\$788
40653 Fieldspring St	Lancaster	CA	93535	Owners	Low	\$1,135
41043 171st St	Lancaster	CA	93535	Owners	Low	\$992
48303 20th St 109	Lancaster	CA	93534	Owners	Low	\$446
48303 20th St 116	Lancaster	CA	93534	Owners	Low	\$887
17523 Lone Pine Trail	Lake Hughes	CA	93532	Owners	Moderate	\$1,334
37756 90th St	Littlerock	CA	93543	Owners	Extremely Low	\$1,988
38525 90th St 9	Palmdale	CA	93591	Owners	Extremely Low	\$899
48303 20th St 97	Lancaster	CA	93534	Owners	Extremely Low	\$792
12810 E Ave X	Pearblossom	CA	93553	Owners	Low	\$778
21336 Fort Tejon Rd	Llano	CA	93544	Owners	Low	\$879
39136 164th St	Palmdale	CA	93591	Owners	Low	\$1,083
48303 20th St 106	Lancaster	CA	93534	Owners	Low	\$856
50041 257th St	Lancaster	CA	93536	Owners	Low	\$1,469
5136 Ave L14	Lancaster	CA	93536	Owners	Low	\$1,282
9301 E Ave S	Littlerock	CA	93543	Owners	Low	\$1,939
10214 E Ave S-8	Littlerock	CA	93543	Owners	Extremely Low	\$1,073
40609 159th St	Lancaster	CA	93535	Owners	Extremely Low	\$1,589
48303 20th St 164	Lancaster	CA	93534	Owners	Extremely Low	\$1,092
48303 20th St W 99	Lancaster	CA	93534	Owners	Extremely Low	\$975
13264 Ave W-11	Pearblossom	CA	93553	Owners	Low	\$1,382
40226 177th St	Palmdale	CA	93591	Owners	Low	\$1,186
9723 E Ave Q14	Littlerock	CA	93543	Owners	Low	\$2,114
39830 174th St	Palmdale	CA	93591	Owners	Moderate	\$1,025
48303 20th St W #107	Lancaster	CA	93534	Owners	Moderate	\$1,264
48303 20th St. 111	Lancaster	CA	93535	Owners	Moderate	\$750

**Total Number of Housing Units Assisted : 39**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	28	0

### Lead Paint Detail:

Number of housing units constructed before 1978	2
Exempt: Housing construction 1978 or later	23
Exempt: No paint disturbed	0
Otherwise exempt	14

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	2
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

Quarter	Grants	Loans
1	8	0
2	11	0
3	10	0
4	10	0
<b>Total</b>	<b>39</b>	<b>0</b>

**Quarter:** 1                      **Accomplishment Quantity:** 8                      **Female-Headed Households:** 3

#### Accomplishment Narrative:

The first quarter ended with a total of eight homeowners who received minor home repairs and inspections. Moving into the next quarter, there are currently 41 potential clients that are gathering documents and 13 clients that are ready to begin repair services. A total of 18 homeowner applicants had to be denied services because they do not reside within the unincorporated area of the 5th District.

We have attended community events that have contributed to the current pipeline of clients. This has proven to be a very effective way of reaching potential clients along with promoting our services in the local newspaper. We distribute materials to residents to make them aware of the minor home repair services that we offer in the community.

**Quarter:** 2                      **Accomplishment Quantity:** 11                      **Female-Headed Households:** 9

#### Accomplishment Narrative:

The second quarter ended with a total of 11 homeowners who received minor home repairs and inspections. Currently for the next quarter, there are 41 potential clients that are gathering documents and 14 clients that are ready to begin repair services. There have been 22 applicants denied services because they do not reside within the unincorporated area of the Fifth Supervisorial District.

We continue to attend community events and promote our services in the local newspaper which have assisted in contributing to the current pipeline of clients. We also will continue distributing materials to residents to make them aware of the minor home repair services that we offer in the community.

**Quarter:** 3                      **Accomplishment Quantity:** 10                      **Female-Headed Households:** 7

#### Accomplishment Narrative:

The third quarter ended with a total of ten homeowners receiving minor home repairs and inspections. There are 42 potential clients that are gathering documents and nine clients that are ready to begin repair services. This quarter only one applicant was denied services because they do not reside within the unincorporated area of the Fifth Supervisorial District.

**Quarter:** 4                      **Accomplishment Quantity:** 10                      **Female-Headed Households:** 7

#### Accomplishment Narrative:

This quarter started with seven clients ready for repairs and 47 potential clients currently gathering documents. The fourth quarter ended with a total of ten clients who received minor home repairs. We will continue to work with potential participants where gathering required documentation is a challenge. 44 homeowners were denied services because they did not reside within the unincorporated area of the Fifth Supervisorial District or did not meet the income requirements of the program.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600819-17      **Jurisdiction:** 5th District  
**Project Title:** Healthy Homes  
**IDIS Number:** 10649  
**Operating Agency:** Antelope Valley Partners for Health  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05M Health Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides education sessions to at-risk adults, pregnant or recently delivered a child, to assist with gaining the parenting and life skills needed to create and sustain healthy homes where children can thrive.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 8      This Year: 6      Cumulative: 6      Ratio: 75.0%  
**Net Expenditures:** Budgeted: \$23,840.00      This Year: \$23,263.00      Cumulative: \$23,263.00      Ratio: 97.6%

### **Annual Narrative:**

The Antelope Valley Partners for Health (AVPH) Healthy Families America - Home Visitation Program (AKA "Healthy Homes Program") has met the revised contracted number of six accomplishments for Fiscal Year (FY) 2017-2018 by the second quarter. With Community Development Block Grant(CDBG) assistance, six at-risk participant families received comprehensive supportive services, of which all six were continuing clients from FY 2016-2017. Each family has received voluntary outreach, referral, advocacy and parenting education.

There were a total of 377 combined contacts occurring FY 17-18 with the five families assisted through CDBG funded supportive services.

#### Successes FY 17-18:

There were no reported or known CDBG participant family incidents of child injury, child maltreatment, or hospitalizations in the second, third, and fourth quarter.

The referral outcome for behavioral assessment of the four year old sibling of a target child/family served in Lake Los Angeles, resulted in a positive outcome, and a stress relief for the parents. This child was evaluated, the parents provided some guidance, and referred to the school district for advanced placement pre-kindergarten. Their child's behavior concerns were the reflection of needing more intensive educational stimulus and activity. At closure, he was doing better and the family had embraced the ability to access frequent community resources such as the library, parenting groups, parks and recreation, and local museums, no longer afraid or needing to excessively parent him in public.

The family with a target child born premature in the first quarter terminated CDBG services in the third quarter as this family qualified to transition to a USC research project for new mothers at AVPH. This opportunity also provided the family with participation incentives. At closure, the target child was developmentally on target, and exhibited healthy attachments.

Two CDBG participant families graduated the Healthy Families America (HFA) program in April 2018. Their last visits each occurring by June 30, 2018 with final developmental assessments completed on each target child and resulting in no delays. Both target children are ready for pre-school. Transition planning began in the second quarter per the HFA model, and they have been accepted to Head Start State Pre-school enrolling for the Fall 2018 school year.

Based on restricted budgetary projections for the fourth quarter, the AVPH Healthy Families America (HFA) - Home Visitation

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Program had to close the remaining three families served in the fourth quarter by April 30, 2018. A transition plan was offered for each. One family agreed to be referred to another home visiting program with a welcome invitation; a second family refused any other services at this time, but was open to a resource guide with information for future reference; and the third family remained DCFS involved, was achieving their court ordered, as well as outpatient treatment and personal development goal plans, finding Department of Children and Family Services (DCFS) to be a positive, stabilizing force in their lives. The target child assessed with minimal delays at closure, however was disabled, diagnosed as non-hearing. On May 11, 2018, Mother's Day weekend, the family called the former AVPH HFA Family Support Specialist to inform her DCFS had released the target child and his two year old sibling from foster care to their custody, for a 60-day reunification stay.

**Challenges:**

Sustainable funding to serve families adequately for the entire FY contract period.

**Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Black/African American - Non-Hispanic	1
White - Hispanic	5
<b>Total</b>	<b>6</b>

**Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	3
Low	2
Moderate	1
<b>Total</b>	<b>6</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The Antelope Valley Partners for Health (AVPH) Home Visitation Program has enrolled six of eight expected participants in the first quarter. Four of six participant families are receiving home based services on a scheduled weekly basis.

There have been 138 combined participant contacts occurring during home based educational services, phone, texting, and social/community event attendance in the presence of their Family Support Specialist (FSS).

There were three target children born in the first quarter, one prematurely with a two-week Neonatal Intensive Care Unit (NICU) admit due to sudden maternal health concerns. This child has been recently discharged, is home, and thriving.

One participant in September has been court ordered to enter a local in-patient substance abuse treatment program. The target child was placed in non-relative foster care placement shortly after birth. The FSS continues to have contact with this mother via phone and texting at this time. Care coordination is planned after her 30-day probationary period to provide supportive services while in treatment and having authorized visitation/bonding time with her child.

**Quarter:** 2      **Accomplishment Quantity:** 6

**Accomplishment Narrative:**

This project continues to serve six active participant families identified as at-risk, who are receiving regularly scheduled home based services by a Licensed Vocational Nurse (LVN) Family Support Specialist (FSS).

There have been a total of 124 combined participant contacts occurring during home visits, including routine case management such as texting, phone calls, office visits, and participant attendance during social activities and holiday hosted by Antelope Valley Partners for Health (AVPH) during the second quarter.

There have been no reported or known incidents of hospitalization, child maltreatment, or injury during the second quarter.

One participant has successfully completed a 90-day, in-patient substance abuse treatment program and is compliant with outpatient treatment and wraparound support resources. This participant is following a family reunification plan with her

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

children while in foster care and has invited the LVN FSS to be present during monitored visits and conduct her parenting sessions with them. This has been very beneficial to the mother and father, facilitating appropriate parent-child engagement to facilitate attachment with their two very young children. The participant parents have recently learned their newborn, index child, has been diagnosed as 100% hearing impaired. The index child is currently undergoing concurrent evaluation through North Los Angeles County Regional Center, and Children's Hospital, Los Angeles.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The AVPH Healthy Families America - Home Visitation Program (AKA "Healthy Homes Program") has maintained six enrolled families, with 95 combined participant contacts occurring during home visits, including routine case management, phone calls, texting, and office visits during the third quarter. There were no reported or known incidents of child injury, child maltreatment, or hospitalizations.

### **SUCCESS STORY**

Participant status update from the second quarter Report: The family with the infant child in foster care diagnosed with 100% hearing loss has been evaluated by a specialty clinic at Children's Hospital Los Angeles and is eligible for a reverse hearing loss surgical procedure. The child is expected to regain full hearing once he has healed from his surgery. Both parents have enrolled in college and are currently taking sign-language classes. The father of baby has obtained employment. Both parents are following their court ordered outpatient rehabilitation plan; and monitored visits are going well with their two youngest children. Their social worker is recommending increased monitored visits with a reunification plan.

Based on restricted budgetary projections for the fourth quarter, the AVPH Healthy Families America - Home Visitation Program will be closing out four participating families during April 2018, with two of those participating families transferring to another home visiting grant program in order to retain them in home visitation with AVPH; and two participating families graduating the program in April 2018. The remaining two participating families will remain active on CDBG with their current assigned Family Support Specialist, a .5 Full Time Equivalent (FTE), receiving routine scheduled contact and support.

The CDBG FY 2017-2018 contract expectations regarding the number of families served, compared to the awarded funding amount, has not sufficiently met program capacity expectations, nor has it supported operation and personnel needs. As of July 1, 2017, this current CDBG contract has allowed for only one home visitor to serve four families at a .5 FTE status; and one home visitor to serve two families at a .20 FTE.

AVPH's position and/or determination is to reduce this current contract accomplishment goal from eight to six, a number that is found to be feasible.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The AVPH Healthy Families America (HFA) - Home Visitation Program (AKA "Healthy Homes Program") maintained five active participant enrollments, and completed 20 combined participant contacts occurring during the fourth quarter. These home visitation program contacts were achieved through scheduled home visits; an agency event (e.g., HFA participant completion/graduation ceremony); case management such as phone calls and texting; and community based activity visits.

There were no reported or known incidents of child injury, child maltreatment, or hospitalizations.

There was one referral made for an older sibling of a target child/family regarding possible services for behavioral assessment, therapy/counseling to a partnering entity.

The five participants served during the fourth quarter were each closed as of June 30, 2018. Three families were closed by April 30, 2018 due to depleted CDBG funds. Two families were closed by June 30, 2018 due to successful completion of the HFA program after three and a half years of voluntary enrollment and participation.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601063-17      **Jurisdiction:** 5th District  
**Project Title:** Bright Futures Scholars Program  
**IDIS Number:** 10654  
**Operating Agency:** Quality of Life Center  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides after-school mentoring services in academic and personal development to junior high and high school students from primarily schools in the Altadena area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 62      This Year: 65      Cumulative: 65      Ratio: 104.8%  
**Net Expenditures:** Budgeted: \$65,315.00      This Year: \$65,315.00      Cumulative: \$65,315.00      Ratio: 100.0%

### **Annual Narrative:**

The Quality of Life Center, Inc. (QOLC) had another very successful year serving our clients including the scholars/students, their parents, guardians, our mentors, volunteers, college student workers, and dedicated staff. The Bright Futures Scholars Program Leadership Development Program continued to be the headliner of our organization and the most successful in serving the community. All graduating seniors were able to enroll in institutions of higher learning by implementing many of the skills they learned from our mentors, workers, and program volunteers. Many earned scholarships to assist them with their continuing education. We will continue to improve upon what we offer by dedicating our agency and staff to do even more than before. It was once again a very successful year serving all the (scholars) students at the middle and high school levels.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1
Asian - Non-Hispanic	2
Black/African American & White - Non-Hispanic	4
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	25
Other Race - Hispanic	19
Other Race - Non-Hispanic	2
White - Hispanic	4
White - Non-Hispanic	6
<b>Total</b>	<b>65</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	11
Extremely Low	14

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Low	23
Moderate	17
<b>Total</b>	<b>65</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the first quarter, Quality of Life Center, Inc. was in the process of sending out notifications to over 1300 qualified Pasadena Unified School District (PUSD) school students. The staff has been busy making preparations for another large enrollment class. This required contacting the School Board; preparing enrollment packets; informing and committing this year's mentors; and scheduling the calendar of activities for the 2017-2018 school term.

In addition, the Quality of Life Center, Inc. continues to provide mentor services to youth in the unincorporated areas of Pasadena, Altadena, and other nearby areas of Los Angeles County for the Fiscal Year (FY) 2017-2018. We emphasized health education and introduced them to a variety of options. The purpose of the health education emphasis is to promote physical fitness, non-smoking, safe sex education, and good nutrition for our at-risk youth and families in our urban diverse communities.

The Bright Futures Scholars youth and staff also participated in various speaking engagements and community board meetings.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

In the second quarter of the program year (FY 2017-2018), youth participated in Robotics competitions and were very successful. Scholars continued to develop their public speaking skills, spoke publicly at numerous events, and are scheduled to speak at the Altadena Chamber of Commerce as well as the Los Angeles County Board of Supervisors in the next quarter.

The Agency continued to hold ongoing mandatory meetings with the Bright Futures Scholars and mentored them on leadership development, public speaking, social skills, and Science Technology Engineering Mathematics (S.T.E.M.) development. Program mentors include: United States Congresswoman Judy Chu, State Senator Carol Liu, State Assemblymember Chris Holden, Retired Los Angeles County Supervisor Michael D. Antonovich, Pasadena Unified School District Superintendent Brian McDonald, Retired Altadena Sheriff Captain Steve McLean, Retired Altadena Sheriff Captain Roosevelt Blow, Altadena Sheriff Captain Vicki Stuckey and dozens more community leaders and advocates.

The Quality of Life Center Inc. continues to provide mentor services to youth in the unincorporated areas of Altadena. At least 51% of the youth are low- and moderate-income. We continue to encourage S.T.E.M development at all levels as well as focusing on good health and the dangers associated with human trafficking in low income, at risk families.

**Quarter:** 3      **Accomplishment Quantity:** 65

**Accomplishment Narrative:**

During the third quarter, QOLC continued to provide various mentoring services to youth in the unincorporated areas of Altadena, Pasadena, and surrounding areas of Los Angeles County, CA. At least 51 percent of the youth are from low-and moderate-income families.

The agency continued to hold meetings with the Bright Futures Scholars. Our distinguished community leaders and dignitaries who are mentors remained the same. These community leaders mentor the program's youth giving the scholars an opportunity to learn and participate in developing, public speaking and leadership skills.

Staff members are busy preparing for year end activities while Seniors are being assisted with College preparations.

The youth met to discuss the teachings of the mentors who spoke about accomplishment, success, and leadership and how these things are achieved through school and hard work. Other subjects such as behavior, honesty, responsibility, communication, and self improvement were included in the agenda.

Preparations for the Bright Futures Scholars year end activities are being incorporated into all participating Middle School and High School's graduation activities.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The Agency collected and summarized data associated with the Bright Futures Scholars Leadership Development and Support Program as well as enrolled new students that qualify for the program. Staff continues to prepare for the next school session with data entry for the fall session. Staff also participated in arranging qualified scholars to participate in various scholarship Awards Ceremonies.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96508-17      **Jurisdiction:** 5th District  
**Project Title:** Samuel Dixon Family Health Center  
**IDIS Number:** 10736  
**Operating Agency:** Samuel Dixon Family Health Center, Inc.  
**Subrecipient Type:** CBO  
**Contract Period:** 8/2/2017 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 05M Health Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project assists low- and moderate-income persons in the unincorporated areas of the northwest region of the Fifth Supervisorial District by providing primary medical services, quality outpatient care, immunizations, pediatrics, women's health, physical examinations, family planning, laboratory services, and specialty referrals.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 150      This Year: 150      Cumulative: 150      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$28,702.00      This Year: \$28,702.00      Cumulative: \$28,702.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$10,000.00
<b>Total Leverage Funds</b>	<b>\$10,000.00</b>

### **Annual Narrative:**

Samuel Dixon Family Health Center, Inc. (SDFHC) continues to be the only provider of affordable quality health care services serving the incorporated areas of northwestern Los Angeles County through our Val Verde location. Many of the patients served at this site have minimal financial resources, were under-insured, or had no insurance at all. SDFHC continues to be active in this community as well as nearby communities to inform and educate individuals and families of the services offered at this location as well as the services supported by the Community Development Block Grant (CDBG) funds.

The overall objective of the project is to provide primary medical services, immunizations, pediatrics, women's health, school physicals, family planning, laboratory services, and medical referrals. CDBG funds are used to pay for personnel costs.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	4
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	3
Black/African American & White - Non-Hispanic	2
Black/African American - Non-Hispanic	3
White - Hispanic	88
White - Non-Hispanic	49
<b>Total</b>	<b>150</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
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# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

Extremely Low	136
Low	11
Moderate	3
<b>Total</b>	<b>150</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During this reporting period, a total 150 individuals received services at this location. Services provided to these individuals ranged from treatment of illness and injury, chronic disease management, family planning, women's health, immunizations, lab screenings, diagnosis, health education, physicals, and referral services. 95% of these individuals who received health care services were no more than 200% of the Federal Poverty Level with 70% under 100% of the Federal Poverty Level. All individuals were low- and moderate-income.

**Quarter:** 2      **Accomplishment Quantity:** 150

**Accomplishment Narrative:**

The project was completed last quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** L96509-17      **Jurisdiction:** 5th District  
**Project Title:** Handyworker Program  
**IDIS Number:** 10749  
**Operating Agency:** Santa Clarita Valley Committee on Aging Corp.  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides minor home repairs to eligible low- and moderate-income households in the unincorporated areas of the Fifth Supervisorial District within the Santa Clarita Valley.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 12      This Year: 10      Cumulative: 10      Ratio: 83.3%  
**Net Expenditures:** Budgeted: \$75,000.00      This Year: \$64,666.00      Cumulative: \$64,666.00      Ratio: 86.2%

### **Annual Narrative:**

Staff completed ten projects in the Fiscal Year (FY) 2017-2018. This represents 83% of our estimated annual goal of twelve. The Agency experienced multiple periods of staffing shortages during the fiscal year, which contributed to us not being able to complete more projects. The Handyworker Program information continues to be listed in the Country Journal publication which is distributed to homeowners in the Acton/Agua Dulce communities and program flyers have been distributed to multiple mobile home park managers in the unincorporated areas.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	10	0
<b>Total</b>	<b>10</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	1	0
Low	8	0
Moderate	1	0
<b>Total</b>	<b>10</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
16274 Vasquez canyon Rd Space 94	Canyon Country	CA	91351	Owners	Low	\$5,920
30000 Sand Canyon Road Space 58	Canyon Country	CA	91387	Owners	Moderate	\$3,231
16274 Vasquez Canyon Road Space 13	Canyon Country	CA	91351	Owners	Low	\$4,609
30000 Hasley Canyon Road Space 20	Castaic	CA	91384	Owners	Low	\$3,693
16274 Vasquez Canyon Road Space	Canyon Country	CA	91351	Owners	Extremely Low	\$5,478

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

52

23500 The Old Road Space 82	Newhall	CA	91321	Owners	Low	\$3,941
30000 Sand Canyon Road Space 6	Canyon Country	CA	91387	Owners	Low	\$5,555
11820 Davenport Road	Agua Dulce	CA	91390	Owners	Low	\$5,000
30000 Sand Canyon Road Space 35	Canyon Country	CA	91387	Owners	Low	\$4,689
33105 Santiago Road Space 61	Acton	CA	93510	Owners	Low	\$3,351

**Total Number of Housing Units Assisted : 10**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	9	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	7
Exempt: No paint disturbed	1
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	2	0
2	2	0
3	3	0
4	3	0
<b>Total</b>	<b>10</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 2      Female-Headed Households: 2**

### Accomplishment Narrative:

We have completed the work on one project in the first quarter. Work on the second project is near completion. We have six additional projects which have received Property Identification clearance and are pending commencement - two projects pending an initial inspection and one application in progress pending missing documentation. Application information was sent to six other potential clients this quarter.

**Quarter: 2      Accomplishment Quantity: 2      Female-Headed Households: 2**

### Accomplishment Narrative:

Staff completed four residential units in the second quarter (two units are pending final inspection and will be submitted to the Quarterly Performance Reports (QPR) in the third quarter). An additional four units have received Prop ID clearance and are pending start of work. Application information was sent to another nine potential clients during the second quarter, and we are on schedule to meet our goal of 12 residential units on or before June 30, 2018.

We also changed our Accounting Manager recently and experienced a delay in processing invoices. However, as of January 5th, all invoices have been submitted (July – November) and our billing is current as we move into the third quarter.

**Quarter: 3      Accomplishment Quantity: 3**

### Accomplishment Narrative:

Staff completed three residential units in the third quarter and seven units year-to-date which represents 58% of our annual goal. An additional three units have received Prop ID clearance and are pending completion of work. Application information was sent to another six potential during the third quarter and we are on schedule to meet our goal of 12 residential units on or before June 30, 2018.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 3      **Female-Headed Households:** 2

**Accomplishment Narrative:**

Staff completed three projects in the fourth quarter. There are currently three potential clients with application appointments scheduled for the Fiscal Year (FY) 2018-2019 so far. Application information has been mailed to an additional eight homeowners in the fourth quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E99520-17      **Jurisdiction:** 5th District  
**Project Title:** After-School Program  
**IDIS Number:** 10739  
**Operating Agency:** City of San Gabriel  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides supervised recreational activities for children and youth ages 5-14 years old from the surrounding Los Angeles County unincorporated area and the City of San Gabriel during after school hours and over the summer breaks at Jefferson Middle and Roosevelt Elementary school locations.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 52      This Year: 95      Cumulative: 95      Ratio: 182.7%  
**Net Expenditures:** Budgeted: \$20,630.00      This Year: \$20,630.00      Cumulative: \$20,630.00      Ratio: 100.0%

### **Annual Narrative:**

The San Gabriel Community Services Department was able to offer great programs this year due to the funding by Community Development Block Grant (CDBG). Traditional sport programs were offered during the school year at Jefferson Middle School. Students had a lot of summer fun at Roosevelt School with crafts, games, and all types of recreational activities. The Jefferson Sport Camp was held at the Jefferson Middle School. This program focused on the fundamentals of basketball and volleyball while providing a safe and fun environment for children to play and interact. Recreation leaders supervised these great programs.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	2
American Indian/Alaskan Native & White - Hispanic	1
Asian - Hispanic	2
Asian - Non-Hispanic	51
Asian and White - Hispanic	1
Black/African American & White - Hispanic	1
Native Hawaiian/Other Pacific Islander - Hispanic	1
Other Race - Hispanic	24
White - Hispanic	8
White - Non-Hispanic	4
<b>Total</b>	<b>95</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	19

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Extremely Low	37
Low	24
Moderate	15
<hr/>	
<b>Total</b>	<b>95</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The City of San Gabriel had a blast this summer, with the help of CDBG funds. Jefferson Middle School, once again, was the host to the Bulldog Sports Camp. This camp was held Monday - Friday, from 12:30 pm to 3:30 pm. The camp focused on the fundamentals needed to play basketball and volleyball. The program was open to all ages, but it was geared towards middle school-aged youth. Sports camp was held June 5th thru July 7th.

There was a summer drop-in at the Recreation Programs at Roosevelt Elementary School, which operated June 5th through June 30th, Monday - Friday (12:00 pm to 5:30 pm) and July 3rd through August 4th, Monday - Friday (10:00 am to 4:00 pm). The program offered games, arts and crafts, trips, and special events. In addition, a free lunch was provided by the San Gabriel Unified School District for all the youth participants.

Note: Due to a vacancy in the Department, certification forms were not entered into the CDBG System. Staff will enter first quarter participants in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 6

**Accomplishment Narrative:**

During the second quarter, the Jefferson Sports Program (a high school preparatory program) has been operating Monday through Thursday, after school, from 3:00 pm to 5:00 pm, or until dark. Participants tried out for the combined 6th, 7th, and 8th grade teams, and the selected team members represented Jefferson Middle School in the 210 League. The boys played flag football, while girls played volleyball. Each team had its own schedule for games which were distributed to the participants. All Jefferson students were encouraged to visit the Recreation Leaders after school to get information regarding sports leagues and to participate in this exciting program.

**Quarter:** 3      **Accomplishment Quantity:** 13

**Accomplishment Narrative:**

Activities at the end of the third quarter, after school program consisted of basketball and soccer for boys and girls. Jefferson Middle School competed in the 210 League, which consisted of eight schools from neighboring cities. Jefferson produced a 6th, 7th, and 8th grade team for boys and girls.

Participants also participated in the Annual All City Pentathlon, which consisted of five different track and field events. This meet was held on Saturday, March 19, 2018 at Jefferson Middle School. This program gives children the opportunity to learn the fundamentals of the sport while instilling a sense of healthy competition.

**Quarter:** 4      **Accomplishment Quantity:** 76

**Accomplishment Narrative:**

The Jefferson Middle School Bulldogs finished their school year competing in soccer, boys volleyball and girls softball. The Bulldogs competed in the 210 League, which included schools from all over the San Gabriel Valley.

The free Bulldog Sports Camp is offered at Jefferson Middle School. The program began on June 11th and runs Monday through Friday, 12:30 to 3:30 pm.

Our free summer recreation program at Roosevelt School began on June 11th and operates Monday through Friday, from 12:00 to 5:30 pm. The program offers recreational activities such as arts and crafts, outdoor games, tournaments, and sports.





**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **Agoura Hills**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601922-17      **Jurisdiction:** Agoura Hills  
**Project Title:** Old Agoura Hills Park ADA Improvements  
**IDIS Number:** 10807  
**Operating Agency:** City of Agoura Hills  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will benefit approximately 1,418 severely disabled adults and elderly residents of the City of Agoura Hills by providing unobstructed paths of travel and access at the Old Agoura Hills Park, located at 5306 Chesebro Road.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$185,989.00      This Year: \$85,500.00      Cumulative: \$85,500.00      Ratio: 46.0%

### **Annual Narrative:**

The Old Agoura Park Americans with Disabilities Act (ADA) Improvements project is under construction with the goal of removing material barriers, to provide clear paths of travel to, and within, Old Agoura Park.

While \$185,989 was allocated for the project, \$85,500 was spent for the purchase of the bridge and plan check review by the Los Angeles County Public Works Department. As one bid was received for the project construction, the City Council authorized the use of \$100,000 of general funds (leverage funds) for completion of the project.

Accomplishments for this year include having the bridge ordered by the City in December 2017 and receiving it by February 2018. The construction contract was awarded on May 23, 2018, and work began on June 15, 2018. The City expects the project to be completed by the end of July 2018, in the 2018-2019 Program Year, ultimately benefiting approximately 1,418 severely disabled adults and elderly residents of the City of Agoura Hills by providing unobstructed paths of travel and access to their children at the park play equipment.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There are no accomplishments to report this quarter as the construction plans have not yet been approved by Los Angeles County Public Works Department. Next quarter, the City will order the bridge and advertise for construction bids. The construction bid award is expected to occur next quarter, with work beginning in the third quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction has not yet begun, however the City has ordered the bridge. After many delays by the Los Angeles County Public Works Department during their plan check process, the City will be requesting the City Council to approve, in January, a Use Agreement to place the bridge over the County right-of-way. In February, the City Council will be asked to authorize seeking construction bids. The construction bid is expected to be awarded in March with construction beginning by the end of March. Construction is expected to take one month to complete.

**Quarter:** 3      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

The bridge for this project has been ordered, and the City expects to receive it in May. Notices for the project construction bids were published on March 22th and March 29th. Construction bids are due on April 19th, and the construction bid award will occur in May. Construction will begin in May and is expected to be completed in June.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

After the City completed the bid process on May 23, 2018, the City Council authorized the contract award for this project to Cerco Engineering. The scope of the work consisted of replacing ADA barriers with new accessible paths of travel, including the installation of a pedestrian bridge to span Chesebro Creek within Old Agoura Park, as well as the installation of associated sidewalk connectors.

Work began on June 15, 2018, and the sidewalk ADA improvements on the south side of Driver Avenue have been installed. The City estimates the project to be completed by the end of July 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601821-17      **Jurisdiction:** Agoura Hills  
**Project Title:** Senior Social Services Program  
**IDIS Number:** 10690  
**Operating Agency:** City of Agoura Hills  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program allows the City's Community Services Department to provide senior social service programs through Senior Concern Advocates to assist seniors with a variety of topics including Medicare, Social Security, housing, and insurance. It also provides support groups for care-giving spouses, care management programs that provide counseling assistance for senior care givers, and legal and financial services.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 250      This Year: 47      Cumulative: 47      Ratio: 18.8%  
**Net Expenditures:** Budgeted: \$9,465.00      This Year: \$9,465.00      Cumulative: \$9,465.00      Ratio: 100.0%

### **Annual Narrative:**

This is the second year the program was offered, and it began in the second quarter. The program was successful, with 45 new senior citizens of the community participating.

Eight various classes and lectures were provided for 171 attendees regarding "Caregiver Support Groups"; "Relieve Stress & Promote Wellness Through Meditation"; "Will You Pass Your Driving Test?"; "Is it time for Specialized Care?"; "Senior Concerns Advocacy"; "Save Your Brain"; "Now I Am Wise"; and "20 Questions for In-Home Care". Senior Concerns provided their classes and lectures in classrooms located in the Agoura Hills Recreation and Event Center.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	1
Asian - Hispanic	1
Asian - Non-Hispanic	2
Asian and White - Non-Hispanic	1
Other Race - Hispanic	1
White - Hispanic	2
White - Non-Hispanic	39
<b>Total</b>	<b>47</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Senior Concerns conducts the senior social service classes. Although senior social service classes were offered this quarter, the City has not yet entered into an Agreement with Senior Concerns to conduct the classes as the City is awaiting insurance certificate information. Thus, there are no accomplishments to report. The City expects the Agreement to be signed for

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

reporting purposes next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The City's Agreement with Conejo Valley Senior Concerns was signed on November 15th. One class was held this quarter for a Caregiver Support Group and was attended by three participants. The City's goals for this year will be adjusted accordingly.

**Quarter:** 3      **Accomplishment Quantity:** 3

**Accomplishment Narrative:**

28 eligible new clients participated this quarter. The program offered the following activities for 89 total attendees:

43 attendees enjoyed a Senior Lecture - "Will You Pass Your Driving Test?" held on March 8th.

27 total attendees enjoyed four "Relieve Stress & Promote Wellness Through Meditation" classes held on March 5th, March 12th, March 19th, and March 26th.

Ten total attendees enjoyed a Senior Lecture - "Is It Time for Specialized Care?" held on February 8th.

Eight total attendees enjoyed three "Caregivers Support Group" classes held on January 3th, January 17th, and March 6th.

One attendee enjoyed a "Senior Concerns Advocacy" class held on March 6th.

**Quarter:** 4      **Accomplishment Quantity:** 44

**Accomplishment Narrative:**

14 new clients participated in the program this quarter. The program offered the following activities to 79 attendees:

- Nine attendees enjoyed a "Senior Concerns Caregivers Support Group" class held on April 3th, April 17th, May 15th, and June 5th.

- Seven attendees enjoyed a "Relieve Stress & Promote Wellness Through Meditation" class held on April 9th.

- 22 attendees enjoyed a "Save Your Brain" lecture held on April 12th.

- 25 attendees enjoyed a "Now I Am Wise" lecture held on May 10th.

- 16 attendees heard a "20 Questions for In-Home Care" lecture held on June 14th.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Arcadia

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601924-17      **Jurisdiction:** Arcadia  
**Project Title:** City Facilities ADA Improvements  
**IDIS Number:** 10827  
**Operating Agency:** City of Arcadia  
**Subrecipient Type:** Participating City  
**Contract Period:** 12/18/2017 to 6/30/2019  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide ADA improvements to city facilities that will allow unobstructed accessibility for elderly and for severely disabled adults. Locations include the Community Center, Chamber of Commerce and the Council Chambers. severely disabled adults.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,888      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$175,000.00      This Year: \$11,489.00      Cumulative: \$11,489.00      Ratio: 6.6%

### **Annual Narrative:**

This Facilities Americans with Disabilities Act (ADA) Improvement Project is a multi-year, Community Development Block Grant-funded project that will provide unobstructed accessibility for the disabled and the elderly population. The anticipated commencement date for this project is July 23rd.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This new project has made significant progress this quarter. The bidding process is scheduled for April and then submittal to the city council for approval by May.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During this quarter, the City completed the bidding process for the Facilities ADA Improvement Project, and the contract was successfully awarded to Golden State Contractors, Inc. on May 15th.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600794-17      **Jurisdiction:** Arcadia  
**Project Title:** Congregate Meals Program  
**IDIS Number:** 10646  
**Operating Agency:** City of Arcadia  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program is administered by the City's Recreation Department staff and provides income-qualified senior residents, 55 years of age or older, with nutritious meals for lunch Monday through Friday at the Arcadia Community Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 750      This Year: 886      Cumulative: 886      Ratio: 118.1%  
**Net Expenditures:** Budgeted: \$24,640.00      This Year: \$24,640.00      Cumulative: \$24,640.00      Ratio: 100.0%

### **Annual Narrative:**

The Congregate Meals Program continues to be a focal point for the seniors in the community who attend the Community Center on a daily basis. In this program year, a total of 886 were provided with low-cost nutritious meals. During the year, the Program had several highlights, including the Mother's Day and Father's Day celebrations. During the event, children who were participating in the local after school program made and handed-out greeting cards to each senior. The second event was the monthly performances by the Arcadia Performing Arts Center during lunch time.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
Asian - Hispanic	4
Asian - Non-Hispanic	522
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	15
Native Hawaiian/Other Pacific Islander - Non Hispanic	2
Other Race - Hispanic	36
Other Race - Non-Hispanic	20
White - Hispanic	36
White - Non-Hispanic	249
<b>Total</b>	<b>886</b>

**Quarter:** 1      **Accomplishment Quantity:** 306

### **Accomplishment Narrative:**

The Arcadia Community Center provides low-cost, nutritious meals and social interaction for senior citizens in the community. The Program operates five days per week, Monday through Friday. One major highlight is the monthly performance by the Chinese Live Oak Folk Dance Group during meal time.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

With Community Development Block Grant assistance, a total of 306 seniors were served a hot nutritional meal.

**Quarter:** 2      **Accomplishment Quantity:** 190

### **Accomplishment Narrative:**

The Congregate Meals Program provides low cost, nutritious meals for senior citizens at the Arcadia Community Center. The Program continues to be a popular focal point for seniors attending the Community Center. This quarter, seniors were entertained by the Chinese Live Oak Folk Dance Group while enjoying their meals. There are a total of 190 unduplicated seniors that were served this quarter.

According to Program staff, the substantial increase of new clients is due mainly from increased marketing. In addition to advertising in the monthly newsletter, the program is now advertised in the City's quarterly brochure, which is distributed to all Arcadia residents. It is projected that the new program goal will be approximately 850.

**Quarter:** 3      **Accomplishment Quantity:** 150

### **Accomplishment Narrative:**

The Congregate Meals Program offered by the city continues to be a focal point for senior citizens attending the local community center. The Program provides low-cost lunchtime meals while obtaining necessary social interaction with other participants, and at the same time, learning about a variety of social, recreational and social service programs offered by the city.

There are a total of 150 unduplicated seniors that were served during the third quarter.

**Quarter:** 4      **Accomplishment Quantity:** 240

### **Accomplishment Narrative:**

During this quarter, a total of 240 unduplicated seniors (55+ years of age and older) were provided with low-cost nutritious meals at the City's Community Center. This successful and popular program continues to meet the needs of the elderly population in the community. In addition to the meals, the Program provides seniors with the opportunity to have social interaction with others and learn about social, recreational, and social services available by the City.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96619-17      **Jurisdiction:** Arcadia  
**Project Title:** Information and Referral Services for Senior Citizens  
**IDIS Number:** 10717  
**Operating Agency:** City of Arcadia  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides senior citizens, 55 years of age or older, with essential assistance and information on services such as government benefits assistance (Medicare, social security, income tax, medical, SSI), housing, transportation, legal assistance, in-home services, health services and educational opportunities.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 900      This Year: 766      Cumulative: 766      Ratio: 85.1%  
**Net Expenditures:** Budgeted: \$20,444.00      This Year: \$20,444.00      Cumulative: \$20,444.00      Ratio: 100.0%

### **Annual Narrative:**

The Information and Referral Program continues to be a strong foundation for the Arcadia Senior Services operation. The Program offers seniors with information and referrals regarding legal issues, social security and medicare information, seminars pertaining to eldercare and estate planning, and notary public services. This program year a total of 766 seniors were assisted with information and referral services. Highlighted this year were seminars on long term care, living trust issues, ideas for healthy living, medical concerns regarding Parkinson's disease and peripheral neuropathy.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1
American Indian/Alaskan Native & White - Non-Hispanic	2
American Indian/Alaskan Native - Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	2
Asian - Hispanic	1
Asian - Non-Hispanic	202
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	7
Black/African American & White - Non-Hispanic	2
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	17
Native Hawaiian/Other Pacific Islander - Non Hispanic	2
Other Race - Hispanic	68
Other Race - Non-Hispanic	15
White - Hispanic	49
White - Non-Hispanic	394

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

<b>Total</b>	<b>766</b>
<b>Direct Benefit (Income):</b>	
<u>Income Level</u>	<u>Numbers Assisted</u>
Moderate	115
<b>Total</b>	<b>115</b>

**Quarter:** 1      **Accomplishment Quantity:** 39

**Accomplishment Narrative:**

The Information and Referral Program continues to benefit the older adult population citywide. Program funds provide guidance and assistance to those individuals who are in need of essential information and the appropriate resources to meet their daily living needs and skills. There have been 39 older adults who received information and referral services during this period.

**Quarter:** 2      **Accomplishment Quantity:** 115

**Accomplishment Narrative:**

The Senior Information and Referral Program provides guidance and assistance for older adults who are in need of essential information and the appropriate resources in order to meet their independent living skills needs. Assistance ranges from tax preparation to information on Medicare, Social Security, transportation, legal advice and employment opportunities. Highlighted this quarter were seminars on Ideas on Health Living and Affordable Assisted Living Facilities. During this quarter, a total of 119 seniors were provided with assistance.

**Quarter:** 3      **Accomplishment Quantity:** 51

**Accomplishment Narrative:**

The Senior Information and Referral Program provided social service information to 52 unduplicated senior citizens. Highlighted this quarter were community events on AARP Smart Driver, Metro and TAP Card Assistance, and a Living Trust seminar.

**Quarter:** 4      **Accomplishment Quantity:** 561

**Accomplishment Narrative:**

During this quarter, a total of 561 unduplicated seniors were provided with social services at the Arcadia Community Senior. This successful program provides seniors with guidance and assistance with essential information and the appropriate resources to meet their daily needs to live independently. Highlighted this quarter was a seminar on managing concerns about balance and falling, and a second seminar on California medical insurance for low-income residents.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96618-17      **Jurisdiction:** Arcadia  
**Project Title:** Rehabilitation: Single-Unit Residential  
**IDIS Number:** 10716  
**Operating Agency:** City of Arcadia  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides grants to income-qualified homeowners for home improvements including but not limited to correcting code violations, interior and exterior painting, roofing, siding, and the repair or replacements of items such as heating, plumbing, and electrical systems.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 13      This Year: 11      Cumulative: 11      Ratio: 84.6%  
**Net Expenditures:** Budgeted: \$235,479.00      This Year: \$191,659.00      Cumulative: \$191,659.00      Ratio: 81.4%

### **Annual Narrative:**

This was another successful program year for the City's Home Improvement Program. The Program provided financial assistance to 13 income-qualified homeowners in need of repairs to their homes. The grants were used to address health and safety issues, complete energy efficiency upgrades, and address certain general home repairs. The Program continues to have a positive impact in the City's neighborhoods.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Hispanic	1	0
Asian - Non-Hispanic	4	0
White - Non-Hispanic	6	0
<b>Total</b>	<b>11</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	2	0
Moderate	9	0
<b>Total</b>	<b>11</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
1128 S. 9th Avenue	Arcadia	CA	91006	Owners	Low	\$11,368
178 Walnut Avenue	Arcadia	CA	91007	Owners	Moderate	\$15,000
460 Fairview Avenue 15	Arcadia	CA	91007	Owners	Moderate	\$10,000
2231 S. Greenfield Avenue	Arcadia	CA	91006	Owners	Moderate	\$14,975

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

412 S. 3rd Avenue E	Arcadia	CA	91006	Owners	Moderate	\$10,000
229 Magna Vista Avenue	Arcadia	CA	91006	Owners	Low	\$15,000
1160 S Goldenwest Avenue	Arcadia	CA	91007	Owners	Moderate	\$9,183
1429 S. Eighth Avenue	Arcadia	CA	91006	Owners	Moderate	\$14,825
415 W. Duarte Road 2	Arcadia	CA	91007	Owners	Moderate	\$8,000
63 W. Arthur Avenue	Arcadia	CA	91007	Owners	Moderate	\$15,000
412 Armada Road	Arcadia	CA	91007	Owners	Moderate	\$15,000

**Total Number of Housing Units Assisted : 11**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	7	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	4
Exempt: No paint disturbed	5
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	1	0
2	2	0
3	5	0
4	3	0
<b>Total</b>	<b>11</b>	<b>0</b>

**Quarter: 1 Accomplishment Quantity: 1**

### Accomplishment Narrative:

The Single Unit Residential Rehabilitation Program continues to benefit the City's low- and moderate-income property owners. Seven Home Improvement Program (HIP) grants were approved, and one rehabilitation grant was completed during the quarter.

**Quarter: 2 Accomplishment Quantity: 2**

### Accomplishment Narrative:

Of the seven rehabilitation projects, two were completed during this quarter. Plus, an additional three projects are pending funding.

**Quarter: 3 Accomplishment Quantity: 5 Female-Headed Households: 1**

### Accomplishment Narrative:

During this quarter, a total of five HIP grants were completed, plus an additional two grant projects are underway.

**Quarter: 4 Accomplishment Quantity: 3 Female-Headed Households: 1**

### Accomplishment Narrative:

During this period, the Home Improvement Program assisted a total of three additional income qualified homeowners with necessary improvements to their homes. The repairs included, but were not limited to: new energy efficiency windows, new doors, plumbing upgrades, and interior and exterior painting.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **Avalon**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601759-15      **Jurisdiction:** Avalon  
**Project Title:** Beacon Hill Apartment Accessibility  
**IDIS Number:** 10310  
**Operating Agency:** City of Avalon  
**Subrecipient Type:** Participating City  
**Contract Period:** 11/6/2015 to 6/30/2019  
**Activity Code:** 14B Rehabilitation: Multi-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This new project will remove existing architectural and material barriers by installing a chair-lift to allow unobstructed access to and from 1st and 2nd levels of the 2-story Beacon Hill Senior Apartments.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 13      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Due to the lack of response to two recent Request For Proposals (RFP) solicitations, the City's Public Works Director is further refining the project scope and associated RFP. A new project timeline and checklist for completion are being drafted and will be submitted for review.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City held a noticed public hearing to revise the project scope.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Due to staffing challenges within the City of Avalon, this project is behind schedule. A revised implementation timeline has been completed, and City Staff now hope to have the project completed by April 2018. With the redefined project scope, a request for proposals will be released in the forthcoming week, with a successful applicant selected by late February 2018. City Staff have begun working closely with Community Development Commission staff to mitigate outstanding reporting, associated project obligations, and deadlines.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The scope of the project was further refined by the City's Public Works Director. A revised RFP was drafted and submitted to LACDC for review and approval. A new project timeline and checklist for completion have been drafted and are pending review. The City expects to begin the project in the forthcoming weeks, with completion by June 30, 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

An RFP was approved and published; however, no qualified proposals were received by the stated deadline. The deadline was modified, and the RFP was amended and resubmitted. However, for a second time, no qualified proposals were received by the



# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

stated deadline. A third RFP is mid-draft and will be published in the next few weeks.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601912-17      **Jurisdiction:** Avalon  
**Project Title:** Curb Ramp Accessibility Project  
**IDIS Number:** 11011  
**Operating Agency:** City of Avalon  
**Subrecipient Type:** Participating City  
**Contract Period:** 5/14/2018 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove architectural and material barriers by installing up to 15 curb ramps to allow safe and unimpeded pedestrian travel for accessing shopping, professional offices, schools and churches throughout the City.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 212      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$118,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

This new project will remove architectural and material barriers by installing up to 15 new American Disabilities Act-compliant curb ramps at intersections with the highest concentration of pedestrian/vehicle conflicts on corridors with routes to essential facilities, such as shopping, professional offices, schools, and churches.

City Staff plan to publish a Request For Proposals (RFP) in the next few weeks so as to be ready to mobilize the project by Fall 2018. The majority of the work is slated to be completed during the City's "off-season" so as not to disturb local businesses and visitors.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The scope of the project is under review, and a formal RFP is being refined. City Staff hope to present a formal RFP to Community Development Commission staff for their review and approval in the forthcoming weeks.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

**Azusa**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96037-17      **Jurisdiction:** Azusa  
**Project Title:** After School Program  
**IDIS Number:** 10759  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides supervised after-school recreation programs at Powell, Murray, Dalton, Mountain View, Lee and Gladstone Street Elementary Schools in the City of Azusa.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 450      This Year: 245      Cumulative: 245      Ratio: 54.4%  
**Net Expenditures:** Budgeted: \$72,163.00      This Year: \$61,971.00      Cumulative: \$61,971.00      Ratio: 85.9%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$221,477.00
<b>Total Leverage Funds</b>	<b>\$221,477.00</b>

### **Annual Narrative:**

At the end of the program year, a total of 245 unduplicated youth participated in recreational and educational after school programs at six Azusa school sites. After school activities included: youth basketball; flag football; soccer; and youth volleyball. After school tutoring services continued to assist Azusa youth to achieve better learning outcomes.

Leveraged funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	2
Asian - Hispanic	1
Asian - Non-Hispanic	1
Asian and White - Non-Hispanic	1
Black/African American & White - Hispanic	1
Other Race - Hispanic	175
Other Race - Non-Hispanic	1
White - Hispanic	57
White - Non-Hispanic	6
<b>Total</b>	<b>245</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	9

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Extremely Low	170
Low	45
Moderate	21
<hr/>	
<b>Total</b>	<b>245</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the first quarter, there was no activity. This program begins with the start of the school year. Clients will be reported in the second quarter. City staff made preparations for the new program year activities.

**Quarter:** 2      **Accomplishment Quantity:** 188

**Accomplishment Narrative:**

During the second quarter, 190 Azusa youth participated in the after school program at 6 school sites. The youth participated in a variety of recreational activities, including volleyball, basketball, and flag football. Of the 190 participants, 136 received afterschool tutoring services.

**Quarter:** 3      **Accomplishment Quantity:** 26

**Accomplishment Narrative:**

During the third quarter, 26 Azusa youth participated in the afterschool program at six school sites. The youth participated in a variety of recreational activities.

**Quarter:** 4      **Accomplishment Quantity:** 31

**Accomplishment Narrative:**

During the fourth quarter, 31 Azusa youth participated in the after school program at six school sites. The youth participated in a variety of recreational activities including volleyball, basketball, flag football, and educational enrichment including tutoring.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601863-17      **Jurisdiction:** Azusa  
**Project Title:** Azusa Library ADA Restroom Retrofit and Improvement Project  
**IDIS Number:** 10762  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03E Neighborhood Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project removes existing material barriers preventing accessibility and mobility for elderly and severely disabled adults to the Azusa Public Library Men's and Women's restroom facilities. This activity includes removal of the existing Men's and Women's non-compliant single-use restroom facilities and replacement with multiple-stall men's and women's restroom facilities conforming to ADA standards.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$345,000.00      This Year: \$2,301.00      Cumulative: \$2,301.00      Ratio: 0.7%

### **Annual Narrative:**

This is a two year project through June 30, 2019. Design is complete. Construction bid documents are under preparation. A Notice Inviting Bids and a construction contract will be awarded next quarter.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, plans and specifications were prepared. Bid Documents are expected to be submitted to the Community Development Commission (CDC) for review in the second quarter, with a subsequent bid opening to be held.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project's design was completed in the second quarter. Bid documents are expected to be submitted to the Community Development Commission for review in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, design specifications were completed. Construction bid documents will be submitted to the Community Development Commission next quarter. Once bid documents are approved, Notice Inviting Bids will be advertised and a construction contract will be awarded.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, construction bid documents were under preparation. Construction bid documents will be submitted to the Community Development Commission in the first quarter of Fiscal Year 2018-2019. Once bid documents are approved, the Notice Inviting Bids will be advertised, and a construction contract will be awarded.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601864-17      **Jurisdiction:** Azusa  
**Project Title:** Azusa Senior Center Improvement Project  
**IDIS Number:** 10763  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03A Construction or Rehabilitation of Public Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the rehabilitation of the Azusa Senior Center. The activities include renovation of interior spaces such as the large community room and two additional smaller meeting and reading rooms which have become dilapidated with constant prolonged use.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$32,194.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Due to funding constraints and staff transition, this project was not implemented.

**Quarter:** 1      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

During the first quarter, plans and specifications were being prepared. Bid documents are expected to be submitted to the Community Development Commission for review in the second quarter. A bid opening will be held once the bid documents are reviewed and found acceptable.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

No activity to report in the second quarter due to City staff changes. Bid documents are pending completion and are expected to be submitted for Community Development Commission review in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

No significant activity occurred for this project in the third quarter. Additional planning and considerations are being undertaken.

**Quarter:** 4      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

No activity to report. This project was not implemented.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601860-17      **Jurisdiction:** Azusa  
**Project Title:** Code Enforcement Program  
**IDIS Number:** 10760  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing Code Enforcement program aids in arresting the decline of identified low- and moderate-income residential areas within the City of Azusa. This program is operated in tandem with the City's CDBG-funded Single Family Housing Rehabilitation program and the locally funded Graffiti Free Azusa Program.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 31,858      This Year: 31,858      Cumulative: 31,858      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$113,312.00      This Year: \$113,312.00      Cumulative: \$113,312.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$450,000.00
<b>Total Leverage Funds</b>	<b>\$450,000.00</b>

### **Annual Narrative:**

For the program year, a total of 99 rental property complexes, comprised of 236 rental housing units were inspected. 396 complaints were processed. 175 complaint follow-up visits were conducted. 52 Notice of Violation (NOV) letters were issued. 114 properties were inspected for the Real Property Record Report (RPRR) program. 129 administrative fine citations were issued. A total of 359 cases were investigated for street vending, illegal signs, stop work orders, special detail, vehicular lawn parking, illegal garage conversions, emergency abatements, and planning reviews.

Leveraged funds were used on this project.

**Quarter:** 1      **Accomplishment Quantity:** 31,858

### **Accomplishment Narrative:**

For the first quarter, 11 rental property complexes consisting of 17 rental housing units were inspected. 157 complaints were processed, and 40 complaint follow-up visits were made. 16 Notice of Violation letters were issued, and 55 properties were inspected for the Real Property Record Report (RPRR) Program. Ten RPRR follow-up visits were made. 26 administrative fine citations were issued, and two administrative fine citation follow-ups were conducted. 107 cases for street vending, illegal signs, stop work orders, stop work order follow-up special detail, vehicular lawn parking, illegal garage conversions, emergency abatements, Public Nuisance Hearing follow-up, and planning reviews were cited or investigated.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter, 19 rental property complexes consisting of 105 rental housing units were inspected. 110 complaints were processed and 37 complaint follow-up visits were made. 15 Notice of Violation letters were issued. 26 properties were



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

inspected for the Real Property Record Report (RPRR) Program. 12 RPRR follow-up visits were made. 24 administrative fine citations were issued. 91 cases for street vending, illegal signs, stop work orders, stop work order follow-up special detail, vehicular lawn parking, illegal garage conversions, emergency abatements, Public Nuisance Hearing follow-up, and planning reviews were cited or investigated.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the third quarter, 39 rental property complexes consisting of 61 rental housing units were inspected. Fifty complaints were processed and 19 complaint follow-up visits were made. Six Notice of Violation letters were issued. 30 properties were inspected for the Real Property Record Report (RPRR) Program. Three RPRR follow-up visits were made. 15 administrative fine citations were issued. 59 cases for street vending, illegal signs, stop work orders, stop work order follow-up special detail, vehicular lawn parking, illegal garage conversions, emergency abatements, Public Nuisance Hearing follow-up, and planning reviews were cited or investigated.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the fourth quarter, 30 rental property complexes consisting of 53 rental housing units were inspected. 79 complaints were processed, and 79 complaint follow-up visits were made. 15 Notice of Violation letters were issued. 38 properties were inspected for the Real Property Record Report (RPRR) Program. Three RPRR follow-up visits were made. 64 administrative fine citations were issued. 102 cases for street vending, illegal signs, stop work orders, stop work order follow-up special detail, vehicular lawn parking, illegal garage conversions, emergency abatements, Public Nuisance Hearing follow-up, and planning reviews were cited or investigated.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D00032-17      **Jurisdiction:** Azusa  
**Project Title:** Homework House  
**IDIS Number:** 10756  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides tutoring, enrichment activities, and motivational support to youths of low- and moderate-income households from preschool through high school age in the City of Azusa.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 190      This Year: 232      Cumulative: 232      Ratio: 122.1%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$9,999.00      Cumulative: \$9,999.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$105,000.00
<b>Total Leverage Funds</b>	<b>\$105,000.00</b>

### **Annual Narrative:**

At the end of the program year, a total of 232 low- and moderate-income, at-risk youth received tutoring, enrichment activities, and motivational support to enhance learning and developmental skills. The annual performance goal of 190 clients was exceeded by 42 clients served, or by 22%.

Leveraged funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Other Race - Hispanic	218
Other Race - Non-Hispanic	4
White - Hispanic	8
White - Non-Hispanic	2
<b>Total</b>	<b>232</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	169
Low	55
Moderate	8
<b>Total</b>	<b>232</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

No activity to report for the first quarter. This program coincides with the start of the academic school calendar. This program will begin enrolling participants in the upcoming second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 195

### **Accomplishment Narrative:**

For the second quarter, 195 new clients received tutoring, enrichment activities, and motivational support through the Homework House program.

**Quarter:** 3      **Accomplishment Quantity:** 29

### **Accomplishment Narrative:**

For the third quarter, 29 new clients received tutoring, enrichment activities, and motivational support through the Homework House program.

**Quarter:** 4      **Accomplishment Quantity:** 8

### **Accomplishment Narrative:**

During the fourth quarter, eight new clients received tutoring, enrichment activities, and motivational support through the Homework House program.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** 600434-17      **Jurisdiction:** Azusa  
**Project Title:** Senior Nutrition Program  
**IDIS Number:** 10758  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

## Project Summary

This continuing program provides meals to seniors ages 55 years and older at the Azusa Senior Center and also to homebound elderly persons residing in the City of Azusa. These meals are served and delivered daily. This program also trains volunteer food service workers and coordinates special events educating the elderly on proper nutrition.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 360      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

## **Annual Narrative:**

In the first quarter, the Senior Nutrition Program was cancelled.

**Quarter:** 1      **Accomplishment Quantity:** 0

## **Accomplishment Narrative:**

There is no activity to report.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96034-17      **Jurisdiction:** Azusa  
**Project Title:** Senior Referral and Case Management  
**IDIS Number:** 10757  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides referral and case management services to senior citizens, ages 55 years and older, residing in the City of Azusa. Services include bilingual information and assistance, comprehensive assessment, and care management.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 90      This Year: 108      Cumulative: 108      Ratio: 120.0%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$10,000.00      Cumulative: \$10,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other	\$6,000.00
<b>Total Leverage Funds</b>	<b>\$6,000.00</b>

### **Annual Narrative:**

For the program year, a total of 108 unduplicated Azusa seniors received care management, information and referral, and comprehensive assessment services, including assistance to homebound clients. The annual project performance goal was exceeded by 20%. Direct assistance included coordination among various federal, state and local agencies that serve seniors, such as the Social Security Administration (SSA), Medicare, and the Area Agency on Aging. Additional services included providing assistance with health care, household budgeting, proper nutrition, welfare, and employment.

Leveraged funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	1
Asian - Non-Hispanic	6
Asian and White - Non-Hispanic	1
Black/African American & White - Non-Hispanic	1
Native Hawaiian/Other Pacific Islander - Hispanic	1
White - Hispanic	93
White - Non-Hispanic	5
<b>Total</b>	<b>108</b>

**Quarter:** 1      **Accomplishment Quantity:** 51

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

In the first quarter, 51 Azusa senior adults were provided referral and case management services, including bilingual information and assistance, comprehensive assessment, and care management.

**Quarter:** 2      **Accomplishment Quantity:** 9

**Accomplishment Narrative:**

A total of nine new clients received services during the second quarter. Clients received care management services, information and referral services, and comprehensive assessment services, including assistance to homebound clients and arranging for assistance from agencies serving seniors.

**Quarter:** 3      **Accomplishment Quantity:** 18

**Accomplishment Narrative:**

A total of 18 new clients received services during the third quarter.

**Quarter:** 4      **Accomplishment Quantity:** 30

**Accomplishment Narrative:**

In the fourth quarter, a total of 30 new clients received services.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601804-16      **Jurisdiction:** Azusa  
**Project Title:** Sidewalk and ADA Improvements  
**IDIS Number:** 10516  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will improve uneven or damaged sidewalks that pose a safety hazard and are a barrier to severely disabled adults and the elderly. This project includes the installation of ADA ramps to provide accessibility within residential areas.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 2,760      This Year: 2,760      Cumulative: 2,760      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$181,875.00      This Year: \$149,308.00      Cumulative: \$150,643.00      Ratio: 82.8%

### **Annual Narrative:**

This project has been completed. Improvements included the installation of 45 Americans-with-Disabilities Act (ADA)-compliant curb ramps with truncated domes and 3,918 square feet of new sidewalk.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction was completed in the first quarter. A Labor Compliance File Review has been requested and is expected to be completed in the second quarter, which will mark formal completion of the project.

**Quarter:** 2      **Accomplishment Quantity:** 2,760

### **Accomplishment Narrative:**

This project was completed in the second quarter. A Labor Compliance File review was conducted on October 31, 2017. A Labor Compliance Clearance Letter was issued on November 9, 2017. A Notice of Completion was recorded on November 28, 2017. The retention payment was released to the Contractor on November 29, 2017.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601168-17      **Jurisdiction:** Azusa  
**Project Title:** Single Family Housing Rehabilitation  
**IDIS Number:** 10761  
**Operating Agency:** City of Azusa  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides funding for minor home-rehabilitation grants up to a maximum of \$12,000 to income eligible low- and moderate-income residents of Azusa to improve housing stock or to correct residential code violations. This program is operated in conjunction with the City's Residential Code Enforcement Program.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 14      This Year: 13      Cumulative: 13      Ratio: 92.9%  
**Net Expenditures:** Budgeted: \$185,000.00      This Year: \$172,592.00      Cumulative: \$172,592.00      Ratio: 93.3%

### **Annual Narrative:**

During this Program Year, 13 single-family housing rehabilitation projects were completed, for a total combined value of \$155,827. Improvements included: exterior/interior paint; electrical upgrades; new plumbing; roofing; and flooring. This project continues to preserve Azusa's housing stock for low- and moderate-income residents. Five extremely low-income families were assisted. Six low-income families were assisted. Two moderate-income families were assisted.

No leveraged funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Other Race - Hispanic	7	0
White - Hispanic	4	0
White - Non-Hispanic	2	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	5	0
Low	6	0
Moderate	2	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
427 S. Sunset Ave.	Azusa	CA	91702	Owners	Low	\$12,000
545 N. Vernon Ave.	Azusa	CA	91702	Owners	Low	\$9,725



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

133 N. Calvados Ave.	Azusa	CA	91702	Owners	Extremely Low	\$11,275
550 W. 10th St.	Azusa	CA	91702	Owners	Extremely Low	\$12,000
572 E. 5th St.	Azusa	CA	91702	Owners	Extremely Low	\$9,875
710 W. 5th St.	Azusa	CA	91702	Owners	Low	\$7,727
208 N. San Gabriel Ave.	Azusa	CA	91702	Owners	Extremely Low	\$12,000
301 E. 13th St.	Azusa	CA	91702	Owners	Extremely Low	\$12,000
126 N. Viceroy Ave.	Azusa	CA	91702	Owners	Low	\$11,575
415 S. Grandin Ave.	Azusa	CA	91702	Owners	Low	\$12,000
924 N. Sunset Ave.	Azusa	CA	91702	Owners	Low	\$10,925
1358 N. Alameda Ave.	Azusa	CA	91702	Owners	Moderate	\$12,000
523 W. Fourth St.	Azusa	CA	91702	Owners	Moderate	\$10,725

**Total Number of Housing Units Assisted : 13**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	11	0

### Lead Paint Detail:

Number of housing units constructed before 1978	2
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	6
Otherwise exempt	5

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	2
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
2	4	0
3	7	0
4	2	0
<b>Total</b>	<b>13</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 0**

### Accomplishment Narrative:

In the first quarter, eight housing rehabilitation applications were activated. Four properties were under construction. Two properties were out to bid. Two more properties were under inspection. Completed properties will be reported in the second quarter.

**Quarter: 2      Accomplishment Quantity: 4      Female-Headed Households: 3**

### Accomplishment Narrative:

In the second quarter, four single-family housing rehabilitation properties were completed, five properties are under construction and one property is out to bid. Six completed properties will be reported in the third quarter reporting period.

**Quarter: 3      Accomplishment Quantity: 7      Female-Headed Households: 5**

### Accomplishment Narrative:

For the third quarter, seven single-family housing rehabilitation properties were completed, for a total of 11 properties completed year-to-date.

**Quarter: 4      Accomplishment Quantity: 2      Female-Headed Households: 2**

### Accomplishment Narrative:

## **2017-2018 CAPER CDBG Activity Listing**

### **(Activities Included in Analysis)**

In the fourth quarter, two single-family housing rehabilitation projects were completed. Both households were low-income and received grants that totaled \$21,725. Improvements completed included: exterior/interior paint; electrical upgrades; new plumbing; roofing; and flooring.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

**Bell**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96069-17      **Jurisdiction:** Bell  
**Project Title:** Code Compliance  
**IDIS Number:** 10697  
**Operating Agency:** City of Bell  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing code compliance program aids in arresting the decline of primarily residential, low- and moderate-income areas in census tracts that have been deemed deteriorating or deteriorated. This Program works in tandem with the City's CDBG-funded Residential Rehabilitation Program.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 33,690      This Year: 33,690      Cumulative: 33,690      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$193,887.00      This Year: \$156,936.00      Cumulative: \$156,936.00      Ratio: 80.9%

#### **Leverage Funds Expended:**

Source	Amount
General Fund	\$156,393.00
<b>Total Leverage Funds</b>	<b>\$156,393.00</b>

#### **Annual Narrative:**

The program allowed the City of Bell to curb and prevent blight by providing code enforcement services. A total of 2,060 complaints were investigated: 1,256 investigations had voluntary compliance; 783 notices were issued; zero investigations were referred to the City Prosecutor; and 21 citations were issued.

Leverage funds in the amount of \$156,393 were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 33,690

#### **Accomplishment Narrative:**

A total of 778 complaints were investigated: 388 investigations had voluntary compliance; 383 notices were issued; zero investigations were referred to the City Prosecutor; and seven citations were issued.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

A total of 361 complaints were investigated: 236 investigations had voluntary compliance; 122 notices were issued; zero investigations were referred to the City Prosecutor; and three citations were issued.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

A total of 507 complaints were investigated: 344 investigations had voluntary compliance; 156 notices were issued; zero investigations were referred to the City Prosecutor; and seven citations were issued.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

A total of 414 complaints were investigated: 288 investigations had voluntary compliance; 122 notices were issued; zero investigations were referred to the City Prosecutor; and four citations were issued.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601870-17      **Jurisdiction:** Bell  
**Project Title:** Graffiti Removal  
**IDIS Number:** 10768  
**Operating Agency:** City of Bell  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This program provides funding to remove graffiti from public right-of-way areas and on private property where the graffiti is visible from the public right-of-ways. The graffiti removal program consists of covering graffiti with paint or "water-blasting" curbs, sidewalks, streets, walls, and trees.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 33,690      This Year: 33,690      Cumulative: 33,690      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$102,143.00      This Year: \$89,274.00      Cumulative: \$89,274.00      Ratio: 87.4%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$112,857.00
<b>Total Leverage Funds</b>	<b>\$112,857.00</b>
<b>Square Feet of Graffiti Removed:</b>	213,210

### **Annual Narrative:**

A total of 213,210 square feet of graffiti was removed from 13,787 residential, commercial and/or public right-of-way structures.

Leverage funds in the amount of \$112,857 were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project provided for the removal of approximately 67,665 square feet of graffiti from 3,780 residential, commercial, and/or public right-of-way structures.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project provided for the removal of approximately 37,503 square feet of graffiti from 2,550 residential, commercial, and/or public right-of-way structures.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project provided for the removal of approximately 61,040 square feet of graffiti from 3,727 residential, commercial, and/or public right-of-way structures. In addition, the procurement of one-time purchases of graffiti removal equipment is in progress.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 33,690

**Accomplishment Narrative:**

The project provided for the removal of approximately 47,002 square feet of graffiti from 3,730 residential, commercial, and/or public right-of-way structures. The procurement of one-time purchases of graffiti removal equipment was completed.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601650-14      **Jurisdiction:** Bell  
**Project Title:** Public Facilities Improvements - Treder Park  
**IDIS Number:** 10014  
**Operating Agency:** City of Bell  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2014 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project involves the demolition and reconstruction of the deteriorated and dilapidated 960 square foot Treder Park Restrooms and Storage Facility, which is adjacent to the Bell Community Center, 6250 Pine Avenue (Census Tract 5336.01, Block Group 3). The improvements to the building will benefit the residents of the predominantly low- and moderate-income City of Bell.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$240,285.00      This Year: \$32,703.00      Cumulative: \$232,769.00      Ratio: 96.9%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$8,800.00
<b>Total Leverage Funds</b>	<b>\$8,800.00</b>

### **Annual Narrative:**

The Notice Inviting Bids was advertised on November 10, 2016 and a Bid Opening was held on November 28, 2016. However, all bids were rejected and the project was subsequently re-advertised for bidding on December 15, 2016. The new Bid Opening was conducted on January 11, 2017. A construction contract was awarded to CEM Construction Corporation on January 25, 2017. Project construction commenced in May 2017 and construction was completed in June 2017. The Notice of Completion was filed and recorded on June 30, 2017. A Labor Compliance File Review was completed on August 8, 2017.

Leverage funds were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

The project is 100% completed. A Labor Compliance File Review was conducted on August 8, 2017. Final retention will be paid in the next quarter. Financial close-out is in progress.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601960-17      **Jurisdiction:** Bell  
**Project Title:** Senior Services Program  
**IDIS Number:** 10836  
**Operating Agency:** City of Bell  
**Subrecipient Type:** Participating City  
**Contract Period:** 1/25/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide for the purchase of recreational equipment, supplies and emergency kit backpacks for seniors to enhance the City's Senior Services Program.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 200      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$51,209.00      This Year: \$17,746.00      Cumulative: \$17,746.00      Ratio: 34.7%

### **Annual Narrative:**

CDBG funds were used to purchase recreational equipment and supplies for seniors participating in the City's Senior Services Program. The order and delivery for the emergency kits was not filled as funding for the program ended on June 30, 2018.

The Senior Services Program provided activities for 57 seniors. A total of 399 client contacts were made through the program.

No leverage funds were used for this project.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Procurement of bids for the purchase of recreational equipment for seniors was conducted this quarter. The purchase and delivery of the equipment will be completed during the next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The procurement and purchase of recreational equipment, supplies, and emergency kit backpacks for seniors were completed this quarter. The delivery of the equipment, supplies and emergency packs will be completed during the next quarter.

A total of 57 clients participated in Senior Services Program year-to-date. 399 client contacts were provided through the weekly Wednesday Senior Activity program which included bingo games.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96061-17      **Jurisdiction:** Bell  
**Project Title:** Single-Unit Residential Rehabilitation Program  
**IDIS Number:** 10696  
**Operating Agency:** City of Bell  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides grants of up to \$11,000 for low- and moderate-income mobile homeowners and \$18,000 grants or \$25,000 deferred loans to eligible single family low- and moderate-income homeowners to rehabilitate their properties.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 10      This Year: 13      Cumulative: 13      Ratio: 130.0%  
**Net Expenditures:** Budgeted: \$290,949.00      This Year: \$243,378.00      Cumulative: \$243,378.00      Ratio: 83.6%

### **Annual Narrative:**

A total of 13 projects were completed during the Fiscal Year (FY) 2017-2018. An additional 22 projects were denied and one application was placed on hold and will be processed during the next fiscal year. 26 new interest forms were received and added to the waiting list.

No leveraged funds were used.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Hispanic	13	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	3	0
Low	4	0
Moderate	6	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
5246 E Florence Ave #24	Bell	CA	90201	Owners	Extremely Low	\$6,181
5246 E. Florence Avenue #123	Bell	CA	90201	Owners	Extremely Low	\$7,984
4874 E. Gage Ave #105	Bell	CA	90201	Owners	Moderate	\$11,280
5246 E Florence Ave. #157	Bell	CA	90201	Owners	Extremely Low	\$10,699
5162 E Florence Ave. #57	Bell	CA	90201	Owners	Low	\$7,725

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

5246 E Florence Ave #40	Bell	CA	90201	Owners	Low	\$11,074
5246 E Florence Ave. #131	Bell	CA	90201	Owners	Low	\$10,840
6809 River Dr.	Bell	CA	90201	Owners	Low	\$18,278
5246 E Florence Ave #15	Bell	CA	90201	Owners	Moderate	\$11,424
5246 E. Florence Ave. #129	Bell	CA	90201	Owners	Moderate	\$11,138
6230 King Ave. Unit B	Bell	CA	90201	Owners	Moderate	\$17,469
6245 Alamo Ave.	Bell	CA	90201	Owners	Moderate	\$25,000
7007 River Dr.	Bell	CA	90201	Owners	Moderate	\$17,774

**Total Number of Housing Units Assisted : 13**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	3	0

### Lead Paint Detail:

Number of housing units constructed before 1978	4
Exempt: Housing construction 1978 or later	2
Exempt: No paint disturbed	5
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	4
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
3	3	0	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$25,000
4	9	1					
<b>Total</b>	<b>12</b>	<b>1</b>					

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

Four projects are denied, one project is out to bid, two projects are pending lead/asbestos tests, two projects are pending initial inspection, eight projects are pending eligibility approval.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

One project was completed but was pending the filing of the Notice of Completion, four projects were under construction, two projects were pending contract award, one project was out to bid, three projects were pending completion of work descriptions, and two projects were in the qualification/eligibility phase. A total of 18 projects have been terminated/closed out.

**Quarter: 3 Accomplishment Quantity: 3 Female-Headed Households: 1**

### Accomplishment Narrative:

Five projects were completed, but one of the five projects is pending the filing of the Notice of Completion, four projects were under construction, two projects were pending contract award, two projects were pending completion of work descriptions, and one project is pending eligibility approval. A total of 20 projects have been terminated/closed out.

**Quarter: 4 Accomplishment Quantity: 10 Female-Headed Households: 2**

### Accomplishment Narrative:

A total of ten projects were completed and submitted into the Rehab Panel. One application was placed on hold and will be processed during the next fiscal year. An additional eight interest forms were received and placed on the waiting list.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **Beverly Hills**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D99102-17      **Jurisdiction:** Beverly Hills  
**Project Title:** Housing Rehabilitation Program - Multi-Unit Residential  
**IDIS Number:** 10729  
**Operating Agency:** City of Beverly Hills  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14B Rehabilitation: Multi-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

The Multi-Unit Housing Rehabilitation Program provides grants and/or deferred loans for rehabilitation of low- and moderate-income multi-family units. It includes a handyworker program providing grants of up to \$5,000 for minor home repairs and grants and/or deferred loans of up to \$10,000 to address major CDBG-eligible building code compliance issues and energy efficiency upgrades.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 10      This Year: 8      Cumulative: 8      Ratio: 80.0%  
**Net Expenditures:** Budgeted: \$85,987.00      This Year: \$76,606.00      Cumulative: \$76,606.00      Ratio: 89.1%

### **Annual Narrative:**

Eight projects were completed during Fiscal Year (FY) 2017-2018. 80% of the goal of ten completed projects was achieved. Examples of home repairs were simple home modification installations for safety and accessibility, such as grab bar installation, weatherization, electrical and plumbing work.

No leverage funds were spent on the project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Other Race - Non-Hispanic	0	1
White - Non-Hispanic	2	5
<b>Total</b>	<b>2</b>	<b>6</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	1	3
Low	1	1
Moderate	0	2
<b>Total</b>	<b>2</b>	<b>6</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
324 S Elm Dr Unit # 201	Beverly Hills	CA	90212	Renters	Extremely Low	\$7,250
430 N Maple Dr Apt # B	Beverly Hills	CA	90210	Renters	Extremely Low	\$7,300
139 N Hamilton Dr Apt # 5	Beverly Hills	CA	90211	Renters	Low	\$3,700

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

233 S Spalding Dr	Beverly Hills	CA	90212	Renters	Moderate	\$8,420
9950 Durant Drive Unit # 307	Beverly Hills	CA	90212	Owners	Extremely Low	\$8,500
410 S Doheny Blvd	Beverly Hills	CA	90211	Owners	Low	\$9,950
9312 1/2 Olympic Blvd	Beverly Hills	CA	90212	Renters	Moderate	\$9,950
438 S Oakhurst Dr Apt # 3	Beverly Hills	CA	90212	Renters	Extremely Low	\$4,950

**Total Number of Housing Units Assisted : 8**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	2	4

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	4
Otherwise exempt	3

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	1	0
2	1	0
3	1	0
4	5	0
<b>Total</b>	<b>8</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 1      Female-Headed Households: 1**

### Accomplishment Narrative:

One project was completed this quarter. Three new projects have been entered in the Rehabilitation Panel of the Community Development Block Grant (CDBG) System and are being processed.

**Quarter: 2      Accomplishment Quantity: 1      Female-Headed Households: 1**

### Accomplishment Narrative:

One project was completed during the second quarter. Two more projects are scheduled to commence early in the third quarter. Several other applications are being reviewed.

**Quarter: 3      Accomplishment Quantity: 1**

### Accomplishment Narrative:

One project was completed during the third quarter. Five more projects are expected to be completed during the fourth quarter.

**Quarter: 4      Accomplishment Quantity: 5      Female-Headed Households: 3**

### Accomplishment Narrative:

Five projects were completed during the fourth quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96095-17      **Jurisdiction:** Beverly Hills  
**Project Title:** Housing Rehabilitation Program - Single-Unit Residential  
**IDIS Number:** 10698  
**Operating Agency:** City of Beverly Hills  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides handyworker grants of up to \$5,000 for minor home repairs as well as grants up to \$15,000 for major home rehabilitation to low- and moderate-income single-family homeowners and renters.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 6      This Year: 4      Cumulative: 4      Ratio: 66.7%  
**Net Expenditures:** Budgeted: \$82,738.00      This Year: \$57,155.00      Cumulative: \$57,155.00      Ratio: 69.1%

### **Annual Narrative:**

Four projects were completed during Fiscal Year 2017-2018. The number of completed projects was below the goal of six due to the higher average expenditure total per project. Examples of home repairs were modifications for safety and American Disabilities Act accessibility, such as grab bar installations as well as interior wall repairs, painting, weatherization, electrical, and plumbing work.

No leverage funds were spent on the project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	3	1
<b>Total</b>	<b>3</b>	<b>1</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	1	1
Low	2	0
<b>Total</b>	<b>3</b>	<b>1</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
300 S La Peer Dr	Beverly Hills	CA	90211	Owners	Extremely Low	\$13,800
221 S Swall Drive	Beverly Hills	CA	90211	Owners	Low	\$14,300
224 S Willaman Dr	Beverly Hills	CA	90211	Renters	Extremely Low	\$15,000
361 S Maple Dr	Beverly Hills	CA	90212	Owners	Low	\$10,000

**Total Number of Housing Units Assisted :** 4



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	3	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	2
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	2	0
4	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

No projects were completed this quarter. Three projects were entered in the Rehabilitation Panel of the Community Development Block Grant (CDBG) System and are being processed.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

Two projects were completed during the second quarter, and they were added to the Quarterly Performance Report (QPR) at the beginning of the third quarter. A third project is expected to commence in January 2018. Applications for several additional projects are being processed.

**Quarter:** 3      **Accomplishment Quantity:** 2      **Female-Headed Households:** 2

#### Accomplishment Narrative:

Two projects were completed during the third quarter. Two more projects will be completed during the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 2      **Female-Headed Households:** 2

#### Accomplishment Narrative:

Two projects were completed during the fourth quarter.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Calabasas

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601330-17      **Jurisdiction:** Calabasas  
**Project Title:** Residential Rehabilitation  
**IDIS Number:** 10663  
**Operating Agency:** City of Calabasas  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants and loans to eligible owner-occupied residential properties, including mobile homes that are in need of major repairs and emergency repairs to correct substandard property conditions, code violations, seismic retrofits, and address lead-based paint and asbestos hazards.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 9      This Year: 5      Cumulative: 5      Ratio: 55.6%  
**Net Expenditures:** Budgeted: \$113,940.00      This Year: \$74,004.00      Cumulative: \$74,004.00      Ratio: 64.9%

### **Annual Narrative:**

Five projects were completed in Fiscal Year 2017-2018. One additional project was ready to commence, but the California Department of Housing and Community Development (HCD) Building Inspector could not be scheduled to conduct an inspection of the roof of the mobile home in time to guarantee a June 30, 2018 completion date.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	5	0
<b>Total</b>	<b>5</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	2	0
Low	3	0
<b>Total</b>	<b>5</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
4648 Park Granada 171	Calabasas	CA	91302	Owners	Extremely Low	\$9,961
23777 Mulholland Hwy #136	Calabasas	CA	91302	Owners	Low	\$15,525
23777 Mulholland Hwy SP 5	Calabasas	CA	91302	Owners	Low	\$11,400
23777 Mulholland Hwy 207	Calabasas	CA	91302	Owners	Extremely Low	\$2,125
23333 Valdez Road	Calabasas	CA	90290	Owners	Low	\$15,000

**Total Number of Housing Units Assisted :** 5

### **Housing Data:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	3	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	2
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	1	0
2	1	0
4	3	0
<b>Total</b>	<b>5</b>	<b>0</b>

**Quarter:** 1                      **Accomplishment Quantity:** 1                      **Female-Headed Households:** 1

#### Accomplishment Narrative:

One project was completed this quarter. Three projects are entered in the Rehab Panel and are pending commencement.

**Quarter:** 2                      **Accomplishment Quantity:** 1                      **Female-Headed Households:** 1

#### Accomplishment Narrative:

One project was completed during the second quarter. Three projects are scheduled to commence during the third quarter.

**Quarter:** 3                      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

Three new projects commenced during the third quarter. Five more applications are being processed. If needed, City will submit an amendment request to add unallocated Community Development Block Grant (CDBG) funds to complete the remaining Fiscal Year 2017-18 projects by May 1, 2018.

**Quarter:** 4                      **Accomplishment Quantity:** 3                      **Female-Headed Households:** 2

#### Accomplishment Narrative:

Three projects were completed during the fourth quarter.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Cerritos

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601790-16      **Jurisdiction:** Cerritos  
**Project Title:** ADA Accessibility Improvements at Friendship and Brookhaven Parks  
**IDIS Number:** 10504  
**Operating Agency:** City of Cerritos  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove existing material barriers (engineered wood fiber chips), and replace it with new rubberized material to provide elderly and severely disabled adults the ability to access the playground area with their children and grandchildren at Friendship and Brookhaven Parks in the City of Cerritos.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 2      This Year: 2      Cumulative: 2      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$169,581.00      This Year: \$169,581.00      Cumulative: \$169,581.00      Ratio: 100.0%

### **Annual Narrative:**

The City's Community Development Block Group (CDBG) 2016-2017 project of installing new rubberized material to remove barriers at Friendship Park and Brookhaven Park was completed in December 2017.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the first quarter, the City completed Friendship Park and Brookhaven Park.

**Quarter:** 2      **Accomplishment Quantity:** 2

### **Accomplishment Narrative:**

During the second quarter of Fiscal Year (FY) 2017-2018, City staff completed the installation of rubberized material at Brookhaven Park, which completed the FY 2016-2017 CDBG project. Friendship Park and Brookhaven Park were funded with CDBG funds and as previously conveyed, Friendship Park was completed during the first quarter of FY 2017-2018.

In December 2017, City staff will start the process for reimbursement and a funding request will be submitted in the third quarter of FY 2017-2018. See attached pictures of construction activity and pictures of newly installed rubberized material in the playground area at Brookhaven Park.

In addition, the next project to be funded with CDBG funds in FY 2017-2018 will be Loma Park, which will receive new rubberized material in the playground area. City staff was able to complete bid specifications for Loma Park and City staff received bid specification clearance and approval from the Community Development Commission of the County of Los Angeles (LACDC) in November 2017. Additionally, City staff started the bidding process in December 2017 and is expected to award the project in January 2018. Finally, City staff anticipates the start of construction in February 2018, and City staff anticipates the completion of the project by March 2018.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601868-17      **Jurisdiction:** Cerritos  
**Project Title:** Loma Park - ADA Project  
**IDIS Number:** 10766  
**Operating Agency:** City of Cerritos  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project removes the existing playground surface material barriers (sand) and replaces it with new rubberized material to provide accessibility for elderly and severely disabled adults to playground equipment at Loma Park in the City of Cerritos.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$70,000.00      This Year: \$68,302.00      Cumulative: \$68,302.00      Ratio: 97.6%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$54,800.00
<b>Total Leverage Funds</b>	<b>\$54,800.00</b>

### **Annual Narrative:**

The City of Cerritos' Fiscal Year (FY) 2017-2018 Community Development Block Grant (CDBG) funded project, which consisted of the installation of new rubberized material in the playground areas to remove barriers at Loma Park, was completed during the fourth quarter.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the first quarter, the City was not able to work on bid specifications for Loma Park since there were delays with the completion of Brookhaven Park, which was part of FY 2016-2017 projects. City staff is expected to start the design phase and develop bid specifications for said park during the second quarter. Additionally, City staff will solicit bids during the third quarter and finalize the project during the fourth quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the second quarter, the City was able to complete bid specifications for Loma Park and City staff received bid specification clearance and approval from the LACDC in November 2017. Additionally, City staff started the bidding process in December 2017 and is expected to award the project in January 2018. Finally, City staff anticipates the start of construction in February 2018, and City staff anticipates the completion of the project by March 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

On January 11, 2018, the City Council conducted a public hearing to consider FY 2017-2018 CDBG project, the Loma Park playground improvement project, and upon consideration, they awarded a contract to R.E. Schultz Construction, Inc. for the Tuesday, October 02, 2018

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

installation of new rubberized material in the playground area. This project also included the installation of new playground equipment, which was funded by the City's General Fund. In March 2018, the contractor completed the project and Public Works verified and approved the project for public use.

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

During the fourth quarter, the City submitted a funding request to the Los Angeles Community Development Commission for reimbursement for the completion of the installation of rubberized material at Loma Park, which totaled \$68,302. This project was completed during the third quarter; however, the funding request was submitted during the fourth quarter. This funding request of \$68,302 was submitted on May 24, 2018 and it subsequently closed out the FY 2017-2018 CDBG program year.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Claremont

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96121-17      **Jurisdiction:** Claremont  
**Project Title:** Housing Rehabilitation  
**IDIS Number:** 10699  
**Operating Agency:** City of Claremont  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This project provides small grants and deferred zero interest loans for housing rehabilitation to qualified homeowners for correcting code deficiencies, installing energy saving items, improving accessibility to disabled persons.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 3      This Year: 3      Cumulative: 3      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$60,000.00      This Year: \$48,308.00      Cumulative: \$48,308.00      Ratio: 80.5%

### **Annual Narrative:**

The City received a total of seven applications. Out of the seven applications, four were qualified and three were denied. Three projects were completed totaling \$36,899.00 in construction costs and \$4,510.00 in soft cost including Lead/ASB test and Energy Efficiency Audit costs. The City encountered some delays with one additional applicant obtaining the required bids. Due to the applicant's illness, this project was postponed and will be processed next fiscal year. Due to this unexpected issue, the City was unable to expend all the funds for the program. The City continues marketing its program and has two applications on the waiting list, which will be activated at the beginning of the next fiscal year.

No leverage funds were used.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
White - Hispanic	1	0
White - Non-Hispanic	1	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	1	0
Moderate	2	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
4536 N. Rhodelia Avenue	Claremont	CA	91711	Owners	Extremely Low	\$5,000
1877 Denver Avenue	Claremont	CA	91711	Owners	Moderate	\$5,000

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

657 Marion Drive                                  Claremont                                  CA    91711    Owners                                  Moderate                                  \$25,000

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**Total Number of Housing Units Assisted :**     3

**Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	1	0

**Lead Paint Detail:**

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	0
Otherwise exempt	1

**Lead Hazard Remediation Actions:**

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

**Grants/Loans:**

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	3	1
<b>Total</b>	<b>3</b>	<b>1</b>

**Quarter:**                          1                          **Accomplishment Quantity:**    0

**Accomplishment Narrative:**

The City received a total of four new applications. Out of the four applications received, two were qualified and two were under review. Property inspections were conducted for the two approved applications and the City anticipates the start of construction of these two projects during the next reporting period. In addition, the City continues marketing its program through local newspaper and resident outreach.

**Quarter:**                          2                          **Accomplishment Quantity:**    0

**Accomplishment Narrative:**

The City received three new applications during this reporting period, totaling seven applications received to date. Out of the seven applications, two applications were in the bid process; three applications were under review awaiting additional documentation to determine eligibility; and two applications were denied. The City anticipates spending all the funds towards the end of the fiscal year.

**Quarter:**                          3                          **Accomplishment Quantity:**    0

**Accomplishment Narrative:**

The City did not receive new applications during this reporting period. Completion of the four projects is anticipated in early June, and all or close to all of the program funds will be utilized.

**Quarter:**                          4                          **Accomplishment Quantity:**    3    **Female-Headed Households:**    2

**Accomplishment Narrative:**

The City did not receive new applications this reporting period.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601286-17      **Jurisdiction:** Claremont  
**Project Title:** Job Creation & Business Incentive Loan Program  
**IDIS Number:** 10662  
**Operating Agency:** City of Claremont  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18A ED Direct: Direct Financial Assistance to For Profit Business  
**National Objective:** LMJ Low/Mod Jobs  
**Objective:** Creating Economic Opportunity      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides forgivable loans to businesses in the City of Claremont for the purpose of creating permanent jobs that will be made available for low-and moderate-income individuals.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Jobs  
**Quantitative Accomplishments:** Goal: 6      This Year: 21      Cumulative: 21      Ratio: 350.0%  
**Net Expenditures:** Budgeted: \$203,184.00      This Year: \$203,184.00      Cumulative: \$203,184.00      Ratio: 100.0%

### **Annual Narrative:**

The City approved a total of two new Job Creation and Retention applications in Fiscal Year 2017-2018 totaling \$175,000 in Community Development Block Grant (CDBG) assistance. This assistance provided for the creation of the Meat Cellar, an upscale steak and seafood restaurant and EcoTerra, a holistic health center in Claremont. Both businesses have initiated their Full Time Equivalent (FTE) reporting requirements. The City intends to continue the program next fiscal year to attract new businesses. The program aims to increase the City's sales tax base and create new jobs for local residents, and improve the overall quality of life of Claremont residents by providing additional shopping, dining, and entertainment venues in the City.

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	9
Low	11
Moderate	1
<b>Total</b>	<b>21</b>

### **Jobs Created:**

<u>Job Category</u>	<u>Permanent Jobs</u>	<u>Permanent FTE Jobs</u>	<u>Low / Mod Jobs</u>
Full-Time (40 Hrs.):	7.00	7.00	7.00
Half-Time (20 Hrs.):	14.00	7.00	14.00
<b>Total</b>	<b>21.00</b>	<b>14.00</b>	<b>21.00</b>

### **Jobs Retained:**

<u>Job Category</u>	<u>Permanent Jobs</u>	<u>Permanent FTE Jobs</u>	<u>Low / Mod Jobs</u>
Full-Time (40 Hrs.):	3.00	3.00	3.00
Half-Time (20 Hrs.):	2.00	1.00	2.00
<b>Total</b>	<b>5.00</b>	<b>4.00</b>	<b>5.00</b>

### **Type of Jobs Created:**

<u>Job Type</u>	<u>Number</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Technicians	2
Office and Clerical	1
Laborers (unskilled)	2
Service Workers	16
<b>Total:</b>	<b>21</b>

### Type of Jobs Retained:

<u>Job Type</u>	<u>Number</u>
Service Workers	5
<b>Total:</b>	<b>5</b>

### Businesses Assisted:

<u>Business Name</u>	<u>Duns Number</u>	<u>Type of Business</u>
Elviras Mexican Bar & Grill	083196851	New
Ecoterra	005366669	New
The Meat Cellar	005481476	New

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
1	0	1	1	Deferred Payment/Forgiveable Loan	0.00 %	0	\$100,000
2	0	2	2	Deferred Payment/Forgiveable Loan	0.00 %	0	\$175,000
<b>Total</b>	<b>0</b>	<b>3</b>					

**Quarter:** 1      **Accomplishment Quantity:** 3

#### Accomplishment Narrative:

The City received two new applications and had three applications under review which were received from prior year. Out of the five applications, one \$100,000 loan was funded (Elvira's Mexican Bar & Grill Restaurant) and four were under review. In addition, the Hendricks Pharmacy hired three new employees, creating 2.0 low/mod FTE jobs. The City will report the jobs created by the newly funded business during the next reporting period.

**Quarter:** 2      **Accomplishment Quantity:** 5

#### Accomplishment Narrative:

All program funds have been exhausted resulting in placing one additional project on a waiting list until the next fiscal year. The three active projects include Elvira's Mex Grill, Ecoterra and The Meat Cellar. Elvira's Mex Grill hired five new employees, creating 4.0 FTE jobs. Ecoterra and The Meal Cellar will report the jobs created next reporting quarter. The Hendricks Pharmacy's contract ended on December 17, 2017.

**Quarter:** 3      **Accomplishment Quantity:** 2

#### Accomplishment Narrative:

Both Elvira's Mex Grill and Ecoterra hired one new employee, respectively, creating 1.0 FTE job. Meat Cellar will report the jobs created next reporting period since the business first opened during this reporting period. A total of ten jobs were created for the fiscal year, creating 7.0 FTE jobs.

**Quarter:** 4      **Accomplishment Quantity:** 11

#### Accomplishment Narrative:

The City did not fund any new businesses this quarter; however, the two businesses funded during this fiscal year, EcoTerra and The Meat Cellar, created a combined total of 7.0 FTE jobs. In addition, Elvira's Mex Grill maintained its 4.0 FTE jobs during this reporting period.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96123-17      **Jurisdiction:** Claremont  
**Project Title:** Senior Case Management  
**IDIS Number:** 10700  
**Operating Agency:** City of Claremont  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides senior residents, 55 years of age and older, residing within the City of Claremont with a comprehensive resource for social services and referrals to other agencies.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 75      This Year: 75      Cumulative: 75      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$19,922.00      This Year: \$19,922.00      Cumulative: \$19,922.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$14,270.00
<b>Total Leverage Funds</b>	<b>\$14,270.00</b>

### **Annual Narrative:**

A total of 3,550 units of service were provided. 3,205 telephone calls were received. 302 office visits and 43 home visits were conducted. There were a total of 75 new unduplicated clients served during the Fiscal Year 2017-2018.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	9
Asian and White - Non-Hispanic	1
Black/African American & White - Hispanic	1
Black/African American - Non-Hispanic	6
White - Hispanic	12
White - Non-Hispanic	46
<b>Total</b>	<b>75</b>

**Quarter:** 1      **Accomplishment Quantity:** 28

### **Accomplishment Narrative:**

A total of 990 units of service were provided. 888 telephone calls were received. 93 office visits and nine home visits were conducted. There were a total of 28 new unduplicated clients served during the first quarter.

**Quarter:** 2      **Accomplishment Quantity:** 12

### **Accomplishment Narrative:**



## 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

A total of 1,023 units of service were provided. 956 telephone calls were received. 56 office visits and 11 home visits were conducted. There were a total of 12 new unduplicated clients served during the second quarter.

**Quarter:** 3      **Accomplishment Quantity:** 14

**Accomplishment Narrative:**

A total of 801 units of service were provided. 723 telephone calls were received. 72 office visits and six home visits were conducted. There were a total of 14 new unduplicated clients served during the third quarter.

**Quarter:** 4      **Accomplishment Quantity:** 21

**Accomplishment Narrative:**

A total of 736 units of service were provided. 638 telephone calls were received. 81 office visits and 17 home visits were conducted. There were a total of 21 new unduplicated clients served during the fourth quarter.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Commerce

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601400-17      **Jurisdiction:** Commerce  
**Project Title:** Code Enforcement Program  
**IDIS Number:** 10668  
**Operating Agency:** City of Commerce  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing Code Enforcement program aids in the prevention of further deterioration of residential communities that are 51% or greater low- and moderate-income and neighborhood commercial businesses by addressing issues with blight, overcrowding, and deferred maintenance. This program is operated in tandem with the City's CDBG-funded Home Preservation Grant Program.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 11,405      This Year: 11,405      Cumulative: 11,405      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$7,033.00      Cumulative: \$7,033.00      Ratio: 70.3%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$271,561.00
<b>Total Leverage Funds</b>	<b>\$271,561.00</b>

### **Annual Narrative:**

At the end of the program year, the City's Code Enforcement Officer collected code violation data, tracked new and existing cases using web-based software, and a mobile hand-held Code Enforcement device in the designated service area. Quantifiable Code Enforcement violation data was compiled and reported.

A total of 34 complaints were investigated: 11 investigations had voluntary compliance; 46 notices were issued; zero investigations were referred to the City Prosecutor; and zero citations were issued.

**Quarter:** 1      **Accomplishment Quantity:** 11,405

### **Accomplishment Narrative:**

During the first reporting period, funds were expended on personnel cost of one Code Enforcement officer. Also during this quarter, the City's Code Enforcement Officer collected code violation data and tracked new and existing cases using the web-based software and hand-held computer device. The City's Code Enforcement Officer will continue to use the web-based software and hand-held computer to keep track of open code violation cases.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The mobile hand-held Code Enforcement tool allows the Code Enforcement Officer to keep track of open code violation cases and update case information in real time. Quantifiable Code Enforcement violation data will be compiled and reported in the third and fourth quarters.

**Quarter:** 3      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

During the third quarter, a total of nine complaints were investigated: four investigations had voluntary compliance; seven notices were issued; zero investigations were referred to the City Prosecutor; and zero citations were issued.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the fourth quarter, a total of 25 complaints were investigated: seven investigations had voluntary compliance; 39 notices were issued; zero investigations were referred to the City Prosecutor; and zero citations were issued.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D97137-17      **Jurisdiction:** Commerce  
**Project Title:** Community Based Policing Program  
**IDIS Number:** 10724  
**Operating Agency:** City of Commerce  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing program provides for additional and enhanced police services by Los Angeles County Sheriff's Department in low- and moderate-income neighborhoods to combat drug, gang, and graffiti activity. Sheriff deputies hold meetings and communicate daily with residents, property owners, and City representatives to discuss methods of crime reduction in residential areas of Commerce. In addition, Sheriff deputies facilitate neighborhood watch and community meetings, invite community participation through outreach functions such as crime prevention and education programs, and perform increased foot and/or bike patrols.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 11,405      This Year: 11,405      Cumulative: 11,405      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$14,144.00      This Year: \$14,144.00      Cumulative: \$14,144.00      Ratio: 100.0%

### **Annual Narrative:**

The Sheriff's Department held various meetings throughout the Fiscal Year 2017-2018 which provided Commerce residents and owners an opportunity to discuss recent activity in the area and methods for crime reduction.

No leveraged funds are used.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, there was no program activity. In the second quarter it was expected that the Sheriff's Department will perform services for the Community Policing Program.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There was no activity during the second quarter. It is anticipated that the Sheriff's Department will conduct community meetings and perform services for the Community Policing Program as well as incur program expenditures during the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 11,405

### **Accomplishment Narrative:**

During the third quarter, the Sheriff's Department conducted community meetings on January 17, 2018 at Our Lady of Victory Church and on February 15, 2018 at the Bandini Elementary School Multipurpose Room.

**Quarter:** 4      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

During the fourth quarter, the Sheriff's Department conducted community meetings on April 26, 2018 at the southern part of Veterans Park Area, on May 30, 2018 at the Bandini Area, and on June 21, 2018 at the northern part of Veterans Park Area.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601074-17      **Jurisdiction:** Commerce  
**Project Title:** Home Preservation Grant Program  
**IDIS Number:** 10655  
**Operating Agency:** City of Commerce  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides residential rehabilitation grants to low- and moderate-income qualified, single-family owner-occupied, households to eliminate substandard housing conditions and promote property maintenance.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 4      This Year: 4      Cumulative: 4      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$95,000.00      This Year: \$94,678.00      Cumulative: \$94,678.00      Ratio: 99.7%

### **Annual Narrative:**

For the program year, the City provided residential rehabilitation grants to four low- and moderate-income qualified single-family owner-occupied households to eliminate substandard housing conditions and promote property maintenance.

No leveraged funds were used.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Hispanic	4	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	2	0
Moderate	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
2548 Gaspar Ave	Commerce	CA	90040	Owners	Low	\$25,785
5433 Pueblo Court	Commerce	CA	90040	Owners	Low	\$19,995
2342 Senta Ave.	Commerce	CA	90040	Owners	Moderate	\$24,794
2502 Elkgrove Ave.	Commerce	CA	90040	Owners	Moderate	\$24,103

**Total Number of Housing Units Assisted :** 4

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

3) Total units occupied by elderly (62 years or older): 2 0

### Lead Paint Detail:

Number of housing units constructed before 1978	0	
Exempt: Housing construction 1978 or later		1
Exempt: No paint disturbed		3
Otherwise exempt		0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)		0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)		0
Abatement (Hard costs > \$25,000)		0

### Grants/Loans:

Quarter	Grants	Loans
4	4	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the first quarter, the Home Preservation Grant Program began review of applications and notification of eligibility to applicants. Bidding and home rehabilitation activities are expected in the subsequent quarters.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

At the end of the third quarter, a total of 98 visual inspections were completed to determine eligible properties to be assisted under the program. Full comprehensive assessments for three eligible properties were scheduled. These properties, if eligible, will be worked and completed in the third and fourth quarters.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

At the end of the third quarter, the City confirmed the eligibility of four applicants. Work descriptions were prepared for the four eligible projects and the City requested proposals from Lead Tech Environmental for asbestos and lead-based paint consulting services. The City anticipates an agreement with Lead Tech Environmental will be approved by City Council in the month of April and all projects to be completed in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 4      **Female-Headed Households:** 3

### Accomplishment Narrative:

During the fourth quarter, the City completed four projects totaling \$94,677.00 in construction and soft costs. The City will continue to evaluate the existing program's guidelines and make recommendations for Council's consideration and approval.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

**Covina**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601875-17      **Jurisdiction:** Covina  
**Project Title:** Adult Workforce Job Readiness Program  
**IDIS Number:** 10772  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05H Employment Training  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new program prepares and trains low- and moderate-income job seekers for entry into career-track permanent employment through a local Community Based Development Organization's Job-Readiness program. This program also provides skilled workers for local employers by hiring graduates of the Job-Readiness program.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 2      This Year: 5      Cumulative: 5      Ratio: 250.0%  
**Net Expenditures:** Budgeted: \$48,559.00      This Year: \$36,920.00      Cumulative: \$36,920.00      Ratio: 76.0%

### **Annual Narrative:**

Support Solutions began providing services in Covina with this program mid-year. Support Solutions surpassed the level of accomplishment required by the City of Covina's contract for Fiscal Year 2017-2018. Since February, Support Solutions has provided job preparation/training services to five homeless individuals and placed three homeless individuals in employment. Two individuals have retained employment, and one is scheduled to move into housing in July.

In its first five months since receiving this grant, Support Solutions has developed strong partnerships with local government agencies (Covina Police Department, Department of Mental Health, Tri-Community Adult School), faith groups (Christ First Baptist, Holy Trinity Episcopal, Welcome Home Church), food banks (Shepherd's Pantry, Cory's Kitchen, Project 29:11), and other nonprofits (YWCA, Catholic Charities, Volunteers of America). In addition to providing job preparation/training services, Support Solutions actively provides support to clients by guiding and connecting them to additional resources to better stabilize and prepare homeless clients to re-enter the workforce.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	1
White - Hispanic	2
White - Non-Hispanic	2
<b>Total</b>	<b>5</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	5
<b>Total</b>	<b>5</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

In the first quarter, City staff met with the non-profit, which had been approved as a Community Based Development Organization (CBDO), to proceed with this program which would train homeless persons for job-readiness. After consideration, the group made the decision not to move forward with participation in this program. Another non-profit has expressed interest in participating, and the City will meet with that organization on October 9, 2017 for further discussion.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, the City Council approved a Subrecipient Agreement with Support Solutions on December 5, 2017, to provide job training services for this program. The agreement has been executed and insurance provisions are being clarified. The program is expected to proceed in the early third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

City Council approved the contract with Support Solutions for this project in December 2017. Support Solutions has performed outreach and has contacted 34 potential candidates for the program. Intake has been completed on one homeless mother of two children, who gained employment after 22 days in the Employment Program. She received eight service hours over five sessions. She is currently completing the employment retention phase of the program while exploring housing options.

**Quarter:** 4      **Accomplishment Quantity:** 5

### **Accomplishment Narrative:**

In the fourth quarter, Support Solutions screened 59 candidates for the employment program. Roughly 80% of potential candidates were "homeless in Covina." Roughly 75% expressed interest in regaining employment. 15 individuals met prescreening requirements and were scheduled for intake for the Employment Program. Nine of those 15 individuals showed up for intake, and four successfully completed intake with all proper documentation.

One individual was hired on May 9th as a cashier and continues to be employed as of the end of the fourth quarter.

One individual had a nine-year employment gap and was hired on May 22nd, as a Certified Nurse's Assistant (CNA), after completing a CNA course. He is scheduled to move into housing in July.

One individual is pregnant with twins and was diverted to pursue housing options in place of immediate employment. She is currently studying for her Human Resources Certification Exam.

One individual has never held a job. He has completed his California Food Handler's Certificate and continues working with Support Solutions staff to prepare for and find a job in the food service industry.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601874-17      **Jurisdiction:** Covina  
**Project Title:** Covina City Hall, Library, and Parks & Recreation HDQ ADA Improvements  
**IDIS Number:** 10771  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the site-specific assessment of material and architectural barriers which will direct the development of architectural and engineering services and plans and construction of these accessibility improvements conforming to ADA standards for disabled adults at the City of Covina City Hall, Library, and Parks & Receptions Headquarters.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 3      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

This project was closed out at the end of the fiscal year due to inactivity. While this is a very important project, the lack of staff time to carry it out in this year necessitated the closeout.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the first quarter, this project was in the early planning stage. Further project developments are expected in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity to report in the second quarter. The project is expected to proceed with its assessment in the third and fourth quarters due to City staffing constraints.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Third quarter activities included the February 6, 2018 decision of the City Council to reduce the budget for this project, reallocating \$50,000 to the Senior Nutrition Program. This project now has a budget of \$50,000. The City will now consider all options for this project.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity to report in the fourth quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601862-16      **Jurisdiction:** Covina  
**Project Title:** Covina Senior Center - Phase II - Demolition  
**IDIS Number:** 10677  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 6/6/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 04 Clearance and Demolition  
**National Objective:** SBS Slum/Blight Spot  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will demolish the City's Senior Center. There are significant environmental concerns with asbestos and mold. Major site conditions that present health and safety risks include a compromised electrical system and damaged structural elements such as the roof, walls and ceiling. These risks forced the City to vacate and demolish the building.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$175,000.00      This Year: \$153,468.00      Cumulative: \$153,468.00      Ratio: 87.7%

### **Annual Narrative:**

At the end of the program year, this project provided for the demolition of the City's Senior Center which had significant environmental concerns with asbestos and mold, as well as structural issues. Conditions on the site caused the City to discontinue offering services at this site and to undertake the building of a new Senior and Community Center elsewhere in the same park where this building was located. Demolition started in November 2017 and was completed in December 2017. The City amended the contract with the contractor to also demolish a restroom and snack-bar facility (not Community Development Block Grant-funded), which extended the project to February. The site is now clear and, after final review of documents, the project is closed-out.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, on September 19, the Covina City Council awarded the bid for demolition of the Joslyn Senior Center to Interior Demolition, Inc. for an amount not-to-exceed \$141,750. The Pre-Construction Meeting will be held on October 10, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter, demolition started in late November and continued through December. With demolition completed, staff are currently working on preparation for Labor Compliance File Review in order to close out the project, which is expected in late January or early February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

On January 16, 2018, the City Council approved an amendment of the contract for the Senior Center demolition to add the demolition of existing restrooms in Kelby Park, which would be funded by other funds. Demolition work has been completed for the project, and Construction File Review is expected to take place on April 30, 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

At the end of the fourth quarter, construction contract labor compliance file reviews took place in April 2018 for demolition that was completed in February 2018. Follow-up items were requested and completed, and a final file review took place July 10, 2018. A clearance letter was issued and retention funds were released.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601802-15      **Jurisdiction:** Covina  
**Project Title:** Covina Senior Center Project Phase I - Design  
**IDIS Number:** 10342  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 6/6/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03A Construction or Rehabilitation of Public Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project is the first phase in a two-phased project. This first phase will provide funds for design, plans and bid specifications, required for the construction of the City's new Senior Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$453,147.00      This Year: \$427,628.00      Cumulative: \$453,147.00      Ratio: 100.0%

### **Annual Narrative:**

This project provided for the funding of project design for the Covina Senior and Community Center. This is a Design-Build project and is proceeding as planned. The building design has been approved, and plans are in the last stage of being approved by City Building Division staff. Excavation has begun on the project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, on September 19th, the Covina City Council approved Charles Pankow Builders, Ltd and Gonzales Goodale Architects as the Design-Build team to design and build the Covina Senior and Community Center. At the same meeting, the City Council chose the location at Kelby Park to place the Center. It will be on the south-east corner of the park, close to Barranca Street and the existing parking lot. The design team is working with all parties to move forward with the project plans.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter, the project was discussed in weekly meetings to establish the design appropriate for the senior programs to be held in the new Senior and Community Center. Documents for the Section 108 loan were executed and submitted to HUD.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

On January 16, 2018, the City Council approved the site and building conceptual plan, amended the project to add a bus turn-out on Barranca Avenue, and increased funding to demolish the existing restrooms in Kelby Park while building new restrooms as part of the new Center with exterior access from Kelby Park. The project was also amended to allow use of a Beverage Container Grant Fund to purchase Recycled Content Product (RCP) outdoor furniture and equipment. The Grading/Civil Package was submitted to the City for approval on March 22th, and the Building Package was submitted on March 29, 2018.

**Quarter:** 4      **Accomplishment Quantity:** 1

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

During the fourth quarter, the Senior and Community Center broke ground in May 2018. In May and June, asbestos pipes were discovered underground which needed to be abated and removed. This is now complete, and the project will continue. Due to the delay caused by the pipe discovery, it is anticipated that the project time-line will be adjusted.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601873-17      **Jurisdiction:** Covina  
**Project Title:** Covina Woman's Club ADA Improvements  
**IDIS Number:** 10770  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of material and architectural barriers to improve access for seniors and disabled adults. The scope of work includes exterior installation of access ramps, accessible doors, and other incidental improvements to provide accessible pathways to the facility.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

For the Fiscal Year (FY) 2017-2018 program year, this project was to provide an accessible path to the Covina Woman's Club. It was extended into the FY 2018-2019. Preliminary work was begun in FY 2017-2018, and the project will be completed in FY 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the first quarter, this project was in the early planning stage. Further project developments are expected in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity to report for the second quarter. City staff are scheduled to meet with representatives of the Woman's Club in the third quarter to discuss design specifications, scope of work, and timeline for the project.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the third quarter, the Woman's Club submitted their Accessibility Survey. The City's Building Official reviewed the portions of the Accessibility Survey that related to this project and made comments for consideration by the bidding parties. The Woman's Club will use the document as bid documents for this project in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the fourth quarter, this project was amended to extend into the next fiscal year to allow time for completion.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96164-17      **Jurisdiction:** Covina  
**Project Title:** Residential Rehabilitation  
**IDIS Number:** 10702  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This program provides a combination of grants and loans for rehabilitation of existing residential properties which are low- and moderate-income, owner-occupied single-family homes and mobile homes.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 2      This Year: 1      Cumulative: 1      Ratio: 50.0%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$6,524.00      Cumulative: \$6,524.00      Ratio: 13.0%

### **Annual Narrative:**

In this Fiscal Year (FY) 2017-2018, one project was completed which provided American with Disabilities Act (ADA) access for a disabled senior. It is anticipated that in the next FY, it will be possible to assist a greater number of homeowners.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
972 N. Grandview Avenue	Covina	CA	91722	Owners	Low	\$10,000

**Total Number of Housing Units Assisted :** 1

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	1	0

### **Lead Paint Detail:**

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	0
Otherwise exempt	1

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

Quarter	Grants	Loans
3	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

In the first quarter, staff were working with one low-income homeowner for the ADA-related work at her home and is reviewing the waiting list to prioritize health and safety-related work requests.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the second quarter, one application was received, reviewed and approved. Agreements were prepared for the homeowner who is proceeding with the ADA-accessible project at her home. It is anticipated that this work will be completed in February 2018 and reported in the third quarter report.

**Quarter:** 3      **Accomplishment Quantity:** 1      **Female-Headed Households:** 1

### Accomplishment Narrative:

In the third quarter, one residential rehabilitation project which provided an accessible ramp for an elderly person was completed. The resident is very happy as she can now access her front door. In addition, her relative, who had not been able to visit because of accessibility, is now able to visit her at her home. Additional projects are in the process of completing construction.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

In this period, requests for assistance were prioritized for completion in FY 2018-2019.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96153-17      **Jurisdiction:** Covina  
**Project Title:** Second Start Literacy Program  
**IDIS Number:** 10701  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05H Employment Training  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program teaches basic reading skills to illiterate and functionally illiterate English-speaking adults. It provides educational opportunities to acquire and improve literacy skills in order to achieve their full potential, be self-sufficient, and to participate effectively in society as productive workers, family members, and residents of the City of Covina.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 21      This Year: 19      Cumulative: 19      Ratio: 90.5%  
**Net Expenditures:** Budgeted: \$17,941.00      This Year: \$17,263.00      Cumulative: \$17,263.00      Ratio: 96.2%

### **Annual Narrative:**

At the end of the program year, English Language Acquisition (ELA), Adult Basic Education (ABE) Programs, and the Second Start Literacy Program (SSLP) has been instrumental in serving adults not served by traditional adult education schools. Majority of program participants are low-income, non-English speakers, and some are illiterate in their native language. Furthermore, traditional adult school classes and hours are not always convenient or accessible to adults who are head of household and are most in need of these services. Therefore, the Covina Public Library's SSLP is well suited to continue providing this program as it has done for the past twenty years. During the 2017-2018 Fiscal Year, multiple people have been instrumental to the SSLP's success. Among them are the Literacy Coordinator, the Community Resources Specialist, and 23 dedicated volunteer tutors with a 90% retention rate. Volunteer tutors play a critical role in providing ongoing support and guidance to help adults achieve their goals.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
Asian - Hispanic	2
Black/African American - Non-Hispanic	1
Other Race - Hispanic	3
White - Hispanic	12
<b>Total</b>	<b>19</b>

**Quarter:** 1      **Accomplishment Quantity:** 3

### **Accomplishment Narrative:**

In July, there were 44 client contacts; in August, there were 37 contacts; and in September, there were 52 contacts, for a total of 133 client contacts for literacy instruction in this period. The program would not be possible without the many volunteers who contribute their time. 196 volunteer hours were contributed by the literacy volunteer tutors.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 6

### **Accomplishment Narrative:**

During the second quarter, there were 56 client contacts made in October, 42 in November, and 37 in December, for a total of 135 client contacts for literacy instruction. A letter written by an instructor tells of Client A, who is over 70 years of age and a high school graduate, who had not learned to read in twelve years of schooling. He had tried other literacy programs but had become discouraged. With his persistence, his teacher's persistence, and three to four years of weekly meetings, Client A is now able to read at a fourth through fifth grade reading level. His family is amazed and proud of his accomplishments.

**Quarter:** 3      **Accomplishment Quantity:** 2

### **Accomplishment Narrative:**

In January, the program served 12 students and had 62 client contacts. In February, the program served ten students and had 56 client contacts. In March, 13 students were served with 68 client contacts. 186 total client contacts were made during this period.

The Second Start Literacy Program is pleased to announce its Spring 2018 Citizenship Preparation Classes. Classes are interactive; adults learn about the Citizenship application process, Civics and the History, English, Writing and Reading Test.

**Quarter:** 4      **Accomplishment Quantity:** 8

### **Accomplishment Narrative:**

At the end of the fourth quarter, in April, the Literacy program served 12 students and had 68 client contacts. In May, 12 students were served over 62 contacts; in June, ten students were served over 58 contacts. During this quarter, an adult literacy student obtained her United States Citizenship and three adults reported getting more involved in their child's education and homework. Additionally, one adult student obtained employment. Furthermore, in December 2017, the Second Start Literacy Program applied for a grant from the California State Library - Library Literacy Services Division for iPads. On Friday, June 2nd, the Second Start Literacy Program received six iPads from apple (Model #A1822, total value \$2,000). The iPads will be used to further enhance literacy skills in vocabulary enrichment and reading comprehension.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601927-17      **Jurisdiction:** Covina  
**Project Title:** Senior and Community Center Construction  
**IDIS Number:** 10847  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 3/14/2018 to 6/30/2019  
**Activity Code:** 03A Construction or Rehabilitation of Public Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the construction of the senior portion of a new Senior and Community Center at Kelby Park located at 815 N. Barranca Ave, Covina, CA 91723.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$65,350.00      This Year: \$16,700.00      Cumulative: \$16,700.00      Ratio: 25.6%

### **Annual Narrative:**

For the program year ending Fiscal Year (FY) 2017-2018, design and construction-related costs have been reported for the Covina Senior and Community Center project. This project broke ground in May 2018 and is expected to be completed in FY 2018-2019.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the third quarter, the Senior and Community Center was in the design phase. Construction is anticipated to start mid-May 2018, with completion in April 2019.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project dovetails with project 601802-15, the Senior Center Design project. Construction has begun, and funds from the design project have been expended during the fourth quarter. This project will continue through FY 2018-2019.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601194-17      **Jurisdiction:** Covina  
**Project Title:** Senior Case Management  
**IDIS Number:** 10659  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program offered through a partnership with YWCA Intervale Services, provides on-site, office-based senior case management and in-home assessment for senior (aged 55+) residents. Additionally, the program arranges in-home services, develops personal care programs, and conducts follow-up monitoring to ensure problem resolution.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 45      This Year: 64      Cumulative: 64      Ratio: 142.2%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$9,998.00      Cumulative: \$9,998.00      Ratio: 100.0%

### **Annual Narrative:**

At the closure of the program year, the Case Management Program continued to provide service for seniors who needed assistance and guidance. Since the Senior Center moved to the new temporary location at Lark Ellen School (in December 2017), the case management program has been able to move back to this location and provide service on-site, which helped many seniors who had trouble obtaining transportation. Also, the Case Manager came to the center before lunch and gave a quick "promotion and benefit" talk to the seniors about the program, to help them feel more comfortable making appointments.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	5
Black/African American - Non-Hispanic	2
Other Race - Hispanic	3
Other Race - Non-Hispanic	2
White - Hispanic	31
White - Non-Hispanic	21
<b>Total</b>	<b>64</b>

**Quarter:** 1      **Accomplishment Quantity:** 15

### **Accomplishment Narrative:**

17 contacts were made in the first quarter, as the Case Management Program is providing needed information and services to seniors. With the impending move to Lark Ellen Elementary School, we are hoping to reestablish a regular day for the Case Manager to visit the center. That will help greatly with providing those seniors who are wary of new people to trust, and they will see a more familiar face on a regular basis.

**Quarter:** 2      **Accomplishment Quantity:** 20

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

13 contacts with seniors were made in the second quarter. The system of making appointments to meet clients at the Center or the YWCA office has been working well since senior programs have been temporarily relocated due to construction of the new Senior Center.

**Quarter:** 3      **Accomplishment Quantity:** 14

### Accomplishment Narrative:

During the third quarter, eight client contacts were made in January; three in February; and six in March, for a total of 17 contacts. The Case Management program is now being provided at the senior services site. Prior to the move to the Lark Ellen School site, clients were seen at the YWCA Covina office due to space limitations. The appointments are now monthly at Lark Ellen and are more convenient for clients.

**Quarter:** 4      **Accomplishment Quantity:** 15

### Accomplishment Narrative:

A total of 14 contacts were made in the fourth quarter: three in April, four in May and seven in June. This program continues to serve a group of seniors that need assistance and guidance. YWCA, the service provider, is quick to respond to requests for service for seniors that staff is concerned about.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601181-17      **Jurisdiction:** Covina  
**Project Title:** Senior Information and Referral  
**IDIS Number:** 10657  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program assists seniors (aged 55+) in locating services and resources needed to maintain independent living. It provides a one-stop service for seniors including legal assistance, transportation, health awareness, tax preparation, and renter tax rebate information.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 160      This Year: 218      Cumulative: 218      Ratio: 136.2%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$9,996.00      Cumulative: \$9,996.00      Ratio: 100.0%

### **Annual Narrative:**

In this fiscal year, the Senior Center moved from a temporary location in Valleydale Park to a new temporary location at Lark Ellen School, while the new Senior and Community Center is being built. There has been increased participation by seniors at the new location, which is in a more central location in Covina. Overall, 2,969 seniors sought information in the office about programs and services in this year.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	2
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2
American Indian/Alaskan Native & White - Hispanic	4
American Indian/Alaskan Native - Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	5
Asian - Non-Hispanic	11
Asian and White - Hispanic	2
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	2
Black/African American - Non-Hispanic	5
Native Hawaiian/Other Pacific Islander - Hispanic	1
Other Race - Hispanic	25
Other Race - Non-Hispanic	6
White - Hispanic	46
White - Non-Hispanic	103
<b>Total</b>	<b>218</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 18

**Accomplishment Narrative:**

161 office contacts were made in July, 203 in August, and 167 in September, for a total of 531 contacts with seniors in the first quarter. We received many calls regarding free places for seniors to go in the extreme heat, and we were able to provide assistance on a consistent basis. The Senior Center is operating in a temporary location while a new senior center is being built. Expected availability of the new center is mid-year 2019. The current location at Valleydale Park is available for a short period longer; the program will be relocating to Lark Ellen School in January 2018.

**Quarter:** 2      **Accomplishment Quantity:** 12

**Accomplishment Narrative:**

During the second quarter, 230 office contacts were made in October 2017, 158 in November, and 148 in December, for a total of 536 contacts with seniors. Increased calls were received regarding winter shelters and weekend locations to stay indoors.

**Quarter:** 3      **Accomplishment Quantity:** 148

**Accomplishment Narrative:**

During the third quarter, 224 office contacts were made in January; 391 in February; and 466 in March. In the same period, 811 phone contacts with seniors were made. This is an increase from over this period last year. The new temporary location at Lark Ellen School is proving to be favorable for increasing service to the community.

**Quarter:** 4      **Accomplishment Quantity:** 40

**Accomplishment Narrative:**

721 client contacts were made over the phone in this period: 251 in April, 224 in May, and 246 in June. 821 office contacts were made: 297 in April, 249 in May, and 275 in June 2018. Numbers grew in this period as seniors used the air-conditioned space to be cool. An increased number of seniors are also inquiring about summer programming.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601198-17      **Jurisdiction:** Covina  
**Project Title:** Senior Nutrition  
**IDIS Number:** 10660  
**Operating Agency:** City of Covina  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program, through partnership with YWCA Intervale Services, provides noon meals to seniors (aged 55+). This program also provides for an on-site senior nutrition manager in consultation with a dietary consultant.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 110      This Year: 127      Cumulative: 127      Ratio: 115.5%  
**Net Expenditures:** Budgeted: \$110,000.00      This Year: \$58,461.00      Cumulative: \$58,461.00      Ratio: 53.1%

### **Leverage Funds Expended:**

Source	Amount
Other	\$3,034.00
<b>Total Leverage Funds</b>	<b>\$3,034.00</b>

### **Annual Narrative:**

During the program year, the facility at Lark Ellen School was better situated for service and the guests were happier there. 11,642 nutritious meals were served to Covina seniors, who enjoyed camaraderie and companionship as well as good food in a friendly setting.

Over the year, \$3,033.70 was received in donations. These funds are returned to the program and are part of the expense of providing the program. The funds are not program income; they are recognized as part of the annual budget line item to cover all expenses for food cost, insurance, salaries, printing, etc.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
American Indian/Alaskan Native - Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	4
Asian - Non-Hispanic	11
Asian and White - Hispanic	3
Black/African American & White - Hispanic	1
Black/African American - Non-Hispanic	2
Native Hawaiian/Other Pacific Islander - Non Hispanic	1
Other Race - Hispanic	24
Other Race - Non-Hispanic	4
White - Hispanic	48

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

White - Non-Hispanic

26

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**Total**

**127**

**Quarter:** 1      **Accomplishment Quantity:** 74

**Accomplishment Narrative:**

In the first quarter, 842 meals were served in July, 1,150 in August, and 930 in September, for a total of 2,922 meals served. We are in the process of starting up the Nutrition Advisory Committee and are developing "comment cards" for the patrons to complete if they wish to comment on the food program.

**Quarter:** 2      **Accomplishment Quantity:** 16

**Accomplishment Narrative:**

For the second quarter, 1,052 meals were served in October, 801 in November, and 841 in December, for a total of 2,694 meals. The program moved from the temporary location at Valleydale Park to a new temporary location at Lark Ellen School on December 18, as the new Senior Center is being designed and built. Lark Ellen School is located at 4555 N. Lark Ellen Ave, Covina, CA 91722.

**Quarter:** 3      **Accomplishment Quantity:** 27

**Accomplishment Narrative:**

During the third quarter, 954 meals were served in January; 942 in February and 977 in March. The facility at Lark Ellen is larger, the kitchen is better situated for service, and the guests are happier. The Nutrition Advisory Committee has been re-started, and we look forward to improving the overall Nutrition program while strengthening our already good working relationship with our partner, San Gabriel Valley YWCA.

**Quarter:** 4      **Accomplishment Quantity:** 10

**Accomplishment Narrative:**

3,153 meals were served in the fourth quarter: 1,066 in April, 1,082 in May and 1,005 in June. The newly formed Nutrition Committee is making great strides with improving food quality by working with the food provider. This quarter showed an increase of 280 meals, and it is quite likely that it is due to the improved food quality.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Cudahy

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96168-17      **Jurisdiction:** Cudahy  
**Project Title:** Business Assistance Program  
**IDIS Number:** 10704  
**Operating Agency:** City of Cudahy  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18B ED Direct: Technical Assistance  
**National Objective:** LMA Low/Mod Area  
**Objective:** Creating Economic Opportunity      **Outcome:** Sustainability

### Project Summary

This continuing project provides funds to assist existing and potential new business owners in retaining, expanding, or opening a business in the City of Cudahy that provides goods and services to the low- and moderate-income residents. The Program offers assistance with completing applications for permits and business licenses and provides technical assistance through one-on-one consultations, trainings, and workshops to address the needs of the city's business community.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development

**Performance Indicator:** Businesses

**Quantitative Accomplishments:** Goal: 28      This Year: 70      Cumulative: 70      Ratio: 250.0%

**Net Expenditures:** Budgeted: \$43,403.00      This Year: \$43,403.00      Cumulative: \$43,403.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$67,068.00
<b>Total Leverage Funds</b>	<b>\$67,068.00</b>

### **Annual Narrative:**

The City's Business License Department aided a total of 70 businesses located within the City. The technical assistance provided by the City not only helped business owners avoid penalties and expenses prior to signing a lease by the vendor, but provided referrals to outside agencies to those businesses in need of additional compliance requirements.

The program also provided businesses with an informative workshop held in the fourth quarter that included a presentation from the Business Assistance, Code Enforcement and Planning Departments. In addition, business owners were provided handout materials to reference.

Leverage funds were used on this project.

### **Businesses Assisted:**

<u>Business Name</u>	<u>Duns Number</u>	<u>Type of Business</u>
5200 Live Oak, LLC	N/A	New
A-1 Copper Repipe	N/A	New
Alamo Roofing Services	N/A	New
Alta Environmental	N/A	New
AQP Property Management Inc.	N/A	New
Arcadis U.S. Inc.	N/A	New
Bancomer Construction & Development, Inc.	N/A	New
California Plates	N/A	New
Cudahy Test Only	N/A	New



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

De La Cosecha a tu Mesa	N/A	New
Frozen Delights	N/A	New
Gloria Godoy	N/A	New
Hair & Makeup Beautique	N/A	New
Lenders Construction	N/A	New
Luis Felipe Molina	N/A	New
Marisela & Oscar Cleaning Services	N/A	New
Metro RF Services Inc.	N/A	New
MGC Construction	N/A	New
Ritz Plumbing	N/A	New
Robinson Roofing	N/A	New
Sancon Engineering	N/A	New
Shelias Gift & Flower	N/A	New
Speed Quality Signs	N/A	New
Super 98 Cent Store	N/A	New
Susana Pelaez	N/A	New
Turn Around Communications	N/A	New
Cinthia Orellana	N/A	New
D Brothers Painting LLC	N/A	New
DLS & A LLC	N/A	New
El Kora Smog	N/A	New
ETE Facrory Outlet Inc.	N/A	New
Eufracia Jimenez	N/A	New
Flirty Eyez	N/A	New
Fresh Air Environmental Services Inc.	N/A	New
Genuine General Contractor	N/A	New
Jose Miranda	N/A	New
Karma Queen LA	N/A	New
LAs Low Cost Auto Insurance	N/A	New
Laura Juarez	N/A	New
Lyneer Staffing Solutions	N/A	New
Mayday Electric Co.	N/A	New
New Image Realty	N/A	New
NTS Communications Inc	N/A	New
PTM General Engineering Services, Inc.	N/A	New
Royal Roofing Construction Co.	N/A	New
SG Construction	N/A	New
786 Wireless LLC	N/A	New
JR Newlook Painting Inc.	N/A	New
La Michoacana Premium De Los Angeles	N/A	New
Otis Tires	N/A	New

**Quarter:** 1      **Accomplishment Quantity:** 20

**Accomplishment Narrative:**

Listed businesses have been provided with technical assistance by the Business License Department; in addition, business owners have been provided with assistance to complete the application process including information and referrals to outside agencies such as the State Board of Equalization (SBOE), Health Department, and County Registrar-Recorder Office.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

20 businesses assisted this quarter:

Cervantes Construction 10335 Gorman Ave. Los Angeles, CA 90002  
Ambient Electric Inc 2363 Teller Rd #112 Newbury Park, CA 91320  
RGA Electric Inc. 10207 Freeman Ave. Santa Fe Springs, CA 90670  
Gutierrez Pipeline Inc. 16011 Richvale Dr. Whittier, CA 90604  
Avalon Roofing Inc, 16828 S. Broadway St. Gardena, CA 90248  
Charles King Company 2841 Gardena Ave Signal Hill CA 90755  
Catlin's Outlet Store 8036 Atlantic Ave. Cudahy, CA 90201  
JMA Inspections 719 Gulp Ave. Wilmington CA 90744  
A Remodeling Inc. 18375 Ventura #133 Tarzana, CA 91356  
Munguia's Roofing 6707 Camellia Ave #210 North Hollywood, CA 91606  
Vigil Air 11029 Candor St. Cerritos, Ca 90703  
Galaxy Builders Group 15138 Bellflower Blvd. Bellflower Ca 90706  
Fiesta Auto Insurance 7503 Atlantic Ave. #F Cudahy, CA 90201  
Modesto Bueno 11035 Burl Ave. Lennox CA 90304  
Nestor Castro 11937 1/2 Allin St. #577 Culver City CA 90201  
WCCS Inc. 9021 Rancho Park CT Rancho Cucamonga CA 91730  
VIP Tax Solutions 8034 Atlantic Ave #E Cudahy, CA 90201  
NFL Truck Repair LLC 8044 Salt Lake Ave. Cudahy, CA 90201  
F & S Clutch Shop Inc. 4727 Cecelia St. Cudahy, CA 90201  
Otis Tires 7801 Otis Ave. Cudahy, CA 90201

Currently we are unable to enter business name/information in the Quarterly Performance Report (QPR) module for the Business Assistance Program for the first quarter. Technical assistance has been requested and pending resolution.

**Quarter:** 2 **Accomplishment Quantity:** 26

### Accomplishment Narrative:

Second quarter resulted with 26 businesses being provided with technical assistance from the Business License Department.

Assistance was provided through all stages of the license application process, including referrals to outside agencies as needed to comply with requirements for the application process since documentation varies based on the type of business. In most instances, assistance was provided to new business owners who were not familiar with the license process and requirements.

**Quarter:** 3 **Accomplishment Quantity:** 20

### Accomplishment Narrative:

A total of 20 businesses were provided technical assistance from the Business License Department this Quarter.

**Quarter:** 4 **Accomplishment Quantity:** 4

### Accomplishment Narrative:

There were four businesses provided with technical assistance by the Business License Department this quarter.

There were three local city businesses in attendance at the Business Assistance Workshop.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96179-17      **Jurisdiction:** Cudahy  
**Project Title:** Clara Street Park Food Distribution  
**IDIS Number:** 10706  
**Operating Agency:** City of Cudahy  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05W Food Bank  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides a monthly food distribution for low-and moderate-income Cudahy residents at Clara Street Park.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 800      This Year: 687      Cumulative: 687      Ratio: 85.9%  
**Net Expenditures:** Budgeted: \$28,000.00      This Year: \$28,000.00      Cumulative: \$28,000.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$25,000.00
<b>Total Leverage Funds</b>	<b>\$25,000.00</b>

### **Annual Narrative:**

There continues to be a high resident participation level for the Clara Street Park Food Distribution Program. Advertisement of the program is continually done through poster distribution at the food distribution sites as well as online advertisements through the City Manager's online report. The second quarter months bring in the most residents as additional items are provided. City staff assists with the program's forms and food distribution during this time.

Leverage funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Hispanic	1
White - Hispanic	682
White - Non-Hispanic	4
<b>Total</b>	<b>687</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	634
Low	49
Moderate	4
<b>Total</b>	<b>687</b>

**Quarter:** 1      **Accomplishment Quantity:** 189

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

There was a total of 507 residents that participated in the Food Distribution Program this quarter. All participants received goods that included rice, beans, fruit, bread, potatoes and eggs. A total of 130 duplicated contacts were made.

**Quarter:** 2      **Accomplishment Quantity:** 411

### Accomplishment Narrative:

The Clara Park Food Distribution Program is one of the City's most popular public service programs. Residents wait in line from the early morning hours to receive the following grocery items each month: 5lb bag each of potatoes, rice, beans, corn and apples; pie; dozen eggs; and a loaf of bread.

This quarter the program had 362 accomplishments and 709 duplicated counts. This includes the 144 deliveries that were made to homebound residents that were unable to physically pick up their items.

Both November and December food giveaways were a huge success.

**Quarter:** 3      **Accomplishment Quantity:** 71

### Accomplishment Narrative:

There was a total of 594 residents that participated in the Food Distribution Program this quarter with a total of 150 deliveries were made to homebound residents that were unable to physically pick up their items.

All participants received goods that included rice, beans, fruit, bread, potatoes, corn and eggs. A total of 560 duplicated contacts were made.

**Quarter:** 4      **Accomplishment Quantity:** 16

### Accomplishment Narrative:

A total of 367 residents picked up items and 150 deliveries were made to homebound residents this quarter. Of those, 35 were new participants to the program of which 19 will be reflected for the subsequent quarter.

A total of 482 duplicated contacts were made.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96171-17      **Jurisdiction:** Cudahy  
**Project Title:** Code Enforcement Program  
**IDIS Number:** 10705  
**Operating Agency:** City of Cudahy  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing code enforcement project aids in arresting the decline of primarily residential and neighborhood commercial businesses which have been deemed deteriorating or deteriorated.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25,490    This Year: 25,490    Cumulative: 25,490    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$130,000.00    This Year: \$74,073.00    Cumulative: \$74,073.00    Ratio: 57.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$63,712.00
<b>Total Leverage Funds</b>	<b>\$63,712.00</b>

### **Annual Narrative:**

The Code Enforcement Department was successful in closing a total of three cases this program year. Department staff will continue to be dedicated to working with residents to resolve code violations in a timely manner.

Leverage funds were used on this project.

**Quarter:** 1      **Accomplishment Quantity:** 25,490

### **Accomplishment Narrative:**

This quarter the Code Enforcement Department successfully closed out two case files and opened a total of four new cases. The department currently has 36 ongoing active cases that will carry over into the upcoming quarter. The Department continues to actively oversee and close out case files as efficiently as possible.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Code Enforcement Department had zero new cases to report this quarter and there were zero closed cases to report for the quarter. The department currently has 36 ongoing active cases that will carry over into the upcoming quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Code Enforcement Department had zero new cases to report this quarter and there was one closed case to report for the quarter.

The department currently has 35 ongoing active cases that will carry over into the upcoming quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The Code Enforcement Department had one new case to report this quarter and there was one closed case to report for the fourth quarter. The department currently has 35 ongoing active cases that will carry over into the upcoming quarter. The Department continues to actively oversee and close-out case files as efficiently as possible.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601796-17      **Jurisdiction:** Cudahy  
**Project Title:** Senior Activities  
**IDIS Number:** 10688  
**Operating Agency:** City of Cudahy  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program assists seniors in the community by promoting health and wellness activities to aid in a better quality of life.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 80      This Year: 45      Cumulative: 45      Ratio: 56.2%  
**Net Expenditures:** Budgeted: \$20,886.00      This Year: \$6,660.00      Cumulative: \$6,660.00      Ratio: 31.9%

### **Annual Narrative:**

As of the second quarter, Human Services Association (HSA) took over as the new provider for case management services for our senior residents in Cudahy. HSA had a warm welcoming from the seniors benefiting from the technical support services that have been provided to them.

This year a total of 110 unduplicated clients have been recorded with 308 duplicated clients in total.

No leverage funding was used for this program.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Other Race - Hispanic	24
White - Hispanic	20
White - Non-Hispanic	1
<b>Total</b>	<b>45</b>

**Quarter:** 1      **Accomplishment Quantity:** 9

### **Accomplishment Narrative:**

The common themes St. Barnabas Senior Services (SBSS) case management services have encountered with the senior residents in Cudahy seem to be depression, immigration, and poverty. SBSS case management and technical support services provided clients assistance with application completion, transportation services, changes in citizenship status, nutritional services, educational services, referrals, housing, and advocating on behalf of the client.

There was a total of nine unduplicated clients and 161 duplicated clients for this quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

HSA has had a warm welcoming from the seniors and the services they provide.

Senior Activities had 73 accomplishments this quarter, of which 21 will be reflected for the subsequent quarter due to the date sensitivity of the public service module. 52 duplicated contacts were made.

**Quarter:** 3      **Accomplishment Quantity:** 21

### **Accomplishment Narrative:**

Senior Activities had 71 accomplishments this quarter, of which 15 will be reflected for the subsequent quarter. 56 duplicated contacts were made.

**Quarter:** 4      **Accomplishment Quantity:** 15

### **Accomplishment Narrative:**

Senior Activities had nine accomplishments this quarter, which will be reflected for the subsequent quarter due. 39 duplicated contacts were made.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96166-17      **Jurisdiction:** Cudahy  
**Project Title:** Single-Unit Housing Rehabilitation  
**IDIS Number:** 10703  
**Operating Agency:** City of Cudahy  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project offers grants and below market interest rate loans for single-family homes including and emergency grants to assist existing low- and moderate-income households with the repair or rehabilitation of owner-occupied units.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 12      This Year: 8      Cumulative: 8      Ratio: 66.7%  
**Net Expenditures:** Budgeted: \$105,120.00      This Year: \$102,271.00      Cumulative: \$102,271.00      Ratio: 97.3%

### **Annual Narrative:**

The Single-Unit Rehab program has been a very popular program in the City. All applicants reviewed were approved and a total of eight projects were completed during the program year, three of which were mobile homes. Construction items included the installation and replacement of: smoke & carbon detectors, bathroom exhaust fan, windows, stair railing and landing, mobile home skirt repair and replacement, garage door, and roof replacement and repairs.

There is currently a total of 15 applicants on the waiting list. A total of seven applications will be mailed out to residents on the waiting list the 1st quarter of the next program year.

No leverage funding was used for this program.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Other Race - Hispanic	2	0
Other Race - Non-Hispanic	1	0
White - Hispanic	5	0
<b>Total</b>	<b>8</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	1	0
Low	2	0
Moderate	5	0
<b>Total</b>	<b>8</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

8305 Atlantic Ave. Space 8	Cudahy	CA	90201	Owners	Extremely Low	\$7,775
4631 E. Elizabeth St. Sp. 4	Cudahy	CA	90201	Owners	Low	\$7,500
4631 Elizabeth St. Space 1	Cudahy	CA	90201	Owners	Low	\$7,500
4130 Live Oak St.	Cudahy	CA	90201	Owners	Moderate	\$9,900
4325 Clara St E	Cudahy	CA	90201	Owners	Moderate	\$9,904
4325 Clara St. G	Cudahy	CA	90201	Owners	Moderate	\$10,000
5110 Elizabeth St	Cudahy	CA	90201	Owners	Moderate	\$10,000
5156 Live Oak Street	Cudahy	CA	90201	Owners	Moderate	\$10,000

**Total Number of Housing Units Assisted : 8**

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	5
Exempt: No paint disturbed	3
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

Quarter	Grants	Loans
3	3	0
4	5	0
<b>Total</b>	<b>8</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 0**

### Accomplishment Narrative:

Currently, the City has two applicants in the award stage for properties located at 8305 Atlantic Ave., Sp.8 and 4631 Elizabeth St., Sp.1. We anticipate both of these projects will be completed and reflected as accomplishments in the upcoming quarter. In addition, there is one applicant located at 4631 E. Elizabeth St., Sp.4 that is in the bidding stage of the process which is progressively moving forward towards the award stage.

**Quarter: 2      Accomplishment Quantity: 0**

### Accomplishment Narrative:

Currently the City has two applicants in the construction stage for properties located at 8305 Atlantic Ave., Sp.8 and 4631 Elizabeth St., Sp.1. Both of these properties will be completed within 30 days of the Notice To Proceed (NTP). In addition, there is one applicant located at 4631 E. Elizabeth St., Sp.4 that is pending the three-party contract execution, it is anticipated the contract will be executed in the fourth week of January and the NTP will be issued thereafter.

We currently have eight applications under review for income eligibility and, if approved, in-house inspections are anticipated to take place in the upcoming weeks.

**Quarter: 3      Accomplishment Quantity: 3      Female-Headed Households: 2**

### Accomplishment Narrative:

There was a total three rehabs completed this quarter. Currently the City has an additional five applicants in the queue; two awaiting contract execution and three in the bidding stage. It is anticipated that all five rehab projects will be completed and reflected as accomplishments in the upcoming quarter.

The program currently has 15 applicants on the waiting list.

**Quarter: 4      Accomplishment Quantity: 5      Female-Headed Households: 2**

### Accomplishment Narrative:

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

During the fourth quarter there were a total of five projects completed. There were some difficulties getting bids for some of the projects. However, all five projects were completed and to the owner's satisfaction.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Culver City

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601891-17      **Jurisdiction:** Culver City  
**Project Title:** Colonial Alley Reconstruction Project  
**IDIS Number:** 10780  
**Operating Agency:** City of Culver City  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new capital improvement project provides funding for design, construction, and inspection services to improve the alley of Colonial Avenue in a primarily residential area bounded by Centinela Avenue and Colonial Avenue between Washington Boulevard and Washington Place. The alley is used by residents in the vicinity for access to their back yards, garages, and refuse service and is a heavily used pedestrian pathway.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,310      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$170,000.00      This Year: \$144,324.00      Cumulative: \$144,324.00      Ratio: 84.9%

### **Annual Narrative:**

At the end of the program year, final documentation and payments for this project are pending. Once all documents/payments are processed and construction contract labor compliance clearance letter is issued, this project will be reported as completed.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Improvement of the alley will be of immediate positive impact to the neighborhood residents and all persons using the alley as a pedestrian path. The alley is approximately 20 feet wide and 700 feet long. The improvements will include soil removal and grading, and construction of an asphalt concrete alley with a concrete gutter in the flow line. The cost for design, construction, and inspection of this project is anticipated to be \$325,000. We will use \$260,000 in Community Development Block Grant (CDBG) funding and the City will fund the remaining cost of approximately \$65,000.

It is anticipated that City Council approval for a request for proposals will be issued on January 5, 2018, with the bid award on February 15, 2018, and commencement of construction on April 1, 2018. The construction time for the project is estimated at thirty days, with completion on May 1, 2018.

This project has not yet commenced construction.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project is currently in design. Below is our rough schedule to end of construction.

- Present to Council at February 26, 2018 meeting.
- March 2018 – Advertise/Bid for construction.
- April 2018 – Construction.

## **2017-2018 CAPER CDBG Activity Listing**

**(Activities Included in Analysis)**

Construction is anticipated to be completed by May 1, 2018, or earlier. The design cost (\$29,800) will be submitted for reimbursement no later than March 31, 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the fourth quarter, this project commenced construction on June 1st and was completed on June 29, 2018. Alternate parking arrangements were made and provided to all residents abutting the alley during construction.

Final documentation and payments are pending.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96189-17      **Jurisdiction:** Culver City  
**Project Title:** Senior & Disabled Services Program  
**IDIS Number:** 10707  
**Operating Agency:** City of Culver City  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05B Services for the Disabled  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides information and referrals for ride share information, housing, independent living skills, financial assistance, and assisted technology to seniors and severely disabled adult residents of Culver City.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 500      This Year: 324      Cumulative: 324      Ratio: 64.8%  
**Net Expenditures:** Budgeted: \$28,237.00      This Year: \$28,237.00      Cumulative: \$28,237.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$65,618.00
<b>Total Leverage Funds</b>	<b>\$65,618.00</b>

### **Annual Narrative:**

At the end of the program year, the Disability Services Specialist assisted 324 senior individuals.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Hispanic	1
Asian - Non-Hispanic	19
Asian and White - Non-Hispanic	3
Black/African American & White - Non-Hispanic	1
Black/African American - Non-Hispanic	26
Native Hawaiian/Other Pacific Islander - Non Hispanic	2
Other Race - Hispanic	26
Other Race - Non-Hispanic	5
White - Hispanic	64
White - Non-Hispanic	177
<b>Total</b>	<b>324</b>

**Quarter:** 1      **Accomplishment Quantity:** 102

### **Accomplishment Narrative:**

The Disability Services Specialist and Senior & Social Services staff assisted and entered data into the Community Development Block Grant (CDBG) database for 102 Culver City clients served during the fiscal year period of July 1, 2017



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

through September 30, 2017.

Disability & Social Services Specialist coordinated several educational seminars open to the public at the Senior Center which included:

- Social Security & Medicare Workshop on July 11th, presented by Essie Landry from the Social Security Administration Office
- Debunking the Myths of Aging on September 7th, presented by Dr. David Hart & Cal State Fullerton
- Alzheimer's Association Family Caregiver Support Group held the second & fourth Tuesdays

Darren Uhl, Disability Specialist, last day with the City of Culver City was September 8th. On October 2th, John Adams will start as the Disability Specialist assigned to a limited term period.

The specialist worked in conjunction with other staff in coordinating a volunteer appreciation dinner and movie event on June 6th, which honored city volunteers—including many of those supporting disability programs.

The Disability Specialist coordinated three monthly dining events with live music for adults with disabilities; average attendance of 88. The following themes:

Mexican Fiesta Party  
Annual Spaghetti Dinner Party  
Annual Patio Barbecue

The Disability Specialist coordinated three monthly dances for developmentally disabled adults, with an average attendance of 71. The following themes:

Bunny Hop  
Spring Fling  
Talent Show Night

**Quarter:** 2      **Accomplishment Quantity:** 58

### **Accomplishment Narrative:**

The Disability Services Specialist and Senior & Social Services staff assisted and entered data into the CDBG database for 271 Culver City clients served during the fiscal year period of October 1, 2017 through December 31, 2017.

Disability & Social Services Specialist coordinated several educational seminars open to the public at the Senior Center which included:

- Alzheimer's Association Family Caregiver Support Group the second & fourth Tuesdays
- o Second Support group this one is offered in the evenings
- Health Insurance Counseling & Advocacy Program (HICAP)
- o Mondays/Fridays - For Medicare/Medical registration

On October 2th, John Adams was assigned as the limited term Disability Services Specialist.

The specialist worked in conjunction with other City staff to coordinate events for the City's annual Disability Awareness Month. This includes City Council commendation awards given at their October 9th meeting; an accessible kid's carnival event on October 22th with an attendance of more than 300 people; a wheelchair basketball demonstration assembly at Culver City High School on October 13th.

During the Fiscal Year (FY) 2017-2018 second quarter, 30 new clients were interviewed and processed to become registered users of the Culver City's Dial-A-Ride and Discount Taxi Coupon program for transportationally disabled residents.

The Disability Specialist coordinated three monthly dining events with live music for adults with disabilities, with an average attendance of 65. The following themes:

? Halloween Party  
? Annual Thanksgiving Party  
? Annual Holiday Party

The Disability Specialist coordinated three monthly dances for developmentally disabled adults, with an average attendance of 71. The following themes:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

- ? Halloween Hoot-N-Nanny
- ? Turkey Trot
- ? Kriss Kringle Ball

The Specialist coordinated the annual Holiday Certificate Program in conjunction with non-profit partner Culver City Senior Citizens Association, Inc. Donations were raised in order to provide low income and disabled Culver City families and seniors with grocery gift certificates for the holidays. Greater than \$6,500 in certificates were distributed to 160 individuals and families.

**Quarter:** 3      **Accomplishment Quantity:** 164

### Accomplishment Narrative:

Disability Services Specialist (DSS) assisted and entered data into the CDBG database for 324 Culver City clients served during the reporting period of January 1 - March 31, 2018.

The Specialist coordinated Clear Captions phones March 6, 2018. This allowed seniors the ability to benefit from talk to text phones for free; the Clear Captions organization was here the majority of the day. Seniors who suffer from hearing loss are able to utilize these phones to communicate.

The Disability and Social Services Specialist and Senior Programming Specialist were able to start a Low vision support group. This group provides a safe space to seniors suffering from low vision; it also provides various resources for low vision help. This group meets at the senior center on every second and fourth Monday of each month.

On Tuesday March 20th, the Specialist coordinated with the Department of Motor Vehicles to offer a seminar that concentrated on Aging & Effects on Driving, Tips for Safe Driving, Signs of Unsafe Driving, Alternate Transportation, and Pedestrian Safety.

During the FY third quarter, 21 new clients were interviewed and processed to become registered users of the Culver City's Dial-A-Ride and Discount Taxi Coupon program for transportationally disabled residents.

The Specialist coordinated three monthly dining events with live music for adults with disabilities, with an average attendance of 84 and the following themes:

- Annual New Year's Birthday Party for Everyone
- Annual Valentine's Party
- Annual St. Patrick's Day Party

The Specialist coordinated three monthly, no cost monthly dances for developmentally disabled adults, with an average attendance of 77 and the following themes:

- New Year's Celebration
- Valentine's Dance
- St. Patrick's Dance

March 13th – 16th, the specialist attended the California Parks & Recreation Society State Conference in Long Beach and experienced workshops on topics such as:

- ADA and Aquatics: Everyone Enjoys Your Pool
- Create Meaningful Leadership Experiences for Volunteers
- Career and Leadership: An Administrator Panel Tells All

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

For the fourth quarter, 322 Culver City clients were served, and an additional 45 clients not included in the database, during the fiscal year period of July 1, 2017 through June 30, 2018.

Attended trainings within this reporting period:

- Liebert Cassidy Whitmore Mandated Reporting webinar
- 3-DAY TRAINING: This training is provided by experienced attorneys and advocates from Bet Tzedek and Justice in Aging. This program is sponsored by Bet Tzedek, with funding generously provided by Los Angeles County Workforce Development, Aging and Community Services (Area Agency on Aging).

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

- Healthy Aging: Cultivating & Celebrating Resilience: resilience, healthy aging, and equity across the lifespan. Experts from various sectors will join us in discussing various topics related to resilience, from the individual to the community and societal level, and how we can identify, cultivate, and celebrate resilience across ages, cultures, and communities.

DSS coordinated several educational seminars for the community:

- CalFresh Awareness Month and we need your help to fight poor nutrition and food insecurity in Los Angeles County
- DMV -This presentation was to provide our patrons with information on Aging & Effects on Driving, Tips for Safe Driving, Signs of Unsafe Driving Alternate Transportation, and Pedestrian Safety on May 15th.

DSS worked in conjunction with other City staff to coordinate the annual volunteer appreciation breakfast event on June 12th, which honored city volunteers—including many of those supporting disability programs.

DSS attended a Homelessness Action Plan meeting sponsored by the Culver City Housing Department. It was held to hear some of the challenges resident and businesses are having with the homeless population. Best practices to address homelessness and mental issues were discussed. A follow up meeting was held the Parks, Recreation and Community Services Department to help assist in the development of a master plan to address the needs of the department in regards to homeless patrons. DSS attended the meeting and provided input & strategies to help address staff concerns.

16 new clients were interviewed and processed to become registered users of the Culver City's Dial-A-Ride and Discount Taxi Coupon program for transportationally disabled residents.

The Specialist coordinated three monthly dining events with live music for adults with disabilities, with an average attendance of 110 and the following themes:

- Mexican Fiesta Party
- Annual Spaghetti Dinner Party
- Annual Patio Barbecue

The Specialist coordinated three monthly, no cost monthly dances for developmentally disabled adults, with an average attendance of 55 and the following themes:

- Bunny Hop
- Spring Fling
- Talent Show Night



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **Diamond Bar**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601721-15      **Jurisdiction:** Diamond Bar  
**Project Title:** ADA Improvements-Star Dust and Longview South Mini-Parks FY 2015-16  
**IDIS Number:** 10274  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2015 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide funds to remove existing architectural barriers that impede the mobility and accessibility for the severely disabled adults and seniors within Star Dust and Longview South Mini-Parks (CT 4033.20 BG 2 and CT 4033.24 BG 3). The scope of work includes sidewalks, ramps, cross slopes and paths of travel to enable the severely disabled adults and seniors with full access to the parks facilities. Also included is the removal of existing park amenities in order to install ADA accessible picnic tables, barbecues, and drinking fountains.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 2      This Year: 2      Cumulative: 2      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$141,313.00      This Year: \$41,803.00      Cumulative: \$80,717.00      Ratio: 57.1%  
**Leverage Funds Expended:**

Source	Amount
General Fund	\$100,000.00
<b>Total Leverage Funds</b>	<b>\$100,000.00</b>

### **Annual Narrative:**

DD Systems, dba ACE CD Inc., completed the walkway repairs and replacement for Americans with Disabilities Act compliance, installation of landscape and irrigation system, playground equipment upgrades, drinking fountain installation, re-planting of trees, and turf replacement.

Leverage funds were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the first quarter, construction of the project was in progress. The project is 90% completed, and construction completion is expected in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 2

### **Accomplishment Narrative:**

During the second quarter, a Contract and Labor File Review was conducted on November 20, 2017. The Notice of Completion was filed and recorded on December 7, 2017. The project is 100% completed. Financial close-out will be conducted in the next quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600503-17      **Jurisdiction:** Diamond Bar  
**Project Title:** Home Improvement Program  
**IDIS Number:** 10635  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing Home Improvement program provides deferred loans up to a maximum of \$20,000 to eligible low-and moderate-income homeowners for necessary and CDBG-eligible home improvements as well as to mitigate building and safety code deficiencies and violations.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 4      This Year: 3      Cumulative: 3      Ratio: 75.0%  
**Net Expenditures:** Budgeted: \$100,000.00      This Year: \$74,267.00      Cumulative: \$74,267.00      Ratio: 74.3%

### **Annual Narrative:**

A total of three owner-occupied, single-family dwelling units were rehabilitated this program year. Among the most common home repair items were window and door replacements, drywall and ceiling repairs, and plumbing.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
White - Hispanic	2	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	1	0
Moderate	2	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
24302 Darrin Drive	Diamond Bar	CA	91765	Owners	Low	\$20,000
1390 Glenthorpe Drive	Diamond Bar	CA	91789	Owners	Moderate	\$17,844
210 Benicia Road	Diamond Bar	CA	91765	Owners	Moderate	\$19,200

**Total Number of Housing Units Assisted :** 3

### **Housing Data:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
2) Total units that are Section 504 accessible:	1	0
3) Total units occupied by elderly (62 years or older):	1	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	2
Exempt: No paint disturbed	1
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
4	0	3	4	Deferred Payment/Forgiveable Loan	0.00 %	0	\$57,044
<b>Total</b>	<b>0</b>	<b>3</b>					

**Quarter:** 1      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

During the first quarter, three rehabilitation projects were approved and the homeowners began the bidding phase. In addition, the processing of one application is in progress.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

At the end of the second quarter, one project was in the construction phase; one project was in the award phase; one project was in the bid phase; and one project was in the application phase. The delays in project implementation have been due to difficulty with obtaining sufficient bids for the proposed scope of work. A resolution has been determined to correct the bidding deficiencies in the next quarter. Completed projects will be reported in the third quarter report.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

At the end of the third quarter, one project was completed; one project was in the construction phase; one project was in the bid phase; and one project was in the application phase. All remaining projects are expected to be completed in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 3      **Female-Headed Households:** 3

#### Accomplishment Narrative:

During the fourth quarter, two projects were completed. One project was completed in the third quarter and reported in the fourth quarter. The homeowners were awarded deferred loans for the rehabilitation of their homes. Improvements included: window and door replacements; drywall and ceiling repairs; and plumbing.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601832-16      **Jurisdiction:** Diamond Bar  
**Project Title:** Morning Canyon ADA Parkway Improvements  
**IDIS Number:** 10579  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 12/12/2016 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide for the repair of existing uplifted sidewalks and the installation of eight curb ramps in a residential neighborhood that have become tripping hazards and make it difficult, dangerous or impossible for severely disabled adults and elderly residents to traverse the designated pedestrian pathway.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,254      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$225,000.00      This Year: \$210,030.00      Cumulative: \$210,030.00      Ratio: 93.3%

### **Annual Narrative:**

For the program year, the project construction commenced in June 2017. Delays to the completion of the project have occurred due to delays of the required construction repairs and the scheduling of the prime contractor to perform the corrective work. It is anticipated that the repairs will be completed in the first quarter of Fiscal Year (FY) 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the first quarter, construction of the project was in progress. The project is 90% completed, and construction completion is expected in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, City Public Works staff reviewed the construction work and determined that repairs must be made before project completion will be accepted. A scope of work for the project construction repairs was developed and will be completed by the prime contractor in the next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Substantial construction work has been completed as of the third quarter. Construction work repairs, that must be made before project completion will be accepted, is scheduled for the fourth quarter. In addition, a request for the Labor Compliance File Review will be submitted in April 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, the Labor Compliance File Review was conducted on April 25, 2018. Construction work repairs, that must be made before project completion will be accepted, were delayed. It is anticipated that the repairs will be completed

**2017-2018 CAPER CDBG Activity Listing**  
**(Activities Included in Analysis)**

in the first quarter of FY 2018-2019.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96904-17      **Jurisdiction:** Diamond Bar  
**Project Title:** Senior Programming  
**IDIS Number:** 10722  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides activities and programming for seniors, 55 years of age and older, in the City of Diamond Bar. Activities include: senior excursions, information and referral, physical mobility classes, nutrition classes, seminars, arts and crafts, game days and special events.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 600      This Year: 713      Cumulative: 713      Ratio: 118.8%  
**Net Expenditures:** Budgeted: \$20,002.00      This Year: \$20,002.00      Cumulative: \$20,002.00      Ratio: 100.0%

### **Annual Narrative:**

For the program year, the Senior Programming Project provided services to 713 seniors. A total of 79,426 client contacts were made through activities including: senior clubs; senior excursions; classes in exercise, arts and crafts, and dancing; seminars and workshops; mahjong and bingo games; and special events.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	4
American Indian/Alaskan Native & White - Non-Hispanic	4
American Indian/Alaskan Native - Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	4
Asian - Hispanic	47
Asian - Non-Hispanic	448
Asian and White - Hispanic	18
Asian and White - Non-Hispanic	21
Black/African American & White - Hispanic	2
Black/African American & White - Non-Hispanic	4
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	10
Native Hawaiian/Other Pacific Islander - Non Hispanic	1
Other Race - Hispanic	19
Other Race - Non-Hispanic	25
White - Hispanic	23
White - Non-Hispanic	81

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Total**

**713**

**Quarter: 1 Accomplishment Quantity: 318**

### **Accomplishment Narrative:**

During this quarter, 318 clients participated in Senior Programming. 20,000 client contacts were provided through various programs. These activities included:

- Senior Clubs: Diamond Bar Senior Club; Evergreen Seniors; Sunshine Seniors; Diamond Age Seniors; and Super Diamond Age. (Attendance: 9,374)
- Senior Excursions: The Andrew's Brothers Musical. (Attendance: 45)
- Senior Classes: Healthy Aging-Fitness; Healthy Aging-Yoga; Healthy Aging Tai Chi; Tai Chi Slow Stretch; Watercolor; Drawing; and Handcrafted Needlework. (Attendance: 5,413)
- Seminars and Workshops: Navigate Through Your Medicare Benefits; Medicare Step-By-Step; Stress Reduction; Vision and Eye Health; Wills and Trusts; Medical and Long Term Care; and Facts About Annuities. (Attendance: 59)
- Other Activities: Mahjong and Bingo. (Attendance: 4,676)
- Special Events: Luau, Western BBQ, and Italiano Night. (Attendance: 433)

**Quarter: 2 Accomplishment Quantity: 71**

### **Accomplishment Narrative:**

At the end of the second quarter, a total of 495 clients participated in Senior Programming year-to-date. 19,746 client contacts were provided through various programs. These activities included:

- Senior Clubs: Diamond Bar Senior Club; Evergreen Seniors; Sunshine Seniors; Diamond Age Seniors; and Super Diamond Age. (Attendance: 8,958)
- Senior Excursions: Big Bear Oktoberfest, Morongo Casino, Long Beach Aquarium, and Mission Inn Holiday. (Attendance: 82)
- Senior Classes: Healthy Aging-Fitness; Healthy Aging-Yoga; Healthy Aging Tai Chi; Tai Chi/Slow Stretch; Watercolor; Drawing; and Handcrafted Needlework. (Attendance: 5,523)
- Seminars and Workshops: Benefits of Living a Healthy Lifestyle; Medi-Cal Made Clear; Wills and Trusts; Stress Management; Medical and Long Term Care; Facts About Annuities; Fall Prevention; Savvy Social Security Planning; and Holiday Grief. (Attendance: 67)
- Other Activities: Mahjong and Bingo. (Attendance: 4,751)
- Special Events: Halloween Dance and Holiday Dance. (Attendance: 365)

**Quarter: 3 Accomplishment Quantity: 117**

### **Accomplishment Narrative:**

At the end of this quarter, a total of 506 clients participated in Senior Programming year-to-date. 18,709 client contacts were provided through various programs. These activities included:

- Senior Clubs: Diamond Bar Senior Club; Evergreen Seniors; Sunshine Seniors; Diamond Age Seniors; and Super Diamond Age. (Attendance: 9,199)
- Senior Excursions: Fantasy Springs Casino and Orchid Show. (Attendance: 141)
- Senior Classes: Healthy Aging-Fitness; Healthy Aging-Yoga; Healthy Aging Tai Chi; Watercolor; Drawing; and Handcrafted

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Needlework. (Attendance: 5,116)

- Seminars and Workshops: Fraud Protection; Stay Active with Arthritis; Wills and Trusts; Waking Up Tired; Medical and Long Term Care; Series on Dementia; Facts About Annuities; Legal Seminar Part I and Part II; Eating Healthy with Meal Prep. (Attendance: 112)

- Other Activities: Mahjong and Bingo. (Attendance: 3,803)

- Special Events: Valentine Dance and Masquerade. (Attendance: 338)

**Quarter:** 4      **Accomplishment Quantity:** 207

### **Accomplishment Narrative:**

At the end of the fourth quarter, a total of 713 clients participated in Senior Programming year-to-date. 20,971 client contacts were provided through various programs. These activities included:

- Senior Clubs: Diamond Bar Senior Club; Evergreen Seniors; Sunshine Seniors; Diamond Age Seniors; and Super Diamond Age. (Attendance: 10,032)

- Senior Excursions: Valley View Casino, Santa Anita Racetrack, Fantasy Springs Casino, and Queen Mary Princess Diana Exhibit. (Attendance: 200)

- Senior Classes: Healthy Aging-Fitness; Healthy Aging-Yoga; Healthy Aging Tai Chi; Tai Chi/Slow Stretch; Watercolor; Drawing; and Handcrafted Needlework. (Attendance: 5,674)

- Seminars and Workshops: Medicare Part C; Diabetes; Memory; How to Talk to Your Doctor; Pain Management; Diabetes Part 2; Sleep; Reverse Mortgage; Staying Healthy; Support Group; Global Shift; Medical and Long Term Care; Annuities; and What is Diabetes? (Attendance: 79)

- Other Activities: Mahjong and Bingo. (Attendance: 4,646)

- Special Events: Hat Dance, Cinco De Mayo and Mardi Gras. (Attendance: 340)

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601865-17      **Jurisdiction:** Diamond Bar  
**Project Title:** Service Center for Independent Life (SCIL) Community Diversion Project  
**IDIS Number:** 10764  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new program provides funding for the purchase of non-permanent assistive devices such as grab bars, wheel chair ramps, and shower chairs designed to assist senior citizens and disabled persons when performing necessary daily living functions.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 12      This Year: 14      Cumulative: 14      Ratio: 116.7%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$3,927.00      Cumulative: \$3,927.00      Ratio: 39.3%

### **Annual Narrative:**

At the end of the program year, the Service Center for Independent Life (SCIL) provided non-permanent assistive devices.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	4
Black/African American - Non-Hispanic	2
Other Race - Hispanic	5
White - Non-Hispanic	3
<b>Total</b>	<b>14</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, Service Center for Independent Life (SCIL) Community Diversion Project was in the process of obtaining the contractual certifications to meet the City's contract award requirements. The project is expected to begin intake in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the second quarter, SCIL has continued to advertise and market the program. It is hopeful to gain clients to report in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

During the third quarter, an article to advertise and market the program was posted on the City's website. Substantial interest and inquiries were generated by the City news article. SCIL has been working with the clients to obtain the assistive devices. Accomplishments will be reported in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 14

### **Accomplishment Narrative:**

During the fourth quarter, SCIL purchased assistive devices for 14 senior, disabled residents to perform necessary daily living functions in their own homes. These devices included: shower chairs/benches; commodes; rollator walkers; grab bars; bed safety bars; wheelchairs; and ramps.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601866-17      **Jurisdiction:** Diamond Bar  
**Project Title:** Starshine Park ADA Improvements and Retrofit Project  
**IDIS Number:** 10765  
**Operating Agency:** City of Diamond Bar  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the design, specifications, the removal of existing material barriers in the path of travel, and construction of improvements and retrofitting to conform with ADA standards at Starshine Park. This project provides access to playground equipment for elderly and severely disabled adult residents when at the park with their children or grandchildren.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$159,501.00      This Year: \$13,813.00      Cumulative: \$13,813.00      Ratio: 8.7%

### **Annual Narrative:**

At the end of the program year, project design and engineering were completed. Additional Community Development Block Grant funds have been allocated for the project, as the estimated costs for construction were higher than originally budgeted. Advertisement for construction bids and Bid Opening occurred in June 2018.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, City staff began preparation of a Request for Proposal (RFP) to procure for consulting services required for design, engineering, and project plans and specifications.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, the City issued a Request for Proposal (RFP) to procure for design and engineering services. A consulting services agreement was awarded to Architerra, Inc., in December 2017. Design work will begin in the next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, the design plans and specifications and draft Bid Document were completed. The estimated cost of project construction is higher than originally anticipated, so the City will need to reallocate funds from the Unallocated Balance in order to proceed with project implementation. Contract award and construction is expected to begin in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, Amendment No. 1 was approved on June 6, 2018 and provided a budget increase for the project. A Notice Inviting Bids was issued on June 14, 2018. Bid Opening was conducted on June 27, 2018. A construction contract will be awarded in the first quarter of FY 2018-2019.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

**Duarte**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601840-17      **Jurisdiction:** Duarte  
**Project Title:** Galen St. Street Improvement Project  
**IDIS Number:** 10752  
**Operating Agency:** City of Duarte  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project consists of street improvements within the City of Duarte along Galen Street from Broadland Avenue to Buena Vista Street. Improvements include cold milling of existing pavement, new asphalt overlay, installation of permeable gutters to improve drainage, installation of automatic retractable screen units and connector pipe screens into existing catch basins in order to comply with NPDES requirements, and removal and relocation of street signs.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,637      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$190,478.00      This Year: \$2,850.00      Cumulative: \$2,850.00      Ratio: 1.5%

### **Annual Narrative:**

This is a two-year project through June 30, 2019. A bid opening was held on June 26, 2018. A construction contract will be awarded during the first quarter of Fiscal Year 2018-2019. Construction is also expected to begin next quarter.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project cost estimates are under review. Preparation of plans and specifications are pending review.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity this quarter. This project will be amended to extend through June 30, 2019.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project design, preparation of plans and specifications are underway. Preparation of the construction bid document will begin next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A construction bid document was submitted to Community Development Commission of the County of Los Angeles (LACDC) on May 15, 2018. The bid document was approved on May 16, 2018. A bid opening was held on June 26, 2018. A construction contract will be awarded next quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601847-17      **Jurisdiction:** Duarte  
**Project Title:** Installation of ADA Curb Ramps FY 2017-2018  
**IDIS Number:** 10754  
**Operating Agency:** City of Duarte  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides funding for the removal of architectural and material barriers by installing new curb ramps and grading existing curb ramps within residential areas along Duarte Road at Citrusview Avenue, Park Rose Avenue, and Wardell Avenue to create unobstructed paths of travel for elderly and/or severely disabled adults.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 2,416      This Year: 2,416      Cumulative: 2,416      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$71,935.00      This Year: \$71,296.00      Cumulative: \$71,296.00      Ratio: 99.1%

### **Annual Narrative:**

Construction is complete. A total of four Americans with Disabilities Act (ADA)-compliant curb ramps with truncated domes were installed: two at Citrus View and Duarte Road; one at Park Rose and Duarte Road; and one at the northeast corner of Huntington Drive and Oak Avenue. Additionally, a new sidewalk was constructed north on Oak Avenue from Huntington Drive to allow for a safe, continuous unobstructed path of travel.

No leveraged funds were used to complete this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

An amendment to increase the project budget and expand the project scope was submitted to the Community Development Commission (CDC). Next quarter, design and engineering specifications for this project will be prepared. A bid document will be submitted to the CDC.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A Construction Bid Document was submitted to the Community Development Commission on November 7, 2018. The Bid Document was approved on November 8, 2017. A Bid Opening was held on December 5, 2017. A Construction Contract was awarded on December 12, 2017. Construction will begin next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction is complete. A Labor Compliance File Review will be conducted next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 2,416

### **Accomplishment Narrative:**

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

Construction is complete. A Labor Compliance File Review was conducted on April 10, 2018. A Labor Compliance Clearance Letter was issued on April 18, 2018. The Duarte City Council accepted this project as complete on May 8, 2018, and a Notice of Completion was filed on May 9, 2018.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **El Segundo**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601848-17      **Jurisdiction:** El Segundo  
**Project Title:** Installation of Curb Ramps - FY2017-2018  
**IDIS Number:** 10755  
**Operating Agency:** City of El Segundo  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project eliminates architectural and material barriers within the City of El Segundo through either the construction of new or the reconstruction of deteriorated curb ramps to allow unobstructed paths of travel and mobility for elderly and severely disabled adults.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 881      This Year: 881      Cumulative: 881      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$105,588.00      This Year: \$66,207.00      Cumulative: \$66,207.00      Ratio: 62.7%

### **Annual Narrative:**

This project is complete. A total of 16 Americans-with-Disabilities Act (ADA) compliant curb ramps with truncated domes were installed.

No leveraged funds were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Plans and specifications for the Installation of ADA Ramps were submitted to Community Development Commission of the County of Los Angeles (LACDC) on July 5, 2017, and approved on July 6, 2017. A Notice Inviting Bids was advertised on August 24th and August 31, 2017, respectively. A pre-bid meeting for prospective contractors was held on September 6, 2017. The bid opening was held on September 12, 2017. Contract award is expected for next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A construction contract was awarded on October 17, 2017. A pre-construction meeting was held on December 13, 2017. Construction will begin in January 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction is complete. A Labor Compliance File Review was conducted on March 28, 2018. The Notice of Completion will be filed next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 881

### **Accomplishment Narrative:**

This project is complete. A Labor Compliance Clearance letter was issued on April 3, 2018. The Notice of Completion was

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

filed on April 18, 2018.





# **Hawaiian Gardens**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D97254-17      **Jurisdiction:** Hawaiian Gardens  
**Project Title:** Neighborhood Clean-Up Program  
**IDIS Number:** 10725  
**Operating Agency:** City of Hawaiian Gardens  
**Subrecipient Type:** Participating City  
**Contract Period:** 9/13/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This program provides funds for two (2) neighborhood clean-up activities in the predominately low- and moderate-income areas in the City of Hawaiian Gardens. This program supports the Code Enforcement Program in offering a means for residents to correct code violations through the neighborhood clean-up.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 11,938      This Year: 11,938      Cumulative: 11,938      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$20,709.00      This Year: \$20,709.00      Cumulative: \$20,709.00      Ratio: 100.0%

### **Annual Narrative:**

The City of Hawaiian Gardens helped correct code violations and cleaned up low-and moderate-income neighborhoods through the Neighborhood Clean-Up Program. The goal was met by conducting two neighborhood clean-ups and benefiting 11,938 primarily low- and moderate-income persons. 448 tons of trash was removed.

Total leverage funds used on this project are still to be determined.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Funding Period for this project began on September 13, 2017 as a result of late planning summaries submitted by the City. No activity occurred this quarter. A Clean-Up day will be scheduled for the second or third quarter.

**Quarter:** 2      **Accomplishment Quantity:** 11,938

### **Accomplishment Narrative:**

A neighborhood clean-up was conducted on Saturday, December 2, 2017 from 5:30 a.m. to 3:30 p.m. The clean-up served the low- to moderate-income neighborhood along 226th Street – East of Belshire Avenue and West of Wardham Avenue. 170 tons of trash was picked up during the clean-up, and 148.95 tons of trash was recycled.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A neighborhood clean-up was conducted on Saturday, March 24, 2018 from 7:00 a.m. to 1:00 p.m. The clean-up served the low- to moderate-income neighborhood along 214th Street – between Elaine Avenue and Horst Avenue. 278 tons of trash was picked up during the clean-up. The amount recycled has not yet been confirmed.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

No clean-up was conducted in the fourth quarter. The project goal of two clean-ups was met during the third quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601910-17      **Jurisdiction:** Hawaiian Gardens  
**Project Title:** Street Improvements on 223rd, 224th, & 226th Streets  
**IDIS Number:** 10801  
**Operating Agency:** City of Hawaiian Gardens  
**Subrecipient Type:** Participating City  
**Contract Period:** 9/18/2017 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project involves repairs deteriorated gutters, removes material barriers for the installation of ADA compliant curb cut ramps, repairs cracked and uneven sidewalks, and reconstructs cracked and damaged streets that will benefit the low-and moderate-income persons of the primarily residential area of Census Tract 5552.11, Block Group 3 and Census Tract 5552.12, Block Group 1.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 8,625      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$278,047.00      This Year: \$15,831.00      Cumulative: \$15,831.00      Ratio: 5.7%

### **Annual Narrative:**

The contractor completed work on the project during the fourth quarter. Review of the Certified Payroll is in progress. The City expects to receive and pay an invoice from the contractor in July 2018. A request for File Review will be submitted to the Community Development Commission (CDC) in July 2018. The project should be closed out in August 2018.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Funding Period for this project began on September 18, 2017 as a result of late planning summaries submitted by the City. The project is still in the planning phase.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The projects plans and specifications were drafted during the second quarter. The bid documents will be submitted to the Community Development Commission for review in January 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project went out to bid, and a contractor was selected during the third quarter. A Pre-Construction Meeting has been schedule for April 19th. Work is expected to commence and be completed during the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The contractor completed work on the project during the fourth quarter. Review of the Certified Payroll is in progress. A request for File Review will be submitted to the CDC in July 2018.

# **Hermosa Beach**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601869-17      **Jurisdiction:** Hermosa Beach  
**Project Title:** ADA Sidewalk and Access Ramps  
**IDIS Number:** 10767  
**Operating Agency:** City of Hermosa Beach  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides clear paths of travel along Prospect Avenue between 1st Street and 6th Street where no curb ramps currently exist or the reconstruction of deteriorated curb ramps is necessary to allow for clear passage by elderly and severely disabled adult residents of Hermosa Beach.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,170      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$152,123.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

The City requested and was granted a one-year extension of the Fiscal Year (FY) 2017-2018 project. The City only received one formal bid and is therefore considering re-advertising to gain more competitive bids.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity in the first quarter other than planning for City Council.

The City plans to present to City Council the Fiscal Year 2017-18 Community Development Block Grant (CDBG) budget with full scope of work during the November or December Council hearing.

Once Council approves the budget and scope of work, then the City will advertise the Request For Proposal for a contract/labor compliance officer.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City will not be going to City Council for approval of exact locations of ramp improvements as this is part of the citywide Capital Improvement Project goal of providing a comprehensive set of Americans with Disabilities Act (ADA) compliant sidewalks and curb ramps.

As such, the City is preparing to submit a Request For Proposal (RFP) for professional services (design and contract compliance) for the FY 2017-18 CDBG curb ramp project. We have an approved project budget of \$152,123 for approximately 11 ramps along Prospect Avenue between approximately 1st and 6th Street.

The City is aware that we must expend at least \$102,433 by March 31, 2018 and must provide a statement to the CDC Labor

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Compliance Officer describing how this will be achieved.

The project must be completed by Saturday, June 30, 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The City is preparing project specifications for Community Development Commission review prior to advertising and before the bid process begins. The City is also working to revise the Fiscal Year 2017-2018 project implementation schedule, and concurrently requesting a one-year time extension.

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The City was granted a one-year extension of the FY 2017-2018 project after only receiving one formal bid. The City may re-advertise to gain more competitive bids.





**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Irwindale

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601784-16      **Jurisdiction:** Irwindale  
**Project Title:** Access Ramps and Sidewalk Improvements  
**IDIS Number:** 10501  
**Operating Agency:** City of Irwindale  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove architectural and material barriers by providing access ramps and replacing damaged sidewalks that will allow accessibility and mobility for elderly and several disabled adults along portions of several streets to access the transportation infrastructure within Census Tract 4046.00 BG 1 and 2 in the City of Irwindale.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 135      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$31,990.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

The City is using three Fiscal Years of funds in order to have enough money for the access improvement project and to have contractors bid on the project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity during this quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity this Quarter. The City needs to combine Fiscal Year (FY) 2016-2017, FY 2017-2018 and FY 2018-2019 funds in order to entice a contractor to do a project because the City of Irwindale does not receive enough funds in one annual allocation.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Community Development Block Grant (CDBG) Exhibit A contract (Version 03) was amended to time extend this project until June 30, 2019. The City will request a Version 04 amendment to this CDBG Exhibit A after July 1, 2018 in order to add the new FY 2018-2019 allocation of CDBG funds to the project budget.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

No activity this quarter. The Engineering Department will begin working on the project in FY 2018-2019.

# **La Canada Flintridge**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600753-17      **Jurisdiction:** La Canada Flintridge  
**Project Title:** Residential Rehabilitation Project  
**IDIS Number:** 10643  
**Operating Agency:** City of La Canada Flintridge  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing Residential Rehabilitation program funds grants up to \$15,000 each to income eligible owner-occupied single-family dwellings to assist with repair and rehabilitation work.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 3      This Year: 4      Cumulative: 4      Ratio: 133.3%  
**Net Expenditures:** Budgeted: \$58,344.00      This Year: \$48,379.00      Cumulative: \$48,379.00      Ratio: 82.9%

### **Annual Narrative:**

During Fiscal Year (FY) 2017-2018, the program received ten applications. Three applications were approved and completed. Two applicants withdrew. Five applications are on the wait list and will be processed during FY 2018-2019.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	4	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	2	0
Moderate	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
1038 Flanders Rd.	La Canada Flintridge	CA	91011	Owners	Low	\$15,000
4612 Rockland Place	La Canada Flintridge	CA	91011	Owners	Low	\$15,000
4318 Alta Canyada	La Canada Flintridge	CA	91011	Owners	Moderate	\$15,000
4603 Palm Dr.	La Canada Flintridge	CA	91011	Owners	Moderate	\$4,900

**Total Number of Housing Units Assisted :** 4

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	4	0

### **Lead Paint Detail:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	2
Otherwise exempt	2

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	4	0
<hr/>		
<b>Total</b>	<b>4</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Since the beginning of the program year, seven applications have been received. For the first quarter, one application has been approved and is under construction. One application has been approved and is in the pre-bid phase. One application has been activated and is under review. One applicant withdrew. Three applications are on the wait list.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

For the Residential Rehabilitation program, as of the end of the second quarter, seven applications were received. One application has been completed, another is under construction, and a third applicant withdrew. Currently, four applicants are on the waiting list. Completed projects will be reported in the third quarter report.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Residential Rehabilitation activities as of the third quarter, eight applications have been received and reviewed. One project has been approved and construction completed. Currently, one project is under construction, and one application is under review. One applicant withdrew.

There are four applicants on the waiting list. As current program year funding allows, new projects will be drawn from the wait list or pushed to the new program year for consideration.

**Quarter:** 4      **Accomplishment Quantity:** 4      **Female-Headed Households:** 1

### Accomplishment Narrative:

Through the fourth quarter of the program year, the residential rehabilitation program received two applications. Two projects were completed in the fourth quarter. Five applicants were on the wait list.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D98662-17      **Jurisdiction:** La Canada Flintridge  
**Project Title:** Sewer Connection Subsidies  
**IDIS Number:** 10728  
**Operating Agency:** City of La Canada Flintridge  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides grants up to \$12,000 to income eligible homeowners for plumbing retrofit and hardscape construction costs associated with the connection of single-family residences to sewer lines.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$17,464.00      This Year: \$13,026.00      Cumulative: \$13,026.00      Ratio: 74.6%

### **Annual Narrative:**

During Fiscal Year (FY) 2017-2018, the program received six applications. Two applications were approved and completed. One application was terminated due to lack of owner response. Three applications are on the wait list and will be processed during FY 2018-2019.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Moderate	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
5211 Crown Ave.	La Canada Flintridge	CA	91011	Owners	Moderate	\$12,000

**Total Number of Housing Units Assisted :** 1

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	1	0

### **Lead Paint Detail:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	0
Otherwise exempt	1

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	1	0
<b>Total</b>	<b>1</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Since the beginning of the program year, the program has received three applications. Two applications have been activated and are under review. One application is on the wait list.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

For the Sewer Connection Subsidy program, at the end of the second quarter, three applications have been received. Two of the applications are out to bid. One application has been terminated, and there is no one currently on the waiting list. All completed projects will be reported in the third quarter report.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

For the Sewer Connection Program during the third quarter, three applications were received and reviewed. One project was approved and has been completed. Another project was approved and is currently out to bid. Lastly, one project was terminated. At this time, the waiting list has been cleared.

**Quarter:** 4      **Accomplishment Quantity:** 1      **Female-Headed Households:** 1

### Accomplishment Narrative:

Through the fourth quarter of the program year, the sewer connection subsidy program received three applications. Two were completed in the fourth quarter.





# **La Habra Heights**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601996-17      **Jurisdiction:** La Habra Heights  
**Project Title:** Paramedic Membership Program (PMP) Senior Subsidy  
**IDIS Number:** 10844  
**Operating Agency:** City of La Habra Heights  
**Subrecipient Type:** Participating City  
**Contract Period:** 3/12/2018 to 6/30/2019  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides a subsidy for senior residents for membership in the City's Paramedic Membership Program which provides paramedic and ambulance transportation services.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 486      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$22,000.00      This Year: \$13,265.00      Cumulative: \$13,265.00      Ratio: 60.3%

### **Annual Narrative:**

The Paramedic Membership Program is a year-round program. Senior residents can sign-up for the program at any time during the calendar year. The subsidy provides coverage to residents who cannot afford to pay the \$45 annual fee and covers them from expensive medical bills if services from the La Habra Heights Fire Department are rendered.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City is in the process of having informational/promotional material as well as applications for the project approved. The City is also finalizing the process of allowing seniors who have already paid out-of-pocket for their Paramedic Membership Program (PMP) be eligible for the subsidy program.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

City created an application for the program as well as began promoting the subsidy through social media and the City's website. Applications were distributed at the City's front counter as well as at City events such as a new resident reception. The City was not receiving a large number of applications, so the applications were printed and mailed to all households within the City. Within two weeks of the mailing, the City has received 138 applications.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **La Mirada**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600671-17      **Jurisdiction:** La Mirada  
**Project Title:** Foster Park Residential Code Enforcement Program  
**IDIS Number:** 10640  
**Operating Agency:** City of La Mirada  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** SBA Slum/Blight Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing code enforcement program aids in arresting slum and blight conditions within the Foster Park Residential Project Area 4. This program is operated in tandem with the City's CDBG-funded Housing Rehabilitation program.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 205      This Year: 255      Cumulative: 255      Ratio: 124.4%  
**Net Expenditures:** Budgeted: \$65,000.00      This Year: \$54,919.00      Cumulative: \$54,919.00      Ratio: 84.5%

### **Annual Narrative:**

During Fiscal Year 2017-2018, 328 cases were processed to address property maintenance and code violations.

**Quarter:** 1      **Accomplishment Quantity:** 65

### **Accomplishment Narrative:**

During the first quarter, 65 contacts were made to address code violations. Violations consisted of: inoperable vehicles; debris in the street; and working without proper permits.

**Quarter:** 2      **Accomplishment Quantity:** 90

### **Accomplishment Narrative:**

During the second quarter, 90 contacts were made to address code violation/property maintenance issues.

**Quarter:** 3      **Accomplishment Quantity:** 100

### **Accomplishment Narrative:**

During the third quarter, 100 contacts were made to address code violations. Eight citations were issued: one construction without permits and seven for property maintenance. All cases are now in compliance.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, 70 new contacts were made to address code violations. Seven citations were issued.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96288-17      **Jurisdiction:** La Mirada  
**Project Title:** Housing Rehabilitation  
**IDIS Number:** 10708  
**Operating Agency:** City of La Mirada  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This program provides grants and low-interest deferred loans to rehabilitate or correct code violations for single-family residences and mobile homes of qualified low-income home owners within the City of La Mirada.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 4      This Year: 4      Cumulative: 4      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$124,547.00      This Year: \$99,500.00      Cumulative: \$99,500.00      Ratio: 79.9%

### **Annual Narrative:**

At the end of the program year, a total of four loans were processed. The projected goal of four households assisted was met. The total budget projected was not used due to several of the rehabilitation projects not requiring lead or asbestos abatement.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Hispanic	1	0
White - Non-Hispanic	3	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Moderate	4	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
15209 Normandy	La Mirada	CA	90638	Owners	Moderate	\$20,000
11905 Hartdale	La Mirada	CA	90638	Owners	Moderate	\$30,000
14017 Lake Crest Drive	La Mirada	CA	90638	Owners	Moderate	\$19,000
14771 Florita Road	La Mirada	CA	90638	Owners	Moderate	\$18,000

**Total Number of Housing Units Assisted : 4**

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	3	0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	2
Otherwise exempt	1

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	0	3
4	0	1
<b>Total</b>	<b>0</b>	<b>4</b>

**Quarter:** 1                      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

In the first quarter, four loan applications have been reviewed and approved. Two applicants are currently under rehabilitation, and two other applicants are in the bid stage.

**Quarter:** 2                      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

For the second quarter, three homes were in the final rehabilitation stage and are expected to be completed in the first part of January. One additional loan application is the bid stage.

**Quarter:** 3                      **Accomplishment Quantity:** 3                      **Female-Headed Households:** 1

#### Accomplishment Narrative:

Three loans were funded to assist three residents with rehabilitation projects in the third quarter. Completion of all three is expected in the fourth quarter and will be reported in the Residential Rehabilitation Module in the Community Development Block Grant (CDBG) System.

**Quarter:** 4                      **Accomplishment Quantity:** 1                      **Female-Headed Households:** 1

#### Accomplishment Narrative:

During the fourth quarter, one additional loan was processed in the amount of \$14,300.00 for home improvements.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601830-16      **Jurisdiction:** La Mirada  
**Project Title:** Neff Historical Site Restoration Project  
**IDIS Number:** 10595  
**Operating Agency:** City of La Mirada  
**Subrecipient Type:** Participating City  
**Contract Period:** 2/28/2017 to 6/30/2019  
**Activity Code:** 16B Non-Residential Historic Preservation  
**National Objective:** SBS Slum/Blight Spot  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will restore and rehabilitate the Neff Estate Historical Site, which includes the Neff Mansion, the Barn and the George House with the goal of preserving this National Historic Register Landmark for future generations of residents to enjoy. The City currently owns, maintains and operates this site. Proposed rehabilitation includes roof replacement and exterior paint in order to eliminate conditions considered to be detrimental to public health and safety.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Organizations  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$402,991.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

This project has been extended and is projected to be complete by November 2018.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Due to receiving only two bids on the project, and the bids received exceeded the original estimate, it was recommended by staff and approved by City Council to re-bid the project. The new schedule for this project is as follows:

Bid Document Submission: November 2, 2017 (Revised Notice Inviting Bids, which includes the mandatory pre-bid meeting, to CDC for Concurrence)  
 Re-Advertise for Sealed Bids: November 14, 2017  
 Bid Opening: January 16, 2018  
 Contract Award: February 12, 2018  
 Construction Start: March 5, 2018  
 Construction Complete: May 4, 2018

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project schedule is as follows:

Bid Document Submission: Friday, December 15, 2017  
 Re)Advertise for Sealed Bids: Friday, January 19, 2018  
 Mandatory Pre-Bid Meeting: Wednesday, February 07, 2018  
 Bid Opening: Wednesday, February 21, 2018  
 Contract Award: Tuesday, March 13, 2018  
 Construction Start: Monday, April 16, 2018

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Construction Complete: Wednesday, June 27, 2018

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Activities during the third quarter included advertisement for sealed bids, which took place on February 23, 2018. A pre-bid meeting was held on March 13, 2018 with the Bid opening scheduled for April 4, 2018. Contract award and construction are expected in the fourth quarter of the program year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project has been extended due a delay in the bidding process and request for a non-competitive procurement approval, which was received on June 15, 2018. The new projected construction schedule is as follows:

### PROJECT SCHEDULE

Bid Document Submission - February 20, 2018  
Advertise for Sealed Bids - February 23, 2018  
Mandatory Pre-Bid Meeting - March 13, 2018  
Bid Opening - May 2, 2018  
Contract Award - July 10, 2018  
Construction Start - August 20, 2018  
Construction Complete - November 26, 2018



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600507-17      **Jurisdiction:** La Mirada  
**Project Title:** Senior Services Program  
**IDIS Number:** 10636  
**Operating Agency:** City of La Mirada  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing senior services program provides a Tax Assistance Program from February through April and a monthly referral program called Helping Hands Program for senior citizens, 55 years of age and older.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 120      This Year: 206      Cumulative: 206      Ratio: 171.7%  
**Net Expenditures:** Budgeted: \$33,449.00      This Year: \$29,231.00      Cumulative: \$29,231.00      Ratio: 87.4%

### **Annual Narrative:**

At the end of the program year, a total of 206 seniors were assisted through the Helping Hands Program and the Income Tax Assistance program. This was an increase in service provided from the prior fiscal year.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	3
Asian - Non-Hispanic	20
Asian and White - Non-Hispanic	1
Black/African American & White - Non-Hispanic	1
Black/African American - Non-Hispanic	4
Other Race - Hispanic	9
Other Race - Non-Hispanic	4
White - Hispanic	44
White - Non-Hispanic	119
<b>Total</b>	<b>206</b>

**Quarter:** 1      **Accomplishment Quantity:** 7

### **Accomplishment Narrative:**

For the first quarter, seven senior residents were assisted under the Helping Hands Program.

**Quarter:** 2      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

One resident was assisted during the second quarter through the Helping Hands Program. Additional residents were assisted

## **2017-2018 CAPER CDBG Activity Listing**

**(Activities Included in Analysis)**

during the month of December but will be entered after the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 148

**Accomplishment Narrative:**

During the third quarter, 142 senior residents were assisted through the Tax Assistance and Helping Hands programs.

**Quarter:** 4      **Accomplishment Quantity:** 50

**Accomplishment Narrative:**

At the end of the fourth quarter, 50 clients were served with income tax assistance and helping hands assistance.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# La Puente

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601490-17      **Jurisdiction:** La Puente  
**Project Title:** Code Enforcement Program  
**IDIS Number:** 10672  
**Operating Agency:** City of La Puente  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing program targets low- and moderate-income residential areas of the City of La Puente which have been deemed deteriorating to identify code deficiencies as they relate to planning, zoning, health and safety, and substandard housing issues to aid in arresting the decline of the area. This program together with the City's Housing Rehabilitation program is expected to arrest the decline of the area.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 37,901      This Year: 37,901      Cumulative: 37,901      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$175,000.00      This Year: \$174,981.00      Cumulative: \$174,981.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$335,000.00
<b>Total Leverage Funds</b>	<b>\$335,000.00</b>

### **Annual Narrative:**

Code Enforcement Officers opened and closed a total of 681 cases for Fiscal Year (FY) 2017-2018, addressing code deficiencies such as garage conversions, inoperable vehicles, illegal dumping, and other code violations throughout the year.

The program continues to create flyers to make residents aware of how to come into compliance and understanding the regulations that are in place to assist with the removal of blight. This allowed property owners to understand and come into voluntary compliance within a reasonable time.

Leverage funds were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 37,901

### **Accomplishment Narrative:**

The City continues to hire additional part-time personnel to patrol certain Community Development Block Grant (CDBG) census tracts. There were a total of 58 cases combined that were closed and opened due to code violations.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There were a total of 199 cases combined that were closed and opened due to code violations.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

## **2017-2018 CAPER CDBG Activity Listing** **(Activities Included in Analysis)**

There were a total of 147 cases combined that were closed and opened due to code violations.

Cases included: Illegal Residential Conversions - 32; Public Nuisance - 72; Inoperable Vehicles - 29; Criminal Complaints - 2; and Illegal Dumping - 12.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There were a total of 277 cases combined that were closed and opened due to code violations.

Cases included: Illegal Residential Conversions - 13; Public Nuisance - 130; Inoperable Vehicles - 34; Criminal Complaints - 8; and Illegal Dumping - 92.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D97301-17      **Jurisdiction:** La Puente  
**Project Title:** Housing Rehabilitation-Single Unit  
**IDIS Number:** 10726  
**Operating Agency:** City of La Puente  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants to rehabilitate single-family homes owned and occupied by low- and moderate-income households. Qualified recipients are also eligible to receive an additional grant to be used for asbestos and/or lead testing, abatement and abatement clearance monitoring, if required.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 14      This Year: 14      Cumulative: 14      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$183,727.00      This Year: \$170,951.00      Cumulative: \$170,951.00      Ratio: 93.0%

### **Annual Narrative:**

A total of 14 Housing Rehabilitation projects were completed during Fiscal Year (FY) 2017-2018. Eligible improvements included roof, electrical, plumbing, and structural repairs.

The City will continue to process applications. A possible of ten more applicants will be requested to participate in the following quarter.

No leverage funds were reported for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
White - Hispanic	13	0
<b>Total</b>	<b>14</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	4	0
Low	3	0
Moderate	7	0
<b>Total</b>	<b>14</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
832 GREYCLIFF AVE	LA PUENTE	CA	91744	Owners	Extremely Low	\$12,000
620 N. TONOPAH AVE	LA PUENTE	CA	91744	Owners	Low	\$12,000

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

148 N. HOMESTEAD STREET	LA PUENTE	CA	91744	Owners	Extremely Low	\$12,000
16914 INYO STREET	LA PUENTE	CA	91744	Owners	Extremely Low	\$12,000
15336 FLAGSTAFF STREET	LA PUENTE	CA	91744	Owners	Moderate	\$12,000
15426 Flagstaff Street	LA PUENTE	CA	91744	Owners	Moderate	\$12,000
547 N. ORANGE AVE	LA PUENTE	CA	91744	Owners	Moderate	\$12,000
714 LARIMORE AVE	LA PUENTE	CA	91744	Owners	Moderate	\$12,000
15832 VICTORIA AVE	LA PUENTE	CA	91744	Owners	Extremely Low	\$12,000
16844 INYO STREET	LA PUENTE	CA	91744	Owners	Low	\$12,000
16310 APPLEBLOSSOM STREET	LA PUENTE	CA	91744	Owners	Moderate	\$12,000
15873 LAS VECINAS DR.	LA PUENTE	CA	91744	Owners	Low	\$12,000
13913 PRICHARD STREET	LA PUENTE	CA	91746	Owners	Moderate	\$12,000
425 WILLOW AVE	LA PUENTE	CA	91746	Owners	Moderate	\$12,000

**Total Number of Housing Units Assisted : 14**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	9	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	12
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	2	0
2	6	0
3	3	0
4	3	0
<b>Total</b>	<b>14</b>	<b>0</b>

**Quarter: 1      Accomplishment Quantity: 2      Female-Headed Households: 2**

### Accomplishment Narrative:

In this quarter, two rehabilitation units were completed. There were 12 applicants that were being processed for qualification to participate in the program. Six applicants are moving forward to the work scope/bid phase in the next quarter, and four will begin construction in the next quarter.

**Quarter: 2      Accomplishment Quantity: 6      Female-Headed Households: 4**

### Accomplishment Narrative:

In this quarter, six rehabilitation units were completed. There were 20 applicants that were being processed for qualification to participate in the program. Four applicants are moving forward to the work scope/bid phase in the next quarter, and six will begin construction in the next quarter.

**Quarter: 3      Accomplishment Quantity: 3      Female-Headed Households: 1**

### Accomplishment Narrative:

In this quarter, three rehabilitation units were completed. There were 12 applicants that were being processed for qualification to participate in the program. Three applicants are moving forward to the work scope/bid phase. In the next quarter, four

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

applicants will begin construction.

**Quarter:** 4

**Accomplishment Quantity:** 3

**Female-Headed Households:** 2

### **Accomplishment Narrative:**

In this quarter, three rehabilitation projects were completed. A few more applicants withdrew from the program, and there were four more applicants added for consideration of participation for the program. Additionally, there were eight applicants that moved forward into the work scope phase and bid phase. There were two applicants that were moving forward from bid phase to construction phase in the next quarter.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601822-16      **Jurisdiction:** La Puente  
**Project Title:** La Puente Park Restroom Improvement Project  
**IDIS Number:** 10539  
**Operating Agency:** City of La Puente  
**Subrecipient Type:** Participating City  
**Contract Period:** 8/18/2016 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide funding for the rehabilitation of a park restroom at La Puente Park located at 501 N. Glendora Ave, in the City of La Puente.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$400,000.00      This Year: \$203,801.00      Cumulative: \$226,559.00      Ratio: 56.6%

### **Annual Narrative:**

This is a continuing project from the previous Fiscal Year. In August 2016, the City awarded a contract for consultant services for the design and development of specifications for the bathroom project at La Puente Park. In November 2016, the City Council selected one of two designs.

In the third quarter, construction commenced and it is anticipated that construction and file request for review will be requested in the 2018-2019 Fiscal Year.

No leverage funds is used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In this quarter, the engineering and design team for the bathroom project met with Community Development Commission (CDC) for technical assistance before submitting the final specifications for review and approval. In September, CDC approved the specifications, and the City will move forward with the soliciting of bids in the next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In this quarter, the City solicited bids for the project and successfully received four bids. The City conducted the bid opening in November and will be presenting the award of contract in the next quarter in January 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In this quarter, the City awarded the construction contract for the Park Restroom Project. Once awarded, the City held a pre-con meeting with staff and the contractors team to discuss the schedule and duration of the project. The City has issued the Notice to Proceed with procurement of materials to follow.

**Quarter:** 4      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

In this quarter, the construction of the bathroom project has commenced and will continue to be in construction through this quarter and part of next quarter. The City estimates construction completion in August 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96309-17      **Jurisdiction:** La Puente  
**Project Title:** Senior Services  
**IDIS Number:** 10709  
**Operating Agency:** City of La Puente  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project offers various programs, activities, and other services such as field trips, computer classes, aerobics, income-tax counseling, and legal advice to seniors, 55 years of age and older, at the La Puente Senior Citizen Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 100      This Year: 93      Cumulative: 93      Ratio: 93.0%  
**Net Expenditures:** Budgeted: \$49,187.00      This Year: \$49,132.00      Cumulative: \$49,132.00      Ratio: 99.9%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$150,000.00
<b>Total Leverage Funds</b>	<b>\$150,000.00</b>

### **Annual Narrative:**

The La Puente Senior Center offers a variety of classes and activities throughout Fiscal Year (FY) 2017-2018, such as: field trips; computer classes; aerobics; income-tax counseling; and legal advice. The Center also hosted several events such as dances and luncheons throughout the FY. A total of 93 seniors participated in the various classes, activities and monthly events.

Leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	2
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Non-Hispanic	9
Asian and White - Non-Hispanic	1
Black/African American - Non-Hispanic	1
Other Race - Hispanic	9
Other Race - Non-Hispanic	10
White - Hispanic	29
White - Non-Hispanic	31
<b>Total</b>	<b>93</b>

**Quarter:** 1      **Accomplishment Quantity:** 33

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

A total of 33 seniors participated in the various programs and activities the Senior Center offers. The services were offered to these seniors on a first-come, first-service basis.

In July, the Senior Center celebrated the Independence Day Holiday dance. In August, they celebrated the end of summer with a Luau Dance; and in September, they had a Sock Hop Dance.

**Quarter:** 2      **Accomplishment Quantity:** 14

### **Accomplishment Narrative:**

A total of 14 seniors participated in the various programs and activities the Senior Center offers.

In October, the Senior Center hosted a Halloween Costume Ball. In November, they hosted a Thanksgiving lunch, and, late in the month, a Thanksgiving Dance. In December, they hosted the Holiday Dance to celebrate the holiday season.

**Quarter:** 3      **Accomplishment Quantity:** 26

### **Accomplishment Narrative:**

A total of 26 seniors participated in the various programs and activities the Senior Center offers.

In January, the Senior Center hosted the Senior Winter Dance. In February, they hosted the Red and White Dance. In March, they hosted the Senior Center St. Patrick's Day Dance, and later in the month, they hosted March Madness Activities.

**Quarter:** 4      **Accomplishment Quantity:** 20

### **Accomplishment Narrative:**

A total of 20 seniors participated in the various programs and activities the Senior Center offers.

In April, the Senior Center hosted the Senior Center Spring Fling Dance. In May, they hosted the Mother's Day Dance. In June, the Senior Center hosted the Senior Center's 23rd Anniversary Celebration and Volunteer Lunch.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# La Verne

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601803-16      **Jurisdiction:** La Verne  
**Project Title:** ADA Sidewalk Repairs (FY2016-17)  
**IDIS Number:** 10515  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove architectural and material barriers to provide unobstructed paths of travel for elderly and severely disabled adult residents by replacing damaged portions of residential sidewalks that are cracked and uplifted due to extensive damage by tree roots, and repair or install curb ramps within the City.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,312      This Year: 3,312      Cumulative: 3,312      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$143,000.00      This Year: \$141,016.00      Cumulative: \$143,000.00      Ratio: 100.0%

### **Annual Narrative:**

This project replaced damaged portions of residential sidewalks that were cracked and uplifted due to extensive damage by tree roots as well as repair and install curb ramps to provide accessibility and mobility to elderly or severely disabled adult residents. Construction was completed in the first quarter of Fiscal Year (FY) 2017-2018, and a Labor Compliance File Review was conducted on September 9, 2017, with a Clearance Letter issued on November 29, 2017.

No leverage funds for this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, construction was completed and a Labor Compliance File Review was scheduled and completed. There are a few close-out items that remain and once completed. A Labor Compliance Clearance Letter will be issued to administratively close the project.

**Quarter:** 2      **Accomplishment Quantity:** 3,312

### **Accomplishment Narrative:**

During the second quarter, the City worked to complete requested actions as identified from the September 9, 2017 Labor Compliance File Review.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601895-17      **Jurisdiction:** La Verne  
**Project Title:** ADA Sidewalk Repairs (FY2017-18)  
**IDIS Number:** 10781  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/26/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of architectural and material barriers to provide unobstructed paths of travel for elderly and severely disabled adult residents by replacing damaged portions of residential sidewalks that are cracked and uplifted.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,910      This Year: 3,910      Cumulative: 3,910      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$58,000.00      This Year: \$57,988.00      Cumulative: \$57,988.00      Ratio: 100.0%

### **Annual Narrative:**

At the end of the Fiscal Year (FY) 2017-2018 program year, construction of sidewalk improvements were completed and provided safe access to disabled adults and seniors. A construction contract labor compliance clearance letter was issued.

No leverage funding for this project.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, staff has been working to complete the design portion of the project in order to submit for Community Development Commission Bid Document review. Once bid documents are approved, bidding, contract award and construction are expected to begin in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, Bid Documents were reviewed and approved. Currently, this project is out for bid. Upon a successful bid opening, contract award and construction are expected to begin and complete in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 3,910

### **Accomplishment Narrative:**

During the fourth quarter, with construction of sidewalk improvements completed, a construction contract labor compliance File Review was completed.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601892-16      **Jurisdiction:** La Verne  
**Project Title:** Bradford St. and Bowdoin St. Sidewalks  
**IDIS Number:** 10615  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 4/4/2017 to 6/30/2018  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of architectural and material barriers by installing new sidewalks and connecting the sidewalks to create a clear path of travel along portions of the residential area of Bradford Street and Bowdoin Street. These improvements create unobstructed paths of travel for the elderly and severely disabled adults.

CDBG funds are used for personnel, non-personnel and capital costs.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,910      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$135,000.00      This Year: \$128,247.00      Cumulative: \$128,247.00      Ratio: 95.0%

### **Annual Narrative:**

Once all pending items are resolved, this project will be reported as completed.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, plans and specifications were sent to the Community Development Commission for review. Construction work is expected to begin in the second quarter, with completion in the second to third quarter of the program year.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction for this project was completed during the second quarter. Staff are working to prepare and submit for Labor Compliance File Review, which will take place in the third quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the third quarter, construction has been completed and administrative close-out is in process. The project is expected to be fully completed and closed-out in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the fourth quarter, with construction completed, a construction contract labor compliance File Review was performed. The City is working to resolve findings identified in the File Review.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601921-17      **Jurisdiction:** La Verne  
**Project Title:** City Parks - Water Fountain Access Improvement Project  
**IDIS Number:** 10813  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/26/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal and replacement of water fountains and the removal of associated material and architectural barriers of the water fountains, that restrict access for the elderly and severely disabled adults at multiple City parks.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 4      This Year: 4      Cumulative: 4      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$15,489.00      Cumulative: \$15,489.00      Ratio: 77.4%

### **Annual Narrative:**

For the program year 2017-2018, this project provided for accessible water fountains at four parks in the City of La Verne.

No leverage funding for this project.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the second quarter, staff has been working to gather sufficient bids for the purchase of water fountains and associated materials to install at Kuns, Lincoln, Lowell Brandt, and Mills Parks.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the third quarter, water fountain supplies and equipment have been procured. The City expects to begin installation work and complete this project in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 4

### **Accomplishment Narrative:**

During the fourth quarter, water fountains were purchased and installed by City Public Works staff at four parks in the City of La Verne.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601923-17      **Jurisdiction:** La Verne  
**Project Title:** Community Center ADA Bathroom Improvements  
**IDIS Number:** 10814  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/26/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of material and architectural barriers, such as amenity and assistive devices height and spacing, that restrict access and usability of restrooms to severely disabled adults and the elderly at the La Verne Community Center.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$23,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

At the end of the 2017-2018 program year, this project's funding source was revised.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, staff has been working to finalize the design specifications for the project in order to begin procurement for materials.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the conclusion of the third quarter, the City has decided not to pursue this project due to many contributing issues. City will review and consider this project at a future date.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, this project had no activity.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96318-17      **Jurisdiction:** La Verne  
**Project Title:** Senior Hot Lunch Program  
**IDIS Number:** 10710  
**Operating Agency:** City of La Verne  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program serves hot lunch meals to elderly persons, 60 years of age and older on weekdays and at the La Verne Community Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 150      This Year: 21      Cumulative: 21      Ratio: 14.0%  
**Net Expenditures:** Budgeted: \$20,038.00      This Year: \$15,667.00      Cumulative: \$15,667.00      Ratio: 78.2%

### **Annual Narrative:**

At the end of the 2017-2018 program year, a total of 234 clients were served for a combined total of 9,669 lunches served.

However, total client information was not input into the Community Development Block Grant (CDBG) System by City staff and so is not reflected in the accomplishments of this report.

No leverage funding for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Non-Hispanic	2
Asian and White - Non-Hispanic	1
Black/African American - Non-Hispanic	1
Other Race - Hispanic	2
Other Race - Non-Hispanic	1
White - Hispanic	2
White - Non-Hispanic	11
<b>Total</b>	<b>21</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the first quarter, 173 people were served hot lunches. A total of 2,617 meals were served.

**Quarter:** 2      **Accomplishment Quantity:** 21

### **Accomplishment Narrative:**

## **2017-2018 CAPER CDBG Activity Listing**

**(Activities Included in Analysis)**

At the end of the second quarter, a total of 21 seniors were served hot meals, for a year-to-date total of 2,410 lunches served to seniors.

**Quarter:**            3            **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

At the end of the third quarter, a total of 16 new clients were served lunch. Year-to-date, a total of 2,344 hot lunches have been served.

**Quarter:**            4            **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

During the fourth quarter, 24 new senior clients were served meals totaling 2,298 lunches.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Lawndale

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601881-17      **Jurisdiction:** Lawndale  
**Project Title:** 145th Street Resurfacing Project  
**IDIS Number:** 10775  
**Operating Agency:** City of Lawndale  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This project provides for new asphalt, removal and reconstruction of curbs, gutters, and cross gutters, curb ramps, driveway approaches, and sidewalks, adjusting utility covers to grade, pavement striping, and other incidental work in a predominantly low- and moderate-income residential area. Improvements are for 145th Street from Kingsdale Avenue to Hawthorne Boulevard.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,385      This Year: 1,385      Cumulative: 1,385      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$589,423.00      This Year: \$547,220.00      Cumulative: \$547,220.00      Ratio: 92.8%

### **Annual Narrative:**

The City successfully completed street improvements along 145th Street from Kingsdale Avenue to Hawthorne Boulevard.

No leveraged funds were used on this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project's plans and specifications are complete. A Bid Document will be submitted to Community Development Commission next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A construction bid document was submitted to Community Development Commission of the County of Los Angeles (CDC) on October 9, 2017. The construction bid document was approved on October 10, 2017. A pre-bid meeting was conducted on October 30, 2017. A bid opening was held on November 8, 2017. A construction contract was awarded on December 5, 2017. A pre-construction meeting was held on December 14, 2017. Construction will begin next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction is almost complete. A Labor Compliance File Review is expected next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 1,385

### **Accomplishment Narrative:**

Construction is complete. LACDC conducted a Labor Compliance File review on June 12, 2018. On June 27, 2018, the City was notified, via email, that the project received labor compliance clearance and that a formal clearance letter will follow. The

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

Lawndale City Council will take action on accepting this project as complete and filing a Notice of Completion in July.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96349-17      **Jurisdiction:** Lawndale  
**Project Title:** Senior Activities  
**IDIS Number:** 10711  
**Operating Agency:** City of Lawndale  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides a hot lunch meal program for City of Lawndale senior residents, age 55 and over. The program is conducted Monday through Friday at the City's Community Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 175      This Year: 180      Cumulative: 180      Ratio: 102.9%  
**Net Expenditures:** Budgeted: \$45,526.00      This Year: \$45,526.00      Cumulative: \$45,526.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$63,800.00
<b>Total Leverage Funds</b>	<b>\$63,800.00</b>

### **Annual Narrative:**

180 seniors were served 14,769 lunches during this Program Year 2017-2018.

Leveraged funds supported this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	1
Asian - Non-Hispanic	20
Black/African American & White - Non-Hispanic	2
Black/African American - Non-Hispanic	16
Other Race - Hispanic	33
Other Race - Non-Hispanic	3
White - Hispanic	69
White - Non-Hispanic	36
<b>Total</b>	<b>180</b>

**Quarter:** 1      **Accomplishment Quantity:** 76

### **Accomplishment Narrative:**

A total of 3,636 meals were provided. A total of 76 new clients were served and three nutrition education presentations were conducted.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 41

**Accomplishment Narrative:**

During the second quarter, 41 new clients received services. A total of 3,658 meals were served. Four nutrition education presentations were made. Ten volunteers assisted the program and completed 676 volunteer hours.

**Quarter:** 3      **Accomplishment Quantity:** 37

**Accomplishment Narrative:**

During the third quarter, 37 new clients received services. A total of 3,734 meals were served. 12 volunteers assisted the program and completed 773 volunteer hours.

**Quarter:** 4      **Accomplishment Quantity:** 26

**Accomplishment Narrative:**

A total of 3,741 meals were provided to 26 new participants. Three nutrition education presentations were made. 12 volunteers performed 875 volunteer hours to assist the Senior Activities Program.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Lomita

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601885-17      **Jurisdiction:** Lomita  
**Project Title:** Business Assistance Program  
**IDIS Number:** 10795  
**Operating Agency:** City of Lomita  
**Subrecipient Type:** Participating City  
**Contract Period:** 8/15/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18B ED Direct: Technical Assistance  
**National Objective:** LMJ Low/Mod Jobs  
**Objective:** Creating Economic Opportunity      **Outcome:** Availability/Accessibility

### Project Summary

This new program provides technical assistance to business owners through one-on-one consultations to assist with expansion, explain City requirements, facilitate the processing of applications for permits, licenses and fees.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Jobs  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$30,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

There were no expenditures related to this project during the Fiscal Year (FY) 2017-2018. A procurement was conducted to identify a consultant to assist with this project during FY 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Funding Period for this project began on August 15, 2017. The review process for the project guidelines and documents began this quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project guidelines and documents were completed this quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Staff conducted outreach to provide technical assistance to business owners during the third quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There were no expenditures related to this project during Fiscal Year 2017-2018. A procurement was conducted to identify a consultant to assist with this project during Fiscal Year 2018-2019.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601884-17      **Jurisdiction:** Lomita  
**Project Title:** Job Creation and Business Incentive Loan Program  
**IDIS Number:** 10800  
**Operating Agency:** City of Lomita  
**Subrecipient Type:** Participating City  
**Contract Period:** 9/14/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18A ED Direct: Direct Financial Assistance to For Profit Business  
**National Objective:** LMJ Low/Mod Jobs  
**Objective:** Creating Economic Opportunity      **Outcome:** Availability/Accessibility

### Project Summary

This new program provides forgivable commercial rehabilitation loans to businesses within the City of Lomita for the purpose of creating permanent jobs that will be made available for low-and moderate-income individuals.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Jobs  
**Quantitative Accomplishments:** Goal: 4      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$109,718.00      This Year: \$12,301.00      Cumulative: \$12,301.00      Ratio: 11.2%

### **Annual Narrative:**

On June 5, 2018, the Lomita City Council approved a Resolution authorizing a \$50,000 forgivable loan to local business owners, Robert and Shannon Lake, for the business Burnin Daylight located at 24516 Narbonne Avenue. Documentation of the job creation will be submitted within the first two quarters of Fiscal Year 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

The Funding Period for this project began on September 14, 2017. The review process for the project guidelines and documents began this quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

Program guidelines and documents were created during the second quarter. Loan application review will begin during the third quarter. The City will likely request an amendment to extend the contract end date to FY 2018-19.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

Review of potential loan recipients begin during the third quarter. A loan will be awarded in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

The loan is subject to the terms and conditions of the Community Development Block Group Job Creation and Business Incentive (JCBI) Program.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96370-17      **Jurisdiction:** Lomita  
**Project Title:** Lifeline Personal Response System  
**IDIS Number:** 10713  
**Operating Agency:** City of Lomita  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides medically high-risk senior citizens, age 55 and older, and/or severely disabled adult persons with electronic home based devices which allows them to alert the hospital in the event of an emergency occurring, even if they cannot reach or operate a telephone.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25      This Year: 25      Cumulative: 25      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$18,163.00      This Year: \$9,879.00      Cumulative: \$9,879.00      Ratio: 54.4%

### **Annual Narrative:**

25 clients were served during Fiscal Year 2017-2018. The accomplishment goal of 25 clients served was met.

No leverage funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian and White - Non-Hispanic	1
Black/African American - Non-Hispanic	1
Other Race - Hispanic	2
White - Hispanic	6
White - Non-Hispanic	15
<b>Total</b>	<b>25</b>

**Quarter:** 1      **Accomplishment Quantity:** 23

### **Accomplishment Narrative:**

23 seniors were served by the Lifeline program during the first quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

23 total seniors were served by the Lifeline program during the second quarter. No new clients were added.

**Quarter:** 3      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

24 seniors were served by the Lifeline program during the third quarter and one new client was added.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 1

**Accomplishment Narrative:**

25 seniors were served by the Lifeline program during the fourth quarter and one new client was added.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96361-17      **Jurisdiction:** Lomita  
**Project Title:** Residential Rehabilitation  
**IDIS Number:** 10712  
**Operating Agency:** City of Lomita  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants and loans to eligible owner-occupied residential properties, including mobile homes that are in need of major repairs and emergency repairs to correct substandard property conditions, code violations, seismic retrofits, and address lead-based paint and asbestos hazards.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 15      This Year: 13      Cumulative: 13      Ratio: 86.7%  
**Net Expenditures:** Budgeted: \$102,926.00      This Year: \$93,681.00      Cumulative: \$93,681.00      Ratio: 91.0%

### **Annual Narrative:**

13 projects were completed during the Fiscal Year (FY) 2017-2018. Two additional projects were ready to commence, but a June 30, 2018 completion date could not be guaranteed.

No leverage funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
American Indian/Alaskan Native - Non-Hispanic	1	0
White - Hispanic	4	0
White - Non-Hispanic	8	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	5	0
Low	6	0
Moderate	2	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
2350 W 250th St Spc # 19	Lomita	CA	90717	Owners	Extremely Low	\$4,800
24100 Pennsylvania Ave Space 79	Lomita	CA	90717	Owners	Extremely Low	\$5,000
25344 Pennsylvania Ave Spc # C10	Lomita	CA	90717	Owners	Extremely Low	\$5,000



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

2014 Lomita Park Pl	Lomita	CA	90717	Owners	Low	\$6,850
26229 Ober Ave	Lomita	CA	90717	Owners	Low	\$7,000
25300 Pennsylvania Ave	Lomita	CA	90717	Owners	Moderate	\$8,000
26203 Ocean View Ave	Lomita	CA	90717	Owners	Moderate	\$6,950
2350 250th St Space # 5	Lomita	CA	90717	Owners	Low	\$5,000
2101 W 245th St Space 17	Lomita	CA	90717	Owners	Low	\$5,000
25344 Pennsylvania Ave Space # D1	Lomita	CA	90717	Owners	Low	\$4,465
1901 W Lomita Blvd Spc # 10	Lomita	CA	90717	Owners	Extremely Low	\$4,865
25344 Pennsylvania Ave Space D6	Lomita	CA	90717	Owners	Extremely Low	\$4,999
24100 Pennsylvania Ave Space # 88	Lomita	CA	90717	Owners	Low	\$4,840

**Total Number of Housing Units Assisted : 13**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	12	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	3
Exempt: No paint disturbed	4
Otherwise exempt	5

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	1	0
2	2	0
3	3	0
4	7	0
<b>Total</b>	<b>13</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 1

### Accomplishment Narrative:

One project was completed during the first quarter. Five projects were entered in the Rehab Panel.

**Quarter:** 2      **Accomplishment Quantity:** 2      **Female-Headed Households:** 2

### Accomplishment Narrative:

Two projects were completed during the second quarter. Three projects are expected to begin ear in the third quarter. Several client applications are under review.

**Quarter:** 3      **Accomplishment Quantity:** 3      **Female-Headed Households:** 2

### Accomplishment Narrative:

Three projects were completed during the third quarter. Six additional projects have been entered in the Rehab Panel and are expected to begin in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 7      **Female-Headed Households:** 6

### Accomplishment Narrative:

Seven projects were completed during the fourth quarter.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Malibu

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96926-17      **Jurisdiction:** Malibu  
**Project Title:** Day Labor Exchange and Job Referral  
**IDIS Number:** 10723  
**Operating Agency:** City of Malibu  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05H Employment Training  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This program provides services to day workers at a centralized location used for labor outsourcing. It also provides services including registering for a Photo ID, bilingual assistance with hiring, a bilingual tutoring program, work lottery, daily lunches, sanitary facilities, telephone, and message access related to work.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 400      This Year: 329      Cumulative: 329      Ratio: 82.2%  
**Net Expenditures:** Budgeted: \$6,839.00      This Year: \$6,839.00      Cumulative: \$6,839.00      Ratio: 100.0%

### **Annual Narrative:**

For Fiscal Year 2017-2018, the Center's overall clients served were approximately 329, with a total of 2,948 day jobs provided.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	1
Black/African American - Hispanic	6
Black/African American - Non-Hispanic	10
Other Race - Non-Hispanic	1
White - Hispanic	243
White - Non-Hispanic	68
<b>Total</b>	<b>329</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	326
Low	2
Moderate	1
<b>Total</b>	<b>329</b>

**Quarter:** 1      **Accomplishment Quantity:** 136

### **Accomplishment Narrative:**

For the first quarter, covering the three months and ending September 30, 2017, the total number of job referrals and jobs provided were 566 for both new and repeat clients.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 2      **Accomplishment Quantity:** 70

**Accomplishment Narrative:**

As of the end of the second quarter, the total number of job referrals provided was 837, for both new and repeat clients.

**Quarter:** 3      **Accomplishment Quantity:** 61

**Accomplishment Narrative:**

For the third quarter ending in March 31, 2018, the total number of jobs provided was 584 for both new and repeat clients.

**Quarter:** 4      **Accomplishment Quantity:** 62

**Accomplishment Narrative:**

In the fourth quarter, 62 clients were served with the total number of jobs provided being 961 for both new and repeat clients.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** 601714-14      **Jurisdiction:** Malibu  
**Project Title:** Malibu Community Labor Exchange Facility  
**IDIS Number:** 10096  
**Operating Agency:** City of Malibu  
**Subrecipient Type:** Participating City  
**Contract Period:** 5/7/2015 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

## Project Summary

This new project will replace a worn and dilapidated modular building that is currently being used to provide a safe day labor hiring site for low- and moderate-income day workers.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$106,281.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

## **Annual Narrative:**

The 30-day Public Notice to amend and cancel the Fiscal Year 2015-2018 CDBG Program is scheduled to be posted on October 13, 2017.

**Quarter:** 1      **Accomplishment Quantity:** 0

## **Accomplishment Narrative:**

During the first quarter reporting period, the City worked with the CDC to cancel and close out the project.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601930-17      **Jurisdiction:** Malibu  
**Project Title:** Seniors Earthquake Preparedness Initiative  
**IDIS Number:** 10834  
**Operating Agency:** City of Malibu  
**Subrecipient Type:** Participating City  
**Contract Period:** 1/18/2018 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for a series of workshops for seniors 55 years of age and older with information and resources on earthquake preparedness and survival along with distribution of earthquake preparedness kits.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 400      This Year: 158      Cumulative: 158      Ratio: 39.5%  
**Net Expenditures:** Budgeted: \$50,000.00      This Year: \$38,106.00      Cumulative: \$38,106.00      Ratio: 76.2%

### **Annual Narrative:**

For the program year 2017-2018, the City purchased supplies for 400 earthquake preparedness kits specially developed for seniors. The City hosted an Earthquake Preparedness Workshop on June 27, 2018, and over 150 individuals registered to attend the event. The workshop featured a presentation by the Malibu Public Safety Manager on earthquake risks, emergency preparedness and response. To promote the workshop, the City issued a press release, advertised the event on the City TV Channel, distributed flyers at City Hall and the Malibu Senior Center, and promoted the event on social media and on the City website. The City distributed a total of 158 earthquake preparedness kits to age-qualified seniors. The kits include a rolling backpack, a resource handbook, food, water, a hand-cranked radio with LED flashlight, a document holder and first aid supplies. The City anticipates distributing the remaining 242 kits in Fiscal Year 2018-2019 to age-qualified seniors.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project was started mid-year and, since that time, staff has been working on the Program Guidelines and initiating the procurement process. In the fourth quarter, the City will purchase earthquake kits and distribute them to seniors along with emergency preparedness training.

**Quarter:** 4      **Accomplishment Quantity:** 158

### **Accomplishment Narrative:**

The City of Malibu hosted an Earthquake Preparedness Workshop on June 27, 2018. 147 individuals over the age of 55 participated in the event and received an emergency preparedness kit. Concurrently, the City is conducting a Community Emergency Response Team (CERT) Training Program which covers earthquake preparedness and response. The training program is open to all community members at no cost. On June 30, the City distributed 11 emergency preparedness kits to eligible participants (age 55 and older) in the CERT Training Program, in coordination with the Senior Earthquake Preparedness Initiative. Clients for the program were not entered by City Staff into the Community Development Block Grant (CDBG) System Public Service Module, and so are not reflected as accomplishments in this report.





# **Manhattan Beach**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601911-17      **Jurisdiction:** Manhattan Beach  
**Project Title:** Installation of ADA Compliant Curb Ramps-MB East and South  
**IDIS Number:** 10816  
**Operating Agency:** City of Manhattan Beach  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/31/2017 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove architectural and material barriers in order to provide unobstructed paths of travel for elderly and severely disabled adults within the City of Manhattan Beach by providing curb ramps where no curb ramps currently exist and reconstructing curb ramps that are too steep, deteriorated, not wide enough or create other accessibility barriers.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,766      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$216,083.00      This Year: \$153,603.00      Cumulative: \$153,603.00      Ratio: 71.1%

### **Annual Narrative:**

This is a two-year project through June 30, 2019. Construction is substantially complete. Approximately 37 Americans with Disabilities Act (ADA) compliant curb ramps will be installed.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A construction bid document was submitted to the Community Development Commission (CDC) on December 20, 2017. After bid document revisions and additional supporting project documents were submitted to the CDC, the construction bid document was approved on December 28, 2017. The bid opening and construction contract award is scheduled for next quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A bid opening was held on January 22, 2018. A construction contract was awarded on February 20, 2018. Construction will begin next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction is substantially complete. A Labor Compliance File Review will be requested next quarter.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Maywood

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600791-17      **Jurisdiction:** Maywood  
**Project Title:** Code Enforcement  
**IDIS Number:** 10645  
**Operating Agency:** City of Maywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing code enforcement project aids in arresting the decline of primarily residential, low- and moderate-income areas which have been deemed deteriorating or deteriorated. The service area includes aging housing stock, significant accumulation of abandoned vehicles and debris, overgrown weeds, and unsafe and illegal additions. This program is being operated in tandem with the Graffiti Removal Program to assist in arresting the decline of the area.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25,063      This Year: 25,063      Cumulative: 25,063      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$150,000.00      This Year: \$66,632.00      Cumulative: \$66,632.00      Ratio: 44.4%

### **Annual Narrative:**

The City of Maywood was able to eliminate substandard housing conditions for 584 code enforcement cases in Fiscal Year (FY) 2017-2018.

No leverage funds were used on this project.

**Quarter:** 1      **Accomplishment Quantity:** 25,063

### **Accomplishment Narrative:**

The City successfully assisted in eliminating substandard housing conditions in 140 housing units.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City successfully assisted in eliminating substandard housing conditions in 97 housing units.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A total of 83 complaints were investigated: 33 investigations had voluntary compliance; 28 notices were issued; 19 complaints were investigated with no violations found; and three investigations were referred to the City Prosecutor.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A total of 264 complaints were investigated: 187 investigations had voluntary compliance; 53 notices were issued; 24 complaints were investigated with no violations found; and no investigations were referred to the City Prosecutor.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601410-17      **Jurisdiction:** Maywood  
**Project Title:** Graffiti Removal Program  
**IDIS Number:** 10669  
**Operating Agency:** City of Maywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05I Crime Awareness/Prevention  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing program provides funding for the removal of graffiti from public rights-of-way areas and on private property where graffiti is visible from the public right-of-way. Graffiti removal takes place in the primarily residential low- and moderate-income areas of the City of Maywood.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Anti-Crime  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25,063      This Year: 25,063      Cumulative: 25,063      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$54,085.00      This Year: \$54,085.00      Cumulative: \$54,085.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$125,915.00
<b>Total Leverage Funds</b>	<b>\$125,915.00</b>
<b>Square Feet of Graffiti Removed:</b>	145,643

### **Annual Narrative:**

A total of 145,643 square feet of graffiti was removed from 10,432 residential and other private property structures visible from the public right-of-way.

Leverage funds in the amount of \$125,915 were used for this project.

**Quarter:** 1      **Accomplishment Quantity:** 25,063

### **Accomplishment Narrative:**

The project provided for the removal, from primarily residential areas, of approximately 41,910 square feet of graffiti from 2,707 residential and other private property structures visible from the public right-of-way.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project provided for the removal, from primarily residential areas, of approximately 39,330 square feet of graffiti from 2,715 residential and other private property structures visible from the public right-of-way.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project provided for the removal, from primarily residential areas, of approximately 38,828 square feet of graffiti from 2,935 residential and other private property structures visible from the public right-of-way.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

**Quarter:** 4      **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The project provided for the removal, from primarily residential areas, of approximately 25,575 square feet of graffiti from 2,075 residential and other private property structures visible from the public right-of-way.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601823-16      **Jurisdiction:** Maywood  
**Project Title:** Installation of Rubberized Playground Surfaces at Maywood Park and Maywood Riverfront Park  
**IDIS Number:** 10576  
**Operating Agency:** City of Maywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 12/5/2016 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project involves the removal of wood fiber chips and replacement with new rubberized surface material for the park playgrounds located at Maywood Park, 4801 E. 58th Street (Census Tract 5337.03, Block Group 1) and at Maywood Riverfront Park, 5000 E. Slauson Avenue (Census Tract 5337.03, Block Group 2). Improvements to the park playgrounds will benefit the residents of the predominantly low- to moderate- income residential neighborhoods who visit Maywood Park and Maywood Riverfront Park for open space and recreation.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 2      This Year: 2      Cumulative: 2      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$275,000.00      This Year: \$203,435.00      Cumulative: \$216,524.00      Ratio: 78.7%

### **Annual Narrative:**

The Notice Inviting Bids was advertised on February 9, 2017 and Bid Opening was held on March 3, 2017. A construction contract was awarded by the City Council to Robertson Industries, Inc., on April 12, 2017. Project construction commenced in May 2017 and construction was completed in June 2017. The Notice of Completion was filed and recorded on July 19, 2017. A Labor Compliance File Review was conducted on August 23, 2017.

No leverage funds were used on this project.

**Quarter:** 1      **Accomplishment Quantity:** 2

### **Accomplishment Narrative:**

Project construction is 100% completed. The Notice of Completion was filed and recorded on July 19, 2017. A Labor Compliance File Review was conducted on August 23, 2017. Final retention will be paid in the next quarter. Financial close-out process will begin once the final payment is made.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601890-16      **Jurisdiction:** Maywood  
**Project Title:** Sewer Repair Project  
**IDIS Number:** 10619  
**Operating Agency:** City of Maywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 5/19/2017 to 6/30/2019  
**Activity Code:** 03J Water/Sewer Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for the design, specifications and construction of improvements including the repair, replacement, and upgrade of the outdated sewer system within the City to alleviate hazardous conditions and the intrusion of contaminants into adjoining substructures as well as damage to the existing groundwater system in the City of Maywood.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 25,218      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$878,986.00      This Year: \$37,561.00      Cumulative: \$37,561.00      Ratio: 4.3%

### **Annual Narrative:**

The Notice Inviting Bids was advertised on January 15, 2018, and Bid Opening was held on February 14, 2018. Project construction commenced in April 2018.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project design and engineering is in progress. Amendment No. 1 has been submitted to add Community Development Block Grant (CDBG) funds for project construction.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The plans, specifications and Bid Document were completed. Amendment Number 1 was approved in October 2017. Amendment Number 2 has been submitted to add more CDBG funds for project construction.

It is anticipated that the project will be advertised for bidding in early January 2018, and bid opening will be conducted in February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

A construction contract was awarded to Lucas Builders, Inc., on February 28, 2018. The Pre-Construction Meeting was conducted on March 19, 2018. Project construction will commence in the next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Lucas Builders, Inc., began project construction in April 2018. Project is 25% completed.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Monrovia

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96422-17      **Jurisdiction:** Monrovia  
**Project Title:** Code Enforcement: Neighborhood Preservation  
**IDIS Number:** 10714  
**Operating Agency:** City of Monrovia  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing code enforcement program aids in "Neighborhood Preservation" of 51% or greater low- and moderate-income residential areas within the City of Monrovia by targeting the elimination of blight, substandard housing, and promoting property maintenance. These program operates in tandem with the City's CDBG-funded Residential Preservation Grant program and the Monrovia Area Partnership.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 12,872      This Year: 12,872      Cumulative: 12,872      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$153,418.00      This Year: \$151,389.00      Cumulative: \$151,389.00      Ratio: 98.7%

### **Annual Narrative:**

The Code Enforcement Program continues to be an essential resource in supporting continued efforts to improve blighted conditions and aid in neighborhood preservation. The Code Enforcement program provides ongoing code enforcement in deteriorated areas of the City of Monrovia by targeting the elimination of blight, substandard housing and promoting positive property maintenance.

The following code enforcement activities were performed throughout Fiscal Year (FY) 2017-2018: 1,037 case activities; 11 hearings; 405 cases opened; 210 cases closed; eight referrals to other agencies; and two legal referrals, all totaling 1,673 code enforcement activities completed for this annual reporting period.

**Quarter:** 1      **Accomplishment Quantity:** 12,872

### **Accomplishment Narrative:**

The following code enforcement activities were performed during the first quarter reporting period of the FY 2017-2018: 325 case activities have been identified; eight hearings have been reported; 73 cases have been opened; zero noncompliance cases; 53 cases have been closed; there have been zero legal referrals for this quarter; and five other agency referrals, for a total of 464 code enforcement activities completed this quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The following code enforcement activities were performed during the second quarter reporting period of FY 2017-2018: 242 case activities have been identified; three hearings have been reported; 55 cases have been opened; zero noncompliance cases; 40 cases have been closed; zero legal referrals for the second quarter; and one other agency referral, for a total of 341 code enforcement activities completed this quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

## **2017-2018 CAPER CDBG Activity Listing**

**(Activities Included in Analysis)**

The following code enforcement activities were performed during the third quarter reporting period of the FY 2017-2018: 236 case activities have been identified; 48 cases have been opened; zero noncompliance cases; 40 cases have been closed; zero legal referrals; and one other agency referral, for a total of 325 code enforcement activities completed this quarter.

**Quarter:**            4            **Accomplishment Quantity:** 0

**Accomplishment Narrative:**

The following code enforcement activities were performed during the fourth quarter reporting period of the FY 2017-2018: 234 case activities have been identified; 229 cases have been opened; zero noncompliance cases; 77 cases have been closed; two legal referrals; and one other agency referral, for a total of 543 code enforcement activities completed this quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600775-17      **Jurisdiction:** Monrovia  
**Project Title:** Residential Preservation Grant  
**IDIS Number:** 10644  
**Operating Agency:** City of Monrovia  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing residential rehabilitation program provides grants up to \$12,500 to low- and moderate-income qualified single-family owner-occupied households in the City of Monrovia to eliminate substandard housing conditions and to promote property maintenance. The program also offers grants for projects designed to preserve the City of Monrovia's cultural heritage through the rehabilitation of historic homes.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 10      This Year: 4      Cumulative: 4      Ratio: 40.0%  
**Net Expenditures:** Budgeted: \$134,821.00      This Year: \$95,891.00      Cumulative: \$95,891.00      Ratio: 71.1%

### **Annual Narrative:**

Over the Fiscal Year (FY) 2017-2018 program year, we were able to assist four homeowners to make sustainable changes to their homes. The improvements included: three roofs, repairing and replacing fascia boards, Americans with Disabilities Act-compliant rails, a plaster ceiling, paint, and a new Air Condition system with duct work.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	3	0
White - Hispanic	1	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	2	0
Moderate	2	0
<b>Total</b>	<b>4</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
1305 Sherman Ave.	Monrovia	CA	91016	Owners	Low	\$7,500
528 Los Angeles St	Monrovia	CA	91016	Owners	Low	\$15,000
510 E. Almond Ave.	Monrovia	CA	91016	Owners	Moderate	\$7,500
516 E. Lime Ave.	Monrovia	CA	91016	Owners	Moderate	\$11,095

**Total Number of Housing Units Assisted : 4**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Housing Data:

Category	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	2	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	3
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	4	0
<b>Total</b>	<b>4</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the first quarter, the City worked with LDM Associates, Inc., who provided assistance with intake and screening applicants for our home improvement grants to low- and moderate-income households. During this quarter, with LDM, we worked to finish paperwork with applicants, do pre-inspections, and Lead and Asbestos testing for four homes.

We were able to complete one project and are beginning the contractor bidding process for three more homes, which are to be completed in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the second quarter, in working with LDM, we worked to finish paperwork with two applicants, did pre-inspections, and finished the bidding process for three homes that finished their applications last quarter.

For the third quarter, it is expected that three homes will have finished construction and will be reported as completed.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

During the third quarter, rehabilitation of three homes were completed. The program resolved a few health and safety matters, including putting in two roofs, installing Americans with Disabilities Act (ADA) rails, and fixing a dangerous kitchen floor and a failing plaster ceiling. In addition to that, three more applications were reviewed and approved, and bidding has begun for the rehabilitation of another home.

For the fourth quarter, staff will be working to do pre-inspections for the remaining two homes and work to get them ready for the first quarter of FY 2018-2019.

**Quarter:** 4      **Accomplishment Quantity:** 4      **Female-Headed Households:** 4

### Accomplishment Narrative:

In the fourth quarter, we were able to assist with rehabilitation for one homeowner. We were able to get the homeowner a new central air conditioner, as well as fix duct work that was in disrepair. In addition to that, we were able to develop an applicant list for FY 2018-2019.



# **Rancho Palos Verdes**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601795-16      **Jurisdiction:** Rancho Palos Verdes  
**Project Title:** ADA Access Improvements - Bus Stop Adjacent to City Hall/Civic Center Complex  
**IDIS Number:** 10509  
**Operating Agency:** City of Rancho Palos Verdes  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will provide the elderly and severely disabled adults with a path of travel and accessibility to City Hall/Civic Center buildings and facilities from an existing bus stop location. Project entails the removal of material and architectural barriers (vegetation and natural physical impediments) and construction of curb ramps, sidewalk, a concrete trail and reconstruction of a bus stop.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 3,974      This Year: 3,974      Cumulative: 3,974      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$219,357.00      This Year: \$174,021.00      Cumulative: \$202,231.00      Ratio: 92.2%

#### **Leverage Funds Expended:**

Source	Amount
Other Local	\$16,000.00
<b>Total Leverage Funds</b>	<b>\$16,000.00</b>

#### **Annual Narrative:**

For the Fiscal Year (FY) 2017-2018 program year, the City successfully completed the removal of natural physical impediments and vegetation, the reconstruction of a bus stop, and the construction and extension of existing sidewalk, curb ramps, and a concrete trail from the bus stop to City Hall to provide unobstructed mobility and access for the elderly and severely disabled adults.

**Quarter:** 1      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

During the first quarter, a pre-construction meeting was held on August 14, 2017. However, the issuance of a Notice to Proceed was delayed until December 2017 so that work could occur during the holiday break. Required amendments to the construction contract will be completed as a result.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

At the end of the second quarter, the construction of this project was substantially completed. Certified payroll review is expected to be completed during the third quarter, as well as Labor Compliance File Review prior to the release of retention funds.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

During the third quarter, the City worked with PALP, Inc., dba Excel Paving to resolve labor compliance deficiencies resulting Tuesday, October 02, 2018



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

from the review of the contractor's certified payroll reports. The Contractor resolved several of the deficiencies, but a few remain outstanding. The City anticipates the resolution of all labor compliance deficiencies during the first part of the last quarter and will request a file review at that time to close out the project.

**Quarter:** 4      **Accomplishment Quantity:** 3,974

### **Accomplishment Narrative:**

In the fourth quarter, a construction contract labor compliance file review was successfully completed on May 2, 2018. A clearance letter was issued, and retention funds were released.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601877-17      **Jurisdiction:** Rancho Palos Verdes  
**Project Title:** ADA Access Improvements – Crosswalks in Area 1  
**IDIS Number:** 10773  
**Operating Agency:** City of Rancho Palos Verdes  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal or relocation of approximately 12 sidewalk curb barriers at approximately six (6) crosswalk locations throughout the City and replacement with access curb ramps that conform to Americans with Disabilities Act (ADA) standards.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 568      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$178,776.00      This Year: \$20,030.00      Cumulative: \$20,030.00      Ratio: 11.2%

### **Annual Narrative:**

At the end of the Fiscal Year (FY) 2017-2018 program year, this project received a time extension through June 30, 2019. The project will continue in Fiscal Year 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the first quarter, originally, an in-house design was to be prepared for the project. However, due to the workload of multiple projects, the City will prepare a Request For Proposal (RFP) for the design and engineering of this project. The City anticipates the bidding of these services during the next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, the City awarded a design contract to Anderson Penna for design services. The design and bid phase is expected to be completed during the next reporting period.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the third quarter, changes in the design of the project required staff to present the design changes to City Council prior to bidding out the project. The project was under review by the utility companies and an amendment request to increase the project budget and a project time-extension have been submitted for review and approval.

In addition, the project schedule has been revised, Bid Document review and Bid Opening are expected to be completed in the fourth quarter of this program year; construction is expected to be completed in the first quarter of the next program year.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

During the fourth quarter, the project design was not completed as previously anticipated. The City will submit the bid package for approval once the City has secured a professional services agreement with a new consulting firm that will assist with project oversight and labor compliance.



# **Rolling Hills Estates**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601883-17      **Jurisdiction:** Rolling Hills Estates  
**Project Title:** ADA Access Ramp & Sidewalk Improvements (Phase 4)  
**IDIS Number:** 10777  
**Operating Agency:** City of Rolling Hills Estates  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project is Phase 4 of multi-phase activity to provide for the reconstruction of curb ramps and sidewalks that are missing or damaged and have created the existing architectural and material barriers in order to provide unobstructed paths of travel for elderly and severely disabled adult residents access throughout the City of Rolling Hills Estates.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 663      This Year: 663      Cumulative: 663      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$21,896.00      This Year: \$21,896.00      Cumulative: \$21,896.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$59,624.00
<b>Total Leverage Funds</b>	<b>\$59,624.00</b>

### **Annual Narrative:**

This completed project provided construction or reconstruction of curb ramps and sidewalks that were missing or damaged and had created architectural and material barriers to paths of travel for elderly and severely disabled adult residents access throughout the City of Rolling Hills Estates. The completed project now allows for unobstructed access in the affected areas.

Community Development Block Grant (CDBG) funds were used by the City to pay for construction services provided by the Los Angeles County Department of Public Works.

\$59,624.03 in General Funds were used as Leverage Funds to complete this project.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project is still in the design phase. Work should commence in the second or third quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City is coordinating with the Los Angeles County Department of Public Works to schedule a project start date. The schedule will be finalized in the third quarter. Work will begin in the third or fourth quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Los Angeles County Department of Public Works started work on the project on January 31, 2018. Work was completed Tuesday, October 02, 2018

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

on March 30th. Invoices will be processed and funding requests will be submitted during the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 663

**Accomplishment Narrative:**

The invoice from the Los Angeles County Department of Public Works was paid, and the final Funding Request was submitted.





**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# San Dimas

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601620-17      **Jurisdiction:** San Dimas  
**Project Title:** Housing Rehabilitation  
**IDIS Number:** 10676  
**Operating Agency:** City of San Dimas  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants and deferred loans for the rehabilitation of qualified single-family residences throughout the city. Beneficiaries are low- and moderate-income single-family owner or a tenant occupied home. Mobile home units affixed to a foundation and part of the City's permanent housing stock are only assisted through the grant program. This project assists in eliminating unhealthy and unsafe conditions, including but not limited to, asbestos, lead, mold and related building and health code deficiencies.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 15      This Year: 13      Cumulative: 13      Ratio: 86.7%  
**Net Expenditures:** Budgeted: \$159,284.00      This Year: \$131,631.00      Cumulative: \$131,631.00      Ratio: 82.6%

### **Annual Narrative:**

The City of San Dimas's Housing Rehabilitation program has been successful throughout the years. The residents are very happy with the help and very appreciative of the end results. We try to make it as simple as possible because most of the applicants are seniors and sometimes they get overwhelmed with the amount of paperwork that is required with these types of programs. In the end, they are excited to see the results. We processed 13 applications this program year. We had two additional applications in the works, but the two different residents ended up with health problems and a death in the family, so we were not able to process the paperwork in a timely manner. These two applicants will be moved to the next program year, Fiscal Year 2018-2019. We are in the process of working with a new Housing Rehabilitation consultant this coming program year and look forward to seeing if we can move these applications a bit faster through the system.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	1	0
Other Race - Hispanic	1	0
Other Race - Non-Hispanic	1	0
White - Non-Hispanic	10	0
<b>Total</b>	<b>13</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	2	0
Low	7	0
Moderate	4	0
<b>Total</b>	<b>13</b>	<b>0</b>

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Housing Detail:

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
1205 W. Cypress St. Sp# 187	San Dimas	CA	91773	Owners	Extremely Low	\$7,075
310 W. 4th Street	San Dimas	CA	91773	Owners	Extremely Low	\$3,750
1205 Cypress St Sp# 64	San Dimas	CA	91773	Owners	Low	\$2,575
1658 Avenida Monte Vista	San Dimas	CA	91773	Owners	Low	\$6,883
316 S. Drifton Ave.	San Dimas	CA	91773	Owners	Low	\$12,870
1245 W. Cienega Ave. Sp# 175	San Dimas	CA	91773	Owners	Moderate	\$10,000
1430 Caballo Ranch Rd	San Dimas	CA	91773	Owners	Low	\$12,000
419 Columbiana Dr	San Dimas	CA	91773	Owners	Low	\$6,950
801 W. Covina Blvd. Sp 123	San Dimas	CA	91773	Owners	Low	\$4,100
801 W. Covina Blvd. Sp# 115	San Dimas	CA	91773	Owners	Low	\$10,275
1205 W. Cypress Sp# 133	San Dimas	CA	91773	Owners	Moderate	\$6,225
801 W. Covina Blvd. Sp# 33	San Dimas	CA	91773	Owners	Moderate	\$4,064
801 W. Covina Blvd. Sp# 87	San Dimas	CA	91773	Owners	Moderate	\$8,152

**Total Number of Housing Units Assisted : 13**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	12	0

### Lead Paint Detail:

Number of housing units constructed before 1978	1
Exempt: Housing construction 1978 or later	3
Exempt: No paint disturbed	3
Otherwise exempt	6

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	1
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	6	0
4	7	0
<b>Total</b>	<b>13</b>	<b>0</b>

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

The City of San Dimas has been successful in starting on time and with a wait list already in place. During the first quarter, we had approximately 20 residents signed up on the wait list by July 10th. We decided to start with eight applications at a time so that we could work with each applicant and provide the necessary support in filling them out if necessary. By the end of the first quarter, we had two projects signed and under construction, one project waiting in environmental clearance, five applications with due dates for submittal by September 27, 2017, and 20 residents that were on the wait list. We are on track for meeting and possibly exceeding our goal for this program year.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

The City of San Dimas's Housing Rehabilitation is going well so far, during the second quarter. The residents have been really interested in this program and have been responsive to the requirements to qualify for the program. This quarter, we have three completed projects and two that are under construction. We have two applications that are income-approved and are awaiting environmental clearance before we can move forward with bids. There are six applications that have been received and are

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

undergoing review for program qualification. There are three applications that we received but were missing documentation. We are working on gathering that information so that we can move forward with qualification. There are eight residents on our waitlist, but we are not sure if we would be able to get to them in this program year.

Most of the applications have been coming in complete, and in only a small margin of them do we have to track down documentation to complete their process. We are on track to complete our goal of ten residents for this program year.

**Quarter:** 3      **Accomplishment Quantity:** 6      **Female-Headed Households:** 3

### Accomplishment Narrative:

The City of San Dimas Housing Rehabilitation Program has been well received and very successful helping residents throughout the city. So far, in this third quarter of the program, we have four projects under construction that should be completed at the end of April. We have five applications in the Bid Phase of the program. Three of these are for disabled residents, and all five applications are for elderly persons.

The projects have ranged in the type of assistance, from fumigation, lead/asbestos remediation, new roofs, ramps and windows. These have been the most common requests of the residents through this program.

So far, we have completed six projects, and are looking to easily meet our goal of ten households assisted for the fiscal year. We asked for another \$45,000 to be added to our budget to help assist an additional five projects that we are awaiting receipt of their applications.

We continue to advertise on our website, flyers, and newsletter about this program and its availability to eligible households. This is a great opportunity for the City to help our community.

**Quarter:** 4      **Accomplishment Quantity:** 7      **Female-Headed Households:** 3

### Accomplishment Narrative:

The City of San Dimas's Housing Rehabilitation program has been successful. The fourth quarter was busy with seven projects that were processed. The typical kind of projects that were requested consisted of roof repairs or new installations, windows, water heaters, asbestos/lead testing and remediations. Out of the seven residents that were assisted during this fourth quarter, four were Low Income and three were Moderate. Overall, this program was successful, and we had a busy quarter processing these seven applications and projects.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601695-17      **Jurisdiction:** San Dimas  
**Project Title:** Youth Scholarship Program  
**IDIS Number:** 10682  
**Operating Agency:** City of San Dimas  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05 Public Services (General)  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides low- and moderate-income youth (ages 3-17) residing in the City of San Dimas the opportunity to participate in various year-round programs and activities such as dance classes, sports activities, swim classes, field trips, amusement park fees, etc. by subsidizing the program registration fees for eligible participants.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Services  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 50      This Year: 50      Cumulative: 50      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$10,000.00      This Year: \$7,468.00      Cumulative: \$7,468.00      Ratio: 74.7%

### **Annual Narrative:**

The Community Development Block Grant (CDBG) Youth Scholarship program continues to make an impact and difference in the lives of San Dimas residents. Application compliance and review has been consistent and is going well. We were able to meet our annual goal of 50 children assisted through this program. The funds were used for programs like sports activities, art and music activities and exercise activities. The most popular programs throughout the year continues to be dance, drawing classes, youth basketball, tennis, karate, day camp, swim lessons, and gymnastics. The income levels of these 50 assisted ranged from 19 that were Extremely Low, 19 that were Low, and 12 that were Moderate level. We consider this program a wonderful and successful program here in San Dimas that is well-received with the residents.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	2
Black/African American - Non-Hispanic	2
Other Race - Hispanic	11
Other Race - Non-Hispanic	3
White - Hispanic	16
White - Non-Hispanic	16

**Total** **50**

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	20
Low	17
Moderate	13

**Total** **50**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

**Quarter:** 1      **Accomplishment Quantity:** 49

### **Accomplishment Narrative:**

This first quarter for the program year of 2017-2018, with the Youth Scholarship Program, has been very successful in signing up eligible residents. So far this quarter, we have served 50 children and have used approximately \$4,500 as of the end of September 2017. We are on the way to spending the allocated \$10,000 for the program, and we just started. Some things that we are working on this program year is updating the usage of funds schedule and reaching out to more of the San Dimas residents through our City events. We have also scheduled meetings with the Bonita Unified School District to explain the program and get their help with outreach to their students. So far, the program has been very successful and has received positive reviews from the residents and participants of the program.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Youth Assistant Scholarship Program has made an impact and difference in the lives of San Dimas residents who have low-to moderate-income. On October 1th through December 31, 2017, we noted that we have met our goal of 50 children assisted through this program.

The only challenge is that we do not have enough funds for the amount of interest in the program. We may consider increasing the amount of this program to \$15,000. We will review at the end of this program year to see where we end up.

We will continue to monitor the use of the funds and make sure that the scholarship funds are being used in a timely manner.

**Quarter:** 3      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

The CDBG Youth Scholarship program has been a very successful program since the beginning and has made a big impact in our community. The recipients have been excited and very appreciative of this opportunity to receive this assistance.

From January 1th to March 31, 2018, we were able to finish our goal of assisting 50 children, who are 17 years old and under. The use of the funds were for various programs and activities that are offered through our Parks and Recreation Department.

This program continues to be well received and used by many families in need.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Youth Scholarship program here in San Dimas has been very successful. The fourth quarter is not very active with regards to this program because most of the service takes place during the summer months. So, there is not much to report besides the utilization of the funds that were awarded over the summer. The families that apply and got awarded over the summer have a period of time to use the funds for their eligible children in their family. During this fourth quarter, staff works on revising the application and gets ready to start the program again in the beginning of July. We get a line of people that are interested in applying and come into City Hall to get an application.

We continue to advertise in the San Dimas City Newsletter - Frontier, and in letters and email blasts to past participants. We also involve the local school and send information to the school principals to get them involved in sharing the information.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# San Fernando

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601819-16      **Jurisdiction:** San Fernando  
**Project Title:** Alexander Street Overlay and Improvements Project  
**IDIS Number:** 10537  
**Operating Agency:** City of San Fernando  
**Subrecipient Type:** Participating City  
**Contract Period:** 8/3/2016 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides for street, curb, ramp, gutter reconstruction and peripheral tree planting that will benefit the low- and moderate-income persons of this primarily residential area.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 4,415      This Year: 4,415      Cumulative: 4,415      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$290,000.00      This Year: \$275,484.00      Cumulative: \$278,653.00      Ratio: 96.1%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$6,225.00
<b>Total Leverage Funds</b>	<b>\$6,225.00</b>

### **Annual Narrative:**

This completed project included repairs to deteriorated gutters, removal of material barriers for the installation of Americans with Disabilities Act (ADA) compliant curb cut ramps, repairs to cracked and uneven sidewalks, and reconstruction of cracked and damaged streets. Review for Prevailing Wage compliance is in progress.

**Quarter:** 1      **Accomplishment Quantity:** 4,415

### **Accomplishment Narrative:**

The work for this project was completed during the fourth quarter of Fiscal Year 2016-2017. A Community Development Commission (CDC) Labor Compliance File Review was completed in this quarter.

\$6,225.00 in Leverage Funds were used for the project.



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601882-17      **Jurisdiction:** San Fernando  
**Project Title:** San Fernando Road: Street, Curb, Gutter and Ramp Rehabilitation Project  
**IDIS Number:** 10776  
**Operating Agency:** City of San Fernando  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project replaces damaged or deteriorated street, curb, ramp, gutter and sidewalks along San Fernando Road from Hubbard Street to South Workman Street within the primarily low- and moderate income City of San Fernando.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 800      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$307,520.00      This Year: \$233,329.00      Cumulative: \$233,329.00      Ratio: 75.9%

### **Annual Narrative:**

The contractor began the work and completed work on the project during the fourth quarter. Review of the Certified Payroll is in progress. Staff is awaiting additional information from the contractor to complete the review. The City will request a Community Development Commission (CDC) Labor Compliance File Review during the first quarter of Fiscal Year (FY) 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

This project is still in the design phase. The bid documents are scheduled to be submitted to the CDC for review in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

The design for this project was completed during the second quarter. The bid documents will be submitted to the Community Development Commission for review in January 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

The project went out to bid and was awarded to Toro Enterprises, Inc. Work is scheduled to commence on May 7, 2018. The project will be completed in June 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

The contractor completed work on the project during the fourth quarter. Review of the Certified Payroll is in progress. The City will request a CDC Labor Compliance File Review during the first quarter of FY 2018-2019.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# San Gabriel

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96796-17      **Jurisdiction:** San Gabriel  
**Project Title:** Code Enforcement Program  
**IDIS Number:** 10719  
**Operating Agency:** City of San Gabriel  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 15 Code Enforcement  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This continuing Code Enforcement program works in 51% or greater low-and moderate-income residential areas of the City of San Gabriel to identify code deficiencies as they relate to Planning, Zoning, Health and Safety, and substandard housing issues. This program, together with the City's Graffiti Removal Program, addresses the deteriorating conditions in the target area. This program is 100% CDBG funded.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 30,012      This Year: 30,012      Cumulative: 30,012      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$88,539.00      This Year: \$67,580.00      Cumulative: \$67,580.00      Ratio: 76.3%

### **Annual Narrative:**

During Fiscal Year 2017-2018, the City of San Gabriel's Neighborhood Improvement Services (NIS) code enforcement program opened 284 cases, the majority of which were property maintenance issues at 238 cases. Additionally, 46 cases were Building/Health and Safety issues. The Community Development Block Grant (CDBG) program combined with the City of San Gabriel's graffiti abatement program have successfully maintained and improved the City's low- to moderate-income areas.

**Quarter:** 1      **Accomplishment Quantity:** 30,012

### **Accomplishment Narrative:**

In the first quarter, Neighborhood Improvement Services (NIS) staff investigated residential and commercial properties for safety code violations and property maintenance nuisances. The Division opened 65 cases; 84% of them located in the CDBG area and abated 54% of the violations found.

NIS staff addressed an increase of 15% more from the last quarter for building/health and safety-related complaints. Property maintenance-related complaints remained the same from the last quarter; these cases totaled 67% of the violations found - 37 property maintenance cases; 19 building/health and safety cases.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter, NIS staff investigated residential and commercial properties for safety code violations and property maintenance nuisances. The Division opened 76 cases; 70% of them are located in the CDBG area and 57% of the violations found were abated.

NIS staff addressed an increase of 27% more cases compared to last quarter for property maintenance-related complaints. Building/health and safety-related complaints decreased 63% from last quarter; these cases represented 11% of the violations found.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Property Maintenance cases: 47  
Building/Health and Safety cases: 6

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the third quarter, Neighborhood Improvement Services (NIS) staff investigated residential and commercial properties for safety code violations and property maintenance nuisances. The Division opened 147 cases; 82% of them are located in the CDBG area, and 69% of the violations found were abated.

NIS staff addressed an increase of 92% more cases compared to last quarter for property maintenance related complaints. Building/health and safety-related complaints increased 33% from last quarter; these cases represented 7% of the violations found.

Property maintenance cases: 90; Building/Health and safety cases: 8

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the fourth quarter, NIS staff investigated properties for safety code violations and property maintenance nuisances. The Division opened 77 cases located in the CDBG areas and 61% of the violations found were abated.

NIS staff addressed a decrease of 29% less cases compared to last quarter for property maintenance related complaints. Building/health and safety-related complaints increased 38% from last quarter; these cases represented 17% of the violations found.

Property maintenance cases: 64; Building/Health and Safety cases: 13

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96803-17      **Jurisdiction:** San Gabriel  
**Project Title:** Parks & Recreation Youth Program  
**IDIS Number:** 10720  
**Operating Agency:** City of San Gabriel  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05L Child Care Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides supervised recreational activities for elementary/intermediate school children, ages 5-14 years old, during school and after-school hours and during summer breaks at McKinley Elementary and Marshall Schools, and during summer breaks at Dewey School, Smith Park and Vincent Lugo Park.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 91      This Year: 103      Cumulative: 103      Ratio: 113.2%  
**Net Expenditures:** Budgeted: \$37,935.00      This Year: \$37,935.00      Cumulative: \$37,935.00      Ratio: 100.0%

### **Annual Narrative:**

The San Gabriel Community Services Department was able to offer great programs this year due to the funding by Community Development Block Grant (CDBG). Traditional sport programs were offered during the school year at McKinley School. Summer fun was had at McKinley School, Smith Park and Vincent Lugo Park with crafts, games, and all types of recreational activities. These programs provided a safe and fun environment for children to play and interact. The programs were so successful because of the amazing recreation leaders that are there to support the participants.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
American Indian/Alaskan Native - Hispanic	1
Asian - Hispanic	1
Asian - Non-Hispanic	36
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	5
Black/African American & White - Hispanic	1
Black/African American - Hispanic	2
Other Race - Hispanic	35
White - Hispanic	20
<b>Total</b>	<b>103</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	16
Extremely Low	56

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Low	13
Moderate	18
<b>Total</b>	<b>103</b>

**Quarter:** 1      **Accomplishment Quantity:** 10

### Accomplishment Narrative:

The City of San Gabriel was jam-packed with fun and activities, thanks to CDBG funds. The first quarter was a huge success, with 30 youths served. There was a summer drop-in at the Recreation Programs at Smith Park. Smith Park operated Monday - Friday (9:00 am to 2:00 pm). The program offered games, arts and crafts, trips, and special events. In addition, a free lunch was provided by the San Gabriel Unified School District for all the youth participants at Smith Park. Smith Park operated from June 5, 2017 to August 4, 2017.

There was a summer drop-in at the Recreation Programs at McKinley Elementary School, which operated from June 5th through June 30th, Monday - Friday (12:00 pm to 5:30 pm). The program offered games, arts and crafts, trips, and special events. In addition, a free lunch was provided by the San Gabriel Unified School District for all the youth participants.

Note: Due to a vacancy in the Department, only ten certification forms were entered into the CDBG System. Staff will enter the remaining first quarter participants in the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 15

### Accomplishment Narrative:

During the second quarter, McKinley Elementary School started off the school year with a great program. This program was offered Monday, Tuesday, Thursday, and Friday from 2:30 pm to 5:00 pm and on Wednesday from 1:30 pm to 5:00 pm for students in the second through fifth grades. The program offers homework help, arts and crafts, sports, and fun. Flag football and volleyball were part of the program, as well. Games were played at McKinley on Saturday mornings. The program is on track to meet its program goals.

**Quarter:** 3      **Accomplishment Quantity:** 14

### Accomplishment Narrative:

Activities included in the third quarter were basketball, homework assistance, recreational activities and fun, all held at McKinley Elementary School. Participants also participated in the Annual All City Pentathlon, which consisted of five different track and field events. This meet was held on Saturday, March 19, 2018 at Jefferson Middle School. This program gave children the opportunity to learn the fundamentals of the sport while instilling a sense of healthy competition.

**Quarter:** 4      **Accomplishment Quantity:** 64

### Accomplishment Narrative:

The fourth quarter activities consisted of soccer and drill team for the after school programs. Soccer games were held at McKinley Elementary School, where the teams played for five weeks. The drill team competition was held on Saturday, May 19, 2018, at Jefferson Middle School. The drill team competition gave youth the chance to work as a team and learn fundamental body movements and rhythmic coordination through performing group routines.

Summer recreation programs were held at Smith Park, McKinley and Marshall Schools. All programs began on June 11, 2018. The programs offer recreational activities such as arts and crafts, outdoor games, tournaments and sports.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601801-16      **Jurisdiction:** San Gabriel  
**Project Title:** Street Improvement Project Phase IV  
**IDIS Number:** 10514  
**Operating Agency:** City of San Gabriel  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide street and sidewalk improvements in designated low-and moderate-income residential areas. Streets identified for this project are: Pine Street (from UPRR to Las Tunas) and California Street (from UPRR to Las Tunas), Live Oak (from California to San Gabriel Blvd), and Broadway (from California to San Gabriel Blvd and San Gabriel Blvd east to Rubio Wash). The project area includes Census Tract 4811.02 BG2 (67.14% LMA).

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 700      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$504,976.00      This Year: \$481,158.00      Cumulative: \$481,158.00      Ratio: 95.3%

### **Annual Narrative:**

During the program year 2017-2018, this project was successfully completed with Community Development Block Grant (CDBG) and leveraged City funds. All street repairs were completed in CDBG low-income areas. Several bidding delays created delays in the timely expenditure of funds. Ultimately, the City met its expenditure requirements and remains in good standing. This project will be reported completed upon successfully completing a construction contract labor compliance File Review in the beginning of Fiscal Year 2018-2019.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the bid document package for Phase IV of the Street Improvement Project was near completion. The City will submit a formal request to Community Development Commission (CDC) to update the project schedule accordingly, along with the request for bid document review.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

For the second quarter, the bid documents for the 2017 CDBG Street Improvement Project Phase IV were completed and are pending submission to the Community Development Commission in the next week for bid document review. We are scheduled to advertise the project in January 2018, and take a contract to City Council in February 2018. We plan to begin construction in February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the conclusion of the third quarter, the City received only one bid in response to the first advertising for bids issued for the Phase IV Street Improvement Project in January. The second advertising for bids in February resulted in five bidders, in which Hardy and Harper of Santa Ana was the lowest, qualified bidder. City Council awarded the contract to Hardy and Harper on



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

March 20th. Construction started the last week in March and is scheduled to be completed by May with a June 2018 closeout. The contractor is making excellent progress, and an initial invoice in the approximate amount of \$60,000 has been submitted. Additional invoices are forthcoming as the work progresses in an effort to meet the drawdown requirements.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, all physical construction of Phase 4 of the Street Improvement Project was completed. The City is currently negotiating a change order on the field with the contractor to include an alternate bid item on Live Oak between California and Pine. This section connects newly paved streets. Overall, the project was very successful. Staff is currently working on closing out the project and on successfully completing a construction contract labor compliance File Review.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# San Marino

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601886-17      **Jurisdiction:** San Marino  
**Project Title:** FY17-18 ADA Sidewalk and Curb Ramps Project  
**IDIS Number:** 10778  
**Operating Agency:** City of San Marino  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of barriers resulting from uneven or damaged sidewalks with gaps, cracks, root damage, or other tripping hazards to provide an accessible path of travel for severely disabled adults and elderly persons. This project also includes the installation of curb ramps to provide accessibility at multiple locations including: 800–1100 Palomar Road, 2400–2900 Lombardy Road, 1600–1725 Las Flores Road, 1350–1595 Bradbury Road, 1310–1530 Van Dyke Road, 1310–1430 Belhaven Road, and 2950–3000 Kinghurst Road.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 774      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$107,684.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

In the first quarter, the City of San Marino submitted a project amendment for modifications of the project timeline and project locations for review. The City implemented a 10-year pavement management and rehabilitation plan which includes a sidewalk reconstruction element. The Community Development Block Grant (CDBG) construction project was modified to reflect locations that are not covered in the 10-year pavement management plan. In the second quarter, City staff prepared and completed Bid documents to submit for review by the Community Development Commission. In the third quarter, contract documents were approved and advertised, and the work area was surveyed and inspected. A public bid opening for a construction contractor was held and Toro Enterprise was the lowest responsible bidder. In the fourth quarter, construction was commenced towards the end of the quarter. The planned completion date is set to end in the end of the upcoming first quarter.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City of San Marino underwent major staff changes during the first quarter. The planning process for our CDBG project has been postponed as a result. Both previous administrators of the CDBG program have moved onto other agencies. New personnel have taken over the administrative responsibilities. The new Public Works Director and Public Works Analyst are familiarizing themselves with the parameters of this project.

A project amendment containing modifications to the project timeline and project locations have been submitted for review. The City recently implemented a new 10-year pavement management and rehabilitation plan, a 10-year plan which included a sidewalk reconstruction element. The CDBG construction project was modified to reflect new locations that are not covered in the 10-year pavement management plan. The project schedule was modified to reflect the heavy construction schedule in the City.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

During the second quarter, City staff was finishing the preparation and completion of the Bid Documents for submission and review by the Community Development Commission (CDC). City staff has been in contact with CDC staff to resolve various technical issues with CDBG System logins. CDC staff has also provided invaluable assistance in preparing the CDBG bid documents. Bid opening, contract award, and construction are expected to be underway in the third quarter. Completion is expected in the fourth quarter.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

As of the third quarter, contract documents were prepared and submitted to CDC for review, were approved, and advertised. Work area was surveyed and inspected. A public bid opening for a construction contractor was held and Toro Enterprise was determined to be the lowest responsible bidder. A labor compliance firm was also retained to assist with that facet of the project. Construction will begin and end in the fourth quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the fourth quarter, our previous Public Works Analyst has moved to another agency. Due to this, the new Analyst will be learning the parameters of this on-going project. Construction was started at the end of the fourth quarter. The planned completion date of this project is set for the end of the first quarter of the new Fiscal Year (FY) 2018-2019.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600807-17      **Jurisdiction:** San Marino  
**Project Title:** Senior Outreach Program  
**IDIS Number:** 10648  
**Operating Agency:** City of San Marino  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides senior outreach activities such as health information, enrollment in senior leisure classes and community service programs, trips and tours, and referral to specialized senior supportive services. In addition, this program provides senior case management on an as-needed basis.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 60      This Year: 164      Cumulative: 164      Ratio: 273.3%  
**Net Expenditures:** Budgeted: \$5,693.00      This Year: \$4,695.00      Cumulative: \$4,695.00      Ratio: 82.5%

### **Annual Narrative:**

We experienced a slight increase in clients served this Fiscal Year (FY) 2017-2018 program year with 164 clients. We have maintained a high participation level and our excursions, seminars and classes continue to be well received. This year we continued to host a few free informational seminars geared to seniors and plan to continue doing so this coming year. Our most popular excursion this year was “King Tut: Treasures of the Golden Pharaoh” excursion on May 14, 2018, which had 55 participants. The King Tut exhibit was only open to the public for a limited time and our seniors were very excited to attend. Our second most popular excursion was “Titanic Exhibit at the Ronald Reagan Presidential Library” excursion, which took place on Wednesday, September 20, 2017, with 41 participants. This excursion also included a tour of Air Force One as well as lunch under the wings of the aircraft. We hope this level of participation will continue and are excited to look for ways to expand the variety of trips and seminars offered next year.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	1
Asian - Non-Hispanic	35
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	2
Other Race - Hispanic	4
Other Race - Non-Hispanic	4
White - Hispanic	13
White - Non-Hispanic	104
<b>Total</b>	<b>164</b>

**Quarter:** 1      **Accomplishment Quantity:** 86

### **Accomplishment Narrative:**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

During the first quarter, 86 new clients were served. There were three senior excursions during the quarter. The “Glendale Center Theater” excursion took place on Saturday, July 15, 2017; the “Sail Away to Catalina Island” excursion took place on Tuesday, August 15, 2017; and the “Titanic Exhibit at the Ronald Reagan Presidential Library” excursion took place on Wednesday, September 20, 2017. All of these trips were very well-attended, with 28, 56 and 41 participants respectively.

The Recreation Division provided additional resources to inquiring seniors as well as referrals, assistance and information, as requested.

Outreach performed included the mailing of informational flyers for the following:

- Crowell Public Library Upcoming Adult Programs August - October 2017 Calendar
- “Aquarium of the Pacific Seniors Day”, Aquarium of the Pacific’s Flyer for free Senior Admission October 4, 2017
- “White Christmas at Cal State Long Beach Musical Theater” December 9, 2017 excursion
- Recreation’s Smarter Living Series, Mindfulness and Heartfulness 365 presentation October 11
- “Big Bear Oktoberfest” October 15, 2017 excursion

**Quarter:** 2      **Accomplishment Quantity:** 31

### Accomplishment Narrative:

During the second quarter, 31 new clients were served. There were three senior excursions during the quarter. The “Big Bear Oktoberfest” excursion took place on Sunday, October 15, 2017; the “Hamilton at the Pantages Theater” excursion took place on Thursday, November 16, 2017; and the “White Christmas at Cal State Long Beach Musical Theater” excursion took place on Saturday, December 2, 2017.

Outreach performed included the mailing of informational flyers for the following:

- “New York, New York” February 21, 2018 excursion
- “Remembering the Redlands” January 17, 2018 excursion
- Crowell Public Library Upcoming Adult Programs October 2017 – January 2018 Calendar
- Brain Aerobics and Lip Reading with Francine Hokin Katz Fall 2017 Class Flyer

**Quarter:** 3      **Accomplishment Quantity:** 32

### Accomplishment Narrative:

During the third quarter, 32 new clients were served. There were three senior excursions during the quarter. The “Remembering the Redlands” excursion on January 17, 2018, the “New York, New York” excursion on February 21, 2018, and the “Fun Day in San Diego’s North County” excursion on March 15, 2018. The January trip had 18 participants while the February and March trips had 24 and 35 participants respectively.

Outreach performed included the mailing of informational flyers for the following:

- Crowell Public Library Upcoming Adult Programs January - February 2018 Calendar
- “Smarter Living Series: Manners Matter” seminar date February 15, 2018.
- “King Tut: Treasures of the Golden Pharaoh” excursion date May 14, 2018
- Crowell Public Library Upcoming Adult Programs March – May 2018 Calendar (Mailed out twice)
- “American Visionary: John F. Kennedy’s Life and Times at the Bowers Museum” excursion date April 17, 2018
- “Fun Day in San Diego’s North County” excursion date March 15, 2018

**Quarter:** 4      **Accomplishment Quantity:** 15

### Accomplishment Narrative:

During the fourth quarter, 15 new clients were served. There were three senior excursions during the quarter. The “American Visionary: John F. Kennedy’s Life and Times at the Bowers Museum” excursion on April 17, 2018, the “King Tut: Treasures of the Golden Pharaoh” excursion on May 14, 2018, and the “Newsies at La Mirada Theater” excursion on June 23, 2018. The April trip had 12 participants, the May trip had 55 participants and the June trip had 19 participants.

Outreach performed included the mailing of informational flyers for the following:

- Crowell Public Library Upcoming Adult Programs April - May 2018 Calendar
- “Smarter Living Series: Money Smarts” seminar date May 23, 2018
- “Newsies at La Mirada Theater” excursion date June 23, 2018
- “Tanaka Farms and Lunch” excursion date July 23, 2018





# **Santa Fe Springs**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601900-17      **Jurisdiction:** Santa Fe Springs  
**Project Title:** City Hall Entrance and Counter Modifications  
**IDIS Number:** 10783  
**Operating Agency:** City of Santa Fe Springs  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03 Public Facilities and Improvements  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of access barriers for elderly and mobility impaired persons through the design and construction of accessible service counters and the installation of two (2) automatic door openers at City Hall.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$90,000.00      This Year: \$5,672.00      Cumulative: \$5,672.00      Ratio: 6.3%

### **Annual Narrative:**

The Architect (BOA) has submitted 95% complete plans to Plan Check (Los Angeles County). BOA has also submitted draft Construction Specifications and Bid Schedule for the Bid Document. The Bid Document is scheduled for review and approval by the City Council at the July 26, 2018 meeting. Bids will be due July 27, 2018. An award of contract to construct the project improvements is scheduled for the September 13, 2018 City Council meeting. A Notice to Proceed (NTP) is scheduled for October 1, 2018. The revised project completion date is October 30.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the City was in the pre-development phase which included developing the architectural design requirements and specifications to include in the Request for Proposals for the major components of the project, including modifications to the public counters for Planning, Public Works, Building and Safety, and Cashier Services in City Hall as well as the automatic doors to access the modified counters. The proposed project will provide accessibility improvements to benefit those in wheelchairs.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, the City completed specifications for a Request for Proposals (RFP) for Architectural Services to prepare plans, specifications and a bid schedule to construct City Hall public counter access improvements including, but not limited to, access doors, public counters, reception area, furniture, and signage.

The RFP will be submitted to the E-Bid Board on January 18, 2018. Proposals are due Tuesday, February 13, 2018. An award of contract for Architectural Services will be made by the Director of Public Works. The project is scheduled to be completed on or before June 30, 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

At the end of the third quarter, a Request for Proposals (RFP) for architectural services to develop plans & specifications and a Tuesday, October 02, 2018

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

bid schedule to construct the City Hall public counter access improvements were posted on the E-Bid Board and City locations on February 1, 2018. Three proposals were received. A contract was awarded to Black O'Dowd, Inc. for \$8,000 to provide the specified architectural services. The Notice to Proceed was issued March 26, 2017. The project is to be completed on or before May 31, 2018.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

City Staff has solicited three bids for the fabrication and installation of the City Hall Lobby Entry Doors. The City received two bids and one bidder was non-responsive. Pending Community Development Commission of the County of Los Angeles (LACDC) review of the bid process, staff is scheduled to award a contract the week of July 16, 2018. The Lobby Entry Doors are scheduled to be fabricated and installed by August 31, 2018.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96602-17      **Jurisdiction:** Santa Fe Springs  
**Project Title:** Teen Program  
**IDIS Number:** 10715  
**Operating Agency:** City of Santa Fe Springs  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program provides middle school and high school-aged students of the City of Santa Fe Springs with a Teen Club offering a wide-array of activities from arts & crafts, games, sports, to personal enrichment and academic development for

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 45      This Year: 103      Cumulative: 103      Ratio: 228.9%  
**Net Expenditures:** Budgeted: \$16,099.00      This Year: \$16,099.00      Cumulative: \$16,099.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$171,000.00
<b>Total Leverage Funds</b>	<b>\$171,000.00</b>

### **Annual Narrative:**

The 2017-2018 fiscal year at The Club was one with increased growth and participation by community youth. The Club continues to be a hub where middle school and high school participants go and be in a safe environment that allows for them to do homework, play games, hang out with friends, receive assistance with college pathway counseling, and to do fun activities to help them to get comfortable with socializing, especially in this day and age of technology.

The Club was visited well over 6,700 times by its members. Word of mouth, along with printed materials in the City's quarterly brochure has helped to publicize The Club as a place to be. The plethora of activities that the youth participant in is proof of the dedicated staff that works in The Club.

After several years of trying to better track participants, the switch to a "membership program" has enabled the City to know all of the youth coming into The Club and to better deal with any issues that may arise among Club members. The City is well under way of having a youth program that youth want to be part of and that the City is proud to manage and coordinate. The City looks forward to 2018-2019 program year which will hold more activities in store.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	2
American Indian/Alaskan Native & White - Hispanic	1
American Indian/Alaskan Native & White - Non-Hispanic	3
Asian - Hispanic	2
Black/African American & White - Non-Hispanic	2
Black/African American - Non-Hispanic	4
Other Race - Hispanic	19

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Other Race - Non-Hispanic	2
White - Hispanic	65
White - Non-Hispanic	3
<hr/>	
<b>Total</b>	<b>103</b>

### Direct Benefit (Income):

<u>Income Level</u>	<u>Numbers Assisted</u>
Above Moderate	12
Extremely Low	27
Low	37
Moderate	27
<hr/>	
<b>Total</b>	<b>103</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

The summer months of July and August are traditionally slow, as many of the participants of The Club are using the time away from school to travel and are going to other areas of recreation. Nonetheless, staff at The Club still provide safe and recreational programming. Participant activity picks up in September, when kids are in the full swing of having returned to school and many of them discover The Club from staff outreach to local schools.

In addition to the facility being open earlier and providing the wide array of recreation activities such as foosball, air hockey, ping pong, pool tables, and video gaming systems, staff arranged for two summer excursions. The first was in July, as 13 middle school- and high school-age participants, along with two staff, attended "A Day at the Movies". They were transported to the Krikorian Premiere Theaters in Downey to beat the heat and to watch a matinee showing of "Dunkirk".

In August, 12 Club members and two staff went to the Los Angeles County Museum of Art. This was an educational and cultural opportunity where students were able to visit the largest art museum in the Western United States and was exposed to artwork from ancient times to the present. Many of the participants who initially went thought this would be a boring event, but they wound up having such a great time interacting with other youth whom they had not met before and seeing great pieces of art. It was a really fun excursion, but more importantly, it was an opportunity to see them grow in their exchanges with others in their peer group.

With school well under way, staff put on a special presentation for high school participants entitled "Preparing the Road for College". It provided attendees resourceful information on college testing, including qualifying for fee waivers, the requirements to attend CSU and UC schools, and how to find and apply for scholarship opportunities.

The Club is still in the process of collecting 2017-2018 self-certification forms. The participant information will be entered during the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 103

#### Accomplishment Narrative:

The second quarter saw a busy, action, and fun-packed three months. There was a daily average of 51.3 participants attending The Club during the second quarter.

The following highlights some of the special events held by The Club:

#### OCTOBER:

In conjunction with the Southern California Teen Coalition, The Club took 12 youth to the annual Rocktober event, which was held on October 6th at Boomer's Fun Park in Irvine.

On October 11th, The Club hosted a special presentation on social media scares to educate and make teens aware of the many unknown dangers associated with posting content online. It was attended by 13 youth.

October 24th - 27th saw the return of "Halloweek at The Club." Club participants enjoyed ghoulish games, raffles, and creepy

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

competitions for prizes and Club pride.

### NOVEMBER:

November was another busy month of activities. It started with the "Crafting Your Cooking Skills" presentation on November 8th. Staff spoke on the importance of healthy eating and the cost savings realized by preparing your own meal. They then were paired off and were taught how to sauté chicken and vegetables. This presentation was attended by 26 youth.

In what is becoming an annual Thanksgiving tradition, "Friendsgiving @ The Club" was celebrated on November 17th. Club members were able to register and, for a nominal fee of \$5, were able to be treated to a full course Thanksgiving dinner provided to The Club at a substantial discount by a local caterer. As we ate and shared each other's company, time was taken for each person to stand up and share why they were thankful for the year. It was a night that had many Club youth bonding and opening up. We had 23 youth attend this event.

### DECEMBER:

On December 13th, life hacks returned. A life hack is a tip, trick, or "cheat" designed to make life a little easier and more efficient. "Life Hacks: Holiday Edition" presented by Club staff taught attendees how to more easily wrap presents, pick out the best trees, and how to put up and take down lights without getting them tangled. These were just some of the items covered. 11 youth attended this event.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

Recapping activities for the third quarter, the months of January, February, and March proved to be busy months for The Club. With youth returning to school after winter break, The Club saw a return of more regular participants.

In January, time was taken to have youth create cards that were mounted on a wall dedicated to Dr. Martin Luther King, Jr. Their cards told of what they were doing to help bring about the society Dr. King envisioned. The stage was set, the spotlights on, and the music was playing as The Club hosted Jammin' Karaoke. This event is done three times a year and, despite the slow start (nervousness or fear of performing), everyone gets into it and it goes to the point that staff have to pull the kids off from the microphone.

February was full of Valentines-related crafts activities. There was also a Smash Bros. tournament (Smash Bros. is a popular video game on the Nintendo Wii) and it was hotly contested. 25 youth signed-up and played a two-day, double-elimination tournament with bragging rights on the line.

The Club also hosted the "Open the Window to Your Future" event on February 21th. Individuals from various professions shared their experience of working in the "real world". This included the education, internships, and training opportunities that helped prepare them for jobs they currently have. 21 youth came out for this event.

March was a busy month with St. Patrick's Day-themed activities of minute-to-win-it games such as Lucky Charms straw relay and dress the leprechaun. On March 28th, The Club also hosted "Crafting Your Cooking Skills", which is an interactive cooking demonstration. It was designed to teach participants about the importance of healthy food choices and those who came were also able to make a delicious meal at one of nine cooking stations that were set-up for the participants to cook a chicken and pasta dish. 24 youth participated in this event.

In conjunction with spring break being held in the local school districts, The Club coordinated a trip to Knott's Berry Farm on March 27th. The staff were able to take advantage of a discounted group rate and transported 15 participants to spend the day at Knott's. That was fun and allowed for youth, who do not normally associate with one another, to "hang out" with each other.

**Quarter:** 4      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

In the month of April, 579 middle school-aged youth attended The Club for a daily average of 27.5 participants. In the same month, 187 high school participants came to The Club for a daily average of 8.0 participants. In total, 776 middle school and high school-aged youth came to The Club for a daily combined average of 36.95 students in April.

The Club gave participants the chance to press their luck on Friday, April 13th at Casino Night @ The Club. Club members had the opportunity to play Vegas-style games, such as blackjack and roulette, without losing any of their own money and with the chances of winning various prizes. The focus was to put to work math skills such as probability and estimation to "beat the house." More than 26 Club members participated.

## **2017-2018 CAPER CDBG Activity Listing**

### **(Activities Included in Analysis)**

On Wednesday, April 25th, The Club hosted Résumé Night to assist youth with their summer job hunting and prospects. In this workshop, attendees learned how to create professional, eye-catching resumes that would help them stand out from other job applicants. They also learned the "dos and don'ts" of a job interview, such as how to dress and how to present themselves. Eight Club members availed themselves to this special night.

In the month of May, 703 middle school-aged youth attended The Club for a daily average of 32 participants. In the same month, 387 high school participants came to The Club for a daily average of 17.6 participants. The daily combined average of Club attendees in May was 49.5.

Many high school students attend schools in the Whittier Union High School District. Seniors must prepare and present a senior project commonly called "Senior Boards". This can be a trying time for students as many of them do have experience in presenting before a group. On May 9th, Club staff allowed seniors to come in and give a practice presentation before a "panel of in-house" critics. This helped students get the nerves out and receive critiques on how to sharpen their presentation skills. Ten seniors came in and made use of the Senior Board practice presentations.

An annual tradition at The Club has been a scavenger hunt the Friday before Memorial Day. On May 25th, 32 Club members traversed the Town Center campus using clues to "scavenge" or hunt down treasure and bring it back to The Club. This event is a quite popular is avidly looked forward to by Club members.

In the month of June, The Club had 300 middle school participants for a daily average of 14.3 participants and 103 high school students for an average of 4.9 students. For June, a total of 403 high school and middle school students came to The Club and for a daily average of 19.2 students. The large drop off is that schools ended by the first week and a half of June, and many other kids look for other fun options during the summer months.

On Friday, June 29, The Club hosted Karaoke @ The Club. It was a cool way to start up the summer fun as well as showcase singing talent among our participants. A good time was had by all as 47 Club members sang and cheered in support of other singers.





# **Sierra Madre**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601843-16      **Jurisdiction:** Sierra Madre  
**Project Title:** ADA Improvements at Sierra Vista, Mount Wilson, and Memorial Parks  
**IDIS Number:** 10589  
**Operating Agency:** City of Sierra Madre  
**Subrecipient Type:** Participating City  
**Contract Period:** 1/30/2017 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will remove the existing material barriers of sand and woodchip surfacing and replace the surfacing with rubberized material to allow for elderly and severely disabled adults unobstructed access to play areas with their children and grandchildren at Mount Wilson, Sierra Vista, and Memorial parks.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 3      This Year: 3      Cumulative: 3      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$136,689.00      This Year: \$2,959.00      Cumulative: \$136,689.00      Ratio: 100.0%

### **Annual Narrative:**

Improvement at City park playground project entered construction contract on May 9, 2017. Project was substantially completed on June 19, 2017, and completion was accepted by City Council on June 27, 2017.

**Quarter:** 1      **Accomplishment Quantity:** 3

### **Accomplishment Narrative:**

Notice of completion was filed with County of Los Angeles on June 30, 2017. Labor compliance file review was conducted and received the compliance letter on August 21, 2017.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Signal Hill

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601914-17      **Jurisdiction:** Signal Hill  
**Project Title:** ADA Improvements at Calbrisas Park  
**IDIS Number:** 10802  
**Operating Agency:** City of Signal Hill  
**Subrecipient Type:** Participating City  
**Contract Period:** 9/18/2017 to 6/30/2019  
**Activity Code:** 03F Parks, Recreational Facilities  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project removes an existing material barrier and allows for unobstructed access to the facilities at Calbrisas Park and allow elderly and severely disabled adult residents access to their children at playground area.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$97,804.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

This project will commence in Fiscal Year (FY) 2018-2019 when additional funds are available to cover all Community Development Block Grant (CDBG) project expenses. The project will be amended in the first quarter of FY 2018-19 to add FY 2018-19 additional CDBG funds.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project has a Community Development Commission (CDC) Funding Period start date of September 18, 2017 as a result of late planning documents submitted by the City. The project will enter the design phase during the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project will likely be delayed until FY 2018-2019, when additional funds are available to cover all CDBG project expenses. The City will update the project status with the CDC during the Planning Summary process.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project will be amended to add FY 2018-19 CDBG funds once the funds are available.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project will commence in FY 2018-2019 when additional funds are available to cover all CDBG project expenses.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96546-17      **Jurisdiction:** Signal Hill  
**Project Title:** Food Distribution  
**IDIS Number:** 10803  
**Operating Agency:** City of Signal Hill  
**Subrecipient Type:** Participating City  
**Contract Period:** 9/18/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides meat, poultry, fish, fruits, vegetables, dry goods, and canned groceries on a bi-monthly basis to residents who are 55 years of age and older. There are approximately 26 food distributions.

CDBG funds are used for non-personnel costs.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 40      This Year: 31      Cumulative: 31      Ratio: 77.5%  
**Net Expenditures:** Budgeted: \$8,716.00      This Year: \$8,716.00      Cumulative: \$8,716.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$8,000.00
<b>Total Leverage Funds</b>	<b>\$8,000.00</b>

### **Annual Narrative:**

The Food Distribution Program achieved 77.5% of the project goal by serving 31 seniors during the year on a bi-monthly basis through the distribution of nutritious food products. Clients were served on 20 occasions, for a total of 530 client contacts.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & White - Non-Hispanic	1
American Indian/Alaskan Native - Hispanic	1
Asian - Non-Hispanic	12
Black/African American - Non-Hispanic	10
Other Race - Non-Hispanic	1
White - Hispanic	1
White - Non-Hispanic	5
<b>Total</b>	<b>31</b>

**Quarter:** 1      **Accomplishment Quantity:** 30

### **Accomplishment Narrative:**

During this quarter, 30 new clients were served on one occasion, for a total of 30 client contacts.

**Quarter:** 2      **Accomplishment Quantity:** 0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Accomplishment Narrative:

30 individuals were served this quarter. 30 duplicated clients and zero new clients were served on six occasions, for a total of 157 client contacts.

**Quarter:** 3      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

30 individuals were served this quarter. 30 duplicated clients and zero new clients were served on seven occasions, for a total of 197 client contacts.

**Quarter:** 4      **Accomplishment Quantity:** 1

### Accomplishment Narrative:

29 individuals were served this quarter. 28 duplicated clients and one new clients were served on six occasions, for a total of 146 client contacts.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601690-14      **Jurisdiction:** Signal Hill  
**Project Title:** Overlay & ADA Improvements – 23rd Street FY2014-15  
**IDIS Number:** 10067  
**Operating Agency:** City of Signal Hill  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/14/2014 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project involves pavement overlay and ADA improvements on 23rd Street from Orange Avenue to Walnut Avenue within this predominantly low- and moderate-income residential area located in census tract 5734.02 BG 3.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,370      This Year: 1,370      Cumulative: 1,370      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$76,392.00      This Year: \$3,820.00      Cumulative: \$76,392.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$29,292.00
<b>Total Leverage Funds</b>	<b>\$29,292.00</b>

### **Annual Narrative:**

This project was originally approved during Fiscal Year (FY) 2014-2015. The project was rescheduled for FY 2017-2018 when another project became a top City Council priority. The project resumed and work was completed this year. The Labor Compliance File Review was completed during the first quarter of FY 2017-2018.

This project included pavement overlay and Americans with Disabilities Act (ADA) improvements on 23rd Street from Orange Avenue to Walnut Avenue. Improvements included grind and overlay of the asphalt pavement, adjusting utility covers and water valves to grade, installing traffic striping and raised pavement parkers, and installing ADA ramps and sidewalk on 23rd Street from Orange Avenue to Walnut Avenue.

\$29,291.72 General Funds were expended as Leverage Funds.

**Quarter:** 1      **Accomplishment Quantity:** 1,370

### **Accomplishment Narrative:**

This project has been completed. The Construction Compliance File Review for this project was conducted on August 21, 2017. The Construction Compliance File Review Clearance Letter was received on August 31, 2017.





# **South El Monte**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601887-17      **Jurisdiction:** South El Monte  
**Project Title:** Alesia Street & Lerma Avenue Street Improvement Project  
**IDIS Number:** 10779  
**Operating Agency:** City of South El Monte  
**Subrecipient Type:** Participating City  
**Contract Period:** 10/26/2017 to 6/30/2019  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project provides street and sidewalk improvements in designated low-and moderate-income residential areas including Lerma Avenue between Central Avenue and Merced Avenue and Alesia Street between Adelia Street and Potero Avenue.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,680      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$265,686.00      This Year: \$10,189.00      Cumulative: \$10,189.00      Ratio: 3.8%

### **Annual Narrative:**

At the end of the Fiscal Year (FY) 2017-2018 program year, the City had a small delay in implementing its project due to obtaining a new City engineering firm. Transtech is very knowledgeable and working with the City to implement all its Capital Improvement Projects. The City plans to start Lerma and Alesia next quarter in order to complete the three programmed Community Development Block Grant (CDBG) projects in FY 2018-2019.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the second quarter, design and engineering was procured for with a contract expected to be awarded in the third quarter. Once design and engineering specifications are completed, bid documents will be assembled and submitted to the Community Development Commission for review before conducting a bid opening for a construction contractor.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project activities as of the end of the third quarter: on January 23, 2018 the City Council awarded a Design Engineering contract to TKE Engineering Inc. Notice to proceed was issued on February 8, 2018. Kick-off meeting between the City and TKE was on March 1, 2018. The City anticipate receiving the completed PS&E specification next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the fourth quarter, the City procured a new City Engineering Firm, Transtech. They are working with the project engineering firm TKE in finalizing the PS&E. The City was informed there was an increase in the budget. The City will be submitting next quarter the updated implementation schedule, new budget to include leverage funds and will be submitting the final PS&E. Project to commence first quarter of FY 2018-2019 program year.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601791-16      **Jurisdiction:** South El Monte  
**Project Title:** Broadmead, Luder, Doreen, Thienes & Delco Street Improvement - Seal Coating  
**IDIS Number:** 10505  
**Operating Agency:** City of South El Monte  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide street asphalt improvements and seal-coating application over existing asphalt pavement in designated low-and moderate-income residential areas. The improvements will seal small cracks, improve appearance of pavement, make road surface uniform in texture and color, and extend the life of asphalt paving.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 1,225      This Year: 1,225      Cumulative: 1,225      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$219,841.00      This Year: \$181,157.00      Cumulative: \$193,585.00      Ratio: 88.1%

### **Annual Narrative:**

This completed project provided sealing of small cracks, improved appearance of pavement, uniform road surface in texture and color, and extended the life of asphalt paving.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the City awarded a construction contract to Hardy and Harper, Inc. on July 25th, 2017, and a pre-construction meeting was held on August 30th, 2017. Notice to proceed (NTP) was given on August 31st, 2017. The project is expected to be completed by or before October 16th, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 1,225

### **Accomplishment Narrative:**

In the second quarter, construction for this project was completed on October 9, 2017. A Labor Compliance File Review was conducted on November 21, 2017, and a Clearance Letter was issued on November 29, 2017.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601789-16      **Jurisdiction:** South El Monte  
**Project Title:** Schmidt, Luder, Doreen, Delco Street Improvement - Seal Coating  
**IDIS Number:** 10503  
**Operating Agency:** City of South El Monte  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03K Street Improvements  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will provide street seal-coating application over existing asphalt pavement in designated low-and moderate-income residential areas. The improvements will seal small cracks, improve appearance of pavement, make road surface uniform in texture and color, and extend the life of asphalt paving.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Infrastructure  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 335      This Year: 335      Cumulative: 335      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$79,473.00      This Year: \$45,602.00      Cumulative: \$58,031.00      Ratio: 73.0%

### **Annual Narrative:**

This completed project provided sealing of small cracks, improved appearance of the pavement, uniform road surface in texture and color, and extended the life of asphalt paving.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter, the City awarded a construction contract to Hardy and Harper, Inc. on July 25th, 2017, and a pre-construction meeting was held on August 30th, 2017. Notice to proceed was given on August 31st, 2017. The project is expected to be completed by or before October 16th, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 335

### **Accomplishment Narrative:**

In the second quarter, construction for this project was completed on October 9, 2017. A Labor Compliance File Review was conducted on November 21, 2017, and a Clearance Letter was issued on November 29, 2017.

**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# **South Pasadena**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601846-17      **Jurisdiction:** South Pasadena  
**Project Title:** FY 2017-18 Sidewalk Replacement and ADA Access Ramp Project  
**IDIS Number:** 10753  
**Operating Agency:** City of South Pasadena  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 3  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides for the removal of architectural and material barriers by installing new ADA access ramps and replacing damaged portions of sidewalk currently cracked and uplifted along portions of the residential area of Monterey Road between Fair Oaks to Garfield. These improvements create unobstructed paths of travel for the elderly and/or severely disabled adults.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 328      This Year: 328      Cumulative: 328      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$154,210.00      This Year: \$143,601.00      Cumulative: \$143,601.00      Ratio: 93.1%

### **Annual Narrative:**

The project was completed. Clearance and final payment were received by the Community Development Commission (CDC).

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City of South Pasadena (City) has submitted plans and specifications for the Fiscal Year (FY) 2017-2018 Community Development Block Grant (CDBG) Sidewalk Replacement and Americans with Disabilities Act (ADA) Access project.

The Ramp Project (Project No. 601846-17) was sent on July 24, 2017 to the CDC.

The CDC approved the plans and specifications on July 25, 2017. The City advertised the project for bid on August 10, 2017.

The project was awarded to the lowest bidder on September 20, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City of South Pasadena awarded a construction contract to E.C. Construction Company on September 20, 2017. Construction started in November 2017 and is expected to be completed in January 2018.

**Quarter:** 3      **Accomplishment Quantity:** 328

### **Accomplishment Narrative:**

The project was completed, reviewed and approved by CDC. The project has been successfully closed out.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601657-17      **Jurisdiction:** South Pasadena  
**Project Title:** Senior Nutrition Program  
**IDIS Number:** 10679  
**Operating Agency:** City of South Pasadena  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing program serves hot meals at the Senior Center and delivers meals to home-bound senior citizens who are 55 years of age or older.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 340      This Year: 288      Cumulative: 288      Ratio: 84.7%  
**Net Expenditures:** Budgeted: \$17,970.00      This Year: \$17,970.00      Cumulative: \$17,970.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$24,095.00
Other	\$32,000.00
<b>Total Leverage Funds</b>	<b>\$56,095.00</b>

### **Annual Narrative:**

The quarters for this fiscal year are as follows:

	2017-2018	2016-2107
1st	4,246	3,429
2nd	4,388	3,512
3rd	4,874	3,578
4th	5,090	4,240
Total	18,598	14,759

This year again we have an increase compared to the previous fiscal year. The increase is due in part with continual changes to the menu based on feedback from the users; promotion in weekly release to local newspaper and email blast to members and of course word of mouth.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	5
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	6
Asian - Non-Hispanic	85
Asian and White - Hispanic	1
Asian and White - Non-Hispanic	1
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	1

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Black/African American - Non-Hispanic	4
Native Hawaiian/Other Pacific Islander - Hispanic	1
Other Race - Hispanic	14
Other Race - Non-Hispanic	11
White - Hispanic	48
White - Non-Hispanic	109
<b>Total</b>	<b>288</b>

### Direct Benefit (Income):

<u>Income Level</u>	<u>Numbers Assisted</u>
Moderate	121
<b>Total</b>	<b>121</b>

**Quarter:** 1      **Accomplishment Quantity:** 89

#### Accomplishment Narrative:

The City of South Pasadena served 2,381 meals through the onsite meal program and delivered 1,865 meals to home bound senior citizens and disabled persons residing in South Pasadena.

**Quarter:** 2      **Accomplishment Quantity:** 32

#### Accomplishment Narrative:

In October, there were 868 home deliveries; in November, 765 home deliveries; and in December, 864 home deliveries. In October, there were 655 meals served onsite; in November, 592 onsite meals; and in December, 644 onsite meals served. The total for the quarter was 4,388 client contacts.

**Quarter:** 3      **Accomplishment Quantity:** 11

#### Accomplishment Narrative:

The City served a total of 4874 meals this quarter. Of those meals, 2,411 were onsite and 2,463 were home deliveries.

**Quarter:** 4      **Accomplishment Quantity:** 156

#### Accomplishment Narrative:

Below is the information for this quarter and year end numbers:

2018	ONSITE	HD	TOTAL
April	636	842	1,478
May	927	985	1,912
June	834	866	1,700
Total for 4th quarter:			5,090

In comparison the same quarter in previous fiscal year, we served 4,240 meals and increase of 850 meals.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Temple City

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600604-17      **Jurisdiction:** Temple City  
**Project Title:** Asbestos and Lead-Based Paint Testing and Abatement Program  
**IDIS Number:** 10639  
**Operating Agency:** City of Temple City  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project is implemented in conjunction with the Housing Rehabilitation Program and provides grants to qualified low- and moderate-income households of Temple City for the purpose of asbestos and/or lead-based paint testing and abatement.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 6      This Year: 2      Cumulative: 2      Ratio: 33.3%  
**Net Expenditures:** Budgeted: \$48,529.00      This Year: \$12,918.00      Cumulative: \$12,918.00      Ratio: 26.6%

### **Annual Narrative:**

The Asbestos and Lead-Based Paint Program is associated with the City's Loan and Grant Program. The City assisted two households during Fiscal Year (FY) 2017-2018 with required hazard testing, which was based on the home improvements to be completed.

No leverage funds were used for this program.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Hispanic	1	0
White - Non-Hispanic	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Moderate	2	0
<b>Total</b>	<b>2</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
10644 Sparklett St	Temple City	CA	91780	Owners	Moderate	\$5,781
9569 Broadway #8	Temple City	CA	91780	Owners	Moderate	\$2,875

**Total Number of Housing Units Assisted :** 2

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
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# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

3) Total units occupied by elderly (62 years or older): 2 0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	2
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	1	0
4	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

**Quarter:** 1      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

There are no accomplishments in this quarter. The City's consultant has one project under construction with two pending bids/testing and one pending eligibility. At least one project will be completed by the second quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

There were some unforeseen delays with the project that was anticipated to be completed this quarter. They are finalizing the project, which should be completed by the end of January. There are two other home improvement projects that are scheduled to start within the next couple of weeks.

**Quarter:** 3      **Accomplishment Quantity:** 1      **Female-Headed Households:** 1

### Accomplishment Narrative:

There was one project completed this quarter. Two other projects are starting or under construction and are anticipated to be completed by the next quarter.

**Quarter:** 4      **Accomplishment Quantity:** 1      **Female-Headed Households:** 1

### Accomplishment Narrative:

The City assisted one homeowner with required hazard abatement work this quarter. The other home improvement project was constructed after 1978, so abatement work was not necessary.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96756-17      **Jurisdiction:** Temple City  
**Project Title:** Housing Rehabilitation Program  
**IDIS Number:** 10718  
**Operating Agency:** City of Temple City  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing program provides deferred loans and grants for home improvements and/or the correction of CDBG-eligible building and zoning code violations to eligible income qualified single-family households in Temple City.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 6      This Year: 3      Cumulative: 3      Ratio: 50.0%  
**Net Expenditures:** Budgeted: \$125,500.00      This Year: \$119,890.00      Cumulative: \$119,890.00      Ratio: 95.5%

### **Annual Narrative:**

The City's Housing Rehabilitation Program remains a popular program in the community. Although the City only assisted three households this year, the City issued two loans and three grants. Two property owners needed a lot of improvements, so they received both a grant and a loan.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Asian - Non-Hispanic	1	0
Other Race - Hispanic	1	0
White - Non-Hispanic	1	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Moderate	3	0
<b>Total</b>	<b>3</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
10644 Sparklett St	Temple City	CA	91780	Owners	Moderate	\$45,000
5910 Bartlett Ave	San Gabriel	CA	91775	Owners	Moderate	\$10,000
9569 Broadway #8	Temple City	CA	91780	Owners	Moderate	\$45,000

**Total Number of Housing Units Assisted :**      **3**

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	2	0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	1
Exempt: No paint disturbed	2
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
3	1	1
4	2	2
<b>Total</b>	<b>3</b>	<b>3</b>

**Quarter:** 1                      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

There are no accomplishments in this quarter. The City's consultant has one project under construction, with two pending bids/testing and one pending eligibility. At least one project will be completed by the second quarter.

**Quarter:** 2                      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

There were unforeseen delays with the project that were supposed to be completed this quarter. The project should be completed by the end of January. There are two other projects pending that should start within the next couple of weeks.

**Quarter:** 3                      **Accomplishment Quantity:** 1                      **Female-Headed Households:** 1

#### Accomplishment Narrative:

There was one project completed this quarter. Two projects are about to start construction or have already started.

**Quarter:** 4                      **Accomplishment Quantity:** 2                      **Female-Headed Households:** 2

#### Accomplishment Narrative:

The City assisted two households this quarter with home improvements to improve their quality of life. One homeowner received both a loan and grant, and the other homeowner only received a grant for minor repairs/improvements.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D97755-17      **Jurisdiction:** Temple City  
**Project Title:** Youth Scholarship Program  
**IDIS Number:** 10727  
**Operating Agency:** City of Temple City  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05D Youth Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides scholarships to children ages 17 years old and younger in below moderate-income families allowing them to participate in various recreation classes/activities offered by the City's Parks and Recreation Department.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Youth Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 100      This Year: 109      Cumulative: 109      Ratio: 109.0%  
**Net Expenditures:** Budgeted: \$26,170.00      This Year: \$22,095.00      Cumulative: \$22,095.00      Ratio: 84.4%

### **Annual Narrative:**

The City assisted 109 youths this Fiscal Year 2017-2018 with scholarships to help pay for recreation classes offered by the City. The on-going program is popular in the community and usually runs out of scholarship money before the end of the Fiscal Year.

No leverage funds were used for this program.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	1
American Indian/Alaskan Native - Hispanic	3
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	6
Asian - Non-Hispanic	24
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	1
Black/African American - Hispanic	4
Other Race - Hispanic	28
Other Race - Non-Hispanic	6
White - Hispanic	24
White - Non-Hispanic	10
<b>Total</b>	<b>109</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	30
Low	58
Moderate	21

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

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**Total**

**109**

**Quarter:** 1      **Accomplishment Quantity:** 35

**Accomplishment Narrative:**

There were 35 youths assisted this quarter with scholarships to help pay for a portion of the registration fees for City recreation classes.

**Quarter:** 2      **Accomplishment Quantity:** 13

**Accomplishment Narrative:**

There were 13 youths assisted this quarter with scholarships to help pay for a portion of the registration fees for City recreation classes.

**Quarter:** 3      **Accomplishment Quantity:** 15

**Accomplishment Narrative:**

There were 15 youths assisted this quarter for a scholarship to help pay for registration fees for recreation classes offered by the City.

**Quarter:** 4      **Accomplishment Quantity:** 46

**Accomplishment Narrative:**

The City assisted 49 youths this quarter with scholarships to help pay for a portion of the registration fees for City recreation classes.





**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Torrance

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601792-16      **Jurisdiction:** Torrance  
**Project Title:** Sidewalk Repair for Handicap Accessibility  
**IDIS Number:** 10506  
**Operating Agency:** City of Torrance  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 1  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project will create clear paths of travel within the City that will benefit approximately 13,920 elderly and disabled adults by removing architectural and material barriers through the repair or replacement of damaged and uplifted sidewalks.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 13,920      This Year: 13,920      Cumulative: 13,920      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$928,529.00      This Year: \$21,398.00      Cumulative: \$427,963.00      Ratio: 46.1%

### **Annual Narrative:**

Contract and labor compliance review of the project files were completed in the first quarter of Fiscal Year 2017-2018. Project has been closed out.

**Quarter:** 1      **Accomplishment Quantity:** 13,920

### **Accomplishment Narrative:**

Contract and labor compliance review of the project files were completed in this quarter.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601872-17      **Jurisdiction:** Torrance  
**Project Title:** Sidewalk Repair for Handicap Accessibility  
**IDIS Number:** 10769  
**Operating Agency:** City of Torrance  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project provides clear paths of travel within five (5) residential areas in the City of Torrance by removing architectural and material barriers for elderly and severely disabled adult residents through the repair or replacement of damaged or uplifted sidewalks, pruning of offending tree roots, or removal of trees should the repair of the adjacent sidewalk cause it to become unstable. The project also repairs adjacent curbs, curbs and gutters, and/or driveway approaches, as necessary.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 6,165      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$1,367,416.00      This Year: \$1,268,618.00      Cumulative: \$1,268,618.00      Ratio: 92.8%

### **Annual Narrative:**

The project was completed June 18 and is currently being closed out.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project went out to bid this quarter and will be awarded in the next quarter.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Project was awarded by City Council on October 17, 2017. The City had hoped to begin construction on the project right after Thanksgiving, but the Contractor had issues with submitting some of the required insurance certificates and also had another project they were finishing up through the end of the year. The revised schedule tentatively has work commencing at the beginning of February 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction commenced on February 5, 2018, and the project is currently approximately 30% complete.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Construction was completed on June 18, 2018, and the project is currently being closed out.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Walnut

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600804-17      **Jurisdiction:** Walnut  
**Project Title:** Senior Citizen Activities  
**IDIS Number:** 10647  
**Operating Agency:** City of Walnut  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 05A Senior Services  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This continuing project provides seniors ages 55 and older with bus transportation to various city sponsored events and excursions throughout the year and a support group for grieving seniors coping with their loss through sessions that offer discussion, processing exercises, and guest speakers at the City of Walnut Senior Center.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Senior Programs  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 300      This Year: 351      Cumulative: 351      Ratio: 117.0%  
**Net Expenditures:** Budgeted: \$16,334.00      This Year: \$15,594.00      Cumulative: \$15,594.00      Ratio: 95.5%  
**Leverage Funds Expended:**

Source	Amount
Other	\$69,430.00
<b>Total Leverage Funds</b>	<b>\$69,430.00</b>

### **Annual Narrative:**

A total of 353 unduplicated clients were served during Fiscal Year (FY) 2017-2018:

The total number of clients served per quarter was:

- 1st - 105
- 2nd - 95
- 3rd - 68
- 4th - 85

Of the total, eight clients participated in the GROW group and the remaining 345 clients were served by the transportation program.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	4
American Indian/Alaskan Native & White - Non-Hispanic	2
American Indian/Alaskan Native - Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Hispanic	13
Asian - Non-Hispanic	123

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Asian and White - Hispanic	1
Asian and White - Non-Hispanic	4
Black/African American & White - Hispanic	1
Black/African American & White - Non-Hispanic	5
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	10
Other Race - Hispanic	30
Other Race - Non-Hispanic	3
White - Hispanic	32
White - Non-Hispanic	120
<b>Total</b>	<b>351</b>

**Quarter:** 1      **Accomplishment Quantity:** 51

**Accomplishment Narrative:**

A total of 105 new clients were served this quarter; however, of the total clients served, 47 clients were submitted into the reporting module before September 30th and 58 clients were submitted after September 30th.

Activities of this quarter included:

A total of three unduplicated clients were served by the GROW Program. The group met a total of three times: once in July; once in August; and once in September.

A total of 102 unduplicated clients participated in the Senior Excursion Program, which provided the following three excursions:

- August 8th - Sawdust Festival
- September 5th - Lake Arrowhead
- September 17th - Danish Days in Solvang

**Quarter:** 2      **Accomplishment Quantity:** 152

**Accomplishment Narrative:**

A total of 95 new clients were served this quarter.

Activities this quarter included:

A total of one unduplicated client was served by the GROW Program. The group met a total of three times: once in October; once in November; and once in December.

A total of 94 unduplicated clients participated in the Senior Excursion Program, which provided the following four excursions:

- November 14th - Nixon Library
- December 4th - Mission Inn
- December 6th - Santa Clause is Coming to Town
- December 11th - Mission Inn

**Quarter:** 3      **Accomplishment Quantity:** 70

**Accomplishment Narrative:**

A total of 68 new clients were served this quarter.

Activities of this quarter included:

A total of two unduplicated client were served by the GROW Program. The group met a total of three times: once in January; once in February; and once in March.

A total of 66 unduplicated clients participated in the Senior Excursion Program, which provided the following four excursions:

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

January 22th - Mr. Rubidoux  
February 12th - The Getty Villa  
March 9th - Santa Barbara Orchid Show  
March 13th - San Juan Capistrano

**Quarter:** 4      **Accomplishment Quantity:** 78

### **Accomplishment Narrative:**

A total of 85 new clients were served this quarter.

Activities this quarter included:

A total of two unduplicated client were served by the GROW Program. The group met a total of three times: once in April;; once in May; and once in June.

A total of 83 unduplicated clients participated in the Senior Excursion Program, which provided the following four excursions:

March 31th - Shen Yun (reported in April)  
April 18th - Hike in Marshall Canyon  
May 14th - Sherman Gardens  
May 28th - San Diego



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D99589-17      **Jurisdiction:** Walnut  
**Project Title:** Single Family Rehabilitation  
**IDIS Number:** 10730  
**Operating Agency:** City of Walnut  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants and/or loans to owner-occupied single family detached residential dwellings. Rehabilitation activities include, but are not be limited to, improvements to increase energy efficiency, water use efficiency, removal of materials and architectural barriers, and the performance of lead-based paint and asbestos hazard evaluations and remediation.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 4      This Year: 6      Cumulative: 6      Ratio: 150.0%  
**Net Expenditures:** Budgeted: \$119,446.00      This Year: \$98,243.00      Cumulative: \$98,243.00      Ratio: 82.2%

### **Annual Narrative:**

The City received and reviewed 11 applications during Fiscal Year (FY) 2017-2018. Of the 11 applications, a total of six were approved and completed. Four applications were reviewed and determined to be ineligible. One additional application was received and will be processed during Fiscal Year 2018-2019.

No leveraged funds were used.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
Black/African American - Non-Hispanic	1	0
White - Hispanic	3	0
White - Non-Hispanic	2	0
<b>Total</b>	<b>6</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Extremely Low	2	0
Low	2	0
Moderate	2	0
<b>Total</b>	<b>6</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
336 Maryville	Walnut	CA	91789	Owners	Extremely Low	\$7,500
680 Ash Meadow Lane	Walnut	CA	91789	Owners	Extremely Low	\$37,500

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

163 N. Avenida Alipaz	Walnut	CA	91789	Owners	Low	\$7,500
454 Camino De Teodoro	Walnut	CA	91789	Owners	Low	\$37,500
20252 Red Cedar Dr.	Walnut	CA	91789	Owners	Moderate	\$7,500
368 Camino De Teodoro	Walnut	CA	91789	Owners	Moderate	\$37,500

**Total Number of Housing Units Assisted : 6**

### Housing Data:

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	6	0

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	2
Exempt: No paint disturbed	4
Otherwise exempt	0

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
4	6	3
<b>Total</b>	<b>6</b>	<b>3</b>

**Quarter: 1 Accomplishment Quantity: 0**

### Accomplishment Narrative:

The City received two applications. Out of the two applications, one was denied due to the income being over the income limits, and one was under review. In addition, the City was coordinating marketing strategies for its program and began conducting resident outreach.

**Quarter: 2 Accomplishment Quantity: 0**

### Accomplishment Narrative:

The City received four new applications during this reporting period, totaling six applications for the fiscal year. Out of the six applications, two applications were in the bid phase and four applications were denied. The City initiated several marketing efforts to increase participation in the program, and it is anticipated that new applications will be received during the next reporting period.

**Quarter: 3 Accomplishment Quantity: 0**

### Accomplishment Narrative:

The City received three new applications during this reporting period totaling nine applications for the fiscal year. Out of the nine applications, two projects were completed but will be submitted into the Quarterly Performance Review (QPR) panel from the Rehab panel during the fourth quarter. One applicant was reviewing bids, one applicant was obtaining bids, and five applicants were terminated. The City anticipates the completion of the remaining two projects in early June. The City continues its marketing efforts.

**Quarter: 4 Accomplishment Quantity: 6 Female-Headed Households: 4**

### Accomplishment Narrative:

The City received two new applications and completed four projects during this reporting period. Combined with the two prior quarter's completed projects, a total of six projects were submitted into the QPR panel.

# **West Hollywood**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601799-16      **Jurisdiction:** West Hollywood  
**Project Title:** Curb/Sidewalk Construction - Phase VI  
**IDIS Number:** 10513  
**Operating Agency:** City of West Hollywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2016 to 6/30/2018      **Quarter Completed:** 2  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

In a densely populated and pedestrian-oriented environment, sidewalks that are free of hazards are essential for safe pedestrian mobility. Sidewalks with gaps or root damage in the concrete represent a safety hazard and barriers to basic mobility for severely disabled adults and the elderly. The project will provide for the removal of physical barriers by constructing permanent repairs to existing sidewalks with gaps or root damage.

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 4,375      This Year: 4,375      Cumulative: 4,375      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$193,566.00      This Year: \$9,678.00      Cumulative: \$193,566.00      Ratio: 100.0%

#### **Leverage Funds Expended:**

Source	Amount
General Fund	\$29,200.00
<b>Total Leverage Funds</b>	<b>\$29,200.00</b>

#### **Annual Narrative:**

The City of West Hollywood was able to construct approximately 23,500 square feet of concrete at 150 locations within the project area. The project was completed on schedule and within budget.

**Quarter:** 1      **Accomplishment Quantity:** 4,375

#### **Accomplishment Narrative:**

The Fiscal Year (FY) 2016-2017 Community Development Block Grant (CDBG) Project, known as Concrete Repair Program East Side Phase VI – CIP 1704, has been completed. The Notice of Completion went to City Council for their meeting on September 18, 2017. The Project File Review was scheduled with staff at the Community Development Commission on Monday, October 16, 2017.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### **Accomplishment Narrative:**

Construction Contractor, CJ Concrete Construction, Inc. commenced construction of the concrete repairs on June 5, 2017. All construction works were completed on August 22, 2017. The Notice of completion was approved on September 18, 2017 by City Council. Close-out of the project and file review was completed by Community Development Commission of the County of Los Angeles (LACDC) on November 14, 2017.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601878-17      **Jurisdiction:** West Hollywood  
**Project Title:** Curb/Sidewalk Construction - Phase VI  
**IDIS Number:** 10774  
**Operating Agency:** City of West Hollywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2019  
**Activity Code:** 03L Sidewalks  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This new project repairs curbs and existing sidewalks with gaps or root damage in the concrete which cause physical barriers to the path of travel for severely disabled adults and the elderly in the following primarily residential areas:

Hayworth Avenue between the north city boundary and Santa Monica Blvd.  
Laurel Avenue between the north city boundary and Norton Avenue  
Havenhurst Drive between the north city boundary and Santa Monica Blvd.  
Harper Avenue between south of Sunset Blvd. and Santa Monica Blvd.  
Norton Avenue between Fairfax Avenue and Harper Avenue

### Accomplishments and Net Expenditures

**Priority Need:** Special Needs/Non-Homeless  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 4,302      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$203,463.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

The City of West Hollywood was able to construct approximately 22,500 square feet of concrete repairs at 140 locations within the project area. The project was completed on schedule and within budget.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

During the first quarter of Fiscal Year (FY) 2017-2018, we did not have any action on the 601878-17 Sidewalk Repair Project - Phase VI. We anticipate submitting the bid documents for this new project to the Community Development Commission (CDC) early in 2018.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

In the second quarter of the Fiscal Year 2017-2018, there were no construction activities pertaining to Community Development Block Group (CDBG)-funded projects. However, staff prepared the bid documents for the next project Phase VII CDBG-funded Sidewalk Repair Project, which was forwarded to the CDC Labor Compliance Officer. The project should commence construction in the third quarter and be completed in the 4th quarter of the Fiscal Year. The upcoming project includes approximately 18,000 square feet of concrete panels to be repaired in the east side of the City.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The City submitted the Bid Documents to the CDC on December 5, 2017. The CDC accepted the Bid Documents on January

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

11, 2017. The City published the Notice Inviting Bids and commenced advertising the project for public works construction bids on January 18, 2018. The Section 3 Pre Bid Meeting was held on February 1, 2018. The bid opening was on February 14, 2018. The City Council acceptance of the lowest bid contractor occurred at the City Council meeting of March 19, 2018. The contractor has submitted signed contract documents, bonds, and insurance. The City Manager's execution of contract is pending with the City Clerk's Office, anticipated to be completed the week of April 23, 2018. The contractor will commence construction during the fourth quarter of Fiscal Year 2017-2018

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Fiscal Year (FY) 2017-18 CDBG Project, titled Curb/Sidewalk Construction - Phase VI (CIP 1801), has been completed. The construction contractor commenced construction on April 23, 2018 and all construction work was completed on May 25, 2018. The Notice of Completion is scheduled for Council review and approval on August 6, 2018. Close-out of the project is underway and the Project File Review has been requested.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** D96835-17      **Jurisdiction:** West Hollywood  
**Project Title:** Programs for the Homeless  
**IDIS Number:** 10721  
**Operating Agency:** City of West Hollywood  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03T Operating Costs of Homeless/AIDS Patients Programs  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This is a continuing project that provides outreach, social services, and shelter to homeless adults from the West Hollywood community. The shelter is an overnight facility which provides comprehensive case management, emergency and transitional shelter, meals, and access to trauma therapy and psychiatry.

### Accomplishments and Net Expenditures

**Priority Need:** Homelessness  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 200      This Year: 133      Cumulative: 133      Ratio: 66.5%  
**Net Expenditures:** Budgeted: \$33,321.00      This Year: \$33,321.00      Cumulative: \$33,321.00      Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$300,000.00
Other Private	\$400,000.00
<b>Total Leverage Funds</b>	<b>\$700,000.00</b>

### **Annual Narrative:**

Ascencia continues to make progress on meeting its goals for permanent housing replacement in West Hollywood. The agency's quarterly bed night goal has not been met; however, the agency continues to make progress in achieving this goal and has met five out of seven service category goals as of June 30, 2018. Ascencia's plan to increase the number of clients utilizing the emergency shelter is to continue to reach out to other agencies in order to receive direct referrals for emergency housing and to attend more events where clients may be seeking shelter. Ascencia will also continue to develop collaborative relationships within the West Hollywood Continuum of Care in an effort to meet all service category goals.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Hispanic	3
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2
American Indian/Alaskan Native & White - Hispanic	2
American Indian/Alaskan Native & White - Non-Hispanic	1
American Indian/Alaskan Native - Non-Hispanic	1
Asian - Non-Hispanic	1
Black/African American & White - Hispanic	2
Black/African American & White - Non-Hispanic	9
Black/African American - Hispanic	1
Black/African American - Non-Hispanic	31
Native Hawaiian/Other Pacific Islander - Non Hispanic	2

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

Other Race - Non-Hispanic	3
White - Hispanic	23
White - Non-Hispanic	52
<b>Total</b>	<b>133</b>

**Quarter:** 1      **Accomplishment Quantity:** 12

**Accomplishment Narrative:**

Cumulative progress towards service category goals are as follows: Direct Assistance = 145%; connection to service providers = 133%; accessing mainstream services = 188%; completion of the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) = 158%; and total number of clients exiting all services to permanent housing = 93%. The number of clients exiting the emergency shelter to permanent housing is six of eight or 75%. These successes and near successes, despite key leadership staff turnover, are a result of Ascencia's dedicated West Hollywood team becoming more seasoned, more familiar with mainstream and other services as well as developing collaborative relationships within the West Hollywood Continuum of Care. The quarterly bed night goal was 61% for the year.

Clients transitioning into the emergency shelter often struggle with adapting to their new, diverse living environment, which often results in conflicts with other clients while everyone adjusts. The lack of affordable housing and housing subsidies is a continued hindrance to permanent housing for the homeless population in West Hollywood. Most are not open to living outside and away from the West Hollywood area where more availability of affordable housing exists.

Ascencia's solution for increasing and maintaining the number of clients utilizing the emergency shelter is to continue to connect clients to mental health resources to help ease concerns, stress, and anxiety stemming from transitioning from living on the streets to a family shelter in Glendale. For clients experiencing barriers on the streets, staff have been providing assistance with obtaining a free cell phone to replace a lost or stolen one and with setting up weekly to biweekly follow up meetings. These actions have improved and will continue to improve overall communication and rapport. Partnerships with the West Hollywood Library and West Hollywood (WEHO) Works continue to provide a safe and effective space for clients to receive consistent walk-in case management assistance on Mondays and on most Fridays.

**Quarter:** 2      **Accomplishment Quantity:** 73

**Accomplishment Narrative:**

While four of seven first quarter service category goals were met or exceeded, cumulative progress towards service category goals are as follows: Direct Assistance = 192%; connection to service providers = 456%; accessing mainstream services = 263%; completion of the VI-SPDAT = 456%; total number of clients exiting all services to permanent housing = 75%.

The information reported above is from a combination of new and unduplicated clients, plus those that carried over from the previous quarter. Ascencia's WEHO staff team has demonstrated relentless efforts to consistently provide excellent services to the WEHO community, despite experiencing 50% staff turnover. New staff members have taken the initiative to seek out and research mainstream services in the area, and this has proven to be beneficial. The continuation of improved collaborative relationships within the West Hollywood Continuum of Care has aided our ability to meet service categories in order to engage homeless community members in the process to secure housing resources resulting in permanent housing.

**Quarter:** 3      **Accomplishment Quantity:** 29

**Accomplishment Narrative:**

This quarter Ascencia participated in several team meetings and trainings and assisted with the planning and facilitation of the WEHO Service Connection event that culminated on February 28, 2018. There, Ascencia provided direct services to 59 homeless persons, and conducted three program intakes; two during the event and one at a later date. Four of seven service category goals were met or exceeded. The number of Emergency Shelter bed nights is at 531 of 955 or 56% capacity for the quarter.

**Quarter:** 4      **Accomplishment Quantity:** 19

**Accomplishment Narrative:**

This quarter Ascencia staff participated in several team meetings and trainings, such as Clients with Hoarding Disorder training on May 31st and training on Domestic Violence facilitated by Glendale's YWCA on June 28th. Ascencia conducted outreach and provided direct assistance to ten clients at the Legal Clinic event. During the quarter, five clients moved to permanent



# **2017-2018 CAPER CDBG Activity Listing**

## **(Activities Included in Analysis)**

housing and three additional clients obtained Section 8 city vouchers. Five of seven service category goals were met or exceeded. The number of Emergency Shelter bed nights is at 554 of 955, or 58% capacity for the quarter.



# **Westlake Village**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601184-17      **Jurisdiction:** Westlake Village  
**Project Title:** Single Family Residential Rehabilitation Program  
**IDIS Number:** 10658  
**Operating Agency:** City of Westlake Village  
**Subrecipient Type:** Participating City  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14A Rehabilitation: Single-Unit Residential  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This continuing project provides grants up to \$5,000 to single family owner-occupied household, including those occupying manufactured and mobile-homes, to fund improvements such as roof repairs, non-conforming water heaters, painting, plumbing, built-in Energy Star appliances, and electrical repairs to comply with current building codes.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 5      This Year: 2      Cumulative: 2      Ratio: 40.0%  
**Net Expenditures:** Budgeted: \$36,896.00      This Year: \$14,685.00      Cumulative: \$14,685.00      Ratio: 39.8%

### **Annual Narrative:**

Two projects were completed during the Fiscal Year (FY) 2017-2018 program year. The City will conduct additional marketing and update the program waiting list to ensure that the program goals are achieved during FY 2018-2019.

No leverage funds were used for this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Owners</u>	<u>Renters</u>
White - Non-Hispanic	2	0
<b>Total</b>	<b>2</b>	<b>0</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Owners</u>	<u>Renters</u>
Low	1	0
Moderate	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

### **Housing Detail:**

<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Rent/Own</u>	<u>Income Level</u>	<u>Expenditures</u>
32132 Sailview Lane	Westlake Village	CA	91361	Owners	Low	\$5,000
4404 Sevenoaks Ct	Westlake Village	CA	91361	Owners	Moderate	\$5,000

**Total Number of Housing Units Assisted :** 2

### **Housing Data:**

<u>Category</u>	<u>Homeowners</u>	<u>Renters</u>
3) Total units occupied by elderly (62 years or older):	2	0

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Lead Paint Detail:

Number of housing units constructed before 1978	0
Exempt: Housing construction 1978 or later	0
Exempt: No paint disturbed	1
Otherwise exempt	1

### Lead Hazard Remediation Actions:

Lead Safe Work Practices (Hard costs <= \$5,000)	0
Interim Controls or Standard Practices (Hard costs \$5,000 - \$25,000)	0
Abatement (Hard costs > \$25,000)	0

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>
1	1	0
4	1	0
<b>Total</b>	<b>2</b>	<b>0</b>

**Quarter:** 1                      **Accomplishment Quantity:** 1                      **Female-Headed Households:** 1

### Accomplishment Narrative:

One project was completed in the first quarter. A second project has been entered into the Rehabilitation Panel and is expected to be completed during the second quarter. In addition, new applications will be reviewed during the second quarter.

**Quarter:** 2                      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

The second project expected to proceed in the second quarter has been delayed due to difficulty in securing a contractor. Due to unique applicant expectations, several contractors have withdrawn their bids. Outreach to new applicants will take place in the third quarter to ensure that the project goal is achieved.

**Quarter:** 3                      **Accomplishment Quantity:** 0

### Accomplishment Narrative:

At the end of the third quarter, one new project is currently out to bid. Three new applications are under review with work expected to commence during the fourth quarter.

**Quarter:** 4                      **Accomplishment Quantity:** 1

### Accomplishment Narrative:

One project was completed during the fourth quarter. One additional project was ready to commence, but the California Department of Housing and Community Development (HCD) Building Inspector could not be scheduled to conduct an inspection of the roof of the mobile home in time to guarantee a June 30, 2018 completion date.



# **County Business Loan Program**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600712-17      **Jurisdiction:** County Business Loan Program  
**Project Title:** County Economic Development Loan Program  
**IDIS Number:** 10641  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/28/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18A ED Direct: Direct Financial Assistance to For Profit Business  
**National Objective:** LMJ Low/Mod Jobs  
**Objective:** Creating Economic Opportunity      **Outcome:** Availability/Accessibility

### Project Summary

The County Business Loan Program provides financial support to small- and medium-sized businesses through a revolving loan fund for the retention and/or creation of low- and moderate-income jobs.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Jobs  
**Quantitative Accomplishments:** Goal: 1      This Year: 8      Cumulative: 8      Ratio: 800%  
**Net Expenditures:** Budgeted: \$550,000.00      This Year: \$361,048.22      Cumulative: \$361,048.22      Ratio: 65.6%

### **Annual Narrative:**

One loan was funded to Sam Le Bros. & Auto Parts for \$300,000 in the first quarter. During this fiscal year, three full-time equivalent jobs were created and five full-time equivalent jobs were retained: namely, two creation and four retention by Sam Le Bros. & Auto Parts, and one creation and one retention by Priom, Inc.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
Asian - Non-Hispanic	2
Other Race - Hispanic	6
<b>Total</b>	<b>8</b>

### **Direct Benefit (Income):**

<u>Income Level</u>	<u>Numbers Assisted</u>
Extremely Low	1
Low	4
Moderate	3
<b>Total</b>	<b>8</b>

### **Jobs Created:**

<u>Job Category</u>	<u>Permanent Jobs</u>	<u>Permanent FTE Jobs</u>	<u>Low / Mod Jobs</u>
Full-Time (40 Hrs.):	3.00	3.00	3.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

### **Jobs Retained:**

<u>Job Category</u>	<u>Permanent Jobs</u>	<u>Permanent FTE Jobs</u>	<u>Low / Mod Jobs</u>
Full-Time (40 Hrs.):	5.00	5.00	5.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Type of Jobs Created:

<u>Job Type</u>	<u>Number</u>
Technicians	1
Operatives (semi-skilled)	2
<b>Total:</b>	<b>3</b>

### Type of Jobs Retained:

<u>Job Type</u>	<u>Number</u>
Technicians	1
Sales	4
<b>Total:</b>	<b>5</b>

### Businesses Assisted:

<u>Business Name</u>	<u>Duns Number</u>	<u>Type of Business</u>
Sam Le & Bros Auto Parts, Inc.	072801504	Existing Expanded

### Grants/Loans:

<u>Quarter</u>	<u>Grants</u>	<u>Loans</u>	<u>Quarter</u>	<u>Loan Type</u>	<u>Avg Interest Rate</u>	<u>Avg Amortization Period (Months)</u>	<u>Amount</u>
1	0	1	1	Amortization Loan	4.50 %	120	\$300,000
<b>Total</b>	<b>0</b>	<b>1</b>					

**Quarter:** 1      **Accomplishment Quantity:** 4

#### Accomplishment Narrative:

The Commission funded a loan in the amount of \$300,000 to Sam Le & Bros Auto Parts, Inc. The business is located in La Puente and the funding is going to be used to assist with the purchasing of tools and equipment, working capital, inventory and to hire additional staff. This loan retained four jobs and is intended to create five additional jobs.

The County Business Expansion Loan Program has undergone a revamping of efforts, which began at the commencement of the fiscal year. These efforts include a marketing campaign, led by Allegra Consulting, which aims to generate new leads, create/refresh the "branding" of the loan program, and ultimately lead to the closing of new loans. This campaign has generated over 20 leads and is expected to increase throughout the quarter/year as all areas of the County have been reached.

**Quarter:** 2      **Accomplishment Quantity:** 0

#### Accomplishment Narrative:

There are no new loans funded this quarter. Also, there are no new or retained jobs to be reported for this quarter.

**Quarter:** 3      **Accomplishment Quantity:** 2

#### Accomplishment Narrative:

Priom, Inc. created one full-time equivalent job and retained one full-time equivalent job. There are no new loans funded this quarter.

**Quarter:** 4      **Accomplishment Quantity:** 2

#### Accomplishment Narrative:

Sam Le Bros. & Auto Parts created two full-time equivalent jobs. There is no new loan funded during this quarter.



**2017-2018 CAPER CDBG Activity Listing**  
(Activities Included in Analysis)

# Countywide



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** REHAB0-17      **Jurisdiction:** Countywide  
**Project Title:** Rehab Administration  
**IDIS Number:** 10750  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 14H Rehabilitation Administration  
**National Objective:** LMH Low/Mod Housing  
**Objective:** Decent Housing      **Outcome:** Affordability

### Project Summary

This project will provide for the activity delivery costs directly related to carrying out housing rehabilitation activities, and will assist public and non-profit organizations that implement projects to provide or improve housing for low- and moderate-income households.

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Housing Units  
**Quantitative Accomplishments:** Goal: 34      This Year: 279      Cumulative: 279      Ratio: 820.6%  
**Net Expenditures:** Budgeted: \$55,576.00      This Year: \$33,467.79      Cumulative: \$33,467.79      Ratio: 60.2%

### **Annual Narrative:**

During the 2017-2018 program year, Environmental Services Unit (ESU) staff provided clearance for the rehabilitation of 279 single-family homes and multi-family units submitted through the Housing Rehabilitation Programs of Community Development Block Grant (CDBG) participating cities and community-based organizations. Notable accomplishments included the expanding use of energy efficient items in these programs, such as: windows; HVAC systems; and roofs, giving additional long-term relief to income-qualified homeowners. ESU will continue to review the properties for CDBG-participating city rehabilitation programs and provide technical assistance to city staff, as needed.

**Quarter:** 1      **Accomplishment Quantity:** 85

### **Accomplishment Narrative:**

During the first quarter, 85 housing units were reviewed and cleared by Environmental staff.

**Quarter:** 2      **Accomplishment Quantity:** 59

### **Accomplishment Narrative:**

During the second quarter, 59 housing units were reviewed and cleared by Environmental staff.

**Quarter:** 3      **Accomplishment Quantity:** 58

### **Accomplishment Narrative:**

During the third quarter, 58 housing units were reviewed and cleared by Environmental staff.

**Quarter:** 4      **Accomplishment Quantity:** 77

### **Accomplishment Narrative:**

During the fourth quarter, 77 housing units were reviewed and cleared by Environmental Services staff.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** A00950-17      **Jurisdiction:** Countywide  
**Project Title:** Section 108 Project Administration  
**IDIS Number:** 10694  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

## Project Summary

This Exhibit A provides funding for staff costs directly associated with the administration of the Section 108 loan program.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$42,795.00      This Year: \$41,918.19      Cumulative: \$41,918.19      Ratio: 98.0%

## **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601129-17      **Jurisdiction:** Countywide  
**Project Title:** Fair Housing Assistance Program  
**IDIS Number:** 10656  
**Operating Agency:** Housing Rights Center  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 21D Fair Housing Activities  
**National Objective:** EXE Exempt  
**Objective:** Decent Housing      **Outcome:** Availability/Accessibility

### Project Summary

This project affirmatively furthers fair housing in the Los Angeles Urban County through a program of informational, educational, counseling and investigative services which are designed to promote fair housing. The Agency works on the strategies identified in "Fair Housing in the Los Angeles Urban County: A five-Year Strategic Plan for Fiscal Years 2013-2018", "2011 Analysis of Impediments to Fair Housing Choice Update", and pursue funding opportunities from the Department of Housing and Urban Development's (HUD's) annual Notice of Funding Availability (NOFA) for HUD's Discretionary Programs (Super NOFA), specifically under the Fair Housing Initiative Program (FHIP).

### Accomplishments and Net Expenditures

**Priority Need:** Housing  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$200,000.00      This Year: \$195,623.00      Cumulative: \$195,623.00      Ratio: 97.8%

### **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** E96601-17      **Jurisdiction:** Countywide  
**Project Title:** S. Mark Taper Foundation Shelter Resource Bank  
**IDIS Number:** 10737  
**Operating Agency:** Shelter Partnership, Inc.  
**Subrecipient Type:** CBO  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03T Operating Costs of Homeless/AIDS Patients Programs  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This project provides funding to support the S. Mark Taper Foundation Shelter Resource Bank which solicits and distributes new excess merchandise orders, free of charge, to more than 200 homeless service agencies and agencies serving impoverished people each year throughout the unincorporated areas of the County of Los Angeles. The cities of Malibu (\$50,000), Arcadia (\$10,000) and Temple City (\$10,000) are also contributing to this countywide effort.

### Accomplishments and Net Expenditures

**Priority Need:** Homelessness  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 100,000    This Year: 100,000    Cumulative: 100,000    Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$170,000.00    This Year: \$170,000.00    Cumulative: \$170,000.00    Ratio: 100.0%

### **Leverage Funds Expended:**

Source	Amount
General Fund	\$100,000.00
Other Private	\$340,000.00
<b>Total Leverage Funds</b>	<b>\$440,000.00</b>

### **Annual Narrative:**

The donations received by the S. Mark Taper Foundation Shelter Resource Bank this Fiscal Year 2017-2018 were valued at \$8,788,132. The S. Mark Taper Foundation Shelter Resource Bank distributed goods to non-profit agencies throughout Los Angeles County, free of charge. The goods distributed were valued at over \$9,488,415.

Leverage funds were used on this project.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native & Black/African American - Non-Hispanic	2,000
American Indian/Alaskan Native & White - Non-Hispanic	1,000
Black/African American & White - Hispanic	50,000
Other Race - Hispanic	24,000
Other Race - Non-Hispanic	4,000
White - Non-Hispanic	19,000
<b>Total</b>	<b>100,000</b>

**Quarter:** 1      **Accomplishment Quantity:** 25,000

### **Accomplishment Narrative:**



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

During the first quarter, we fulfilled orders on behalf of 166 agencies serving the homeless and poor. The value of the donations was \$1,794,244.

We received an estimated \$1,542,500 worth of goods from 83 donations. Among the goods were clothing for all members of the family, such as sweatpants, sweatshorts, underwear, shoes, socks, toys, hygiene products, furniture, baby/toddler goods, toilet paper, and much more.

**Quarter:** 2      **Accomplishment Quantity:** 25,000

### **Accomplishment Narrative:**

During the second quarter, we fulfilled orders on behalf of 209 homeless shelter agencies. The value of the donations was \$3,258,894.

We received \$2,878,278 worth of goods from 99 donations.

**Quarter:** 3      **Accomplishment Quantity:** 25,000

### **Accomplishment Narrative:**

During the third quarter, we fulfilled orders on behalf of 188 homeless agencies. The value of the donations was \$1,732,050.

We received \$2,804,046 worth of goods from 82 donations.

**Quarter:** 4      **Accomplishment Quantity:** 25,000

### **Accomplishment Narrative:**

During the fourth quarter, we fulfilled orders on behalf of 174 homeless agencies. The value of the donations was \$2,703,227.

We received \$1,563,308 worth of goods from 99 donations.

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601920-17      **Jurisdiction:** Countywide  
**Project Title:** CDBG Matching Funds - Rapid Rehousing  
**IDIS Number:** 10804  
**Operating Agency:** Los Angeles Homeless Services Authority  
**Subrecipient Type:** Other Public Agency  
**Contract Period:** 9/19/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 03T Operating Costs of Homeless/AIDS Patients Programs  
**National Objective:** LMC Low/Mod Limited Clientele  
**Objective:** Suitable Living Environment      **Outcome:** Availability/Accessibility

### Project Summary

This program will use CDBG matching rapid rehousing funds to support the Coordinated Entry System to benefit homeless families and individuals throughout the County of Los Angeles as follows:

\$25,000 for CES for families in SPA 5 (Malibu)  
 \$25,000 for CES for individuals in SPA 5 (Malibu)  
 \$35,000 for CES for individual in SPA 3 (Arcadia, Temple City, and Covina)

CDBG funds will be used to purchase the basic furnishings needed to establish homeless families and individuals into their housing units.

### Accomplishments and Net Expenditures

**Priority Need:** Homelessness  
**Performance Indicator:** People (General)  
**Quantitative Accomplishments:** Goal: 35      This Year: 17      Cumulative: 17      Ratio: 48.6%  
**Net Expenditures:** Budgeted: \$85,000.00      This Year: \$0.00      Cumulative: \$0.00      Ratio: 0.0%

### **Annual Narrative:**

Community Development Block Grant (CDBG) funds helped to serve 129 clients in the rapid rehousing project during the reporting year. 27% or 35 clients were placed in permanent housing. 28% or 36 clients were employed, 22% or 28 clients received Supplemental Security Income (SSI), 10% or 13 clients had Social Security Disability Insurance (SSDI) and 17% or 22 received general relief. The project continues to move clients through Coordinated Entry System (CES) to place them into appropriate and safe permanent housing.

### **Direct Benefit (Race/Ethnicity):**

<u>Race/Ethnicity</u>	<u>Numbers Assisted</u>
American Indian/Alaskan Native - Hispanic	1
Black/African American - Non-Hispanic	9
Other Race - Non-Hispanic	1
White - Non-Hispanic	6
<b>Total</b>	<b>17</b>

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

There are no outcomes to report during this quarter. Subrecipient contracts are still in process.

**Quarter:** 4      **Accomplishment Quantity:** 17

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### **Accomplishment Narrative:**

During the fourth quarter of the reporting year, two clients moved into permanent housing. 29% or five clients had earned income, 18% or three clients had SSI and 29% or five clients had general relief.



# **Float Loan**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 600595-17      **Jurisdiction:** Float Loan  
**Project Title:** County Development Loan Program Operations  
**IDIS Number:** 10638  
**Operating Agency:** Economic and Housing Development Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018      **Quarter Completed:** 4  
**Activity Code:** 18A ED Direct: Direct Financial Assistance to For Profit Business  
**National Objective:** LMJ Low/Mod Jobs  
**Objective:** Creating Economic Opportunity      **Outcome:** Availability/Accessibility

### Project Summary

This project provides technical assistance to businesses on access to capital including financing for real estate purchase, construction, equipment purchase, inventory financing, and working capital through the County Development Loan Program and other Community Development Commission financing programs the retention and/or creation of low- and moderate-income jobs.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Economic Development  
**Performance Indicator:** Jobs  
**Quantitative Accomplishments:** Goal: 1      This Year: 0      Cumulative: 0      Ratio: 0.0%  
**Net Expenditures:** Budgeted: \$20,000.00      This Year: \$3,906.77      Cumulative: \$3,906.77      Ratio: 19.5%

### **Annual Narrative:**

This is an operation project with the actual loans under Project No. 600712.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Staff provided services under the County Economic Development Loan Program.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Staff provided services under the County Economic Development Loan Program and continued marketing efforts.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Staff provided services under the Program.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

Staff provided services under the Program and continued marketing efforts.

# **Section 108 Loans**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** 601772-15      **Jurisdiction:** Section 108 Loans  
**Project Title:** Wilmington and 118th Library Section 108 Loan  
**IDIS Number:** 10328  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 3/10/2016 to 6/30/2019      **Quarter Completed:** 4  
**Activity Code:** 03E Neighborhood Facilities  
**National Objective:** LMA Low/Mod Area  
**Objective:** Suitable Living Environment      **Outcome:** Sustainability

### Project Summary

This new project will use Section 108 Loan funds to construct a public library in the unincorporated area of Willowbrook. Section 108 loan funds and matching Economic Development Initiative (EDI) grant funds will be used to pay for construction costs. The proposed 8,000 square foot library will be situated on the first floor of the mixed-use affordable senior housing development to provide easy access to all library patrons and remain visible to the community. The proposed library will offer its traditional program and it will incorporate various job training services. The proposed library is located within the Empowerment Zone designated census tract 5407. The service area consists of the following census tracts: 5404, 5406, 5407, 5408, 5413, 5414, and 5415 and contains approximately 75.46% low and moderate income persons.

### Accomplishments and Net Expenditures

**Priority Need:** CD - Public Facilities  
**Performance Indicator:** Public Facilities  
**Quantitative Accomplishments:** Goal: 1      This Year: 1      Cumulative: 1      Ratio: 100.0%  
**Net Expenditures:** Budgeted: \$1,853,357.00      This Year: \$497,588.36      Cumulative: \$1,161,801.04      Ratio: 62.7%

### **Leverage Funds Expended:**

Source	Amount
Other Local	\$4,207,069.00
<b>Total Leverage Funds</b>	<b>\$4,207,069.00</b>

### **Annual Narrative:**

The construction of the Library tenant improvements have been completed and a Temporary Certificate of Occupancy (TCO) was issued on June 18, 2018. The issuance of the TCO enabled the Library to install its collection material. The Grand Opening of the Library is scheduled for July 28, 2018 and will be open to the public.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The project is under construction and is approximately 60% completed. Library Tenant Improvement contract was awarded. Progress payments have been processed approximately every six (6) weeks. To date, the project remains on schedule.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

This project is under construction and is approximately 70% completed. Library Tenant Improvements are under construction as well. The project is scheduled for completion by April 2018.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

The Developer completed the tenant improvements to the Library and is in the process of applying for a Temporary Certificate Tuesday, October 02, 2018



# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

of Occupancy (TCO). The County Public Library will complete installation of furniture, fixtures and equipment, including the collection of materials in June 2018.

**Quarter:** 4      **Accomplishment Quantity:** 1

### **Accomplishment Narrative:**

The Library received a Temporary Certificate of Occupancy on June 18, 2018. The library collection material has been installed. The Library is scheduled to open to the public in July 2018. The interim interest payments have been processed as required.



# **Section 108 Repayment**

# 2017-2018 CAPER CDBG Activity Listing

## (Activities Included in Analysis)

### Identification

**Project No.:** A98999-17      **Jurisdiction:** Section 108 Repayment  
**Project Title:** Section 108 Loan Repayment  
**IDIS Number:** 10695  
**Operating Agency:** CDD Division  
**Subrecipient Type:** Division of CDC  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

### Project Summary

This Repayment Exhibit A contains CDBG funds from cities/borrowers used to repay the Section 108 loans drawn down to date against the Countywide Section 108 Loan Program (excluding Economic and Housing Development Division's Section 108 loan repayment which is described in project 600571).

### Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$586,057.00      This Year: \$586,056.30      Cumulative: \$586,056.30      Ratio: 100.0%

### **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

# 2017-2018 CAPER CDBG Activity Listing

(Activities Included in Analysis)

## Identification

**Project No.:** 600571-17      **Jurisdiction:** Section 108 Repayment  
**Project Title:** West Altadena Section 108 Loan Repayment  
**IDIS Number:** 10637  
**Operating Agency:** Section 108 West Altadena Repayment  
**Subrecipient Type:** Commercial Business  
**Contract Period:** 7/1/2017 to 6/30/2018  
**Activity Code:** 19F Repayments of Section 108 Loan Principal  
**National Objective:** EXE Exempt  
**Objective:** N/A      **Outcome:** N/A

## Project Summary

This project provides funds from the Fifth Supervisorial District to repay the West Altadena Section 108 loan drawn down through the Countywide Section 108 Loan program to finance the Lincoln Crossing commercial/retail development.

## Accomplishments and Net Expenditures

**Priority Need:** CD - Other  
**Performance Indicator:** Other  
**Quantitative Accomplishments:** Goal: N/A      This Year: 0      Cumulative: 0      Ratio: N/A  
**Net Expenditures:** Budgeted: \$217,114.00      This Year: \$217,113.70      Cumulative: \$217,113.70      Ratio: 100.0%

## **Annual Narrative:**

This activity is not required to report programmatic accomplishments.

**Quarter:** 1      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 2      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 3      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.

**Quarter:** 4      **Accomplishment Quantity:** 0

### **Accomplishment Narrative:**

See Annual Narrative.