



CITY OF  
**EL MONTE**  
*California*

CITY OF EL MONTE

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

FISCAL YEAR 2017-2018

Submitted By:

CITY OF EL MONTE  
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## Executive Summary

The Consolidated Annual Performance Evaluation Report (CAPER) is a summary of the City's progress toward meeting the goals specified in the City's 2015-2020 Five-Year Consolidated Plan (Consolidated Plan). The Consolidated Plan coordinates all elements of housing and community development, neighborhood revitalization and economic development into a single plan, and vision of activities to be undertaken during the five-year period. The CAPER is the main document that the U.S. Department of Housing and Urban Development (HUD) utilizes to measure the City's success in meeting the local and national objectives of the Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME), and Emergency Solutions Grant (ESG) Programs.

The Consolidated Plan 1) identifies needs and problems; 2) analyzes market conditions and resources; and 3) sets priorities and adopts goals and strategies for addressing identified activities and programs within a program year. Within the general parameters of each of the HUD programs, the City of El Monte developed its own local needs and priorities and tailored a strategy and funding plan which will provide services that preserve and revitalize neighborhoods.

Each year the City of El Monte also completes an Annual Action Plan that describes the City's budget and planned activities for carrying out the Consolidated Plan goals and objectives. The approved and adopted 2017-2018 Action Plan (Action Plan) established the goals, objectives and activities to be undertaken in that year. The CAPER evaluates and measures the accomplishments as they pertain to the goals, objectives, and activities set forth in the Action Plan.

## 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 City of El Monte must report on an annual basis the progress made toward implementing the 5-year Consolidated Plan and the Annual Action Plan by effectively utilizing its available funding sources to carry out community development and housing activities.

The CAPER includes an explanation of the available resources, the investment, geographic distribution and location of these investments, the persons assisted, actions taken to affirmatively further fair housing, and other activities described in the Consolidated Plan and Action Plan.

The City's major initiatives proposed during the program year are evaluated within this CAPER are as follows:

- Provide Decent Affordable Housing
- Support special needs and program services
- Infrastructure
- Economic Development
- Maintain and promote neighborhood preservation

**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	Expected Strategic Plan	Annual Strategic Plan
Provide decent affordable housing	Affordable Housing	HOME	\$1,272,155.00	Rental Units Constructed: 54 Rental Units Rehabilitated: 6		
Support special needs programs and services	Non-Homeless Special Needs	CDBG ESG	\$129,830.88 \$130,190.49	Public service activities other than low/moderate income housing benefit: 1300 persons		
Maintain and promote neighborhood preservation	Affordable housing non-housing community development	CDBG	\$2,012,494.88	Public Facility or Infrastructure Activities other than low/moderate income housing: Benefit 3000 persons		
CDBG Grant Administration	Affordable Housing Public Housing	CDBG	\$329,384			

	Homeless Non-Homeless Special Needs Non-Housing Community Development					
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**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 City’s Consolidated Plan goals are all high priorities and are used as the basis for the activities and funding provided in the annual plan. The goals outlined in the Consolidated Plan are as follows:

***Goal 1: Support special needs programs and services in the City of El Monte***

Funds to support special needs programs and services to low income persons have been allocated as follows:

- \$30,500 of CDBG funds were allocated to the Mt. View School District Cogswell After School Program to provide 100 low-to-moderate income persons with after school services for children aged from Kindergarten to Sixth Grade.
- \$36,427.38 of CDBG funds were allocated to the Integrated Care Management Program to assist 40 low-to-moderate income dependent adults to maintain an independent lifestyle.
- \$15,815.75 of CDBG funds were allocated to the Senior Swim Program to 100 low-to-moderate income individuals 62 years of age or older.
- \$25,000 of CDBG funds were allocated to the Housing Right Center (HRC) to provide Fair Housing Services to 300 low-to-moderate income persons in the City of El Monte
- \$22,087.75 of CDBG funds were allocated to the NLSLA to provide Legal Services to 100 low-to-moderate persons in the City of El Monte
- \$140,881 of ESG funds were allocated to the Volunteers of America to provide Street Outreach (\$91,382), Rapid Re-housing and Homeless Prevention (\$49,499) to 400 low income persons in the City of El Monte

***Goal 2: Provide decent affordable housing***

Through the 2017 HOME program year, the City funded the below affordable housing activities to meet the one-year goal for affordable housing.

- Mercy Housing: Baldwin & Rose - multi-family rental housing development – \$1,272,155 total committed.

The Mercy Housing Project is currently in progress. Accomplishments for this project will be reported next fiscal year. Funding was provided to the developer for acquisition and development related costs.

***Goal 3: Construct or upgrade public facilities and infrastructure***

During FY 2017-2018, the City continued to improve streets and sidewalks and a public parking lot. The following was expended during the fiscal year:

Public Park Lot	\$958,805.15
Street and Sidewalks	\$1,053,689.73

The allocation of the funds to address each of the above goals is influenced by the funding the City receives, the cost of individual projects, and funding caps dictated by program regulations.

## 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	318	0	116
Black or African American	4	0	5
Asian	79	0	1
American Indian or American Native	11	0	0
Native Hawaiian or Other Pacific Islander	1	0	0
<b>Total</b>	<b>413</b>	<b>0</b>	<b>122</b>
Hispanic	294	0	111
Not Hispanic	119	0	11

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

### Narrative

Local jurisdictions that receive HUD Funds must maintain data on the extent to which each racial and ethnic group and single-headed households (by gender of household head) have applied for, participated in, or benefited from, any program or activity funded in whole or in part by CDBG and HOME funds. During the 2017-2018 FY, 318 participants in the City’s CDBG funded programs were White, representing the largest racial group served. The largest ethnic group served were Hispanic, representing 71.2 percent of all ethnic groups served.

The City’s HOME project is currently in progress, therefore no racial or ethnic groups data is available to report.

In terms of the ESG program, 116 participants in the program were White, representing the largest racial group served. The largest ethnic group served were Hispanic, representing 90.9 percent of all ethnic groups served.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available FY 17-18	Amount Expended During Program Year includes funds from previous years
CDBG	CDBG	\$1,990,175.00	\$4,086,641.28
HOME	HOME	\$542,626.00	\$1,272,155.00
HOPWA	HOPWA		
ESG	ESG	\$152,304.00	\$130,190.47
Other	Other		

**Table 3 - Resources Made Available**

### Narrative

The City had funds available from previous fiscal years. The resources made available column noted above reflects the funds that were received for the current program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City Wide	40	40	City Wide distribution of funding includes all special needs services that are income eligible
Qualified Census Tracts	60	60	CDBG geographic distribution involves all activities within eligible census tracts.

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

### Narrative

El Monte uses a place-based strategy. The geographic distribution of funding is predicated on the nature of the activity to be funded. It is the City's intent to fund activities in the areas most directly affected by the needs of low-income residents and those with other special needs. The area benefit category is the most commonly used national objective for activities that benefit residential neighborhoods. The City concentrates on projects that have the greatest positive impact on the community as a whole while meeting needs of the underserved. A few projects are geared towards low- and moderate-income areas in the City, which are defined as block groups where at least 51 percent of the population have incomes not exceeding 80 percent of the Area Median Income. Investments and provision of services serving

special needs populations and primarily low- and moderate-income persons will be made throughout the City; however, housing assistance and housing acquisition will be available to income-qualified households citywide.

**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.**

**HOME**

Participation in the HOME program generally requires 25% match on non-HOME funds for every HOME dollar spent. During PY 2017-2018, HUD granted the City a 100% waiver of match requirement due to the City's high percentage of persons earning incomes that are below poverty level.

**ESG**

During the 2017-2018 Program Year, Emergency Solutions Grant funds were allocated to Volunteers of America (VOA) for Street Outreach, Homeless Prevention and Rapid Re-housing. VOA met the ESG match requirements by providing \$130,190.47 through other funding sources.

VOA Match - \$130,190.47

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

**Table 5 – 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
			\$177,845					\$177,845

**Table 6 – Match Contribution for the Federal Fiscal Year**

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
2,692,462.52	0	2,692,462.52	0	0

**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	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
		<b>Contracts</b>				
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**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 – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition</b>		
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	150	0
Number of Non-Homeless households to be provided affordable housing units	54	0
Number of Special-Needs households to be provided affordable housing units	8	0
<b>Total</b>	<b>212</b>	<b>0</b>

**Table 11 – Number of Households**

	One-Year Goal	Actual
Number of households supported through Rental Assistance	152	0
Number of households supported through The Production of New Units	54	0
Number of households supported through Rehab of Existing Units	6	6
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>212</b>	<b>6</b>

**Table 12 – Number of Households Supported**

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

The City had several affordable housing projects planned to meet the one-year goal for Tables 11 and 12 above (see section CR-05). The City was able to make progress in rehabilitating 6 units. The City is also in the process of completing the Mercy Housing project which will result in 51 new units.

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

The City will be working on programming allocated HOME funds each fiscal year to create affordable housing. This will be reflected in future action plan goals .

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	372	0
Low-income	80	0
Moderate-income	58	0
<b>Total</b>	<b>510</b>	<b>0</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The City is currently in the process of completing the Mercy Housing project. It is anticipated that this project will be completed in FY 18-19. Upon completion, the beneficiary data will be reported.

## **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 City's priority needs and allocations identified in the Consolidated Plan are homeless families with children; homeless individuals; and, homeless subpopulation of chronically homeless. This was partially based on input from the homeless service providers consulted during the preparation of the Consolidated Plan, who identified families with children and individuals as the populations most in need. The City is a direct recipient of Emergency Solutions Grant (ESG) funds provided through the Homeless Emergency Assistance. The ESG funds are targeted to assist homeless families with children, individuals and chronically homeless.

#### ***Allocation of 2017-2018 ESG funds***

The City's one year goal is to reach, access and assist at least 150 homeless persons through its funding of Street Outreach Services. Additionally, the City's goal is to assist 250 additional at-risk or homeless persons through its funding of Emergency Shelter and Rapid Re-Housing. The City used its ESG allocation to support Volunteers of America Los Angeles Prevention and Rapid-Re-Housing Program. This program provides a tailored support and case management services based on individuals level of need.

During FY 2017-2018 the expected number of individuals to be served was 400. The actual number served was 122 including 70 individuals for Rapid Re-housing and Homeless Prevention, and 52 for Street Outreach.

In Los Angeles County, the Los Angeles Homeless Services Authority (LAHSA) is the lead agency coordinating the Continuum of Care (CoC). LAHSA is a joint powers authority for the City and County of Los Angeles. A ten-member Commission governs LAHSA. LAHSA plans, coordinates and manages resources for the County's homeless programs. In addition, LAHSA provides technical assistance, data and other planning resources to many of the incorporated cities within the County, including the City of El Monte. LAHSA develops and oversees a comprehensive strategy to address homelessness.

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

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

The City has supported local nonprofit agencies that provide emergency rental assistance and transitional housing needs for homeless or those at risk of becoming homeless. To address the emergency shelter and transitional housing needs of homeless persons, the City supported Volunteers of America Los Angeles that provides outreach, emergency assistance, and homeless prevention assistance to homeless families or families at risk of homelessness.

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

The City of El Monte also used a variety of local resources to refer persons in need of immediate shelter.

### ***Hotel/Motel Vouchers***

Through East San Gabriel Valley Coalition for the Homeless Emergency Assistance Center Program hotel/motel vouchers were made available. In addition, Catholic Charities of Los Angeles, Savior Center, Volunteers of America – El Monte, and California Hispanic Commission on Alcohol and Drug Abuse are able to provide hotel/motel vouchers on a year-round basis for persons in crisis.

### ***Winter Shelter Program***

Provided by the East San Gabriel Valley Coalition for the Homeless, the Winter Shelter provides shelter to El Monte's homeless population from the months of December through March. At the Winter Shelter, clients are provided transportation to and from the shelter, a place to stay, a hot meal, and a variety of support services to help them move into permanent housing.

### ***Transitional Housing with Supportive Services***

There are currently three (3) transitional housing programs in El Monte. They are:

- The Bridges-Casitas Pacifica – This program caters to single women and men with mental illness.
- Social Model Recovery Systems, Inc. (a.k.a. Mid Valley Recovery Services) – This non-profit organization provides transitional housing and supportive services to women who are subjects of substance abuse and their children.
- California Hispanic Commission on Alcohol and Drug Abuse (CHCADA) Pathways Project – CHCADA's Pathways program offers transitional housing and support services to encourage self-sufficiency and break the cycle of violence serving victims of Domestic Violence and their children.

**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**

Many chronically homeless people have a serious mental illness like schizophrenia and/or an alcohol or drug addiction. Most people who experience chronic homelessness have been in treatment programs in the past but have still found themselves repeatedly homeless. In order to prevent families and individuals from falling into homelessness, the City of El Monte partners with Volunteers of America Los Angeles. Based on annual income guidelines, families faced with imminent eviction or termination of

utilities may receive rental assistance and security deposit assistance to move into a more affordable unit, or may receive assistance with utility deposits/costs.

The City of El Monte funds the Housing Rights Center (HRC) and the Neighborhood Legal Services of Los Angeles County to provide fair housing, tenant/landlord mediation and legal services for residents through attorney consultations and preparation of legal documents for residents to represent themselves in family law and landlord/tenant actions. Some of these services are provided to prevent undue evictions that could lead to homelessness. The HRC has a free weekly walk-in consultation at the City of El Monte City Hall.

**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**

The City of El Monte supports the LA CoC homeless prevention policy of advocating for programs and funding for homelessness prevention, rapid re-housing for homeless families and mainstream benefits for low-income families. The City used its FY 2017-2018 ESG allocation to support Volunteers of America's Street Outreach, Homeless Prevention, and Rapid Re-Housing programs. All programs provided a tailored cadre of support and case management services based on each family's level of need.

The City also continued to participate in the LA CoC SPA 3, San Gabriel Valley Housing and Homeless Coordinating Council, and San Gabriel Valley Consortium on Homelessness meetings that address homelessness on a regional basis and assist in the coordination and marketing of the Winter Shelter Program and LAHSA's new annual Point in-time Homeless Count.

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

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

N/A – The City of El Monte does not have any public housing

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

N/A – The City of El Monte does not have any public housing

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

N/A – The City of El Monte does not have any public housing

## **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 primary barriers to affordable housing in El Monte are housing affordability and the lack of affordable housing supply. Many lower-income persons and households—especially very low-income households, the homeless, the physically and mentally disabled, the frail elderly, and other persons with special needs—have problems finding and obtaining affordable housing.

The City's primary strategies for helping reduce the barriers to affordable housing are the same as its strategies to meet affordable housing needs:

- Expand and preserve affordable rental housing opportunities, particularly for low income persons.
- Preserve and improve the existing housing stock and ensure equal access.

The City is not aware 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. Staff continued to monitor all regulations, ordinances, departmental processing procedures, and residential development fees to ensure these requirements do not excessively constrain affordable residential development. During the program year, density bonus incentives were made available to affordable housing developers.

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

The City of El Monte's 2015-2020 Strategic Plan proposes projects and activities to meet the priorities described in the Consolidated Plan (the "ConPlan"). It describes eligible programs, projects and activities to be undertaken with anticipated funds made available over the next five years, corresponding to identified needs for housing, homelessness, and community and economic development. Each year, assuming funding levels remain the same, more specific projects throughout the City will be identified and implemented via the Annual Action Plans.

The general priority categories of housing, homelessness, special needs, and community development needs and their related goals are addressed in the various activities to be undertaken. These activities estimate the number and type of families that will benefit from the proposed activities, including special local objectives and priority needs. The projected use of funds identifies the proposed accomplishments. Area benefit activities were qualified using 2010 data from the U.S. Census Bureau.

Overall, El Monte undertook the following actions to address obstacles to meeting underserved needs in 2017:

- Fair Housing Program – This program provided Fair Housing services for renters, owners and

landlords throughout the City of El Monte.

- Mt. View School District – Cogswell After School Program - This program provided after-school care, tutoring, and mentoring activities.
- Integrated Care Management – This program linked multiple service organizations to integrate care being provided to clients across multiple organizations.
- Senior Swim Program – This program provided for a swim program designed specifically for seniors in the community.
- Volunteers of America–Street Outreach – This included outreach, promotional, and mobile services for persons who are currently experiencing homelessness and may not be aware of the available services.
- Volunteers of America–Homeless Prevention & Rapid Re-Housing – This program provided financial and housing assistance for persons or families who are currently homeless or facing an imminent risk of becoming homeless.

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

The most common source of exposure to Lead hazards is deteriorating lead-based paint and lead-contaminated dust found in the home. The City took the following actions during the 2017-2018 Program Year to reduce lead-based paint hazards:

- Included lead testing and abatement procedures in all residential rehabilitation and renovation activities, where applicable.
- Provided technical guidance regarding all housing construction, demolition, and rehabilitation projects to ensure compliance with all applicable local codes, ordinances, and zoning ordinances at the time of project completion.
- Ensured inclusion of Federal Lead Based Paint Hazards provisions in the written agreements of all federally funded activities.
- Worked with neighboring jurisdictions in a collaborative effort to secure funding and provide low-cost training to testing and abatement contractors and workers.
- Educated residents on the health hazards of lead-based paint through the use of brochures, and encouraged screening of children for elevated blood-lead levels.
- Disseminated brochures on health hazards through organizations such as the HRC and Los Angeles Center of Public Law and Justice as well as the City's residential rehabilitation activities.

For individuals who are not participating in any of the City's housing programs, they were referred to the Los Angeles County Department of Public Health where they could be assisted through the Childhood Lead Poisoning Prevention Program.

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

The City's intent is to help families that are self-sufficient yet at-risk to increase their financial stability. The focus of the anti-poverty strategy is three-fold: (1) to help these families accumulate assets; (2) to help these families address issues, such as substance abuse and domestic violence, that may threaten the family's stability; and (3) to provide these families with employment-related supportive services such as resume preparation, fiscal literacy and child-care services.

Programs that the City undertook in the 2017-2018 program year to help El Monte residents build assets included:

- Integrated Care Management – \$40,000. This program will link multiple service organizations to integrated care being provided to clients across multiple organizations.

Other Family Stability activities the City implemented using non-federal funding sources included the following:

- *Police Counseling Program* – This program provided counseling services to El Monte residents. Clients (ages 2-63) were counseled on a variety of issues, including but not limited to school-related problems, depression, anxiety, family dysfunction, domestic violence, substance abuse, and juvenile diversion. Clients are referred to the program by schools, local courts, the police and the Department of Children and Family Services.
- *Teaching Obedience, Respect, Courage and Honor (TORCH) Program* – This gang intervention/suppression program takes some of El Monte’s most troubled youth and provides them with a 12-week program of counseling, community services, physical training and guest speakers. This program is administered by El Monte’s Police Department and youth are referred to the program by the court system. Although this program is not funded with federal funds, it is instrumental in helping the City meet its community development goals.
- *Section 3* – The City fully complied with Section 3 of the Housing and Community Development Act. Section 3 helps foster local economic development, neighborhood economic improvement, and individual self- sufficiency. This set of regulations require that to the greatest extent feasible, the City provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with housing and construction projects.

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

During the planning period, the City of El Monte Economic Development Department – Housing Division was responsible for the administration of three entitlement grants (CDBG, HOME, and ESG). The Housing Division has staff that is specifically responsible for the administration, implementation, and the monitoring of programs funded with these sources. In conjunction with other City departments, such as City Manager’s Office, Public Works, Engineering, and Community Services, staff continued to identify the community’s greatest needs and allocate resources accordingly.

The Housing Division staff continued to work with for-profit and non-profit developers and lenders to facilitate the improvement, preservation, and/or creation of affordable housing opportunities for low- to moderate-income households within the City. The City continued to work on coordinating activities with such groups as:

- California Community Foundation
- East San Gabriel Valley (ESGV) Coalition for the Homeless
- Volunteers of America
- El Monte - South El Monte Emergency Resources Association
- Housing Authority of Los Angeles County
- Housing Rights Center
- Neighborhood Legal Services

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

During the reporting period, the City continues to work in consultation and coordination with a wide-range of public and private agencies, local jurisdictions, housing developers and providers, social service agencies, and community residents in the development and implementation of strategies identified in this Plan. In particular, City staff actively participated as a board member or representative on various community organizations and commissions. These organizations and commissions include but are not limited to: Rio Hondo Community Development Corporation, San Gabriel Valley Consortium on Homelessness, California Community Foundation Community Building Initiative Task Force, and San Gabriel Valley Housing and Homeless Coordinating Council. Altogether, City of El Monte staff participated in a variety of programs and efforts to overcome possible gaps in institutional structure and enhance coordination. Staff also participated in HUD-sponsored workshops and trainings, and worked with the County of Los Angeles and other Entitlement Communities in hopes of developing an informal peer-networking group

**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 City conducted an update to its Analysis of Impediments. Lack of affordable housing options, lack of awareness of fair housing laws, and housing discrimination continue to be impediments for El Monte residents. Below is a summary of the City's fair housing activities for 2017.

***Actions Taken***

During the 2017-2018 program year, HRC provided El Monte residents with three live outreach events including: 1. Presentation to the community at the Norwood Library. 2. Fair Housing workshop at the Black T. Grace auditorium. 3. Walk-In Clinics. HRC's presentations and workshops typically provide attendees with an overview of the fair housing laws, protected classes, and unlawful housing practices, along with information about HRC's programs and services. The walk-in clinics provide local residents and community members the opportunity to receive information, resources and assistance for a housing related concern. HRC distributed approximately 2053 pieces of fair housing and promotional literature throughout the course of these events.

## 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**

The City's Economic Development Department – Housing Division is responsible for ensuring that the receipt and expenditure of HUD funds comply with program requirements through the monitoring of program performance. Careful evaluation of the housing and public service delivery system can be the most useful tool in detecting gaps and making appropriate modifications. El Monte will follow monitoring procedures identified in the City's Subrecipient Monitoring Plan created in 2013 and updated in 2016. Formal monitoring sessions are conducted once a year, at the end of the program year, typically during June and July. Below is an overview of the City of El Monte's Monitoring standards. Copies of each program Policies and Procedures are available at the City's Housing Division.

The primary goal for monitoring strategies for the Economic Development Department (EDD) is to ensure subrecipients comply with all regulations governing their administrative, financial, and program operations and that subrecipients achieve their performance objectives within their regular scheduled timeframe and budget. Both of these responsibilities are essential to the success of the programs and the services provided to the community. Effective monitoring depends on building a sense of partnership with subrecipients and securing a mutual commitment to solve problems and improve the delivery of services.

The overall purpose of the EDD monitoring program is to help ensure funded subrecipient programs comply with federal regulations, program guidelines, and have the ability to meet stated goals and objectives in order to better serve the community. These goals include the following monitoring objectives:

- To determine if a subrecipient is carrying out its community development program, and its activities, as described in the application for assistance and the Subrecipient Agreement.
- To determine if a subrecipient is carrying out its activities promptly, according to the schedule included in the Agreement.
- To determine if a subrecipient is charging costs to the project which are eligible under applicable laws and CPD program regulations, and reasonable in light of the services or products delivered.
- To determine if a subrecipient is conducting its activities with adequate control over the program and financial performance and in a way that minimizes opportunities for waste, mismanagement, fraud, and abuse.
- To assess if the subrecipient has continuing capacity to carry out the approved project, as well as other grants for which it might apply.
- To identify potential problem areas and to assist the subrecipient in complying with applicable laws and regulations.
- To help subrecipients in resolving compliance issues through discussion, negotiation, and the provision of technical assistance and training.
- To provide adequate follow-up measures to ensure that subrecipients correct their performance and enforcement deficiencies, and do not repeat them.

- To comply with the federal monitoring requirements of 24 CFR 85.40, and as well as program specific regulations.
- To determine if any conflicts of interest exist in the operations of the CPD program.
- To ensure that required records are maintained to demonstrate compliance with applicable regulations.

**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.**

The City of El Monte's 2017-2018 CAPER was developed using the HUD recommended Integrated and Disbursement Information System template and in accordance with statutory requirements and federal regulations. To ensure compliance with program and comprehensive planning requirements the Economic Development Department staff regularly conducts a review of projects and programs to ensure that they are eligible and meet national objectives. In addition, the City conducts periodic self-audits of all programs and projects to ensure compliance and verify supporting documentation is in the project files. Subrecipient quarterly reports and summary reports were used as the source of information for CAPER reporting.

The Draft CAPER adheres to the City's Citizen Participation Plan for public noticing, public review and comment period, public hearings and meetings. The Draft CAPER is being made available for public examination and comment for a 15-day period. Copies of the draft are available for examination and comment during normal business hours from September 3, 2018 through September 18, 2018 at the following locations: City's Clerk office – City Hall East, Housing Division Public Counter - City Hall West, and on the City's website.

The public was encouraged to review and comment on the Draft CAPER and to submit comments to the City of El Monte Economic Development Department.

## **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 City does not anticipate changes in program objectives for its CDBG program. However, the City will review all goals from the previous program year, particularly as it relates to the creation of affordable housing.

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

No

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

Not applicable.

## 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.

The City is currently in the process of inspecting and monitoring all the properties below. It is expected that this will be completed by December 2018.

Type of Housing	Project Name	Project Address	No. of Affordable Units
Senior - Rental	Telacu - El Canto (El Monte Senior Housing)	3843 Maxson Road	2
Rental	Rio Hondo Community Development Housing	11332 & 11332 1/2 Coffield Ave.	2
Rental	Rio Hondo Community Development Housing	3850 Penn Mar St.	18
Rental	Rio Hondo Community Development Housing	4400, 4402, 4406 Maxson Rd.	3
Rental	Blessed Rock of El Monte (Senior Housing)	4111 Tyler Ave.	42
Rental	Ramona Property Management	3537 & 3541 Meeker St.	2
Rental	Ramona Property Management	11338 McGirk St.	1
Rental	Singing Woods	10124 Valley Blvd.	11
Rental	Rio Hondo Community Development Housing	11154 Bonwood	4
Rental	Tyler Court	3348 Tyler Ave.	11
Rental	The Exchange at Gateway		11
Rental	Veterans Village (Mercy House)	11240 Ramona	10

HOME-funded rental projects are subject to a number of rules designed to ensure that the rental housing produced with HOME funds is affordable to low- and very-low income households at the time it

is first developed and sometime thereafter. To ensure compliance with the HOME regulations, the Housing Division should conduct annual inspections of investor-owned rental properties assisted with HOME funds to ensure compliance with the local health and safety code. Self-verification forms are also collected from tenants, documenting their household income, as well as their monthly rent and utility payments. The City is currently in the process of inspecting and monitoring all the properties below. It is expected that this will be completed by December 2018.

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

Recipients of HOME Program dollars are required to use affirmative fair marketing practices to inform the public, owners and potential tenants about the federal fair housing laws. The City assesses the affirmative marketing efforts of the owners receiving HOME funds during rent-up and marketing of the units by the use of a compliance certification and/or personal monitoring visit to the project as required by regulations.

Although no new HOME projects were implemented during this reporting period, past recipients complied with the following procedures for the 2017-2018 fiscal year:

- The owners' advertising of vacant units must include the equal housing opportunity logo or statement. Advertising media may include newspapers, radio, television, brochures, internet, leaflets, or signs.
- Owners are required to solicit applications for vacant units from persons in the housing market least likely to apply for the HOME-assisted housing without the benefit of special outreach efforts. In general, persons who are not of the race/ethnicity of the residents of the neighborhood in which the HOME-assisted housing is located are considered those least likely to apply. The owners are directed to use community service organizations, places of worship, employment centers, fair housing groups, housing counseling agencies, social service centers, and/or medical service centers as resources for this outreach.
- Owners of HOME-assisted housing are required to maintain a file containing all marketing efforts (e.g., copies of newspaper advertisements, memos of phone calls, copies of letters, etc.). The records documenting these actions are available for inspection by HUD or the City.
- Owners are required to maintain a listing of all tenants residing in each unit at the time of application submittal through the end of the compliance period.

If the owner fails to follow the affirmative marketing requirements as specified in the provisions of the HOME loan agreement with the City, they are notified in writing to take immediate corrective measures.

The City's affirmative marketing actions have been and continue to be successful, and the City certifies its ongoing commitment to these practices as it plans to reinstate HOME activities in the coming year.

**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 City accumulated CDBG Program Income in the amount of \$2,692,262.52. These funds were used to fund CDBG activities programmed in the 2017-2018 program year.

**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)**

The City is continually working with developers to seek other funding sources for the development of affordable housing in the City of El Monte.

# 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	EL MONTE
Organizational DUNS Number	092519800
EIN/TIN Number	956000705
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	Ben
Middle Name	
Last Name	Martinez
Suffix	
Title	Interim Economic Development Director

### ESG Contact Address

Street Address 1	11333 Valley Blvd.
Street Address 2	City Hall West
City	El Monte
State	CA
ZIP Code	-
Phone Number	6262588626
Extension	0
Fax Number	0
Email Address	bmartinez@elmonteca.gov

### ESG Secondary Contact

Prefix	Mrs
First Name	Carol
Last Name	Averell
Suffix	0
Title	Housing Manager
Phone Number	6262588616
Extension	0
Email Address	caverell@elmonteca.gov

## 2. Reporting Period—All Recipients Complete

**Program Year Start Date** 07/01/2017  
**Program Year End Date** 06/30/2018

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

**Subrecipient or Contractor Name** Volunteers of America of Los Angeles  
**City:** El Monte  
**State:** CA  
**Zip Code:** 91731  
**DUNS Number:**  
**Is subrecipient a victim services provider:** No  
**Subrecipient Organization Type:**  
**ESG Subgrant or Contract Award Amount:** Other Non-Profit Organization  
225823

# CR-65 - Persons Assisted

## 4. Persons Served

### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	28
Children	42
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>70</b>

Table 16 – Household Information for Homeless Prevention Activities

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

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

Table 17 – Household Information for Rapid Re-Housing Activities

### 4c. Complete for Shelter

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

Table 18 – Shelter Information

### 4d. Street Outreach

Number of Persons in Households	Total
Adults	34
Children	18

Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	52

**Table 19 – Household Information for Street Outreach**

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

<b>Number of Persons in Households</b>	<b>Total</b>
Adults	62
Children	60
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	122

**Table 20 – Household Information for Persons Served with ESG**

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

	<b>Total</b>
Male	65
Female	57
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	122

**Table 21 – Gender Information**

**6. Age—Complete for All Activities**

	<b>Total</b>
Under 18	60
18-24	9
25 and over	53
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>122</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		0	0	0
Victims of Domestic Violence	62	34	28	0
Elderly			0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
<b>Persons with Disabilities:</b>				
Severely Mentally Ill				0
Chronic Substance Abuse		0		0
Other Disability	24	14	10	0
Total (Unduplicated if possible)	86	48	38	0

**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	0
Total Number of bed-nights provided	0
Capacity Utilization	0.00%

**Table 24 – Shelter Capacity**

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

The El Monte ESG Homeless Outreach program provided services to 122 individuals. Under the El Monte ESG Homeless Prevention program, 52 household members were provided with homeless prevention assistance. In addition, 70 household members were assisted with rapid re-housing services within the El Monte ESG Rapid Re-Housing program.

# 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	20,376	41,170	42,921.14
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	9,836	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	9,272	0
<b>Subtotal Homelessness Prevention</b>	<b>30,212</b>	<b>50,442</b>	<b>42,921.14</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	0	69,765	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 Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>69,765</b>	<b>0</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	0	0	0
Operations	0	0	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0

<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**Table 27 – ESG Expenditures for Emergency Shelter**

**11d. Other Grant Expenditures**

	<b>Dollar Amount of Expenditures in Program Year</b>		
	<b>2015</b>	<b>2016</b>	<b>2017</b>
Street Outreach	31,235	83,691	79,221
HMIS	0	0	0
Administration	5,545	11,640	8,048.33

**Table 28 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

<b>Total ESG Funds Expended</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	66,992	215,538	130,190.47

**Table 29 - Total ESG Funds Expended**

**11f. Match Source**

	<b>2015</b>	<b>2016</b>	<b>2017</b>
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0
Private Funds	73,549	51,000	130,190.47
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>73,549</b>	<b>51,000</b>	<b>130,190.47</b>

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

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	140,541	266,538	260,380.94

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

# **Attachments**

**1 – Proof of Publication**

**2 – 2017-2018 Loan Receivables**

**3 – HOME Match**

**4 – IDIS Reports – PR26**

**5 – CDBG Block Group Map**

# Attachment 1 – Proof of Publication

# Attachment 2 – 2017-2018 Loan Receivables

## Attachment 3 – HOME Match

# Attachment 4 – IDIS Reports

# Attachment 5 – CDBG Block Group Map

