

2023-2024 Consolidated Annual Performance and Evaluation Report

Community Development Block Grant
HOME Investment Partnerships Program



PUBLIC REVIEW & COMMENT PERIOD
9/19/24 - 10/3/24



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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its Strategic Plan and its Action Plan.
91.520(a)

This 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) is the City of Gardena's report to the U.S. Department of Housing and Urban Development (HUD) describing the use of federal Community Development Block Grant (CDBG) funds. The CAPER reports on the third Program Year of the 2021-2025 Consolidated Plan period, covering July 1, 2021 to June 30, 2026.

The City receives CDBG funds from HUD on a formula basis each year, and in turn, implements projects and activities in furtherance of the Consolidated Plan. The CDBG program generally provides for a wide range of eligible activities for the benefit of low- and moderate-income Gardena residents, as discussed below.

For the 2023-2024 program year, the City received \$592,299 of CDBG funds. Combined with prior year unused and program income, totaling \$650,000, the City's formula grant allocation totaled \$1,249,299. These funds were intended to be used to meet the Action Plan goals, including funding for fair housing and landlord-tenant mediation services, services for low- and moderate-income persons, and housing rehabilitation.

Under the CARES Act, HUD provided special allocations of CDBG funds to the City of Gardena. In total, the City received \$901,984 of CDBG-CV funds to prevent, prepare for, and respond to the COVID-19 Pandemic. A total of \$567,955.39 of CDBG-CV funds has been expended by the Emergency Rental Assistance Program, Small Business Assistance Program, and Emergency Food/Sustenance Assistance Program. The City will consider reallocating the balance of \$334,028.61 in CDBG-CV funds to an eligible activity which will continue to address the emergency service needs of Gardena residents in FY2024-2025.

Table 1 provides a summary of the proposed five-year and one-year accomplishments for the period ending June 30, 2024, listed by each of the Strategic Plan Goals included in the 2021-2025 Strategic Plan of the Consolidated Plan.

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

Table 1 - Accomplishments – Strategic Plan and Program Year to Date

Goal	Category	2023-2024 Amount	Indicator	Unit of Measure	5-Year Strategic Plan			2023-2024 Program Year 3		
					Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
Program Administration)	Planning & Administration	CDBG: \$98,450	Planning Administration	Other	5	2	40.00%	1	1	100.00%
Fair Housing Services	Affordable Housing Non-Homeless Special Needs	CDBG: \$20,000	Fair Housing Services	People	250	100	40.00%	50	50	100.00%
Services for Low & Moderate Income Persons	Homeless Non-Homeless Special Needs	CDBG: \$88,840	Public services to help low-income residents.	People	100	205	205.00%	100	90	90%

Goal	Category	2023-2024 Amount	Indicator	Unit of Measure	5-Year Strategic Plan			2023-2024 Program Year 3		
					Expected	Actual	Percent Complete	Expected	Actual	Percent Complete
Residential Rehabilitation	Affordable Housing	CDBG: \$385,009	Preserve the supply of affordable housing	Housing Units	125	8	6.40%	10	0	0.00%
Public Facilities Improvements	Non-Housing Community Development	CDBG: \$650,000	Improve Public Facilities	People	8,900	0	0.00%	8,900	0	0.00%

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

As shown in Table 1, the City and its housing and community development partners made significant progress toward achieving the 2023-2024 Program Year goals established in the Action Plan. Each of the CDBG funded activities addressed specific high priority objectives identified in the 2021-2025 Consolidated Plan.

The City of Gardena allocated CDBG funds to activities that affirmatively furthered fair housing choice, provided public services, preserved affordable housing and provided for the administration of the CDBG.

Each of the activities that were underway during the 2023-2024 Program Year are listed in Figure 1, including the amount of CDBG allocated to the activity and the amount spent as of June 30, 2024. Figure 2 provides the numeric accomplishment goal and the amount accomplished as of June 30, 2024.

Figure 1 – Use of CDBG Funds

Strategic Plan Goal / Activity	Source	Allocation	Spent through 6/30/24	Percent Spent
1. Planning and Administration				
Program Administration	CDBG	\$98,450.00	\$85,501.63	86.85%
	Subtotal	\$98,450.00	\$85,501.63	86.85%
2. Fair Housing Services				
Fair Housing Services	CDBG	\$20,000.00	\$17,926.23	89.63%
	Subtotal	\$20,000.00	\$17,926.23	89.63%
3. Scvs for Low- & Mod-Inc Persons				
Youth & Family Services Bureau	CDBG	\$88,840.00	\$62,909.18	70.81%
	Subtotal	\$88,840.00	\$62,909.18	70.81%
4. Affordable Hsg Preserv & Access				
Residential Rehabilitation Program	CDBG	\$385,009.00	\$61,869.75	16.07%
	Subtotal	\$385,000.00	\$61,869.75	16.07%
5. Public Facilities Improvements				
Community Ctr – Demo Phase Project	CDBG	\$650,000.00	\$10,000.00	1.54%
	Subtotal	\$650,000.00	\$10,000.00	0.00%
Total for all Goals:		\$1,242,299.00	\$238,206.79*	19.18%
<i>* Amount will be updated following final drawdown</i>				

Figure 2–Program Year Accomplishments by Strategic Plan Goal

Strategic Plan Goal / Activity	Unit of Measure	Expected	Actual	Percent Accomplished
1. Planning and Administration Program Administration	Other	1	1	100.00%
2. Fair Housing Services Fair Housing Services	People	50	50	100.00%
3. Svcs for Low- & Mod-Inc Persons Youth & Family Services Bureau	People	100	90	90.0%
4. Affordable Hsg Preserv & Access Residential Rehabilitation Program	Housing Units	10	0	0.00%
5. Public Facilities Improvements Community Ctr – Demo Phase Project	People	8,900	0	0.00%

CR-10 - Racial and ethnic composition of families assisted

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

91.520(a)

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

Race / Ethnicity	CDBG
White	1
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Other Multi-Racial	0
Total	1
Hispanic	1
Not Hispanic	0

Narrative

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

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Table 2 - Resources Made Available

Source of Funds	Resources Made Available in the 2023-2024 Action Plan	Amount Expended During Program Year
CDBG	\$1,242,299.00	\$238,206.79

Narrative

The federal resources allocated in the 2023-2024 Action Plan for the implementation of projects are identified in Table 3. A grand total of \$1,242,299.00 of CDBG funds were allocated to projects in the 2023-2024 Action Plan, and \$238,206.79 of CDBG funds were expended. The remaining FY2023-2024 CDBG funds will be reallocated to 2024-2025 projects and activities.

Identify the geographic distribution and location of investments

Table 3 – Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible Areas	38%	0%	CDBG Eligible Areas
Citywide Area	62%	0%	Citywide

Narrative

The City sought to disburse federal entitlement dollars strategically within low-and moderate-income (LMI) census tracts. No specific neighborhoods were targeted for expenditure of funds. Investments in services serving special needs populations and primarily low- and moderate-income persons continue to be made throughout the City. The City will evaluate each eligible project and program based on urgency of needs, availability of other funding sources and financial feasibility. Residential rehabilitation assistance will be available to income-qualified households citywide with an emphasis on distressed neighborhoods.

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 Action Plan.

To address housing and community development needs in Gardena, CDBG entitlement grants are used to leverage a variety of funding resources to maximize the effectiveness of available funds. The CDBG public service activities leveraged private, state, and other federal funds to deliver services for low- and moderate-income people.

During the program year, the City did not identify and did not use any publicly owned land or property located within the jurisdiction to address the needs identified in the Consolidated Plan. The City does not currently own land or property that is suitable for use in addressing the needs identified in the Consolidated Plan.

In addition, the City does not receive direct HOME funds and therefore, is not required to meet a matching requirement.

CR-20 - Affordable Housing 91.520(b)

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

Table 4 – Number of Households

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	10	0
Number of special-needs households to be provided affordable housing units	0	0
Total	10	0

Table 5 – Number of Households Supported

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	10	0
Number of households supported through the acquisition of existing units	0	0
Total	10	0

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

As the City’s housing stock ages, a growing percentage of housing units may need rehabilitation to allow them to remain safe and habitable. The situation is of particular concern for low- and moderate-income homeowners who are generally not in a financial position to properly maintain their homes.

As such, the 2023-2024 Action Plan allocated \$385,009 of CDBG funds for the preservation of owner-occupied single-family dwellings as part of the Residential Rehabilitation Program. However, the City did not complete any projects in FY2023-2024 but approved and initiated six (6) projects that will be completed in FY2024-2025.

Discuss how these outcomes will impact future annual action plans.

The City anticipates continuing to invest in affordable housing preservation in addition to investing in projects that will create new affordable housing opportunities for low-income residents.

As community needs change the City may need to undertake additional activities to best achieve the City's ability to meet its affordable housing goals. All future Annual Action Plans will provide additional information on any on-going affordable housing activities and the City will continue to assess and determine affordable housing needs that best utilize available funding sources.

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

Table 6 – Number of Families or Households Served

Number Served	CDBG Actual
Extremely Low-Income	0
Low-Income	0
Moderate-Income	0
Total	0

Narrative Information

Although the City did not complete any rehabilitation projects in FY 2023-2024, to address what HUD defines as “worst case housing need” the City will continue to provide funds in FY 2024-2025 for the preservation of the physical and functional integrity of existing housing units occupied by low- and extremely low-income residents who would otherwise continue

to live in substandard housing because they were not in the financial position to properly maintain their home.

Addressing substandard housing conditions through housing preservation activities is a cost-effective way to invest limited resources to retain housing units that are already affordable to low- and moderate-income residents and ensure all economic segments of the community have the opportunity to live in decent housing.

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 of Gardena is not the recipient of federal or state funds targeted to homeless individuals and families. However, the City of Gardena supported homeless and other special needs activities by continuing to allocate CDBG funds to support the Youth and Family Services Bureau, which focuses their work on addressing homelessness and providing services to special needs populations.

Preventing and ending homelessness is a HUD priority addressed nationally through coordination of regional strategies carried out locally by government agencies and a wide variety of community-based organizations and faith-based groups. To reach out to unsheltered homeless persons and assess their individual needs for the purpose of connecting them with available emergency shelter and transitional housing resources, the City of Gardena provided information and referrals to the Los Angeles County Continuum of Care (CoC) led by the Los Angeles Homeless Services Authority (LAHSA) and the organizations receiving CDBG funds for homelessness prevention activities.

During LAHSA's most recent homeless count in 2024, the City of Gardena had a total of 69 homeless persons counted. Of the 69 homeless persons counted, 9 were in cars, 6 had makeshift shelters, 12 were in RV's/campers, 4 were in vans, 0 were in tents, and 38 were not in a dwelling.

The City will continue its efforts in the prevention and reduction of homelessness by supporting the LAHSA and its outreach programs and providing referrals to public assistance programs offered by the County. Additionally, the City will continue to use CDBG funds to fund its Youth and Family Service Program that provides various services to the homeless and those at risk of becoming homeless.

Addressing the emergency shelter and transitional housing needs of homeless persons

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

Los Angeles County has implemented policy and program changes aimed at ensuring homeless persons in Los Angeles County are rapidly housed and offered an appropriate level of support services to meet their circumstances and keep them stably housed. An increase in permanent supportive housing for the most vulnerable populations is attributed to Los Angeles County homeless service providers re-tooling their programs and shifting their focus to moving people quickly into permanent supportive housing throughout the County.

The City will continue its efforts in addressing the emergency shelter and transitional housing needs of the homeless by collaborating with agencies that provide shelter for the homeless. The City will also continue to fund its Youth and Family Services Program to address the homeless issue.

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

Inadequate discharge planning and coordination contributes to homelessness in situations where people are released from public institutions or public systems of care without having an appropriate mainstream or supportive housing option available upon discharge from an institutional setting. Public institutions such as jails, hospitals, treatment facilities, mental health facilities, youth facilities, and foster care homes are central to limiting the creation of newly homeless persons upon discharge.

In California, discharge coordination and planning is largely unregulated unless county or municipal ordinances provide rules preventing public institutions from discharging people into homelessness. One of the goals included in the Los Angeles Ten Year Strategy to End Homelessness is to formalize protocols and improve the coordination of discharge planning among key institutional systems of care and supervision. The goal calls for the CoC to close the "revolving door" to homelessness so that new persons do not find themselves living in the community without the social and economic support necessary to access and maintain

themselves in a safe environment.

The City will continue its efforts in helping low-income individuals and families avoid becoming homeless through its Youth and Family Services Program. The City will also provide referrals to public assistance programs offered by other agencies in the County.

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 will continue its efforts in helping homeless persons make the transition to permanent housing and independent living by collaborating with agencies that provide shelter for the homeless. The City will also provide referrals to public assistance programs offered by other agencies to aid in preventing the recently homeless from becoming homeless again.

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

Actions taken to address the needs of public housing

The Gardena Housing Authority does not administer Section 8 and does not own HUD Public Housing; however, the City is within the service area of the Los Angeles Community Development Agency (LACDA), formerly known as the Housing Authority of the County of Los Angeles (HACoLA), for the purposes of Section 8 and Public Housing.

LACDA continues to serve the needs of residents through public housing and Section 8 vouchers. Specifically, the U.S. Census Bureau projects that the elderly in California will have an overall increase of 112 percent from 1990 to 2020. Los Angeles County mirrors this trend. To address the need for the growing senior population, in August of 2013, HUD approved LACDA's application to designate 13 public housing senior developments as housing for elderly families only (62 years or older).

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

LACDA actively encourages residents to be involved in the organization through resident councils and active participation in housing authority decisions via surveys and other forms of engagement. LACDA also maintains quarterly newsletters for Section 8 tenants, public housing residents, and Section 8 property owners.

LACDA encourages residents to explore homeownership opportunities. LACDA currently administers Family Self-Sufficiency (FSS) program for public conventional housing and Housing Choice Voucher program residents. The FSS program provides critical tools and supportive services to foster a resident's transition from financial and housing assistance to economic and housing self-sufficiency, most importantly homeownership.

To support this effort, LACDA utilizes marketing materials to outreach and further promote the program's requirements and benefits to all public housing residents. For families that are eligible to participate, a Contract of Participation (COP) is prepared to govern the terms and conditions of their participation and an Individual Training Service Plan (ITSP) is created that outlines the following: supportive services to be provided, activities to be completed by the participant, and agreed upon completion dates for the services and activities. The COP is valid for five years and may be extended to allow the family to meet their ITSP goals.

Actions taken to provide assistance to troubled PHAs

N/A, LACDA is designated as a High Performing Public Housing Agency.

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)

In the Housing Element Update, the City has established barrier removal goals, policies and programs. The following goals will be implemented:

- Remove or reduce governmental constraints on affordable housing development.
- Continue efforts to streamline administrative procedures for granting approvals and permits.
- Review residential development standards, regulations, ordinances, review procedures and permitting fees related to the development of housing. Adjust, as appropriate, those that are determined to be a constraint to the development of housing.
- Encourage the use of density bonuses and provide other regulatory concessions to facilitate affordable housing development.
- Provide appropriate definitions and zoning designations in the Zoning Ordinance to allow and facilitate the development of housing for extremely low-income and special needs persons.
- Streamline the development process, particularly for affordable housing projects,

which reduces the costs associated with holding on to land until it can be developed.

As part of the Governmental Constraints analysis for the Housing Element update, revisions to the Gardena were identified as appropriate to better facilitate the provision of a variety of housing types such as: emergency shelters, transitional housing, supportive housing, and single-room occupancy (SRO) units.

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

Efforts to address obstacles to meeting underserved needs included:

- The City obtained data from the Housing Authority of the County of Los Angeles on the number of Section 8 households assisted by race, ethnicity, age and disability status. The City will compare who is being served to the demographic characteristics of the community. In this way, the City can estimate more precisely underserved populations.
- The City encouraged and supported the efforts of the Housing Authority of the County of Los Angeles to seek additional Section 8 Housing Choice Vouchers.
- The City encouraged and supported the efforts of non-profit housing development corporations to seek funding from federal, state and local sources for special needs housing.
- The City adopted a new ordinance that allows for the use of accessory structures as living units under certain conditions.

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

The Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) emphasizes prevention of childhood lead poisoning through housing-based approaches. To reduce lead-based paint hazards, the City of Gardena's Residential Rehabilitation Program conducted lead-based paint testing and risk assessments for each property assisted that was built prior to January 1, 1978 and incorporated safe work practices or abatement into the scope of work as required to reduce lead-based paint hazards in accordance with 24 CFR Part 35.

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

The City will continue to implement its strategy to help impoverished families achieve economic independence and self-sufficiency. The City's anti-poverty strategy utilizes existing County job training and social service programs to increase employment marketability, household income, and housing options. As funds become available, the City will consider allocating CDBG funds to public service agencies that offer supportive services in the fight

against poverty.

The City assists in reducing the number of persons living below poverty level by continuing to fund its Youth and Family Services Program that assist with making referrals to job skill training and educational resources that assist in obtaining employment opportunities.

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

The institutional delivery system in Gardena is high-functioning and collaborative — particularly the relationship between local government and the nonprofit sector comprised of a network of capable community-based organizations that are delivering a full range of services to residents.

To support and enhance this existing institutional structure, the City of Gardena collaborated with nonprofit agencies to ensure that the needs of low- and moderate-income residents were met as envisioned within the 2021-2025 Consolidated Plan - Strategic Plan.

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

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

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 works with the Fair Housing Foundation to address the impediments identified in the report. One of the most common impediments to Fair Housing choice is discrimination towards race and familial status. The Fair Housing Foundation uses a diverse pool of skilled testers to investigate complaints. When an investigation is complete, each client is advised of the findings and available legal options. Referrals are made to the U.S. Department of Housing and Urban Development (HUD) for complaints regarding lending discrimination, to the Department of Justice (DOJ) for class action cases, to the State Department of Fair Employment and Housing (DFEH), Small Claims Court and to private attorneys for other matters as appropriate. The Fair Housing Foundation follows the desired legal path selected by the Complainant and mediates the situation if requested to do so. Legal training seminars are available to property owners as a means to educate them on Fair Housing regulations and requirements.

The City of Gardena's goal is to ensure that all available avenues are maximized to make

sure there are fair housing opportunities for all residents within the City.

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

This part describes the City's compliance with the five monitoring requirements that are contained in 91.230. These requirements include topics such as standards and procedures and ensuring compliance with City housing codes.

- 1. Standards and Procedures** - The City monitors each funded activity to ensure compliance with the CDBG regulations, national objectives, and subrecipient agreement. The City requires any sub-recipients to execute an agreement with specific performance measures prior to the release of funds. In addition, all records must be maintained for a five-year period. Pursuant to the CDBG contract, progress reports are required to be submitted quarterly. Staff conducts periodic site visits to ensure program records are in order and services are being provided in compliance with the sub-recipient agreements. The City further ensures compliance with the Strategic Plan and Action Plan by placing guidelines or conditions in its contracts with consultants that ensure implementation of the annual monitoring goals. All CDBG funds are disbursed on a reimbursement basis. Invoices must be submitted for payment and must include a description of activities being reimbursed. Audit reports are further required at the close of the year.
- 2. Monitoring of City's Performance** - The previously described Performance Measurement System will be used to monitor the City's performance in meeting its goals and objectives as set forth in the Strategic Plan and Action Plan.
- 3. Ensuring Compliance with Planning and Monitoring Requirements** - The City makes every effort to comply with all CDBG and Consolidated Plan regulations. The Citizen Participation Plan ensures input from the community prior to action to approve or amend the Consolidated Plan or Action Plan. Housing rehabilitation, construction and professional services agreements are prepared to guarantee compliance with applicable CDBG program regulations. CDBG subrecipient agreements also contain language consistent with the program regulations. Additionally, the City continues on-site monitoring of CDBG recipients and housing units assisted by State HOME funds and subject to occupancy and/or affordability covenants.

4. **Compliance with Housing Codes and On-Site Inspections** - The City has established program guidelines for all its CDBG-funded housing rehabilitation programs. The program guidelines require an initial property inspection to evaluate the current condition of the property and to prepare of written scope of work that addresses all outstanding building code and health and safety identified issues.

5. **Monitoring of Subrecipients** - As previously described, the City requires that sub-recipients maintain all records for a five-year period. Progress reports are required to be submitted quarterly. Staff conducts periodic site visits to ensure program records are in order and services are being provided in compliance with the sub-recipient agreements.

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

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

In accordance with the City's adopted Citizen Participation Plan, a public notice was published in the Gardena Valley News on September 19, 2024, notifying the public of the availability of the Consolidated Annual Performance and Evaluation Report for a 15-day public review and comment period. A copy of the public notice is included in Appendix A.

The draft CAPER was available from September 19, 2024, to October 3, 2024, on the City's website and at Gardena City Clerk's Office, Gardena City Manager's Office, Gardena Human Services Division, Mayme Dear Memorial Library, and Nakaoka Community Center.

A public hearing was conducted before the City Council on Tuesday, October 8, 2024, to solicit comments from residents and interested parties. A summary of any written or oral comments received during the public hearing is included in Appendix B.

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.

In review of the progress made toward accomplishing the goals established in the 2021-2025 Consolidated Plan – Strategic Plan during the program year, there is no need to change the program objectives or the projects and activities using CDBG funds.

CDBG funded activities are contributing significantly to the City's progress toward meeting the high priority needs identified in the Consolidated Plan. As shown in Table 1 on page 2 of this document, CDBG funds are contributing to the Strategic Plan goals including fair housing

services, services to low- and moderate income persons, owner occupied rehabilitation, and improvements to public facilities.

The City Community Center -Demolition Phase project is expected to be completed during the first quarter of FY2024-2025. The City will report the accomplishment during FY2024-2025.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Table 7 – Total Labor Hours

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities					
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					
Qualitative Efforts - Number of Activities by Program					
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes,preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					

Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 8 – Qualitative Efforts - Number of Activities by Program

Narrative

The City did not have any activities that required Section 3 reporting requirements.



APPENDIX A

Public Notice

2023-2024
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
JULY 1, 2023 THROUGH JUNE 30, 2024

TO: Gardena Valley News
FROM: City of Gardena

DATE: September 11, 2024

Publication Date: September 19, 2024

**NOTICE OF COMMENT PERIOD AND PUBLIC HEARING
FOR THE DRAFT FY 2023-2024
CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORTS (CAPER)
CITY OF GARDENA**

PUBLIC NOTICE IS HEREBY GIVEN that pursuant to the U.S. Department of Housing and Urban Development (HUD) regulations, the City of Gardena has prepared a draft Consolidated Annual Performance Evaluation Report (CAPER) for the 2023-2024 Fiscal Year. The draft CAPER will be available for public review and comment from September 19, 2024 through October 3, 2024.

The CAPER provides an assessment of the City's performance in using Community Development Block Grant (CDBG) funds in meeting the City's housing and community development goals that were included in the 2023-2024 Annual Action Plan.

During the public comment period, the draft document is available for public inspection on the City's website at www.cityofgardena.org, Gardena City Clerk's Office, Gardena City Manager's Office, Gardena Human Services Division, Mayme Dear Memorial Library, and Nakaoka Community Center. Copies may also be provided upon request by contacting Greg Tsujiuchi, Director of Community Development at (310) 217-9526.

PUBLIC NOTICE IS HEREBY FURTHER GIVEN that the City Council of the City of Gardena will conduct a public hearing **on Tuesday, October 8, 2024, at 7:30 p.m.** in the City Hall Council Chambers, 1700 W. 162nd Street, Gardena, California for the purpose of 1) receiving public comment on the draft FY2023-2024 CAPER report, and (2) approving the submission of the reports to the U.S. Department of Housing and Urban Development (HUD).

All interested persons may appear before the City Council at said hearing and will be given an opportunity to comment on the above-referenced item at the public hearing and any subsequent public hearings conducted related to the item. In addition, written comments may be submitted to the City Council prior to the hearing via U.S. Mail to the attention of City Clerk's Office, City of Gardena, 1700 W 162nd Street, Gardena, CA 90247 or via email to publiccomment@cityofgardena.org. Please reference the hearing title and date of the hearing in any correspondence.

If you wish to challenge the above item in court, the challenge will be limited only to those issues you or someone else raised at the public hearing in written correspondence delivered to the City at or prior to the public hearing as described in this notice. The City cannot be held responsible for U.S. Mail that is not received prior to the hearing.

Americans with Disabilities Act (ADA): The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by email cityclerk@cityofgardena.org at least 24 hours prior to the scheduled special meeting to ensure assistance is provided. Assistive listening devices are available.

Limited English Proficiency (LEP)

An interpreter for Limited English-speaking persons with Limited English Proficiency (LEP) can be made available at public hearing meetings. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements.

Spanish:

Si necesita más información sobre este aviso o la traducción de documentos en español, comuníquese con Greg Tsujiuchi al (310) 217-9526.

Korean:

이 통지 또는 한국어 문서 번역에 대한 자세한 정보가 필요한 경우 (310) 217-9526으로 Greg Tsujiuchi에게 문의하십시오.

Japanese:

この通知または日本語の文書の翻訳に関する詳細情報が必要な場合は、Greg Tsujiuchi((310)217-9526)にお問い合わせください。

/s/ MINA SEMENZA
CITY CLERK



APPENDIX B

Summary of Citizen Participation Comments

2023-2024
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
JULY 1, 2023 THROUGH JUNE 30, 2024

Summary of Citizen Participation Comments

In compliance with the City's approved Citizen Participation Plan and implementing regulation 24CFR 91.105, a public notice was published (see attached proof of publication) to solicit public comments from interested citizens regarding the draft 2023-2024 CAPER. The draft CAPER was made available to the general public for a period of 15 days in order to provide an opportunity for the public to review the document.

The public hearing to solicit input and comment on the CAPER and the City's performance during PY 2023-2024 was held at the Gardena City Council Chambers at 1700 W. 162nd Street, Gardena CA. on October 8, 2024.

The following is a summary of Citizen Participation comments:

- TBD



APPENDIX C

IDIS PR26 FINANCIAL REPORT

2023-2024
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
JULY 1, 2023 THROUGH JUNE 30, 2024

To be inserted following Public Hearing on October 8, 2024