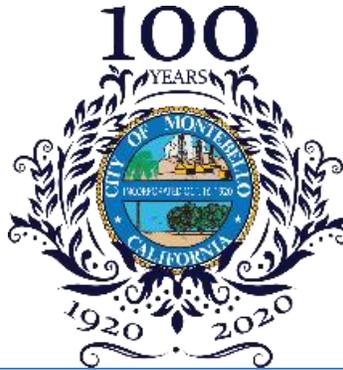


CITY OF MONTEBELLO



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) DRAFT

July 1, 2019 – June 30, 2020

Planning and Community Development Department
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Montebello, CA 90640

Table of Contents

CR-05 - Goals and Outcomes	2
CR-10 - Racial and Ethnic composition of families assisted	4
CR-15 - Resources and Investments 91.520(a)	5
CR-20 - Affordable Housing 91.520(b)	10
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)	13
CR-30 - Public Housing 91.220(h); 91.320(j)	15
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	16
CR-40 - Monitoring 91.220 and 91.230.....	21
CR-45 - CDBG 91.520(c)	23
CR-50 - HOME 91.520(d).....	24
Public Notice	27
CDBG Financial Summary Report.....	29

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 2019 – 2020 Action Plan was reflective of the 2015–2020 Consolidated Plan and represented incremental steps toward accomplishing the Five-Year Consolidated Plan goals. FY 2019 – 2020 is the fifth and final year of the 2015–2020 Consolidated Plan. The City met the CDBG timeliness requirement during the reporting year by ensuring that a ratio of less than 1.5 times the annual entitlement amount was unexpended at the end of the 2019 – 2020 program year.

The CDBG program, through its funded activities, continues to address the needs of the Montebello community. Additional funding would be helpful to further address the Community’s needs.

All CDBG funds except, for Planning/Administration, were used for activities that benefited low- and moderate-income persons.

There were no changes in program objectives.

The source of CDBG and HOME program income has been repayment of rehabilitation loans. The City has reconciled Program Income that it was able to track for the period of 5/24/17 to 10/30/19. The City recorded \$493,785.06 of Program Income for CDBG and \$143,853.83 of Program Income for HOME.

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	Program Indicator	Expected Program Year 19-20	Actual Program Year 19-20	Percent Complete
Safe / Quality Neighborhoods	Homeowner Housing Rehabilitated	10	0	0%
Homeless / Special needs populations	Homelessness Prevention	464	1832	395%
Fair Housing	Other	50	142	284%

Improvement of public services for low/mod income	Public service activities other than Low/Moderate Income Housing Benefit	0	0	0%
Expanded Economic Opportunities	Other	1	1	100%

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 2019-2020 Action Plan was reflective of the 2015-2020 Consolidated Plan, representing incremental steps toward accomplishing the Five-Year Consolidated Plan goals. Program Year 2019-2020 is the fifth and final year of the 2015-2020 Consolidated Plan. The CDBG and HOME funded Programs continued to meet the needs of the Montebello community of seniors, youth, homeless, and low- to moderate-income families, and other special needs populations. All CDBG funds except for planning/administration were used to benefit low- and moderate-income persons. All the City's CDBG funds were used exclusively for one or more of the three national objectives.

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
White	1761	0
Black or African American	13	0
Asian	42	0
American Indian or American Native	17	0
Native Hawaiian or Other Pacific Islander	0	0
Total	1833	0
Hispanic	1688	0
Not Hispanic	128	0

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

Narrative

CDBG

For FY 2019-2020, the City's Public Service programs comprised of various nonprofits and programs that provided public service activities to low- and moderate- income-eligible households.

Public Service programs included assistance to the homeless via the East San Gabriel Valley Coalition for the Homeless,

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$677,645	
HOME	public - federal	\$269,841	0

Table 3 - Resources Made Available

Narrative

The largest expenditure under the CDBG Program is the City's repayment of the Section 108 Economic Development Loan. This payment accounted for 75% of the total CDBG expended during the fiscal year. The remaining expenditures were used for the Public Service Agencies and Administration.

The City of Montebello received \$269,841 in HOME funding during the 19/20 fiscal year. The entire allocation was used to satisfy the repayment of the Voluntary Grant Reduction (VGR) payment. The final VGR payment occurred in FY 19/20.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	70	100	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Affordable housing is needed throughout the community and therefore use of public funds for housing assistance is available citywide.

Public and supportive services offered through CDBG and HOME funding are targeted toward populations with special needs and low- and moderate-income (up to 80 percent AMI) persons throughout the City.

Public facilities and improvements funded by the CDBG program are focused in priority areas. These Enhancement Areas are based on 2010 Census data according to household income levels. To determine project eligibility, the HUD standard is that at least 51 percent of low-moderate income residents must occupy the area where public facility improvements are being performed. Keeping the national objectives of the CDBG and HOME programs in mind, project eligibility review is based upon the type of activity and the clientele served. A project is evaluated either on the 51 percent low-moderate income population for facilities and services located within the broader community.

Leveraging

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

The following other Federal and Non-Federal funding sources were used to leverage funds allocated to activities: General Funds; Gas Tax; Metropolitan Transit Authority Funds; and Measure R Funds.

The City uses general fund, gas tax, water funds, and other resources to address public infrastructure needs. In addition to these sources, public services subrecipients used private and other funds to leverage the City's CDBG Program funds.

As a recipient of HOME funds, the City is required to make non-Federal financial contributions to projects that qualify as affordable housing under the HOME Program. Annually, the match contributions must total a minimum of 25% of the HOME funds expended from the City's HOME entitlement amount. (less administration costs), unless the City has received a reduction in the match requirement.

During FY 19-20, no HOME funds were expended, therefore no other funds were used to leverage this activity.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	280,791
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	280,791
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	280,791

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
NONE								

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 \$
0	0	0	0	0

Table 7 – Program Income

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

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

Table 8 - Minority Business and Women Business Enterprises

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

	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

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

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	5	0
Number of Non-Homeless households to be provided affordable housing units	7	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	12	0

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	4	0
Number of households supported through Rehab of Existing Units	10	0
Number of households supported through Acquisition of Existing Units	0	0
Total	14	0

Table 12 – Number of Households Supported

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

The Housing Rights Center affirmatively furthers fair housing by testing, providing outreach, and enforcing in an effort to eliminate housing discrimination. During 2019 – 2020, 142 households were assisted with general housing and discrimination services.

The City of Montebello continues to pursue the following course of action in order to remove or improve any negative effects that may result from public policies:

- Maintain dialogue with developers, residents, and nonprofit organizations involved in housing projects to assist Montebello in making the best planning, infrastructure, and development decisions.
- Continue to work toward increasing public awareness and acceptance of the need for affordable housing throughout the city.
- Research housing programs and determine feasibility with consideration of the current housing market and funding for programs.

The City of Montebello offered the following programs during the 2019 – 2020 program year:

Section 8 Housing Choice Voucher (HCV) Program – The City of Montebello participates in the Los Angeles County Housing Authority administration of Housing Choice Voucher Program, which provides rental assistance to very low-income families, the disabled, and the elderly in order for them to access affordable decent, safe, and sanitary housing in the City of Montebello. A total of 726 Montebello households used Section 8 vouchers during 2019–2020. The City did not allocate any HOME funds during the fiscal year in anticipation of receiving a Voluntary Grant Reduction from HUD.

Discuss how these outcomes will impact future annual action plans.

The City will continue to support programs and activities that provide assistance to low- and moderate-income homeowners and renters. In addition, the City will continue to utilize HOME and CDBG funds to improve housing and supportive services. In program year 2019 – 2020, the City initiated and completed the following actions:

The City acknowledges that for-profit and nonprofit developers play a significant role in providing affordable housing in Montebello. The City will work with these developers and continue to provide financial incentives through HOME funds and the sale of City-owned parcels, as well as offer regulatory incentives, including but not limited to density bonuses and flexible development standards to private developers to increase the supply of affordable housing. To provide housing opportunities for extremely low-income households, the City will work with developers of single resident occupancy (SRO) housing, prioritize the use of Section 8 vouchers for this income group, aggressively utilize regulatory incentives, and encourage the development of second units as a means to provide housing for extremely low-income individuals or households.

The City continued to refer clients to the Los Angeles County Housing Authority as needs were identified for affordable housing. The City continues to be contacted by Montebello households that are in need of rental assistance through the Section 8 program. During FY 19 – 20, the County Housing Authority provided Section 8 vouchers to 726 Montebello households.

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.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	924	0
Low-income	1058	0
Moderate-income	0	0
Total	1982	0

Table 13 – Number of Households Served

Narrative Information

Through the City’s CDBG funded programs, 1982 persons were assisted. Due to the repayment of the VGR, the City did not program funds to assist homeowner rehabilitation.

The City addressed the needs of persons with disabilities through the Heart of Compassion program which offers Montebello persons with special needs much needed food and essential goods in order to lessen their financial burden, and allow that money to go to housing instead.

The Housing Authority of the County of Los Angeles (HACoLA) provides rental assistance through its Section 8 Housing Choice Voucher Program to address the worst case needs for affordable housing. Under the voucher program, eligible households with annual incomes below 50 percent of the HUD Area Median Income are assisted to find decent, safe and sanitary affordable housing. Participants are required to pay up to 30 percent of their adjusted gross monthly income for rent and the Housing Authority pays the balance of the monthly rent directly to the landlord.

HACoLA also maintains a waiting list for the affordable housing developments constructed under the City’s Affordable Housing Program. These projects are affordable to extremely low, very low, low and moderate income households. The Authority requires that preference be given to eligible households in the following order:

1. Households that have been displaced from their residences due to programs or projects implemented by the City;
2. Households that currently have a Section 8 Housing Choice Voucher;
3. Households that are listed on the Authority’s Section 8 and Affordable Rental;
4. Households who live and/or work in Montebello.

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

HUD's Continuum of Care Program recognizes that all homeless persons are not at the same level of stability, and thus addresses a variety of needs. Recognized components of the Continuum of Care include outreach, access center/drop-in center, safe haven, supportive services, overnight shelter (year-round shelter and winter shelter), emergency shelter, transitional housing, permanent housing and permanent supportive housing, and prevention.

The City of Montebello is part of the Los Angeles Continuum of Care (LACoC) which includes all areas of the county except for the cities of Long Beach, Glendale, and Pasadena, and includes an estimated 55,188 homeless people. At 4,083 square miles, the County of Los Angeles is the largest urban county in the nation. While average incomes are amongst the highest in the country in some areas, there is also incredible poverty.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Montebello recognizes that homelessness is a regional problem, and will continue to address homeless needs through its CDBG funds. For many years, the City has supported several homeless service providers in the community that provide homeless prevention services, supportive services, and emergency and transitional shelter. These agencies have included The Whole Child and the East San Gabriel Valley Coalition for the Homeless. Providers and programs may change each year due to the RFP process.

The City had an active contract with Heart of Compassion (HOC) and East San Gabriel Valley Coalition for the Homelessness, which provides a variety of social services to Montebello residents and people requiring assistance. It also provides a number of important services for homeless clients (e.g., emergency shelter services, counseling, and transportation vouchers).

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

The City will continue to coordinate the operation of housing programs with county and local social service agencies, including the Los Angeles County Department of Public Social Services, the United Way of Greater Los Angeles, the Housing Rights Center, and other nonprofit and public service agencies. The City will also be establishing a homeless outreach program called Montebello Community Assistance Program (MCAP) in FY 2020-2021.

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 Montebello is establishing its own homeless program to meet the needs of the homeless population in the City. The MCAP program will provide outreach services, motel vouchers, food, and showers for homeless person in the community. In addition, the City continues to coordinate with County agencies including the Los Angeles Homeless Services Agency, Los Angeles County Housing Authority, and the Los Angeles County Community Development Commission.

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

Actions taken to address the needs of public housing

The City of Montebello has no conventional public housing sites and no resident-based initiative programs.

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

The City of Montebello has no conventional public housing sites and no resident-based initiative programs.

Actions taken to provide assistance to troubled PHAs

The City supports the efforts of the Housing Authority in making available rental assistance to low-income households through the Section 8 program, but the City has no direct involvement in the ownership or management of 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)

In FY 2019-2020, the City of Montebello updated its Housing Element to remove barriers to affordable housing. The will continue to:

- Maintain dialogue with developers, residents, and nonprofit organizations involved in housing projects to assist Montebello in making the best planning, infrastructure, and development decisions.
- Continue to work toward increasing public awareness and acceptance of the need for affordable housing throughout the city.
- Research housing programs and determine feasibility with consideration of the current housing market and funding for programs.

The City of Montebello, through the LA County Housing Authority, offered the following programs during the 2019 – 2020 program year:

- Section 8 Housing Choice Voucher (HCV) Program – The Los Angeles County Housing Authority administers the City of Montebello’s Housing Choice Voucher Program, which provides rental assistance to very low-income families, the disabled, and the elderly in order for them to access affordable decent, safe, and sanitary housing in the City of Montebello. A total of 726 Montebello households used Section 8 vouchers during 2019–2020
- The City of Montebello received \$269,841 in HOME funding during the 19/20 fiscal year. The City did not allocate these funds to any eligible activities during the 2019 – 2020 fiscal year due to the final payment of the Voluntary Grant Reduction.

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

Like most cities, funding is a major obstacle in meeting the needs of the community. Over the years, community partnerships with county, state, and federal agencies have been integral to meeting the needs of the underserved community. During the 2019 program year, the City provided CDBG funds to a number of social service organizations to address the needs of those persons that are homeless and those at risk of becoming homeless. Services included emergency housing, food, transportation vouchers, and seasonal employment.

During the 2020-2021 fiscal year, the City is implementing an in-house homeless outreach program, known as MCAP. The City of Montebello maintains communication with all registered social service

providers located in the city that provide services to the residents. City staff utilizes the list as a method of disseminating information on a timely and equitable basis. The City of Montebello will continue to promote its existing relationships as well as continue to foster new ones to ensure that all the needs of the community are adequately fulfilled.

To address the continuing needs of the underserved community, the City uses the Chamber of Commerce, local newspapers, the City website, and community events to promote all housing and community services and programs citywide to low-income residents of Montebello.

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

The City of Montebello provides to the public educational resources related to lead-based paint hazards through the Annual Action Plan, brochures distributed and public announcements. All CDBG- and HOME-funded housing programs and projects have incorporated lead-based paint hazard reduction efforts.

In FY 2019– 2020, actions to evaluate and reduce the number of housing units containing lead-based paint hazards continued to be in place. These efforts will ultimately increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

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

Many factors can contribute to persons living at or below the poverty level. Factors such as lack of higher education opportunities, lack of marketable skills, unemployment or underemployment, lack of affordable child care, lack of effective transportation, and lack of affordable housing all contribute to homelessness or persons living in poverty. All of these factors must be addressed to reduce the number of persons living in poverty.

While the City has no control over the majority of these factors, the City regularly provides referrals to those living below the poverty line. The City also provides a listing of public services agencies and homeless resources, and links to social service agencies. In addition, the City supports other government agencies, private developers, and nonprofit agencies that are involved in creating affordable housing and economic opportunities for low- and moderate-income residents.

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

The City of Montebello’s effort to eliminate institutional gaps and enhance coordination of programs includes the City and nonprofits working closely with other governmental entities to determine the critical needs of households based on limited resources and expanding demand for services. The City continues its outreach efforts through public meetings and public hearings to solicit public and nonprofit agency comments on how the City of Montebello allocates its CDBG funds.

CDBG funds were used during the 2019 – 2020 program year to support a number of city-sponsored and nonprofit public service programs. As part of its grant administration, the City has established a monitoring program to assess its subrecipients’ performance in meeting both client needs and in having the capacity to comply with regulatory requirements. During the 2019 – 2020 program year, five public service agencies were monitored and the City worked closely with subrecipients to ensure complete financial and performance documentation were maintained in the project files.

The City will continue to fund fair housing activities to promote, educate, and enforce fair housing in the community. The City will also continue to coordinate and make referrals to residents regarding affordable housing providers, other local government services, and social service agencies to maximize the effectiveness of planned activities.

Through its federal entitlement and other resources, Montebello interacts with various nonprofit agencies and public service groups in the delivery of programs. These agencies and groups include the following:

- East San Gabriel Homeless Shelter Coalition
- Housing Rights Center
- YMCA
- Heart of Compassion
- Summer Youth Employment Program

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

The City of Montebello addresses the homeless need as a participant of the Los Angeles Continuum of Care and by having an active contract with the East San Gabriel Valley Coalition for the Homeless (which provides a variety of services to homeless and at risk for homelessness, including transitional shelter, motel vouchers, food, and counseling).

The annual goal was to serve approximately 500 homeless persons over the program year through

funding for shelter and homeless assistance services and through the continued coordination of housing programs with county and local public service agencies, including the Los Angeles County Department of Public Social Services, the United Way of Greater Los Angeles, the Housing Rights Center, and other nonprofit and public service agencies. During the 2019 – 2020 Program year, the City served 1832 persons.

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’s Analysis of Impediments (AI) covers the period of the 2015–2020 Consolidated Plan. The City is aware that carrying out this analysis alone is not considered to constitute fair housing action in and of itself.

The analysis in the AI demonstrates that residents in Montebello experience housing discrimination and that housing discrimination often occurs on the bases of disability and familial status. Also, potential discriminatory advertising occurs because some ads discourage disabled people from applying because they state “No Pets” allowed. Disabled people, under the law, may request a reasonable accommodation because they need a service or companion animal.

Actions to remedy these impediments include the following:

1. The City will continue to retain the Housing Rights Center to process housing discrimination complaints.
2. The City’s website will post background information on fair housing and how to contact the Housing Rights Center.
3. Educational and outreach materials will be disseminated to residents, local real estate agents, and the on-site apartment managers of the larger apartment communities.
4. The City will amend its agreement with the Housing Rights Center to include a periodic review of newspaper and online advertising. When discriminatory advertising is found, the Housing Rights Center will then contact the on-site manager of the apartment community placing the ad.
5. The City will amend its agreement with the Housing Rights Center to include coordinating with local newspapers to include a statement that disabled people have a right to request a reasonable accommodation for a service or companion animal.

Currently, the City promotes fair housing through its contract with the Housing Rights Center. The Housing Rights Center was founded in 1968 as a nonprofit, non-partisan educational agency dedicated to promoting the enforcement of fair housing laws and encouraging an atmosphere of open housing through education, enforcement activities, counseling services, and outreach programs. The Housing Rights Center is funded as part of the City’s CDBG Administration activities. The amount funded for the Fair Housing Program in 2019 – 2020 was \$20,000.

During FY 2019 – 2020, the Housing Rights Center conducted fair housing workshops, distributed outreach materials to publicize events, distributed educational materials, and completed surveys to determine the extent of unfair housing conditions in the city. These efforts were aimed at tenants, homeowners, and landlords. Overall, the results of these efforts revealed that discrimination in Montebello is minimal. Nevertheless, in the instances that complaints are received, the City is referring these individuals to the Housing Rights Center. A total of 355 persons received general housing services and 25 persons received discrimination services. The 25 persons receiving discrimination services were provided with fair housing counseling, mediation, resolution and referral services.

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

During 2019 – 2020, City staff and program consultants updated program policies and procedures as well as discussed ways to improve on monitoring and working with subrecipients to ensure compliance with applicable local and federal regulations. New procedures were adopted in September of 2020 for monitoring subrecipient agencies. At the beginning of each program year, City staff met with all CDBG-funded project managers to discuss the reporting requirements and the monitoring plan. Program providers are required, on a quarterly basis, to provide progress reports, which are reviewed for compliance.

During the course of the year, site monitoring reviews were held with program providers utilizing the following model.

- A formal monitoring notification letter was submitted to subrecipient agencies prior to monitoring.
- An entrance interview was held with key representatives for clarification of the program's purpose, scope, objectives, and goals.
- The review ends with an exit conference to present preliminary results of the monitoring, provide an opportunity to discuss program compliance and reporting concerns, and provide an opportunity for the program provider to report on steps being taken to address areas of non-compliance or non-performance.
- Documentation of the monitoring includes completed monitoring check sheets, supporting documentation, and a final results letter.
- Formal notification of the results of the monitoring review were sent to the program provider, which creates a permanent written record and an outline of any concerns and/or findings, and set a deadline for written response and corrective actions.
- It is the monitor's responsibility to provide the technical assistance needed to ensure that the programs are productive and in compliance with federal regulations.

During the 2019 – 2020 program year, five (5) public service agencies were monitored.

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 Montebello undertook all reporting and planning program requirements in compliance with CDBG and HOME program regulations and citizen participation requirements. Specifically, the City of Montebello:

- Held a public hearing before City Council on April 10, 2019, to solicit public input on the Annual Action Plan process and community needs.
- Developed the 2019-2020 Annual Action Plan through a citizen participation process, and published a notice of availability of the plan for public review from April 11, 2019 to May 12, 2019.
- Provided technical assistance and on-site monitoring to CDBG subrecipients.
- Held public hearings to review and adopt the 2019 – 2020 Annual Action Plan on May 15, 2019
- City staff attended and participated in City Council meetings and other pertinent meetings.
- City staff attended, when available, HUD workshops and trainings for staff development and capacity building

Public participation related to the year-end CAPER report has been encouraged in compliance with the citizen participation requirements of the City of Montebello Citizen Participation Plan. A notice was published on November 19, 2020, announcing the availability of the CAPER for public review for a 10-day comment period from November 30, 2020 to December 16, 2020. The report was made available for review at the City of Montebello lobby and the City website at, <https://www.CityOfMontebello.com>. No public comments were received on the CAPER.

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.

There were no changes in program objectives.

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

No

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

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.

During the 2019 - 2020 program year, City Consultants performed on-site property inspections for the one project that is funded with HOME funds. No issues were found.

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

According to HOME Regulations, HOME funded rental housing projects consisting of five or more assisted units must include and adhere to affirmative marketing procedures and requirements. For each HOME project the City undertakes, the requirement is triggered and an affirmative marketing plan is developed. Each Affirmative Marketing Plan includes the following:

- List of methods to inform the public, owners and potential tenants about fair housing laws and City's marketing policy:
- Description of the efforts that will be made to conduct affirmative market housing units assisted with HOME funds. Owners and leasing agents will place advertisements to market HOME assisted units through local sources, public agencies and social service organizations;
- Description of outreach efforts to people not likely to apply for housing without special outreach. These efforts will include the distribution of marketing materials to organizations that likely have contact with these populations;
- Maintenance of records to document actions taken to affirmatively market HOME assisted units and to assess marketing effectiveness; and
- Description of actions that will be taken if requirements are not met.

During site visits, overall performance related to fair housing and non-discrimination is monitored to ensure fair housing compliance.

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 of Montebello did not receive any HOME program income during the 2018 – 2019 fiscal 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 of Montebello implements the following actions to foster and maintain affordable housing:

- Coordination with all housing authorities to allow Section 8 Housing Choice Voucher portability
- Updated the Housing Element
- Began the General Plan Update
- Infrastructure improvements
- Fair Housing programs

The City continued to refer clients to the Los Angeles County Housing Authority as needs were identified for affordable housing. The City continues to be contacted by Montebello households that are in need of rental assistance through the Section 8 program. During 2018 – 2019.

Attachments

Public Notice

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1600 W. BEVERLY BLVD
MONTEBELLO, CA 90640

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description
NOTICE OF PUBLIC HEARING DECEMBER 16 2020

To the right is a copy of the notice you sent to us for publication in the MONTEBELLO NEWS. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

11/19/2020

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$515.00
Total	\$515.00

EWA# 3416596

NOTICE OF PUBLIC HEARING
CITY OF MONTEBELLO CITY COUNCIL

NOTICE REGARDING SUBMISSION OF THE
2019-2020 CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION REPORT
AND CONSIDER SUBSTANTIAL AMENDMENT
OF THE FISCAL YEAR 2020-2021 ANNUAL
ACTION PLAN

NOTICE IS HEREBY GIVEN that the City Council of the City of Montebello ("City") will conduct a public hearing and public comment period regarding the approval and submission of the City's 2019-2020 draft Consolidated Annual Performance And Evaluation Report (CAPER) and consider a Substantial Amendment of the Fiscal Year (FY) 2020-2021 Annual Action Plan.

It is noticed that from November 30, 2020 to December 15, 2020 the draft CAPER and draft Substantial Amendment of the FY 2020-2021 Annual Action Plan may be reviewed at the following locations.

Montebello City Hall - Lobby
1600 W. Beverly Blvd.
Montebello, CA 90640

City of Montebello Website - Homepage
<https://www.CityOfMontebello.com>

PUBLIC HEARING INFORMATION:

Date: Wednesday, December 16, 2020

Time: 6:30 p.m. or as soon thereafter as the matter may be heard

Place: City Hall Council Chambers, 1600 W. Beverly Blvd., Montebello, CA 90640

PROJECT DESCRIPTION: The City of Montebello is a recipient of Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds. These funds are awarded to the City by the U.S. Department of Housing and Urban Development (HUD). In order for the City to receive these funds, the City is required to prepare a Five Year Consolidated Plan as well as an Annual Action Plan outlining the planned use of CDBG and HOME funds. At the conclusion of the fiscal year, the City must prepare a year-end performance report known as the CAPER. The 2019-2020 CAPER covers the period of July 1, 2019 through June 30, 2020, and provides a summary of activities undertaken within CDBG and HOME funds during the report period.

The City also received additional Community Development Block Grant Coronavirus (CDBG-CV) funds, referred to as CDBG-CV3. HUD requires the City to prepare a Substantial Amendment to the current Annual Action Plan before the City may access CDBG-CV3 funds.

Public Review and Comment Period: The draft CAPER and the FY 2020-2021 Substantial Amendment will be available for public review and comment beginning on November 30, 2020 and ending on December 15, 2020. This document will be available for public review on the City of Montebello's website at [Error! Hyperlink reference not valid.](#) During the comment period, comments and/or questions may be submitted to:

Planning and Community Development
Department



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Attn: Aknesa Ananikyan, Senior Management Analyst
1600 W. Beverly Boulevard, Montebello, CA 90640
Office telephone: (323) 887-1200 ext. 402
Monday through Thursday, 7:30 A.M. to 5:30 P.M.

GENERAL INFORMATION: As authorized by the Governor's Executive Order No. N- 29-20, those interested in making public comments at the City Council meeting, may call on Wednesday, December 16, 2020 between 9:00 a.m. – 3:00 p.m. at (323) 887-1437. Staff will complete public comment cards in the order received. The public will be called during the City Council meeting. The exact call back time is not predictable due to the nature of the City Council agenda. As a result, you must be available until the end of the meeting to receive a live call from staff during the meeting. In addition, the City has created the following email address where the public can submit public comments from 4:30 p.m. – 5:30 p.m. on Wednesday, December 16, 2020: ccpubliccomment@cityofmontebello.com. These questions will be read out loud and submitted for the record. Written comments may also be mailed or delivered to the City Clerk's office address identified below. If you challenge the matter in court, you may be limited to raising those issues you or someone else raised at the public hearing, or in written correspondence delivered to the City of Montebello at, or prior to, the public hearing. This notice is provided in accordance with Government Code Sections 65867, 65090 and 65091. Public comments or questions about the subject matter may be submitted to the City Clerk's Office by mail, at 1600 W. Beverly Blvd., City of Montebello, or email at: lquzman@cityofmontebello.com. All communications to the City Clerk or the City Council regarding this matter are public records and will become part of the City's files and records.

11/19/20

EWA-3416596#

MONTEBELLO NEWS

CDBG Financial Summary Report