



The City of La Habra  
Community Development Department

2019-2020 ACTION PLAN – SUBSTANTIAL AMENDMENT  
Amendment of Community Development Block Grant – CARES Act  
(CDBG-CV) Allocation

DRAFT FOR PUBLIC COMMENT PERIOD  
July 16 – July 20, 2020

This page intentionally left blank.

## **Table of Contents**

EXECUTIVE SUMMARY .....	4
PROCESS .....	5
EXPECTED RESOURCES – 91.220(c)(1,2).....	7
ANNUAL GOALS AND OBJECTIVES – 91.220(c)(3) .....	8
PROJECTS – 91.220(d).....	9

## Executive Summary

### July 20, 2020 Substantial Amendment

The City of La Habra is amending its CDBG-CV projects to include a new project to support the installation of parklets in the downtown area to create safe, outdoor spaces for residents to socially distance in accordance with Federal and state guidelines while in the downtown area. The revised project budgets are:

Rental Assistance:	\$200,188
Small Business Support and Technical Assistance:	\$55,000
Socially Distanced Parklet Installation:	\$105,000
Program Administration:	\$40,000

Additionally, the City has revised the project name of the Rental and Mortgage Assistance project to “Rental Assistance” to specifically target renters at this time.

### Background

Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the President signed it on March 27, 2020 authorizing \$2.2 trillion in a variety of stimulus measures to prevent, prepare for, and respond to the COVID-19 pandemic. The law includes a special allocation of the Community Development Block Grant (CDBG-CV) to enable communities to effectively address the impact of COVID-19 on their communities, especially low- and moderate-income residents.

The City of La Habra will receive (CDBG-CV) Community Development Block Grant – CARES Act funding. This substantial amendment contains changes to the City’s Consolidated Planning utilizing CDBG-CV funding for proposed projects of: program administration, rental assistance, small business support and technical assistance, and socially distanced parklet installation.

### Sources

The City of La Habra will receive the following grants from HUD under the CARES Act:

CDBG-CV	\$400,188
---------	-----------

These funds are separate and distinct from the City’s regular CDBG funds. As of April 30, 2020, HUD continues to release guidance for these programs containing modified program requirements. Subject to the CARES Act and emerging policy from HUD, the City Council is responsible for determining how CDBG-CV funds will be used to prevent, prepare and respond to the COVID-19 virus. In consultation with key City departments and partners serving the needs of low- and moderate-income in the community, this submission to the City Council requests approval to invest CARES Act funding for the CDBG-CV projects listed below.

### Proposed Uses of Community Development Block Grant (CDBG-CV)

Rental Assistance:	\$200,188
Small Business Support and Technical Assistance:	\$55,000

*Draft Substantial Amendment – for public review*

Socially Distanced Parklet Installation:	\$105,000
Program Administration:	\$40,000

**Process**

Given the urgency to design and launch programs with the CDBG-CV allocation, the CARES Act authorized grantees with the flexibility of providing 5-day public review periods and the authority to use virtual public hearings to fulfill applicable public hearing requirements. On March 31, 2020, HUD issued a memo authorizing grantees to modify public review and hearing requirements to comply with this flexibility. The City of La Habra requested the use of these waivers on April 16, 2020 and received approval from HUD on April 18, 2020 to utilize them.

*Amendment*

As such, the City of La Habra is conducting a 5-day review period for this substantial amendment from July 16 - July 20, 2020. The City will conduct a public hearing for the substantial amendment as part of the July 20, 2020 City Council meeting.

*Original*

As such, the City of La Habra is conducting a 5-day review period for this substantial amendment from May 14 – May 18, 2020. The City will conduct a virtual public hearing for the substantial amendment as part of the May 18, 2020 City Council meeting.

To encourage review and comment on the proposed activities, the City of La Habra published notices advertising the substantial amendment in the Orange County Register and Excelsior newspapers. The City posted this amendment on the City’s website for review and comment.

To ensure reasonable participation in the public hearing, the meeting will be **broadcast live on** Channel 3 as well as through the City’s website. Additionally, residents can listen to the public hearing via teleconference. Residents can submit comments via email or mail during the public review period. Additionally, residents can submit comments during the public hearing either by emailing questions to the City Clerk ([cc@lahabraca.gov](mailto:cc@lahabraca.gov)) no later than 5:15pm on the day of the hearing or by calling into the City Council meeting and providing comments when prompted by the City Clerk.

*Draft Substantial Amendment – for public review*

<b>Sort Order</b>	<b>Activity</b>	<b>Target Population</b>	<b>Summary</b>	<b>Summary of Comments Received</b>
1.	Public Hearing	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking</li> <li>• Persons with disabilities</li> <li>• Broad community</li> <li>• Residents of public/assisted housing</li> <li>• Stakeholders</li> </ul>	The City conducted its public hearing to review the Substantial Amendment to the 2019 Action Plan on May 18, 2020.	(to be completed after public hearing)
2.	Comment Period	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking</li> <li>• Persons with disabilities</li> <li>• Broad community</li> <li>• Residents of public/assisted housing</li> <li>• Stakeholders</li> </ul>	The City conducted its 5-day comment period from May 14 – May 18, 2020.	(to be completed at close of public comment period)
3.	Comment Period	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking</li> <li>• Persons with disabilities</li> <li>• Broad community</li> <li>• Residents of public/assisted housing</li> <li>• Stakeholders</li> </ul>	The City conducted its 5-day comment period from July 16 – July 20, 2020.	(to be completed at close of public comment period)
4.	Public Hearing	<ul style="list-style-type: none"> <li>• Minorities</li> <li>• Non-English Speaking</li> <li>• Persons with disabilities</li> <li>• Broad community</li> <li>• Residents of public/assisted housing</li> <li>• Stakeholders</li> </ul>	The City conducted its public hearing to review the Substantial Amendment to the 2019 Action Plan on July 20, 2020.	(to be completed at close of public comment period)

**Table 1 – Resident Engagement**

## Expected Resources – 91.220(c)(1,2)

### Introduction

For the special allocation of CDBG-CV resources, the City anticipates it will receive an allocation of \$400,188. If HUD authorizes additional resources, the City will further amend this Action Plan.

### Anticipated Resources

Program	Source of Funds	Use of Funds	CARES Act Allocation	Narrative Description
CDBG-CV	Public-Federal	<ul style="list-style-type: none"><li>• Planning and Administration</li><li>• Economic Development</li><li>• Housing</li><li>• Public Services</li></ul>	\$400,188	CDBG activities to prevent, prepare for, and respond to COVID-19

Table 2 - Expected Resources

### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In the initial planning and programming of these resources, the Community Development Department has worked closely with other city departments as well as County, State, and Federal partners to identify other available resources authorized through the CARES Act, the Small Business Administration (SBA), and Federal Emergency Management Agency (FEMA) that can be leveraged to maximize the impact of the CDBG-CV resources.

**Annual Goals and Objectives – 91.220(c)(3)**

To allocate the CDBG-CV program, the City of La Habra has established one new goal for the 2019 Annual Action Plan.

**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	COVID-19 Response	2019	2022	Affordable Housing; Non-Housing Community Development	Citywide; CDBG low- and moderate-income areas.; and Historic Downtown	COVID-19 Impact	\$400,188	20 households; 10 businesses; 45 persons (job training) 67,825 persons (socially distanced parklet)

**Table 3 – Annual Goals**



## Projects – 91.220(d)

### Introduction

With the CDBG-CV allocation, the City of La Habra will fund the following projects.

### Projects

#	Project Name
1	Program Administration
2	Rental Assistance
3	Small Business Support and Technical Assistance
4	Socially Distanced Parklet Installation

Table 4 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

These projects were determined in consultation with City staff, departments, and stakeholders serving low- and moderate-income residents of La Habra to identify critical needs resulting from COVID-19 within the City.

### Project Summary Information

<b>1</b>	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	COVID-19 Response
	<b>Needs Addressed</b>	COVID-19 Impact
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Overall administration of the CDBG-CV Program including: completion of grant application, oversight of citizen participation process, development of annual funding contracts with agencies, set up of projects in HUD funds disbursement system and draw down funds, implementation of projects and compliance with HUD reporting requirements. Eligibility of this activity is based on Section 105(a)(13) of HUD's regulation.
	<b>Target Date</b>	9/30/2022

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	Activities will be managed from City offices.
	<b>Planned Activities</b>	Planning and Administration of the CDBG-CV Program.
2	<b>Project Name</b>	Rental Assistance
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	COVID-19 Response
	<b>Needs Addressed</b>	COVID-19 Impact
	<b>Funding</b>	CDBG: \$200,188
	<b>Description</b>	Through this program, the City will provide short-term (3 months) rental assistance to households adversely impacted by COVID-19.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 20 low- and moderate-income households will benefit from this activity
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	This program will provide immediate rental assistance to low- and moderate-income households that were adversely impacted by COVID-19 and are unable to make payments and will be at risk of eviction.
3	<b>Project Name</b>	Small Business Support and Technical Assistance
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	COVID-19 Response
	<b>Needs Addressed</b>	COVID-19 Impact
	<b>Funding</b>	CDBG: \$55,000
	<b>Description</b>	This project will provide grant or loan support and technical assistance to businesses impacted by COVID-19 and provide job training to individuals who became unemployed as a result of COVID-19
	<b>Target Date</b>	12/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 businesses assisted; 45 individuals receiving job training
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Provide technical assistance and other support, as necessary, to small businesses impacted by COVID-19 to access other state and federal resources and support businesses to adjust processes to adapt to socially distanced business requirements.
4	<b>Project Name</b>	Socially Distanced Parklet Installation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	COVID-19 Response
	<b>Needs Addressed</b>	COVID-19 Impact
	<b>Funding</b>	CDBG: \$105,000
	<b>Description</b>	Due to the impacts on businesses due to social distancing requirements caused by the COVID-19 pandemic, it has become apparent that a return to “business as usual” for businesses cannot happen at this time and residents are less able to enjoy downtown urban areas. In order to encourage La Habra residents to be downtown in a safe manner in accordance with Federal and state guidance, the City will develop up to two parklets along La Habra Boulevard between Walnut and McPherson Streets. A parklet is a sidewalk extension, or pop out, that provides more space and amenities for people using the street.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	67,825 individuals
	<b>Location Description</b>	La Habra Boulevard between Walnut and McPherson Streets.
	<b>Planned Activities</b>	Develop up to two socially distanced parklets.

Table 5 – Project Details