

# 2023-2024 ANNUAL ACTION PLAN

CITY OF CHINO HILLS

**March 2023**

# **2023-2024 ANNUAL ACTION PLAN**

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**For July 1, 2023 – June 30, 2024 Program Year**

## **CITY OF CHINO HILLS, CALIFORNIA**

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**Community Services Department**

MARCH 2023

Prepared for the City of Chino Hills by  
Mosaic Community Planning, LLC



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# EXECUTIVE SUMMARY

## AP-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

This one-year Action Plan (the “Plan”) proposes projects and activities to meet the priorities described in the strategic plan section of the 2020-2025 Consolidated Plan. It describes eligible programs, projects, and activities to be undertaken with anticipated funds made available in fiscal 2023-2024 and their relationship to the housing, homelessness, and community and economic development needs identified in the Consolidated Plan.

The City’s fiscal 2023-2024 CDBG allocation is \$430,672.00. There is an additional \$47,889.25 available in prior year unspent funds. Therefore, the total funds available for fiscal 2023-2024 is \$478,561.25 in CDBG funds. All of the allocation priorities (projected use of funds) can be tied back to the Consolidated Plan priorities and housing and community development needs assessment outlined in the Consolidated Plan. The general priority categories of affordable housing, public facilities and infrastructure, public services, and fair housing and goals related to each are addressed in the various activities to be undertaken. These activities are further described in this Action Plan, including estimates of the number and type of families that will benefit from the proposed activities.

Chino Hills also participates in the San Bernardino County HOME Consortium and the city is thus an eligible location for expenditure of federal affordable housing funds under the HOME program. San Bernardino County manages HOME funds on behalf of the Consortium and typically invests the HOME resources in multifamily rental developments selected through a competitive application process available to housing developers. Funded projects may be located throughout the unincorporated county and within participating municipalities, including Chino Hills. There is no specific allotment of the Consortium’s HOME funds reserved for or targeted to Chino Hills.

The Action Plan provides information related to the proposed geographic distribution of investment. It includes a general description of homeless and other community development needs activities to be undertaken and other actions to address obstacles to meet underserved needs and reduce poverty. This plan can also be found at the City’s website at [www.chinohills.org](http://www.chinohills.org).

### 2. Summary of the objectives and outcomes identified in the Plan

Priority needs identified in the Consolidated Plan were developed based on citizen participation and stakeholder consultation, and analysis of the city’s top housing, homeless, special needs populations, and non-housing community development needs.

### *Maintain and Expand Housing Affordability*

Expand the availability of affordable for-sale and rental housing, maintain existing housing stock through housing rehabilitation, and support homeownership opportunities

### *Improve Public Facilities and Infrastructure*

Improve public facilities and infrastructure to benefit low- and moderate-income households, homeless individuals and families, or other non-homeless special needs groups, including ADA improvements

### *Public Services*

Provide public services to low- and moderate-income individuals and households and provide housing / services to individuals and families who are experiencing homelessness or have other non-homeless special needs

### *Promote Fair Housing*

Provide assistance to eligible households, with a focus on people with limited English proficiency, which may include but not be limited to:

- Foreclosure prevention.
- Consumer education and awareness around predatory lending fraudulent mortgages, and other housing scams.
- Pre- and post-home purchase counseling for income-eligible households.
- Fair housing education services to help residents, community organizations, and housing providers understand fair housing rights and responsibilities.

### *Administration and Planning*

Administration and planning for the City's CDBG Program

Based on these priority needs, the City's 2023-2024 goals and related outcomes include:

- **Public Facilities and Infrastructure:** Improve public facilities and infrastructure to benefit low- and moderate-income households, homeless individuals and families, or other non-homeless special needs groups, including ADA improvements (Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4,000 Persons assisted)
- **Public Services:** Provide public services to low- and moderate-income individuals and households and provide housing/ services to individuals and families who are experiencing homelessness or have other non-homeless special needs (Public Service activities other than low/moderate income housing Benefit: 245 Persons Assisted)
- **Maintain and Expand Housing Affordability:** Maintain existing housing stock through housing rehabilitation (Housing Rehabilitated: 10 Household Housing Units)
- **Administration:** Administration and planning for the City's CDBG Program (Other Benefit: 20 Persons Assisted)

### 3. Evaluation of past performance

Each year, the City of Chino Hills reports its progress in meeting the City's five-year and annual goals by preparing a Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is submitted to HUD within 90 days after the City's program year concludes. Copies of recent CAPERs are available for review at the City of Chino Hills Community Services Department or online at: <https://www.chinohills.org/1231/CDBG>

The City's 2021-2022 CAPER notes the following progress in these areas of investment:

#### Public Service Programs

- Literacy Services (San Bernardino County Library) - The Chino Hills Library's Literacy Program assisted 55 residents.
- Domestic Violence Services (House of Ruth) - House of Ruth was able to assist 15 residents.
- Landlord/Tenant Mediation Services (Inland Fair Housing & Mediation Board) - Inland Fair Housing and Mediation Board assisted 64 residents with issues regarding rights & responsibilities, evictions, repairs, security deposits, neighbor disputes, and rent increases.
- Food Bank (Chino Neighborhood House) - Chino Neighborhood House was able to assist 109 households with groceries.
- Wellness Program (Project Chela) - Project Chela provided emotional, educational, and sensory support for 30 disabled adults.

#### Fair Housing

Inland Fair Housing and Mediation Board (IFHMB) assisted 13 Chino Hills residents with fair housing issues. Of the 13 residents assisted with fair housing issues, 2 presented actual cases of alleged housing discrimination, both related to disability status. Fair housing workshops are still being held virtually due to the COVID-19 pandemic. IFHMB continues to do community outreach by submitting cable releases regarding discrimination based on familial status, race, disability, marital status, and national origin.

#### Home Improvement Program

During the FY 2021-2022 program year, the City was able to assist 10 low- and moderate-income households with improvements to their homes.

#### Los Serranos Infrastructure Improvements

During the 2021-2022 Program Year infrastructure development in the Los Serranos neighborhood resumed after having been put on hold during the pandemic. Although not yet complete, substantial progress was made on the Los Serranos Safe Routes to Schools East Project, including construction of ADA compliant sidewalks, curbs and gutters, driveways on Gird Ave from Del Norte Ave. to Valle Vista Dr.; driveways on Lugo Ave. between Del Norte Ave. to Valle Vista Dr.; and driveways on El Molino Blvd. from Montecito Dr., to Los Serranos Blvd. When complete, the project is estimated to benefit 4,000 residents.

As part of the 2023-2024 Action Plan, the City will continue to implement programs advancing the goals and priorities outlined in the 2020-2025 Consolidated Plan.

#### **4. Summary of citizen participation process and consultation process**

In November 2022, 36 local organizations were mailed letters notifying them of CDBG funding available for the 2023-2024 Program Year. On November 19, 2022, and December 10, 2022, the City published a public notice of funding availability in the Chino Hills Champion. The City also posted the notice on the City's website. Due to COVID-19 and public health precautions, the City did not hold a technical assistance workshop but instead made a PowerPoint presentation available on the City's website to provide applicants additional guidance; staff was available for in-person appointments.

On March 4, 2023, a public notice was published regarding the City Council meeting and **first public hearing held on March 14, 2023**. The City received 4 applications totaling \$62,360 in funding requests. The City then published a public notice to advertise the **second public hearing, held on May 9, 2023**, wherein the draft 2023-2024 Annual Action Plan and funding amounts were presented for public comment.

#### **5. Summary of public comments**

There was one public comment received at the March 14, 2023 public hearing from a resident who thanked the Council for continuing to fund infrastructure projects in the Los Serranos area. Additional comments or responses relevant to the 2023-2024 Annual Action Plan received during the Public Comment Period or at the Public Hearing held on May 9, 2023 will be summarized here.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

TBD

#### **7. Summary**

This Action Plan identifies the community's affordable housing, homeless, community development, and economic development needs, as well as outlines planned projects and activities to address them during the 2023-2024 program year. The city will use its CDBG funding to leverage other public and private investment in order to address its goals and priorities.

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

TABLE 1– RESPONSIBLE AGENCIES

Agency Role	Name	Department/Agency
Lead Agency	City of Chino Hills	Community Services Department
CDBG Administrator	City of Chino Hills	Community Services Department

### Narrative

The Chino Hills Community Services Department administers the City’s Community Development Block Grant (CDBG) program.

### Consolidated Plan Public Contact Information

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## AP-10 Consultation - 91.100, 91.200(b), 91.215(I)

### 1. Introduction

The City of Chino Hills conducted a variety of public outreach to garner input from city staff, government agencies, nonprofit agencies, affordable housing developers, local service providers, and county residents in preparing the 2020-2025 Consolidated Plan, of which this Action Plan is a part.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City works closely with public and private sector providers to ensure delivery of services to residents and to promote interagency communication and planning. The City has representatives on many non-profit agency boards and/or advisory committees and works with various housing, health, mental health, and service agencies to gather data and identify gaps in services.

In the preparation of the Annual Action Plan (AAP), the City has consulted with public and private departments and agencies and social service and non-profit organizations to understand the community's needs and available resources. The City met with several department representatives to provide information about the AAP and its processes. Department staff provided input on how CDBG resources could be used and leveraged to provide services. Specific organizations engaged and consulted in developing this Annual Action Plan and determining projects and funding amounts include the following:

- *Chino Neighborhood House*
- *House of Ruth*
- *San Bernardino County Library*
- *Inland Fair Housing and Mediation Board*
- *City of Chino Human Services Department*
- *City of Chino Hills Public Works Department*

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The City of Chino Hills falls within the San Bernardino City and County Continuum of Care (CoC). The San Bernardino County Homeless Partnership, which was formed to provide a more focused approach to issues of homelessness within the County, manages the CoC. The San Bernardino County Homeless Partnership was formed in 2007 to administer federal grants and lead the County's coordinated strategy on homelessness. It provides leadership in creating a comprehensive countywide network of service delivery to the homeless and near homeless families and individuals through facilitating better

communication, planning, coordination, and cooperation among all entities that provide services and/or resources for the relief of homelessness in San Bernardino County.

While the City of Chino Hills does not receive ESG funding, organizations that meet the needs of homeless populations within the City receive CDBG funding, including Chino Neighborhood House and House of Ruth.

For the Consolidated Plan that guides the annual action planning, the City consulted with representatives from Heart 2 Serve, Chino Neighborhood House, Pomona Valley Habitat for Humanity, the Chino Valley Unified School District, and the City of Chino Human Services Department to better understand the needs of the clients they serve.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of Chino Hills is part of the San Bernardino City and County CoC. As such, the City of Chino Hills is represented by the County in the decision making for ESG and other homelessness funds and helps to oversee the management of those funds, including developing performance standards, monitoring, evaluating outcomes, and administering HMIS. As a member of the County’s HOME Consortium, the City of Chino Hills works together with San Bernardino County in the preparation of the County’s Consolidated Plan and Annual Action Plans, processes that further inform the local allocation of ESG funds within the area.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Several public entities provided input during the development of the 2020-2025 Consolidated Plan (which includes this Fourth Year Annual Action Plan), including the City of Chino Hills Community Services Department, the City of Chino Hills Community Development Department, the Chino Valley Unified School District, the City of Chino Housing Division, the City of Chino Human Services Department, and San Bernardino County.

Housing and social service organizations who participated in the plan’s development include the Inland Fair Housing and Mediation Board, the Inland Regional Center, Heart 2 Serve, Pomona Valley Habitat for Humanity, and Chino Neighborhood House.

In conducting consultation regarding hazard mitigation, a project team member spoke with a representative from the Chino Hills’s City Manager’s Office, which is responsible for the City’s Hazard Mitigation Plan. The Hazard Mitigation Plan was consulted extensively in preparing section MA-65 of the Consolidated Plan.

The project team consulted various maps and other public resources to gather information on available broadband providers and coverage areas when developing the MA-60 section of the Consolidated Plan. Additionally, representatives from the Housing Authority of the County of San Bernardino were interviewed regarding, among other topics, broadband access for their low-income tenant households and efforts to narrow the digital divide.

A full list of agencies, groups, and organizations that participated in the needs assessment process for the City's 2020-2025 Five-Year Consolidated Plan are shown in the table on the following pages. In addition to the agencies and organizations listed, others may have participated in the Consolidated Plan's online survey, which was anonymous.

**TABLE 2– AGENCIES, GROUPS, ORGANIZATIONS WHO PARTICIPATED**

	<b>Agency/Group/Organization Name</b>	<b>Type</b>	<b>Section of Plan Addressed</b>	<b>Consultation Method</b>
1	City of Chino Hills Community Development Department	<ul style="list-style-type: none"> <li>• Other government – local</li> </ul>	<ul style="list-style-type: none"> <li>• Housing need assessment</li> <li>• Market analysis</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
2	Inland Fair Housing and Mediation Board	<ul style="list-style-type: none"> <li>• Services – fair housing</li> <li>• Other – legal services</li> </ul>	<ul style="list-style-type: none"> <li>• Housing need assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
3	City of Chino Housing Division	<ul style="list-style-type: none"> <li>• Other government – local</li> </ul>	<ul style="list-style-type: none"> <li>• Market analysis</li> <li>• Housing need assessment</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
4	City of Chino Human Services Department	<ul style="list-style-type: none"> <li>• Other government – local</li> </ul>	<ul style="list-style-type: none"> <li>• Housing need assessment</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
5	City of Chino Hills City Manager’s Office	<ul style="list-style-type: none"> <li>• Agency – emergency management</li> <li>• Other government-local</li> </ul>	<ul style="list-style-type: none"> <li>• Other-Hazard mitigation</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
6	Inland Regional Center	<ul style="list-style-type: none"> <li>• Services – people with disabilities, health</li> </ul>	<ul style="list-style-type: none"> <li>• Housing need assessment</li> <li>• Non-homeless special needs</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
7	Heart2Serve	<ul style="list-style-type: none"> <li>• Services – homeless</li> <li>• Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Housing need assessment</li> <li>• Homeless needs</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Community Meeting</li> <li>• Stakeholder Interview</li> </ul>
8	Pomona Valley Habitat for Humanity	<ul style="list-style-type: none"> <li>• Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Market analysis</li> <li>• Housing need assessment</li> <li>• Non-housing community development strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
9	Jamboree Housing Corp.	<ul style="list-style-type: none"> <li>• Housing</li> </ul>	<ul style="list-style-type: none"> <li>• Market analysis</li> <li>• Housing need assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>
10	Housing Authority of the County of San Bernardino	<ul style="list-style-type: none"> <li>• Services - Narrowing the Digital Divide</li> <li>• PHA</li> </ul>	<ul style="list-style-type: none"> <li>• Other-broadband</li> </ul>	<ul style="list-style-type: none"> <li>• Stakeholder interview</li> </ul>

**Identify any agency types not consulted and provide rationale for not consulting**

Efforts were made to consult as broad a group of community stakeholders in the City of Chino Hills as possible. No agency types were excluded from participation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Several local planning documents provided important background, context, or data used by the planning team to assess needs in the county. These resources are listed in the following table.

TABLE 3– OTHER LOCAL / REGIONAL / FEDERAL PLANNING EFFORTS

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<p><b>Chino Hills General Plan (2015)</b></p>	<p>City of Chino Hills</p>	<p>Goals that overlap with the goals of this plan include:</p> <p>Plan for the city’s State-mandated allocation of housing units under the Regional Housing Needs Assessment.</p> <p>Support healthy living.</p> <p>Plan for the maintenance of its open space resources.</p> <p>Continue to provide ample trails, parks, sports fields, and community facilities for enjoyment by the public.</p> <p>Continue to provide a high level of public services.</p> <p><i>Housing Element Goals:</i></p> <p>Goal H-1: Provide a range of housing types to meet the needs of existing and future residents.</p> <p>Goal H-2: Maintain and Enhance the Quality of Existing Residential Neighborhoods.</p> <p>Goal H-3: Develop housing that is sensitive to environmental issues.</p> <p>Goal H-4: Provide Support Services to Meet the Special Housing Needs of the City's Residents.</p> <p>Goal H-5: Promote equal opportunities to access housing for all persons regardless of age, race, religion, sex, marital status, sexual orientation, ancestry, national origin, color, familiar status, or disability.</p>
<p><b>San Bernardino Countywide Vision</b></p>	<p>San Bernardino County</p>	<p>Addressing the social and economic needs of families that impact educational success.</p> <p>Educating and training the workforce for existing local career opportunities and attract new high-demand jobs to the area.</p> <p>Working in partnership with the business and educational communities to improve the housing-job balance in order to reduce commuter demand on highway capacity and improve quality of life</p>

<p><b>Community Vital Signs Community Transformation Plan (2015-2020)</b></p>	<p>San Bernardino County</p>	<p>Increase access to safe and affordable housing for all residents.</p> <p>Increase access to behavioral health services.</p> <p>Decrease the number of homeless individuals.</p> <p>Decrease the percentage of residents who spend more than 30% of income on housing.</p>
<p><b>County General Plan (2019 Draft)</b></p>	<p>San Bernardino County</p>	<p>We encourage the production and location of a range of housing types, densities, and affordability levels in a manner that recognizes the unique characteristics, issues, and opportunities for each community.</p> <p>We encourage energy-conservation techniques and upgrades in both the construction and rehabilitation of residential units that will reduce the life-cycle costs of housing.</p> <p>We support the provision of adequate and fiscally sustainable public services, infrastructure, open space, nonmotorized transportation routes, and public safety for neighborhoods in the unincorporated area.</p> <p>We encourage the rehabilitation, repair, and improvement of single-family, multiple family housing, and mobile homes and, if needed, the demolition of substandard housing through available loan and grant programs.</p> <p>We preserve publicly assisted and multiple-family housing units that are at risk of converting from lower income affordability to market rents due to the completion of affordability covenants or funding contracts.</p> <p>We further fair housing opportunities by prohibiting discrimination in the housing market; providing education, support, and enforcement services to address discriminatory practices; and removing potential impediments to equal housing opportunity.</p> <p>We address homelessness by coordinating a comprehensive countywide network of service delivery and by focusing on transitional and permanent supportive housing for the homeless, including the chronically homeless and near-homeless families and individuals.</p> <p>We collaborate with other public agencies, not-for-profit organizations, community groups, and private developers to improve the physical and built environment in which</p>

<p><b>Department of Public Health Strategic Plan (2015-2020)</b></p>	<p>San Bernardino County Department of Public Health</p>	<p>people live. We do so by improving such things as walkability, bicycle infrastructure, transit facilities, universal design, safe routes to school, indoor and outdoor air quality, gardens, green space and open space, and access to parks and recreation amenities.</p> <p>Improve access to healthy foods</p> <p>Improve access to open space, parks, trails and recreation</p> <p>Expand scope of services to ensure availability</p> <p>Improve the availability, use, quality and integration of health services</p>
<p><b>San Bernardino County Regional Greenhouse Gas Reduction Plan (2014)</b> <b>Chino Hills Local Hazard Mitigation Plan</b></p>	<p>San Bernardino County  City of Chino Hills</p>	<p>Energy efficiency and water conservation improvements to existing facilities</p> <p>Development of a regional bicycle network and local bicycle and pedestrian networks.</p> <p>Develop a risk assessment and mitigation plan for those hazards</p> <p>Improve emergency management during an event</p> <p>Identify projects that could potentially reduce risks in the community</p>



## AP-12 Participation - 91.401, 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In November 2022, 36 local organizations were mailed letters notifying them of CDBG funding available for the 2023-2024 Program Year. On November 19, 2022, and December 10, 2022, the City published a public notice of funding availability in the Chino Hills Champion. The City also posted the notice on the City's website. Due to COVID-19 and public health precautions, the City did not hold a technical assistance workshop but instead made a PowerPoint presentation available on the City's website to provide applicants additional guidance; staff was available for in-person appointments.

On March 4, 2023, a public notice was published regarding the City Council meeting and **first public hearing held on March 14, 2023**. The City received 4 applications totaling \$63,360 in funding requests. The City then published a public notice to advertise the **second public hearing, held on May 9, 2023**, wherein the draft 2023-2024 Annual Action Plan and funding amounts were presented for public comment.

There was one public comment received at the March 14, 2023 public hearing from a resident who thanked the Council for continuing to fund infrastructure projects in the Los Serranos area. Additional comments or responses relevant to the 2023-2024 Annual Action Plan received during the Public Comment Period or at the Public Hearing held on May 9, 2023 will be summarized here.

## Citizen Participation Outreach

TABLE 4 – CITIZEN PARTICIPATION OUTREACH

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	<b>Newspaper Ad</b> (March 4, 2023)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	N/A	N/A	N/A
2	<b>Internet Outreach</b> (March 4, 2023)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	N/A	N/A	N/A
3	<b>Public Hearing</b> (March 14, 2023)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	1 comment was received	A Chino Hills resident commented to express gratitude for City Council’s continued funding of infrastructure projects in the Los Serranos area.	N/A
4	<b>Newspaper Ad</b> (TBD)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	N/A	N/A	N/A
5	<b>Internet Outreach</b> (TBD)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	N/A	N/A	N/A
6	<b>Public Comment Period</b> (March 25-April 23, 2023)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	TBD	TBD	N/A
7	<b>Public Hearing</b> (May 9, 2023)	<ul style="list-style-type: none"> <li>• Non-targeted/broad community</li> </ul>	TBD	TBD	N/A

## EXPECTED RESOURCES

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

Chino Hills has been allocated \$430,672 in CDBG funds for the 2023-2024 program year. Combined with prior-year resources that have not yet been expended, the City will have a total of \$478,561.25 available for the 2023-2024 CDBG program year.

#### Anticipated Resources

TABLE 5 - EXPECTED RESOURCES – PRIORITY TABLE

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan	Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$			Total: \$
CDBG	Public – Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$430,672	\$0	\$47,889.25	\$478,561.25	\$480,000	Anticipated funding will include Entitlement grant funds, program income, and prior year 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**

The CDBG program does not have a matching requirement, however, the City does add local funds (including funding from Measure I, gas tax revenues, the Mitigation Fee Fund and the City's Housing In-Lieu Fee Fund) to further support the organizations and individuals receiving CDBG funding.

**If appropriate, describe publicly owned land or property located within the state that may be used to address the needs identified in the plan**

The City of Chino Hills does not anticipate using publicly owned land or property to address the needs identified in this plan.

**Discussion**

Chino Hills also participates in the San Bernardino County HOME Consortium and the city is thus an eligible location for expenditure of federal affordable housing funds under the HOME program. San Bernardino County manages HOME funds on behalf of the Consortium and typically invests the HOME resources in multifamily rental developments selected through a competitive application process available to housing developers. Funded projects may be located throughout the unincorporated county and within participating municipalities, including Chino Hills. There is no specific allotment of the Consortium's HOME funds reserved for or targeted to Chino Hills.

## ANNUAL GOALS AND OBJECTIVES

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

TABLE 2 – GOALS SUMMARY

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	<b>Improve Public Facilities and Infrastructure</b>	7/1/23	6/30/24	Infrastructure	Los Serranos	Public Improvements	\$199,972	<ul style="list-style-type: none"> <li>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4,000 persons assisted</li> </ul>
2	<b>Public Services</b>	7/1/23	6/30/24	Public Service	Citywide	Support Services	\$58,600	<ul style="list-style-type: none"> <li>Public Service activities other than low/moderate income housing Benefit: 245 Persons Assisted</li> </ul>
3	<b>Maintain and Expand Housing Affordability</b>	7/1/23	6/30/24	Housing	Citywide	Neighborhood Preservation	\$86,000	<ul style="list-style-type: none"> <li>Housing Rehabilitated: 10 Units</li> </ul>
4	<b>Administration</b>	7/1/23	6/30/24	Administration	Citywide	Administration	\$86,100	<ul style="list-style-type: none"> <li>Other Benefit: 20 persons Assisted</li> </ul>

## Goal Descriptions

Sort Order	Goal Name	Description
1	<b>Improve Public Facilities and Infrastructure</b>	Improve public facilities and infrastructure to benefit low- and moderate-income households, homeless individuals and families, or other non-homeless special needs groups, including ADA improvements. (Timeframe: 2023-2024 program year)
2	<b>Public Services</b>	Provide public services to low- and moderate-income individuals and households and provide housing/ services to individuals and families who are experiencing homelessness or have other non-homeless special needs. (Timeframe: 2023-2024 program year)
3	<b>Maintain and Expand Housing Affordability</b>	Maintain existing housing stock through housing rehabilitation, and plan for new affordable housing sites as required by the 6 <sup>th</sup> Cycle Housing Element process. (Timeframe: 2023-2024 program year)
4	<b>Administration</b>	Administration and planning for the City's CDBG Program. (Timeframe: 2023-2024 program year)

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

TABLE 3 – PROJECT INFORMATION

#	Project Name
1	Literacy Services (S.B. County Library)
2	Domestic Violence Services (House of Ruth)
3	Landlord/Tenant Mediation Services (Inland Fair Housing & Mediation Board)
4	Food Bank (Chino Neighborhood House)
5	Los Serranos Infrastructure Project
6	Home Improvement Project
7	Administration

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

Results of the community participation process and input received from stakeholder during development of this Annual Action Plan indicated strong support for continued use of CDBG funds for public infrastructure in the Los Serranos neighborhood and housing rehabilitation. The community also supports continued supportive services for low- and moderate-income households, including domestic violence services, fair housing services, and support for the food bank. The City has maintained a broad priority of public services, public facility improvements, and housing rehabilitation.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Literacy Services (San Bernardino County Library)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	This program provides literary services to low income and illiterate adults in Chino Hills.
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public service activity other than low/moderate income housing benefit: 45 persons assisted
	<b>Location Description</b>	San Bernardino County Library, Chino Hills Branch
	<b>Planned Activities</b>	Literacy services
2	<b>Project Name</b>	Domestic Violence Services (House of Ruth)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$17,600
	<b>Description</b>	This program provides permanent housing services to incorporate longer term support to battered women and their children.
	<b>Target Date</b>	06/30/2024



	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public service activity other than low/moderate income housing benefit: 10 persons assisted Homelessness prevention: 40 persons at risk of homelessness assisted
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Shelter, counseling, referrals, and information to battered women and their children
<b>3</b>	<b>Project Name</b>	Landlord/Tenant Mediation Services (Inland Fair Housing & Mediation Board)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$6,000
	<b>Description</b>	Funds will be used to provide fair housing services.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public service activity other than low/moderate income housing benefit: 40 persons assisted
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Landlord/tenant mediation services
<b>4</b>	<b>Project Name</b>	Food Bank (Chino Neighborhood House)
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000

	<b>Description</b>	This program will provide food provisions and clothing to low-income families in Chino Hills.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public service activity other than low/moderate income housing benefit: 150 persons assisted
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Food and clothing bank
<b>5</b>	<b>Project Name</b>	Los Serranos Infrastructure Project
	<b>Target Area</b>	Los Serranos
	<b>Goals Supported</b>	Improve Public Facilities and Infrastructure
	<b>Needs Addressed</b>	Public Facilities, Facility Improvements, and Public Infrastructure
	<b>Funding</b>	CDBG: \$247,861.25
	<b>Description</b>	Los Serranos Neighborhood ADA Compliance Projects. The City is committed to addressing the needs of the disabled community. Proposed construction in the Los Serranos Neighborhood will provide sidewalks, ADA accessible ramps, curbs/gutters, and street lights.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public facility or infrastructure activities other than low/moderate income housing benefit: 4,000 persons assisted
	<b>Location Description</b>	Los Serranos
	<b>Planned Activities</b>	ADA accessible ramps, curbs/gutters, and street lights

6	<b>Project Name</b>	Home Improvement Project
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Maintain and Expand Affordable Housing
	<b>Needs Addressed</b>	Housing Rehabilitation
	<b>Funding</b>	CDBG: \$86,000
	<b>Description</b>	This program offers grants up to \$7,500 to qualifying low- and moderate- income households to rehabilitate their property, address code violations and/or safety issues.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Homeowner housing units rehabilitated: 10 units affordable to low- and moderate-income households
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Homeowner housing rehabilitation grants for low- and moderate-income households
7	<b>Project Name</b>	Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$86,100
	<b>Description</b>	This project provides personnel and operating costs as they relate to CDBG program administration.
	<b>Target Date</b>	06/30/2024
	<b>Estimate the number and type of persons that will benefit from the proposed activity</b>	Public service activity other than low/moderate income housing benefit: 20 persons assisted with fair housing education and outreach

<b>Location Description</b>	City of Chino Hills Community Services Department
<b>Planned Activities</b>	Personnel and operating costs as they relate to CDBG program administration and fair housing activities costs

## AP-50 Geographic Distribution - 91.420, 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The geographic distribution of funding is predicated somewhat on the nature of the activity to be funded. It is the City's intent to fund activities in areas of greatest need and where low-income residents and those with other special needs will most benefit.

To create substantive neighborhood improvements and stimulate additional, unassisted improvement efforts, the City expects to make its most focused CDBG investments in Los Serranos Boulevard infrastructure projects. As the oldest part of the City, Los Serranos is most in need of improvements.

The Home Improvement Grant Program is a citywide program through HUD's CDBG funding that allows eligible homeowners to get grant assistance to revitalize their properties and, therefore, their neighborhoods as well.

### Geographic Distribution

TABLE 4 - GEOGRAPHIC DISTRIBUTION

Target Area	Percentage of Funds
Citywide	100%

### Rationale for the priorities for allocating investments geographically

The City's allocation priorities are guided by significant public input received from survey respondents, stakeholder interview participants, and public meeting attendees during the 2020-2025 Consolidated Plan process. Based on the public participation and review of data and reports, the City plans to use a need-based strategy, rather than a place-based strategy, to select projects. Most CDBG-funded programs and services will be offered citywide, targeting certain population groups with need for the services, rather than certain geographic locations.

Projects that are place-based, such as curb, ramp, and sidewalk improvements, are identified based on the age of existing infrastructure, health and safety conditions (e.g. ADA compliance), and stakeholder consultation.

## AP-75 Barriers to affordable housing - 91.420, 91.220(j)

### Introduction

Chino Hills has a limited supply of affordable housing due to factors including limited available land, cost of land, local zoning policies, community opposition, and steep topography which constrains land availability. The City last completed an Analysis of Impediments in 2020 in conjunction with the 2020-2025 Consolidated Plan. That analysis included a resident survey that garnered 418 responses. While fewer than a quarter of survey respondents believed housing discrimination to be an issue in Chino Hills, 45% acknowledged that residents are being displaced due to rising housing costs and 38% cited community opposition to affordable housing as a barrier to fair housing for city residents. Public sentiments shared in community meetings further underscore a NIMBY (“not in my backyard”) attitude toward affordable housing in the area. Neighbors opposed to an affordable housing development in their community have opportunities through the zoning and design review process to organize and discourage officials from approving the plans. Even the threat of such action can keep away otherwise willing developers.

### **Actions it planned 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**

The City completed the 6th cycle RHNA process in 2022, resulting in the City’s 2021-2029 Housing Element being adopted by City Council and certified by the State. The State’s RHNA requires the City to accommodate 3,729 new housing units over the 2021-2029 planning period. Of these new units, 2,209 are intended to be affordable to households at 80% AMI or less. Prior to adopting its new Housing Element for the 2021-2029 planning period, the City held public workshops to assess and develop strategies to meet its RHNA requirements. Implementation measures contained in the Housing Element include:

- Allowing residential sites identified in the City’s plan to proceed by right for developments in which 20% or more of the constructed units will be affordable to lower income households.
- Adopting an overlay zone that will set minimum densities for some sites designated for affordable housing development.
- Adjusting development standards in some zoning districts to allow for reductions in minimum parking, building separation, setbacks, open space and/or FAR standards, and/or increased building heights.
- Expanding the Housing Coordinator functions within the Community Development Department to include seeking grant opportunities to focus on the extremely and very low-income household need.
- Continuing to seek creative ways to utilize the City Housing In-Lieu Fee fund to facilitate, encourage and expand affordable housing for the City’s lowest income households.
- Encouraging the production of Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) through incentivizing and streamlining development.

In addition to the Housing Element update and recent planning toward the RHNA requirements, the City's 2020 Analysis of Impediments recommended two additional strategies to address barriers to affordable housing:

- Develop and deliver community education around the concept of affordable housing and its cultural and economic value to the community.
- Market the education program and available speakers to community groups such as neighborhood/homeowners' associations, Rotary and other similar clubs, and associations of Realtors, homebuilders, and lenders.

### **Discussion**

Demographic differences between Chino Hills and its less affluent neighbors in the Inland Empire suggest that the City's resistance to affordable housing, while perhaps not intentional, presents a de facto barrier for lower income residents of the region who disproportionately face affordability challenges. Community education around the value of affordable housing for the City's line cooks, waiters, baristas, professional caregivers, artists, shop clerks, students, and other essential but low-wage workers could be helpful in eroding local opposition.

## AP-85 Other Actions - 91.420, 91.220(k)

### Introduction

This section details the City of Chino Hills's actions planned to ensure safe and affordable housing for its residents, along with plans to meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

### Actions planned to address obstacles to meeting underserved needs

The City will work with its community partners to assist low- and moderate-income residents in accessing public services including literacy services, domestic violence services, food and clothing assistance, and fair housing counseling. The City will also provide public infrastructure in the Los Serranos neighborhood and grants for housing rehabilitation.

### Actions planned to foster and maintain affordable housing

In an effort to maintain the current affordable housing stock, the City of Chino Hills will continue to provide funding for home rehabilitation assistance through the Home Improvement Grant Program, which provides grants of up to \$7,500 per household. In addition to specific programs designed to foster and maintain affordable housing, the City will review its zoning ordinances for prospective barriers to affordable housing development and make amendments as needed.

### Actions planned to reduce lead-based paint hazards

An important initiative emanating from HUD in the last decade is the reduction of lead-based paint hazards, and many jurisdictions around the country have focused on reaching this goal. The federal Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X of the Housing and Community Development Act of 1992) amends the Lead-Based Paint Poisoning Prevention Act of 1971, which is the law covering lead-based paint in federally funded housing. These laws and subsequent regulations issued by the U.S. Department of Housing and Urban Development (24 CFR part 35) protect young children from lead-based paint hazards in housing that is financially assisted or being sold by the federal government.

In property rehabilitation projects involving the City of Chino Hills, the City will assess whether lead-based paint might be present and, if so, follow the guidelines set forth in the Residential Lead-Based Paint Hazard Reduction Act of 1992.

The City of Chino Hills is committed to testing and abating lead in all pre-1978 housing units assisted with federal grant funds in any of the housing programs it implements.

### Actions planned to reduce the number of poverty-level families

The City of Chino Hills's anti-poverty strategy focuses on helping all low-income households improve their economic status and remain above poverty levels. This may include, but is not limited to literacy services,



job training, housing and employment navigation, substance abuse recovery, healthcare, food and clothing, and transportation. Current programs to reduce poverty through access to education and jobs are provided by the San Bernardino County Workforce Development Board, as well as through the City's nonprofit grantees. Emergency assistance is also provided by several nonprofit housing and service agencies in the city. Additionally, the City of Chino Hills's housing programs and activities that support development of affordable housing inherently address poverty by creating housing opportunities for low-income households. Without these housing opportunities, many low-income households would not be able to afford housing rehabilitation costs or to purchase a home.

### **Actions planned to develop institutional structure**

The unmet needs of housing affordable to low- and moderate-income residents and social services for individuals and families experiencing or at risk of homelessness present an opportunity for the city to connect with organizations, affordable housing developers, and agencies working in these areas in Chino Hills and the surrounding region. The City will also continue to work within existing partnerships and coalitions, such as the San Bernardino County Homeless Partnership, to work toward meeting local housing and service needs. The City of Chino Hills will continue to work closely with state and local agencies and governments, nonprofit organizations, and other service providers to coordinate delivery of services to Chino Hills residents. The City has representatives on many nonprofit boards and advisory committees, and the Community Services Department will continue to consult with various housing, social service, elderly and disability resource agencies to gather data and identify service gaps.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Chino Hills will continue to be an active participant in the San Bernardino County Homeless Partnership. The Continuum of Care brings together nonprofit, government, and business leaders to provide a shared approach to goals of ending homelessness. Membership includes emergency, transitional, and permanent housing providers; nonprofit social service organizations, and government agencies.

The City will also continue to provide and keep up to date its financial assistance resource list. The list, published on the City's website, represents the City's coordination with housing and social service agencies and highlights various assistance programs offered by the City, nonprofits, and other agencies. These include the City's own Low-Income Rate Assistance program which provides a discount on the monthly water meter charge for eligible customers; statewide rent, utility, and mortgage relief programs offered by California's Business, Consumer Services and Housing Agency; the Federal Communications Commission's Affordable Connectivity Program; and others.

## PROGRAM SPECIFIC REQUIREMENTS

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

In AP-90, the City of Chino Hills provides information that is required by specific regulations governing the Community Development Block Grant (CDBG) Program. Projects planned with CDBG funds expected to be available during the year are identified in the Projects Table. The City estimates that, for the 2023-2024 program year, 100% of all CDBG funds will be used for activities that benefit low- and moderate-income persons, an amount which exceeds the 70% minimum requirement for these funds.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

#### Other CDBG Requirements

1. The amount of urgent need activities	\$0
2a. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit – A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income.	100%
2b. Specify the years covered that include this Annual Action Plan.	2023-2024 Program Year