



# CITY OF SALEM

585 Liberty St SE  
Salem, OR 97301

## Staff Report

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**TO:** Mayor and City Council  
**THROUGH:** Steve Powers, City Manager  
**FROM:** Kristin Rutherford, Urban Development Director

**SUBJECT:**

Community Development Block Grant and HOME investment partnership programs Consolidated Annual Performance and Evaluation Report (CAPER)

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**ISSUE:**

Shall the City Council approve submittal of the 2017-2018 Program Year Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant and HOME Investment Partnership Programs to the US Department of Housing and Urban Development?

**RECOMMENDATION:**

Approve submittal of the 2017-2018 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant and HOME Investment Partnership Programs to the US Department of Housing and Urban Development (HUD) no later than September 30, 2018.

**SUMMARY AND BACKGROUND:**

The City is required to file a CAPER with HUD for the Community Development Block Grant and HOME Investment Partnership programs (Attachment 1). The report lists projects and programs funded through these sources including homeless prevention, economic development, affordable housing, public service, required planning, and administrative activities. The CAPER assesses the progress made toward the community's housing and community development goals. HUD requires the City to provide a 15-day public comment period prior to a public hearing on the Report. The City published notice of the hearing and the comment period on August 9, 2018. The comment period ended on August 24, 2018, and no comments were received.

## FACTS AND FINDINGS:

### Opportunity for Citizen Involvement

A public notice, making the report available, appeared in the Statesman Journal on August 8, 2018. Notice was also provided as a press release including outreach to local minority publications and neighborhood associations. The report was available at the Salem Public Library, the Urban Development Department at 350 Commercial Street NE, the City of Salem web site, and at the City of Keizer Department of Community Development; Keizer is a member of the Salem-Keizer HOME Consortium.

### Report Highlights

The 2017-2018 Program Year CAPER shows activities undertaken during the Program Year. These activities addressed priorities identified in the 2015-2019 Housing and Community Development Consolidated Plan (Consolidated Plan), which was approved by Council on April 27, 2015. The Consolidated Plan prioritizes and guides funding allocations and includes four goals: 1) Promote Economic Development; 2) End Homelessness; 3) Expand Affordable Housing; and 4) Neighborhood Revitalization.

This is the second year under the 2015-2019 Consolidated Plan; the City is on schedule to exceed the 2015-2019 target goals for Economic Development. Staff is working with community partners to address gaps identified in the Consolidated Plan.

The City tracks the performance of all projects and programs that received an allocation of funding through the 2017-2018 Program Year. In addition to tracking the performance of these projects and programs, HUD requires the City monitor all expenditures from the 2017-2018 Program Year.

HUD requires only information recorded in the electronic Integrated Disbursement and Information System (IDIS) during the Program Year to be reported in the CAPER. Therefore, the financial information summarized in the standard HUD report may not correlate with the City's financial record based on accrual accounting methods.

The following information lists those expenditures for each identified goal in the Consolidated Plan.

#### **Community Development Block Grant and/or HOME**

Goal 1: Promote Economic Development	\$315,489
Goal 2: End Homelessness	\$513,299
Goal 3: Expand Affordable Housing	\$538,390
Goal 4: Neighborhood Revitalization	\$ 0
Project Administration	\$376,831

#### **Goal 1: Promote Economic Development**

To support community economic development, the City provided funds for two microenterprise

programs and purchased facility equipment to improve efficiency and safety at a recycling center. The microenterprise programs created/retained 12 positions and assisted 32 small businesses. Job retention also focused on employment for clients with disabilities.

With this third year report, the City exceeded the Consolidated Plan goal related to the number of jobs created/retained.

#### Goal 2: End Homelessness

Programs designed to prevent and/or end homelessness were implemented. The programs included interim housing (subsistence payments), case management, rehabilitation of affordable housing, tenant based rental assistance, and security deposit assistance. The total clients served under this goal for the reporting period was 2,373.

#### Goal 3: Expand Affordable Housing

Projects and programs included fair housing training for local property owners and tenants, owner-occupied rehabilitation assistance, and rehabilitation of affordable units. There are several new construction and rehabilitation projects planned. They include complex activities with multiple subsidy layers.

#### Goal 4: Neighborhood Revitalization:

No projects were funded for this component during the grant reporting period.

Project Administration, which includes monitoring, management, and mandatory Fair Housing activities are City obligations that do not fall within the identified goals for reporting purposes and thus are included as a separate line item within the expenditures.

Shelly Ehenger  
Federal Programs Manager

#### Attachments:

1. CAPER

08/17/2018