

## Staff Report

**File #:** 17-456

**Version:** 1

**Date:** 9/25/2017

**Item #:** 4.a.

**TO:** Mayor and City Council  
**THROUGH:** Steve Powers, City Manager  
**FROM:** Kristin Retherford, 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 2016-2017 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 (HUD)?

### **RECOMMENDATION:**

Approve submittal of the 2016-2017 Program Year Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant and HOME Investment Partnership Programs to (HUD) no later than September 30, 2017.

### **SUMMARY AND BACKGROUND:**

On April 27, 2015, City Council adopted the 2015-2019 Consolidated Plan. This Consolidated Plan prioritizes and guides funding allocations. The four goals for the 2015-2019 Consolidated Plan are: 1) Promote Economic Development; 2) End Homelessness; 3) Expand Affordable Housing; and 4) Neighborhood Revitalization.

The City is required to file by September 30, 2017 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 15, 2017. The comment period ended on September 1, 2017, 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 14, 2017. Notice was also provided as a press release including outreach to local minority publications. 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.

#### 1. Report Highlights

The 2016-2017 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. The 2015-2016 Program Year Annual Plan was approved by Council on April 27, 2015.

This is the second year under the 2015-2019 Housing and Community Development Consolidated Plan; the City is on schedule to meet the 2015-2019 target goals. We are 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 2016-2017 Program Year. In addition to tracking the performance of these projects and programs, HUD requires the City monitor all expenditures from the 2016-2017 Program Year

The following information lists those expenditures for each identified goal in the 2015-2019 Housing and Community Development Consolidated Plan.

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

Goal 1: Promote Economic Development	\$198,839.64
Goal 2: End Homelessness	\$288,910.90
Goal 3: Expand Affordable Housing	\$ 79,721.34
Goal 4: Neighborhood Revitalization	\$ 0
Project Administration	\$310,323.65

Section 108 Loan Repayment - CDBG Only

\$ 97,437.37

The City provided funds for two microenterprise programs and two job training programs to support community economic development activities. The microenterprise programs lead to 40 new small businesses.

The job training programs created/retained 22 placements, some in the welding industry. Job training also focused on employment for clients with disabilities.

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 2,184.

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 were four households assisted through single family rehabilitation program completed during this reporting period.

Goal 4: Neighborhood Revitalization:

No projects were funded for this component during the grant reporting period. In in 2016-2017 Program Year, no applications were submitted specific to this goal. Staff is reaching out to community partners to encourage submissions more closely aligned to this goal.

Project Administration, which includes monitoring, management, Fair Housing and reporting, and Section 108 loan repayment are city obligations of the federal funding 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

09/07/2017