



## Staff Report

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**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 2018-2019 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 2018-2019 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).

### **SUMMARY:**

The City is required to file by September 30, 2019 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.

### **FACTS AND FINDINGS:**

## Opportunity for Citizen Involvement

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 1, 2019. The comment period ended on August 16, 2019, and no comments were received. A public notice, making the report available, appeared in the Statesman Journal on August 1, 2019. 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 2018-2019 Program Year CAPER shows activities undertaken during the period of July 1, 2018 - June 30, 2019. These activities addressed priorities identified in the 2015-2019 Housing and Community Development Consolidated Plan. The 2018 Program Year Annual Plan was approved by Council on May 14, 2018.

This is the fourth year under the 2015-2019 Housing and Community Development 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 2018-2019 Program Year. In addition to tracking the performance of these projects and programs, HUD requires the City monitor all expenditures from the 2018-2018 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	\$148,793
Goal 2: End Homelessness	\$673,556
Goal 3: Expand Affordable Housing	\$1,146,312
Goal 4: Neighborhood Revitalization	\$0
Project Administration	\$107,966.91 (HOME)
	\$321,309.42 (CDBG)

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

To support community economic development, the City provided funds for two microenterprise programs. The microenterprise programs created/retained 14 positions and assisted 42 small businesses.

With this fourth year report, the City exceeded this Five Year Plan goal.

#### 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. Employment preparation and retention services assisted eight citizens in securing employment. Some of the positions include receptionist, prep cook, and delivery driver. The total clients served under this goal for the reporting period was 2,149.

#### Goal 3: Expand Affordable Housing

Projects and programs included security deposit assistance acquisition of affordable housing units, demolition necessary to construct new housing and rehabilitation of owner occupied housing in West Salem. There are additional affordable housing projects in the construction pipeline.

#### 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.

On September 10, 2018, City Council amended the adopted 2015-2019 Consolidated Plan. The amendment reprioritized assistance to low and moderate income persons and guides funding allocations. The four goals for the Consolidated Plan are: 1) End Homelessness; 2) Expand Affordable Housing; 3) Neighborhood Revitalization; and 4) Promote Economic Development.

Shelly Ehenger  
Federal Programs Manager

#### Attachments:

1. CAPER