



**Staff Report**

---

**File #:** 20-8  
**Version:** 1

**Date:** 1/27/2020  
**Item #:** 4.a.

---

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

**SUBJECT:**

Amendment #1 to the 2019-2020 Housing and Community Development Annual Action Plan

Ward(s): All Wards  
Councilor(s): All Councilors  
Neighborhood(s): All Neighborhoods  
Result Area(s): Safe Community; Welcoming and Livable Community; Strong and Diverse Economy

**ISSUE:**

Shall City Council amend the 2019-2020 Housing and Community Development Annual Action Plans (AAP) and submit the amendment to the U.S. Department of Housing and Urban Development?

**RECOMMENDATION:**

Approve Amendment #1 the 2019-2020 Housing and Community Development Annual Action Plans (AAP) and direct staff to submit the amendment to the U.S. Department of Housing and Urban Development (Attachment 1)

**SUMMARY:**

**Amendment #1 to the 2019 Annual Action Plan:**

Award \$193,000 in funding for Mid-Willamette Valley Community Action Agency ARCHES program for rent and security deposits associated with the AHOP Tenant Based Rental Assistance for 12 households. This amount is due to unallocated resources remaining in the 2019 HUD HOME formula award.

The AAP includes:

**Goal 1: End Homelessness**

Tenant Based Rental Assistance (TBRA), homeless case management, interim housing assistance (subsistence payments), and case management for victims of domestic violence and human trafficking.

## **FACTS AND FINDINGS:**

Applications for unallocated HOME funds were solicited by the City in October 2019 and were due by November 15, 2019. Applications were reviewed and evaluated by the Urban Development Director and Finance Manager.

### Opportunity for Citizen Involvement

A public notice announcing the proposed Plan modifications appeared in the Statesman Journal on December 13, 2019. The recommended amendment 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 Department.

A 30-day comment period of the proposed AAP amendments ended on December 13, 2019. Those comments and responses are attached (Attachment 2). Prior to submitting the AAP amendments to HUD, a public hearing and City Council adoption is required.

## **BACKGROUND:**

The Salem-Keizer HOME Consortium receive an annual entitlement allocation from the U.S. Department of Housing and Urban Development (HUD) for HOME Investment Partnership Program funds (HOME) to assist low-to-moderate-income households. HUD requires a five-year Consolidated Plan to set goals and prioritize needs that can be addressed with federal funds. The goals are ending homelessness, expanding affordable housing, and economic development.

The Consortium must submit an Annual Action Plan (AAP) to be eligible to receive HOME funds. The AAP identifies all resources and proposed expenditures. Any amendments to funding are required to follow the same public review process as the original AAP approval.

Shelly Ehenger  
Federal Programs Manager

### Attachments:

1. Amendments to 2019-2020 Action Plan
2. Public Comments and Responses