



# City of Grand Island

Tuesday, December 19, 2017

Council Session

## Item G-15

**#2017-362 - Approving 2016 Consolidated Annual Performance and Evaluation Report (CAPER) for Community Development Block Grant Funding.**

Staff Contact: Amber Alvidrez

# **Council Agenda Memo**

**From:** Amber Alvidrez, Community Development

**Meeting Date:** December 19, 2017

**Subject:** Approving 2016 Consolidated Annual Performance and Evaluation Report (CAPER) for Community Development Block Grant Funding.

**Presenter(s):** Amber Alvidrez, Community Development Administrator

## **Background**

The Consolidated Annual Performance & Evaluation Report describes accomplishments and progress throughout the past fiscal year with Community Development Block Grant, Federal funding from Housing & Urban Development. Grand Island began the process of becoming an Entitlement Community in September 2015. All entitlement grantees are required to complete a 3,4 or 5 year Consolidated Plan that is carried out by an Annual Action Plan, at the end of each fiscal year a Consolidated Annual Performance & Evaluation Report must be completed. The City has chosen to complete a 3-year Consolidated Plan, which is valid from October 2016- October 2019. A separate Annual Action Plan is prepared for each Fiscal Year, in which a Consolidated Plan is not created. All Grantees are to prepare a Consolidated Annual Performance & Evaluation Report each fiscal year in order to show progress towards accomplishments and goals listed throughout the City of Grand Island's Consolidated Plan and Annual Action Plan.

A public comment regarding the 2016 Consolidated Annual Performance & Evaluation Report was completed, with a start date of November 2, 2017 ending on December 1, 2017. This public comment notified the public of the Community Development Division's prepared Consolidated Annual Performance & Evaluation Report; all public comments made throughout the public comment period are recorded and submitted to the U.S. Department of Housing and Urban Development (HUD), along with the final 2016 Consolidated Annual Performance & Evaluation Report.

## **Discussion**

The Consolidated Annual Performance & Evaluation Report addresses the \$348,927 in entitlement grant funds under the Community Development Block Grant (CDBG) program and identifies progress towards community development priority needs,

objectives, and activities that were implemented during fiscal year 2016-2017 as a result of Community Development Block Grant Funds.

The proposed Consolidated Annual Performance & Evaluation Report was made available for review at the following locations on November 2, 2017:

- Grand Island City Hall, City Clerk's Office, 100 E. 1st Street, Grand Island, NE 68801.
- City of Grand Island's website at [www.grand-island.com](http://www.grand-island.com) categorized under "Regional Planning" then "Community Development"

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Accept the report on the Community Development Block Grant 2016 Consolidated Annual Performance & Evaluation Report.
2. Do not accept the report on the Community Development Block Grant 2016 Consolidated Annual Performance & Evaluation Report.

### **Recommendation**

City Administration recommends that the Council accept the report on the Community Development Block 2016 Consolidated Annual Performance & Evaluation Report.

### **Sample Motion**

Move to accept the report on the Community Development Block Grant 2016 Consolidated Annual Performance & Evaluation Report

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City Of Grand Island made significant progress towards the goals of the 2016-2018 Consolidated Plan and Annual Action Plan. The goals that were outlined in the 2016-2018 Consolidated Plan were as follows:

- Increase Quality & Affordable Housing Options
- Cultivate Small and Emerging Businesses
- Support Public Services for Neighborhoods and Vulnerable Populations
- Improve Public Facilities
- Create Re-Investment Opportunities in Downtown

Throughout the City Of Grand Island's first year as an entitlement community, the City Of Grand Island expended Community Development Block Grant(CDBG) funds on activities within the community that would create progress on the goals presented. To make progress towards these goals, the City Of Grand Island allocated CDBG funding to seven projects. To meet housing goals that were set in the 2016-2018 Consolidated Plan two projects were housing specific. Purchase, Rehab, Resell through the Housing Development Corporation is a project where houses are purchased and then rehabbed and resold for the original purchase price to low-to-moderate income persons (LMI). Lot Acquisition, a project being completed by Habitat for Humanity, is another source of progress that offers housing to LMI persons. Habitat for Humanity was able to acquire a lot that in the future will house a residents of low-to-moderate income. At this time the City continues to work with other community non-profits within Grand Island in order to begin the Housing Improvement Partnership.

CDBG funds were allocated to be awarded to a Continuum of Care participating agency. That agency had to be able to meet the national objectives of CDBG and make progress towards the goals set in the 2016-2018 Consolidated Plan. The Continuum of Care allocation was

CAPER

1

OMB Control No: 2506-0117 (exp. 06/30/2018)

awarded to the Literacy Council of Grand Island (TLC); TLC is able to offer English as a Second Language (ESL) and various other forms of education/training to immigrants and refugees who are located in the city of Grand Island. The Literacy Council of Grand Island will be using CDBG funds to hire teachers, offer additional instruction to group classes (reducing their waiting list), and expand their Language Lab by adding equipment and new literacy/ESL software. Additionally, The Literacy Council of Grand Island will begin offering life skills classes focusing on finances, health, etc. and will expand their office hours to accommodate the growing student demand and availability.

The Small Business Rental Assistance Program and the Revitalization Fund were projects that were combined. These two projects are making progress to Cultivate small and emerging businesses and creates reinvestment opportunities downtown, by aiding small business in the blight and substandards area #1. The Funds will be made available to small businesses within of Blight and Substandard area #1, in order to address the LMI needs of the City of Grand Island on an area basis. The Small Business Rental Assistance Program will be administered by the Downtown Business Improvement District.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	0	0.00%	20	0	0.00%

CAPER

2

OMB Control No: 2506-0117 (exp. 06/30/2018)

Increase and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	25	0	0.00%			
Increase and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$	Buildings Demolished	Buildings	15	0	0.00%			
Increase and Preserve Affordable Housing	Affordable Housing Public Housing Homeless	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	15	0	0.00%			
Increase Economic Opportunities	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	2	2	100.00%	1	0	0.00%
Increase Economic Opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	5	0	0.00%			
Increase Economic Opportunities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	15	2	13.33%			

CAPER

3

OMB Control No: 2506-0117 (exp. 06/30/2018)

Program Administration	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	1	0	0.00%			
Provide Supportive Services for At-Risk & Homeless	Homeless Non-Homeless Special Needs	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	0	0.00%			
Provide Supportive Services for At-Risk & Homeless	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		40	0	0.00%
Provide Supportive Services for At-Risk & Homeless	Homeless Non-Homeless Special Needs	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	10	0	0.00%			

CAPER

4

OMB Control No: 2506-0117 (exp. 06/30/2018)

Provide Supportive Services for At-Risk & Homeless	Homeless Non-Homeless Special Needs	CDBG: \$	Homelessness Prevention	Persons Assisted	20	0	0.00%	10	0	0.00%
Revitalize Neighborhoods & Districts	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		13	0	0.00%
Revitalize Neighborhoods & Districts	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	1	0	0.00%	1	0	0.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City of Grand Island has pursued a variety of strategies to prioritize the identified needs of the community. The primary obstacle to meeting the underserved needs is the lack of sufficient financial resources. It is evident, even within the City of Grand Island's first year as an Entitlement Community, that several qualifying projects will go unfunded or receive only partial funding due to lack of available finances. For this reason, the City has sought to prioritize projects which have the most capacity for making its plans become a reality, and also those which will address some of the largest needs within the community, while using the smallest amount of required resources.

Of the seven projects funded from the 2016 Annual Action Plan year, all projects and activities made progress towards the goals identified within

CAPER

5

OMB Control No: 2506-0117 (exp. 06/30/2018)



the 2016-2018 Consolidated Plan. The Literacy Council of Grand Island has used CDBG funds in in order to purchase new equipment for a learning lab in order to better serve clients. The Literacy Council specializes in providing educational services free of charge to all residents of Grand Island which aids in providing economic opportunities for residents within the City Of Grand Island.

The City Of Grand Island worked with Downtown Business Improvement District (BID) in order to create progress in cultivating small and emerging businesses while also creating re-investment opportunities within Grand Island. CDBG funds were used in two projects that were later combined from the 2016 Annual Action Plan. Small Business Rental Assistance project and Revitalization fund project were combined and CDBG funds were expended in order to help the Downtown BID bring new businesses to the downtown area of Grand Island. Other goals that were prioritized by the City Of Grand Island were to increase affordable housing options within the city and provide support services for neighborhoods and vulnerable populations. Progress towards goals were made by working with local partnerships such as the Continuum of Care, Housing Development Corporation, Habitat of Humanity and Hall County Housing Authority. The following Annual Action Plan activities were funded during the 2016 CDBG program year: Habitat for Humanity was able to purchase a lot that will later hold homes for persons or families meeting LMI standards; Housing Development Corporation was provided a program match, as they applied for an additional \$500,000 from the Nebraska Affordable Housing Trust Fund. A program that will purchase sub-standard homes at market rate, and do extensive renovation to them. Once the renovation is completed, the home will be sold to an income-qualifying individual or family, for the original purchase price.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	201
Black or African American	264
Asian	13
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>478</b>
Hispanic	180
Not Hispanic	285

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

This table represents the number of people served by the Literacy Council (TLC). TLC was able to expend CDBG funds to update its language lab along with hiring more staff to help tutor classes. TLC currently offers life skills classes focusing on finances, health, etc. and was able to expand its office hours to accommodate the growing student demand and availability.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	653,252	133,414
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

### Narrative

Throughout the program year, the City Of Grand Island received an allocation amount of \$348,927 of CDBG funds. As shown in the table above, \$133,413.60 has been expended throughout this program year. As this was the first year the City was an entitlement community there were no previous funds except, \$304,325 that are a part of the Program income Re-use Plans.

As stated at the time of submission of the Annual Action Plan, the City is in communication with the State of Nebraska about the fate of these funds, and as to whether the City will return all, or a portion of the program income, since funds are technically part of the State of Nebraska's funding allocation.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Blight & Substandard Area #1	32	19	
City of Grand Island	45	44	
LMI Census Tracts	23	36	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The table above represents funding that has been expended to date. CDBG funds that have been used were expended as follows: The Literacy Council of Grand Island and Habitat for Humanity have both made progress on projects that were awarded CDBG funds. TLC has begun updating its learning lab and offering new services due to the ability to hire two more staff. Habitat for Humanity has purchased lots that in the future will house LMI families or persons. The Small Business Rental Assistance has expended

funds awarded to its project by assisting two agencies within blight and sunstandard area #1.

CAPER

9

OMB Control No: 2506-0117 (exp. 06/30/2018)

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

As an entitlement community, the City of Grand Island does not require leveraged funds. Even so, out of the 2016 Annual Action Plan projects proposed, the Housing Development Corporation (HDC) used the CDBG funds that were awarded to them as matching funds in order to receive a grant from the Nebraska Affordable Housing Trust Fund. Those funds along with CDBG were able to create their Purchase, Rehab, Resell, program that will allow the HDC to help provide suitable housing for low-to-moderate income persons within the City of Grand Island. The City of Grand Island always encourages recipients to use matching funds and leveraged funds in order for the project to have the most impact as possible within the community.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	10	0
Number of Non-Homeless households to be provided affordable housing units	40	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>50</b>	<b>0</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	40	2
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	33	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>73</b>	<b>2</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

At this time, the City Of Grand Island is currently working on making progress towards meeting housing goals that were prioritized within the 2016-2018 Consolidated Plan. The City has Allocated CDBG funds to Habitat for Humanity and Housing Development Corporation. CDBG funds that were expended to Habitat for Humanity have gone towards lot acquisition, although due to the low number of available real estate listings, Habitat for Humanity encountered some environmental issues with the lots that

were available. Due to these issues, Habitat for Humanity has not begun building a house on the purchased lot but will be continuing its activity into the future.

The City of Grand Island has also been a supporter of the Housing Development Corporation and has allocated CDBG funds into HDC's Purchase, Rehab, and Resell program. HDC has a goal of impacting more than ten households. HDC was able to secure additional funding from other sources rather than only CDBG. Two homes that are part of HDC's project will be funded by the allocated CDBG funds. These two homes will go to LMI people or people who fit in the criteria of 80% of AMI. HDC secured additional funding and since created their Purchase, Rehab, Resell program and will soon begin allowing candidates to apply for the program.

#### **Discuss how these outcomes will impact future annual action plans.**

The City of Grand Island works hard to continue progressing towards the housing goals set in the 2016-2018 Consolidated Plan. The Habitat for Humanity program will be hard to fund again in future years, even with the idea that more affordable housing will be available. The City of Grand Island may not have more adequate available space in the next few program years. Therefore the City may continue to go in other directions such as Housing Development Corporations Purchase, Rehab, Resell. As this program purchases houses within the community and "rehab" them, which in turn aides not only LMI persons but can help the appeal of a neighborhood. The Revitalization Fund and Small Business Rental Assistance programs also continues to help meet goals that were set in the 2016-2018 Consolidated Plan by continuing to make progress in revitalizing neighborhoods and districts.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 13 – Number of Households Served**

#### **Narrative Information**

Habitat for Humanity and Housing Development Corporation will continue to use funds to help LMI persons. At this time activities are still in process and have not been fully completed. As they progress,

CAPER

12

OMB Control No: 2506-0117 (exp. 06/30/2018)

these number will increase. The Literacy Council of Grand Island does not track low-income persons although the Literacy Council serves refugees and other minority groups by offering a public service free of charge to anyone who is in need of educational help.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Throughout this program year, the City of Grand Island did not partake in any projects that specifically targeted homelessness. The City continues to support local area Continuum of Care (CoC) by having a staff member from the Community Development Division attend meetings. The CoC has several local agencies that serve homeless persons. Agencies such as Salvation Army and Hope Harbor are available within the City Of Grand Island. Both agencies are well suited for helping reduce the amount of homelessness in the community.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Grand Island did not use any CDBG funds in addressing the emergency shelter and transitional housing needs of homeless persons. The City of Grand Island continues to support local non-profits such as Continuum of Care to help address these needs within the community.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City did not use any CDBG funds in regards to homeless persons. The City of Grand Island does support local agencies such as the Continuum of Care and other local non-profits. The City encourages partnering non-profits to continue seeking financial help from other state and federal entities.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that**

**individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City did not use any CDBG funds in regards to homeless persons. The City of Grand Island does support local agencies such as the Continuum of Care and other local non-profits. The City encourages partnering non-profits to continue seeking financial help from other State and Federal entities.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City of Grand Island continues to support agencies such as the Hall County Housing Authority. The Hall County Housing Authority (HCHA) currently has the Public Housing Program which allows the HCHA to offer 391 apartments and scattered homes in the Hall County area at an income based rate.

The City of Grand Island is currently working with Hall County Housing Authority and other non-profits in developing the Housing Improvement Partnership (HIP) with funds that were allocated from CDBG. At this time the HIP is still in a planning process with the idea of aiding the City in making progress towards goals such as increasing and preserving affordable housing, providing supportive services for neighborhoods and vulnerable populations and improving public facilities. As HIP grows, it will formulate activities such as the Senior Home Modification Program. This activity will provide funds to do repairs to homes inhabited by seniors. HIP will also continue making progress towards the neighborhood initiatives portion of the project which will include assisting a various number of people based on the size of the qualifying neighborhood association.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

The City Of Grand Island continues to coordinate with the Continuum of Care (CoC) in order to partner with other non-profits to meet needs that are within the community of Grand Island.

The City of Grand Island has worked closely and continues to support the Hall County Housing Authority (HCHA). The HCHA was able to provide a housing summit to the community of Grand Island on April 18, 2017 in Grand Island Nebraska. This summit was used as an informative tool for not only landlords but tenants as well. Twenty seven LMI persons received scholarships to attend from the HCHA. While in attendance they were able to gather knowledge of how to keep a home safe, and knowledge about issues such as providing insight into what a landlord can legally do and cannot do.

The City of Grand Island welcomes and encourages the participation of all of its citizens in the development of these plans and in the review of progress in implementing plan activities. The City particularly encourages involvement by low and moderate income households, individuals residing in areas targeted for program activities, minorities and non-English speaking persons, as well as persons with disabilities. In addition, residents of public housing and other assisted housing groups are encouraged to participate. Finally, we encourage local and regional institutions and other organizations including businesses, neighborhood associations, housing developers including the Hall County Housing Authority, and community and faith-based organizations to become involved in the planning process.

Opportunities for citizen involvement occur in the initial stages of developing the long range plan and the annual plan as well as during the implementation of activities.

These opportunities include:

- Participation in public hearings to discuss needs, available funds and project/program activities
- Participation in meetings with committees and focus groups involved in planning housing and community development activities
- Review and comment on proposed plans and activities such as: The Fair Housing Plan The Citizen Participation Plan The Consolidated Plan The Annual Action Plans Amendments to the Plans Consolidated Annual Performance Reports (CAPERs)

#### **Actions taken to provide assistance to troubled PHAs**

The City Of Grand Island has no plans of action in this specified area at this time.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The City of Grand Island expended a portion of the CDBG funds to Habitat for Humanity for lot acquisition. In the beginning of this project, Habitat for Humanity was unable to find a suitable lot for sale due to prices and availability within the City Of Grand Island. Habitat for Humanity was eventually able to purchase a lot that had a few barriers to overcome, such as noise. The City was also able to expend CDBG funds to the Housing Development Corporation, with the activity of Purchase, Rehab, Resell. This program is meant to help LMI persons to buy a home that needs repairs. The HDC will provide these repairs by first purchasing a home, and then during a rehab process, \$25,000 will be used to “rehab” any problems with in the home. After rehab of the home is complete, the HDC will then sell the property to the LMI person for what the property was purchased for by the HDC.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City of Grand Island continues to find new ways to develop affordable housing and economic opportunities. The city continues to provide support to many organization within the community as well as organizations that are receiving CDBG funds. While working collaboratively with other organizations the City continues to expend CDBG funds on projects such as the Small Business Rental Assistance in order to help the downtown BID acquire new businesses in the area. This helps the community economically along with continuing the progress of revitalization of neighborhoods and districts. As the City continues to work with other organizations and the Housing Improvement Partnership begins to grow, the city will have an organization well suited for meeting the goals by using activities which meet national objectives and serve the needs of developing stable neighborhoods and/or addressing housing needs of income-qualifying senior citizens.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City of Grand Island funds multiple housing programs including down payment assistance and owner occupied rehabilitation programs; all of which require a lead based paint inspection on all homes built prior 1978. Homes that were built prior to 1978 are presumed or tested to have lead-based paint.

The City of Grand Island did not directly operate any Rehabilitation efforts during the 2016-2017 Annual Action Plan Period. For this reason, the Lead Based Paint Guidelines which apply are those directly related to sub-recipients of CDBG funds. The following actions are included in the City's Community Development Policy and Procedures document:

“At a minimum, Sub-recipient is required to:

- a) Notify a purchaser or lessee of the presence of any known lead-based paint and/or lead-based paint hazards;
- b) Paint test surfaces to be disturbed or removed during rehabilitation for the presence of lead-based paint, or presume lead-based paint and notify the occupants of the results within 15 days of when the evaluation report is received or the presumption is made;
- c) Provide each occupied dwelling unit discussed in (a) and (b) in the preceding section with the EPA-approved lead hazard information pamphlet Protect Your Family From Lead in Your Home or EPA-approved equivalent;
- d) Reduce lead hazards as required by the applicable subparts of Part 35 (full description of Part 35 is available in the Community Development Policy and Procedures, it states the varying levels of requirements, in relation to the level of financial assistance provided); and
- e) Perform clearance testing, including dust testing, before re-occupancy after all but minimal (“de minimis”) amounts of paint disturbances.”

It should also be noted that the Community Development Policy and Procedures states that “Where regulations differ, Sub-recipients are held to the stricter of the standards.”

At this point and time, the City sees the implementation and enforcement of the above guidelines as actively attempting to reduce Lead Based Paint Hazards.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Projects from the 2016 Annual Action Plan, such as the Continuum of Care grant, contributes to direct needs. The Literacy Council of Grand Island which is the sub-recipient of the CoC grant, was able to use funds to provide more tutoring services, this was done by hiring more staff/tutors and updating lab equipment. Other projects from the 2016 Annual Action Plan such as lot acquisition that was fulfilled by Habitat for Humanity and Purchase, Rehab and Resell that was created by the Housing Development Corporation both continue to achieve progress in reducing the number of poverty level families within the City of Grand Island.

Additionally, other sectors of Grow Grand Island are working to address the needs of poverty-level families, including workforce initiatives and education initiatives. The City of Grand Island’s Emergency Management Department, Police Department and Fire Department also have various programs that

support poverty-level families. It is the intent of the City to continue to support these programs in its efforts to address the poverty needs.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City Of Grand Island continues to work closely with community partners through the local and regional Continuum of Care groups. The City continues to support agencies such as Salvation Army, Hope Harbor, Housing Development Corporation and Hall County Housing Authority. With these partnerships, the city continues to make progress towards the Housing Improvement Partnership where CDBG funds will be expended in order to create an organization that can provide services neighborhoods and vulnerable populations. Although current progress in serving homeless or poverty stricken persons is achieved through these partnerships due to the different expertise each agency offers. The City has also worked closely with the Grand Island Area Economic Development Corporation (GIEDC). The GIEDC was able to fund and complete a housing study for the City of Grand Island. This allowed the City and partnering agencies to continue progress in addressing the needs of homeless and poverty stricken persons within the City of Grand Island.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City of Grand Island continues to participate in monthly meetings with the local Continuum of Care. The City and other non-profit partners within the CoC continue to cooperate in finding ideas to meet the housing and residential needs within the community of Grand Island.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

- Lack of affordable housing is influenced by a very broad range of public and private sector factors. According to the 2014 Housing Study Workforce Housing Needs Survey, the primary impediments to affordable housing are:

For Homeowners

- Housing prices
- Cost of utilities
- Lack of sufficient homes for sale

- Wages

#### For Renters

- Cost of rent
- Lack of decent rental units in price range
- Cost of utilities
- Wages

Municipal regulations such as zoning ordinances and subdivision regulations can provide restrictive parameters for the development of new affordable housing and residential investment.

In regard to furthering affordable housing, the City continues to work towards providing for a range of housing types and densities for all economic segments of the population. The City encourages equal and fair access to housing for renters and homeowners.

The City also promotes accessibility by providing affordable housing by formulating innovative policies, regulations and practices, and establishing secure funding mechanisms and targeting affordability programs toward households with incomes considered low to moderate income.

In order to overcome these impediments The City Of Grand Island worked towards making progress on goals that were prioritized by the City Of Grand Island which were to increase affordable housing options within the city and provide support services for neighborhoods and vulnerable populations. Progress towards goals were made by working with local partnerships such as the Continuum of Care, Housing Development Corporation, Habitat of Humanity and Hall County Housing Authority. The following Annual Action Plan activities were funded during the 2016 CDBG program year: Habitat for Humanity was able to purchase a lot that will later hold homes for persons or families meeting LMI standards; Housing Development Corporation was provided a program match, as they applied for an additional \$500,000 from the Nebraska Affordable Housing Trust Fund. A program that will purchase sub-standard homes at market rate, and do extensive renovation to them. Once the renovation is completed, the home will be sold to an income-qualifying individual or family, for the original purchase price.



## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Grand Island executes contracts for all CDBG activities. These contracts meet the applicable program and federal requirements. The City monitors contracts for compliance with these program requirements, including general management, performance goals, financial management, data collection, reporting, eligibility determinations, non-discrimination, fair housing, affirmative marketing, Davis-Bacon labor compliance, etc.

In accordance with 24 CFR Part 85.36(e) and 84.44(b), the City will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.

Community Development Division staff is responsible for monitoring program activities to assure timely use of the funds and compliance with HUD regulations and guidelines in implementing program activities under the programs. Basic tools used to accomplish this include:

- Contractual obligations of grant recipients. On-site monitoring. Report Audits

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The most recent version of the Citizen Participation Plan was adopted by City Council on April 26, 2016 to include all new and additional parameters as identified in regard to becoming an Entitlement Community. The Citizen Participation Plan intends to make the community aware of CDBG projects and processes, as well as to make the pathway for becoming involved with review of CDBG funding as accessible as possible. A copy of the citizen participation plan, which includes public hearing time frames and varying methods in which the Community Development Division will make information

available is accessible on the City of Grand Island's website at [www.grand-island.com](http://www.grand-island.com), under the Community Development section or available in print from the Community Development Division directly at Grand Island City Hall, 100 E. 1st Street, Grand Island, Nebraska.

Outside of the public hearing process, opportunities to comment on proposed plans and other documents are available to the general public and other persons affected by the activities of the programs. A notice will be published in the Grand Island Independent in English, with directions for translation in Spanish, providing 30 calendar days for the public to comment on the Citizen Participation Plan, Consolidated Plan, Annual Action Plan, Plan Amendments and the Consolidated Annual Performance Evaluation Report.

### **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Grand Island continues to focus on the objectives and goals that were outlined in the 2016-2018 Consolidated plan and 2016 Annual Action plan.

The City Of Grand Island fulfilled two changes to the contract with the Downtown BID. The first is an increase in the contract amount from \$35,000 to \$110,000, reflecting a \$75,000 amendment to the 2016-2017 Annual Action Plan. The second proposed change is a time extension request, which reflects the additional time needed to award the proposed funding increase. The original completion date for the contract was June 15, 2018 and it is being extended to September 30, 2018. This was approved by the Grand Island City Council on July 25, 2017. The City Council memo has been attached. (See Appendix A)

At this time as the City continues to work towards the objectives and goals, there are no other changes moving forward into the next program year.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI)**

CAPER

23

OMB Control No: 2506-0117 (exp. 06/30/2018)

**grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

CAPER

24

OMB Control No: 2506-0117 (exp. 06/30/2018)

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City of Grand Island continues to focus on the objectives and goals that were outlined in the 2016-2018 Consolidated plan and 2016 Annual Action plan.

The City Of Grand Island fulfilled two changes to the contract with the Downtown BID. The first is an increase in the contract amount from \$35,000 to \$110,000, reflecting a \$75,000 amendment to the 2016-2017 Annual Action Plan. The second proposed change is a time extension request, which reflects the additional time needed to award the proposed funding increase. The original completion date for the contract was June 15, 2018 and it is being extended to September 30, 2018. This was approved by the Grand Island City Council on July 25, 2017. The City Council memo has been attached. (See Appendix A)

At this time as the City continues to work towards the objectives and goals, there are no other changes moving forward into the next program year.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

# Attachment appendix A

CAPER

26

OMB Control No: 2506-0117 (exp. 06/30/2018)

## **Council Agenda Memo**

**From:** Charley Falmlen, Community Development Division  
**Meeting:** July 25, 2017  
**Subject:** Approving Change Order No. 1 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program  
**Presenter(s):** Charley Falmlen, Community Development

### **Background**

The City Council awarded a contract, in the amount of \$35,000, for the CDBG-funded Small Business Rental Assistance Program, to the Downtown Business Improvement District (BID) on December 13, 2016 via Resolution No. 2016-304. The contract was fully executed on December 15, 2017.

Any changes to the contract require council approval.

### **Discussion**

The Community Development Division is proposing two changes to the contract with the Downtown BID. The first is an increase in the contract amount from \$35,000 to \$110,000, reflecting a \$75,000 amendment to the 2016-2017 Annual Action Plan. The second proposed change is a time extension request, which reflects the additional time needed to award the proposed funding increase. The original completion date for the contract was June 15, 2018 and it is being extended to September 30, 2018.

### **Alternatives**

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve Change Order #1 for CDBG Contract #2016-4 – Small Business Rental Assistance Program
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

### **Recommendation**

City Administration recommends that the Council approve Change Order No. 1 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program.

### **Sample Motion**

Move to approve Change Order No. 1 for CDBG Contract #2016- 4 Small Business Rental Assistance Program

RESOLUTION 2017-201

WHEREAS, on December 13, 2017 by Resolution No. 2016-304, City Council awarded a contract, in the amount of \$35,000, for the CDBG-funded Small Business Rental Assistance Program, to the Downtown Business Improvement District (BID); and

WHEREAS, Community Development Division staff has worked closely with the Downtown Business Improvement District and acknowledges the need for said contract changes; and

WHEREAS, there will be a budget change from \$35,000 to \$110,000, reflecting an increase of \$75,000; and

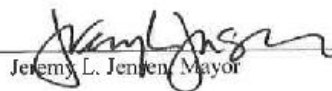
WHEREAS, an extension from June 15, 2018 to September 30, 2018 is necessary in order to complete the project; and

WHEREAS, the Community Development Division supports said budget amendment and contract extension.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Mayor be, and hereby is, authorized and directed to execute Change Order No. 1 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program

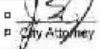
---

Adopted by the City Council of the City of Grand Island, Nebraska, July 25, 2017.

  
Jeremy L. Jensen, Mayor

Attest:

  
RaNae Edwards, City Clerk

Approved as to Form   
July 24, 2017 by City Attorney

CAPER

29

OMB Control No: 2506-0117 (exp. 06/30/2018)





**Change Order #1**

**PROJECT:** Small Business Rental Assistance Program (2016-4)

**CONTRACTOR:** Downtown Business Improvement District

**AMOUNT OF ORIGINAL CONTRACT:** \$35,000

**CONTRACT START DATE:** December 15, 2016

Revision #1 – Contract Extension date

Notice to Proceed Date ----- January 6, 2017  
Original Completion Date ----- June 15, 2018  
Revised Completion Date ----- September 30, 2018

Revision #2 – Budget Amendment

The original contract amount reflects the original 2016-2017 CDBG allocation. The City has amended the 2016-2017 Annual Action Plan to move \$75,000 from another program into the Small Business Rental Assistance Program.

Original Budget Amount ----- \$35,000  
Revised Budget Amount ----- \$110,000

**Contractor** Downtown Business Improvement District

By [Signature] Date 8/1/17  
Title PRESIDENT

**CITY OF GRAND ISLAND, NEBRASKA**

By [Signature] Date 8/1/17  
Mayor  
Attest [Signature]  
City Clerk

CAPER

30

OMB Control No: 2506-0117 (exp. 06/30/2018)

# 30 Day Notice of Public Comment

AFFIDAVIT OF PUBLICATION  
THE STATE OF NEBRASKA  
HALL COUNTY

Grand Island Independent

CITY OF GRAND ISLAND  
P.O. Box 1968

GRAND ISLAND NE 68802

REFERENCE 10022600  
20490918  
PUBLIC COMMENT: Amber Alvirez

Tami Treju being first duly sworn on his/her oath, deposes and says that he/she is the Legal Clerk of the Grand Island Independent, a newspaper printed and published at Grand Island, in Hall County, Nebraska, and of general circulation in Hall County, Nebraska, and as such has charge of the records and files of the Grand Island Independent, and affiant knows of his/her own personal knowledge that said newspaper has a bona fide circulation of more than 500 copies of each issue, has been published at Grand Island, Nebraska, for more than 52 weeks successively prior to the first publication of the annexed printed notice, and is a legal newspaper under the statutes of the State of Nebraska; that the annexed printed notice was published in said newspaper.

PUBLISHED ON:  
11/02/17

*Amber Alvirez*

TOTAL COST: \$1.98  
AD SPACE:

Subscribed in my presence and sworn to before me this 2nd day of November, 2017.

My commission expires

4.2.2018

Notary Public



CITY OF GRAND ISLAND  
NOTICE OF  
PUBLIC COMMENT  
PERIOD REGARDING THE  
CONSOLIDATED ANNUAL  
PERFORMANCE  
EVALUATION REPORT  
(CAPER) FOR  
COMMUNITY  
DEVELOPMENT BLOCK  
GRANT (CDBG) ACTIVITIES  
TO ALL INTERESTED  
AGENCIES, GROUPS, AND  
INDIVIDUALS

NOTICE IS HEREBY GIVEN by the City of Grand Island for a 30-day Public Comment Period to provide an opportunity for city residents to give input regarding the City's Community Development HUD Consolidated Annual Performance Evaluation Report (CAPER). This Report discusses how the Department allocated and expended its Community Development Block Grant (CDBG) funds. The CAPER addresses progress achieved in attaining goals and meeting its priorities.

30-day public comment period will begin on Thursday, November 2, 2017, and end on Friday, December 1, 2017, 5:00 p.m. All residents, property owners, persons with disabilities, immigrants, seniors,

low-income, children and youth, homeless persons, and other stakeholders of the City of Grand Island are encouraged to submit written comments or questions regarding the draft CAPER to Amber Alvirez, Community Development Administrator, located at City Hall.

Written comments should be addressed to Community Development Administrator, P.O. Box 1968, Grand Island, NE 68802, and will be accepted if received on or before Friday, December 1, 2017. A copy of the draft 2016 CAPER will be available on or before November 2, 2017, for public review weekdays between the hours of 8:30 a.m. and 4:30 p.m. at City Hall, at the above mentioned location or available anytime on the City of Grand Island's website at: <http://grand-island.com/your-gov/announcements/planning/comm-development/public-notices>

If special accommodations for persons with disabilities or non-English speaking persons are needed, please contact the City Clerk at (308) 688-6554 no later than November 28, 2017.

El aviso publico esta disponible en Español. Por favor, visite [www.grand-island.com/your-gov/announcements/planning/comm-development/public-notices](http://www.grand-island.com/your-gov/announcements/planning/comm-development/public-notices) en su propia traducción.

CAPER

31

OMB Control No: 2506-0117 (exp. 06/30/2018)

RESOLUTION 2017-362

WHEREAS, on August 25, 2015, the City of Grand Island became an Entitlement Community; and

WHEREAS, the United States Department of Housing and Urban Development requires multiple certifications in order to comply with the Community Development Block Grant Program requirements; and

WHEREAS, all grantees are required to report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER) ; and

WHEREAS, the Community Development Division created the required documentation to serve under the Entitlement Program and completed 30 day public comment per program requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA that the City of Grand Island, Nebraska is hereby approves and adopts Community Development Block Grant, 2016 Consolidated Annual Performance & Evaluation Report; and the Mayor is hereby authorized to sign such certifications on behalf of the City of Grand Island.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, December 19, 2017.

\_\_\_\_\_  
Jeremy L. Jensen, Mayor

Attest:

\_\_\_\_\_  
RaNae Edwards, City Clerk

Approved as to Form	☐ _____
December 15, 2017	☐ City Attorney