

Salisbury City Council

Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 10/3/2022

Name of Group(s) or Individual(s) Making Request: Community Planning Services

Name of Presenter(s): Hannah Jacobson, Planning Director and Chanaka Yatawara, Executive Director of the Salisbury Community Development Corporation

Requested Agenda Item: Council to receive a report and hold a public hearing regarding the City's FY 2021-2022 Consolidated Annual Performance & Evaluation Report (CAPER) on the use of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD). Council will also receive an update on CARES Act funding distributed through the CDBG program, and an update on the Park Avenue Neighborhood Stabilization program.

Description of Requested Agenda Item:

The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development (HUD). As a condition of receiving these funds, the City is required each year to develop a Consolidated Annual Performance & Evaluation Report that outlines how closely actual CDBG program outcomes aligned with the goals and objectives established and approved by Salisbury City Council and articulated in the City's Annual Action Plan.

This CAPER covers the period between July 1, 2021 and July 30, 2022. The goals and objectives for this reporting period were established in the FY 2021-2022 Action Plan.

The following goals and objectives were established for this reporting period:

Goal 1: Increase Supply of Decent Affordable Housing:

In FY 2021-2022, the City of Salisbury **completed or initiated** a total of three (3) substantial homeowner rehabilitation projects for elderly, disabled, and/or minority homeowners in the low-moderate income category using CDBG funds. Specifically, one (1) owner-occupied rehabilitation project was completed, and two (2) owner-occupied rehabilitation projects were initiated and were 95% complete by June 30, 2022.

Goal 2: Provide opportunities for home ownership:

This goal is supported using HOME Partnership funds. A new house in the Park Avenue neighborhood was 60% complete on June 30, 2022. It will be made available to a low-moderate income homebuyer who will be supported using up to \$70,000 of down-payment assistance.

Goal 3: Improve public facilities and infrastructure:

The goal for FY 21-22 was to construct a sidewalk along Lash Drive; however due to the increased cost of labor and materials, the project had to be delayed till the FY 22-23 fiscal year to supplement CDBG funds with the City's General Fund. A contract for the project has been awarded and construction has now begun.

Goal 4: Provide assistance to public service agencies:

Annual entitlement funds and funding received through the CARES Act was used by public service agencies during FY 21-22 to support low-income families and individuals, especially those struggling to recover from the Coronavirus pandemic. Together, these funds helped provide services to 690 beneficiaries.

Goal 5: Effectively plan and administer programs:

The City of Salisbury implemented a well-managed Community Development program with effective progress toward five-year goals as delineated in the 2020-2024 Consolidated Plan, but the year was marked and complicated with changes in staff both at the City and at the Salisbury Community Development Corporation. The City's Housing Planner transitioned to another job in March 2022. While the job has been posted, it has been difficult to fill. Meanwhile, two positions at the Salisbury Community Development Corporation were vacated – the Housing Rehabilitation Specialist and the Administrative Assistant. Only one of those positions has been filled on a part-time basis. A consultant has been brought on to help work through the small back-log of rehabilitation cases, and an agreement has been formed with Prosperity Unlimited, Inc. to perform housing counseling services.

Goal 6: Affirmatively further Fair Housing

In 2021-2022, several programs and activities were geared toward promoting awareness of Fair Housing. These included updating and distributing brochures related to landlord and tenant rights; participating in Community and Homeless Resource Fairs; hosting a service-provider roundtable to discuss how to educate and communicate about Fair Housing with protected classes they served; a Mayor's proclamation recognizing Fair Housing Month in April, and a social media trivia contest about the Fair Housing Act.

The FY 2021-2022 CAPER demonstrates that the City of Salisbury has met or exceeded most of its target outcomes pertaining to each of the above goals. Delays in several owner-occupied rehab projects and the Lash Drive sidewalk project occurred for various reasons. While these projects have since been completed or are underway, they could not be accounted for during this reporting period.

A full copy of the report is available online: www.salisburync.gov/housing

More information about the CDBG Program is available at <https://www.hudexchange.info/programs/cdbg/>.

Attachments: ☒ Yes ☐ No

- Draft CAPER Presentation

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

This report is for information purposes. All advertising expenditures have been budgeted.

Action Requested of Council for Agenda Item: No action is requested at this time other than conducting a public hearing.

Contact Information for Group or Individual: Hannah Jacobson, Community Planning Services, (704) 638-5230, Hannah.jacobson@salisburync.gov

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

☐ **Approved**

☐ **Declined**

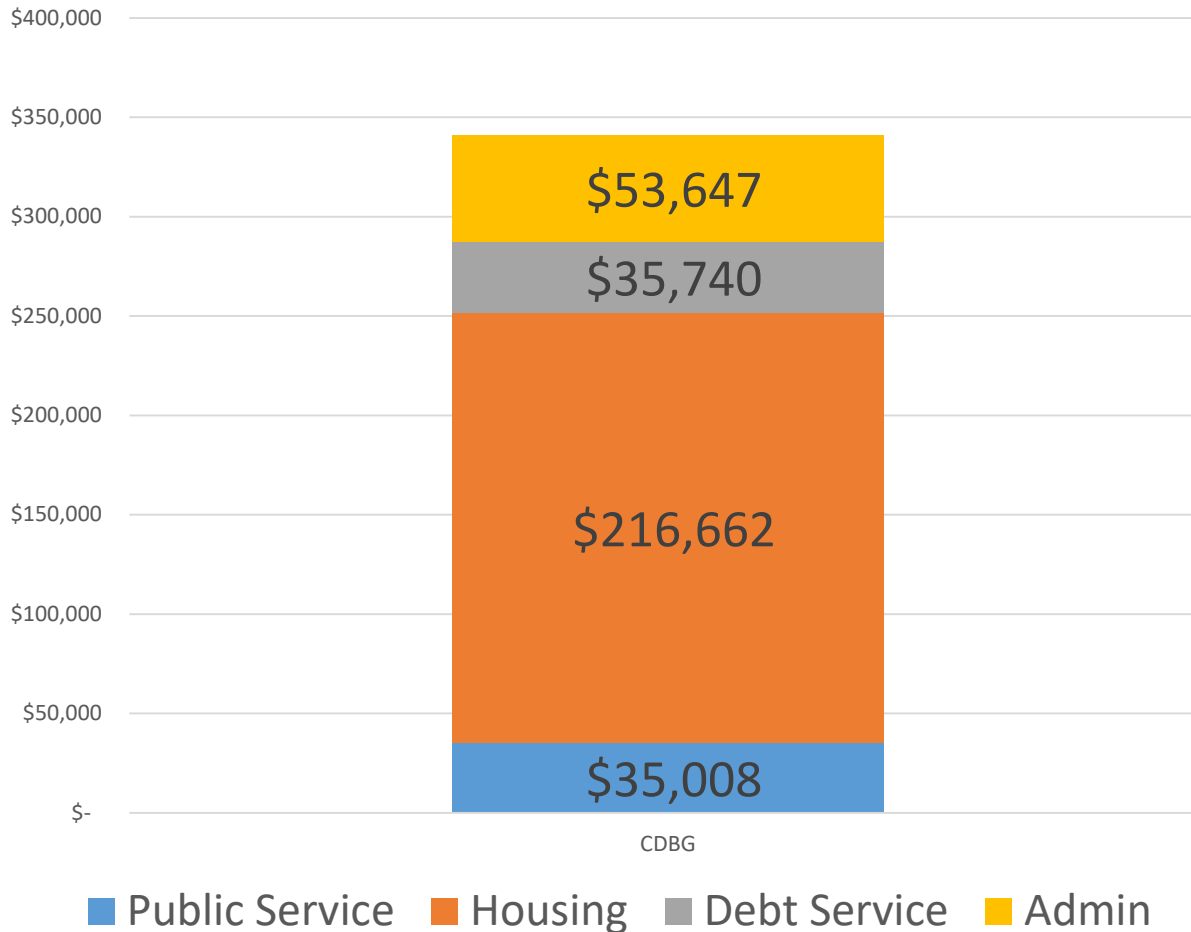
Reason:



City of Salisbury, North Carolina
**Community Development Block Grant
(CDBG)**

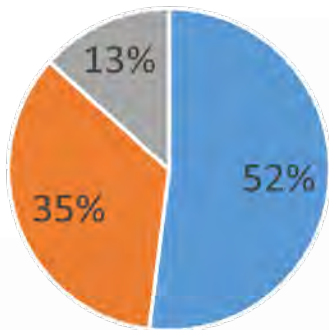
Annual Performance Review
FY 2021-2022

CDBG Entitlement Budget



CDBG CARES Budget

CDBG CV1	\$168,950
CDBG CV-3	\$200,221
TOTAL	\$369,171



- Spent
- Obligated
- Recinded - Available for Reallocation

Spent	\$ 191,940.96
Obligated	\$ 127,930.04
Recinded - Available for Reallocation	\$ 49,300.00

Goal 1: Increase Supply of Decent Affordable Housing – Rehabilitation of Existing Units

- **Objective 1.1: Owner-Occupied Rehabilitation**
 - Goal Outcome: Three (3) units of homeowner housing rehabilitated
- **Was the above objective met?**
 - Partially. In FY 2021-22, one (1) owner-occupied rehabilitation project was completed.
 - On June 30th, two (2) owner-occupied rehabilitations were 95% done, and are now complete

Examples of work completed:

- Roof replacement
- Repair water damage
- HVAC / plumbing /electrical brought up to code requirements
- Improvements for handicap-accessibility

Goal 2: Provide opportunities for home ownership

- **Objective 3.1. Down payment assistance program (HOME FUNDING)**
 - CDC began construction of a new home in Park Avenue and was 60% complete at the end of June 2022.
 - Down payment assistance will be offered to the low-moderate income homebuyer to ensure affordability.



Goal 3: Public Facilities & Infrastructure

- **Objective 2.1: Public Infrastructure Improvements**
 - Goal Outcome: 200 households benefited through improvement of public infrastructure in the Lash Drive area.
- **Was the above objective met?**
 - Delayed. Planned work on an infrastructure/sidewalk project on Lash Drive last year was delayed because the project cost exceeded what was budgeted (\$63,963).
 - Project is now under-construction and funding has been augmented by General Fund.

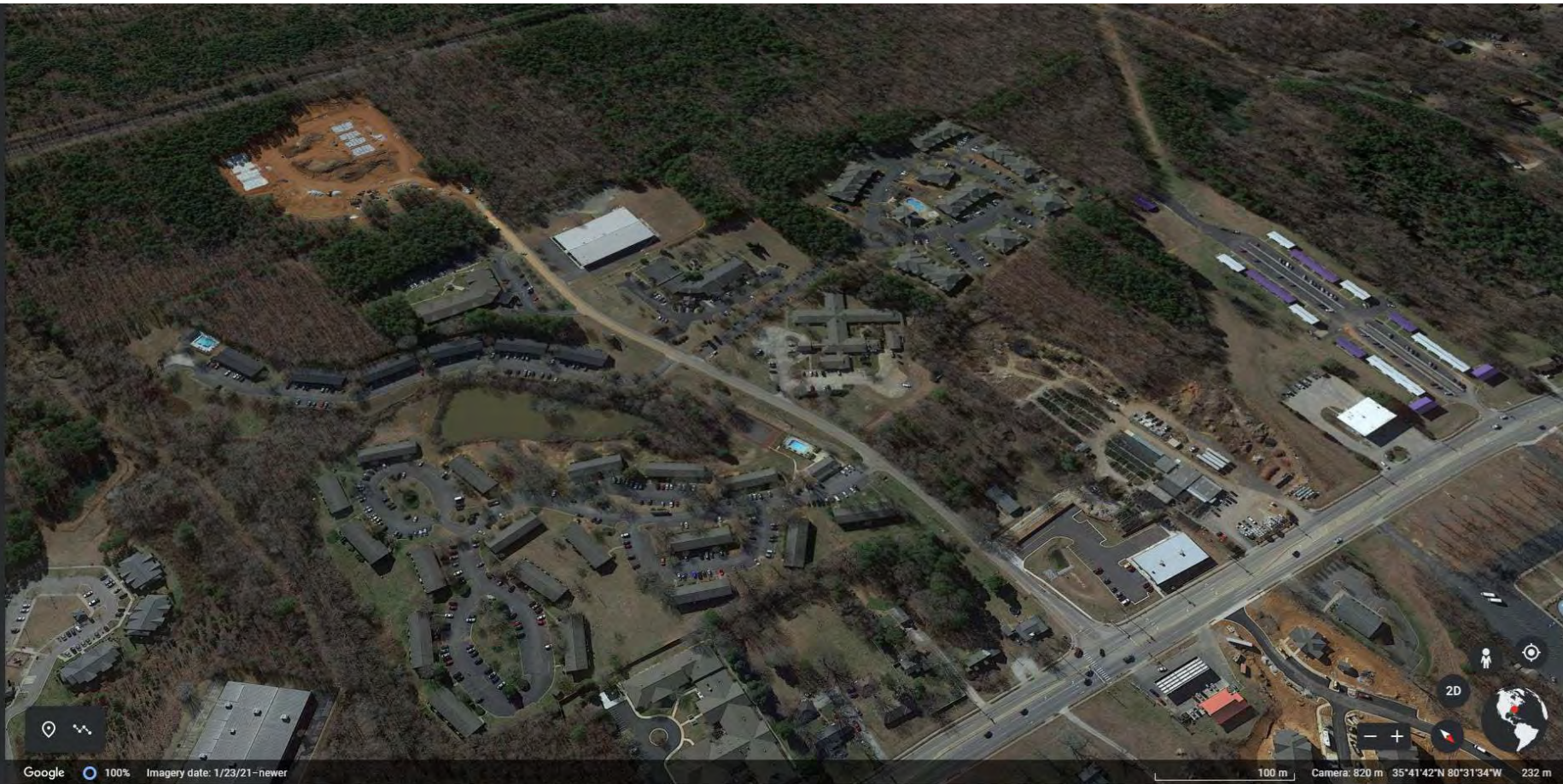
Park Avenue Housing Rehabilitation Program

- 11 rehab projects completed in FY 21-22
 - Examples of work completed: roofing, siding, windows/doors, painting, porches, tree/stump removal
 - Total project expenses \$231,766
- Eight (8) projects benefitted owner-occupied homes
- Nine (9) projects benefitted low-income households

Park Avenue Housing Rehabilitation Program - Eligible Area



Lash Drive Sidewalk Project



Google 100% Imagery date: 1/23/21--newer

100 m Camera: 820 m 35°41'42"N 80°31'34"W 232 m

Goal 4: Public Services

- **Objective 4.1: Provision of Public Services**
 - Goal Outcome: 150 persons assisted with non-housing public service benefits; 150 persons assisted with homelessness prevention.
- **Was the above objective met? Yes, see table below:**



CDBG – Entitlement Partners

Partner Agency	Number of Beneficiaries	Service Description
Rowan Helping Ministries	193	Provided case management for homeless individuals staying at the shelter
One Love Community Services	20	Provided case management mental health/substance abuse assessment, and treatment for uninsured Salisbury residents.
Meals on Wheels	21	Provided for the expansion of delivered groceries to homebound seniors and disabled persons who are unable to access food resources due to the Coronavirus pandemic.
Family Crisis Council	82	Provided victims of domestic violence, providing emergency shelter, meals, clothing, transportation, legal aid and other support services.

CDBG CARES Partners

Partner Agency	Number of Beneficiaries	Service Description
Triple Threat Dance and Charm	108	Facilitated an afterschool community dance program
Partners in Learning	17	Provided scholarships for low-moderate income students.
YMCA Rowan County	26	Provided scholarships for low-moderate income summer campers
Pedal Factory	38	Supported transportation needs through the Earn-a-Bike program
Abundant Living Day Services	10	Assisted in providing older adults with services including medical monitoring, meals and snacks, medication administration, mobility and transportation assistance
Happy Roots	30	Offered educational and nature based therapy at school and community gardens.
Rowan Helping Ministries	145 households	Provided assistance with rent and utilities
Rowan Helping Ministries	--	Outreach to homeless individuals and coordination of monthly stakeholder meetings and resource fairs

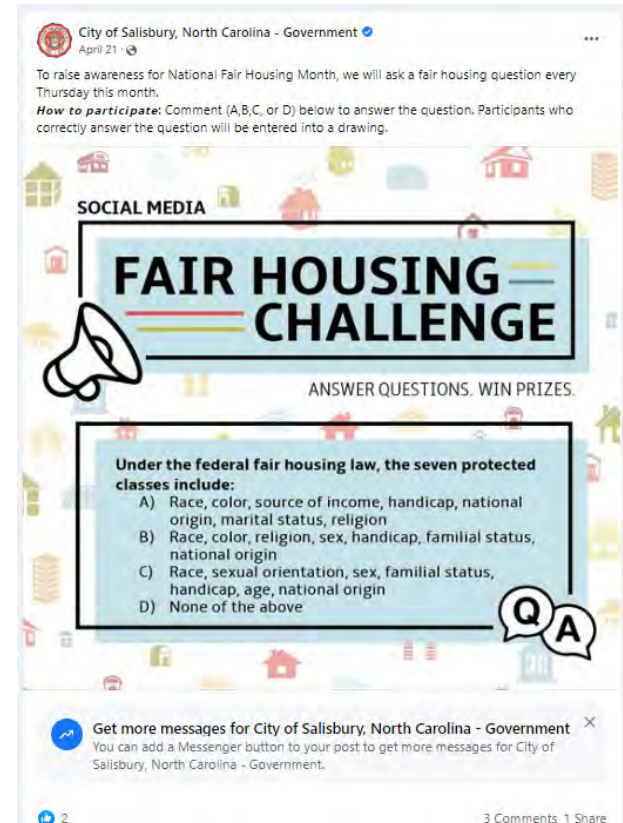
Goal 5: Planning & Administration

- **Objective 5.1. Implement a well-managed community development program**
- **Was the above objective met?**
 - Yes, but the year was made more difficult with changes of staff at both the Salisbury CDC and the City of Salisbury.



Goal 6: Further Fair Housing

- **Objective 6.1. Affirmatively further Fair Housing**
- **Was the above objective met?**
- Yes. Activities included
 - Updating and distributing **brochures** related to landlord and tenant rights;
 - Participating in **Community and Homeless Resource Fairs**;
 - Hosting a service-provider **roundtable** to discuss how to educate and communicate about Fair Housing with protected classes they served;
 - A **Mayor's proclamation** recognizing Fair Housing Month in April, and
 - A **social media trivia contest** about the Fair Housing Act.

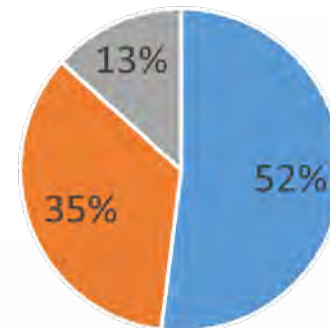


Timeline, Public participation, & Review

- Public comments accepted through October 4, 2022
- Copies of draft CAPER available:
 - First floor of City Office Building
 - First floor of City Hall
 - 2nd floor of Rowan County Library (201 W Fisher Street)
 - City of Salisbury website
 - www.salisburync.gov/CDBG
- September 5, 2021- Final comments added to CAPER draft.
- September 6, 2021- Final draft to HUD for review.

CDBG – CV Applications Open

- **\$49,300** available for reallocation to public service agencies responding to impacts of COVID-19
- Must be spent by September 2023
- Contact Hannah.Jacobson@salisburync.gov for a pre-application meeting
- Minimum grant request \$5,000. Maximum \$15,000.
- Application period open through November 1



- Spent
- Obligated
- Recinded - Available for Reallocation

FY 2021-2022

CDBG Performance Review

For More Information:

**Hannah Jacobson, Planning Director
Community Planning Services**

Hannah.Jacobson@salisburync.gov

704-638-5230