



Town of Gilbert Annual Plan 2018-2019

Community Development Block Grant Home Investment Partnership

June 7, 2018

Additional information related to this report is available upon request at:

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Since 1995, the U.S. Department of Housing and Urban Development (HUD) has required the development of a Consolidated Plan every five years and an Annual Action Plan during each of those five years in order for local jurisdictions to receive federal housing and community development funds under the Community Development Block Grant (CDBG) and HOME Investment Partnership Funds (HOME). The plans serve as a comprehensive strategy to address the needs of low to moderate income residents in the community. The Consolidated Plan and Annual Action Plans serve three main functions: 1) a planning document for the Town of Gilbert; 2) an application for federal funds under HUD's CDBG formula grant program; and 3) it details strategies that will be followed in carrying out HUD programs

Gilbert's Annual Action Plan will outline the objectives, goals and projected outcomes to be carried out utilizing CDBG funds and HOME funds during the fourth year of the Five Year Consolidated Plan. Priorities presented in the fourth year Annual Action Plan were developed during the public process of creating the Five Year Consolidated Plan and also represent any input from the residents during the development of this year's plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Although identified as priority needs, not all will be addressed in any one planning year. For Gilbert's fourth Annual Action Plan period, two of the high priority needs will be addressed and include a focus on suitable living environment and infrastructure development.

Gilbert's strategy for suitable living environment includes:

- Preserve neighborhoods through emergency and minor housing rehabilitation assistance to 58 qualified homeowners;
- Provide general fund opportunities to organizations assisting seniors, families and individuals in crisis and low and moderate income individuals in maintaining self-sufficiency;
- Continue to work on a regional level to address homeless issues as well as provide homeless prevention assistance;
- Increase the permanent affordable rental housing stock by one, from 15 to 16 dwelling units, through the use of HOME funds.

Gilbert's strategy for Public improvement and infrastructure development includes:

- Utilize CDBG funds to remove and replace water lines in a CDBG eligible neighborhood

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Annually, Gilbert prepares the Consolidated Annual Performance and Evaluation Report (CAPER) which captures progress toward meeting the needs and achieving strategies established in the Consolidated Plan and Annual Action Plan. Gilbert also monitors performance measures of sub-recipients and staff regularly reviews internal policies and procedures to identify operational improvements, resource allocation issues, and policy questions to be addressed in the upcoming year.

The Town of Gilbert and its partners have been successful in implementing its projects to meet the priorities and goals identified in last year's annual plan and the five year consolidated plan. In regards to preserving and improving the habitability of owner-occupied housing through emergency home repair assistance, Gilbert continues to strive to reach its goal of assisting 65 income eligible participants. To date, 56 homeowners have been assisted with emergency and minor home repairs, alleviating unsafe or hazardous home conditions.

Gilbert also continued its progress regarding neighborhood facility improvements with the renovation of Page Park Center. CDBG funds were used to transform a vacant, non-functional building into a resourcing center that will provide much needed services to Gilbert residents. The renovation was an example of successful collaboration between the Town of Gilbert and community non-profits who will assist in serving the low and moderate income residents of the community.

Gilbert utilizes CDBG funds annually to meet the three goals of HUD: 1) provide decent housing; 2) create suitable living environments; and 3) expand economic opportunities. Gilbert strategically balances HUD goals, CDBG's primary objectives, Gilbert's needs as identified in the Gilbert Community Needs Assessment, council and community feedback in order to plan and implement programs/projects utilizing annual CDBG resources.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The annual plan regulations stipulate that Gilbert must meet minimum citizen participation requirements, consisting of public hearings, public comment periods and consultations.

a. Public Hearings: Annually, Gilbert conducts a minimum of one public meeting and two public hearings to allow the public an opportunity to comment on the Annual Action Plan. All public hearings/meetings are posted on Gilbert's website and contents available for review prior to the public hearings. The public meeting/hearings to solicit comments on the proposed fourth Annual Action Plan were conducted on Thursday, February 8th, Wednesday, March 14th, and Thursday, June 7, 2018.

b. Public Comment Period: Gilbert also provided a thirty day public comment period from March 1, 2018 through March 30, 2018. Public comment periods are advertised in a local newspaper of general circulation, posted on social media, on Gilbert's website, noticed through posters/flyers at municipal buildings and placed in targeted locations. Posted flyers in Spanish are also placed in targeted locations.

c. Consultations: The consultation process includes outreach to community partners and stakeholders, service providers, regional service providers, government officials, the faith community, and targeted population groups to obtain feedback and input into making Gilbert's goals and objectives. County-wide outreach during the Maricopa County HOME Consortium citizen participation and consultation process includes public meetings, hearings, outreach and newspaper notification in order to receive broader input regarding HOME funded activities.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Public comments received at the February 8, 2018 public meeting and March 14, 2018 public hearing are attached. There were no public comments received at the June 7, 2018 public hearing.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no public comments or views not accepted. All public comments were accepted and incorporated in the annual action plan as appropriate.

7. Summary

The Town of Gilbert is committed to allocating funds that serve the needs of low-income residents. Gilbert will continue to utilize its CDBG appropriations over the next year to address the goals and objectives set forth in the plan. These goals and objectives include targeting aging infrastructure, increasing its permanent affordable rental housing stock, and assisting homeowners maintain safe and suitable living environments. A majority of CDBG funds will continue to be targeted in the low-income area and neighborhoods of the downtown Heritage District in Gilbert.

In addition, Gilbert will continue to utilize general funds to support public services to low and moderate income people including, but not limited to, health care, food and nutrition programs, education programs, activities and support for seniors, housing assistance, job training, case management and counseling for the homeless, abused children and others.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|--------------------|---------|-----------------------|
| Lead Agency | GILBERT | |
| CDBG Administrator | GILBERT | Town Manager's Office |
| HOME Administrator | | |

Table 1 – Responsible Agencies

Narrative

The following are the agencies/entities responsible for preparing the Fiscal Year 2018-2019 Gilbert Annual Action Plan and those responsible for administration of each grant program and funding source. The Town of Gilbert is responsible for administering the CDBG Funds. The Town of Gilbert works in collaboration with Maricopa County to administer the HOME funds.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Town of Gilbert consulted with other public and private agencies, Maricopa County HOME Consortium, various Maricopa Association of Governments committees, community groups and local non-profits for preparation of the fourth year Annual Action Plan. Gilbert works with local and regional non-profit organizations regularly to ensure that services are provided within the Town of Gilbert and that quality and measureable outcomes are met. Gilbert provides general funds for many social service providers based in both Gilbert and outside of Gilbert in order to provide a variety of services to meet the needs of Gilbert residents.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Gilbert is focused on the initiatives realized due to the outcomes of the 2014 Gilbert Human Services Needs Assessment by coordinating with public and private providers to discuss and implement actions to address community needs. Specifically, Gilbert is working with the East Valley Behavioral Health Coalition to develop information about accessing the system of care, plus identifying and filling the gaps. This group consists of local and regional mental health and substance use providers and professionals, Town departments such as the Gilbert Youth and Adult Counseling and Victim's Advocates, Gilbert Police, Gilbert Fire and community members. Gilbert continues to offer the Police Community Partnership meetings so a community group board, committee members and residents have an opportunity for open dialogue with the Gilbert Police Department regarding other needs and issues facing the community. In addition, Gilbert continues to collaborate with medical, dental and mental health providers, as well as other non-profits who are beginning to provide a variety of resource services at low or no cost to vulnerable and low income individuals and families. Finally, Gilbert works with the ARM of Save the Family on the acquisition and rehabilitation of single-family housing units. While Gilbert does not have its own housing authority, the town is coordinating with the City of Mesa to support the VASH program in Gilbert which allows for veterans to utilize housing vouchers outside of Mesa.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Gilbert is a participant in the Maricopa County Regional Continuum of Care (CoC) and a member of the Maricopa Association of Governments (MAG). Gilbert provides support to the Maricopa Continuum of Care and regional homeless service providers that provide emergency shelter, transitional housing, and basic needs assistance to homeless individuals and families including chronically homeless, veterans and unaccompanied youth.

The MAG Continuum of Care Regional Committee on Homelessness is responsible for developing a regional plan to end homelessness and the CoC prepares the application for funding to support regional homeless assistance programs. Gilbert participates and contributes to data in preparation for the annual funding application by participating in MAG's regional Point-In-Time Homeless Street Count and MAG's annual Heat Relief Campaign.

Gilbert also anticipates utilizing general fund dollars to support the non-profit providers who are serving chronically homeless individuals and families, families with children, veterans, unaccompanied youth and persons at risk of homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Town of Gilbert does not receive ESG funds.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Agency/Group/Organization | A New Leaf |
| | Agency/Group/Organization Type | Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Services - Victims |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The organization was invited to submit comments related to housing, homeless services and other issues relevant to the third Annual Action Plan. The anticipated outcome was to improve coordination with a regional organization whose mission is to assist individuals and families from homelessness to permanent supportive housing. |

| | | |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | Agency/Group/Organization | Save the Family Foundation of Arizona |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization was invited to submit comments related to housing, homeless services and other issues related to the third Annual Action Plan. The anticipated outcome is to improve coordination with a regional organization whose mission is to promote the general welfare and to enhance the quality of life for homeless families with dependent children and those moving from emergency housing to transitional housing. |
| 3 | Agency/Group/Organization | Central Arizona Shelter Services, Inc. |
| | Agency/Group/Organization Type | Housing Services-homeless |

| | | |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization was invited to submit comments related to housing, homeless services and other issues relevant to the third Annual Action Plan. The anticipated outcome is to improve coordination with a regional organization whose mission is to assist in moving as many people as possible from homelessness to housing. The agency provides basic needs and emergency housing for single adult men and women. This organization is also a member of the local Coc. |
| 4 | Agency/Group/Organization | AZCEND |
| | Agency/Group/Organization Type | Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-Education Services-Employment Services - Victims |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization was invited to submit comments related to housing, homeless services, non-homeless special needs and other issues relevant to the third year Annual Action Plan. The anticipated outcome is to improve coordination with a local organization whose mission is to assist low to moderate income persons and families with food through the local food pantry, emergency financial services through the Community Action Programming (CAP) offices, and independent living through senior and disabled congregate and home delivered meals. |

| | | |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 | Agency/Group/Organization | Catholic Charities Community Services |
| | Agency/Group/Organization Type | Services - Housing Services-Children Services-Victims of Domestic Violence Services - Victims |
| | What section of the Plan was addressed by Consultation? | Non-Homeless Special Needs Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | This organization was consulted for services to victims of domestic violence and their dependent children as well as the anti-poverty strategy. Catholic Charities provides emergency and transitional shelter for domestic violence victims and their children. Additional services include basic needs, employment assistance, child care assistance and case management. |

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|---------------------|-------------------------------------|------------------------------------------------------------------------------------------|
| Continuum of Care | Maricopa Association of Governments | Goals and strategies for the use of federal funds to address homelessness are consistent |

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

According to Gilbert's Citizen Participation Plan, residents and stakeholders are given multiple opportunities to comment on the plan during the plan development and the completed plan. A 30 day comment period was posted on Gilbert's website and three public meetings were scheduled to provide opportunities for public comment. The public meetings were posted on social media and Gilbert's website, noticed through posters/flyers at municipal buildings and placed in targeted locations as well as being advertised in a newspaper with local circulation. Notices provided information about alternative formats and accommodations for disabilities and were also provided in Spanish.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|------------------------------|---------------------------------|------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------------------------|
| 1 | Public Meeting | Non-targeted/broad community | 7 attendees | Comments received are included as a separate attachment to this report | All comments were accepted and included in the plan | www.gilbertaz.gov/housing |
| 2 | Public Hearing | Non-targeted/broad community | 1 citizen comment | Comments received are included as a separate attachment to this report | All comments were accepted and included in the plan | www.gilbertaz.gov/housing |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-------------------|------------------------------|--------------------------------------------------------------------------|------------------------------|----------------------------------------------|--------------------------------------------------------------------------|
| 3 | Public Hearing | Non-targeted/broad community | 0 attendees | None | None | |
| 4 | Newspaper Ad | Non-targeted/broad community | NA | NA | NA | www.gilbertaz.gov/housing |
| 5 | Internet Outreach | Non-targeted/broad community | 518 views Facebook, 50 engagement Twitter, 50 engagement Instagram | None | None | |

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The following are the expected resources available to the Town of Gilbert for use during the fourth annual action planning period of July 1, 2018 through June 30, 2019.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|-----------|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 947,837 | 0 | 0 | 947,837 | 947,837 | The Town cannot be certain what funding HUD will award in the next year. Therefore, it is estimated that in the final year of the 5 year plan, the funding will be equal to 2018. |

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Town of Gilbert anticipates committing resources from its general fund and from citizen donations through the Neighbor 2 Neighbor/Share My Stamp program (water bill), to assist 24 programs from non-profit agencies that provide services to homeless and domestic violence shelters, programs designed to assist the working poor, those individuals with disabilities, and programs designed to assist youth and seniors. Partnering with these local and regional non-profit partners to implement and administer many of the housing and human services programs in Gilbert allow the non-profits to leverage Gilbert funds with other private, state, and local funds to provide additional services and support for Gilbert residents receiving assistance through the program. If a non-profit partner is a recipient of Gilbert HOME funds, they are required to provide the non-federal Match before receipt of HOME funds. Match funds are documented and monitored to ensure federal regulations are followed.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Discussion

The Town of Gilbert will utilize CDBG and HOME funds for housing and community development activities that are in line with the goals of the 2015-2020 Consolidated plan. Based on the anticipated funding level, Gilbert will allocate the 2018-2019 funds as follows: \$270,000 for Emergency Home Repair, \$133,311 for CDBG Administration, and \$544,526 for the infrastructure repair and replacement project in the Heritage District.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|----------------------------------------------------|------------|----------|-----------------------------------|-------------------|-----------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------|
| 1 | Emergency & Minor Home Repair | 2015 | 2019 | Affordable Housing | Town-wide | Affordable Housing | CDBG: \$270,000 | Homeowner Housing Rehabilitated: 58 Household Housing Unit |
| 2 | Public Facilities, Improvements and Infrastructure | 2015 | 2020 | Non-Housing Community Development | Heritage District | Non-housing Community Development | CDBG: \$544,526 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 24 Persons Assisted |

Table 6 – Goals Summary

Goal Descriptions

| | | |
|----------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Goal Name | Emergency & Minor Home Repair |
| | Goal Description | In Fiscal Year 2019-2020, the fourth year of the Consolidated Plan, Gilbert will utilize \$270,000 for the Emergency and Minor Home Repair program to alleviate health and safety hazards for fifty-eight (58) Gilbert homeowners. Emergency and minor home repairs include repairing or replacing HVAC systems, repairing plumbing or electrical hazards, roof leaks, broken glass, installing fire detectors, and repairing trip hazards. Repairs may also include removing ADA accessible barriers in the home such as bathtub to roll in shower conversations, widening doorways or building wheelchair ramps. |

| | | |
|---|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | Goal Name | Public Facilities, Improvements and Infrastructure |
| | Goal Description | <p>Gilbert will allocate \$544,526 in FY 2018-2019 to complete the Heritage District Phase I Water Line Repair project. In 2013-2014 an assessment found that many of the original water and sewer lines still existed in this area of Gilbert and had been installed in the 1970's. The assessment provided detailed and prioritized improvements necessary to ensure adequate utility infrastructure is available for area residents and business. The project focus in FY18-19 will be on the design of improvements with construction beginning in FY2019-2020.</p> <p>The National Objective being met with the water line improvement is to benefit a low and moderate income area. The target area is within the census tract within Gilbert's Heritage District where over 32% of the individuals have incomes of 80% of the median income or less.</p> |

AP-35 Projects - 91.420, 91.220(d)

Introduction

The Gilbert Five Year Consolidated Plan outlines proposed strategies for the expenditures of Gilbert's CDBG funds with the mission to provide suitable living environments by revitalizing low- to moderate income neighborhoods, to assist disadvantaged, low-income and homeless persons by providing adequate public facilities and services and generating affordable housing opportunities. Gilbert will utilize CDBG funds during the fourth year of the Five Year Consolidated Plan to assist low to moderate income residents with emergency and minor home repairs to alleviate health or safety hazards in their home and to implement renovations to water lines in the Heritage District in order to provide adequate public services.

| # | Project Name |
|---|----------------------------------------------------------|
| 1 | FY19 Emergency & Minor Home Repair Program |
| 2 | FY19 Heritage District Phase I Water Line Repair Project |
| 3 | FY19 CDBG Administration |

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The projects identified to be completed during year four of Gilbert’s consolidated plan directly align with the strategies in the five year plan that recognize obstacles to meeting underserved needs.

Obstacles to meeting underserved needs within Gilbert include the following:

- The areas of the built environment in the northern part of the community will require on-going maintenance and replacement costs due to age compared to the new and larger master-planned areas of central and southern Gilbert;
- The aging of homes in north Gilbert;
- Increased need for services due to population growth;

To address some of the identified obstacles, Gilbert will:

- Continue to target capital improvements and services in north Gilbert, including but not limited to Heritage District water line replacement and home repairs to overcome the aging infrastructure and homes;
- Continue to fund non-profits who are providing supportive services to low and moderate income residents;
- Provide emergency and minor home repairs to all Gilbert homeowners;
- Continue to expand volunteer and partnership opportunities to link with those in the community who are in need of assistance.
- Staff will continue to research the need for the removal of vacant and blighted structures; continued redevelopment of downtown neighborhood areas including sidewalk concerns, alley safety and playground improvements.

AP-38 Project Summary

Project Summary Information

| | | |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Project Name | FY19 Emergency & Minor Home Repair Program |
| | Target Area | Town-wide |
| | Goals Supported | Emergency & Minor Home Repair |
| | Needs Addressed | Affordable Housing |
| | Funding | CDBG: \$270,000 |
| | Description | In Fiscal Year 2018-2019, the fourth year of the Consolidated Plan, Gilbert will utilize \$270,000 for the Emergency and Minor Home Repair program to alleviate health and safety hazards for fifty-eight (58) Gilbert homeowners. Emergency and minor home repairs include repairing or replacing HVAC systems, repairing plumbing or electrical hazards, roof leaks, broken glass, installing fire detectors, and repairing trip hazards. Repairs may also include removing ADA accessible barriers in the home such as bathtub to roll in shower conversations, widening doorways or building wheelchair ramps. |
| | Target Date | 6/30/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | It is estimated that 58 households will be assisted with emergency and minor home repairs. Homeowners whose household income falls below 80% of the area median income will be eligible for assistance. |
| | Location Description | Homes owned by program beneficiaries, town wide eligibility. |
| Planned Activities | The Gilbert Emergency and Minor Home Repair program will address health and safety hazards in owner-occupied income eligible Gilbert homes. Activities may include repair and replacement of HVAC systems, electrical, plumbing, roof repairs, glass replacement or removed ADA accessibility barriers. | |

| | | |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 | Project Name | FY19 Heritage District Phase I Water Line Repair Project |
| | Target Area | Heritage District |
| | Goals Supported | Public Facilities, Improvements and Infrastructure |
| | Needs Addressed | Non-housing Community Development |
| | Funding | CDBG: \$544,526 |
| | Description | Gilbert will allocate \$544,526 in FY 2018-2019 to complete the Heritage District Phase I Water Line Repair project. In 2013-2014 it was found that many of the original water and sewer lines still exist in this area and were installed in the 1970's. An assessment completed in 2014-15 provided detailed and prioritized improvements necessary to ensure adequate utility infrastructure is available for area residents and business. The project will focus on the design of improvements with construction beginning in FY 2019-2020. |
| | Target Date | 6/30/2020 |
| | Estimate the number and type of families that will benefit from the proposed activities | It is estimated the 24 households who live in a low-moderate qualifying area will benefit from the water line replacement. |
| | Location Description | The focus of the project will be within a CDBG eligible neighborhood in the Heritage District. |
| Planned Activities | The planned activities include removing and replacing water lines. The replacement will be of inadequate and aging lines will ensure services are appropriately received by low and moderate income residents in the area. | |

| | | |
|----------|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 3 | Project Name | FY19 CDBG Administration |
| | Target Area | Town-wide |
| | Goals Supported | Emergency & Minor Home Repair Public Facilities, Improvements and Infrastructure |
| | Needs Addressed | Non-housing Community Development |
| | Funding | CDBG: \$133,311 |
| | Description | Funding for administrating programs in the Town of Gilbert |
| | Target Date | 6/30/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | NA |
| | Planned Activities | Administration of Town CDBG programs |

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Gilbert will direct CDBG assistance to the areas of Gilbert which have the oldest housing stock, low-income and minority concentration as well as reaching out to income eligible residents scattered throughout town limits.

U.S. Census Tracts 422401.2 and 422403.3 which includes Gilbert's Downtown Heritage District contains Gilbert's highest concentration of low- to moderate-income residents and are two of the four census block groups that exceeds the HUD exception threshold for Gilbert. HUD typically defines a low- and moderate-income area as an area (often a Census Tract) where at least 51 percent of the residents are low and moderate income. However, in some communities, there are no or very few areas in which 51 percent of the residents are low and moderate income. For these grantees, the CDBG regulations authorize an exception criterion in order for such grantees to be able to undertake area benefit activities. The Town of Gilbert is one of the communities where the exception criteria apply. In the case of the Town of Gilbert, the threshold is 26.18% of the total population in an area. Gilbert has 27 census block groups that have low to moderate income residents that meet the exception criterion.

Geographic Distribution

| Target Area | Percentage of Funds |
|--------------------|----------------------------|
| Heritage District | 60 |
| Town-wide | 40 |

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Gilbert's Downtown Heritage District has approximately 622 residential units, 1,609 residents, with many living in housing units built in the 1930's and 1940's. Of the population residing in the Heritage District, approximately forty one (41%) are of Hispanic origin and eight percent (8%) have annual household incomes below poverty level. Investments in this area, including infrastructure improvements such as water lines, help stabilize the area, provide efficiencies for the residents and attract businesses which in turn offer new employment opportunities to local residents.

Low income households often experience multiple housing problems to a much greater degree than the population in general. Therefore, Gilbert will offer emergency and minor home rehabilitation services to low income households regardless of their specific geographic location in Gilbert. These repairs can make the difference in a low-income household's financial stability by reducing hazards within the home and allowing the households to utilize their limited resources toward other areas to maintain stability.

Discussion

During the 2018-2019 funding year, CDBG and HOME funding will focus on meeting the needs of our top priorities which are improving aging infrastructure, increasing permanent affordable rental housing stock, and

assisting homeowners maintain safe and suitable living environments. The majority of the CDBG funds are focused on improving aging infrastructure and HOME funds will be utilized to provide affordable decent housing.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The high cost of housing in Gilbert significantly increases the difficulty of meeting affordable housing needs. Staff will continue to research and explore public/private partnerships in the construction and development of affordable housing. The Town will also continue to look for opportunities to leverage its HOME funds and affordable housing options through the Maricopa County HOME Consortium.

In the fourth year of the Consolidated Plan, Gilbert will help maintain affordable housing by assisting Gilbert homeowners with emergency and minor home repairs. The program is designed to assist immediate health and safety needs within the home to allow homeowners to utilize their limited resources in other areas of stabilization while allowing the resident to maintain their homeownership.

Gilbert will also focus on affordable housing during the fourth year through the use of HOME funds. Gilbert will partner with a non-profit organization to purchase, rehabilitate and rent an affordable housing unit to income eligible residents.

Actions it planned 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

In a review of local building codes, no obvious issues were found to discourage the development of affordable housing nor does there appear to be significant barriers to affordable housing with regard to public policy. Gilbert also recently approved a zoning ordinance amendment creating an overlay zoning district that provides additional flexibility for lot coverage and reduced setbacks in the Heritage District for all residential zoning districts. Therefore, if the cost of land is high, builders are able to construct additional residences on a small parcel.

Gilbert is exploring a partnership with Maricopa County in which a portion of allocated home funds could be utilized for a TBRA program in Gilbert. Gilbert also met with a company interested in developing a low income tax credit property in Gilbert and staff explored town owned property and provided maps of areas that could also satisfy the requirements of potential development. Finally, Gilbert has been allowing rezoning to increase residential density and permit multi-family residential uses. Last fiscal year the planning commission approved over 1678 units for development and it is anticipated that multifamily units will continue to be developed in Gilbert as is showcased by the 240 pending permits this fiscal year.

In order to reduce any potential barriers to affordable housing, Gilbert has identified the following areas where action could assist in limiting such barriers:

- Provide resources and connections to homebuyer education and financial literacy classes through non-profit providers;
- Review town owned and privately owned parcels to determine if any are suitable for affordable housing;
- and

- Work with organizations receiving funds through the Community Development Housing Organization (CHDO) to determine if there are areas within Gilbert that could satisfy the necessary requirements for development.

Discussion

In the fourth year Annual Action planning period, Gilbert will continue to utilize general funds to support emergency and transitional housing for homeless, non-homeless and special needs individuals and families from Gilbert. In addition, Gilbert will continue to utilize general funds to support the Gilbert CAP office which provides emergency financial assistance to help individuals and families avoid eviction and prevent homelessness. Finally, Gilbert will partner with a non-profit organization to purchase and rehabilitate one single family dwelling unit to be used as permanent affordable rental housing which will increase Gilbert's affordable rental housing stock from 15 units to 16 units.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The Town of Gilbert will continue to utilize findings from the 2014 Human Service Needs Assessment, public comments, and coordination with local service providers to identify the needs, gaps in services and prioritize local and federal resources to meet those needs. During the fourth annual action planning period, Gilbert will continue to implement programs and projects to meet the underserved needs in the community, address housing issues for low- and moderate-income households, support regional homelessness efforts, and support anti-poverty programming.

Actions planned to address obstacles to meeting underserved needs

The largest obstacle Gilbert faces in meeting underserved needs is the limited funding available from federal, state, and local sources. With limited funding, Gilbert must rely on community partners to leverage resources to address priority needs. The town will continue to identify additional funding resources and community partners to assist with prioritized needs. In addition, the town will continue the collaborative efforts with other jurisdictions to improve serving these needs

Actions planned to foster and maintain affordable housing

The high cost of housing in Gilbert significantly increases the difficulty of meeting affordable housing needs. Staff will continue to research and explore public/private partnerships in the construction and development of affordable housing. The Town will continue to look for opportunities to leverage its HOME funds and affordable housing options through the Maricopa County HOME Consortium.

In the fourth year of the Consolidated Plan, Gilbert will help maintain affordable housing by assisting Gilbert homeowners with emergency and minor home repairs. The program is designed to assist immediate health and safety needs within the home to allow homeowners to utilize their limited resources in other areas of stabilization while allowing the resident to maintain their homeownership.

Gilbert will also focus on affordable housing during the fourth year through the use of HOME funds. Gilbert will partner with a non-profit organization to purchase, rehabilitate and rent an affordable housing unit to income eligible residents.

Actions planned to reduce lead-based paint hazards

Gilbert has newer housing stock of which over 95% of Gilbert's housing stock was built after 1980. Approximately 44 housing units are pre-1940 construction. This older housing stock is often occupied by low and moderate income families. Significant CDBG and HOME investment has been made over the years to rehabilitate much of this older housing. Emergency home repair and minor housing rehabilitation will continue as the program mechanism utilized by Gilbert to address lead based paint hazards.

The Town of Gilbert administers an Emergency and Minor Home Repair Program which may, at times, occur on a Gilbert home built prior to 1978. In addition, other programs such as acquisition and rehabilitation may occur

with homes that are at risk for lead based paint or hazards. Each home that utilizes CDBG or HOME funds is researched to obtain the year in which the home was built. Each home is also inspected by a certified Lead Based Paint Inspector to ensure there are no hazards appearing on the property. If such hazards are present, Gilbert will contract with a consultant to test the level of lead based paint hazard to determine the appropriate mitigation techniques.

Actions planned to reduce the number of poverty-level families

The Town of Gilbert will continue to support various public service programs such as the Community Action Program (CAP) through a non-profit funding process. Essential services aimed at helping to reduce the number of poverty level families include supporting programs that meet the critical needs of families such as food and medical care, emergency financial assistance to prevent eviction and utility shut-offs, employment training and job search, child care assistance, and case management. In addition, with the Heritage Center opening within the next fiscal year, it is anticipated that additional services may be available to residents such as the volunteer income tax assistance (VITA) program which will allow for additional education. These vital services are needed to assist persons and households maintain housing, employment, and stable environments for their dependents.

Actions planned to develop institutional structure

One of the institutional gaps identified previously was that very few service providers are physically located in the Town of Gilbert so residents have to travel to receive services. With the addition of the Heritage Center, Gilbert has the opportunity to work with service providers within the Town limits. In addition, the building has been renovated in a manner in which additional community organizations and groups will be able to utilize the community room within the facility at no cost to provide satellite services to Gilbert residents.

Gilbert will also continue to work together with other local jurisdictions and non-profit organizations to maintain an institutional structure. The Community Resources division of Gilbert will work on behalf of the Town to administer the CDBG and HOME funding and will be working closely with other departments, such as Public Works, Parks & Recreation, Planning & Zoning, and Economic Development. Non-profit organizations are also an important component of the institutional structure. It is anticipated that 22 non-profit organizations will receive general funds from Gilbert and each of these organizations offers a unique service to the Gilbert community.

Actions planned to enhance coordination between public and private housing and social service agencies

Gilbert will continue to collaborate with public and private housing and social service agencies to meet the goals and objectives of the Consolidated Plan. This may include ongoing meetings, special meetings and/or participation on relevant tasks forces.

Discussion

The actions are primarily the continuation of what Gilbert is currently doing in various areas. Gilbert is satisfied with its efforts to coordinate with social service agencies.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The Town of Gilbert does not project to receive any program income for FY 2018-2019. However, if program income is received, Gilbert will allocate those funds in the same program year. Gilbert does not intend to spend any CDBG funds on urgent need activities.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

Discussion

The purpose of this document is to inform the Housing and Urban Development (HUD) Department and the citizens of Gilbert what the Town intends to do with the funding that we will receive for the 2018-2019 funding year. The Town of Gilbert is a service organization committed to enhancing the quality of life and serving with integrity, trust and respect with a vision to be best in class in all lines of service. Striving to be a premier

community, Gilbert recognizes it cannot accomplish that goal unless we are providing the same services and resources to our low to moderate income residents, including a focus on providing access to resources, reliable infrastructure, and safe and affordable housing options. The funds that are received from HUD directly help the Town enhance these opportunities for our low income residents.

Attachments

Citizen Participation Comments

ALL PUBLIC COMMENTS:
ANNUAL ACTION PLAN 2018-2019



TOWN OF GILBERT
MINUTES OF PUBLIC MEETING
February 8, 2018, 5:00 P.M.
GILBERT COMMUNITY CENTER
130 N OAK ST, GILBERT, ARIZONA 85233

STAFF PRESENT:

Melanie Dykstra, Community Resources Program Supervisor

PUBLIC PRESENT:

Doralise Machado-Liddell
Mike Hrynik
Owen Mills
Anne Landers
Katelyn Adams
Mark Pludowski

CALL TO ORDER: The meeting was called to order by Melanie Dykstra at 5:05 p.m.

DOCUMENT PROVIDED: None

PURPOSE OF MEETING: Gilbert is in the process of preparing the Annual Action Plan for Fiscal Year 2018/2019. The draft Annual Action Plan is the specific one year plan for the use of U.S. Department of Housing and Urban Development (HUD) formula grant funds. The formula grant programs for Gilbert included in the plan are the HOME Investment Partnerships Program (HOME) and Community Development Block Grant (CDBG).

The one-year action plan is based on the priority needs defined in the Consolidated 5 year Plan strategy and the available resources. This annual plan reflects the fourth year of the five year plan. The Consolidated Plan guides the allocation of resources and other investment decisions along with established performance goals for this next year. Overall, the strategy is focused on the general priorities for assisting lower income Gilbert residents and neighborhoods.

The purpose of this public hearing is to solicit citizen views and comments regarding the Draft FY18/19 Annual Action Plan. Interested parties may provide verbal or written comments on this document.

PUBLIC COMMENT: Melanie Dykstra opened the Public Hearing for feedback, comments or questions from the audience.

Mike Hrynik is a Gilbert resident and he asked about any other additional meetings that had been previously offered on use of the funding or the Heritage District. Mrs. Dykstra noted that the Economic Development Department has been offering Heritage District Public Workshops focused on the Redevelopment Plan and Master Plan Update. This is separate from the current meeting, but has an impact based on the input from the community regarding the growth of the Gilbert Heritage District and how CDBG funds could possibly be utilized to assist with improvements. Mrs. Dykstra noted that as part of Gilbert's five year plan water lines had been identified as a possible project.

Mr. Hrynik requested information about the renovation of Page Park. Mrs. Dykstra explained how the center has been renamed Heritage Center and is in the final stages of renovation and is an example of a project which utilized Gilbert's CDBG dollars. There was an overview provided of the public process for selecting Page as a project, the future operation of the center, how an organization was selected to operate the center and the foundational non-profit partners anticipated to provide services to the community. In addition, Mrs. Dykstra explained how the funds have been used in the past including funding administration and the Emergency Minor Home Repair program and some of the basic parameters of the program for uses of CDBG funds.

Doralise Liddell is a Gilbert resident asked about the funding amount. Mrs. Dykstra shared that the estimated amount of CDBG funds for Gilbert is anticipated to be \$888,761 based on prior year funding. Ms. Liddell requested information on how many homes in the Heritage District had been assisted with last year's CDBG funds and current year funds through the Emergency and Minor Home repair program.

Anne Landers who is a Gilbert resident had a question about the funding for the social service programs. Mrs. Dykstra explained that Gilbert utilizes neighbor 2 neighbor funds and general fund dollars in support of non-profits providing social services to Gilbert residents with a focused use of CDBG funds on infrastructure programs.

Ms. Liddell noted that she is concerned about sewer issues related to a past CDBG project that replaced sewer lines and taps in the Heritage District and was not completed properly and still needs to be addressed. In addition, she had concerns about drainage in the area and felt that all of the residential sidewalks need to be reviewed due to disrepair. She also stated that infrastructure should be a focus of the funds in the residential area of the Heritage District. Mrs. Dykstra restated that she heard an interest in exploring the use of funds for sidewalks, water lines, sewer lines/taps, and drainage issues.

Mr. Hrynik also noted an issue with sidewalks and the lighting. The lighting re-design and use of the decorative lights made for poor visibility. Mrs. Dykstra captured the interest in lighting.

There was a question on how CDBG funds can be used in Gilbert and the process for input. Mrs. Dykstra gave an overview on CDBG eligible activities versus CDBG eligible areas and noted

that the Heritage District is a CDBG eligible area and how HUD determines the eligibility of an area. There was a conversation on how projects get prioritized and Mrs. Dykstra shared that those areas where at least 51 percent of the residents are low- and moderate-income persons have typically been Gilbert's priority focus area. Mrs. Dykstra also shared that that a draft of next year's action plan will be available for review from March 1-March 30 for public comment and review.

Ms. Liddell requested information on programs that would assist homeowners in remodeling their homes. Mrs. Dykstra shared that CDBG funds could be utilized to initiate a substantial rehab program which would allow for homeowner improvements. However Gilbert has offered the program in the past without much success based some of the required program parameters including a lien on the home.

There was continuing discussion on the emergency and minor home repair program, program purpose, resident eligibility, and resident awareness as well as use of CDBG funds and the parameters of using the funds. Mrs. Dykstra explained that using the funds on an eligible activity must meet one of three national objectives; 1) Benefit low- and moderate-income persons; 2) Aid in the prevention or elimination of slums or blight; or 3) Meet a need having a particular urgency (referred to as an urgent need that the grantee is unable to finance on its own (natural disaster, etc.). There is flexibility in the program and when asked if it could be used to remodel a park, Mrs. Dykstra indicated yes if the area qualified in serving the low and moderate income persons. Mrs. Dykstra also recommended a review of Gilbert's community resources website for additional information on income eligibility, past annual and consolidated plans.

There was final discussion on use of funds for water line improvements in the residential area of the Heritage District and the potential for inclusion in this next year's annual plan based on the assessment and priorities established. The discussion explored the use of CDBG funds in collaboration with the town's water replacement project that is focusing on the businesses and residential areas.

Mrs. Dykstra presented a last overview of the objectives of Gilbert's five year consolidated plan, estimated funding, use of past funding, and noted that all comments will be recorded and submitted as part of the annual action plan.

Mrs. Dykstra then thanked the public for their input in consideration of the projects to focus on for the coming year. She also re-iterated the dates the annual action plan draft will be available for review for public comment and the final public hearing and council approval date. There was a request for a future public meeting to be held at a later time. Staff will review and determine if a later time is available to offer.

STAFF FOLLOW UP:

1. Emergency and Minor Home Repair Program Assistance- Gilbert assisted 8 Heritage District homeowners last fiscal year or 16% of the total 50 households served through the Emergency and Minor Home Repair program.

2. Sewer line-all of the as-builts for the four phases of the Downtown Sewer Conversation project were updated based on an internal CCTV inspection effort and if there are future issues the Town will remedy on a case by case basis.

3. Sidewalks- 311 app

4. Drainage – Gilbert has a project in the CIP to replace all of the water lines in the Heritage District as they are the oldest lines in town and are all asbestos cement pipe. Public Works intends to coordinate and minimize impact to citizens and businesses as they replace the water lines by review the drainage and make improvements during the water line work. CORRECTION: In follow up with CIP staff on next steps for remediation of the drainage issues, the waterline project will not include a drainage assessment or repairs. In FY19 the Town will be doing a Drainage Assessment to see the needs of different areas in the Town. The area addressed by the homeowner will be included in that assessment.

5. ADA accessible restrooms in Veterans Park

6. Improvement of alley's for safety

7. Lighting

8. District Naming- the following link discusses the history and naming of the Heritage District and the zoning of the area. <https://www.gilbertaz.gov/departments/economic-development/heritage-district/rezone-washington-ash>

CONCLUSION:

With no further public comments or questions, Melanie Dykstra thanked the audience for their participation and closed the Public Hearing at 6:10 P.M. Town Staff may be contacted for any further questions. The Fiscal Year 2018-2019 Fourth Year Annual Action Plan submission to HUD will include the public feedback from the meeting tonight, the public hearing on March 14, 2018 well as from the hearing at the Town Council meeting.

NEXT PUBLIC HEARING:

Public Hearing
May 14, 2018
Conference Room 300
Time TBD
50 E. Civic Center Drive, Gilbert, Arizona 85296

**TOWN OF GILBERT
ANNUAL ACTION PLAN 2018-2019
PUBLIC MEETING
March 14, 2018 6:00 P.M.
Conference Room 300
50 E. Civic Center Drive, Gilbert, Arizona 85296**

TOWN OF GILBERT STAFF PRESENT:

Melanie Dykstra, Community Resources Program Supervisor

MEMBERS OF THE PUBLIC PRESENT:

Doralise Liddell

1. **CALL TO ORDER:** The meeting was called to order by Melanie Dykstra at 6:06 p.m.
2. **PURPOSE OF MEETING:** The Town of Gilbert is in the process of preparing the draft Annual Action Plan for Fiscal Year 2018-2019, which is the specific one-year plan for the use of U.S. Department of Housing and Urban Development (HUD) formula grant funds. The formula grant programs for Gilbert included in the plan are the HOME Investment Partnerships Program (HOME) and the Community Development Block Grant (CDBG).

The one-year action plan is based on the priority needs defined in the Consolidated 5-year Plan strategy and any available financial resources. The original Consolidated Plan guides the decisions for projects and the use of our financial resources. We are always to refer back to what is outlined in the five-year plan as we make our new Annual Action Plan. This Annual Plan reflects the fourth year of the five-year plan. Overall, the strategy continues to focus on the general priorities for assisting lower-income Gilbert residents and neighborhoods.

The purpose of this public hearing is to solicit citizen views and comments regarding the draft Fiscal Year 2018-2019 Annual Action Plan. Interested parties may provide verbal or written comments on this document.

3. **PUBLIC COMMENT:** Melanie Dykstra opened the Public Hearing for anyone who wished to speak about the Annual Action Plan.

Doralise Liddell is a Gilbert resident in the Heritage District, in the slum and redevelopment area in the Lacy Tract. Her concerns were with drainage problems in the Lacy Tract, and she felt that the demographics showed that the area is highly in need of infrastructure. Drainage issues are occurring on Park Avenue and Oak Street, and may affect the new Heritage Center building. Ms. Liddell has brought this matter to the town's attention over two years ago. Her next-door neighbor to the east also brought up the issue with the town, although she does not speak English. She noted due to the drainage issue, there is a low spot which creates standing water resulting in health and safety problems with mosquitos. Ms. Liddell brought up this issue at the last public meeting, and was advised that the matter would be addressed during the water line project. She has been told this in prior years as well, although it was never done. Mrs. Dykstra advised that the Director of Public Works had indicated to her that the water line project would be starting in the area in question around the end of March, 2018.

Ms. Liddell had contacted Ryan Blair, Project Manager, about these concerns. Mr. Blair advised her that the drainage is a separate issue and would not be addressed during the water line project, although the drainage will be studied. Ms. Liddell stated this has been an ongoing problem for the past two to three years. This is part of the infrastructure in the Lacy Tract that has not been addressed. This drainage issue affects not only her property, but the whole area as the water flows down Oak Street to the Boys and Girls Club, and is supposed to drain out to Elliott Road. She stated during the redevelopment of the Senior Center area, the drainage was not done properly, which has caused these problems. She stated this cycle has not been brought to the attention of the Town Council and has not been a priority. She felt that every year she is bringing up the same problems with no resolution, and she is concerned that eventually these funds will run out. Mrs. Dykstra asked Ms. Liddell to send photos of the standing water to her as well as through the 311 application.

Ms. Liddell had also met with Jessica Marlow, who at the time was the Interim Public Works Director, regarding the drainage problem, and has met with her since then, so that department is aware of the problem. Mrs. Dykstra will follow up with the Public Works Director to determine exactly what is in the scope of work for the water line project as well as the CIP.

Ms. Liddell requested that the report of the last public meeting be corrected to reflect this information, and that the matter be pursued.

Regarding the sewer issue, Ms. Liddell stated she has not seen the as-builts for the new scoping. It is Mrs. Dykstra's understanding that the camera work has been done and there is documentation on that. Due to infrastructure security issues, that document is not released in full to the public, although it will be made available for viewing to members of the public relating to their own property upon request.

In Ms. Liddell's experience, she was not provided with any help until four to five months had passed and thousands of dollars had been spent in trying to figure out the situation. Mrs. Dykstra stated there is now a high awareness of what the town will be able to commit to for assistance.

Ms. Liddell noted that the report indicates that the sidewalks are going to be assessed. She asked if that was being addressed with the current funding. Mrs. Dykstra stated, based on Ms. Liddell's recommendation, she is in the process of having the Transportation Manager send her the scope of work and the price to see if there are enough funds this year to do the study through our funds. She appreciates Ms. Liddell's recommendation and making her aware of the situation. She has talked to HUD and will meet with the budget office to identify what funds are available. If there are enough funds, the sidewalk study will begin prior to the end of the fiscal year. Mrs. Dykstra will follow up on the scope of work, timeline, and the ultimate plan, especially for the Park Avenue area.

Ms. Liddell was concerned that the funding would go away in the next cycle as the area improves. Mrs. Dykstra clarified that the concern is that we would lose the income-eligible areas.

Ms. Liddell asked about the water line replacement at Linda Lane. Mrs. Dykstra stated the proposed project area is Linda Lane. Ms. Liddell stated those houses were built in the 1950's, and the houses in the Lacy Tract were built in the 1920's through the 1940's and have some of the oldest infrastructure. She asked why the funds are going to an area with newer homes. Mrs. Dykstra stated, regarding of the age of the homes, the infrastructure underneath will determine where work is needed. That area has the only cast iron lines left in the distribution system, which are more prone to

deterioration and failure. Areas are also selected where a project can be completed with the funds available. If a selected parcel touches another project area, that will federalize the whole project, making it more expensive. We try to isolate a priority area that will make sense to accomplish with the available funding.

Ms. Liddell understood that the current federal project to replace the water lines is from a different funding source, and asked why not use the funding source for other smaller projects? Mrs. Dykstra explained that this area was prioritized because of the cast iron, it met the criteria, and it can be done with the funding amount through the CDBG funds.

Ms. Liddell hoped that fixing the sidewalks will benefit the elderly and disabled people in the area. Mrs. Dykstra stated people are encouraged to take pictures of safety issues and submit through the 311 app. Public Works has a different operating budget and a crew to address any items that create an immediate safety hazard. This study will look at pedestrian safety and ADA compliance.

Ms. Liddell stated when the ADA ramp was installed in front of her house, it was sloped towards the house which creates pooling of water in the ADA, in addition to the other drainage issues. Mrs. Dykstra encouraged her to take pictures of these issues and send to her as well as to submit through the 311 app to get work orders started in the system.

4. **CONCLUSION:** With no further public comments or questions, Mrs. Dykstra thanked the public for their participation and closed the public hearing at 6:25 p.m. Town staff may be contacted with further questions.

The next Public Hearing will be held at the Town Council meeting on ~~April 19, 2018~~ **June 7, 2018** at 7:00 p.m. in the Council Chambers, 50 E. Civic Center Drive, Gilbert, Arizona, 85233.

STAFF FOLLOW UP:

Staff contacted the CIP department to clarify next steps on remediation of the drainage issues. The drainage assessment and repairs will not be part of the waterline project. In FY19 the Town will be doing a Drainage Assessment to see the needs of different areas in the Town. The area addressed by the homeowner will be included in that assessment.


This information has also been corrected in the original minutes from the first public meeting.

Grantee SF-424's and Certification(s)

UMS Number: 4050-0004
Expiration Date: 12/31/2019

| Application for Federal Assistance SF-424 | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ** Type of Submission <input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | | * 2 Type of Application: * If Revision, select appropriate revision: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision * Other (Specify): |
| * 3 Date Received: | | 4 Applicant Identifier: |
| ca. Federal Entity Identifier: | | cb. Federal Award Identifier: |
| State Use Only: e. Date Received by State: f. S.A.A. Application Identifier: | | |
| 8. APPLICANT INFORMATION: | | |
| * a. Legal Name: | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): | | * d. Organization DUNS: |
| d. Address: | | |
| * Street: | * City: | |
| Street: | County/Parish: | |
| * State: | * Country: | |
| Province: | * Zip/Postal Code: | |
| e. Organizational Unit: | | |
| Department Name: | | Division Name: |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: | * First Name: | |
| Middle Name: | | |
| * Last Name: | | |
| Suffix: | | |
| Title: | | |
| Organizational Affiliation: | | |
| * Telephone Number: | Fax Number: | |
| * Email: | | |

| Application for Federal Assistance 6F-424 | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| * 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/> | |
| * 10. Name of Federal Agency: <input type="text" value="Department of Housing and Urban Development"/> | |
| * 11. Catalog of Federal Domestic Assistance Number: <input type="text" value="14.213"/> CFDA Title: <input type="text" value="Community Development Block Grant, Entitlement"/> | |
| * 12. Funding Opportunity Number: <input type="text" value="P-15-HC-31-05.0"/> Title: <input type="text" value="Community Development Block Grant"/> | |
| 13. Competition Identification Number: <input type="text"/> Title: <input type="text"/> | |
| 14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| * 15. Descriptive Title of Applicant's Project: <input type="text" value="CDBG administration and program implementation in the town of Berlin"/> | |
| Allow supporting documents as specified in agency instructions. <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> | |

| Application for Federal Assistance SF-424 | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 16. Congressional Districts Of: | |
| * a. Applicant: <input type="text" value="J"/> | * b. Program/Project: <input type="text" value=""/> |
| Attach an additional list of Program/Project Congressional Districts if needed | |
| <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 17. Proposed Project: | |
| * a. Start Date: <input type="text" value="01/01/2018"/> | * b. End Date: <input type="text" value="06/30/2019"/> |
| 18. Estimated Funding (3): | |
| * a. Federal | <input type="text" value="947,927.00"/> |
| * b. Applicant | <input type="text" value=""/> |
| * c. State | <input type="text" value=""/> |
| * d. Local | <input type="text" value=""/> |
| * e. Other | <input type="text" value=""/> |
| * f. Program Income | <input type="text" value=""/> |
| * g. TOTAL | <input type="text" value="947,927.00"/> |
| 19. Is Application Subject to Review By State Under Executive Order 12372 Process? | |
| <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text" value=""/> | |
| <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. | |
| <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372 | |
| 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| If "Yes", provide explanation and attach: | |
| <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001) | |
| <input checked="" type="checkbox"/> IACRFF | |
| ** The list of certifications and assurances, or an (internet) site where you may obtain this list, is contained in the announcement or agency specific instructions. | |
| Authorized Representative: | |
| Prefix: <input type="text" value="Mr."/> | * First Name: <input type="text" value="JAMES"/> |
| Middle Name: <input type="text" value=""/> | |
| * Last Name: <input type="text" value="Banger"/> | |
| Suffix: <input type="text" value=""/> | |
| * Title: <input type="text" value="Town Manager"/> | |
| * Telephone Number: <input type="text" value="430-503-6350"/> | Fax Number: <input type="text" value=""/> |
| * Email: <input type="text" value="james.banger@gilbertaz.gov"/> | |
| * Signature of Authorized Representative:  | * Date Signed: <input type="text" value="06/27/2018"/> |

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4540-0038
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 16 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (2048-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will return the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 13 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Standard F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1690-1696), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975 as amended (42 U.S.C. §§6101-6137), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1972 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 421D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§427-433) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11614; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11860; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 170(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §512 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (Identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§489a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(c) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect, (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

| | |
|-------------------------------------------------------------------------------------|----------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL | TITLE |
|  | State Director |
| APPLICANT ORGANIZATION | DATE SUBMITTED |
| State of Illinois | 6/9/18 |

SI-121-D (Rev. 7-97) 3sec

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 – It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701a) and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official

6-19-18

Date

Town Manager

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan – It is following a current consolidated plan that has been approved by HUD.

Use of Funds – It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2016, 2017, 2018 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

6-19-18
Date

TOWN MANAGER
Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(e):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

NA
Signature of Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature of Authorized Official

6-19-18
Date

Tina M. M... ..
Title

Emergency Solutions Grants Certification

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy - The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

NA
Signature of Authorized Official

Date

Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

NA
Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

