



Town of Gilbert

Annual Plan

2017-2018

Community Development Block Grant  
Home Investment Partnership

July 19, 2017

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. Both the Consolidated Plan and Annual Action Plans serve three main functions: 1) it is a planning document for the Town of Gilbert; 2) It is 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.

This is Gilbert's third year Annual Action Plan which will outline the objectives, goals and projected outcomes to be carried out utilizing CDBG funds during the third year of the Five Year Consolidated Plan. Priorities presented in the third year Annual Action Plan were developed during the public process of creating the Five Year Consolidated Plan and weigh the severity of need among all groups and subgroups within Gilbert. The process included analyzing social, economic and housing conditions, analyzing relative needs of low and moderate income families, Gilbert's strategic initiatives and Council priorities, and assessing the resources likely to be available to carry out the identified priorities.

### 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.

The Consolidated Plan and Annual Action Plan measures performance to qualify longer-term goals by incorporating projected outcome measures. Quantifiable results-oriented goals for capital programs are tied to a unified framework for the benefit of low to moderate income residents. The objective and outcome expectations over the third Annual Action Plan period include the following (not in rank order):

- Preserve neighborhoods through emergency and minor housing rehabilitation assistance to 65 qualified homeowners;
- Utilize CDBG funds for a neighborhood facility improvement which will rehabilitate a vacant Gilbert owned structure for the use of a CDBG eligible service activity;
- Increase the permanent affordable rental housing stock by one, from 14 to 15 dwelling units.

Primary categories of high priority need that have been identified in the consolidated plan are:

- Infrastructure development
- Owner-occupied housing assistance (emergency and minor home repair)
- Improved disability access
- Neighborhood facility improvements

Please note that not all priority needs identified in the consolidated plan will be addressed in any one planning year. For Gilbert's third Annual Action Plan period, two of the high priority needs will be addressed. The key strategic objectives of the five year Consolidated Plan and the third year Annual Action Plan are (not in ranked order):

- Preserve and improve habitability of owner-occupied housing through emergency home repair assistance;
- Promote self-sufficiency and mitigate the causes of poverty and support independent living;
- Increase the quality of owner-occupied housing through rehabilitation assistance to low and moderate income households;
- Increase the number of affordable rental housing opportunities through support of Maricopa County HOME Consortium development projects;
- Support regional Continuum of Care efforts to serve the homeless;
- Provide funding assistance to non-profit providers of services to Gilbert's youth, seniors, special needs populations, victims of domestic violence, persons and families in crisis, and disabled persons;
- Provide Gilbert residents access to services to meet basic needs.

### **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 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 the five year consolidated plan. In regards to preserving and improving the habitability of owner-occupied housing through emergency home repair assistance, Gilbert was just

shy of its goal of 70. At the completion of the program year, 68 income eligible residents were assisted with emergency and minor home repairs which helped alleviate unsafe or hazardous conditions in their home.

Gilbert also continued its progress of neighborhood facility improvements, the potential renovation of Page Park Center, by completing design and construction drawings. This potential renovation is collaboration between the Town of Gilbert and community non-profits which will utilize CDBG funds to transform a vacant, non-functional building into a resourcing center that will provide much needed services to Gilbert residents. This multi-year project is anticipated to continue moving forward with construction as the next phase.

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, and 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 two public hearings to allow the public an opportunity to comment on the Annual Action Plan. All public hearing meetings are posted on Gilbert's website and contents available for review prior to the public hearing. The public meeting/hearings to solicit comments on the proposed third Annual Action Plan are scheduled for Wednesday, March 29 and Thursday, June 29, 2017.

b. Public Comment Period: Gilbert also provides a thirty day public comment period from March 6, 2017 through April 6, 2017. 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.

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.

Public comments received at the March 29, 2017 public meeting and June 29, 2017 public hearing are attached.

#### **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 five year consolidated planning period 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, increasing access to public facilities, assisting homeowners maintain safe and suitable living environments and addressing ADA accessibility surrounding public facilities and schools. A majority of CDBG funds will continue to be targeted in neighborhoods and for low-income homeowners residing in 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 2017-2018 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 of 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 third 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 continues to focus on the initiatives implemented due to the results of the 2014 Gilbert Human Services Needs Assessment, 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 in and issues facing the community. Finally, Gilbert will focus on finalizing the coordination of local medical and dental providers, non-profits and mental health providers who may be able to provide a variety of resource services at low or no cost to vulnerable and low income individuals and families.

**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	<b>Agency/Group/Organization</b>	A New Leaf
	<b>Agency/Group/Organization Type</b>	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
	<b>What section of the Plan was addressed by Consultation?</b>	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
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Save the Family Foundation of Arizona
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	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
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Central Arizona Shelter Services, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	AZCEND (formerly Chandler Christian Community Center)
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-Education Services-Employment Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Catholic Charities Community Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
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 two 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	2 attendees	Comments received are included as a separate attachment to this report	All comments were accepted and included in the plan	<a href="http://www.gilbertaz.gov/housing">www.gilbertaz.gov/housing</a>
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	<a href="http://www.gilbertaz.gov/housing">www.gilbertaz.gov/housing</a>
3	Newspaper Ad	Non-targeted/broad community	NA	NA	NA	<a href="http://www.gilbertaz.gov/housing">www.gilbertaz.gov/housing</a>

**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 third annual action planning period of July 1, 2017 through June 30, 2018.

#### 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	888,761	0	0	888,761	1,777,522	Gilbert's Annual Entitlement amount is anticipated to be \$888,761

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 23 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 anticipates utilizing fiscal year 2017-2018 funds as follows: \$260,000 for Emergency Home Repair, \$177,752 for CDBG Administration, and \$451,009 for the Page Park Center Facility Renovation Project. As a multi year project, previous year's CDBG funds were also allocated to the Page Park Center Facility Renovation.

## 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: \$260,000	Homeowner Housing Rehabilitated: 65 Household Housing Unit
2	Public Facilities, Improvements and Infrastructure	2015	2020	Non-Housing Community Development	Heritage District	Non-housing Community Development	CDBG: \$451,009	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 800 Persons Assisted

Table 6 – Goals Summary

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Emergency & Minor Home Repair
	<b>Goal Description</b>	In Fiscal Year 2017-2018, the third year of the Consolidated Plan, Gilbert will utilize \$260,000 for the Emergency and Minor Home Repair Program to alleviate health and safety hazards for sixty-five (65) 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 conversions, widening doorways or building wheelchair ramps.



2	<b>Goal Name</b>	Public Facilities, Improvements and Infrastructure
	<b>Goal Description</b>	<p>A significant portion of Gilbert's CDBG funds will be utilized for rehabilitation of a Town owned facility to provide CDBG eligible public services to Gilbert residents.</p> <p>The National Objective being met with the Page Park Center Rehabilitation project is to benefit low and moderate income (LMI) persons. Specifically, the CDBG eligible activity that is being met is a public facility improvement that will renovate an underutilized building which will be used for resource services to benefit LMI persons. The target area is within the census tract within Gilbert's Heritage District where over 66.39% of the individuals have incomes of 80% of the median income or less, and 51% or more of the people served at the facility will be LMI. An example of an existing resource service that may be provided within the renovated building is the Community Action Program (CAP) office which provides utility assistance, rental eviction prevention and referral services. The Town of Gilbert is also aware of an array of non-profit organizations interested in providing services such as preventive non-invasive medical, dental, behavioral health and family resources to the LMI population.</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 third 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 Page Park Center in order to provide CDBG eligible public services to income eligible Gilbert residents.

#	Project Name
3	Page Park Center Facility Renovation Project
4	FY2018 Gilbert Emergency & Minor Home Repair Program
5	FY18 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 three of Gilbert consolidated plan directly align with the strategies to addressing obstacles to meeting underserved needs.

Obstacles to meeting underserved needs within Gilbert include the following:

- The geographic make-up of Gilbert; There are many areas in South Gilbert that are vacant parcels and/or under developed. The services and resources needed to provide infrastructure capacity, fire services, parks and ADA accessibility is currently limited in this area. Many services, including transportation access and public facilities are mostly located in North Gilbert.
- The areas of the build 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;
- State budget uncertainties.

To address some of the identified obstacles, Gilbert will:

- Continue to work with other Gilbert departments to provide services and develop new partnerships for service availability in south Gilbert;
- Continue to target capital improvements and services in north Gilbert, including but not limited to: Gilbert Wellness & Resource Center; Heritage District water and sewer replacement; Remove vacant and blighted structures; Improve up to three neighborhood parks located in Heritage District; Purchase fire equipment to expand services within low/moderate income areas; Continue redevelopment of the downtown area; Improve accessibility access in strategic high pedestrian locations.
- Continue to provide supportive services such as: Senior activities, meals and health assessments; Provide emergency and minor home repairs to Gilbert homeowners; Provide basic needs services to low and moderate income residents; Support prevention and intervention services for vulnerable and at-risk youth; Referrals for housing counseling, foreclosure prevention, fair housing, and first time homebuyer assistance.
- Continue to expand volunteer and partnership opportunities to link with those in the community who are in need of assistance.

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	Page Park Center Facility Renovation Project
	<b>Target Area</b>	Heritage District
	<b>Goals Supported</b>	Public Facilities, Improvements and Infrastructure
	<b>Needs Addressed</b>	Non-housing Community Development
	<b>Funding</b>	CDBG: \$451,009
	<b>Description</b>	CDBG funds will be utilized to rehabilitate a Town-owned facility to provide CDBG eligible public services to income eligible Gilbert residents.
	<b>Target Date</b>	3/28/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The facility will serve the Gilbert community including uninsured, underinsured and income eligible families and individuals. It is anticipated in the first year that over 800 residents will be served by various non-profit providers.
	<b>Location Description</b>	Page Park Center is located in Gilbert's Heritage District on the northwest corner of Oak Street and Bruce Ave, address 130 N Oak St, Gilbert AZ 85233. Page Park Center is adjacent to the Gilbert Boys and Girls Club, Gilbert Community Center (Home of the Gilbert Senior Center) and Page Commons, a 55 and older apartment complex.
	<b>Planned Activities</b>	Page Park Center Renovation is a collaboration between Gilbert and community non-profits and it is anticipated it will provide services to close identified gaps. Services provided will meet CDBG eligibility criteria and are anticipated to include: food and clothing referrals, utility/rent assistance, preventive dental care, basic and preventive medical screenings, education and care (i.e. blood pressure, diabetes, immunizations, vision and hearing), behavioral health resources, and parenting/educational classes.

2	<b>Project Name</b>	FY2018 Gilbert Emergency & Minor Home Repair Program
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Emergency & Minor Home Repair
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$260,000
	<b>Description</b>	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 removing ADA accessibility barriers.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	65 homeowners to be assisted with emergency and minor home repairs. Homeowners whose household income falls below 80% of the area median income.
	<b>Location Description</b>	Homes owned by program beneficiaries, town wide eligibility.
	<b>Planned Activities</b>	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 removing ADA accessibility barriers.
3	<b>Project Name</b>	FY18 CDBG Administration
	<b>Target Area</b>	Town-wide
	<b>Goals Supported</b>	Emergency & Minor Home Repair Public Facilities, Improvements and Infrastructure
	<b>Needs Addressed</b>	Affordable Housing Non-housing Community Development
	<b>Funding</b>	CDBG: \$177,752
	<b>Description</b>	Funding for administrating programs in the Town of Gilbert
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Administration of program activities.

## **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 32 census block groups that have low to moderate income residents that meet the exception criterion.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Heritage District	60
Town-wide	20

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Gilbert's Downtown Heritage District has approximately 1,463 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, 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 due 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**

In Fiscal Year 2017-2018, Gilbert plans to complete the rehabilitation of a Town owned facility, Page Park Center. The center will be utilized to provide CDBG eligible public resource services to income eligible Gilbert

residents, many of which are not currently provided. Additionally, there are very few non-profit services providers with physical locations in Gilbert. Renovation of a Town owned facility may open new opportunities for partnership and may encourage providers with local access to provide services within Gilbert.

## **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 third 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**

Gilbert will continue to explore new partnerships and funding sources for programs to address underserved needs. Funding is a major obstacle in providing the services needed to focus on the vast variety of issues that prevent families from breaking out of poverty and from living the best, most affordable housing possible.

### **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 third 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 third year through the use of HOME funds. Gilbert will partner with a non-profit organization to purchase, rehabilitate and rent affordable housing units to income eligible residents.

### **Actions planned to reduce lead-based paint hazards**

Gilbert has newer housing stock of which 45% were built between 1980 and 1999 and 44% were built between 2000 and 2009. 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 and the 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 family, 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. 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 are that very few service providers are physically located in the Town of Gilbert so residents have to travel to receive services. Gilbert will continue to work with service providers to offer services in Gilbert through satellite offices or co-locations and will continue to support organizations that are located outside of Gilbert limits but continue to serve Gilbert residents in need. The renovation of Page Park Center may add an additional facility location for service providers and allow them to have a local presence in the Gilbert community in which to provide services.

### **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 2017-2018 and for the consequent years. 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
<b>Total Program Income:</b>	<b>0</b>

#### 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 years covered that include this Annual Action Plan are 2015, 2016, 2017 and 2018.



**ALL PUBLIC COMMENTS:  
ANNUAL ACTION PLAN 2017-2018**



**TOWN OF GILBERT  
MINUTES OF PUBLIC HEARING**

**March 29, 2017, 5:00 P.M.**

**MUNICIPAL BUILDING I, CONFERENCE ROOM 300**

**STAFF PRESENT:**

Melanie Dykstra, Community Resources Program Supervisor

**PUBLIC PRESENT:**

Doralise Machado-Liddell

Nancy Marion

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

**DOCUMENT PROVIDED:** Town of Gilbert Fiscal Year 2017-18 Third Year Annual Action Plan, Community Development Block Grant HOME Investment Partnership, posted March 6, 2017

**PURPOSE OF MEETING:** This Public Hearing is to solicit comments and feedback on the Town of Gilbert Fiscal Year 2017-18 Community Development Block Grant Home Investment Partnership Annual Action Plan submission to the U.S. Department of Housing and Urban Development. Members of the public may comment, provide feedback, or ask questions on the proposed goals, projects, and activities outlined in the Annual Action Plan.

**OVERVIEW:** Annually, the Town of Gilbert receives Community Development Block Grant (CDBG) funds, which are federal funds from the U.S. Department of Housing and Urban Development (HUD) specifically for housing and community development activities in the community. HUD uses a specific formula with regard to overall population, poverty population, the number of housing units, and the age and structure of housing units to determine how much funding each community will receive out of the CDBG funds. Any community with over 150,000 people within that formula is eligible for an annual Entitlement Community Block Grant. As part of the process to receive those funds, the municipality is required to complete an Annual Action Plan each year to coincide with a Five Year Consolidated Plan. A Consolidated Annual Performance and Evaluation Report (CAPER) is completed at the end of each fiscal year and submitted to HUD. All of those documents are available to the public on our website <http://www.gilbertaz.gov/> and the HUD website.

The Fiscal Year 2017-18 Action Plan is the third year of the Five Year Consolidated Plan and proposes three activities: 1) To continue to provide an Emergency and Minor Home Repair Program to the community, which offers assistance to Gilbert homeowners who income qualify and need assistance to alleviate health or safety hazards within their home; 2) To rehabilitate a Town-owned facility to potentially utilize as a resource center for Gilbert residents; and 3) To use a percentage of the funds for administration of the activities in the program, including 2 staff members. As noted in the plan, the dollar amounts are estimated and are contingent on the allocation of funds from HUD. The Action Plan lists the potential resources to be used in conjunction with the CDBG funds, such as Town General funds to support non-profits in the community and coordination efforts with local and regional partnerships. The Annual Action Plan needs to go before the Town Council, and as part of the regulations there is a citizen participation component through public hearings to solicit feedback and comments on the proposed goals, activities and the future direction for these funds. An additional public hearing was scheduled for April 20, 2017 as part of the submission to the Town Council for action. However, Gilbert's expected appropriation of block grant funds for next fiscal year has not yet been received from HUD. The notification of allocation may occur by early May which would identify the funds available for projects next fiscal year, but the submission of the annual plan to council will need to occur after HUD has relayed funding allocation information. It is anticipated that the final public hearing will be held on June 15, 2017. Our website has been updated with that date. All of the public comments will be summarized and submitted with the Plan to HUD. Comment cards are available to fill out or the public may provide their comments verbally.

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

Nancy Marion, is not a Gilbert resident but is Executive Director of House of Refuge and first thanked the Town of Gilbert for their tremendous support of the House of Refuge. Nancy then had a question about use of CDBG funds. Can Gilbert CDBG funds be used for replace failing sewers in housing for homeless families? These would be the sewers found between the home and the main sewers connect. The House of Refuge address is in Mesa, but serves Gilbert residents. They must replace 88 sewers and have funded 7, plus the Attorney General's office has awarded funding for an additional 50 over the next 2 years. House of Refuge is piecing together funding for the remaining approximately 30 sewers.

Mrs. Dykstra provided a map of Gilbert's CDBG eligible areas and explained use of funds must either be for a qualifying CDBG eligible area and/or for programs serving low or moderate income eligible residents. Mrs. Dykstra indicated she will verify opportunities for use of the funds and provide updated information to Mrs. Marion.

The information shared with Mrs. Marion upon follow up, noted that CDBG funds and ESG funds could be utilized, and a recommendation would be to check with the host city Mesa for possible use of the ESG funds and/or CDBG funds. Gilbert will also be mindful of this request and we review our funding options and projects for an upcoming fiscal year.

Doralise Machado-Liddell is a Gilbert resident and expressed an interesting in finding out how much funding is allocated to addressing the slum and blight in the Heritage District. Mrs. Dykstra explained that identification of projects for this year focus on renovation of a public facility and the five year plan outlines use of the funds for a water line project as well. However, when establishing the following five year plan specific activities could be outlined to address slum and blight. Ms. Machado-Liddell also expressed concern about the past CDBG project related to the replacement of sewer lines and taps in the Heritage District and she claimed the work was not completed. Mrs. Dykstra noted that she will follow up on the concern to determine the status of the sewer lines and taps from the past project. Ms. Machado-Liddell also felt that more of the funding should be allocated to the emergency and minor home repair program instead of a building remodel since people are in need of sewer taps. The question was also asked if the Town was providing any funding toward the renovation of the building and who would be served. Mrs. Dykstra responded that the Town was only contributing CDBG funds for the project and the facility would be utilized to serve low and moderate income residents with services. An additional concern expressed from Ms. Machado-Liddell was the transportation services for seniors and if the funds could be used to assist in that area. Also, how is the Town going to help those coming in for services, especially the homeless, if they arrive? Mrs. Dykstra explained the intent of the facility would not be as a homeless shelter but we do contribute to our regional partners with general fund dollars who do provide shelters. Finally, Ms. Machado-Liddell indicated that she continues to feel there should be more focus on slum and blight in the Heritage District. Mrs. Dykstra acknowledged that housing is aging in the area and that staff continues to make funding a priority for the Emergency and Minor Home Repair program. However, with limited resources it can be difficult to fill all of the gaps and meet all of the priorities. There was some general discussion about the Page Park Renovation project regarding the funding, utilization and operation.

In follow up to the questions posed by Doralise Machado-Liddell about the sewer line/tap project, research found that the property in question was remedied with a sewer tap, 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.

#### **CONCLUSION:**

With no further public comments or questions, Melanie Dykstra thanked the audience for their participation and closed the Public Hearing at 5:45 P.M. Town Staff may be contacted for any further

questions. The Fiscal Year 2017-18 Third Year Annual Action Plan submission to HUD will include the public feedback from the hearing tonight as well as from the hearing at the Town Council meeting.

**NEXT PUBLIC HEARING:** Town Council Public Hearing

June 15, 2017 Council Chambers

50 E. Civic Center Drive, Gilbert, Arizona 85296

**MINUTES OF THE GILBERT TOWN COUNCIL IN REGULAR MEETING OF THURSDAY, JUNE 29, 2017 AT 7:00 PM, MUNICIPAL CENTER, COUNCIL CHAMBERS, 50 E CIVIC CENTER DRIVE, GILBERT, ARIZONA**

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**COUNCIL PRESENT:** Mayor Jenn Daniels, Vice Mayor Victor Petersen, Councilmembers Scott Anderson, Eddie Cook, Brigitte Peterson, Jordan Ray, and Jared Taylor

**COUNCIL ABSENT:** None

**STAFF PRESENT:** Manager Patrick Banger, Deputy Town Clerk Kris Kingsmore, Interim Town Attorney Andrew McGuire, Assistant Town Attorney Chris Payne, Risk Manager Lee Frische, Senior Planner Amy Temes, Planner II Ashlee MacDonald, Water Resources Manager Eric Braun, Fire Chief Jim Jobusch, Principal Planner Catherine Lorbeer, and Office of Management and Budget Director Kelly Pfost

**AGENDA ITEM**

**CALL TO ORDER**

Mayor Jenn Daniels called the meeting to order at 7:04 p.m.

**PRESENTATIONS, PROCLAMATIONS**

None.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilmember Eddie Cook introduced the scouts in attendance who led the Pledge of Allegiance and introduced themselves. Dr. Thor Strandholt, Valor Christian Center, gave the invocation.

**ROLL CALL**

Deputy Town Clerk Kris Kingsmore called roll and declared a quorum present.

**COMMUNICATIONS FROM CITIZENS**

None.



37. COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS – conduct hearing and consider authorizing the Mayor or her designee to execute and submit the Town of Gilbert FY 2017-2018 Annual Action Plan for Community Development Block Grant Activities to the US Department of Housing and Urban Development.

Mayor Jenn Daniels opened the public hearing on Items 37.

Christina Accurso, Gilbert resident, spoke against the item, stating the decision was based on a 2014 needs assessment without a supply assessment being done. She stated further discussion would be needed for the particular use of this particular building. She believed a non-profit in the building would not be a good use of funds and may drain the Town.

Mayor Jenn Daniels noted the annual Faith Summit will take place in September and part of that effort will include compiling information about non-profits and the services they provide.

Vice Mayor Victor Petersen stated he would not be supporting this item, as it would be a liability to the Town.

Councilmember Jared Taylor stated he would like to see more effort put into a supply assessment. He noted service clubs would be a great resource. He stated he disagreed with the conclusions that were drawn by staff, specifically in their assessment that is based more on social

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services rather than housing requirements. He noted he was not in support of this item, but did wish to be helpful in meeting the needs of the community.  
Mayor Jenn Daniels closed the public hearing on Item 37.

A MOTION was made by Councilmember Brigette Peterson, seconded by Councilmember Jordan Ray to approve public hearing Item 37. *Motion carried 5-2 with Vice Mayor Victor Petersen and Councilmember Jared Taylor dissenting.*