



**MEMORANDUM NEIGHBORHOOD RESOURCES - COUNCIL MEMO NO. CNS16-131**

**DATE:** MAY 12, 2016

**TO:** MAYOR AND CITY COUNCIL

**THRU:** MARSHA REED, CITY MANAGER *MR*  
NACHIE MARQUEZ, ASSISTANT CITY MANAGER *NM*  
LEAH POWELL, ACTING HOUSING & REDEVELOPMENT MANAGER *LP*

**FROM:** BARBARA BELLAMY, CDBG PROGRAM SUPERVISOR *BB*

**SUBJECT:** RESOLUTION NO. 4945 AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AND SUBMIT THE COMMUNITY DEVELOPMENT BLOCK GRANT 2016-2017 ANNUAL ACTION PLAN TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AND EXECUTE ALL DOCUMENTS AND SUBRECIPIENT CONTRACTS

HHSC AND STAFF RECOMMENDATION: Mayor and City Council are requested to pass and adopt Resolution No. 4945 authorizing the City Manager or designee to execute and submit the Community Development Block Grant (CDBG) Fiscal Year 2016-2017 Annual Action Plan to the United States Department of Housing and Urban Development (HUD) and execute all documents and subrecipient contracts.

BACKGROUND: HUD requires that all local governments receiving CDBG funding submit an Annual Action Plan that will guide HUD-funded housing, homeless, and community development activities for the period beginning July 1, 2016, through June 30, 2017. To comply with the City of Chandler’s Public Participation Plan, the City held a public comment period that began Tuesday, March 22, 2016, and ended on Friday, April 22, 2016. In addition, a public hearing on the Annual Plan was held Wednesday, March 23, 2016, at the Housing and Human Services Commission (HHSC) meeting and at the April 14, 2016, City Council meeting to ensure opportunities for input from the community.

DISCUSSION: The City's Fiscal Year 2016-2017 Annual Action Plan serves as the formal application for the use of entitlement funds that are received by the City of Chandler. The Action Plan defines the one-year activities in relationship to the five-year goals and objectives of the Consolidated Plan covering Fiscal Years 2015-2019. It provides a description of the programs and projects of the City of Chandler in Fiscal Year 2016-2017, as well as funding decisions for the City's CDBG program.

In November of 2015, fifteen non-profit organizations applied for Fiscal Year 2016-2017 CDBG funding requesting a total of \$1,198,994. The HHSC reviewed and evaluated the applications and made CDBG funding recommendations to the City Council for approval on Thursday, April 14, 2016. The recommendations are summarized on page 10 of the Plan.

RECOMMENDATION: Mayor and City Council are requested to pass and adopt Resolution No. 4945 authorizing the City Manager or designee to execute and submit the Community Development Block Grant (CDBG) Fiscal Year 2016-2017 Annual Action Plan to the United States Department of Housing and Urban Development (HUD) and execute all documents and subrecipient contracts.

Attachments: A - Resolution Number 4945  
B - City of Chandler Fiscal Year 2016-2017 Annual Action Plan  
C - CDBG Funded Program Descriptions

## RESOLUTION NO. 4945

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHANDLER, MARICOPA COUNTY, ARIZONA, APPROVING AND AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE AND SUBMIT THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) 2016-2017 ANNUAL ACTION PLAN TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”) AND EXECUTE ALL SUBRECIPIENT CONTRACTS

WHEREAS, as a prerequisite for receiving CDBG funding, the City of Chandler is required every five (5) years, to prepare and adopt a Five Year Consolidated Plan to the United States Department of Housing and Urban Development (“HUD”) to establish priorities for future funding decisions; and

WHEREAS, as a prerequisite for receiving Community Development Block Grant (“CDBG”) funding the City of Chandler is required to submit a 2016-2017 Annual Action Plan to HUD; and

WHEREAS, the City of Chandler has, in coordination with the City’s Housing and Human Services Commission, assessed needs, held public hearings and presented the 2016-2017 Annual Action Plan for the public’s consideration;

WHEREAS, the 2016-2017 Annual Action Plan has been available for public comment for the HUD required 30-day Citizen participation review and comment period; and

WHEREAS, this Council has determined by reviewing all pertinent information that it is necessary and in the best interest of the City of Chandler to approve and authorize the submittal to HUD of the 2016-2017 Annual Action Plan;

NOW, THEREFORE, BE IT RESOLVED that the City Manager, subject to requirements of the City Code, or designee are authorized to execute and submit the aforesaid 2016-2017 Annual Action Plan with all documents and materials as may be required to the United States Department of Housing and Urban Development.

FURTHER, that the Fiscal Year 2016-2017 Annual Action Plan prepared pursuant to the CDBG program, a copy of which, in substantial form, is on file in the Neighborhood Resources Office and is incorporated herein by reference, is hereby approved.

FURTHER, the City Manager or designee shall have authority to provide required policy and administrative assurances including civil rights, equal opportunity, citizen participation, relocation and property acquisition policy, environmental assurances, labor standards, and others as may be specified;

FURTHER, that the City Manager or designee be and is hereby authorized to take those actions necessary and prudent to implement the program outlined by the City Council including the signing of contracts, expenditure of funds, the hiring of personnel and/or contractors, the scheduling

of activities, the establishment of procedures for monitoring and evaluation of program activities and other steps necessary to insure that the program can be carried out in a timely and effective manner.

PASSED AND ADOPTED by the City Council of the City of Chandler, Arizona, this \_\_\_\_ day of \_\_\_\_\_ 2016.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

**CERTIFICATION**

I HEREBY CERTIFY that the above and foregoing Resolution No. 4945 was duly passed and adopted by the City Council of Chandler, Arizona, at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY *GAB*

## ATTACHMENT C

### CITY OF CHANDLER FY 2016-2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM DESCRIPTIONS & FUNDING RECOMMENDATIONS

#### PUBLIC SERVICE

##### **A New Leaf, Inc. – East Valley Men’s Center**

Funding Request: \$30,000  
**Recommendation: \$25,000**  
People Served: 32 Chandler homeless men

The Center is the only regional emergency shelter program for homeless adult men 18 years and older in the East Valley. The shelter serves male residents only who need emergency shelter services including: case management, life skills, legal aid, behavioral health care, AA support groups, GED prep and adult literacy. Men must be drug & alcohol free and willing and able to save 85% of their income in order to live at the shelter. All residents receive an orientation, intake assessment and meet with a case manager to establish an individual service plan to set goals to obtain employment.

##### **A New Leaf, Inc. – La Mesita Family Homeless Shelter**

Funding Request: \$25,000  
**Recommendation: \$25,000**  
Households Served: 9 Chandler homeless families

A New Leaf will provide comprehensive services for homeless families by providing a safe environment where they can develop the skills and resources needed to become self-sufficient. La Mesita is the only emergency shelter in the East Valley offering services to families with children. The shelter provides the basic physiological needs of food, shelter, clothing, workforce development, legal aid, benefit enrollment, financial literacy and parenting education and support.

##### **A New Leaf, Inc. – East Valley Women’s Shelter**

Funding Request: \$10,000  
**Recommendation: \$5,000**  
People Served: 2 Chandler homeless women

The East Valley Women’s Shelter will provide emergency shelter and support service for homeless women. The shelter is an approved site provider for the Maricopa County Regional Homeless Court where women with outstanding warrants who have met specific guidelines can resolve misdemeanor victimless offenses. The shelter is located in Mesa and provides needed services for homeless women including; financial literacy, health checks, education and legal aid, substance abuse counsel and an array of other needed services. The funding request would enable the Agency to serve two homeless women from Chandler at the shelter, which houses a maximum of eight women at a time.

**Chicanos Por La Causa – Fair Housing Education Program**

Funding Request: \$17,500  
**Recommendation: \$ 10,500**  
People Served: 100 Chandler residents

The goal of the program is to provide education and information to Chandler residents on their rights and responsibilities under the Fair Housing Act of 1968. Fair housing information will be disseminated at monthly workshops for homeowners and renters and provided during City events and community/neighborhood fairs. CPLC has been a HUD certified housing counseling agency since 1980. Services will be delivered at public spaces or meeting sites in Chandler that are easily accessible to the community such as libraries, community centers and at partner organization facilities.

**City of Chandler Housing & Redevelopment – Public Housing Youth Program**

Funding Request: \$39,708  
**Recommendation: \$37,414**  
People Served: 448 Chandler youth

The program will serve youth ages 6-18 who reside in Chandler’s four Public Housing family sites. Activities are offered after school and during school breaks and include community sports and other specialized events. The after-school program is held at each public housing site and offers homework assistance, art and crafts, and indoor/outdoor recreation Monday through Friday on regular school days. The program offered during intersession brings youth from all four sites for fun activities, and during the summer months, activities are offered in the morning for younger children and afternoon for all ages and evenings for teens. The Boys and Girls Club offers free memberships to program participants and the Holy Trinity Lutheran Church allows use of their Community Life Center for large group activities.

**Chandler Christian Community Center – TBRA Case Management Program**

Funding Request: \$35,515  
**Recommendation: \$35,515**  
People Served: 15 Chandler individuals

Funding was requested for a Case Manager to assist clients who participate in the City’s Tenant Based Rental Assistance Program (TBRA) for homeless individuals and families. The Case Manager provides intensive, targeted intervention and assistance to the City’s most chronic and medically vulnerable homeless population. The Case Manager will locate and establish relationships with Chandler’s homeless and determine their eligibility for the program. The Case Manager will also facilitate their client’s voluntary relocation to housing and provide ongoing support and advocacy to insure the client remains housed. Up to 15 homeless clients will be provided case management to maintain housing under the TBRA program. Chandler Christian Community Center continues to be the new provider of this service which was previously provided by Community Bridges, Inc.

**Labor’s Community Service Agency – Transitional Housing**

Funding Request: \$12,934  
**Recommendation: \$12,692**  
Households Served: 3 Chandler households

Labor's Community Service Agency (LCSA) will serve Chandler families residing in LCSA's three single family homes through a transitional housing program. The program offers comprehensive case management services for small and large families. LCSA receives referrals from school liaisons, emergency/domestic violence family shelters, Community Information and Referral and Chandler Christian Community Center. LCSA provides housing for homeless families, and conducts case management. Families must save 10% of all income to successfully prepare for transition into permanent housing to prevent future homelessness.

**Save the Family - Homeless Case Management**

Funding Request: \$35,000  
**Recommendation: \$35,000**  
Persons Served: 25 Chandler homeless individuals

Save the Family will provide case management and transitional housing services for homeless Chandler individuals and families residing or referred by the City and housed in one of the agency's 62 transitional housing units located in Mesa, Gilbert, Tempe, Scottsdale and Chandler. The agency will provide transitional housing, education, support and resources necessary for homeless families to reach self-sufficiency and become permanently housed. Case management is an important element to help overcome financial and other barriers to achieving permanent housing. Partnering agencies include: Chandler Christian Community Center, A New Leaf - La Mesita Homeless Family Shelter, and My Sister's Place. Clients are homeless families in crisis with very low income, earning less than 50% of the Area Median Income.

**Tumbleweed Center for Youth Development – Homeless Youth Outreach**

Funding Request: \$18,270  
**Recommendation: \$0**  
People Served: 650 Chandler youth

Tumbleweed's Homeless Youth Outreach Program will serve homeless youth, ages 12-24 in crisis and make available Safe Place sites in Chandler. The program will be offered in Chandler one night each week with direct interaction with homeless and at-risk youth. The program will contact 3,000 youth through school and community outreach presentations and street outreach workers will contact 350 youth on the street. The agency will also work with the City to identify other Safe Place locations, train employees at each Safe Place site and host outreach campaigns so that when youth are in crisis they will have a safe place to go to get help. The program offers young people a front door to healthy futures, self-sufficiency, and the stability of safe and stable homes.

**NEIGHBORHOOD REVITALIZATION**

**City of Chandler Code Enforcement – Blight Elimination Program**

Funding Request: \$49,852  
**Recommendation: \$49,852**  
Households Served: 650 Chandler households

The goal of the program is to improve and revitalize neighborhoods and housing conditions through the continued implementation of the Blight Elimination Program. Program objectives include: 1) the inspection of residential housing for violations of the City's Chapter 30 Code; 2) the identification of occupied properties with code violation and unoccupied properties with blighted structures deemed unsafe, unhealthy and uninhabitable;

3) the identification and elimination of blighting conditions through code enforcement efforts; and  
4) collaborating with referring low and moderate income homeowners with code violations to the City's Housing Rehabilitation program to determine eligibility and remediation of code violations through housing rehabilitation.

### **CAPITAL IMPROVEMENTS & CLEARANCE ACTIVITIES – CITY APPLICANTS**

#### **City of Chandler Code Enforcement – Voluntary Demolition Program**

Funding Request: \$49,000  
**Recommendation: \$49,000**  
Households Served: 2 Chandler homes demolished

CDBG funds will be used to demolish two properties with significant deterioration that are negatively impacting the health and safety of Chandler neighborhoods. The Voluntary Demolition program will fund the demolition of building improvements, rubble, debris and environmental contaminants from two blighted sites. The program only targets vacant unoccupiable structures. Vacant, blighted structures are an impediment to the health and vitality of a community and clearance activities can jump start positive change. The program funds are available to property owners with blighted structures on their property who need financial assistance to complete the demolition activities. The Voluntary Demolition Program will identify blighted properties and work with the owners who want to participate in the program to clear the blighted structures.

#### **City of Chandler Housing & Redevelopment – Family Investment Center Upgrades**

**Funding Request: \$200,000**  
**Recommendation: \$200,000**  
Persons Served: 1,470 Chandler youth

The Family Investment Center is the home-base for the City's Public Housing Youth Program and in its current design is not 100% functional for youth activities. The capital improvements will open the floor plan to enable access to restrooms and drinking fountains from inside the facility. Currently, the children must exit the building to use the restroom, which requires constant adult supervision. The project will also add a partial kitchen for food service and program space. The project benefits public housing youth residents and their families. The area of improvement is approximately 1,800 square feet and the project will require construction plans and a building permit. The Family Investment Center is located at 71 S. Hamilton St. The completed renovation will serve 1,470 youth and their families and be accessible to persons with disabilities.

### **HOUSING REHABILITATION**

#### **Ability360 - Home Accessibility Program**

Funding Request: \$37,771  
**Recommendation: \$0**  
Households Served: 8 Chandler households

Funding requested is to provide minor home modifications for disabled and senior Chandler homeowners and renters. Funding will be used for alterations to improve the physical accessibility and safety of housing units. Modifications can include ramps, grab bars and widening of doorways. The maximum assistance per unit is \$2,000 for those renting in complexes with eight units or more or \$5,000 per unit for homeowners and renters in units with less than eight units. The agency will

determine the scope of work for the alternations needed to remove architectural barriers to facilitate increased accessibility of the home or apartment.

**City of Chandler Neighborhood Resources – Housing Rehabilitation Program**

Funding Request: \$390,069  
**Recommendation: \$368,317**  
Households Served: 4-10 Chandler households

The City’s Housing Rehabilitation Program will provide distinct housing rehab programs to low and moderate income single family homeowners. The Moderate Rehab program allows up to \$50,000 with a zero percent interest deferred loan for interior and exterior repairs to correct code issues and make health and safety improvements. The Exterior Improvement Loan Program (EILP) offers up to \$20,000 for exterior improvements that remove blighting conditions to revitalize the property and improve the surrounding neighborhood. The EILP program offers zero percent interest loans that are forgivable over five years. Homeowners are screened for eligibility in accordance with CDBG guidelines and City of Chandler Housing Rehabilitation policies. The City’s housing rehabilitation programs assist low and moderate income homeowners to remedy negative property conditions for which they cannot afford to resolve without funding assistance.

**Habitat for Humanity of Central Arizona – Emergency Home Repair Program**

Funding Request: \$248,375  
**Recommendation: \$180,000**  
Households Served: 47 Chandler households

The Emergency Home Repair services will be provided to approximately 60 single family homes. Habitat’s staff works with Chandler applicants with applying for assistance and determining eligibility. Habitat also creates the repair list, hires subcontractors when necessary, oversee repair work in progress and coordinates with the City on environmental reviews and submission of performance reports and payment reimbursements. The need for the program has grown as calls for service to Habitat’s Hotline have increased. The program can make repairs up to \$10,000 per household, per year. The program is available to qualified low to moderate income, 80% or below the area median income (AMI) homeowners residing within the Chandler city limits. Repairs must be an emergency and address health, safety, or security issues in qualified homes.