

# **CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)**

**CITY OF YORK, YORK COUNTY, PENNSYLVANIA**



## **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND HOME INVESTMENT PARTNERSHIPS PROGRAM**

**FISCAL YEAR 2018**

**(1/1/2018 THROUGH 12/31/2018)**

**PREPARED FOR:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PHILADELPHIA, PA

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## Executive Summary

In 2015, the City of York prepared a Five-Year Consolidated Plan (CP) for the program years 2015 through 2019. Annually, the City of York must review and report its progress in carrying out its Five-Year Strategic Plan and Annual Action Plan.

The City of York receives annual grant allocations from the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership's (HOME) Program. As required by HUD regulations, every CDBG and HOME grantee is required to prepare and make publicly available a Consolidated Annual Performance and Evaluation Report (CAPER) that highlights key performance measures. This CAPER report covers the City's CDBG and HOME expenditures from January 1, 2018 to December 31, 2018. In addition to the narrative, the required Integrated Disbursement and Information System (IDIS) financial reports are included.

## CR-05 - Goals and Outcomes

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

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

The following are the major initiatives and highlights from the City of York's FY 2018 activities to carry out its Strategic Plan and its Action Plan:

The City of York received HOME Investment Partnerships (HOME) Program funds in the amount of \$524,493.00 and no program income or unallocated funds for fiscal year 2018. HOME grant funds and program income were obligated to support program administration (10%) and other housing activities that benefit low-moderate income residents of the City.

During 2018, the amount of HOME Program funds and program income expended totaled \$316,305.09. HOME Program accomplishments for 2018 are summarized below.

1. HOME OWNERSHIP: The City used \$18,816.87 of HOME grant funds to provide down payment and closing cost assistance to four low-moderate income households through the York Homebuyer Assistance Program (YHAP).
2. RENTAL HOUSING: In 2018, \$205,165.24 in HOME Program funds were expended for the creation of 4 units of affordable rental, general occupancy housing on the south end of town: four units on Boundary Avenue expected to be completed in 2019. The Crispus Attucks Association is acting as developer and rental management entity for the project. HOME funds were used to leverage several other sources of funds. In 2015 ground was broken, and the project got under way.

In addition, the City allocated \$343,370 for the York Family Residences Rental Housing Project. Closing on the project is anticipated in March 2019 and construction start up in the summer. Once completed, 56 new rental units (2-4 bedrooms) will be made available to low-moderate income York City residents.

The City received Community Development Block Grant (CDBG) funds in the amount of \$1,420,704.00 and had \$0.00 in program income and unobligated funds for fiscal year 2018. CDBG grant funds and program income were obligated to program administration (20%) and to an array of housing and community development projects/activities. A more detailed description of CDBG Program accomplishments during FY 2018 is summarized below.

- 1) PUBLIC SERVICES: Six public services activities received assistance during program year 2018 for a variety of services to lower income households. These services included the following:
  - A. First time homeowner education/counseling (174 city residents),
  - B. Fair housing – Human Relations Commission - (40 city residents and training for 26 organizations),
  - C. Nurse Home Visitation for High Risk Pregnant Woman/York City Bureau of Health (146 high risk pre and post-partum women city residents assisted),
  - D. Adult Literacy (44 residents).
  - E. Summer Youth Employment: The City offered a summer youth employment program to income-eligible youth 16-18 years of age who resided in the City. Youth were placed in government offices in City Hall, worked in conservation or with non-profit organizations. The Summer Youth Program employed 27 young people during the summer of 2018.

Together, the funded agencies provided assistance to 489 eligible York City residents and 10 organizations. Public Services CDBG expenditures for 2018 amounted to \$150,348.

- 2) Public Facility and Infrastructure Improvements: In 2018, three public facility and infrastructure improvement activities were assisted with \$421,008.36 of CDBG funds. Activities included the following:
  - a. Improvements to one City park (Memorial Park)
  - b. Completion of one street resurfacing projects (North Newberry Street between Jefferson and Madison Streets) that included handicap curb and side walk cut improvements.
  - c. Roof replacement at the Vonnie Grimes Community Center
- 3) Elimination of Slum and Blight: In 2018, one property was demolished with \$74,355.96 of CDBG funds.
- 4) Interim Assistance: 268 buildings were stabilized by the City redevelopment authority in 2018 using \$61,894.48 in CDBG funds.
- 5) Code Enforcement: In 2018, code inspectors performed 5,095 inspections, 2837 re-inspections, issued 1001 notices and 243 citations. The City expended \$150,000.00 in CDBG funds for this activity. City CDBG funds were also utilized to fund 2.5 property maintenance inspectors to enforce property codes in the City.

- 6) Economic Development: In 2018, the City expended a total of \$25,375 in CDBG funds. Services were provided to 57 individuals and businesses. A total of 50 received technical assistance, two business loans were facilitated, and 1 new business start-up and 1 existing distressed business was stabilized and a total of 3 jobs were created/retained.
- 7) Housing Rehabilitation: The Boundary Avenue project is in progress and is scheduled to be completed in 2019.
- 8) Owner Occupied Rehabilitation Program (62 years of age and older): A total of \$30,000 in CDBG funds was allocated for this activity, of which \$22,586.26 was expended. Three housing rehabilitations were completed in 2018.
- 9) Acquisition/Rehabilitation/Resale: No properties were acquired in 2018. A total of \$0 was expended in 2018.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Acquisition/Rehabilitation/Resale	Slum and Blight Removal	Allocated \$20,000 CDBG: Expended \$0	Other	Other	5	7	140.00%	1	0	00.00%
Code Enforcement	Code Enforcement	Allocated \$150,000 CDBG: Expended \$150,000	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	6,000	40,744	679.07%	1,200	5,095	424%

Create new, affordable rental housing	Affordable Housing	Allocated \$78,674.00 <b>HOME:</b> Expended \$205,165.24	Rental units rehabilitated	Household Housing Unit	10	4	40.00%	2	1	50.00%
Economic Development	Non-Housing Community Development	Allocated \$30,000 <b>CDBG:</b> Expended \$23,086.08	Businesses assisted	Businesses Assisted	160	218	136.25%	32	57	178.12%
Encourage Youth Employment	Youth Employment	Allocated \$37,348.00 <b>CDBG:</b> Expended \$49,319.50	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125	100	80.00%	25	27	102.00%
Improve Public Infrastructure and Facilities	Non-Housing Community Development	Allocated \$300,000 <b>CDBG:</b> Expended \$103,508.36	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15,000	30,648	204.32%	6,659	11,960	179.60%
Increase homeownership	Affordable Housing	Allocated \$50,000 <b>HOME:</b> Expended \$18,816.87	Direct Financial Assistance to Homebuyers	Households Assisted	80	25	31.25%	15	4	26.66%
Increase the number of affordable units	Affordable Housing	Allocated \$0 <b>HOME:</b> Expended \$0	Affordable Housing	Other	25	0	0.00%	5	0	00.00%
Interim Assistance	Interim Assistance.	Allocated \$55,000 <b>CDBG:</b> Expended \$61,894.48	Other	Other	50	990	1,980.00 %	10	268	2,680.00 %

Loan Repayment	Section 108 Loan Repayment	Allocated \$300,000 <b>CDBG:</b> Expended \$130,487.89	Other	Other	2	2	100.00%	2	2	100.00%
Public Services	Non- Homeless Special Needs Public Services	Allocated \$173,000 <b>CDBG:</b> Expended \$166,426.97	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2,175	2,032	93.42%	435	462	94.15%
Slum and blight removal	Demolition	Allocated \$98,215 <b>CDBG:</b> Expended \$74,355.96	Buildings Demolished	Buildings	15	22	146.66%	3	1	33.33%
Owner-occupied Rehabilitation	Affordable Housing	Allocated \$30,000 <b>CDBG:</b> Expended \$22,586.26	Owner-occupied units rehabilitated	Household Housing Unit	50	9	18.00%	10	3	30.00%

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

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

The City of York continually assesses the relationship between CDBG and HOME funding and the priorities and objectives identified in its Five-Year Consolidated Plan (FY 2015 – 2019).

The City had identified the following priority needs: improving the existing housing stock, street improvements, park and playground improvements, clearance and demolition, code enforcement, case management for homeless persons, business micro enterprise



development, public services (GED instruction, fair housing education, HIV testing and counseling, and homebuyer education), a summer youth program, and homeownership downpayment assistance.

The following are the goals identified in the Five-Year Consolidated Plan and the FY 2018 outcomes:

**Housing:**

1. Increase homeownership:

Goal: To increase homeownership between 2015 and 2019, the City of York hopes to assist 80 renters to become homeowners through various programs.

2018: Four households were assisted to become homeowners.

2. Create new, affordable rental housing:

Goal: The construction of 10 new, affordable rental units. All of the units will be designated as HOME units.

2018: Four household was assisted to occupy rental housing.

3. Increase the number of affordable units:

Goal: HOME funding will be allocated to a CHDO to provide 25 low- and moderate- income households with affordable housing.

2018: No CHDO units were developed using 2018 funds. Two units were completed by Habitat for Humanity using funds from the previous year's allocation.

4. Owner Occupied Rehabilitation Program (62 years of age and older):

Goal: The Owner-Occupied Rehabilitation program (Home Improvement Program) is designed to preserve and improve the existing housing stock. Fifty units will be rehabilitated over the next five years.

2018: Three owner-occupied units were preserved or improved.

**Non-Housing Community Development:**

1. Code enforcement:

Goal: Strengthening neighborhoods in the City of York continues to be a high priority. Six thousand households will benefit from housing code enforcement over the next five years.

2018: 5,095 inspections were conducted.

2. Economic development:

Goal: Provide loan and technical assistance to 100 small businesses to promote the creation and retention of jobs in the City of York.

2018: 57 individuals and businesses were assisted.

3. Improve public infrastructure and facilities:

Goal: Public infrastructure and facility improvements, including water, sewer, streets, sidewalks, storm sewer, curb cut improvements for ADA accessibility, and park and playground improvements. Fifteen thousand persons will benefit from the improvements.

2018: 6980 persons benefited from the improved public infrastructure and facilities.

4. Public services:

Goal: Ensure that quality public services that provide for community health; youth development; housing counseling; adult literacy; employment training; fair housing; code enforcement; lead screening; and HIV testing. Two thousand one-hundred and seventy-five persons will benefit.

2018: 489 persons were assisted with public services.

5. Interim assistance:

Goal: City-wide interim assistance will be provided to 50 structures to secure and alleviate emergency conditions threatening the public health, safety and welfare, including program delivery cost of \$1,500.

2018: 268 structures were stabilized with the interim assistance.

6. Acquisition/Rehabilitation/Resale:

Goal: City-wide acquisition of five blighted, vacant properties undertaken by the York Redevelopment Authority. The City of York seeks to improve the sustainability of suitable living environments by having the York Redevelopment Authority acquire abandoned buildings and making them available for resale and/or rehabilitation.

2018: In 2018, no properties were acquired.

7. Slum and Blight Removal:

Goal: The City of York seeks to improve the sustainability of suitable living environments by having the York Redevelopment Authority acquire 15 abandoned buildings, making them available for resale and/or rehabilitation or demolishing them.

2018: One building was demolished.

8. Loan repayment:

Goal: Repayment of borrowed Section 108 funds (two loans paid over five years).

2018: Two loan payment were made (Note: Table 1 above notes one Section 108 loan. Two Section 108 loans are made each year).

9. Encourage youth employment:

Goal: The City will implement a paid summer work experience for 125 high school students to work in City government.

2018: Twenty-seven youths were employed during the summer.

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

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

91.520(a)

	CDBG	HOME
White	270	6
Black or African American	201	1
Asian	0	0
Asian and White	1	0
Black or African American and White	8	0
Multi Racial	0	0
		0
<b>Total</b>	<b>480</b>	<b>7</b>
Hispanic	48	5
Not Hispanic	432	7

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

### Narrative

More White families were assisted with CDBG funds than any other racial or ethnic group. Over 50% of the families receiving assistance through the CDBG program were White. The majority of families who received assistance through the HOME program (85%) were White. Hispanic families accounted for a small percentage (fewer than 1%) of the families assisted with CDBG funds, but over 70% of the families assisted with HOME funds.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,420,704.00	\$1,318,925.07
HOME	HOME	\$524,493.00	\$316,305.09

Table 3 - Resources Made Available

### Narrative

In FY 2018, the City allocated \$1,420,704 in CDBG funds and \$524,493 in HOME funds for housing and non-housing community development activities.

### Identify the geographic distribution and location of investments

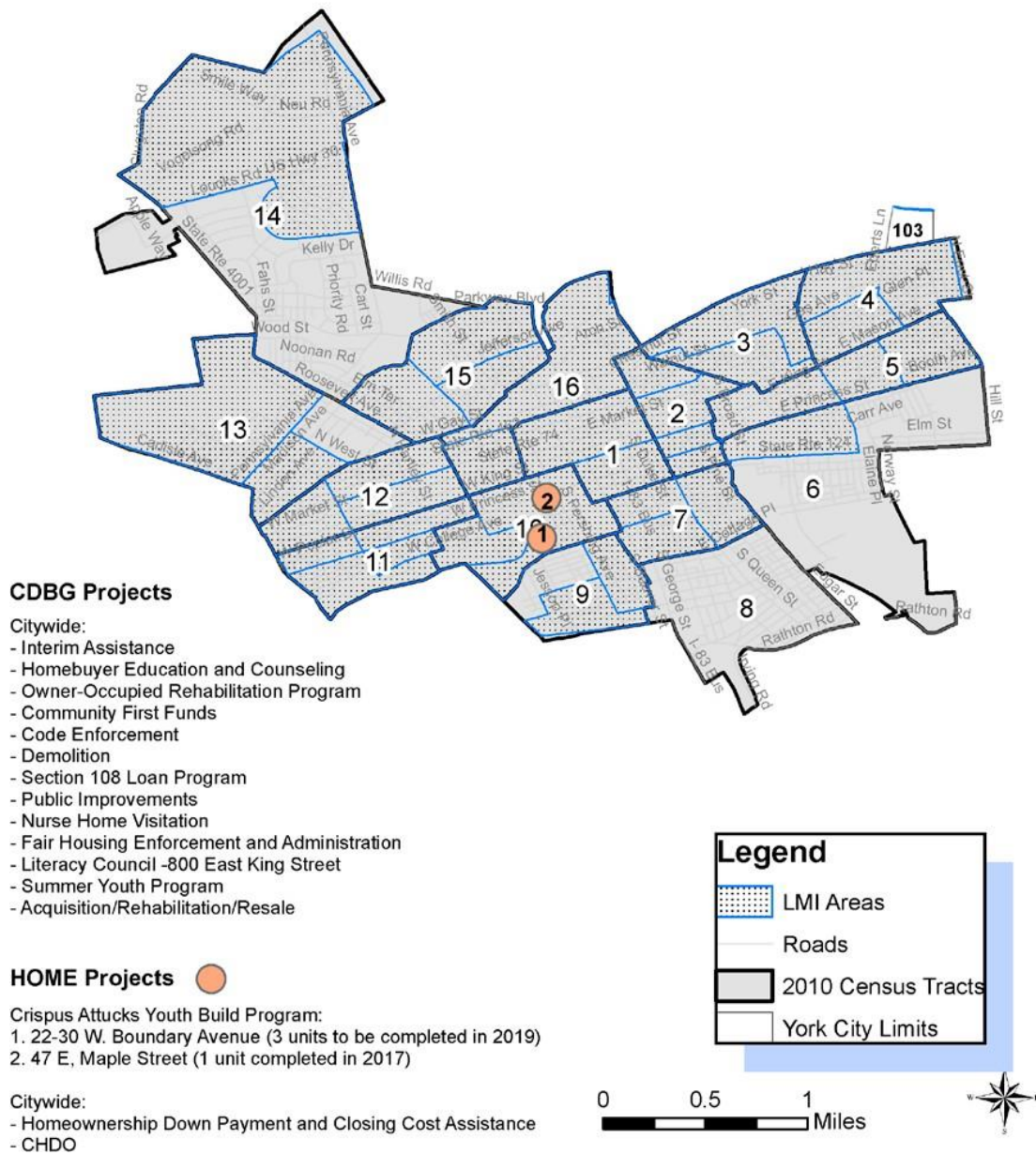
Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide			Citywide

Table 4 – Identify the geographic distribution and location of investments

### Narrative

A map depicting low/mod income areas (i.e., those areas where at least 51% of the residents have income at or below 80% of the area median income as adjusted for family size) and project locations has been provided on the following page for reference (in IDIS, the map is attached as an appendix in CR-15.) The majority of activities funded in 2018 were considered “citywide.” Activities such as acquisition, demolition, interim assistance (Clean and Seal and building stabilization), economic development, homeownership (York Homebuyer Assistance Program), and housing rehabilitation provide services where needed and requested. Likewise a service that is provided to all lower income persons based on presumed benefit and need without regard for area benefit is the Nurse Home Visitation program by the Health Bureau. The Lancaster Housing Opportunity Partnership (LHOP) responds to needs for housing services based on need and income.

## City of York FY 2018 CAPER: CDBG and HOME Activities



## Leveraging

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

The City has continuously sought public and private resources to leverage its entitlement funds in assisting with implementation of policies and programs to implement the Consolidated Plan. The City administers a Real Estate Tax Abatement Program for substantial improvements to residential properties. In agreement with State legislation, York also has established zones that provide tax abatement for industrial uses in support of economic revitalization.

The City of York is exempt from the match requirements. The City of York is a distressed community and has a Match Waiver of 100%.

In 2018, the Bureau allocated \$343,370 for the York Family Residences Rental Housing Project. The Bureau's total commitment to the project is \$900,000. The York Family Residences project is a tax credit project that has been approved by PHFA.

### 1. Federal Funds

The City of York is a part of the York City and County Continuum of Care. In June 2011, York County was approved by HUD to create a local County/City Continuum of Care (COC), thus officially seceding from the Central Harrisburg Region COC that it was a part of since 2005.

The purpose of the COC is to develop and implement a local 10 year strategy to end homelessness in York City and York County. For FY 2018, the COC was awarded \$1,278,307 for eleven projects.

**Note: HACY receives no funding from the state or local governments.**

### 2. Non-Federal

No publicly owned land or property within the city was used to address the needs identified in the plan.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

**Table 5 – Fiscal Year Summary - HOME Match Report**



Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
0	0	0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	3	0	0	3	0	0
Dollar Amount	\$27,990	0	0	\$27,990	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Number	3	0	3			
Dollar Amount	\$27,990	0	\$27,990			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	27	5
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>27</b>	<b>5</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	2	0
Number of households supported through Rehab of Existing Units	10	1
Number of households supported through Acquisition of Existing Units	15	4
<b>Total</b>	<b>27</b>	<b>5</b>

Table 12 – Number of Households Supported

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

The City is undertaking projects and activities consistent with its five-year goals. The City of York employed a multi-faceted approach in attempting to meet its affordable housing needs. The City recognizes that available resources and production capacity limit the extent to which affordable housing needs can be addressed. Recognizing that available resources are not sufficient to meet all of its affordable housing needs, the City is prioritizing projects based on need.

The Crispus Attucks Boundary Avenue rental development project broke ground in 2015 but won't be completed until 2019. The project consists of four units on Boundary Avenue and one unit at 47 E. Maple Street. The unit at 47 E. Maple Street was completed in 2017. The three units on Boundary Avenue are expected to be completed in 2019.

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

The City of York will continue to address the need for affordable housing using CDBG and HOME funding. The City is undertaking projects and activities consistent with its five-year goals. The City of York employed a multi-faceted approach in attempting to meet its affordable housing needs. The City recognizes that available resources and production capacity limit the extent to which affordable housing needs can be addressed. Recognizing that available resources are not sufficient to meet all of its affordable housing needs, the City is prioritizing projects based on the need.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	1	2
Low-income	1	5
Moderate-income	2	0
<b>Total</b>	<b>4</b>	<b>7</b>

**Table 13 – Number of Households Served**

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

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

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

Many of the unsheltered homeless in York County also struggle with mental health issues. Bell Socialization Services, a nonprofit in York County, does some outreach to these populations through their PATH program, which attempts to engage these populations and encourage those with mental health issues to seek permanent housing.

In addition, York County completes an unsheltered homeless count for HUD on an annual basis. The County continually refines the questions asked to get a better sense of those who are unsheltered and potentially not seeking homeless services from the providers in the area. In addition, those unsheltered homeless who are interviewed and counted every other year are offered a variety of services and provided with a pack of goods to help them as well.

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

Emergency shelters and transitional housing programs are major parts of the homeless housing services provided in York County. York County has seven transitional housing programs (serving families, domestic violence victims, single men, and seniors), and seven emergency shelters (serving families, individuals, domestic violence victims, and youths). These programs are predominately funded through a variety of state funding sources (such as the Homeless Assistance Program and the Human Services Development Fund) due to the shift in many HUD funding sources to rapid re-housing and permanent supportive housing. Most of the emergency shelter options in York County run a waiting list, as do the transitional housing programs – especially for families. York County is working to determine how it can provide more permanent housing options to families, with the intent of moving them from emergency and transitional housing programs into something more long-term. The largest obstacles to providing families with permanent housing in York County continues to be lack of jobs that pay a living wage, and scarcity of affordable housing that can accommodate large families.

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

York County closely follows several Pennsylvania-state mandated policies in regards to discharge from a variety of institutions, including foster care, health care facilities, mental health facilities and corrections programs and institutions. These policies identify the initial steps that prevent those exiting these programs and places from becoming homeless.

**Foster Care Discharge Protocol:** York County is required by Pennsylvania state law to provide discharge plans for individuals exiting foster care, as identified in the state PA OCYF Bulletin #31030-11-04, & Independent Living Guidelines. A law passed in 2012 allowed youth under 21 who age out of the foster care system to remain in care until 21. These policies are designed to ensure that youth served by the foster care system are not discharged to homelessness. York County's Office of Children, Youth, & Families (York County OCYF) is required to develop transition plans before youth are discharged from foster care. These youth-driven transition plans begin when a youth is 16 or a minimum of six months before discharge. State policy says the plan may not include referrals to shelters and should include a court-approved plan for safe/sustainable housing.

**Health Care/Hospital Discharge Protocol:** York County follows the Pennsylvania-state mandated laws regarding discharge from health care facilities/hospitals. Pennsylvania hospitals must have written discharge policies meeting requirements of the federal Conditions of Participations (CoPs) in Medicare. York County's Continuum of Care stays current on hospital policies regarding discharge of homeless patients and on 'super utilizer' projects that work with clients with multiple, chronic needs to stabilize them and avert homelessness and ER visits. Both York hospitals (York and Memorial) have patients meet with a social worker to assess needs, develop a discharge plan, assess psycho-social issues and screen for homelessness and ER visits. All hospitals arrange for case management when needed and referrals for primary care upon discharge from the facility. Hospitals assist in the Medical Assistance (MA) application process and provide information on subsidized housing. Contact with assisted living/nursing social workers is made when needed.

**Mental Health Facility Discharge Protocol:** York County follows the Pennsylvania-state mandated policies on discharge from a mental health facility – also referred to as a 'state hospital.' Discharge from a state hospital cannot occur unless housing, treatment, case management and rehabilitation services are in place at the county level. The goal of the Office of Mental Health and Substance Abuse Services (OMHSAS) is that individuals be engaged and supported in identifying and moving into the most integrated housing of their choice in the community. York/Adams Mental Health (MH)/Intellectual and Developmental Disabilities (IDD) Programs have housing options available to discharged individuals with serious and persistent mental illness who are facing homelessness. Case management works with the

consumer to identify the level of support needed to make referrals to agencies providing the needed service, and to link the consumer to local supportive services. York County MH Program uses housing caseworkers to assist consumers in locating affordable permanent housing. If a consumer with mental illness is facing homelessness and no permanent housing option can be identified, York County MH has respite care beds that case managers can access.

**Corrections Facility Discharge Protocol:** York County follows the Pennsylvania-state mandated discharge policies on individuals leaving correctional institutions. Pennsylvania ensures that individuals released from state correctional institutions do not become homeless in two ways: PA Department of Corrections (DOC) 1-5-06 Policy Statement on Inmate Reentry and Transition requires Continuity of Care Planners to try to assure viable home plans and follow-up services for all maxouts by providing information on housing, photo ID and other documents. Links are also made with the Veterans Administration (VA) to access benefits. PA Board of Probation and Parole (PBPP) has a formal policy that no person may be released on parole without an approved home plan. DOC and PBPP also work to improve the discharge planning process and to provide housing counseling to inmates prior to discharge. In York County, some judges require a permanent residence as a condition of release.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

York County has made Rapid Re-Housing (RRH) a priority and had a new RRH program funded through the Continuum of Care in the 2013 funding round. Additional RRH funds were applied for in the 2014 funding round, and were approved. RRH also voted and approved to be an eligible application activity in York County for Emergency Solutions Grant (ESG) funds beginning in 2015. In addition, to prevent homelessness, York County provides Pennsylvania Homeless Assistance Program (HAP) dollars to individuals who are at risk of losing their homes and to those who need help with a down payment or first month's rent to get into a home of their own. All of these sources of rapid re-housing and homeless prevention funds are managed through the same local non-profit, Community Progress Council, thereby increasing the odds of an individual or family finding the most appropriate funding source(s) to address their needs.

York County is also working on the planning and implementation of a Coordinated Entry process, which will allow all those seeking housing to be evaluated on the same criteria and ranked on the level of their need. This will allow the community to ensure that chronically homeless individuals and families are being offered stable housing as a first priority. Implementation of the Coordinated Entry system began in October 2016.



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

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

The York Housing Authority (YHA) continued to use its Capital Fund grant to make, physical, operational and management improvements at its various housing developments and administrative sites. YHA completed a self-implemented, self-directed \$4.5 million Energy Performance Contract for water, electric and gas improvements at all public housing properties.

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

YHA has resident councils in four of its developments. These resident councils have input/involvement with YHA management operations and modernization needs. Resident council officers serve on YHA's Resident Advisory Board (RAB). YHA completed two actions to increase resident involvement in management:

1. RAB membership was extended to residents of developments that do not have a Resident Council.
2. When possible and appropriate, the Resident Initiative Coordinator increased the involvement of residents in meetings with outside agencies or committees. Resident ideas and suggestions assisted the process, resulting in increased collaboration among agencies.

YHA has both a public housing homeownership program and a Section 8 homeownership program and is proposing to increase homeownership opportunities by having its Family Self Sufficiency (FSS) Program Coordinator meet with all incoming public housing applicants to review and discuss homeownership opportunities available to them. The FSS coordinator will pursue similar action with eligible Section 8 tenants.

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

Not applicable.

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

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

Since the adoption of the AI, the City's code enforcement process has improved. Staff of the City's Permits, Planning and Zoning Department, and the fire department cooperate in the property inspection process and all other code-related matters. The two departments jointly perform all required certificate of occupancy and certificate of compliance inspections and do not require a separate licensing inspection for each certificate.

The City's zoning permitting process has also improved and has become more consistent and efficient. The City intends to continue improving the process even more by having the zoning officer and city planner work together to further streamline the process. Also, the City will continue to encourage and facilitate communication between and among City departments, affordable housing stakeholders, and other parties to identify both barriers to affordable housing and ways to remove or reduce such barriers.

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

The chief obstacle to meeting underserved needs is a lack of, or inadequate, resources---both financial and human (staffing). The City of York will continue to collaborate with human and social service agencies and the Continuum of Care (CoC) to identify potential resources for meeting the service needs of City residents. The City will support the efforts of service agencies to maximize the use of available resources and to obtain additional resources whenever possible.

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

Lead-based paint abatement is an eligible rehabilitation program, and participation in the City's housing rehabilitation programs will reduce the number of homes with lead-based paint hazards. The City of York's Bureau of Health provided lead-based paint hazard education and lead-based paint risk assessments and code enforcement for City children and the homes they live in.

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

The resources that the City of York has to reduce the number of persons with incomes below the poverty level are limited. In 2018, the City continued to pursue and support various economic development and housing activities in an effort to provide an environment that attracted and retained businesses or facilitated the expansion of existing businesses to secure employment and increase incomes for City residents. These activities included the following:

- Bell Socialization/Rental Assistance Program – Rental assistance provided to homeless and near-homeless to secure and/or maintain housing.

- First-time Homebuyer Assistance- Counseling and downpayment/closing cost assistance to first-time homebuyers.
- Crispus Attucks Association – Rehabilitation of one property into affordable, decent rental housing. Three remaining units will be available in 2019.
- Micro-Enterprise Assistance Program – Provided loans and technical assistance to 57 small businesses to encourage creating or maintaining jobs.
- York County Literacy Council – Provided funding for English as a Second Language classes. Also provided funding for pre-GED instruction in reading, writing, math, computer and critical thinking skills to serve as a springboard for more education, training and better jobs. Forty-four residents benefited from the program.
- Nursing Visitation – Funded the Bureau of Health to provide outreach, counseling, and testing 146 clients.

The varied activities helped to create job opportunities, reduce burdens (e.g. housing cost burden), and educationally/economically empower city residents, all of which prevented or alleviated poverty in the community. In addition, in the award of contracts, the City implemented the Section 3 Plan to promote the utilization of firms owned by low-income persons.

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

In 2018, the City of York continued to rely on a network of public sector, private sector, and non-profit organizations to deliver needed housing and community development services to City residents, particularly the homeless and special needs populations. Many of the organizations in the network operate on a county or regional level.

The demand for services greatly exceeds the available resources. The City of York continued to collaborate with human and social service agencies and the Continuum of Care to identify potential resources for meeting the service needs of City residents. The City supported the efforts of service agencies to obtain needed resources.

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

See previous answer.

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

Since adoption of the AI, the City's code enforcement process has improved. Staff of the City's Permits, Planning and Zoning Department, and Q Dot Engineering cooperate in the property inspection process and all other code-related matters. The two entities jointly perform all required certificate of occupancy and certificate of compliance inspections and do not require a separate licensing inspection for each certificate.

The City's zoning permitting process has also improved and has become more consistent and efficient. The City intends to continue improving the process even more by having the zoning officer and city planner work together to further streamline the process.

Also, the City continued to encourage and facilitate communication between and among City departments, affordable housing stakeholders, and other parties, to identify both barriers to affordable housing and ways to remove or reduce such barriers.

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

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

The City of York's Bureau of Housing Services has primary responsibility for monitoring the CDBG and HOME activities. It keeps records on the progress toward meeting the Consolidated Plan goals and on the statutory and regulatory compliance of each activity.

For each activity that is authorized under the National Affordable Housing Act, the Bureau has established fiscal and management procedures that ensure program compliance and funds accountability and that reports to HUD are complete and accurate. The Bureau of Housing Services carries out the subrecipient Monitoring Plan.

The objectives of the Monitoring Plan are:

- To ensure compliance with Federal statutory and regulatory requirements for CDBG and HOME Programs.
- To ensure that funds are used effectively and for the purpose for which they were made available.
- To enhance the administrative and management capabilities of subrecipients through training, orientation, and technical assistance.
- To ensure production and accountability.
- To evaluate organizational and project performance.

The City uses several approaches to achieve sub-recipient compliance. These include, but are not limited to, orientation, technical assistance, program management, record management, and program monitoring.

As in past years, the Bureau of Housing Services has performed financial and programmatic monitoring through reviews of requests for reimbursement, activity reports, and client benefit reports. The reports document sub-recipient progress, compliance with funding agreements, and numbers and characteristics of beneficiaries. Maintaining complete and accurate project files is an important aspect of program monitoring.

The Bureau of Housing Services also has performed monitoring visits to determine whether agencies implemented and administered CDBG/HOME funded activities according to all applicable Federal requirements. This includes monitoring construction projects subject to Section 3, Davis-Bacon Wage

Rates, Minority and Women-Owned businesses, Housing Quality Standards, Section 504/ADA, and other federal requirements.

To ensure compliance, the City monitored each sub-recipient and required periodic, timely, and complete written reports on beneficiaries and submission of annual audits.

The City of York encouraged participation by minority-owned businesses in CDBG and HOME assisted activities. The City maintained records concerning the participation of minority-owned businesses to assess the results of its efforts and to complete the semi-annual “Minority Business Enterprise Report” to HUD.

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

To ensure compliance with the comprehensive planning requirements of the Consolidated Plan process, the City reviews the process on an ongoing basis. The review ensures compliance with federal requirements concerning citizen participation and consistency of actions taken with those specified in the City’s Citizen Participation Plan. The City maintains records that document participation and consistency actions taken each program year.

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

Ads were placed in the York Dispatch and the York Daily Record newspapers notifying the community of a public hearing to obtain input on performance reports and the availability of the FY 2018 CAPER for public review beginning on February 20, 2019. The advertisement stipulated that comments received through March 7, 2019 would be considered, providing a 15-day comment period. The notice and summary of comments received can be found attached in IDIS.

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

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

There were no amendments or major changes to the overall Consolidated Plan (CP) program priorities or objectives during the program year. Because some of the priorities of the Consolidated Plan are fairly broad, there is flexibility for new programs that fit into these categories to be added when reprogramming occurs and as each funding cycle arises.

The City of York added an owner-occupied rehabilitation program to address the need for housing rehabilitation in the City of York. The Owner Occupied Rehabilitation Program is designed to preserve and improve the existing housing stock in the City of York by providing the financial and technical assistance to address substandard major systems such as, but not limited to roofing, heating, electrical, plumbing, structural components, repairs to eliminate health and safety deficiencies, repairs identified by code violations and repairs that will assist York City residents to qualify for the York County Weatherization Assistance program (moisture,/mold issues, kitchen and bath ventilation, or other items that would need to be addressed to qualify for a home for weatherization) A total of \$30,000 in CDBG funds were invested in this activity.

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

No

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

Not applicable.

## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

**Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.**

As required by 24 CFR 92.504(d), during the required affordability period for HOME-assisted rental units, the Program Compliance Specialist performed on-site inspections of HOME-assisted rental housing to determine compliance with the HUD-required property standards of 24 CFR 92.251. As required by HUD, HOME –assisted rental projects with total units from one to four (1-4) units are inspected every three (3) years, projects from five to twenty-five (5-25) units are inspected every two (2) years; and projects with twenty-six (26) or more units are inspected annually.

Monitored Properties 2018:

### **Homes at Thackston Park**

39 Units. 13 Units Inspected. Date Inspected 4/26/18

The tenant files reviewed and the property inspections completed on the sample units show that the Homes at Thackston Park is doing an acceptable job with their files and maintenance of their rental units. There were however some very minor items identified during the inspection that should be addressed. There was some drywall damage on a living ceiling in one of the units inspected. Two (2) hot water heaters had small leaks. A door in one of the bedrooms would not lock. Kitchen lights in a unit was inoperable.

### **Historic Fairmont**

38 Units. 14 Units Inspected. Date Inspected. Date Inspected 8/9/18

As noted last year, the application and marketing materials do not contain the required Equal Housing Opportunity (EHO) logos or language. Electronic (web based) advertisements do not contain the required EHO logos. There were a few income calculation errors. The errors did not effect the client eligibility.

There were also some minor repairs identified during the inspections. Nothing requiring immediate attention. Repairs such as replacing a bathroom towel bar, tightening loose kitchen and bathroom faucets, repair stove burner and dish washer and toilet seat loose in bathroomwre some of the repairs needed. There was nothing requiring immediate attention.



### **George Street Commons**

28 Units. 6 Units Inspected. Date Inspected 8/30/18

The lease states that the owner may terminate the lease immediately upon learning the resident, a household member or guest has engaged in criminal activity. The HOME program requires at least thirty (30) days written notice for any lease termination. The termination language must be revised immediately.

There was one concern. The waiting list for units is not sorted in chronological order by date of application

### **Smyser Street Apartments**

21 Units. 4 Units Inspected. Date Inspected 9/21/18

There were several safety items noted in the inspection report. They included several inoperable emergency lights. These lights were to be repaired within 24 hours. In two (2) of the units, doors to the bathroom and bedroom needed to be planed to close properly. A door handle needed to be replaced on a bedroom. Several emergency lighting units are inoperable and are being serviced.

The files reviewed are in acceptable condition with some minor errors that do not effect the eligibility of the resident.

### **Liberty Apartments**

6 Units. 4 Units Inspected. Date Inspected 10/12/18

The lease contained language regarding notice of termination that does not comply with the HOME Program Final Rule. The language must be revised immediately. Tenant files do not contain landlord reference checks, but criteria criteria for acceptance says they are required. Policy should be updated. There were a few minor corrections needed in the files. They should be using 8 months of checking instead of 6 months to verify assets. Incalculating SS benefit the most recent benefit letter should be used.

Unit 2- Center bedroom ceiling light is inoperable. Unit 4-Range hood light is inoperable. Unit 5-Lavoratory missing pop up stopper.

### **East King Street Apartments**

6 Units. 4 Units Inspected. Date Inspected 10/12/18

As noted in a previous monitoring report, the lease contains language regarding notice of termination that does not comply with the HOME Program Final Rule. The language must be revised immediately. Household assets and annual income must be verified in accordance with HOME program rules.

Unit 334B- Left rear stove burner will not ignite. Rear kitchen entrance door screen are torn and missing. Both smoke alarms are chirping. Need batteries replaced.

### **York SMB Properties**

31 Units. 8 Units Inspected. Date Inspected 10/26/18

The rental application and marketing material did not have the appropriate Equal Housing Opportunity (EHO) logo as mandated by HOME the final rule. The owner must ensure that staff has the appropriate information to determine eligibility for residency. Staff is not performing income certifications consistently using HOME regulations. The inconsistencies do not have an impact on the clients income eligibility.

353 W. King Street #201- Fire extinguisher missing. 346 W. Market Street #102- Fire extinguisher missing in kitchen. Light in the hallway is inoperable. 292 W. Market Street #302- The cover is missing on the light switch in the middle bedroom.

### **Crispus Attucks Scattered Sites- SKW and SHP**

SKW-34 Units. 7 Units Inspected. Date Inspected 12/5/17. SHP-30 Units. 6 Units Inspected. Date Inspected 1/5/18

SKW- There is no specific language in the lease regarding the terms for rent increases or HOME rent restriction.. All rent increases must be preceded by at least 30 days written notice. As noted last year, the lease contains prohibited language in at least two sections. The lease must be modified.

There were no items identified in the inspection that required immediate action. There were, however, some minor repairs needed, such as an overhead light was inoperable and toilet seat loose in one unit. There was a ceiling leak in the kitchen and living room of a unit along with a broken window pane in the living room of a unit. They will need to remove aluminum foil from a stove burner and fix the towel bar in the bathroom.

SHP- Same as above.

There were no inspection items that required immediate action. There were a couple of concerns. The bathroom vanity top is cracked at 453 S. George Street Unit 1. Water leak in the above window in 2<sup>nd</sup> floor front bedroom. Needd to remove aluminum foil from burners at 16 E. South Street Unit1. Kitchen fauset handle loose at 14 W. South Street Unit-1.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

The City of York uses affirmative marketing strategies in its projects. There were no new projects in 2018 that were required to comply with an affirmative marketing plan. However, those projects monitored in 2018 all had affirmative marketing plans in place. The Community Housing Development Organization (CHDO) agreement between Y-Community Development Corporation, York Area Development Corporation, Creating Opportunities in Neighborhood Environments (CONE) are encouraged by the City of York to develop and utilize an Affirmative Marketing Plan in the sale and/or rental of HOME assisted units.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

See IDIS PR 26.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City supported the efforts of the York Housing Authority to maintain and increase the supply of affordable housing for public housing residents and Housing Choice voucher holders.

## **IDIS Report PR26**



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
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**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	958,881.83
02 ENTITLEMENT GRANT	1,420,704.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,379,585.83

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	965,764.25
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	965,764.25
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	222,672.93
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	130,487.89
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,318,925.07
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,060,660.76

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	829,513.81
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	829,513.81
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	85.89%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	181,804.85
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	181,804.85
32 ENTITLEMENT GRANT	1,420,704.00
33 PRIOR YEAR PROGRAM INCOME	102,140.12
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,522,844.12
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	11.94%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	222,672.93
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	222,672.93
42 ENTITLEMENT GRANT	1,420,704.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,420,704.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.67%



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**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Report returned no data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	8	1429	6140915	Voni Grimes	03Z	LMA	\$1,227.80
2016	8	1429	6141861	Voni Grimes	03Z	LMA	\$8,331.56
2016	8	1429	6195553	Voni Grimes	03Z	LMA	\$17,500.00
2016	8	1429	6214308	Voni Grimes	03Z	LMA	\$93,949.00
2017	9	1445	6164832	SECTION 108	03Z	LMA	\$286,184.73
2017	9	1445	6171688	SECTION 108	03Z	LMA	\$13,815.27
					<b>03Z</b>	<b>Matrix Code</b>	<b>\$421,008.36</b>
2018	7	1466	6222911	Youth Internship program	05D	LMC	\$17,933.90
					<b>05D</b>	<b>Matrix Code</b>	<b>\$17,933.90</b>
2018	5	1472	6198575	Health postpartum	05M	LMC	\$5,050.00
					<b>05M</b>	<b>Matrix Code</b>	<b>\$5,050.00</b>
2018	5	1477	6198473	LHOP Counseling	05U	LMC	\$1,413.67
2018	5	1477	6198962	LHOP Counseling	05U	LMC	\$1,312.35
2018	5	1477	6211256	LHOP Counseling	05U	LMC	\$1,713.92
2018	5	1477	6215899	LHOP Counseling	05U	LMC	\$2,064.72
2018	5	1477	6230352	LHOP Counseling	05U	LMC	\$2,212.35
2018	5	1477	6231805	LHOP Counseling	05U	LMC	\$1,617.20
2018	5	1478	6198962	LHOP Homeownership program	05U	LMC	\$5,147.16
2018	5	1478	6211256	LHOP Homeownership program	05U	LMC	\$2,341.21
2018	5	1478	6215899	LHOP Homeownership program	05U	LMC	\$2,516.73
2018	5	1478	6230352	LHOP Homeownership program	05U	LMC	\$3,277.10
2018	5	1478	6231805	LHOP Homeownership program	05U	LMC	\$2,814.57
					<b>05U</b>	<b>Matrix Code</b>	<b>\$26,430.98</b>
2017	5	1454	6159609	Youth Internship program	05Z	LMC	\$7,991.50
2017	5	1454	6222911	Youth Internship program	05Z	LMC	\$11,971.50
2017	19	1441	6146089	LHOP Counseling	05Z	LMC	\$3,042.02
2017	19	1441	6162041	LHOP Counseling	05Z	LMC	\$2,450.01
2017	19	1441	6164474	LHOP Counseling	05Z	LMC	\$1,720.43
2017	19	1441	6173755	LHOP Counseling	05Z	LMC	\$1,927.09
2017	19	1441	6181181	LHOP Counseling	05Z	LMC	\$2,822.41
2017	28	1440	6129179	LHOP Homeownership program	05Z	LMC	\$2,121.09
2017	28	1440	6146089	LHOP Homeownership program	05Z	LMC	\$2,025.75
2017	28	1440	6162041	LHOP Homeownership program	05Z	LMC	\$2,676.74
2017	28	1440	6164474	LHOP Homeownership program	05Z	LMC	\$1,950.23
2017	28	1440	6175531	LHOP Homeownership program	05Z	LMC	\$2,356.63
2017	28	1440	6191635	LHOP Homeownership program	05Z	LMC	\$4,334.57
2018	5	1462	6141917	Emmanuel Community Development	05Z	LMA	\$5,000.00
2018	5	1462	6143194	Emmanuel Community Development	05Z	LMA	\$8,079.00
2018	5	1462	6217738	Emmanuel Community Development	05Z	LMA	\$19,500.00
2018	5	1462	6230352	Emmanuel Community Development	05Z	LMA	\$27,421.00
2018	5	1471	6198962	York County Literacy Council	05Z	LMC	\$18,059.96
2018	5	1471	6204025	York County Literacy Council	05Z	LMC	\$1,959.33
2018	5	1471	6214308	York County Literacy Council	05Z	LMC	\$3,066.79
2018	5	1471	6222879	York County Literacy Council	05Z	LMC	\$1,672.15
2018	5	1471	6230354	York County Literacy Council	05Z	LMC	\$241.77
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$132,389.97</b>
2015	7	1374	6195553	Housing Improvement Program	14A	LMH	\$933.41



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	7	1374	6230352	Housing Improvement Program	14A	LMH	\$524.76
2016	16	1416	6205043	Housing Improvement Program	14A	LMH	\$964.94
2017	16	1446	6228751	Housing Improvement Program	14A	LMH	\$8,112.00
					<b>14A</b>	<b>Matrix Code</b>	<b>\$10,535.11</b>
2015	7	1375	6148798	Home Improvement Program Delivery	14H	LMH	\$578.90
2016	16	1417	6136320	Home Improvement Program Delivery	14H	LMH	\$304.00
2017	21	1422	6195553	Bonnie Hake	14H	LMH	\$1,671.82
2017	21	1453	6116216	Mildred Roland	14H	LMH	\$125.00
2017	21	1453	6148798	Mildred Roland	14H	LMH	\$582.28
2017	21	1453	6164474	Mildred Roland	14H	LMH	\$7,870.25
2017	21	1453	6195553	Mildred Roland	14H	LMH	\$2,231.21
2017	21	1453	6196506	Mildred Roland	14H	LMH	\$95.25
2017	21	1453	6204025	Mildred Roland	14H	LMH	\$357.21
2017	21	1453	6230352	Mildred Roland	14H	LMH	\$27.56
2017	21	1456	6148798	Marcy Shneidewind	14H	LMC	\$26.77
2017	21	1458	6127210	Micheal and Evelyn Brigham	14H	LMC	\$12.00
2017	21	1458	6129179	Micheal and Evelyn Brigham	14H	LMC	\$125.00
2017	21	1458	6148798	Micheal and Evelyn Brigham	14H	LMC	\$187.45
2017	21	1458	6196506	Micheal and Evelyn Brigham	14H	LMC	\$875.27
2017	21	1458	6204025	Micheal and Evelyn Brigham	14H	LMC	\$243.25
2017	21	1458	6230352	Micheal and Evelyn Brigham	14H	LMC	\$1,213.19
2017	21	1458	6235106	Micheal and Evelyn Brigham	14H	LMC	\$16,750.00
2017	21	1459	6125202	Elizabeth Brown	14H	LMC	\$5,117.00
2017	21	1459	6127210	Elizabeth Brown	14H	LMC	\$6.00
2017	21	1459	6134010	Elizabeth Brown	14H	LMC	\$80.25
2017	21	1459	6148798	Elizabeth Brown	14H	LMC	\$1,016.83
2017	21	1459	6196506	Elizabeth Brown	14H	LMC	\$151.02
2018	15	1463	6148798	Staci L. Blauser	14H	LMC	\$267.78
2018	16	1487	6202331	Dianna L. Drayden	14H	LMC	\$125.00
2018	16	1487	6204025	Dianna L. Drayden	14H	LMC	\$137.81
2018	16	1487	6210357	Dianna L. Drayden	14H	LMC	\$6.00
2018	16	1487	6230352	Dianna L. Drayden	14H	LMC	\$165.37
2018	16	1488	6204025	Elize M. Rosado	14H	LMC	\$165.38
2018	16	1488	6230352	Elize M. Rosado	14H	LMC	\$55.12
2018	16	1489	6230352	Louis & Philly Moultre	14H	LMC	\$220.52
					<b>14H</b>	<b>Matrix Code</b>	<b>\$40,790.49</b>
2018	4	1469	6222911	Permits	15	LMA	\$150,000.00
					<b>15</b>	<b>Matrix Code</b>	<b>\$150,000.00</b>
2018	5	1486	6198962	Community First fund	18C	LMC	\$13,125.00
2018	5	1486	6202329	Community First fund	18C	LMC	\$6,562.50
2018	5	1486	6230352	Community First fund	18C	LMC	\$5,687.50
					<b>18C</b>	<b>Matrix Code</b>	<b>\$25,375.00</b>
<b>Total</b>							<b>\$829,513.81</b>

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	7	1466	6222911	Youth Internship program	05D	LMC	\$17,933.90
					<b>05D</b>	<b>Matrix Code</b>	<b>\$17,933.90</b>
2018	5	1472	6198575	Health postpartum	05M	LMC	\$5,050.00
					<b>05M</b>	<b>Matrix Code</b>	<b>\$5,050.00</b>
2018	5	1477	6198473	LHOP Counseling	05U	LMC	\$1,413.67
2018	5	1477	6198962	LHOP Counseling	05U	LMC	\$1,312.35
2018	5	1477	6211256	LHOP Counseling	05U	LMC	\$1,713.92
2018	5	1477	6215899	LHOP Counseling	05U	LMC	\$2,064.72



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2018  
YORK , PA

DATE: 02-14-19  
TIME: 10:53  
PAGE: 4

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	5	1477	6230352	LHOP Counseling	05U	LMC	\$2,212.35
2018	5	1477	6231805	LHOP Counseling	05U	LMC	\$1,617.20
2018	5	1478	6198962	LHOP Homeownership program	05U	LMC	\$5,147.16
2018	5	1478	6211256	LHOP Homeownership program	05U	LMC	\$2,341.21
2018	5	1478	6215899	LHOP Homeownership program	05U	LMC	\$2,516.73
2018	5	1478	6230352	LHOP Homeownership program	05U	LMC	\$3,277.10
2018	5	1478	6231805	LHOP Homeownership program	05U	LMC	\$2,814.57
					<b>05U</b>	<b>Matrix Code</b>	<b>\$26,430.98</b>
2017	5	1454	6159609	Youth Internship program	05Z	LMC	\$7,991.50
2017	5	1454	6222911	Youth Internship program	05Z	LMC	\$11,971.50
2017	19	1441	6146089	LHOP Counseling	05Z	LMC	\$3,042.02
2017	19	1441	6162041	LHOP Counseling	05Z	LMC	\$2,450.01
2017	19	1441	6164474	LHOP Counseling	05Z	LMC	\$1,720.43
2017	19	1441	6173755	LHOP Counseling	05Z	LMC	\$1,927.09
2017	19	1441	6181181	LHOP Counseling	05Z	LMC	\$2,822.41
2017	28	1440	6129179	LHOP Homeownership program	05Z	LMC	\$2,121.09
2017	28	1440	6146089	LHOP Homeownership program	05Z	LMC	\$2,025.75
2017	28	1440	6162041	LHOP Homeownership program	05Z	LMC	\$2,676.74
2017	28	1440	6164474	LHOP Homeownership program	05Z	LMC	\$1,950.23
2017	28	1440	6175531	LHOP Homeownership program	05Z	LMC	\$2,356.63
2017	28	1440	6191635	LHOP Homeownership program	05Z	LMC	\$4,334.57
2018	5	1462	6141917	Emmanuel Community Development	05Z	LMA	\$5,000.00
2018	5	1462	6143194	Emmanuel Community Development	05Z	LMA	\$8,079.00
2018	5	1462	6217738	Emmanuel Community Development	05Z	LMA	\$19,500.00
2018	5	1462	6230352	Emmanuel Community Development	05Z	LMA	\$27,421.00
2018	5	1471	6198962	York County Literacy Council	05Z	LMC	\$18,059.96
2018	5	1471	6204025	York County Literacy Council	05Z	LMC	\$1,959.33
2018	5	1471	6214308	York County Literacy Council	05Z	LMC	\$3,066.79
2018	5	1471	6222879	York County Literacy Council	05Z	LMC	\$1,672.15
2018	5	1471	6230354	York County Literacy Council	05Z	LMC	\$241.77
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$132,389.97</b>
<b>Total</b>							<b>\$181,804.85</b>

**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	12	1468	6222911	CDBG Admin	21A		\$222,672.93
					<b>21A</b>	<b>Matrix Code</b>	<b>\$222,672.93</b>
<b>Total</b>							<b>\$222,672.93</b>



## **Citizen Participation:**

- **Proof of Publication: Public Hearing Notice**
- **Council Resolution**
- **Public Hearing Sign-In Sheet**



BUREAU OF PERMITS, PLANNING  
DEB PAINTER  
PO BOX 509  
YORK, PA 17405  
ATTN:

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## PROOF OF PUBLICATION State of Pennsylvania

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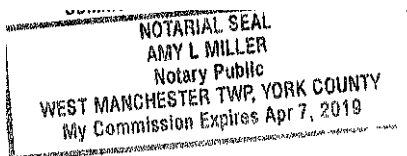
**York Daily Record, York Dispatch and York Sunday News**, is the name of the newspaper(s) of general circulation published continuously for more than six months as its principal place of business, 1891 Loucks Rd York, A 17408

I have printed copy if the advertisement hereto attached is a true copy, exactly as printed and published, of an advertisement printed in the regular issues of the Saturday or Sunday Record, or the Saturday or Sunday News, dated 2/19/19

**COMMONWEALTH OF PENNSYLVANIA COUNTY OF YORK**  
I, **AMY L. MILLER**, a Notary Public, personally came and saw the person whose name appears in the foregoing statement as to the time, place and character of publications are true, and that the aforesaid is not interested in the subject matter of the above mentioned advertisement.

Witness my hand and the seal of my office this 19th day of February 2019

**AMY L. MILLER**  
Notary Public  
WEST MANCHESTER TWP, YORK COUNTY  
My Commission Expires Apr 7, 2019



Advertisement Cost	\$386.70
Affidavit Fee	\$5.00
Total Fee	\$391.70

Council of the City of York, PA  
Session 2019  
Resolution No. 26

(')

INTRODUCED BY: 7.1 :tJitt - 3/4:Wn

DATE: March 19, 2019

**A RESOLUTION**

**AUTHORIZING SUBMITTAL OF THE 2018 CONSOLIDATED ANNUAL  
PERFORMANCE AND EVALUATION REPORT (CAPER)**

WHEREAS, under title I of the Housing and Community Development Act 1974, as amended, the Secretary of the Department of Housing Development (HUD) has made grants available to the City of York, Pennsylvania to implement Community Development Block (CDBG) programs; and

WHEREAS, under title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, HUD has made grants available to the City of York, Pennsylvania to implement the HOME Investment Partnership (HOME) Program; and

WHEREAS, under 24 CFR Part 91.520 Entitlement Communities shall submit a Consolidated Annual Performance and Evaluation Report 90 days after the completion of the most recent program year; and

WHEREAS, the Consolidated Annual Performance and Evaluation Report was available for comment for a period of fifteen (15) days, and a public hearing has been held to review the City's administration of the CDBG and HOME programs.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of York, Pennsylvania:

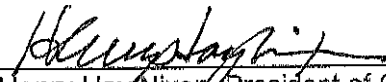
1. That the 2018 Consolidated Annual Performance and Evaluation Report for the City of York is hereby approved in all aspects
2. That the President of City Council is hereby authorized and directed to submit the Consolidated Annual Performance and Evaluation Report on or about March 29, 2019.
3. That Mr. James E. Crosby, Deputy Director Bureau of Housing Services, is hereby authorized to submit corrections and/or additional information as required by HUD.

PASSED FINALLY: March 19, 2019

BY THE FOLLOWING VOTE:

YEAS: Washington, Ritter-Dickinson, Buckingham, Walker, Nixon - 5

NAYS: N\_o\_n\_e -

  
Henry Hay Nixon, President of Council

ATTEST:

  
Dianna L. Thompson-Mitchell, City Clerk

# SIGN IN SHEET

PUBLIC HEARING OF FY 2018 CAPER  
FORTHECDBGANDHOMEPROGRAMS

FEBRUARY 26, 2019 - 6:00 PM

HELD AT CITY COUNCIL CHAMBERS

## PLAN ON SPEAKING

NAME \_\_\_\_\_

AGENCY $j_-$ 

100

YES

Ammy Bethea

City of York

Debal Parter

City of Los Angeles

THIRTY  
EIGHT

City of York

JAMES CRISBY

City of U.S.