

# **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 2020**

**(1/1/2020 THROUGH 12/31/2020)**

**PREPARED FOR:**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PHILADELPHIA, PA

## Table of Contents

CR-05 - Goals and Outcomes .....	3
HOME OWNERSHIP .....	5
RENTAL HOUSING .....	6
PUBLIC SERVICES.....	6
First Time Homebuyer Education/Counseling provided by LHOP .....	6
First Time Homebuyer/LHOP .....	7
Fair Housing/Human Relations Commission.....	7
Nurse Home Visitation for High Risk Pregnant Woman/York City Bureau of Health .....	7
Adult Literacy/York County Literacy Council. ....	7
Summer Youth Employment Program/Economic Development.....	7
Public Facility and Infrastructure Improvements/Public Works.....	7
Elimination of Slum and Blight/RDA .....	7
Economic Development/Community First Fund.....	8
Owner Occupied Rehabilitation Program/York County Planning Commission .....	8
York County Human Services/Communities of Hope/Community Mobilizer.....	8
City of York Section 108 Loans.....	8
CR-10 - Racial and Ethnic composition of families assisted.....	10
CR-15 - Resources and Investments 91.520(a) .....	11
CR-20 - Affordable Housing 91.520(b) .....	16
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c) .....	18
CR-30 - Public Housing 91.220(h); 91.320(j) .....	20
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	21
CR-40 - Monitoring 91.220 and 91.230.....	24
CR-45 - CDBG 91.520(c) .....	26
CR-50 - HOME 91.520(d).....	27

## 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.

York City received HOME Investment Partnership Act (HOME) funds in the amount of \$544,004 with no program income or unallocated funds for fiscal year 2020. HOME grant funds were obligated to support program administration (10%) and other housing activities that benefit low-moderate income residents of the City of York. The City expended \$490,794.22 on HOME activities in 2020. Program accomplishments are summarized below.

### 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	Affordable Housing	CDBG: \$	Other	Other	5	0	0.00%	1	0	0.00%
Code Enforcement	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	6000	8653	144%	1200	8653	720%
Create new, affordable rental housing	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	125	4	3.20%	25	4	16.00%

Demolition	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	15	6	40%	3	6	200%
Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	10	55	550.0%	2	55	2750%
Encourage Youth Employment	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	125	0	0.00%	25	0	0.00%
Improve Public Infrastructure and Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	173,140	1731%	2000	173,140	8657%
Increase homeownership	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	35	2	5.71%	15	2	13.33%
Interim Assistance	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Fore closed Property Care	Household Housing Unit	300	245	81.7%	60	245	408%
Planning/Administration	Admin	CDBG: \$ / HOME: \$	Other	Other	10	2	20.00%	2	2	100.00 %

Provide home rehabilitation assistance	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	35	2	5.71%	10	2	20.00%
Provide Public Services	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	185	189	102%	185	189	102%
Provide Public Services	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	65	69	106%	65	69	106%
Section 108 Loan Repayment	Non-Housing Community Development	CDBG: \$	Other	Other	5	1	20.00%	1	1	100.00%

**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 2020-2024).

### HOME OWNERSHIP

The Bureau used HOME grant funds to increase home ownership in the City. The York Homebuyer assistance Program (YHAP) is designed to provide down payment and closing cost assistance to low-moderate income households in York City. The assistance is in the form of a zero percent interest 5-year forgivable loan to the buyer secured by a second mortgage against the property. Full and accurate financial documentation is required with a strong emphasis on the borrower(s) meeting HUD's income eligibility requirements. This program is

implemented with the cooperation of the Realtor's Association of York and Adams County (RAYAC), the Lancaster Housing Opportunity Program and the City/ County of York. During 2020, the City provided down payment and closing cost assistance to 2 first time low- mod income homebuyers in the City of York. The City's goal was 15 for the year, but due to the COVID-19 pandemic, demand for homeownership decreased significantly. The city will continue to hold planning meetings with LHOP periodically to discuss their performance and make recommendations on how to improve. They are very receptive to the City's ideas for improving their performance. LHOP is currently at full staff. The City set aside \$50,000 in 2020 HOME funds plus unexpended funds from the previous year for this activity; \$10,794.22 was expended on two households.

The rehabilitation of 320 W. Princess Street came from previous years CHDO set aside allocations. The property sold in 2020. Sales proceeds from the sale will be used to finance the next housing rehab project undertaken by the organization.

## RENTAL HOUSING

In 2020, the Bureau allocated \$38,850 to 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. The tax credit application has been approved by PHFA. Construction continued in 2020. Once completed, 56 new rental units (2-4 bedrooms) will be made available to low-moderate income York City residents. No funds were spent on this activity in 2020.

The City reserved \$81,612 in CHDO Set Aside and \$319,210 in HOME entitlement for the Thackston Park II project. In total the City will provide \$700,000 to the project. The tax credit application to PHFA has been approved and closing on the tax credit financing is scheduled for the spring/summer 2021. Construction is expected to begin soon thereafter. No 2020 funds were spent on this project.

The City of York also received Community Block Grant (CDBG) funds in the amount of \$1,512,191 with 0 dollars in program income in 2020. \$1,367,932.63 was disbursed in 2020 for an array of housing and community development projects/activities. A summary of CDBG Program accomplishments are as follows.

## PUBLIC SERVICES

Six (6) public services activities received assistance through the CDBG Program during program year 2020 to provide a variety of services to low-moderate income households. The services provided are summarized below and may not match the CR05 table as some activities are not completed in IDIS:

### First Time Homebuyer Education/Counseling provided by LHOP

In 2020, 52 York City Residents attended the homebuyer workshops and counseling sessions. The Covid pandemic had a negative effect on the delivery of services in 2020. There was a reluctance to participate in classroom setting and many workshops were cancelled.

#### First Time Homebuyer/LHOP

Services included administration, managing and marketing the homebuyer assistance program. In 2020 these services were provided to 2 eligible homebuyers.

#### Fair Housing/Human Relations Commission

In 2020 the Human Relations Commission handled 5 intakes that led to actual cases from for York City residents. They also handled 244 call and walk-ins from both City and County residents and provided numerous out reach to social services organizations and businesses throughout York City.

#### Nurse Home Visitation for High Risk Pregnant Woman/York City Bureau of Health

In 2020 the York City Bureau of Health provided home visits to 124 patients, distributed 1,500 books and educational material to high risk pre and post-partum women. Services included out-reach, home visits, and counseling.

#### Adult Literacy/York County Literacy Council.

In 2020 the Literacy Council provided GED services to 39 York City residents. The contracted number was 50. A total of 15 students completed 50 hours of instruction, 24 improved their job readiness and employability skills and there were 2 classroom presentations from community businesses and organizations. The Literacy Council expended 100% of their contracted funds.

#### Summer Youth Employment Program/Economic Development.

The 4th year of the summer work experience program was canceled due to the Covid pandemic.

In all, the funded agencies provided public service assistance to 489 eligible York City residents and 10 businesses and organizations.

#### Public Facility and Infrastructure Improvements/Public Works

Throughout 2020, three (3) public facility and infrastructure improvement activities were assisted using Community Development Block Grant funds. They were the Farquer Park Kiwanis Lake improvement project and street improvements to North Pine Street (between Market and Philadelphia Streets), Franklin Street (between Wallace and York Streets) and Wallace Street (between State and Broad Street). In total, these activities were obligated \$528,356 which included carry over funds (\$202,010) from the previous year.

#### Elimination of Slum and Blight/RDA

The prevention of slum and blight is a primary concern of the City of York. The current level of abandonment, slum and blighted conditions throughout the City require proactive intervention and redevelopment to allow positive change to occur. CDBG funds were used to stabilize and demolish blighted properties throughout the City. In 2020, 245 properties were impacted by stabilization efforts, six properties were demolished, and no properties were acquired.

City CDBG funds were also utilized to fund the salaries of 2.5 Property Maintenance Inspectors. The funded Property Maintenance Inspectors enforce property codes in low- moderate neighborhoods in

the City of York. These inspectors work diligently enforcing the city's housing, zoning, building and related codes. Property Maintenance Inspectors are committed to maintaining the appearance and values of York City's neighborhoods. In 2020, the Inspectors performed 1984 new inspections, 936 re-inspections, issued 1,573 notices and 921 citations. The City provided \$150,000.00 in CDBG funds for this activity.

### Economic Development/Community First Fund

Programs that help boost the local economy are a high priority. The CDBG funded Community First Fund is a Micro Enterprise development activity that provides eligible City residents with individual business counseling, small business training programs, and access to loan capital for the purpose of starting or expanding small businesses in the City of York. In 2020 the Community First Fund received a total of \$30,000 in CDBG funds. As a result, services were provided to 97.5 individuals and businesses. A total of 38 received technical assistance, 6 loans provided to enterprises, 0 new business start-ups and 25 existing distressed business stabilized and a total of 63 jobs were created/retained. The City also provided supplemental CDBG-CV funding for economic development grants in 2020. A total of 55 businesses received assistance under this program.

### Owner Occupied Rehabilitation Program/York County Planning Commission

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 a home for weatherization). In 2020 there were a number of inquiries but only two rehabs completed. A total of \$40,000 in CDBG funds were set aside for this activity in 2020. The City made adjustments to its rehab program for 2020 to encourage more participation; however, due to COVID-19 there was a reluctance to have contractors in the home to perform work.

### York County Human Services/Communities of Hope/Community Mobilizer

In Program year 2020, the Communities of Hope continued to establish a presence through participation in a number of collaborative meetings as well as outreach events in the neighborhood. A coalition of committed partner agencies has been formed to assist with guiding the initial stages of the strategic plan with focus on establishing the physical space (engagement center), organizing a neighborhood stake-holders group, providing for basic needs and implementing a walking school bus. Community engagement and outreach, furnishing for the family engagement center and school support for Hannah Penn K-8 that includes a Parent Advisory group, a walking school bus to improve safety and an after school cooking program for 7th graders.

### City of York Section 108 Loans

The City of York has two (2) Section 108 loans. The first loan (1999-2000) was used to complete the



Historic Fairmont rental housing rehab development project, public improvements in the Fairmont neighborhood, rental units development along W. Market Street and W. King Street, 7 commercial spaces along W. Market Street and loans to 3 non-profit for Penn Street rehabilitation. The City also loaned the Housing Alliance \$100,000 deferred payment loan to be paid back at \$1,190.48 per month. That loan has been completely paid back. The repaid funds went into the Section 8 account at City and were used to pay back the 108 loan to HUD. The City received a special exception from HUD to use these fund to pay back the section 108 loan. There were also other rental housing development projects funded with section 108 funds. The affordability periods are still in place for these projects. No new Section 108 Loan proceeds were issued in 2020.

The Covid pandemic had a negative impact on the City of York. Small businesses suffered and residents had problems maintaining housing and avoiding homelessness. HUD recognized these problems and provided Participating Jurisdictions with Covid CDBG funding. The funding came to York in two (2) phases. Phase I totaled \$889,582 and Phase II \$353,507. Phase 1 funding was used for administration, small business grants and rental assistance. The city provided 55 small businesses with \$5000 grants and a total of 81 families received rental assistance. The City intends to use Phase II of the funding to provide a 2nd round of the small business grants and an activity to be named at a later date.

## 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	304	2
Black or African American	250	4
Asian	2	0
American Indian or American Native	2	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	<b>558</b>	<b>6</b>
Hispanic	92	4
Not Hispanic	517	2

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

### Narrative

Note the above table does not include 14 households assisted with CDBG funds that do not fit into one of the race categories in the table. Of those 14 households, 5 are Hispanic. Some are not reported above as the activity from which the persons benefitted did not collect race and ethnicity data.

More White families were assisted with CDBG funds than any other racial or ethnic group. 60% of the households receiving assistance through the CDBG program were White. As for the HOME program, half of those households assisted were White while half were Black/African American. Hispanic families accounted for 25% of the households assisted with CDBG funds, but 75% of the households 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	public - federal	1,511,978	\$1,367,932.63
HOME	public - federal	544,004	\$490,794.22

**Table 3 - Resources Made Available**

### Narrative

York City received HOME Investment Partnership Act (HOME) funds in the amount of \$544,004 with no program income or unallocated funds for fiscal year 2020. HOME grant funds were obligated to support program administration (10%) and other housing activities that benefit low-moderate income residents of the City of York. The City expended \$490,794.22 on HOME activities in 2020.

The City of York also received Community Block Grant (CDBG) funds in the amount of \$1,512,191 with 0 dollars in program income in 2020. \$1,367,932.63 was disbursed in 2020.

### Identify the geographic distribution and location of investments

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

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

The majority of activities funded in 2020 were considered “citywide.” The City did not establish geographic target areas in its Consolidated Plan. 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 are 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.

### 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 continuously seeks 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.

In 2020, the City reserved HOME dollars for York Family Residences and Homes at Thackston Park Phase II, both of which received Low Income Housing Tax Credits. Total amount leveraged between the two projects is approximately \$1,600,000 and will be comprised of multiple years of HOME funding commitments.

The City of York participates in the York City and County Continuum of Care. The CoC prepares and updates strategies to end homelessness, system performance measures and annually competes for funding to provide rapid rehousing, permanent supportive housing and coordinated entry services for homeless households and victims of domestic violence. In the FY 2020 Competition, the COC was awarded \$1,755,356 for 12 projects. In addition, while the City of York does not receive Emergency Solutions Grant funding directly from HUD, York County receives dollars that may be used in York City for Rapid Rehousing, Homeless Prevention, Street Outreach and Emergency Shelter activities.

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%.

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

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

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

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

**Table 6 – Match Contribution for the Federal Fiscal Year**

**HOME MBE/WBE report**

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

**Table 7 – Program Income**

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Number						
Dollar Amount						
<b>Sub-Contracts</b>						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Number						
Dollar Amount						
<b>Sub-Contracts</b>						
Number						
Dollar Amount						

**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>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
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						
Cost						

**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	197	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>197</b>	<b>0</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	106	4
Number of households supported through Rehab of Existing Units	10	2
Number of households supported through Acquisition of Existing Units	81	12
<b>Total</b>	<b>197</b>	<b>18</b>

**Table 12 – Number of Households Supported**

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

The City reserved HOME funds to create 106 rental units. The projects are multi-year endeavors and units are expected to be under construction this summer with anticipated completion in 2022 at which time the units produced will be reported. The four units completed in 2020 were funded with prior year funding.

The homeowner rehab program experienced decreased demand due to the COVID-19 pandemic and homeowner's reluctance to want inspectors and contractors in their home.



The City anticipated assisting 81 households through a combination of down payment and closing cost assistance and other homebuyer assistance programs. Twelve homeowners received down payment assistance during 2020 as demand waned as a result of the COVID 19 pandemic.

**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 will adjust future annual action plans by more accurately and realistically projecting persons and households that will receive assistance.

**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	0	0
Low-income	0	4
Moderate-income	0	2
<b>Total</b>	<b>0</b>	<b>6</b>

**Table 13 – Number of Households Served**

**Narrative Information**

**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, including the City, participates in the annual Point In Time Survey, which attempts to capture the unsheltered homeless population. 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 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 critical components of the homeless housing services provided in York County. York County has 159 transitional housing beds (serving families, domestic violence victims, single men, and seniors), and 299 emergency shelter beds (including 68 seasonal beds), that serve families, individuals, domestic violence victims, and unaccompanied youth. In 2020, ensuring proper social distancing in emergency shelter facilities became critical to help control the spread of COVID-19.

The York County Coalition on Homelessness has increased its outreach efforts in the City to help place street homeless in shelter and/or permanent housing. Limiting encampments has been especially critical during the COVID-19 pandemic.

The County’s COVID Response Fund provided funding for Code Blue Shelter. Shelter providers have seen dramatic shifts in operating procedure to ensure safety of all shelter guests and staff during public health emergency. Symptom checks and rapid testing are two ways of doing so.

**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**

Rental and Utility assistance, as well as counseling and advocacy services, were an increased need resulting from the COVID-19 pandemic and household's inability to pay rent due to economic circumstances caused by the pandemic. Eviction moratoria are in place, which has helped delay evictions, but the need for rental assistance is still great. The City reserved CDBG-CV funds to help households with rent and utility arrears during this time, but recognize that the need will far exceed resources available once moratoria expire. The City will continue over the next year to identify resources to help prevent episodes of homelessness that result from eviction or other causes.

In general, York County follows several Pennsylvania-state mandated policies in regard to discharge from a variety of institutions, including health care facilities and mental health facilities as well as for folks exiting corrections institutions and youth aging out of foster care.

**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 continued to prioritize Rapid Re-Housing and continues to seek new Continuum of Care resources for Rapid Rehousing activities. York County also seeks Emergency Solutions Grant (ESG) funds for RRH in an effort to shorten the length of time homeless. 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. A majority of these sources of rapid re-housing and homeless prevention funds are managed through the same local non-profit, Bell Socialization Services (Next Door Program) thereby increasing the odds of an individual or family finding the most appropriate funding source(s) to address their needs. As mentioned previously, the City reserved CDBG-CV funds to help households with growing rent and utility arrears during this time, but recognize that the need will far exceed resources available once moratoria expire.

The City participates in the County's Coordinated Entry process, which assesses household vulnerability and/or need at the time of entry to most appropriately place them in housing and services that will best suit their needs.

## **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. The City submitted its application for demolition/disposition for the Codorus Homes development, which will be replaced with LIHTC units in Phase II of Thackston Park.

The need for accessible public housing units still exists in the City of York; reasonable accommodations are made when requested, but the YHA still experiences difficulty in meeting the demand for accessible units.

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

York Housing Authority (YHA) has resident councils in four of its developments that also serve as the City's Resident Advisory Board (RAB). Participation in the RAB gives residents the opportunity to provide input on YHA management, operations and modernization needs, as well as make recommendations in the development of the YHA Annual and Five-Year Plans. The YHA continues to encourage more Section 8 voucher holders to participate in the RAB to diversify the input received so that those residents' needs are also adequately represented and incorporated to the Plans.

YHA continues to educate residents on the purpose of the RAB and how their feedback will be used to inform planning efforts in an effort to encourage participation. In addition, the YHA continues to reserve one seat on its Board of Directors for a current eligible resident, so as to encourage involvement in decision making and operations of the YHA by resident members. This resident board member can also be helpful in recruiting membership on the Resident Advisory Board and resident councils.

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**

YHA is not troubled.

### **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 in 2009, 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 is currently in the process of updating its AI and action plan. Progress toward new impediments identified will be addressed in future CAPERs.

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

In 2020, the City identified needs that emerged as a result of COVID-19, including assistance to businesses, rent and utility assistance, PPE, hazard pay, and financial education services. The City reserved CDBG-CV for these activities.

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

A significant number of children in the City have elevated levels of lead in their blood. The City continues to incorporate lead-safe work practices and the removal of lead hazards during the implementation of its homeowner rehabilitation program. The City implemented changes to its rehab program in 2020 to encourage greater participation; however the COVID-19 pandemic deterred participation and only two homes were rehabilitated during the year.

### **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 2020, 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. The City's priorities shifted significantly as the City worked to provide resources in response to the COVID-19 pandemic. Nevertheless, the City was still able to undertake the following activities to help lift families out of poverty:

- Bell Socialization/Rental Assistance Program – Rental assistance provided to homeless and near-homeless to secure and/or maintain housing. Additional funding for this activity was made available to households directly impacted by COVID-19.

- First-time Homebuyer Assistance- Counseling and downpayment/closing cost assistance to first-time homebuyers.
- Micro-Enterprise Assistance Program – Provided loans and technical assistance to small businesses to encourage creating or maintaining jobs. Additional grants were provided to businesses that were impacted by COVID-19.
- 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.
- The Bureau of Health provided outreach, counseling, and testing for at-risk pre-and postpartum women.

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. Additionally, the York Housing Authority continued the Family Self Sufficiency Program to its Housing Choice Voucher and Public Housing residents. Efforts in this program aim to help families rely less on assistance and more on earned income helping to lift them out of poverty.

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

With the onset of the COVID-19 pandemic in 2020, the City of York coordinated heavily with its institutional network of public sector, private sector, and non-profit organizations to identify the emergent needs for housing and community development services and coordinate their delivery. In particular, the homeless, low income persons facing high housing cost arrears, and small businesses operating in the City relied on effective delivery of services and assistance. As such, the City 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.

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

The continued implementation of the Coordinated Entry System has also improved efficiency among homeless service providers in that as households present to the Continuum, they are evaluated based on needs and vulnerabilities and referred to appropriate services and agencies to meet their particular needs. As needs increased in 2020 as a result of the COVID-19 pandemic, the City ensured housing and service agencies were equipped with appropriate resources to provide adequate service. 211 also serves as a clearinghouse in the City where residents can call and receive information on a variety of services and programs available to them. The City and its partners ensure that information offered through 211 is up to date.

**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 the adoption of the AI in 2009, 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 is currently in the process of updating its AI and action plan. Progress toward new impediments identified will be addressed in future CAPERs.

## **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.

Due to social distancing requirements, the City did not conduct on-site CDBG monitoring during 2020, but continued to perform 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.

During its regular monitoring visits, the City ensures 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 are in compliance.

To ensure compliance, the City monitors each sub-recipient and required periodic, timely, and complete written reports on beneficiaries and submission of annual audits. The HOME monitoring/inspection projects are listed in CR-50.

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 reviewed its Citizen Participation Plan in 2020 with the submission of its Consolidated Plan. To accommodate waivers issued by HUD to allow for virtual hearings and shortened display periods, the City prepared revisions to its Citizen Participation Plan in early 2020.

The City maintains records that document participation and consistency actions taken each program year. All of the City's substantial amendments require a 30 day public review and comment period as well as a public hearing. For the supplemental CV funds, the City received a waiver from HUD to allow virtual hearings and five day comment period.

### **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, held February 24, 2021, to obtain input on performance reports and the availability of the FY 2020 CAPER for public review beginning on March 1, 2021. The advertisement stipulated that comments received through March 15, 2021 would be considered, providing a 15-day comment period. The notice can be found attached in IDIS. **No public comments were received from the public review period.**

**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 use of the City’s CDBG-CV funding was attributed to existing goals and priorities.

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

No

## **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. The following is a list of projects that were monitored during the program year. On site inspections were not conducted during PY2020 due to social distancing necessitated by COVID-19:

YMCA SRO  
YCDC- York SMB Properties  
George Street Commons  
Smyser Street Apartments  
Historic Fairmont Apartments  
Homes at Thackston Park

## **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 2020 that were required to submit an affirmative marketing plan. However, those projects monitored in 2020 all had affirmative marketing plans in place and are reviewed during monitoring. The Community Housing Development Organization (CHDO) agreement between Y-Community Development Corporation, York Area Development Corporation, Creating Opportunities in Neighborhood Environments (CONE) are required 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**

No Program Income was received or utilized in 2020.