

**CITY OF CORPUS CHRISTI
FY2016 ANNUAL ACTION PLAN**

RECOMMENDED FY2016 CDBG PROGRAM			
FY2016 CDBG Allocation			\$2,404,066
Reprogrammed Funds			\$419,435
Program Income from Demolition Liens			\$55,000
Program Income from Rehabilitation Program (Revolving Loan Fund estimate)			\$1,000,000
TOTAL FUNDS AVAILABLE FOR FY2016 CDBG PROGRAM			\$3,878,501
#	PROJECT & DESCRIPTION	Staff Recommendation	City Council Adopt
1	HCD - CDBG Program Administration This project will fund 5.25 FTE staff salaries and administrative costs: 1 Administrator, 1.75-Sr. Management Assistants (1 at 100% and 1 at .75%), and 2-Contract Administrators (1 at 100% and 1 at 50%). Staff is responsible for administering the Community Development Block Grant (CDBG), the HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) Programs. Staff interprets CDBG, HOME, and ESG federal regulations, conducts public hearings/meetings, reviews proposed projects and activities to determine funding and eligibility, monitors subrecipients for program compliance, provides technical assistance, conducts environmental assessments of funding projects/activities, and enforces Davis Bacon Federal wage rate requirements. The amount indicates 19% of allowed 20% of administrative costs.	\$460,000	
2	HCD - Rehabilitation Services This is the operating budget for 16 FTE staff that service the various housing programs administered by HCD: 1-Director (at 60%), 2-Program Managers, 4-Property Advisors, 4-Loan Officers, 1-Mortgage Servicing Aide, 1-Management Assistant (at 40%), 1-Management Aide, and 2 Sr. Staff Assistants. The staff manage and administer the Single Family Rehabilitation Loan Program, Minor Home Repair Grant Program, Appliance Replacement Grant Program, Veterans Minor Home Repair Grant Program, Veterans Single Family Rehabilitation Loan Program, Homebuyer Assistance Program, the Type A Homebuyer Program, and Mortgage Servicing which manages the servicing of 800 loans provided through the Single Family Rehabilitation Loan Program. Services include collection of loan payments, escrowing of insurance and property taxes, payment of insurance and property taxes, preparing end of year escrow analysis, and providing release of liens on loans that are paid off. Services provided include applicant in-take, loan processing, loan settlement, Homebuyer Education, construction monitoring, project estimating, and development of specifications and drawings.	\$847,000	
3	HCD - Minor Home Repair Grant Program Minor repair grants up to \$15,000 for repairs which include lead based paint testing as required by HUD regulations on houses built prior to 1978. Repairs consist of roof repairs, plumbing electrical, heating, and minor structural repairs. Lead based activities may include actual work or testing required to meet the lead based paint requirements. Assistance through this program is provided to very low income homeowners who are 62 years old or older or disabled. Program Income - \$200,000	\$200,000	

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4	HCD - Single Family Rehabilitation The Single Family Rehabilitation Loan Program benefits only low- and very low-income homeowners. The Program provides zero percent and three percent interest loans to homeowners interested in rehabilitating their homes. Funds requested will be used to provide rehabilitation and reconstruction loans; demolition grants; relocation grants and lead base paint grants for remedial activities. Rehabilitation Loan Program. Program Income - \$800,000	\$800,000	
5	HCD - Appliance Replacement Grant Program The Appliance Replacement Grant Program is designed to provide energy efficient appliances for low- and very low-income homeowners. Eligible applicants will be homeowners already income and program approved and receiving assistance from the Single Family Rehabilitation Program. The grant will provide up to \$6,000 per home which will cover the installation of energy efficient top load washer/dryer, refrigerator, and oven, as well as the removal of the existing non-working or energy efficient appliances.	\$200,000	
6	Parks and Recreations - Sacky Park Improvements The Sacky Park Improvements Project will include the construction of a new playground to serve youth ages 2-12 years old, outdoor fitness equipment for teens and adults, new park benches and picnic tables, trees and a split rail fence around the perimeter of the park to protect the improvements and to prevent access by vehicles. The department will work with a playground and park amenity manufacturer to provide and install all of the improvements.	\$184,469	
7	Parks and Recreation - Ben Garza Park Improvements The Ben Garza Park Improvements Project will include the improvement of two existing youth baseball/softball fields, outdoor fitness equipment for teens and adults, new park benches and picnic tables, trees and a split rail fence around the perimeter of the park to protect the improvements and prevent access by vehicles. The department will work with a playground and park amenity manufacturer to provide and install all of the structural improvements and a landscape company for the improvements to the ballfields and trees. The park is listed as a major investment park for the 2012 Parks and Recreation Master Plan. As use of the park improves and neighbors are encouraged to connect with each other, it can serve as a base line for combating crime in the area. The department will also partner with the Police Athletic League to schedule games and practices at the ballfields.	\$200,000	
8	Police - Code Enforcement Program The Code Enforcement request is to fund staffing for salaries to support 6 full time employees (FTE's): 5-Code Enforcement Property Advisors (100%) and 1- Senior Account Clerk/Administrative Support (100%) which includes a total of \$307,032. Funding will be for salaries and approximately \$10,000 for training through classes, seminars and/or conferences for education opportunities, and for certifications required for code enforcement. The CE Property Advisors are responsible for the inspection of properties within CDBG eligible areas for violations of approximately seventy-five (75) health, safety, and welfare related City Codes. All CDBG eligible census tracts in the city meet, per Resolution, HUD's criteria for a deteriorating area and meet the national objective of serving the low income citizens. The Senior Account Clerk provides administrative support to the Code Enforcement Property Advisors by processing compliance requests through the mail and researching property owner's name and address.	\$307,032	

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9	Police - Demolition Program This program consists of the demolition of substandard structures determined to be health and safety issues and 51% or more deterioration of the general structure. The demolition of these structures is an abatement measure as deemed necessary by the Building Code and Public Safety Officials. The removal of unsafe structures is a priority for neighborhood revitalization within the community and as a goal established by City Council for livable neighborhoods. Each structure will be assessed and surveyed as building case, providing the property owner an opportunity to resolve the substandard conditions within the parameters of the City's Building Codes. The substandard structures will be demolished under the authority of a judge's ruling via Environmental Municipal Court and the Demolition Grant Program that allows the property owner to voluntarily agree to have their structure demolished. Program Income: \$55,000	\$100,000	
10	Police - Clearance of Vacant Properties Program This project consists of clearance of vacant properties in regards to the removal of accumulation of litter and solid waste and the mowing of high weeds and dangerous weeds; to include, abatement of unsightly and unsanitary matter in all CDBG eligible areas. The City may charge an abatement cost and place a lien against the properties to cover the cost incurred.	\$100,000	

#	PROJECT & DESCRIPTION	Staff Recommendation		City Council Adopt
	CDBG NON-PROFIT ORGANIZATIONS	Request	Staff Recomm	
1	Boys & Girls Club of the Coastal Bend Funds requested will renovate a current exercise room into a Teen Center and install an HVAC system; install fire monitoring system, install bleachers in the gym, and repave the front parking lot.	\$200,000	\$200,000	
2	Catholic Charities of Corpus Christi Funds requested are for the construction of two concrete accessible concrete ramps, parking and a gate for the newly relocated Catholic Charities of Corpus Christi. The main ramp will be 700 sq. ft. and the second ramp will be 300 sq. ft.	\$150,000	\$150,000	
3	Corpus Christi Hope House Funds requested will renovate handicapped entrance to the office with a non-slip covering; remove/replace drywall in throughout shelter; remove damaged floors/replace floors in office/office bathroom and replace floors in Apartments 2 and 3; upgrade all doorknobs and locks for safety; upgrade perimeter fencing for security/safety; and renovate garage in a laundry room for clients with handicap accessibility. Capital Contribution: \$20,000	\$130,000	\$130,000	
	Total Non-Profit	\$480,000	\$480,000	\$0
	Total City Projects	\$3,398,501	\$3,398,501	\$0
	Overall Total	\$3,878,501	\$3,878,501	\$0