

**CITY OF CORPUS CHRISTI
FY2018 ANNUAL ACTION PLAN**

RECOMMENDED FY2018 CDBG PROGRAM

FY2018 CDBG Allocation	\$2,687,817
Reprogrammed Funds	\$343,000
Program Income from Rehabilitation Program (Revolving Loan Fund estimate)	\$450,000
TOTAL FUNDS AVAILABLE FOR FY2018 CDBG PROGRAM	\$3,480,817

#	PROJECT & DESCRIPTION	Request	Staff Recomm
1	<p>HCD - CDBG Program Administration This project will fund 6.50 FTE staff salaries and administrative costs: 1-Administrator, 1-Program Manager, 2-Sr. Management Assistants, and 2.50-Contract Administrators. 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. Staff must attend mandatory and required trainings in order to remain in federal compliance.</p>	\$457,000	\$457,000
2	<p>HCD - Rehabilitation Services This is the operating budget for 14 FTE staff that service the various housing programs administered by HCD: 1-Director (at 60%), 2-Program Managers, 4-Property Advisors, 1-Contract Administrator, 4-Loan Processors, 1-Mortgage Servicing Aide, 1-Management Assistant (at 40%), 1-Management Aide, and 1 Sr. Staff Assistant. The staff manage and administer the Demolition/Reconstruction Loan Program, Single Family Rehabilitation Loan Program, Minor Home Repair Grant Program, Appliance Replacement Grant Program, Homebuyer Closing Cost Program, the Type A Homebuyer Program, and Mortgage Servicing which manages the servicing of approximately 700 loans provided through the Single Family Demolition/Reconstruction and Rehabilitation Loan Programs. 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. Staff must attend mandatory and required trainings to remain in federal compliance.</p>	\$752,000	\$752,000
3	<p>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 - \$450,000</p>	\$542,981	\$542,981
4	<p>Library-McDonald Library Broadband project This project proposes to expand Ben F. Mcdonald Library's broadband capability from 50Mbps, which is shared with five other library locations, to 1Gbps. Approximately 10,000 feet of fiber will be installed from Navigation Blvd and Bear Lane to the Library. Five wireless access points will be installed within the library to provide wireless/broadband access.</p>	\$214,804	\$214,804

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5	<p>Code Enforcement-Demolition</p> <p>This program consists of the demolition of substandard structures determined to be health and safety issues and meet a threshold of 51% or more deterioration of the general structure. The demolition of these structures is an abatement measure as deemed necessary by the City Code of Ordinances and Public Safety Officials. The removal of unsafe structures is a priority for neighborhood revitalization within the community as well as a goal established by City Council. Each structure will be assessed and surveyed by Code Enforcement as a sub-standard building case. The property owner is provided the opportunity to resolve the sub-standard conditions within the parameters of the City's Building Codes. Structures remaining sub-standard will be demolished under the authority of the Building Standards Board. The City may charge an abatement cost and place a lien against the properties to cover the cost incurred; or, The Demolition Grant Program allows the property owner the opportunity to voluntarily agree to have their structure demolished. This Program benefits low income persons in CDBG eligible areas to aid in the prevention/elimination of slums or blight.</p>	\$100,000	\$100,000
6	<p>Code Enforcement-Clearance of Vacant Properties</p> <p>This program consists of the clearance of vacant properties in regards to the removal of the accumulation of litter; solid waste; the mowing of tall weeds and dangerous weeds; and, abatement of unsightly and unsanitary matter. The City may charge an abatement cost and place a lien against the properties to cover the cost incurred. This Program benefits low income persons in CDBG eligible areas to aid in the prevention/elimination of slums or blight. All CDBG eligible areas tracts in the city meet the HUD criteria for a deteriorating area and meet the national objective of serving the low income clients.</p>	\$100,000	\$100,000
7	<p>Code Enforcement Program (Staffing)</p> <p>This request is to fund full salary for six (6) full-time employees in the Code Enforcement Division of the Police Department - five (5) Compliance Officers at 100% and one (1) Senior Account Clerk at 100% for special code enforcement activities associated with the investigation, notification and abatement of ordinance violations in CDBG eligible areas. This amount includes \$10,000 (\$1,666.67 for each staff member for required training and certifications.) Program benefits low income persons in CDBG eligible areas to aid in the prevention/elimination of slums or blight.</p>	\$307,032	\$307,032
8	<p>Parks and Recreation-Del Mar College Nutrition Education Service Center</p> <p>The Senior Community Services Nutrition Education Service Center (Central Kitchen) prepares approximately 233,009 meals for the Elderly Nutrition Program that includes the meals served at 8 senior centers, the Meals On Wheels Program and the Summer Meal Program for Children/Youth. The Central Kitchen is located at Del Mar West Campus and was constructed in 1999 with CDBG Funds. Adjacent to the Central Kitchen are four classroom utilized by Del Mar College for the Restaurant and Hospitality Management classes. The replacement of the one (1) 3/4 ton delivery vehicles for improved safety and efficiency of meal delivery to the senior centers. The current vehicle is a box truck with a lift and the year of the vehicle is 1999 (171,866 miles) . Purchase of two (2) Titrilling one (1) Skillet Braising Pan; one (1) milk cooler; and one (1) stainless steel three compartment sink with countertop.</p>	\$110,000	\$110,000
9	<p>Engineering-Sunnybrook Road Sidewalk Improvements-Phase I</p> <p>The existing rural roadway section will be transitioned into an improved section with underground drainage, minor utility adjustments and ADA compliant sidewalks after all phases are complete. The design will evaluate and recommend upgrades to the existing drainage capacity for installation of a new 5' sidewalk on one side in Phase 1. The proposed improvements provide improved access and safety for pedestrians and bicyclists with minor drainage improvements that reduces potential for nuisance flooding, mesquites and undomesticated animals. Future phases will provide sidewalks on both sides of the street and continue sidewalks to Kostoryz. Phase 2 is also proposed to complete the sidewalk and minor drainage improvements on the opposite side of the road. Although not proposed in this phase, area lighting (street illumination) will be evaluated and considered in future phases/projects.</p>	\$398,500	\$398,500

#	PROJECT & DESCRIPTION	Request	Staff Recomm
10	<p>Engineering-Sunnybrook Road Sidewalk Improvements- Phase 2</p> <p>The existing rural roadway section will be transitioned into an improved section with underground drainage, minor utility adjustments and ADA compliant sidewalks after all phases are complete. The design will evaluate and recommend upgrades to the existing drainage capacity for installation of a new 5' sidewalk on the remaining side in Phase 2. The proposed improvements provide improved access and safety for pedestrians and bicyclists with minor drainage improvements that reduces potential for nuisance flooding, mesquites and undomesticated animals. Future phases will continue sidewalks on both sides of the street to Kostoryz. Phase 1 is also a proposed application under this same grant to construct the sidewalk and minor drainage improvements on the first side of the street.</p>	\$398,500	\$398,500
11	<p>Nueces County Community Action Agency</p> <p>NCCAA proposes to leverage Federal, State and local funding with CDBG funded projects. CDBG funded projects will meet rules and regulations as those projects funded by the federal, state and local governments. Program beneficiaries will be those that meet the criteria outlined in the Area Median Income (AMI) guide. Upon receipt of the CDBG contract funds, NCCAA proposes to begin the home assessment process for weatherization/minor home repairs. At a minimum, NCCAA plans to assess and provide weatherization measures in the amount of \$4,000 for a total of 25 homes.</p>	\$100,000	\$100,000
Total City Projects		\$3,480,817	\$3,480,817
Overall Total		\$3,480,817	\$3,480,817